

OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE WEST
DISTRICT, TIS HAZARI COURTS, DELHI.

CIRCULAR

It has been brought to my notice that some of the officials posted in the Courts do not mention their names & employee code number underneath their signatures at the time of receipt of files/petition/ application/ IA/documents etc from the Filing Section which causes great difficulty in identifying the receiver of documents.

All the officials are directed to mention their full name with employee code number below their signatures at the time of receipt of files/petition/ application/ IA/documents etc.

Non compliance of directions shall be viewed seriously.

V.K.
(VINOD KUMAR)

Principal District & Sessions Judge (West)

No 5741-5891 /F.01/ 2024 PDJ/Bail & Filing/ West/ Dated _____
16 FEB 2024

Copy forwarded for information and necessary action to:-

1. All the Judicial Officers, West District, Tis Hazari Courts, Delhi.
2. All the Readers to circulate the circular amongst all concerned officials posted in the courts for compliance.
3. Computer Branch, Tis Hazari Court for uploading on the official website.
4. PS to undersigned.

V.K.
Principal District & Sessions Judge (West)