

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

CIRCULAR

It has been brought to the notice of the undersigned that the instructions in respect of leave contained in letter No.450/Gaz./P.F. dated 09.01.1986, 456/Gaz./P.F. dated 14.05.1999 and No.5883/Gaz./P.F. dated 01.03.2004 of Hon'ble High Court of Delhi, New Delhi are not being scrupulously followed by the Judicial Officers of West District, Tis Hazari Courts, Delhi.

*Attention is drawn towards Hon'ble High Court of Delhi, New Delhi letter No.5883/Gaz./P.F. dated 01.03.2004 wherein it is stated that it is observed that the Judicial Officers are availing commuted leave for 1 or 2 days frequently, which is not a healthy practice and should be discouraged. Their Lordships have directed that the Judicial Officers should not take commuted leave for 1 or 2 days, and instead take casual Leave in such eventualities.*

In view of the directions of Hon'ble High Court of Delhi, New Delhi, it is impressed upon all the Judicial Officers of West District not to take commuted/medical leave for 1 or 2 days and instead avail Casual leave in such eventualities. From now onwards no commuted/medical leave for less than 3 days shall be entertained.

*Vinod Kumar* 07/06/24  
(VINOD KUMAR)

PRINCIPAL DISTRICT & SESSIONS JUDGE  
WEST DISTRICT, THC, DELHI

No 20121-20195 /Leave/Gaz/PDJ West/2024

Dated 07/06/24

Copy forwarded to:-

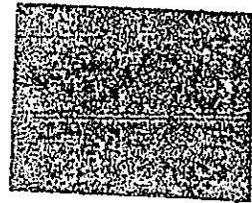
1. All the Judicial Officers of West District, THC, Delhi.
2. The PS to the undersigned.

*Vinod Kumar* 07/06/24  
PRINCIPAL DISTRICT & SESSIONS JUDGE  
WEST DISTRICT, THC, DELHI

3)

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

CIRCULAR



It has been observed by the undersigned that some of the Judicial Officers posted in West District are taking frequent leaves that not only disrupts the functioning of the Courts but also causing discomfort to the litigants resulting in delay in disposal of the cases. It is impressed upon all the Judicial Officers posted in West District that leaves cannot be claimed as a matter of right.

It is further impressed upon all the Judicial Officers that they should apply for leave well in advance, at least 15 days before, in case for the grant of earned leave and should not proceed on leave in anticipation of its sanction in its due course. Furthermore, they should avail casual leave in such a manner that it is spread over the whole of the calendar year to meet any unforeseen exigences. If the leave is to be taken suddenly then written/telephonic intimation be sent to the undersigned by 10:00 A.M (Sharp).

It is further impressed upon all the Ld Judicial Officers posted in West District, Tis Hazari Courts, Delhi, that on or before proceeding on sanctioned or justifiable leave, they shall not allow/forward leave application of the stenographers attached to their Courts.

*Vinod Kumar*  
(VINOD KUMAR) 01/05/2024

PRINCIPAL DISTRICT & SESSIONS JUDGE  
WEST DISTRICT, THC, DELHI

14784-14858  
No \_\_\_\_\_/Leave/Gaz/PDJ West/2024

Dated 01/05/24

Copy forwarded to:-

1. All the Judicial Officers of West District, THC, Delhi.
2. The PS to the undersigned.

*Vinod Kumar*  
01/05/2024

PRINCIPAL DISTRICT & SESSIONS JUDGE  
WEST DISTRICT, THC, DELHI

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

No 25982-26051/Leave/Gaz/PDJ West/2024

Dated 21/8/24

To

All the Judicial Officers  
West District, Tis Hazari Courts  
Delhi

- Sub : (i) Circular No.20121-20195/Leave/Gaz./PDJ West/2024 dated  
07.06.2024 with regard to directions of Medical/Commuted leave.
- (ii) Circular No.14784-14858/Leave/Gaz/PDJ West/2024 dated  
01.05.2024 with regard to Earned Leave.

Sir / Madam,

It has been observed that some Judicial Officers of West District are not applying earned leave applications well in advance i.e. 15 days, some are applying earned leaves after completion of leave and some are applying medical/commuted leave for 01 or 02 days despite this office captioned Circulars.

Captioned Circulars are hereby re-circulated for strict compliance.

  
(VINOD KUMAR)

PRINCIPAL DISTRICT & SESSIONS JUDGE  
WEST DISTRICT, THC, DELHI

No 26052/Leave/Gaz/PDJ West/2024

Dated 21/8/24

Copy forwarded to:-

1. The PS to the undersigned.



PRINCIPAL DISTRICT & SESSIONS JUDGE  
WEST DISTRICT, THC, DELHI