

I. Establishment of E Courts

Q1. Number of E Courts established under your High Court. Elaborate the process and functions of E Courts.

Reply: As on date 946 Numbers of Courts are equipped with Hardware provided under the e-Courts project, as such, the requisite figure may be read as 946. The process and functions of e-Courts are attached at **Annexure 'A'** .

II. Updation of National Judicial Data Grid

Q2. Mention the date and categories that are uploaded in the NJDG. Specify the problems encountered during updation of National Judicial Date Grid for High Court and subordinate Courts. The solutions/remedial action if any taken by your Court.

Reply: Data related to Case Filing, Scrutiny, Allocation, Case Proceeding, Order and Judgment Uploading , Notice & Summons Generation etc. are entered into CIS. Various issues related to Connectivity, availability of Backup Network, Power Supply, Firewall Entry Approval etc are being encountered due to which even after posting of complete data into CIS , sometimes same is not uploaded on NJDG.

1. Issues regarding updating of data on NJDG.

While uploading data base and orders/user logs on NJDG, there is no mechanism at local server to check its progress and successful completion. The Master-slave method based on slon processes requires two slon processes running in background for each database e.g. if 3 Establishments are there in local CIS there will be 3 databases, then 6 slon processes would be running on local server and similarly 6 slon processes would be running on High Court VM.

During updating, the slon process keep on stopping abruptly and due to same the data uploading also stops. There is no mechanism to check abrupt slon process. This requires manual intervention for monitoring slon process status and to find out whether data is being uploaded correctly or not. Physical checking therefore has to be devoid. Status of entry made needs to be checked at NJDG even though connection is not having any problem.

The present updating process therefore needs to be made automated to find out correct uploading of data. It is pertinent to mention that earlier in CIS 1.0 was being synchronized in automated mode and whenever on NJDG it used to be noticed without physical checking data on NJDG. Similarly process is also required for successful running of CIS 2.0.

To much of dependence on human checking leads to undated report on NJDG when actually on local server there is zero undated cases.

2. Requirement to replicate data from Districts to a dedicated High Court server

This High Court has installed a Server in High Court premises wherein all the Districts and Taluka Courts were sending their data on regular daily basis. This data collated on the

High Court server was being used for following purposes:

- (i) As disaster recovery site for District and Taluka Courts.
- (ii) Data mining for monitoring quality of data as well as for ensuring complete case entry by respective official.
- (iii) For monitoring uploading of interim orders, zimni orders and final judgments.
- (iv) For creating various reports from data required for planning at High Court level as well as for monitoring case disposal and stages of trial.
- (v) For monitoring difference between physical file count and files entered in CIS. However, with installation of CIS 2.0 all our activities had come to a halt as slon process is unable to replicate District and Taluka Court data with server of High Court. Present slon method allows data replication only to one server at a time. On running it individually its only replicating table structure (schema) and not replicating data at High Court server. Moreover maintenance script is configured only with one mode of connectivity leased line or VPN and in case leased line is down then script does not support data uploading through VPN. It is therefore requested that slon script be modified as to allow multiple updating at NJDG as well as High Court server with single run. Similarly slon script should support multiple connectivity configurations so that the data can be uploaded from available connectivity which may be leased line/SWAN/VPN.

3. Sharing of data from one Court to another in case firewall entry of one Court has some issues and also for sending SMS in case required connectivity having firewall entry is down.

Issues relating to CIS – Transfer of cases from Court establishment to Lok Adalat.

III. Uniform nomenclature.

Q3. Specify the process for adopting, if any, for uniform nomenclature of case type used in your State.

Reply: Member Judicial, E-Committee, Hon'ble Supreme Court of India has been requested to issue guidelines in the matter and also provide uniform nomenclature for effective mapping.

IV. Cadre of Technical Manpower.

Q4. Enumerate the strength of Technical Manpower in the High court and subordinate Courts. Specify the procedure for recruitment and training programme, if any, to the new recruits.

Reply: Technical Manpower has been deployed in the High Court as well as the subordinate courts of Punjab, Haryana and UT Chandigarh through M/s HCL Services Ltd. for a period of three years w.e.f. 23.08.2013. The Technical Manpower has been deployed in this Court, and in the subordinate courts of Punjab, Haryana and UT Chandigarh based on the below matrix:-

Criteria of deployment of Technical Manpower				
Sr. No.	Name of Court	System Officer	System Assistants	Total
1.	District Hqs (where NO. of Courts more than 10)	1	3	4
2.	District Hqs (where No. of Courts less than 10)	1	2	3
3.	Sub Divisions (where number of Courts is more than 3)	---	2	2
4.	Sub Divisions (where number of Courts is less than 3)	---	1	1

V. E-filing and Video Conferencing

Q5. Mention the procedure for E-filing and the rules governing ti. Enumerate the type of activities/process done through video conferencing.

