

HIGH COURT OF DELHI: NEW DELHI
(ESTABLISHMENT-II BRANCH)

No.553/Estt./E.V/DHC/Spl.C.L.2021

Dated: 04.06.2021

OFFICE ORDER

DUTY CHART OF OFFICERS DURING SUMMER VACATION 2021

JOINT REGISTRAR	DEPUTY REGISTRAR	ASSISTANT REGISTRAR	AOJ/C.M.
05.06.2021 to 11.06.2021			
Mr. Devender Nain, DHJS Mr. Purushotam Pathak, DHJS Mr. Shekhar Chandra Mr. Ravindra Kumar Sharma Mr. Devendra Singh Rawat Mr. Arun Kumar Mr. Ravinder Pahuja(<i>compensatory leave for 08.06.2021 in lieu of duty performed on 27.10.2020</i>) Mr. Dinesh Kumar Manchanda Mr. Raj Kumar Rawat	Mr. Gagan Nagpal Mr. Subhash Thakur Ms. Manjeet Kaur Ms. Bindra Ms. Nisha Sharma-II (05.06.2021 to 08.06.2021)	Mr. Rakesh Kumar Sharma	Mr. Birender Singh Ms. Chander Kanta Mr. Anil Naugain Mr. Sudhir Sachdeva Mr. Deep Chand Mr. Sunil Barthwal Mr. Prakash Aggarwal Mr. Diwakar Chandra Mr. Dilip Biswal Ms. Kamla Joshi(<i>compensatory leave for 05.06.2021 in lieu of duty performed on 03.04.2021</i>) Ms. Godavari (<i>compensatory leave for 07.06.2021 in lieu of duty performed on 03.04.2021</i>) Ms. Suman Kalia(<i>compensatory leave for 11.06.2021 in lieu of duty performed on 30.03.2021</i>) Ms. Usha Barthwal Mr. Shaheed Ul Zafar Mr. Rajinder Negi Mr. Ashok Kumar (08.06.2021) Mr. Sanjay Kapoor Mr. Jeevan Singh
12.06.2021 to 18.06.2021			
Mr. Ashish Aggarwal, DHJS Ms. Twinkle Wadhwa, DHJS Mr. Pawan Kumar Kalra Ms. Meena Bhardwaj Ms. Anita Malhotra	Mr. Manoj Kumar Ms. Ritu Sharma(<i>compensatory leave for 15.06.2021 in lieu of duty performed on 31.03.2021</i>) Mr. Shakeel Ahmed Ms. Deepti Chhabra Ms. Uma Sharma Mr. Manoj Kapoor Ms. Neelam Grover	Mr. Mukesh Gupta Ms. Anuradha Jaiswal Mr. Sanjeev Dobhal Mr. Dharmender Kumar Bainsla	Ms. Sunila Shibu Ms. Sangeeta Sharma(<i>compensatory leave for 17.06.2021 in lieu of duty performed on 31.03.2021</i>) Mr. Mamek Trikha (<i>compensatory leave for 14.06.2021 and 18.06.2021 in lieu of duty performed on 26.10.2020 and 01.04.2021</i>) Mr. Alok Sharma Mr. Sunil Kumar, Librarian Mr. Sanjay Kumar Sharma Mr. H.K. Dhir Mr. Praveen Kishwan Mr. Ashok Kumar (16.06.2021)

19.06.2021 to 25.06.2021			
Ms. Savitri, DHJS Ms. Vandana Jain, DHJS Ms. Jyoti Kler, DHJS Ms. Kaushalya Verma (23.06.2021 to 25.06.2021) Mr. K. K. Bishambhu Mr. Ram Singh	Mr. Ajit Aswani Mr. Manoj Kumar (19.06.2021 to 22.06.2021) Mr. V.K. Mittal Mr. Sanjay Kalra	Mr. Rajinder Singh Mr. S.P. Gupta Ms. Jasmeet Bhatia Mr. Sunil Dutt Mr. Kapil Sharma Ms. Veena Kumar Mr. Naval Kishore (compensatory leave for 24.06.2021 and 25.06.2021 in lieu of duty performed on 03.04.2021 and 13.11.2020)	Mr. D.R.S. Thakur Mr. Mukesh Kumar Gupta Mr. Juned Khan Ms. Kabuli Kapuria Ms. Sunita Dogra (compensatory leave for 19.06.2021 and 21.06.2021 in lieu of duty performed on 01.04.2021 and 28.10.2020) Mr. Balvinder Singh Dr. Faisal Zaki (compensatory leave for 22.06.2021 and 23.06.2021 in lieu of duty performed on 03.04.2021 and 13.11.2020) Mr. Sharvan Kumar Tanwar Mr. Arun Saxena Mr. Ashok Kumar (22.06.2021) Mr. Jagdish Chand Joshi
26.06.2021 to 02.07.2021			
Ms. Surya Malik Grover, DHJS Mr. Sharad Gupta, DHJS Ms. Kaushalya Verma Mr. Alok Madan Mr. Rajeev Chauhan Mr. Sanjay Pokhriyal	Ms. Neelam Mr. Ajit Aswani (26.06.2021 to 28.06.2021) Mr. Mukesh Kumar Mr. Anil Kumar Jain Mr. Jugal Kishore Ms. Sadhana Jadia Ms. Nisha Sharma-II (28.06.2021 to 30.06.2021) Mr. Javed Khan	Ms. Mithlesh Kumari (compensatory leave for 29.06.2021 in lieu of duty performed on 30.03.2021) Mr. Kiran Kumar Kalra Ms. Anuradha Jaiswal (29.06.2021 to 30.06.2021) Ms. Nisha Sharma Mr. Manoj Kumar Chawla Ms. Manju Bhatt Mr. Lakhwinder Singh	Mr. Anil Naugain (01.07.2021 to 02.07.2021) Ms. Poonam Kalia Mr. Vikas Dhawan Mr. Pradeep Kumar (compensatory leave for 30.06.2021 and 01.07.2021 in lieu of duty performed on 29.10.2020 and 31.03.2021) Mr. Manjit Mr. Sanjeev Bisht Mr. Subhash Chand Mr. Akhil Ravindra Kumar Saxena (compensatory leave for 29.06.2021 in lieu of duty performed on 30.03.2021) Mr. Suresh Kumar (compensatory leave for 28.06.2021 in lieu of duty performed on 13.11.2020) Mr. Ashok Kumar (28.06.2021)

