

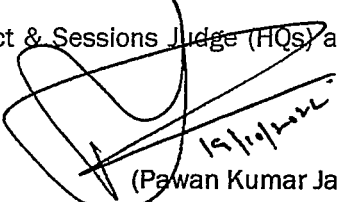
OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE (HQ): DELHI

CIRCULAR

Sub.: Regarding creation of Login ID/User Id and Password of CIS

Reference is invited to the subject. It is impressed upon all the Judicial Officers posted within Central and West District to direct the concerned Court Staff (*Assistant Ahlmad and Stenographer who have not obtained till date, individual login ID and Password in CIS Software*) to submit the request for creation of their individual Login ID and Password for the use of CIS 3.2 software to the Branch In-Charge, Computer Branch, Room No. 232, Central District, Tis Hazari Courts, Delhi within three days from the date of issuance of this circular.

This issues with prior approval of Ld. Principal District & Sessions Judge (HQs) and Ld. Principal District & Sessions Judge (West).

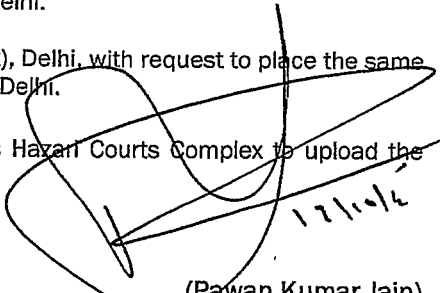

(Pawan Kumar Jain)
Delhi Higher Judicial Service
Chairman, Centralized Computer Committee
Delhi District Courts

Ref. No. 89590-790/CIS/S.R(29)/2022

Dated 19 OCT 2022

Copy forwarded for information and necessary action to:

1. Ld. Principal District & Sessions Judge (East, South, North-West, New Delhi, North-East, South-East, North, South-West, RADC, Shahdara) with request to direct the concerned staff (*Assistant Ahlmad and Stenographer who have not obtained till date, individual login ID and Password in CIS Software*) to submit the request for creation of individual Login IDs & Password in CIS Software to the Computer Branch of respective court complex/district.
2. All the Judicial Officers posted within Central & West District with request to direct the concerned Court Staff (*Assistant Ahlmad and Stenographer who have not obtained till date, individual login ID and Password in CIS Software*) to take steps as mentioned in the circular.
3. The AO (Judicial)/Branch In-charge, Computer Branch of all Court Complexes/Districts to submit the compliance report on providing of individual login ID and Password in CIS Software to the Assistant Ahlmad and Stenographer who have not obtained till date within ten days from the issuance of this circular to the Computer Branch, Tis Hazari Courts Complex.
4. PS to the Ld. Principal District & Sessions Judge (HQs), Delhi, with request to place the same before Ld. Principal District & Sessions Judge (HQs), Delhi.
5. PS to the Ld. Principal District & Sessions Judge (West), Delhi, with request to place the same before Ld. Principal District & Sessions Judge, (West), Delhi.
6. Dealing official, Website Committee and LAYERS, Tis Hazari Courts Complex to upload the circular on the Website of Delhi District Courts.


(Pawan Kumar Jain)
Delhi Higher Judicial Service
Chairman, Centralized Computer Committee
Delhi District Courts

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