

DISTRICT AND SESSIONS COURT, SATARA

CIRCULAR

In continuation to the Circular dated 04/04/2020 of this Office and pursuant to the communication from the Central Project Coordinator High Court Bombay, the undersigned is pleased to issue following directions -

1. If the Advocate intends to take up hearing of extremely urgent matters remotely via Video Conferencing, it be noted that, it will be conducted via Video Conferencing only through authorized software i.e. VidyDesktop / VidyoMobile. The user manual for Vidy Software is enclosed herewith and is also published on the District Court, Satara website.
2. Video Conferencing facility shall be available between 11.30 AM to 2.30 PM on Court working days in all the Courts in Satara district.
3. The advocates concerned shall e-mail the application for an urgent hearing on the below mentioned e-mail ID of the concerned Court Complex and shall mention his / her Bar Council enrollment registration number with mobile number in the application and also attach soft copy of photo ID.

Sr. No.	Name of the Court Establishment	E-mail ID of Court Establishment.
1.	District and Sessions Court, Satara	mahsatdc@mhstate.nic.in
2.	Addl. District and Sessions Court, Karad	adjkarad2@gmail.com
3.	Addl. District and Sessions Court, Vaduj	adjcourtvaduj@gmail.com
4.	Civil Court Senior Division, Satara	civilcourtsrDNSatara@gmail.com
5.	Civil Court Senior Division, Karad	cjsdkarad@gmail.com
6.	Civil Court Senior Division, Vaduj	mahsatvadsc@indianjudiciary.gov.in
7.	Chief Judicial Magistrate, Satara	cjmsatara@gmail.com
8.	Civil Court, Jr. Div., Karad	cjjdkarad@gmail.com
9.	Civil Court, Jr. Div., Vaduj	mahsatvadsc@indianjudiciary.gov.in
10.	Civil Court, Jr. Div., Patan	mahsatpatsc@indianjudiciary.gov.in , patancourt@gmail.com
11.	Civil Court, Jr. Div., Medha	medhacourt@gmail.com
12.	Civil Court, Jr. Div., Wai	civilcourtwai@gmail.com , mahsatwaisc@indianjudiciary.gov.in
13.	Civil Court, Jr. Div., Khandala	mahsatkhasc@indianjudiciary.gov.in
14.	Civil Court, Jr. Div., Phaltan	cjldphaltan@gmail.com , mahsatphasc@indianjudiciary.gov.in
15.	Civil Court, Jr. Div., Koregaon	cjldkoregaon@gmail.com , mahsatkorsc@indianjudiciary.gov.in
16.	Civil Court, Jr. Div., Dahiwadi	mahsatdahsc@indianjudiciary.gov.in
17.	Civil Court, Jr. Div., Mhaswad	mahsatmhasc@indianjudiciary.gov.in
18.	Civil Court, Jr. Div., Mahabaleshwar	mmshwar@gmail.com

4. If the concerned Judicial Officer allows the application, the date and time slot for hearing through Video Conferencing shall be communicated to the concerned advocate, who shall present himself for the Video Conferencing on the given date and time.
5. The staff member of the concerned Court shall communicate the date and time of the Video Conferencing to the concerned advocates and the DSA/ TSA / Computer Section Staff.
6. The DSA/TSA /Computer Section staff shall maintain establishment-wise register and place the same before concerned Judicial Officer.
7. All the Principal Judicial Officers of the respective Taluka Courts are directed to follow these instructions and make necessary arrangements, if advocates concerned request for hearing of extremely urgent matters through Video Conferencing remotely.
8. It is hereby directed to the DSA/TSA/Computer sections staff to connect the Video Conferencing unit as per the date and time slot specified by the Court.
9. Daily details regarding urgent hearing of matters through Video Conferencing facility shall be maintained in the prescribed proforma which is enclosed herewith.

Rajendra D. Sawant
20.04.20

(Rajendra D. Sawant)
Principal District & Sessions Judge,
SATARA.

20th April, 2020

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Outward No. 1532 of 2020
District & Sessions Court, Satara.
20th April 2020

Copy forwarded for information and necessary action to :

- 1) All Judicial Officers working in Satara District.
- 2) District Project Coordinator, e-Court Project, Satara
- 3) All the Nodal Officers, e-Court Project, Satara.
- 4) Secretary, District Legal Services Authority, Satara.
- 5) Court Manager, District Court, Satara.
- 6) District Government Pleader, Satara.
- 7) Assistant Director and Public Prosecutor, Satara.
- 8) President, Satara District Bar Association, Satara.
- 9) President of All Taluka Bar Association.
- 10) Superintendents and Assistant Superintendents of all establishments - Circulate amongst all concerned staff members.
- 11) District System Administrator/ Jt. District System Administrator and all Taluka System Administrators in Satara District.
- 12) All Taluka Courts in Satara District.

