

OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE-CUM-SPECIAL  
JUDGE (PC ACT) (CBI) ROUSE AVENUE DISTRICT COURTS, NEW DELHI.

**CIRCULAR**

It has been brought into the notice that frequent letters/requests for **modification/deletion of cases/wrong proceedings deletion/restoration of cases** etc. are being received as the cases are not being entered with due care which results in wrong case history & same appears on the website of **ecourts.gov.in** as well as on CIS 3.2 Server.

It has also been observed that despite repeated/several directions some courts officials are not adhering to the directions with regard to updation (kharja) of undated cases/delay of cases and registration of unregistered case/s in CIS 3.2 server through their respective court logins on regular basis and leave the office resulting therein the pendency of unregistered and undated/delay of cases of Rouse Avenue District Court shown on the National Judicial Data Grid.

Further, daily order sheets/orders/judgments of some courts are not being uploaded on the CIS 3.2 server which is creating hardship to the Advocates/litigants while searching daily order sheets/orders/judgments on the portal i.e. "**ecourts.gov.in**".

All the Judicial Officers posted in Rouse Avenue District Courts are hereby once again requested to strictly direct their staff under their control to comply with the already circulated directions and direct their concerned staffs to make regular entries in the CIS 3.2 server with due care and also to upload the daily order sheets/orders/judgments, so as to avoid any inconvenience. All the concerned courts officials are also directed to clear all the backlog/data of cases under objection and to register the same in CIS 3.2 server.

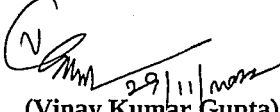
Officials posted in filing counters are also directed to enter fresh case details properly and allocate the case types to the Court concerned with due care as to avoid any discrepancy in CIS 3.2 Server.

Further, all the Judicial Officers are also requested not to forward the letters/requests regarding updation/correction of data in CIS 3.2 in a routine manner and due caution be exercised before doing so to instill sense of responsibility amongst officials as the correction history reflects in CIS 3.2 being monitored by the e-Committee of Hon'ble Supreme Court of India.

In case of any difficulty faced by court staff/officials, they may contact the Computer Branch, RADC for their queries/problems, if any.

**Concerned staff/officials shall also be informed that non compliance of the aforesaid directions shall attract disciplinary proceedings.**

I shall be highly obliged for your kind cooperation in this regard.

  
(Vinay Kumar Gupta)

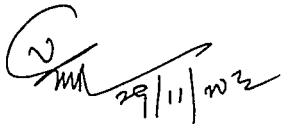
Principal District & Sessions Judge-cum-  
Special Judge (PC Act) (CBI),  
Rouse Avenue District Courts, New Delhi.

33690-33740-C  
No...../F.50/Computer Branch/RADC/ND/2022

Dated: 30/11/22  
~~29-11-2022~~

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

1. All the Judicial Officers posted at Rouse Avenue District Court, New Delhi with the request to direct their staff to comply with the directions contained in this Circular.
- ✓ 2. Dealing official Website Committee, Tis Hazari Courts, Delhi to upload on the Website.
3. Branch In-charge, Bail & Filing Centre, RADC, New Delhi.
4. PS to the undersigned.
5. Guard File.

  
(Vinay Kumar Gupta)

Principal District & Sessions Judge-cum-  
Special Judge (PC Act) (CBI),  
Rouse Avenue District Courts, New Delhi.

