

OFFICE OF PRINCIPAL DISTRICT & SESSIONS JUDGE CUM-SPL. JUDGE (DC ACT) (CBI), ROUSE AVENUE DISTRICT COURT, DDU MARG, NEW DELHI



CIRCULAR

Consequent upon the guidelines issued by the Ministry of Communication and Information Technology, Govt. of India in its policy of Oct. 2014 mandating that **only the eMail services provided by NIC shall be used for official communication by all organizations except those exempted under clause 14 of the policy. The email services provided by other service providers shall not be used for any official communication and as per circular No. 20971-21101/Cyber Security/Comp./2022 dated 18.06.2022 issued by the Head Quarters, it is informed to all the Ld. Judicial Officers and officials not to upload, save/share any internal/restricted /confidential data or files on any non-government cloud services like google drive, dropbox etc.**

Further, in compliance to the directions of Hon'ble IT Committee, High Court of Delhi, name based government email IDs of all the cadre of employees of this establishment have been created successfully. Besides that, the office has also created dedicated designation based government email IDs of all the courts functioning at RADC on the domain of ddc.nic.in, the credentials (username and password) have already been sent to all the users through SMS on their mobile number for information. All the employees posted in Rouse Avenue District Courts are hereby directed to verify their email IDs through their Layers account and install KAVACH app in their smart phones to use the same in place of email IDs of other platforms like gmail, yahoo etc. for official use. In case of any issue, the Computer Branch, RADC is available.

The list of newly created email IDs of each and every Court functioning at RADC (Annexure-A) is hereby circulated amongst all the Ld. Judicial Officers, Staff members, Lawyers, litigants and other stakeholders for information and with the request that henceforth all correspondence may be made through these newly created email IDs in conjunction with Kavach Authentication app.

Further, in order to make aware all the concerned staff with regard to use of official ddc.nic.in email IDs and Kavach Authentication app, an online training programme is being organized through Cisco Webex platform from 4 PM onwards on 14.10.2023. Accordingly, all the Reader/Ahlmad/Asstt. Ahlmad and Stenographer posted at Rouse Avenue District Court are hereby directed to join the aforesaid training programme without fail. Meeting details are as under:-

Meeting No. :- 184 967 5839

Meeting Link:- <https://districtcourtdelhi.webex.com/meet/computerbranchradc>

Anju Bajaj Chandana

(Anju Bajaj Chandana)
Principal District & Sessions Judge
Rouse Avenue District Court, New Delhi

No. 19796/C-19873/C-19873/C
/Training/Comp/RADC/2023

Dated : 11/10/2023

Copy forwarded for information and necessary action to:-

1. All the Ld. Judicial Officers posted at RADC, New Delhi are requested to direct the staff posted under their control to join the training programme as per schedule and after that use the newly created email IDs.
2. All the Branches functioning at Rouse Avenue District Courts for information.
3. PS to the undersigned.
4. Website committee, Tis Hazari Courts, Delhi with the direction to upload the circular alongwith Annexur-A on the official website of Delhi District Courts.
5. Guard File.

