

HIGH COURT OF DELHI: NEW DELHI

No.679/Estt./E-V/DHC

Dated:07.10.2016

DUTY ROSTER IN RESPECT OF OFFICERS DURING THE ENSUING LOCAL HOLIDAYS i.e. ON 10.10.2016, 13.10.2016 to 15.10.2016, 28.10.2016 and 29.10.2016.

S. No.	Names & Designation of the Officers	Date of Duty	Address	Telephone Nos. (Res. /Mob.)
1.	Ms. Pratima Rani Gupta, Deputy Registrar	10.10.2016	2, CMSD Flats, Minto Road Complex, New Delhi-110002	23233536 (Res.) 9910390961 (M)
2.	Mr. Arun Kumar Sharma, Assistant Registrar	10.10.2016		
3.	Ms. Ritu Sharma, AOJ	-DO-		
4.	Mr. Lalit Rawal, AOJ	-DO-		
5.	Ms. Naveen Kathpal, AOJ	-DO-		
6.	Mr. Hari Parkash Verma, AOJ	-DO-		
7.	Ms. Chanderkanta, AOJ (IN POOL)	-DO-		
8.	Ms. Panna Dutta, Deputy Registrar,	13.10.2016	H.NO. 753, Block 10, Baba Kharak Singh Marg, New Delhi-110001	23341580 9717394815
9.	Ms. Promila Gupta, AOJ	13.10.2016		
10.	Mr. Mamek Trikha, AOJ	-DO-		
11.	Mr. Ashok Kumar, AOJ	-DO-		
12.	Ms. Harsudha Soni, AOJ	-DO-		
13.	Mr. Rakesh Sharma, AOJ (IN POOL)	-DO-		
14.	Ms. Panna Dutta, Deputy Registrar,	14.10.2016	H.NO. 753, Block 10, Baba Kharak Singh Marg, New Delhi-110001	23341580 (Res.) 9717394815 (M)
15.	Ms. Promila Gupta, AOJ	14.10.2016		
16.	Ms. Neena Malhotra, AOJ	-DO-		
17.	Ms. Ashu Kaul, AOJ	-DO-		
18.	Ms. Harsudha Soni, AOJ	-DO-		
19.	Ms. Sadhana Jadia, AOJ (IN POOL)	-DO-		
20.	Ms. Sadhna Gupta, Deputy Registrar	15.10.2016	B-40A, Dashrath Puri, Dwarka Rd. New Delhi-110045	25395527 (Res.) 9717394808 (M)
21.	Ms. Madhu Singhal, Assistant Registrar	15.10.2016		
22.	Ms. Promila Gupta, AOJ	-DO-		
23.	Ms. Yashodhara Sharma, AOJ	-DO-		
24.	Mr. Sanjeev Dobhal, AOJ	-DO-		
25.	Ms. Ritu Sharma, AOJ	-DO-		
26.	Ms. Manjeet Kaur, AOJ	-DO-		
27.	Ms. Uma Sharma, (IN POOL)	-DO-		

28.	Mr. Pramod Kumar, Deputy Registrar	28.10.2016	DB-501, Block 12, HUDCO Place, New Delhi-110049	26259383 (Res.) 9811143477 (M) 9910390861 (M)
29.	Mr. Manoj Kumar, AOJ	-DO-		
30.	Mr. Naval Kishore, AOJ	-DO-		
31.	Mr. D.R.S. Thakur, AOJ	-DO-		
32.	Ms. Usha Barthwal, AOJ (IN POOL)	-DO-		
33.	Mr. Sunil Kumar Kaushal, Joint Registrar	29.10.2016	B-101, Rudra Aptt., Plot No. 12, Sec. 6, Dwarka-110075	45620677 (Res.) 9717394805 (M)
34.	Mr. Kapoor Singh Bisht, AOJ	-DO-		
35.	Mr. DRS Thakur, AOJ	-DO-		

Note: Mr. O.P. Vashist, Retired AOJ presently posted at Filing Counter will perform his duty on all above mentioned days.

1. The Joint Registrar/ Deputy Registrar on duty on each of the local holidays will sit in Room No. 101, 1st Floor, A-Block and will be available on telephone No. 23388470 and will look after the urgent work.
2. The officers/officials on duty during the ensuing local holidays will be entitled to avail similar number of days Extra Special Casual Leave during the Summer Vacation, 2017.
3. In case of requirement, AOJ/Court Master on duty on 10.10.2016, 13.10.2016 to 15.10.2016, 28.10.2016 & 29.10.2016 will perform the work of Court Master in the Court of Hon'ble Judge concerned, if no Court Master from the Pool of Establishment is available for duty on the respective dates.

Sd/-
(H. K. ARORA)
JOINT REGISTRAR (ESTT.)

Endst. No.18650-58/Estt./E-V/DHC

Dated:07.10.2016

Copy forwarded for information to:-

1. Registrar-cum-Secretary to Hon'ble the Chief Justice.
2. All Registrars
3. All Joint Registrars/Deputy Registrars/Assistant Registrars/Deputy Controller of Accounts.
4. Assistant Registrar -cum-PA to Registrar General
5. Private Secretaries to Hon'ble Judges.
6. All Administrative Officers (Judicial)/Court Masters/Librarian.
7. Assistant Registrar (Technical) for uploading the same on the Intranet and Website of this Court.
8. Notice Board.
9. Guard File.


(SANDHYA KAPOOR)
ASSISTANT REGISTRAR (ESTT.-II)