

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

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**Subject: Updating the files on Case Information System (CIS)**

**C I R C U L A R**

No. 284/

Dated: 15-09-2018

It has come to the knowledge of the undersigned that many Courts of District Srinagar are not updating the files on Case Information System (CIS) on daily basis, which is creating a lot of inconvenience for all the stakeholders. The report was sought from System Officer which shows that more than 3000 cases are undated (**Copy enclosed**). Furthermore it has also come to the knowledge of the undersigned that most of Ahlimad's are not feeding the correct data which is also a serious concern. This office has issued the several Circular/Orders regarding the same, but still the officials are not taking it seriously. **The Hon'ble Chairperson Mr. Justice Alok Aradhe** vide his office Letter Dated: 11-07-2018 has directed all the Presiding Officers to take note of seriousness of the mater and take remedial measures at an earliest. (**Copy Enclosed**)

In this connection, all Judicial Officers are directed to take the serious action against Staff who are not updating the files on daily basis and they should be further directed to update all the undated cases with the correct data within **three day's positively from date of issuance if this Circular** and the compliance report be sent to this office. Any deviation or failure to comply with the directions contained in the Circular shall be viewed strictly.

(Mohammad Akram Chowdharay)  
Principal District & Sessions Judge  
Srinagar

No. 3635-SS/PDg/Admn/18

Dated: 15-09-2018

**Copy to the:**

1. All the Presiding Officers of District Court Complex Srinagar for information and compliance.
2. Centre Project Coordinator (CPC) e-Courts Project, High Court of J&K Srinagar for information.
3. System Officer, District Court Srinagar for uploading the same on District Court Website.
4. Office Folder.

Principal District & Sessions Judge,  
Srinagar