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OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE (WEST): DELHI

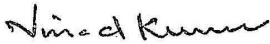
C I R C U L A R

**Sub.:- Regarding optimum utilization of Stationery Articles including Judgment Papers and Photocopier Papers.**

All the Judicial Officers/Administrative Officers (Judicial)/Branch Incharges posted in the West District are hereby informed that the process for purchasing the Stationery Articles including Judgment Papers and Photocopier Papers etc. is pending due to non receipt of Revised Estimate (R.E.) Budget for the Financial Year 2023-2024 by this office because of which this office unable to receive the Expenditure Sanction for purchasing the Stationery Articles from the Finance Department, Govt. of NCT of Delhi.

It is further informed that the required Stationery Articles cannot be purchased due to paucity of funds as the most of the Fund have already been utilized. Hence, it is necessary to ensure optimum utilization of all Stationery Items including Judgment Papers and Photocopier Papers.

Therefore, all the Judicial Officers/Administrative Officers (Judicial)/Branch Incharges are hereby requested to direct the staff under their kind control to use all the stationery articles economically and encourage them specially for the optimum utilization of Judgment Papers/Photocopier Papers till the Stationery Articles are not purchased by this office.

  
(VINOD KUMAR)  
Principal District & Sessions Judge  
West District, Tis Hazari Courts, Delhi

02439-62529  
No. \_\_\_\_\_ /Sty/Genl./West/THC/2023

Dated 02/12/23

Copy forwarded for information and necessary action to:-

1. The Principal District & Sessions Judge (HQs), Delhi.
2. All the Judicial Officers/ A.O. (Judicial)/Branch Incharges, West District, Tis Hazari, Delhi
3. Personal Office of undersigned.
4. The Website Committee, Tis Hazari Courts, Delhi with the request to upload the Circular on the website of District Courts, Delhi.
5. R & I Branch, Tis Hazari Courts, Delhi with the request to upload the Circular on LAYERS.

  
Principal District & Sessions Judge  
West District, Tis Hazari Courts, Delhi