

OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE (HQs), THC, DELHI

OFFICE ORDER

It has been brought to the notice of the undersigned that a number of officials proceeded on Retirement/VRS from this establishment without consigning the records or files decided during their tenure of posting. It not only hampers the smooth functioning of this establishment but also creates lot of difficulties in disposal of Inspection / CA Applications, digitization of the records, as well as forwarding of files to Hon'ble High Court as requisitioned etc.

All the retiring officials are hereby directed to consign all the decided files one month prior to their due date of Retirement/VRS in accordance with Hon'ble High Court Rules and a compliance report/certificate to this effect, duly countersigned by the Ld. Presiding Officers/Ld. Officers-In-Charge, be submitted to the office of undersigned.

Non-compliance of this order shall be viewed seriously. Further in case, Record Room concerned refuses to accept the decided files for consignment due to paucity of space, the retiring official shall prepare the files as per High Court Rules and hand over the charge of same to his successor or his associate.

Girish Kathpalia
28-4-2023

(Girish Kathpalia)
Principal District & Sessions Judge (HQs)
Tis Hazari Courts, Delhi

15169 - 15919
No..... Misc./Admn.II/HQs/2023

Dated, Delhi the 28.04.2023

Copy forwarded for information and necessary action to:

1. All the Principal District & Sessions Judges, Delhi/New Delhi.
2. All the Judicial Officers, Delhi/New Delhi with the request to ensure compliance of the ibid order in letter and spirit.
3. All the Officers-In-Charge, Record Rooms, Delhi/New Delhi
4. All the Sr. A.O. (J) / A.O. (J)/Branch-In-Charge, Administration Branches, Delhi/New Delhi
5. PS Office of the undersigned.
6. All the Branch-In-Charge, Care Taking Branches of each district.
7. Dealing Asst, Website Committee, THC with the direction to upload the order on the "Employees Corner (on Website) as well as on LAYERS.

Principal District & Sessions Judge (HQs)
Tis Hazari Courts, Delhi