

Camp

**OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE, EAST DISTRICT
KARKARDOOMA COURTS, DELHI**

ORDER

In super-session of earlier orders, the following Judicial Officers are hereby appointed as Officer In-Charge to look after and supervise the work of the Branches indicated against their names with immediate effect:

Sl. No.	Name of the Branch(es)	Name of the Officer Incharge	Name of the Link Officer Incharge
1	Leave Sanctioning Authority for Judicial Officers	Sh. Sonjay Sharma DJ (Commercial)-01	Sh. Chandra Shekhar DJ (Commercial)-02
2	Administration-I	Sh. Arun Sakhiya ASJ-03	Sh. Gajender Singh Nagar ASJ (SC RC)-02
3	Administration-II		
4	Administration-III		
	Judicial Branch	Sh. Ravinder Singh ASJ-01 (POCSO)	Ms. Deepali Sharma ASJ-04
6	Fool Car Section	Ms. Deepali Sharma ASJ-04	Sh. Ravinder Singh ASJ-01 (POCSO)
7	All Record Rooms	Sh. Vishal Gagne ASJ-02/NDPS	Sh. Sonam Prasad, ADJ-02
8	R&I	Sh. Somar Vishal PO MACT	Ms. Swati Katiyar ASJ (SFTC)
9	RTI Branch	Ms. Swati Katiyar ASJ (SFTC)	Sh. Somar Vishal PO MACT
10	General Branch and Authorized to sign all the application pertaining to Entry & Experience Certificate of the Advocates at KKD Courts, Delhi.	Sh. Gajender Singh Nagar ASJ (SC RC)-02	Sh. Hasan Anzar ASJ-06 (POCSO)
11	Copying Agency	Sh. Hasan Anzar ASJ-06 (POCSO)	Sh. Vishal Gagne ASJ-02/NDPS
12	Vulnerable Witness Deposition Centre	Sh. Hasan Anzar ASJ-06 (POCSO)	Sh. Sovir Singh Lamba ASJ (SC) (POCSO)
13	Library Branch	Ms. Shelly Aroa ASJ-05 (Electricity)	Sh. Ajay Garg ADJ-01
14	Purchase Cell	Sh. Ajay Garg ADJ-01	Ms. Shelly Aroa ASJ-05 (Electricity)
15	Kitigation and Vigilance Branch	Sh. Sandeep Gupta ASJ (SC RC)-01	Sh. Rajesh Kumar, ADJ-03
16	Computer Branch, Facilitation Centre & Video Conferencing	Sh. Rajesh Kumar, ADJ-03	Sh. Sandeep Gupta ASJ (SC RC)-01
17	Bail & Filing Section	Sh. Sovir Singh Lamba ASJ (SC) (POCSO)	Sh. Kishor Kumar ADJ-04
18	Leave Sanctioning Authority for Staff	Sh. Kishor Kumar ADJ-04	Sh. Sovir Singh Lamba ASJ (SC) (POCSO)
19	Care Taking Branch and Stationary Branch	Sh. Rakesh Kumar Rampuri ASJ (FTSC) (RC)	Sh. Mayank Mittal, ACJ
20	Nazara Branch	Sh. Mayank Mittal, ACJ	Ms. Prigna Gupta ASJ/SCCGJ
21	Hindi Section	Sh. Vinod Joshi MM-02	Ms. Himanshi Tyagi MM-03
22	Environment & Horticulture Cell	Sh. Ajay Garg ADJ-01	Sh. Sandeep Gupta ASJ (SC RC)-01
23	Building Maintenance Committee Cell	Sh. Sonjay Sharma DJ (Commercial)-01	Sh. Chandra Shekhar DJ (Commercial)-02

24	Lawyer's Chamber Allotment Cell	Sh. Sanjay Sharma DJ (Commercial)-01	Sh. Chandra Shekhar DJ (Commercial)-02
25	Space Allotment Cell	Sh. Chandra Shekhar DJ (Commercial)-02	Sh. Sanjay Sharma DJ (Commercial)-01
26	Security Cell	Sh. Chandra Shekhar DJ (Commercial)-02	Sh. Sanjay Sharma DJ (Commercial)-01
27	Disaster Management Cell	Sh. Rakesh Kumar Rampuri ASJ (FTSC) (RC)	Sh. Kishor Kumar ADJ-04
28	Office of CMM (East)	CMM (East)	Ms. Seloni Singh ACMM
29	Nodal Officer (Computer Branch)	Sh. Arvind Dev Metropolitan Magistrate-01	Sh. Akhil Malik, MM (Municipal)
30	Nodal Officer for creation of e-mail IDs of Judicial Officers and Website committee		
31	Nodal Officer/Verifying Officer for the purpose of creation of Login IDs and to verify the credentials of the Officials posted at filling Counter of East District, Karkardooma Courts, Delhi.		

(SANJAY GARG-I)
Principal District & Sessions Judge
East District, KKD, Delhi

No. 2265 + 72 / Pt. D&SJ(East)/KKD/Delhi

Dated 10/3/2025

Copy forwarded for information & necessary action to:-

1. The Registrar General, Hon'ble High Court of Delhi, New Delhi.
2. The Principal District and Sessions Judge(HQs), Tis Hazari Court, Delhi.
3. Concerned Judicial Officers, Karkardooma Courts, Delhi.
4. The Administrative Officer (Jud.) in charge Concerned Branches, Karkardooma Courts, Delhi.
5. The Website Committee, Tis Hazari Courts/Karkardooma Courts, Delhi.
6. For uploading on LAYERS.
7. PS to the undersigned.
8. Guard File.

Principal District & Sessions Judge
East District, KKD, Delhi