Reply: **E-filing**
In this context it is submitted that the procedure for e-filing is defined in user manual, which is attached at **Annexure ‘B’**. However, w.r.t rules governing e-filing, it is submitted that as on date no rules are framed for filing, whereas, Hon’ble Computer Committee has passed various decisions/instruction from time to time. The decision passed by Hon’ble Computer Committee from time-to-time is re-produced as under:-

Decision taken in the meeting held on 03.11.2014
“ITEM NO. 30 E-filing through web based application.

“The matter has been discussed with the President and Hon. Secretary of the Bar Association. To facilitate early delivery of the copies of the orders and to move towards paperless court regime, it has been decided that Memorandum of parties and Index shall be punched on the given template by all registered Advocates, whereas, the copies of the petition shall be filed in Word or PDF format. It shall start functioning from 1st December 2014 on test basis but no petition shall be listed next day in the absence of such process from 1st January 2015. All other cases shall be listed after a gap of one working day, which shall be used for scanning of the papers books.”

Decision taken in the meeting held on 14.01.2015

“ITEM NO.13: Framing of policy regarding E-filing of judicial cases, compliance of judicial orders and supply of certified copies of the E-filed judicial record.

To implement and facilitate the working of paperless Courts, following directions be followed:-

1. The cases filed on or after 19.01.2015 will be listed for hearing after gap of one day as already discussed with the office bearers of the Bar Association and shared by one of us with the Members of the Bar in meeting dated 01.12.2014. The intervening day be utilized for scanning of the files and for entry of meta data by the High Court staff.
2. A petition filed through the website of High Court shall be considered to be filed when hard copy of same is presented at the filing section counter. The time of filing shall be the time of presentation of hard copy at the filing counter of the High Court.

3. If any case is filed electronically, the same shall also be scanned for the time being, till finalization of policy regarding various aspects of the e-filing.
4. A certificate be given by Advocate or the party in person that e-filed petition and the hard copy of the petition are same.
5. Hyperlinking and Bookmarking of all the cases will be done by the Restorers of the concerned Hon'ble Courts.
6. The office will certify that all connected cases are available on DMS before listing of the criminal cases before the Bench. In case, soft copy of any case is not available on DMS, record of the said case be sent to the Court.
7. The Court Secretaries / Secretaries / Readers to make available the copies of the order or the petition which are available on DMS for the perusal of the Court as and when desired.
8. A circular be issued to the staff attached with the Hon'ble Judges for appraising them as to how to use DMS.
9. All urgent criminal matters filed in DRR Section shall be scanned by DRR Section.
10. All the criminal matters listed under Ordinary Category and filed in DRR Section as well any other incremental data in criminal cases will be scanned by concerned Judicial Branch before listing the same before Hon'ble Courts.
11. For the time being, till DRR Section is able to cope up with scanning work, civil and writ matters filed in DRR Section be sent to M/s Newgen for scanning purposes. The quality control work, however, shall be done by DRR Section. DRR Section to ensure that file is sent to M/s Newgen on the same day when it is passed / filed.
12. Other incremental civil and writ material/data notified in DRR section will be scanned by concerned Judicial Branches before listing the same before Hon'ble Courts.
13. Un-scanned Cases up to the year 2014 will be identified by concerned dealings of Judicial Branch and the same will be sent to Digitization Cell for Scanning.
14. All the decided cases will be sent to RKJ by Judicial Branches. After identifying pages to be scanned, the case will be sent to M/s Newgen. After scanning and uploading data, file shall be sent back to RKJ.
15. All the decided cases lying in RKJ Branch, will be identified by RKJ Branch and thereafter will be sent to Digitization Cell for scanning. These cases will be weeded out as and when the preservation period of Six years expires. “

Decision taken in the meeting held on 03.03.2015

“ITEM NO. 25 : Difficulties in preparing cause list after implementation of e-filing.

