

**OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE (HEADQUARTERS)**  
TIS HAZARI COURT: DELHI

No. 69767-774 /JOTP/Gaz./2023

Dated, Delhi the 16 SEP 2023

As directed copy of letter bearing No. DJA/Acd./Induction (DJS/Batch-2023/1740/2023/3931 dated 11.09.2023 received from the Ld. Director (Academics), Chairperson (Officiating), Delhi Judicial Academy, Dwarka, New Delhi on 14.09.2023, forwarded for information and necessary action to :-

1. Sh. Umang Joshi, Civil Judge, Central, Tis Hazari court, Delhi.
2. The PS to Ld. Principal District & Sessions Judge (HQs), Delhi.
3. The Branch In-charge, Care Taking Branch, Central, Tis Hazari Court, Delhi.
4. The Branch In-charge, Account Branch, Central, Tis Hazari Court, Delhi.
5. The Branch In-charge, Facilitation Centre, Tis Hazari Court, Delhi.
6. The Website Committee, English/Hindi, Tis Hazari Court, Delhi.
7. The LAYERS for uploading the same.

  
(Kaveri Baweja)

District Judge (Commercial Court)-07  
Officer In-charge Judicial Branch, Central  
**for Principal District & Sessions Judge(HQs)**  
Tis Hazari Court, Delhi.

**Dr. Aditi Choudhary**

*D.H.J.S*

Director (Academics) /  
Chairperson (Officiating)



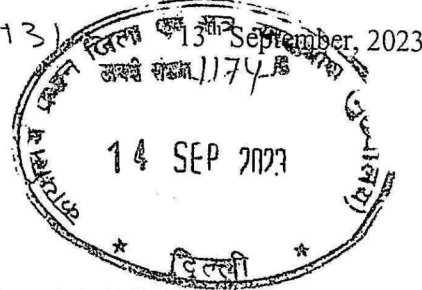
**DELHI JUDICIAL ACADEMY**

(High Court of Delhi)  
Sector-14, Dwarka, New Delhi-110078  
011-20892191, 011-28036502 (O)  
011-28036687 (Fax)  
Email: dja@nic.in

No. DJA/Acd./Induction (DJS)/Batch-2023/1740/2023/343

To,

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



**Sub.: Practical Training of Ms. Juhi Anand, Newly Appointed Officer of the DJS from 14<sup>th</sup> September to 04<sup>th</sup> October, 2023.**

Respected Sir,

One (1) newly appointed Officer to Delhi Judicial Service (DJS), namely **Ms. Juhi Anand**, has reported to the Delhi Judicial Academy on 13.09.2023 for her one year Induction Training Course. As per the approved training module of the Induction Course, the Judicial Officer under training is required to undergo Practical Training in the District Courts.

It is requested that Ms. Juhi Anand, Trainee DJS Officer may kindly be attached with **Mr. Umang Joshi, Civil Judge, Central, THC w.e.f. 14<sup>th</sup> September to 04<sup>th</sup> October, 2023.** It is further requested that the letter alongwith the questionnaire (**Annexure 'A'**) may also be circulated to Mr. Umang Joshi with whom trainee officer is to be attached.

If the Mentor Judicial Officer with whom the Trainee DJS Officer has been attached, happens to be on leave or is unavailable due to any administrative/ancillary reason, the trainee officer may kindly be attached with the Link Officer/another Judicial Officer of similar jurisdiction in your district. In case the Mentor Judge is transferred, the trainee officers may be attached with the successor Judge. In such an eventuality, copy of the order of attachment may kindly be sent to the Academy for information and record.

Further, Ms. Juhi Anand has been asked to reach in **Room No. 302, 3<sup>rd</sup> Floor, Tis Hazari Courts** during the aforesaid period of attachment on **23<sup>rd</sup> September, 2023 (Saturday)** for preparation of her Service Book. It is, therefore, requested that the concerned official of the Accounts Branch (Central) may be directed to assist her for the aforesaid purpose.

Thanking you,

Yours faithfully,

*[Signature]*  
for (Dr. Aditi Choudhary)  
13<sup>th</sup> September, 2023

No. DJA/Acd./Induction (DJS)/Batch-2023/1740/2023/

**Copy to:**

Ms. Juhi Anand, Trainee DJS Officer.

(Dr. Aditi Choudhary)

Annexure 'A'

Greetings from the Delhi Judicial Academy!

A batch of 75 judicial officers have reported to the Delhi Judicial Academy to receive their one year induction training, which would similar to past years include both institutional and practical training.

We hope to have you on board as an equal partner in training the new batch of judicial officers.

As a mentor judge, we hope that when a officer is attached with you, you make all efforts to make the officer familiar with the functioning of your Court. From the work of your Court Staff to the process that you follow to make decisions and general guidance about Court Management.

The trainee judges would also be given a mandate for the time they would be placed with you.

However, we believe your constant guidance, motivation and supervision would have a huge impact on how much they internalise in the court attachments.

Along with this letter, we are sending a work done report that we would also need from your end. For any queries, please don't hesitate to reach out.

Regards,

Yours Sincerely

Dr. Aditi Choudhary

### WORK DONE REPORT OF TRAINEE JUDGE UNDER ATTACHMENT

Name of Mentor Judge: \_\_\_\_\_

Name of Trainee Judge: \_\_\_\_\_

S.No.	QUESTION	ANSWER
1	What training activities were undertaken by the trainee judge whilst attached with you?	
2	What would you say has been the level of engagement of the trainee judge after observing the court proceedings? Rate on a scale of 1 to 10.	
3	Did the trainee judge attempt to write mock orders/ judgments?	Yes/No
4	Were those mock order/s reviewed by you and comments given?	Yes/No Remarks, If Any:
5	Whether the trainee judge maintained punctuality on all days attached with you and attended court attachment from 10 AM to 5 PM?	Yes/No Remarks, If Any:
6	Any other feedback	

Signature: \_\_\_\_\_

Name of the Mentor Judge: \_\_\_\_\_

Date: \_\_\_\_\_