

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

CIRCULAR

Dated: 4th February 2019


Subject : Posting Details since Joining in Saket Courts Complex

All the officials posted in Courts/ Branches of South-East district are hereby directed to furnish the following details as per Annexure 'A':

Please note that posting wise details are not required to be given, only total number of years of postings in Branches or Courts, as the case may be, are to be given.

The concerned Administrative Officer (J) / Branch In-charge will send the desired information of all the officials under their control to the "Administrative Officer (Judicial), Administration Branch – II, South-East District, Saket Courts, New Delhi today itself. In case, any official happens to be on leave the concerned Administrative Officer(J) / Branch In-charge shall telephonically obtain the requisite information from the concerned.

Any concealment or submitting wrong information will attract disciplinary action against the erring official.



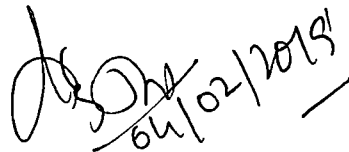
(Jai Dev Kulesh)
Senior Administrative Officer (Judl.)
South East, Saket Courts
New Delhi.

1406-1472
No. _____/Admn.III//SE/Saket/2019, New Delhi,

Dated : 04.02.2019

Copy forwarded for information and necessary action to:-

1. All the Judicial Officers posted in South-East District, Saket courts, New Delhi to direct their staff to send the information positively **today itself by 04:00 pm.**
2. PS to learned District & Sessions Judge (South) to place the same before District & Sessions Judge (South).
3. All the Sr. Administrative Officer (J)/Administrative Officer (J)/Accounts Officer/ Branch In-charges.
4. Officer In-charge, Computers, Saket Courts for information and uploading on website.
5. R&I Branch, South-East District for uploading on LAYERS.
6. PS to the undersigned.
7. Guard File.



(Jai Dev Kulesh)
Senior Administrative Officer (Judl.)
South East, Saket Courts
New Delhi.

ANNEXURE 'A'

Name :

Initial Date of Joining :

Designation :

**Date of Joining at
present place of posting :**

Employee Code :

Total Period of Postings	In Years
In Branches	
In Courts	
Total service (in completed years)	