

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

CIRCULAR

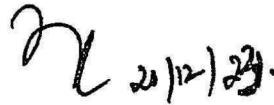
Subject – Implementation of fully automated Casual Leave Software on LAYERS platform.

It is for information of all that a software for intimating, applying, forwarding, processing, cancelling and approving Casual Leaves under LAYERS platform has been launched by Hon'ble the Acting Chief Justice, High Court of Delhi, the software will be effective from 1st January, 2024 for all the Ld. Judicial Officers and employees posted at Delhi District Courts without any exception. However, the Ld. Judicial Officers and employees working in other department on deputation/diverted capacity may use the manual system as per prevailing practice.

The software provides complete automation and paperless mechanism, therefore, the casual leave software on LAYERS platform shall be one and only mode of intimating and applying casual leave for all the Ld. Judicial Officers and employees posted at Delhi District Courts, no other mode of communication with respect to Casual Leave shall be received or entertained in any circumstance.

Moreover, all the casual leaves already applied for the year 2024 in all districts by Ld. Judicial Officers and Staff members posted at Delhi District Courts are hereby cancelled and those casual leaves are required to be applied afresh in LAYERS Casual Leave software after 01st January 2024.

Frequently Asked Questions and training material with respect to casual leave software will be made available in the software page itself.



(NAROTTAM KAUSHAL)

Principal District & Sessions Judge (HQs), Delhi

Copy forwarded for information and necessary action to;

No. 56907 - 57907 /IT CELL/2023

Delhi, Dated ' 20 DEC 2023 '

1. Worthy Registrar General, Delhi High Court.
2. All the Ld. Principal District & Sessions Judges, Delhi/New Delhi.
3. Ld. Principal District & Sessions Judge cum Special Judge (PC Act/CBI), RACC.
4. Ld. Principal Judge, Family Court, Dwarka, New Delhi.
5. Ld. Chairperson, Delhi Judicial Academy, Dwarka, New Delhi.
6. Ld. Chairman, IT & Digitization, Delhi District Courts.
7. Ld. Member Secretary, DSLSA, Rouse Avenue Court Complex.
8. All the Ld. Judicial Officers of all districts of Delhi District Courts with request to use the software and convey the above directions to the staff under their control for strict compliance.
9. All the Admn. Officers (J) / System Analysts / DDOs / Branch Incharges, all districts of Delhi for using the software and convey the directions to the staff under their control for strict compliance.
10. R&I for uploading on LAYERS.



Principal District & Sessions Judge (HQs), Delhi