

**OFFICE OF THE DISTRICT & SESSIONS JUDGE**  
**KARKARDOOMA COURTS, DELHI**

**CIRCULAR**

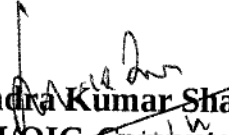
It has been more than three years to start CIS in Karkardooma Courts Complex and it has been reiterated many times that data in respect of judicial files must be entered in CIS in all respect.

It has been noticed that concerned staff is still not complying with the directions and get the cases registered without feeding the proper/complete data in concerned fields of CIS as a result of which desired reports whenever sought by the concerned/higher authorities either not generate or generates in improper/ incomplete manner.

It is necessary to mention here that the CIS is integrated with NJDG, an associated application of "[ecourts.gov.in](http://ecourts.gov.in)" which is monitored and supervised by the Hon'ble e-Committee, Supreme Court of India and other higher authorities.

Furthermore, a report at the end of every working day is being sent through DCMS. w.e.f. 01.05.2019, the said report will be generated directly through CIS 3.1. The incomplete feeding of data will effect the report. Therefore, all the concerned staff posted in the courts and branches of Karkardooma Courts Complex are directed **to enter all the data of the concerned case in all respect in the CIS.**

This issues with concurrence of Ld. District & Sessions Judges, East, North-East and Shahdara Districts.

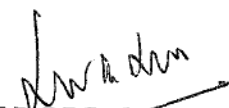
  
**(Devendra Kumar Sharma)**  
**ASJ/OIC-Computers**  
**Karkardooma Courts, Delhi**

Ref.: 3567 - 3574 /Comp.Sec./KKD/2018

Dt. 24.04.2019

**Copy forwarded for information and necessary action to:**

1. Ld. District & Sessions Judge HQs, Tis Hazari Courts, Delhi.
2. Ld. District & Sessions Judge, East, North-East and Shahdara Districts, Karkardooma Courts Complex.
3. Ld. Chairman, Centralized Computer Committee, Tis Hazari Courts, Delhi.
4. Ld. Nodal Officers, East, North-East and Shahdara Districts, Karkardooma Courts Complex.
5. AO (Judl.), R&I Branch, East, North-East and Shahdara Districts, with request to circulate the same in their districts.
6. For uploading on centralized web-site through Layers
7. Reader to the undersigned.
8. Office/Guard file.

  
**ASJ/OIC-Computers**  
**Karkardooma Courts, Delhi**