

**OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE (WEST)  
TIS HAZARI COURTS : DELHI**

**ORDER**

In pursuance of High Court of Delhi, New Delhi posting/transfer Order No.10/D3/Gaz.-IA/DHC/2024 and No.09/DHC/Gaz./G-7/VI.E.2(a)/2024 both dated 19.03.2024 and in partial modification to this office earlier Order No.173/2242-2334/Committee/Gaz./PDJ West/2023 dated 19.01.2024, the following Nodal Officers of West District, Tis Hazari Courts, Delhi are hereby appointed as under with immediate effect :-

S. No	Nature of Work Allocation	Name of the Officer / Nodal Agency	Designated as	Concerned Branch
1	To address all queries and issues instructions/circular on the implementation of Technical Devices (TDs) scheme in terms of Hon'ble High Court Circular No.07-17/RCS/DHC dated 03.04.2017.	Head of Office, Accounts (West)	Nodal Officer	Accounts Branch (West)
		A.O./D.D.O. (West)	Link Nodal Officer	
2	(i) Separate Website for West District in Delhi District Courts. (ii) Computer, West District	Sh. Sudhanshu Kaushik, ADJ-06	Nodal Officer	Computer Committee (West)
		Ms. Ambika Singh, ASJ-02	Link Nodal Officer	
		Sh. Ankit Karan Singh, MM-08	2 <sup>nd</sup> Link Nodal Officer	
3	For creation of e-Mail ids of Judicial Officers (West) through e-mail automation software application launched by Hon'ble eCommittee Supreme Court of India.	Sh. Sudhanshu Kaushik, ADJ-06	Nodal Officer	Computer Committee (West)
		Ms. Ambika Singh, ASJ-02	Link Nodal Officer	
		Sh. Ankit Karan Singh, MM-08	2 <sup>nd</sup> Link Nodal Officer	
4	Grievance Redressal Officer (under Section 23 of the Rights of Persons with Disabilities Act, 2016)	The Administrative Civil Judge (West) (in view of Ld. District & Sessions Judge (HQs), Delhi letter No.11370-11380/Admn.II/Misc./2020 dated 18.02.2020)	Grievance Redressal Officer	Care Taking Branch
5	To over see the implementation of directions of Anti-Smoking in Court Complex	The Administrative Civil Judge (West)	Nodal Officer	Care Taking Branch (West)
6	To collect/receive the files/sealed documents/trunks/bags/boxes /FDRs etc. pertaining to the cases which have been transferred from Hon'ble High Court to West District.	Sh. Hukum Chand, Sr. J.A. (Bail & Filing Section, West District)	Nodal Officer	Filing Branch
		Ms. Manmeet Kaur, Sr. J.A. / (Bail & Filing Section, West District)	Link Nodal Officer	
7	New Uniform Resource Locator (URL) created to access online dashboard  To check and verify the uploaded data on the portals of DOJ	Ms. Hemani Malhotra, DJ (Commercial Court)-02	Nodal Officer	Judicial Branch
		Sh. Ankit Karan Singh, MM-08	Link Nodal Officer	

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S. No	Nature of Work Allocation	Name of the Officer / Nodal Agency	Designated as	Concerned Branch
8	to facilitate Medical Assistance also by fixing the telephonic appointments from the hospitals and other Government Authorities for all the Judicial Officers of West District, Tis Hazari Courts, Delhi and their dependent family members, in addition to the works already assigned to him, with immediate effect	Sh. Naveen Kumar, SJA (Branch Incharge, attached to the office of Ld. Chief Metropolitan Magistrate (West) (Mobile No.9999993525), under the kind control of Ld. CMM (West)	Nodal Officer	Protocol Branch
9	For collating information regarding the cases concerning or relating to HIV-positive persons and anonymize the identity of such persons during the collating of data, West District, Tis Hazari Courts, Delhi and forward the same to the Nodal Officer of Hon'ble High Court of Delhi/New Delhi, in every six months	Ms. Kamlesh Wadhwa, Sr.PA/ Branch In-Charge, E-Sewa Kendra-cum-Facilitation Center, Tis Hazari Courts, Delhi	Nodal Officer	E-Sewa Kendra-cum-Facilitation Center

Further the correspondence with the High Court of Delhi, New Delhi will be done only through the undersigned.

*Vinod Kumar*  
27/03/2024

(VINOD KUMAR)  
PRINCIPAL DISTRICT & SESSIONS JUDGE  
(WEST DISTRICT)

No. 486/1000-10095 /Committee/Gaz./PDJ West/2024 Dated, Delhi the 28/3/24

1. The Registrar General, High Court of Delhi, New Delhi.
2. The Principal District & Sessions Judge (HQs), Delhi
3. All the Judicial Officers of West District, Tis Hazari Courts, Delhi.
4. All the Branch Incharge/DDO of West District, Tis Hazari Courts, Delhi.
5. The PS to the undersigned.
6. The Reader to the undersigned.
7. For uploading on LAYERS.
8. For uploading on centralized website through LAYERS.

*Vinod Kumar*  
27/03/2024

PRINCIPAL DISTRICT & SESSIONS JUDGE  
(WEST DISTRICT)