

2024

**HIGH COURT OF DELHI: NEW DELHI**

654/

No. 260/CrI./DHC

Dated: 15.03.2024

7024

**CIRCULAR**

It has come to the notice that, despite issuance of requisition letter well in time, inconvenience with regard to LCRs/TCRs is being caused to the Hon'ble Courts because of the following reasons:-

- a) The LCR/ TCR are not uploaded on the portal before the next date of hearing, resulting into issuance of reminders/ unnecessary follow-ups, and unwarranted dates being issued only for want of properly bookmarked/indexed/paginated LCR/TCR.
- b) The LCR/ TCR often gets uploaded either just before the date of hearing or on the date of hearing itself, even though the requisition for the same is sent well before the time, resulting into non- availability of LCR/TCR for perusal of the Hon'ble Courts on the date of hearing.
- c) The records, being uploaded on the link/URL, are often not bookmarked/paginated/indexed which also results into a lot of inconvenience to the Hon'ble Courts.

All the Principal District & Sessions Judges are therefore requested to ensure that **duly bookmarked/paginated/indexed LCR/TCR are uploaded on the TCR Portal of this Court immediately in urgent cases and within 7 days in other cases**, from the time of receipt of requisition for the same so that no inconvenience is caused to the Hon'ble Courts, merely due to non-availability of duly bookmarked/paginated/indexed LCR/TCR.

-Sd-

(Kanwaljeet Arora)  
**REGISTRAR GENERAL**

Endst. No. 6157-73/CrI./DHC

Dated: 15.03.2024

Copy forwarded for information and necessary action to:-

Genl. Bx.

P.O. of SJ (Hqs)  
18/03/24.

(02)  
26/3/24

Most Urgent/Out at once

**OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE (HQ): DELHI**

No. 1986/2116/Genl./HCS/2024

Dated, Delhi the

21 MAR 2024

Sub : Circular

A copy of the letter no. 260/Crl./DHC dated 15.03.2024 bearing this office diary no. 654 dated 18.03.2024 received from the Hon'ble High Court of Delhi in the abovesaid matter is being circulated for information and necessary compliance to : -

1. All the Ld. Principal District & Sessions Judges, Delhi, New Delhi (except Central District) (WS)
2. All the Ld. Judicial Officers posted in Central District, Tis Hazari Courts, Delhi.
3. The Ld. Registrar General, Hon'ble High Court of Delhi, New Delhi for information.
4. PS to the Ld. Principal District & Sessions Judge (HQs), Tis Hazari Courts, Delhi for information.
5. The Chairman, Website Committee, Tis Hazari Courts, Delhi with the request to direct the concerned official to upload the same on the Website of Delhi District Courts.
6. The Director (Academics), Delhi Judicial Academy, Dwarka, New Delhi for information as requested vide letter no.DJA/Dir.(Acad)/2019/4306 dated 06.08.2019.
7. Dealing Assistant, R&I Branch for uploading the same on LAYERS.
8. Dealing Assistant for uploading the same on Centralized Website through LAYERS.

*Barkha Gupta*

**(BARKHA GUPTA)**

Officer-in Charge, Genl. Branch, (C)  
District Judge, (Comm. Court)  
Tis Hazari Courts, Delhi.

Encls. As above

*PD 285 (WS) officiating*  
*26/03/2024*

*o/c/genl (WS)*

*23/3/24*