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

## <u>CIRCULAR</u>

It has been observed by the undersigned that some of the Reporting Officers have not recorded and sent the ACRs in respect of staff working/worked under their control. The above act of the Reporting Officers is depriving the eligible officers/officials of their due promotion/confirmation/MACP/etc.

It is, therefore, impressed upon all such Reporting Officers to send the duly filled in ACRs of the subordinate staff to this office within <u>three days of issuance of this Circular (in case not sent earlier)</u>.

All the Reporting Officers are also advised to send the duly filled in ACRs of the staff working/worked under their control, within one month of receipt of blank ACR proformas, as a matter of course.

123/10/23

(Narottam Kaushal) Principal District & Sessions Judge (HQs), Delhi.

No39684-484 /ACR Cell/23

Dated, Delhi the 3 3 001 202

Copy forwarded for information and necessary action to:

- 1. The Registrar General, Hon'ble High Court of Delhi, New Delhi.
- The Ld. Principal District & Sessions Judge, West, New Delhi, South, South-East, East, North-East, Shahdara, North, North-West, South-West Districts & Rouse Avenue Courts Complex, Delhi/ New Delhi
- 3. The Ld. Principal Judge (HQs), Family Courts, New Delhi
- 4. The Director, Delhi Judicial Academy, Dwarka, New Delhi.
- All the Judicial Officers, Central, West, New Delhl, South, South-East, East, North-East, Shahdara, North, North-West, South-West Districts & Rouse Avenue Courts Complex, Delhi/New Delhi including Officers on deputation.
- 6. PS to the Ld. Principal District & Sessions Judge (HQs), Delhi.
- 7. The R&I Branch, Central, for uploading on LAYERS.
- 8. The Website Committee, Tis Hazari Court, Delhi.

Principal District & Sessions Judge(HQs), Delhi.