

OFFICE OF THE DISTRICT & SESSIONS JUDGE,  
K A R I M G A N J

ORDER NO. 74

Dated 05<sup>th</sup> May, 2020

As per the relevant direction of the Hon'ble Gauhati High Court, Guwahati, the steps, as mentioned below are to be followed, for complete and accurate data entry along with the reason for delay in disposal of cases in the Case Information Software (CIS).

The steps, as instructed, to be followed, are mentioned below;

1. Check regularly the data health card feature in CIS. It will show the missing data which has not been entered. Complete entries to be made in CIS.
2. Reconcile pending cases based on legislation as per CIS and as per physical registers; and
3. Fill in reasons for delay in cases pending for more than two years. This exercise to be given priority.

All the concerned Bench Assistants, Filing Assistants and Computer Typists of this Establishment and CJM Establishment, shall perform the above mentioned steps regularly, under the guidance and instructions of the concerned Judicial Officers of their respective courts without fail.

All the Judicial Officers of this establishment and CJM establishment are requested to follow the above instructions and do the needful in compliance, of the same, immediately.

Systems Officer and Systems Assistant of this establishment are directed to provide all sorts of relevant assistance, for compliance of the aforesaid instructions.

Inform all concerned.

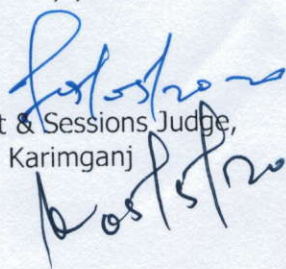
  
District & Sessions Judge,  
Karimganj

Memo No. JKD/2020/ 1681-1685

Dated Karimganj the 05<sup>th</sup> May, 2020

Copy to:

1. The Registrar General, Gauhati High Court, Guwahati
2. All the Judicial Officers of this Establishment and the C.J.M. Establishment.
3. All Bench Assistants, Filing Assistants and Computer Typists of this Establishment and C.J.M. Establishment.
4. The Systems Officer, Karimganj District Judiciary, Karimganj (He is directed to upload the same in the Official Website of the District Judiciary.)
5. Office file.

  
District & Sessions Judge,  
Karimganj