

DISTRICT COURT, KOZHIKODE

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Court Complex,
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PIN : 673 032.

No. B4- 979/2021

Date: 27.01.2021

OFFICIAL MEMORANDUM

Sub:- Estt. District Court, Kozhikode -Data Entry in CIS in Courts in the District Judiciary - Reg.

- Ref:-1. O.M. No. ECC-4/102080/2014 dated: 11.03.2020 of the Hon'ble High Court of Kerala.
2. O.M. Even No. dated: 19.01.2021 of the Hon'ble High Court of Kerala.

As per above reference, cited 1st above, the Hon'ble High Court had directed that from 01.04.2020 onwards, it is mandatory that the staff in charge of registration of cases shall fill all fields provided in the CIS software with utmost care to ensure full and error free data. So also at subsequent stages of the cases, proper and correct entries shall be made as and when parties are impleaded, appearance of parties are made, Vakalaths are filed etc and the same shall be entered on the date of order/filing/ appearance itself. It shall be the duty of Bench Clerks and Sheristadar/Chief Ministerial Officer/ Junior Superintendent to ensure the same.

It was also directed with respect to the pending cases in which data entry is incomplete, data in all fields shall be fed in within a period of 4 months, ie on or before 31.07.2020 and report compliance. This can be done by using tab "Update Case Information" in CIS. A period of 4 months was provided in pending cases with a view to complete the data entry on the specified dates of hearing of the cases and to complete the work without affecting the regular works. In this connection it is informed that no compliance report has been obtained in the High Court so far.

As per reference cited 2nd above, Hon'ble High Court has informed that CIS- NJDG data are closely monitored by the e-committee Supreme Court, and directed that deficient in the NJDG data and gaps in the data need to be remedied expeditiously without fail and ensure that the NJDG data is error free and is updated on daily basis.

Hence in order to achieve the above objects and ensure the accuracy of the data in the system, the undermentioned Judicial Officers are directed to take steps to forward a report from the Sheristadar/ Chief Ministerial Officer/ Junior Superintendent of the all courts in this District with respect to compliance of full correct data entry of new cases filed from 01.04.2020 with a verification from the Presiding Officers of concerned courts as well as a compliance report from the Presiding Officer of the concerned courts, with respect to the completion of full and accurate data entry is pending cases as instructed in OM referred as 1st above.

The Presiding Officers are also directed to take steps to send a verification report from the Bench Clerk of their respective court to be countersigned by the Sheristadar/ Chief Ministerial Officer/ Junior Superintendent, as the case may be, and further to be certified by the Presiding Officers of the concerned courts stating that the actual pendency in their courts is reflected in CIS software along with the statement generated from CIS software regarding pending cases with year wise break up as on 30.01.2021, after completing data entry for the day, along with the copy of statement as on 31.01.2021 to this court for transmission to the Hon'ble High Court, on or before 05.02.2021.

The undermentioned Judicial Officers are further directed to inform the concerned staff in their respective court that non compliance of the above direction will be viewed seriously and disciplinary action will be initiated against the defaulting staff.

Sd/-

DISTRICT JUDGE

To

1. The I- Addl. District & Sessions Judge, Kozhikode.
2. The II- Addl. District & Sessions Judge / Forest Tribunal, Kozhikode.
3. The III- Addl. District & Sessions Judge, Kozhikode.
4. The IV -Addl. District & Sessions Judge, Kozhikode.
5. The V- Addl. District & Sessions Judge, Kozhikode.
6. The Special Judge, (NDPS Act Cases) / Addl. District & Sessions Court, Vatakara.
7. The State Waqf Tribunal, Kozhikode.
8. The Special Judge, Addl. Sessions Court (Marad Cases), Kozhikode.
9. The Addl. District & Sessions Judge for the trial of cases related to atrocities and sexual violence towards Women & Children, Kozhikode.
10. The Special Judge, Fast Track Special Court, Kozhikode / Koyilandy.
11. The Judge, Family Court, Kozhikode / Vatakara.
12. The Motor Accident Claims Tribunal, Kozhikode / Vatakara.
13. The Chief Judicial Magistrate, Kozhikode.
14. The Principal Sub Judge, Kozhikode.
15. The Addl. Sub Judge I / II / III, Kozhikode.
16. The Sub Judge, Vatakara / Koyilandy.
17. The Principal Munsiff -I / II, Kozhikode.
18. The Addl. Munsiff I / II, Kozhikode.
19. The Munsiff , Koyilandy / Vatakara / Nadapuram.
20. The Munsiff-Magistrate, Perambra / Payyoli / Thamarassery
21. The Nyayadhikari, Gram Nyayalaya, Kunnummal, Kuttiady.
22. The Nyayadhikari, Gram Nyayalaya, Koduvally, Thamarassery.

Copy To

1. The Senior Superintendent, District Court, Kozhikode.
2. The Court Manager, District Court, Kozhikode.
3. The Junior Superintendent - II / III / IV, District Court, Kozhikode.
4. The Bench Clerk, Principal District Court, Kozhikode
5. The DSA, District Court, Kozhikode.
6. The System Officer, District Court, Kozhikode.

//True Copy/Forwarded/By Order//

SHERISTADAR

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