

OFFICE OF THE DISTRICT & SESSIONS JUDGE (SOUTH)  
DISTRICT COURT COMPLEX : SAKET, NEW DELHI

ORDER NO. 04/2019

Dated : 09<sup>th</sup> January, 2019

In modification of the earlier orders on the subject, the Committee is hereby reconstituted as under to look into the request and suggestions/grievances of the Staff posted at South District, Saket Court Complex, New Delhi:-

Staff Grievance Redressal Committee:-

- |   |                   |
|---|-------------------|
| a) The Officer In-Charge, (Administration Branch- I)(South)   | Ex-officio Member |
| b) The Officer In-Charge (Administration Branch- II)(South)   | Ex-officio Member |
| c) The Officer In-Charge (Administration Branch-III) (South)  | Ex-officio Member |
| d) The Officer In-Charge (BMC), Saket Courts  | Ex-officio Member |
| e) The Officer In-Charge (Security Cell), Saket Courts  | Ex-officio Member |
| f) The Officer In-Charge, Officer In-Charge (Record Rooms)(South)                                   | Ex-officio Member |
| g) The Administrative Civil Judge (South)   | Ex-officio Member |
| h) The Vice President (South District), District & Sessions Courts<br>Employees Welfare Association | Ex-officio Member |

The senior most officer amongst them would be the Chairperson of the Committee.

It is notified that the following Judicial Officers & Official are the Members of the Staff Grievance Redressal Committee presently:-

- |  |                        |
|--|------------------------|
| a) Sh. Sanjiv Jain, Spl. Judge (CBI)(South)/OIC (BMC) & (Security)   | Ex-officio Chairperson |
| b) Sh. Rajesh Kumar Singh, Spl. Judge (NDPS) (South)/OIC (Admn.-I & II)  | Ex-officio Member      |
| c) Sh. Balwant Rai Bansal, Addl. Sessions Judge (South)/<br>OIC (Admn.-III) & (Record Rooms)                                     | Ex-officio Member      |
| d) Sh. Sachin Sangwan, Administrative Civil Judge (South)  | Ex-officio Member      |
| e) Sh. Mahender, Judicial Assistant/Vice President (South District),<br>District & Sessions Courts Employees Welfare Association | Ex-officio Member      |

All correspondence with the Hon'ble High Court or other Authorities shall be done only through the undersigned. All the official communications to the District & Sessions Judges of other Districts or their Branches be addressed to the concerned Ld. District & Sessions Judge and only under instructions of the undersigned.

*Asha Menon*  
(Asha Menon) 9-1-19

District & Sessions Judge (South)  
District Courts Complex, Saket, New Delhi.

No. Genl. Admn./SD/AM/Saket/2019/ 1108-1125

New Delhi, 09-01-2019

Copy to :-

1. The Registrar General, High Court of Delhi, New Delhi.
2. The District & Sessions Judges (Headquarters), Tis Hazari Courts, Delhi.
3. The District & Sessions Judge (South-East), Saket Court Complex, New Delhi.
4. All the Members of the Committee.
5. All the Judicial Officers posted at South District, Saket Courts Complex with the request to bring the same to the notice of the staff under their kind control.
6. The Nodal Officer, Website Saket Court Complex, New Delhi with a request to upload the same on the website i.e. [www.ecourts.gov.in/south](http://www.ecourts.gov.in/south) & [south-east delhi](http://www.ecourts.gov.in/south-east-delhi).
7. The Public Relation Officer, Saket Courts Complex, New Delhi.
8. Administrative Officers (Judl.)/Branch In-Charges of all Branches/Sections/Cell/Units etc. of South District at Saket Courts Complex, New Delhi with the direction to bring the same to the notice of the staff under their control
9. For uploading on LAYERS.
10. For uploading on Centralized Website through LAYERS.
11. The Personal Assistant attached to the undersigned.

*Asha Menon*  
(Asha Menon) 9-1-19

District & Sessions Judge (South)  
District Courts Complex, Saket, New Delhi.