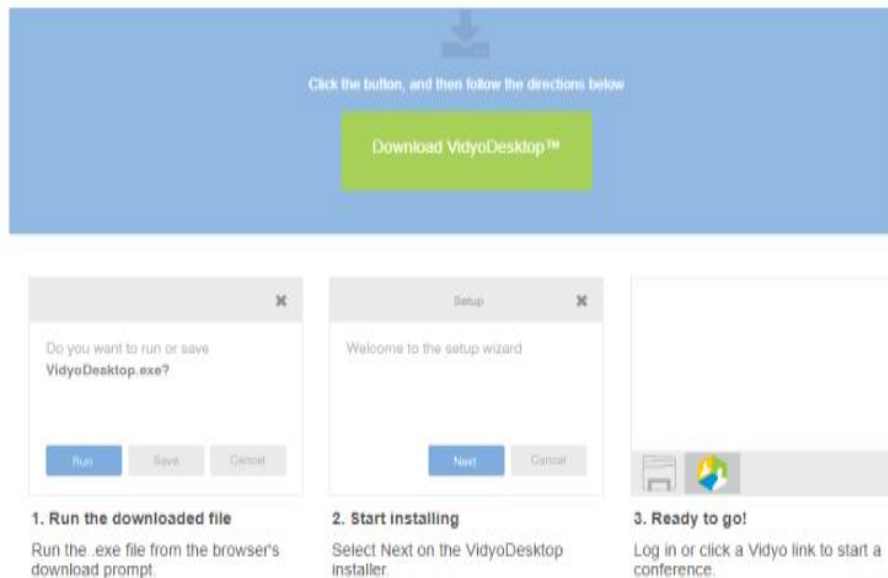
**Details regarding urgent hearing of matters through
Video Conferencing facility.**

Sr. No.	Name of the Court	Date	Time Slot	Case No.	Name of the Advocate	Nature of Work done	Signature of P. O.

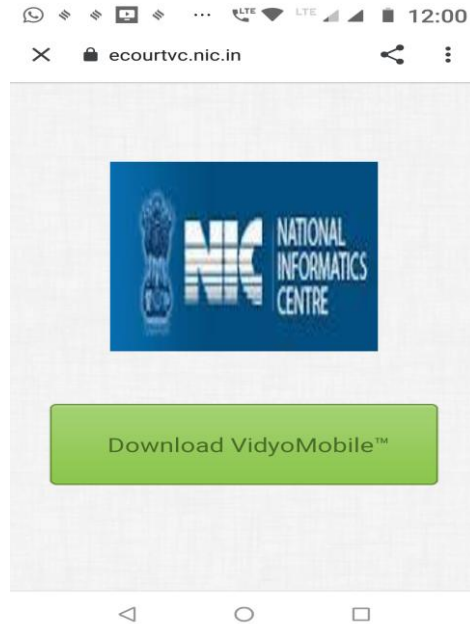
USER MANUAL FOR VIDYO

- 1 Please download Vidyo software for Computer/Laptop or Android Smartphone from <https://ecourtvc.nic.in/download.html?lang=en#>. For iPhone, it can be downloaded from <https://apps.apple.com/in/app/vidyoconnect/id1103823278>.
- 2 Click on "**Download VidyoDesktop**" (Picture No.1) or "**Download VidyoMobile**" (Picture No.2) to download Vidyo for the Computer/Laptop and Android Smartphone respectively and follow the on-screen instructions to install.

