

**Immediate  
Time Bound  
Reminder - I**

**OFFICE OF THE DEPUTY COMMISSIONER (WEST)  
OLD MIDDLE SCHOOL BUILDING, RAMPURA, DELHI -35**

No. F. 7/DC(W)/CC/IT/Matters/ 19558

Dated: 23/11/2011

**ORDER**

All Sub Divisions/Branch Incharges are hereby directed to provide the information regarding all Court Cases as per the list enclosed which are to be feeded in Court case software e-litigation (BTF Monitoring). A report in this regard has to be submitted to Secretary (Revenue) in next meeting.

The information in this regard must reach the undersigned latest by 28/11/2011.

**This is for strict Compliance.**

**Encl: As above.**



**(G. S. MEENA)  
DEPUTY COMMISSIONER (WEST)**

*o/c*

**All Sub Division / Branch Inchaes (District West).**

**Details Required for Court Cases**

1. Department : Revenue
2. Sub Department / Branch : DC - West.
3. Sub Branch
4. Court
5. Case Category
6. Subject Category
7. Case No.
8. Counsel
9. Date of Filing
10. File No.
11. Brief Details of Case
12. Date of Hearing
13. BTF Letter No. & Date
14. First Party
15. Respondent