

**OFFICE OF THE
PRINCIPAL DISTRICT & SESSIONS JUDGE SRINAGAR**

Subject: Online integration of the High Court with the District & Subordinate Courts.

C I R C U L A R

No. 522

Dated: 26-02-2019

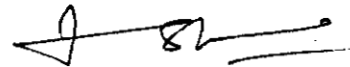
Incompliance to Circular No. 103 dated: 22-02-2019 issued by Registrar General regarding the subject cited above (*Copy enclosed*), it has been observed that concerned staff of courts are not entering all the details of cases in the Case Information System (CIS 3.1).

Therefore all the Judicial Officers are impressed to direct their concerned staff to ensure:

1. JO Codes of the Presiding officer and CNR number of the case be reflected on orders/judgments.
2. In case of Criminal Cases, the details of all the accused persons be entered with name, parentage, permanent and present address.
3. In case of civil cases, the details of all the parties to the suit be entered with name, parentage, permanent and present address.

Presiding Officers are further directed to monitor the said process personally till completion of said work.

The instant circular be complied with in its letter and sprite.



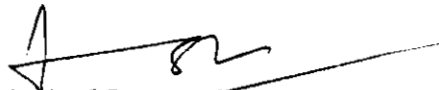
(Abdul Rashid Malik)

Principal District & Sessions Judge,
Srinagar

No. 7213-40/PDJS/Adm/19 Dated: 26/02/19

Copy to the:

1. Registrar General, High Court of J&K for information.
2. All the Judicial Officers of District Srinagar for Compliance.
3. Centre Project Coordinator/CPC e-Courts Project High Court of J&K for information.
4. System Officers, District Court Srinagar for uploading the Circular on District Court Website.
5. Office Folder.
- 6.



Principal District & Sessions Judge,
Srinagar.

HIGH COURT OF JAMMU AND KASHMIR
(Office of the Registrar General at Jammu)

**Subject: Online integration of the High Court with the
 District & Subordinate Courts.**

CIRCULAR

No: 103

Dated: 22/02/2019

In order to facilitate online integration of the High Court with the District & Subordinate Courts, all the Judicial Officers of the State are directed to take the following steps:-

- (1) JO Codes of the officer and CNR number of the case be reflected on orders/judgments.
- (2) In case of orders/judgments in criminal cases, FIR number with Police Station be invariably reflected.
- (3) Data entry of cases including the cases already entered in the CIS be done meticulously in the following manner:-
 - (a) In case of civil cases, the nature of case like suit for injunction, suit of eviction etc. be entered in the CIS.
 - (b) In case of civil cases, the details of all the parties to the suit be entered with District, Tehsil and village of residence.
 - (c) In case of criminal cases, the FIR number with Police Station be invariably entered in the CIS.
 - (d) In case of criminal cases, the details of all the accused be entered with District, Tehsil and village of residence.

The instant circular be complied with in its letter and spirit.

By order.

(Sanjay Dhar)
 Registrar General

No: 56409-57/R-5

Dated: 22/02/2019

Copy of the above forwarded to:

1. Principal Secretary to Hon'ble the Chief Justice, High Court of J&K, for information of Hon'ble the Chief Justice.