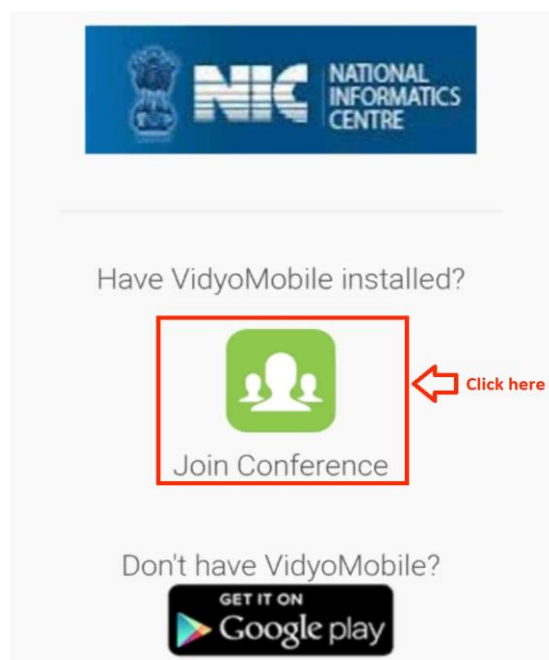
Picture No.1

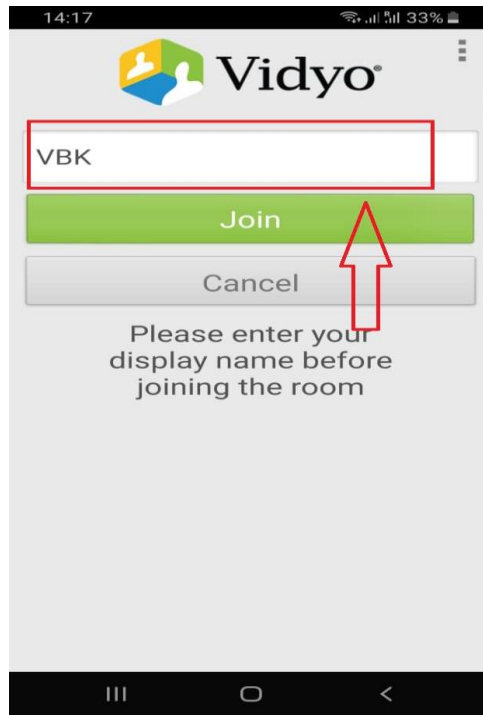


Picture No.2:

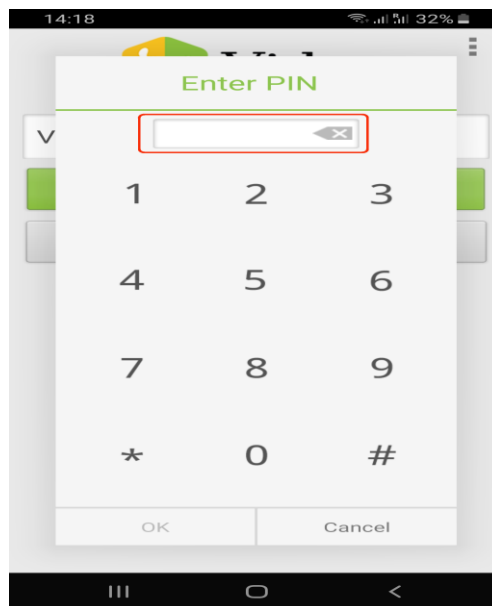


- 3 Once the “**Vidyo**” software is downloaded, please click on the link provided by the Registry.
- 4 Please click on “**Join Conference**” as shown in the screenshot below.
- 5 Please enter **your own name** as a **display name** before joining the Video Conference Room.



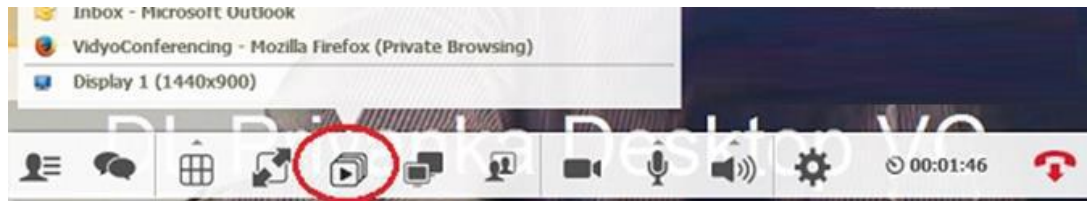


- 6** Please **enter the PIN** shared with you to connect to the Video Conference Room.

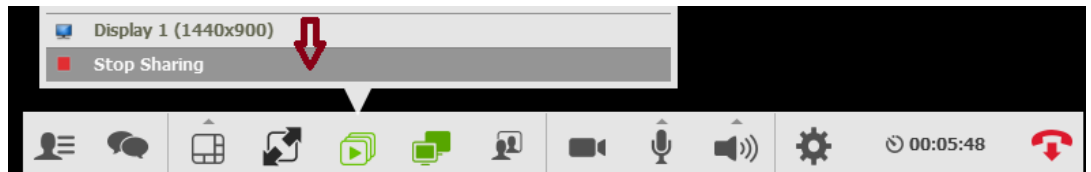


- 7** **Sharing of computer screen:**

If you want to share a document, he may click on the 5th Icon of the bottom bar > select Display in Sharing option.



8 To **Stop Sharing**, select the last option of the menu as shown below:



9 **Call Icons:**

When you are connected to a call, you can see a list of icons on bottom of screen as shown below (Move your mouse to see this control bar).



1. **Show Participants:** Click on this to see who are connected. Click again to disappear list.

2. **Show Group Chat:** Start group chat with all participants.

3. **Change layout:** User can keep auto or layout as he/she wants.

4. **Full Screen Mode:** Click this to get better video in full screen

5. **Start Sharing:** To share document.

6. Toggle among shared application windows

7. **Change Self-View:** Use to see your view or disappear view. Always see this to know how others are seeing you.

8. **Privacy:** Turns camera off and on

9. **Mute/Unmute:** Volume-up/down by clicking arrow and sliding)

10. **Speaker volume:** up/down and mute

11. **Settings:** Use this for selecting correct Devices (Camera, Microphone and Speaker). Check this setting whenever you are finding any issue with audio.

12. Toggle Conference Duration & Clock

13. End Call

10 Please keep your microphone muted and unmute only when you speak. Only Speaker's microphone should be on.