NOTES:

❖ As directed, in view of the ongoing pandemic the Officers will be physically available for duty/work from home as per the requirement of their respective Branches and the roster submitted to the Establishment Branch, in compliance of the Office Order No. 536/Estt./E.V/DHC/Spl.C.L.2021 dated 28.05.2021.

1. Mr. Ved Prakash Sharma, Deputy Registrar will perform the duties of DDO throughout ensuing Summer Vacations 2021.
2. The work of Caretaking Branch will be looked after by the Resident Caretaker.
3. The following Officers will be looking after the work of Examination Cell (DHJS & DJS):-
 - Mr. Manish Aggarwal, Joint Registrar
 - Mr. Satya Dev Prajapati, Deputy Registrar
 - Mr. K.K. Agnihotri, Assistant Registrar
 - Ms. Saraswati Rawat, Administrative Officer (Judicial)

4. The work of Protocol, P&P and Medical Branches shall be looked after by their respective Officers.
5. Following Officers of this Court are posted in Hon'ble Supreme Court of India in diverted capacity:-
 - Mr. Bhavnesh Malhotra, AR
 - Mr. Ajit Kumar, PS
6. The following officers/officials have been exempted from performing their duties it being their last summer vacation.

Officers	Officials
1. Mr. Anil Kumar Koushal, Registrar	1. Mr. Surinder Kumar, JA
2. Ms. Madhu Singhal, Joint Registrar	2. Mr. Mast Ram, JA
3. Ms. Ambika Sharma, Joint Registrar	3. Mr. Dila Ram, JA
4. Ms. Sandhya Kapoor, Joint Registrar	4. Mr. Rajinder Pd. Dhyani, JA
5. Mr. Paramjit Singh, Deputy Registrar	5. Ms. Sunita Sharma, JA
6. Mr. Vijay Kumar M, Assistant Registrar	6. Mr. Prem Singh, Canteen Attendant
7. Mr. Sube Singh, AOJ	7. Mr. Ashok Sharma, Safaiwala
8. Ms. Geeta Katoch, CM	8. Ms. Lizamma Varghese, CA
9. Ms. Poonam Sharma, CM	9. Mr. Raje Singh, Usher
10. Mr. Dharmavir Singh Bhatti, AOJ	10. Mr. Dhyani Singh-I, Usher
11. Mr. Pradeep Kumar Gaur, AOJ	11. Mr. Krishan Lal Bahuguna, Usher
12. Ms. Neelam Chopra, AOJ	12. Mr. Jai Singh Rawat, Usher
13. Ms. Nalini Saxena, CM	13. Mr. Kalyan Singh, RA
14. Ms. Kanti Nawani, CM	14. Ms. Sulochna, RA
15. Ms. Meenu Oberoi, CM	15. Mr. Roop Ram, PCMO-I
	16. Mr. Chander Singh Rawat, CA
	17. Ms. Parveena Kumari, CA
	18. Mr. Sunder Lal, RA
	19. Mr. Bhim Singh, Usher
	20. Mr. Kundan Lal Sharma, Usher
	21. Mr. Ram Roop Yadav, PCMO-I

BY ORDER

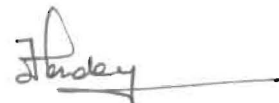
Sd/-
(MANOJ JAIN)
REGISTRAR GENERAL

Endst. No. 8269-78/Estt./E.V/DHC/Spl.C.L.2021

Dated: 04.06.2021

Copy forwarded for information to:-

1. OSD-cum-Registrar to Hon'ble the Chief Justice.
2. Joint Registrar-cum-Secretary to Hon'ble the Chief Justice.
3. PAs to all the Registrars/ OSD.
4. All Joint Registrars/Deputy Registrars.
5. Joint Registrar -cum-Personal Assistant to Registrar General.
6. All Assistant Registrars/Deputy Controllers of Accounts. They will be responsible for the strict implementation of the directions in the concerned branches.
7. All Administrative Officers (Judicial)/Court Masters/Private Secretaries to Hon'ble Judges.
- ✓ 8. PA to Registrar (IT) with a request to upload the above order on the Website and Intranet of this Court.
9. Notice Board.
10. Guard file.



**(HEM CHANDRA PANDEY)
JOINT REGISTRAR (ESTT.II)**

As directed by worthy Registrar (IT), same be uploaded on the Website & Intranet of this Court.

Dir. (IT)

*Sanjeev
04/06/2021
PA to Registrar (IT)*