

**OFFICE OF THE DISTRICT & SESSIONS JUDGE: DELHI**

No. \_\_\_\_\_/Accts./08 Dated \_\_\_\_\_

**C I R C U L A R**

As per rule an Officer is entitled for this :

Call Charges for 1000 call p.m.	1104.00
Rent	250.00
Broad Band (Max for one month)	479.00
Service Tax on above @12.35%	226.55
Total amount r/off	2060.00

Some of the Officers are using phone beyond their entitlement/claim.

At the time of passing of the bill the PAO, Delhi Government, clears the bill only to the extent of entitlement. The remaining amount beyond the entitlement has to be deposited by the cash branch to avoid disconnection. Despite communication some Officers are not depositing the amount so excessively deposited by the Cash Branch. **Accordingly it is directed by the Ld. District & Sessions Judge that henceforth, all Officers shall deposit their residential telephone bills themselves and then claim reimbursement as per their entitlement.**

Individual communications are being issued to the Officers alongwith outstanding amount which they have to deposit to the cash branch within seven days to avoid inconvenience/disconnection.

  
**DAYA PRAKASH**  
**ADJ/DRAWING & DISBURSING OFFICER**  
**DELHI**

45909-46269  
No. \_\_\_\_\_/CB/Accts/2008-09

Dated: 4/7/08

Copy forwarded for information and necessary action to:

1. The Judge Incharge, Karkardooma Courts/Patiala House Courts/Rohini Courts/Presiding Officers, Spl. Courts, and all Spl. MM's, Delhi with request to please depute one senior official to keep track on all telephone bills installed in their respective office and submit the bills in this office on time and issue direction to R&I Branch to forward the telephone bills without delay on priority basis.
2. All Judicial Officers of Tis Hazari Courts/Patiala House Courts/Rohini Courts and Karkardooma Courts, Delhi.
3. Care Taker, Care Taking Branch, Karkardooma/Patiala House/Rohini, Delhi with the direction to keep track of all office telephone bills in respect of connections installed in their respective offices and submit the same on time.
4. Branch Incharge, R&I Branch, Tis Hazari Courts, Delhi with the direction to forward the telephone bills to Accounts Branch without delay on priority basis.
5. Reader, District & Sessions Judge, Delhi.

  
**ADJ/DRAWING & DISBURSING OFFICER**  
**DELHI**