[Signature]
(Officer In-Charge)
Computer Branch
RADC, New Delhi

Annexure- A

OFFICIAL EMAIL IDS OF THE COURT - RACC/CENTRAL DISTRICT

| SN | DESIGNATION OF THE COURT | MOBILE NO. OF THE READER/STAFF OF THE COURT | OFFICIAL EMAIL ID OF THE COURT | EMP. CODE OF THE READER/STAFF | FIRST NAME OF THE READER / STAFF | LAST NAME OF READER/STAFF | DESIGNATION |
|----|--|---|--------------------------------|-------------------------------|----------------------------------|---------------------------|-------------|
| 1 | Pr. Distt. and Sessions Judge, Spl. JUDGE PRACTICE CBI | 9871162315 | pdsjsjpecbi-racc@ddc.nic.in | 85982405 | Madhusudan | Pandey | Reader/JA |
| 2 | PRESIDING OFFICER, INDUSTRIAL TRIBUNAL- 01 | 9818034325 | poi01-racc@ddc.nic.in | 17188658 | Shalu | Kapoor | Reader/SJA |
| 3 | PRESIDING OFFICER, INDUSTRIAL TRIBUNAL- 02 | 9136657137 | poi02-racc@ddc.nic.in | 89234004 | Gopal | Gusain | Reader/SJA |
| 4 | SPECIAL JUDGE(PCACT) (CBI) (COAL BLOCK CASES - 01) | 8860186959 | sjpecbicbc1-racc@ddc.nic.in | 39532371 | K S | Rawat | Reader/JA |
| 5 | SPECIAL JUDGE(PCACT) (CBI) (COAL BLOCK CASES - 02) | 9310009311 | sjpecbicbc2-racc@ddc.nic.in | 23751492 | Arun | Kumar | Reader/JA |
| 6 | SPECIAL JUDGE (PC ACT) (CBI)- 01 | 9891535927 | sjpecbi01-racc@ddc.nic.in | 67854320 | Sanjay | Kumar | Reader/SJA |
| 7 | SPECIAL JUDGE(PC ACT) (CBI) 02 | 9971713713 | sjpecbi02-racc@ddc.nic.in | 39049085 | Kavitha | Prabhal | Reader/SJA |
| 8 | SPECIAL JUDGE(PC ACT) (CBI) 03 | 9990007818 | sjpecbi03-racc@ddc.nic.in | 32794029 | Ashok | Kumar | Reader/JA |
| 9 | SPECIAL JUDGE(PC ACT) (CBI) 04 | 9971932808 | sjpecbi04-racc@ddc.nic.in | 43415136 | R C | Verma | Reader/SJA |
| 10 | SPECIAL JUDGE(PC ACT) (CBI) 05 | 9654567320 | sjpecbi05-racc@ddc.nic.in | 11382576 | Nisha | Khan | Reader/JA |
| 11 | SPECIAL JUDGE(PC ACT) (CBI) 06 | 9971663100 | sjpecbi06-racc@ddc.nic.in | 89277917 | Yogender Kumar | Yadav | Reader/JA |
| 12 | SPECIAL JUDGE(PC ACT) (CBI) 07 | 9990593249 | sjpecbi07-racc@ddc.nic.in | 95998905 | Dharmender | Kumar | Reader/JA |
| 13 | SPECIAL JUDGE(PC ACT) (CBI) 08 | 9810185977 | sjpecbi08-racc@ddc.nic.in | 33157173 | Dimple | Jasrotia | Reader/SJA |
| 14 | SPECIAL JUDGE(PC ACT) (CBI) 09 | 9711437317 | sjpecbi09-racc@ddc.nic.in | 80014007 | Brijesh | Andani | Reader/JA |
| 15 | SPECIAL JUDGE(PC ACT) (CBI) 10 | 9999452199 | sjpecbi10-racc@ddc.nic.in | 55128139 | Samita | Bhatt | Reader/SJA |
| 16 | SPECIAL JUDGE(PC ACT) (CBI) 11 | 7982496829 | sjpecbi11-racc@ddc.nic.in | 82759945 | Meenu | Baurai | Reader/JA |
| 17 | SPECIAL JUDGE(PC ACT) (CBI) 12 | 9868222870 | sjpecbi12-racc@ddc.nic.in | 69945021 | Virender Kumar | Yadav | Reader/JA |
| 18 | SPECIAL JUDGE(PC ACT) (CBI) 13 | 8586876914 | sjpecbi13-racc@ddc.nic.in | 64586826 | Anand | Singh | Reader/SJA |
| 19 | SPECIAL JUDGE(PC ACT) (CBI) 14 | 9871533343 | sjpecbi14-racc@ddc.nic.in | 46387764 | Mohini | | Reader/JA |
| 20 | SPECIAL JUDGE(PC ACT) (CBI) 15 | 9560193165 | sjpecbi15-racc@ddc.nic.in | 42395307 | Dhaneshwari | | Reader/JA |
| 21 | SPECIAL JUDGE(PC ACT) (CBI) 16 | 8448624180 | sjpecbi16-racc@ddc.nic.in | 83489683 | Devinder Singh | Bisht | Reader/SJA |
| 22 | SPECIAL JUDGE(PC ACT) (CBI) 17 | 9968262852 | sjpecbi17-racc@ddc.nic.in | 55425575 | Ashwani | Kumar | Reader/JA |
| 23 | SPECIAL JUDGE(PC ACT) (CBI) 18 | 8178088525 | sjpecbi18-racc@ddc.nic.in | 76049815 | Manoj | Satija | Reader/JA |
| 24 | SPECIAL JUDGE(PC ACT) (CBI) 19 | 9811466080 | sjpecbi19-racc@ddc.nic.in | 92227923 | Anita | Kanwar | Reader/JA |
| 25 | SPECIAL JUDGE(PC ACT) (CBI) 20 | 9818474700 | sjpecbi20-racc@ddc.nic.in | 73135107 | Vijay Kumar | Taneja | Reader/SJA |
| 26 | SPECIAL JUDGE(PC ACT) (CBI) 21 | 8178183633 | sjpecbi21-racc@ddc.nic.in | 71279544 | Kusum | Chattalani | Reader/SJA |
| 27 | SPECIAL JUDGE(PC ACT) (CBI) 22 | 9319750410 | sjpecbi22-racc@ddc.nic.in | 95623085 | Rita | Bala | Reader/SJA |
| 28 | SPECIAL JUDGE(PC ACT) (CBI) 23 | 9911024456 | sjpecbi23-racc@ddc.nic.in | 39555164 | Birender | Kumar | Reader/JA |