It has been resolved that miscellaneous applications in civil and criminal cases shall be listed for hearing after gap of one day as being followed in other cases to facilitate scanning to avoid delay in preparing cause-list. The delay in issuing cause-list delays the hyper-linking process for paperless court. Members of Bar be informed accordingly with a request that miscellaneous applications be filed two days prior to date fixed. Judicial Branches must ensure that miscellaneous applications pending with them are attached with main case two days prior to date fixed before sending file to DRR section. The reports received thereafter by branch be uploaded on DMS after scanning the same with intimation to reader of concerned Hon'ble Court.

Decision taken in the meeting held on 06.08.2015

“ITEM NO. 12 Mandatory e-filing by office of Advocate General, Punjab, Advocate General, Haryana, UT Chandigarh & UOI.

...Representative of the Advocate General, Punjab and Haryana have been apprised that e-filing on behalf of the States of Punjab and Haryana shall be mandatory. With effect from 19th of August, 2015 no case, filed by the State (if not filed through e-filing) will be entertained. The concerned staff of Advocate General offices will be trained by NiC from 3.00 p.m. to 5.00 p.m. at ASD Lab on all working days. All main cases and main applications filed on behalf of the States of Punjab and Haryana shall be accepted only if these are filed through e-filing.”

It is further added here that as on date (i.e. 24.08.2016) 8617 Nos. of cases has been e-filed.”

Video Conferencing –

Video Conferencing is being used in District Courts and High Court extensively. Various activities which are being performed by using VC are as follows:

- Presence of accused is being secured from Jails through VC for remand proceedings as well as for evidence.
- Evidence of doctors is being recorded from Hospitals.
- Evidence of Judicial officers is being recorded through VC.
- Evidence of residents of foreign countries is being recorded successfully through VC.
- All the interviews for promotion of ADJs and Judicial Officers are being done through VC only.
- Meetings between Administrative Judges and District Judges.
- Meetings by Computer Committee with Districts.
- Meetings with District Staff (Court Managers, SO and SA) is being held regularly.
- Training sessions through webcast / VC are being held regularly.
- Evidence of PGI doctors is being recorded through VC. PGI, Chandigarh is annually receiving more than 4400 summons of doctors for their evidence leading to expenses in terms of time and money. Valuable time of doctors and human lives are being saved by this, apart from saving huge amount of money which was being spent on TA and DA of doctors.
- Last year, 1,30,546 under-trials were produced through VC in the States of Punjab, Haryana and U.T. Chandigarh. Punjab has done 1,05,543 VCs, Haryana has done 25,818 VCs and Chandigarh has done 3,909 VCs making total 1,35,270 VCs across Punjab, Haryana and U.T. Chandigarh in last year, which includes VC with Jails and evidence of Doctors as well.
- Total 3,946 Doctors have availed the benefit of VC facility in Punjab, Haryana and U.T. Chandigarh. Alone PGI, Chandigarh is reported to have done 948 VCs in total i.e. 538 in Punjab, 356 in Haryana and 54 in Chandigarh. As per cost analysis done by PGI, they save approx. Rs. 10,400/- per case by the help of VC which includes TA/DA and salary of

Doctor as well. If the amount is multiplied by Number of VCs done by PGI during April 2015 to March 2016, they had saved a huge amount to the tune of Rs.98,59,000/- in just one year.

- A rough estimate was prepared by which Rs.700/1000/- is being spent by State to produce under-trials to Courts from Jails and vice-versa. Thus, a huge saving in this regard has been made by producing under-trials through VC.
- For training of staff as well as Judicial officers.

VC with Doctors from local District NIC office where they are posted has been permitted.

VI. Scanning and Digitization

Q6. Specify the procedure for scanning and digitization at different levels. Also provide the digitization rules and process of verification if any. The different levels may also include: Scanning for fresh filing, scanning for pending filed, scanning for daily disposal of cases and scanning of old cases.

Reply: The procedure for scanning and Digitization at different levels, which include scanning for fresh filing, scanning for pending files, scanning for daily disposal of cases and scanning of old cases, the flow chart of Digitization process of High Court is attached at **Annexure 'C'**.

Digitization rules are attached at **Annexure 'D'**.

Q7. Whether the digital signature is in use by your Court? If yes, then specify the process and its utility.

Reply: The Digital Signatures are being used by this High Court and the same have been procured from e-Mudhra and are issued to the Secretarial Staff of this Court for digitally signing of the judgments and to the official of this Court for affixing Digital signatures on the work done by the designated vendor. The utility of the Digital signature is that it makes the document verify and authentic.

Q8. Whether there is any security for preservation of data scanned and uploaded? If yes, then specify the procedure through which it get affected.

Reply: High Court (Preservation of data scanned and uploaded as well as SMS):

We have two critical applications running in this High Court.

