

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI**  
**DEPARTMENT OF LAW, JUSTICE & LEGISLATIVE AFFAIRS**  
**8<sup>th</sup> LEVEL, C-WING, DELHI SECRETARIAT, I.P. ESTATE, NEW DELHI**

No. F.20(59)/LA/2024/jtsecylaw/ 963-1012

Dated: 13.08.2024

**Office Memorandum**

It is often seen that, as a matter of practice/routine, files relating to various types of Court Matters/cases including Contempt petitions are being received in Department of Law from numerous Administrative Department(s) of GNCTD, only one or two days prior to date of hearing before the Ld. Court(s), with request to render legal opinion, qua the matter at hand, and that too without formulation of specific Legal query/question, on which the advice/opinion of the Law Department is sought for. It has further come to the notice of Law Department that adjournments before the Ld. Trial Court(s) and/or Hon'ble High Court, are being routinely sought by the Administrative Departments on the pretext that the matter/proposal, is pending consideration before the Law Department, GNCTD and that further action shall be taken by the Administrative Department in light of the opinion/advice of the Law Department, GNCTD.

In view of the same, the Competent Authority has directed that henceforth, files relating to Court Matters/cases including Contempt petitions, which are forwarded to Law Department for opinion/advice, shall only be received in Law Department, from the respective Administrative Department(s) when the said files, are forwarded to the Law Department, at-least seven working days prior to the next date of hearing. Further, the said files must be forwarded after formulation of specific legal query, by the concerned Administrative Department, on which opinion/advice of Law Department is sought.

However, in case any such file is being sent to Law Department, on the ground of any 'exceptional circumstance' (i.e. in less than 7 days), the same may be accepted by Law Department if the same is forwarded under signatures of the respective Head of Department, clearly specifying the existence of such exceptional circumstance. The decision of Principal Secretary (Law) in this regard shall however be final regarding acceptance of such exceptional circumstances.

This issues with prior approval of Principal Secretary (Law).

  
(Puneet Nagpal)  
13/08/24

**ADDITIONAL SECRETARY (LAW, JUSTICE & LA)**

To

All Principal Secretaries/Secretaries/HODs  
Government of NCT of Delhi,  
Delhi

No. F.20(59)/LA/2024/jtsecylaw/963-1012

Dated: 13-08-2024

Copy to: -

1. Special Secretary to Hon'ble Lt. Governor, Delhi, Raj Niwas, Delhi.
2. Secretary to Hon'ble Minister (Law), 8th Level, A-Wing, Delhi Secretariat, Delhi
3. Staff Officer to Worthy Chief Secretary, GNCT of Delhi, 5th Level, A-Wing Delhi Secretariat, Delhi.
4. Dy. Secretary (Litigation), Law Department, GNCT of Delhi.
5. Dy. Secretary (Judicial), Law Department, GNCT of Delhi.

  
(Puneet Nagpal) 13/8/24

**ADDITIONAL SECRETARY (LAW, JUSTICE &LA)**