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|----|--------------------------------|------------|---------------------------|----------|---------------|-----------|------------|
| 29 | SPECIAL JUDGE(PC ACT) (CBI) | 9873896029 | sjpecbi24-racc@ddc.nic.in | 54825951 | Shabnam | | Reader/JA |
| 30 | SPECIAL JUDGE(PC ACT) (ACB)-01 | 9810901654 | sjpeacb01-racc@ddc.nic.in | 53067784 | Meena | Arora | Reader/SJA |
| 31 | SPECIAL JUDGE(PC ACT) (ACB)-02 | 9990493217 | sjpeacb02-racc@ddc.nic.in | 58364675 | Rajni | Butola | Reader/SJA |
| 32 | P.O.L.C. - 01 | 8800182172 | polc01-racc@ddc.nic.in | 31396480 | Praveen | Kumar | Reader/SJA |
| 33 | P.O.L.C. - 02 | 9953122977 | polc02-racc@ddc.nic.in | 55754103 | Mukesh | Kumar | Reader/JA |
| 34 | P.O.L.C. - 03 | 9990723725 | polc03-racc@ddc.nic.in | 28202698 | Raj Rani | Bharti | Reader/SJA |
| 35 | P.O.L.C. - 04 | 9212063475 | polc04-racc@ddc.nic.in | 42610667 | Sanjay Kumar | Tyagi | Reader/SJA |
| 36 | P.O.L.C. - 05 | 9911110903 | polc05-racc@ddc.nic.in | 80776640 | Harkesh Kumar | Yadav | Reader/SJA |
| 37 | P.O.L.C. - 06 | 9717818494 | polc06-racc@ddc.nic.in | 57970525 | Arun Kumar | Gautam | Reader/SJA |
| 38 | P.O.L.C. - 07 | 9873772225 | polc07-racc@ddc.nic.in | 40316493 | Archana | Singh | Reader/JA |
| 39 | P.O.L.C. - 08 | 9968077063 | polc08-racc@ddc.nic.in | 23395177 | Jawahar Lal | Yadav | Reader/SJA |
| 40 | P.O.L.C. - 09 | 7982152472 | polc09-racc@ddc.nic.in | 11132664 | Raj | Kumar | Reader/JA |
| 41 | P.O.L.C. - 10 | 9810352954 | polc10-racc@ddc.nic.in | 47147023 | Kanchan | Manchanda | Reader/SJA |
| 42 | CHIEF METROPOLITAN MAGISTRATE | 9868245004 | cnmm-racc@ddc.nic.in | 28920801 | Rajni D | Kumar | Reader/JA |
| 43 | ACMM-01 | 9810189106 | acmm01-racc@ddc.nic.in | 95090506 | Anju Bala | chaudhary | Reader/SJA |
| 44 | ACMM-04 | 9971540002 | | 52766304 | Amit Kumar | Tanwar | Reader/SJA |
| 45 | ACMM-03 | 9818060962 | acmm03-racc@ddc.nic.in | 65270017 | Ravinder | Kumar | Reader/JA |
| 46 | ACMM-02-CUM-ACJ | 9643289900 | acmm02acj-racc@ddc.nic.in | 42224198 | Manohar | Lal | Reader/SJA |