ISHICO

This application has been developed by NIC and running successfully. In this High Court, the process of filing to disposal of the cases has been integrated into this software. The live server for ISHiCo is setup in Primary Data Centre of this Court.

DMS

This application is basically for Document Management system. All scanned data of this Court is being managed by this software. This server has also been setup at Primary Data Centre of this Court.

Security for Preservation of Data

All services installed in the Court are setup behind High end UTM Firewall. Only authentic users have access of these servers.

The policy to preserve the data related to both applications and database is as below. This High Court has setup three data centres to secure critical data of this Court.

Primary Data Centre

- ⑩ All live servers are installed in primary data centre.
- ⑩ Automated Tape Library System (LTO 5) is also installed in data centre. We take daily backups on tapes. It enables rapid data creation & recovery. Full backups are taken on daily basis & interim versions are created several times a day.
- ⑩

Secondary Data Centre (Setup within Campus of this Court)

Secondary Data Centre has redundant copy of all application and database servers installed at primary site. In case of issues at primary server, system can be shifted to secondary site without any loss of time and data.

Disaster Recovery Centre (Setup at a distance of 12 Kms from High Court)

Third copy of all ISHICO and DMS data is also available at DR site. In case of loss of data at primary/secondary site, we are in position to get data from DR site.

Cloud Site (Setup at National Data Centre, New Delhi)

In addition to above, another copy of only critical data is also synced with Cloud Servers.

As mentioned above, we are in position to recover precious data in any situation. Primary, Secondary and DR sites host complete data & all applications independently against any eventuality to ensure ZERO data loss.

Q9. Which Citizen Centric Services have been started by your High Court?

Reply:

High Court:

1. Filing/E-filing
2. Certified copy
3. SMS Service
4. Touch Screen information Kiosks
5. Display Boards
6. Case Information System/Orders/Judgements on web-portal.

Subordinate Court in the State of Punjab, Haryana and U.T, Chandigarh

Initially 41 Citizen Centric Services list was provided by Hon'ble e-Committee, Hon'ble Supreme Court of India which were again revamped and merged into 28 Citizen Centric Services (**Annexure 'E'**). 17 services of the list i.e. Sr. No.1, 2, 3, 6, 7, 8, 9, 10, 11, 12, 13, 15, 16, 17, 18, 21, 27 have been started fully/partially depending upon the available resources in the District Court of Punjab, Haryana and U.T, Chandigarh.

Q8. Has the SMS Delivery Service been launched? If yes, since when?

Reply: SMS Delivery Service was launched by Hon'ble the Chief Justice of this Court on

07.07.2014. SMS gateway is fully integrated with ISHiCo (Case Information Software). SMS is triggered and sent to Advocate(s) / litigants in real time as and when case status is updated by Court Officials. 1,20,000 messages are being sent in High Court each month and 25,24,123 messages have been pushed till July 2016.

Following information is being sent through SMS:-

- * Filing Status;
- * Objection on filing;
- * Copy Filing No.;
- * Copy Preparation Status;
- * Copy Delivery Status;
- * Next Date and case status

Q9. What are the date presently being uploaded on NJDG Portal? What is the time frame for uploading the material?

Reply: Case Data related to Case Filing, Scrutiny, Allocation, Case Proceeding, Order and Judgment Uploading, Notice & Summons Generation etc. are entered into CIS. Also the Interim Orders and Judgments are being uploaded into CIS which are then uploaded onto NJDG. Database is being uploaded onto NJDG in real time provided network connection is present. Daily orders /Judgments are also uploaded on NJDG as soon as the judgment is signed by the Ld. Judicial Officers.

Q10. Is the District Court Website functional? Specify its utility to the stakeholders.

Reply: Yes, all the District Courts in the States of Punjab, Haryana & U.T. Chandigarh have their own websites on eCourt portal and the same are functional. On the said websites Advocates and litigants can check the case related information i.e. case status, next date and daily orders/judgments passed in their cases etc. Beside the aforesaid information following information related to respective Courts are also being provided at District Court websites:-

1. About us
 - a. History of Courts
 - b. Judicial Officers
 - c. Former Officers
 - d. Calendar
 - e. Contact us
2. Cause List (local)
3. Judges on leave
4. Police Station
5. Duty Roster
6. Free Legal Aid
7. Court Fee
8. Mediation Centre
9. Statutes and Rules
10. Right to Information
11. Circulars / Notices
12. Important Forms
13. Important Judgments

Related Websites