

OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE (S-W),
DWARKA COURTS : NEW DELHI.

CIRCULAR

In order to smoothen the workflow and to avoid any inconvenience being caused to Advocates and litigants, henceforth, the following procedure is directed to be adopted w.r.t. certified copies of cases pending and decided by Digital Courts (NI Act):-

a) The concerned court staff on receipt of an application seeking certified copy shall make an appropriate noting that the case pertains to the same court, and also the application has been moved as per Rules by the party to the case and/or the Advocate, whose **vakalatnama** is on record.

b) Thereafter, the concerned court staff shall place the same before the Duty Metropolitan Magistrate/Metropolitan Magistrate Reliever on the same date for consideration and approval, as per Rules.

c) The concerned court staff shall ensure that the applications for certified copies are processed in batches or bulk and not in trinkets.

Sd/-
(NAROTTAM KAUSHAL)
Principal District & Sessions Judge (S-W)
Dwarka Courts, New Delhi.

No. 4607-4657/PD&SJ/NK/DWK/2021.

Dated : 23.02.2021

Copy forwarded for information and necessary action to :

1. The Registrar General, High Court of Delhi, New Delhi
2. The Ld. Principal District & Sessions Judge (HQ), THC Delhi.
3. The concerned Judicial Officers, Dwarka Courts.
4. The Administrative Civil Judge, Dwarka Courts.
5. Reader/PS to the undersigned.
6. Sr. AOJ/Branch Incharge of all Branches, Dwarka Courts.
7. The Branch Incharge, Computer Branch/ Server Room, Dwarka Courts. **(For uploading on the website of Dwarka Courts)**
8. The Caretaker, Dwarka Courts to do the needful immediately.
9. The President/Hony. Secretary, Dwarka Court Bar Association, Dwarka.
10. The Chief Prosecutor, Prosecution Branch, Dwarka Courts.
11. Notice Boards, Dwarka Courts.
12. Guard File.

Sd/-
Principal District & Sessions Judge (S-W)
Dwarka Courts, New Delhi.