

## **LIST OF BEST PRACTICES OF THE HIGH COURT OF TRIPURA IN ICT INITIATIVES**

### **1) Vacancy Monitoring System of the Employees of the High Court and Subordinate Courts of Tripura:**

The Software application namely 'Vacancy Monitoring System' (<http://172.17.254.145/hc/Master/default.aspx>) has been developed by the in-house technical team of the High Court for the purpose of process automation with respect to maintenance of service records and vacancy position of the staff members of the Registry of the High Court and the Subordinate Judiciary of Tripura. This software has the facility of generating instant report regarding vacancy position of different grades of staff, list of staff within the zone of promotion and retirement, list of staff against whom disciplinary action is pending or previously taken, generation of QR Code based Employee Photo ID Card, generation of reports regarding financial upgradation and other benefits derived during the career a staff member etc. the reports generated by this software are placed before the designated committee time to time for consideration of recruitment, promotion, pay upgradation etc.

### **2) Performance Evaluation System of the Judicial Officers (PESJO) of Tripura:**

The software application namely, "Performance Evaluation System of the Judicial Officers (PESJO)" has been developed by the in-house technical team of the High Court to evaluate quarterly performance of disposal of cases by the Judicial Officers (<http://172.17.254.154/pesjo>). This application has been developed with a aim to replace manual submission of the quarterly case disposal statements and to make the entire quarterly performance appraisal system of the Judicial Officers a paperless one where the software itself will calculate the units of disposal of cases by a Judicial Officer in a particular quarter and award the appropriate grade as per bench mark for disposal. A video tutorial of this software application is available in the official Youtube Channel of the High Court of Tripura.

**3) Online Application System with Integrated Online Payment Gateway for inviting paperless application for recruitment to the post of Gr-III of Tripura Judicial Service and different posts of the High Court Services:**

In a first move to go paperless in inviting application forms for different categories of recruitment for the Registry, the High Court in association with NIC Tripura State Unit took up the project of '*Online Application Filing System*' for recruitment to the post of Junior Administrative Assistant and this system was launched in September 2020 with facility to submit application fees to the Registry by the applicants through different online payment modes like Debit Card, Credit Card, Internet Banking, UPI, e-Wallet etc. The software module of '*Online Application Filing System*' has been extended to the applicants through a web-link namely '*Recruitment (Online Application)*' in the official website of the High Court (<https://thcor.tripura.gov.in/index.jsp>). The facilitation of this '*Online Application Filing System*' for recruitment to the post of Junior Administrative Assistant during the tough days of pandemic situation in the year 2020 had resulted into the receipt of approximately 5,900 nos. of online application forms from candidates across the country. This system has reduced the workload of the Recruitment Cell of the Registry due to the automation process of scrutinization of application forms, generation of Admit Cards for the eligible candidates, SMS alert facility for the applicants, generation of roll numbers, seat numbers etc. which has further significantly reduced wastage of time and papers. In the year 2021 this '*Online Application Filing System*' was introduced for recruitment to the post of 'Tripura Judicial Service Grade-III' and 'Personal Assistant' and was quite successful by reducing the paperwork of the Registry.

#### **4) Justice Clock Web version in the High Court website:**

To facilitate the litigants and public in general to access the essential eCourts related information i.e. pendency and disposal of cases with respect to the High Court of Tripura and its District Courts displayed in the 'Justice Clock' from anywhere or sitting at home at any time, the web version of the Justice Clock has been launched on 3<sup>rd</sup> July, 2021 ([https://thc.nic.in/justice\\_clock.html](https://thc.nic.in/justice_clock.html)). To make effective use of database created through National Judicial Data Grid (NJDG) and to make the information available to public, large LED Display Message Signboard System called Justice Clock has been installed in the High Court of Tripura on 20<sup>th</sup> March, 2020. The Justice Clock installed near the main building of the High Court facing the entrance displays statistical information such as institution, disposal and pendency of cases in the High Court and in the District Courts of the State of Tripura. The purpose of Justice Clock is to bring awareness to the public about justice sector, advertising the various schemes of the department and to give status of various fields to the public. It also displays the 'Dos & Don'ts' of COVID appropriate behaviour for the Court employees, litigants and the advocates visiting the High Court premises and the manner of availing the various categories of citizen centric services by the public in general. Now, all these information have been made available to the world at large by launching the web version of the Justice Clock in the official website of the High Court of Tripura.

#### **5) Dependence on renewable energy by setting up of a 50 KW Grid-interactive SPV Power Plant at the High Court terrace**

The installation and commissioning of a 50 KW Grid-interactive Solar Photovoltaic Power Plant by Tripura Renewable Energy Development Agency (TREDA) at the rooftop of the High Court is meant to generate solar power to be exported to the grid thereby reducing the electricity consumption bill of the entire High Court building.

**6) Scanning and digitization of disposed of case records of the High Court and District Courts of Tripura**

In the month of November, 2021 the project of scanning and digitization of case records of the Record Room of the High Court has started and now the project is in full motion. A dedicated 5 KVA Online UPS has been procured and installed at the Scanning & Digitization Room of the High Court.

**7) Uploading of digitally signed Judgments and Orders in NJDG by the Judicial Officers of the Subordinate Judiciary**

In order to facilitate an important citizen centric service for the Bar members and litigants at large, all the Courts of the District Judiciary of Tripura have started uploading digitally signed Judgments and Orders in OCR based PDF from 1<sup>st</sup> January 2022 with an aim to provide accessible PDF documents in the public domain through the District Courts' websites. For this purpose, all the 97 Judicial Officers of Tripura have been provided with Digital Signature Certificate Class-III USB Token with signature and encryption and two years validity in phased manner. At the initial stage, w.e.f. 1<sup>st</sup> December 2020 all the District & Sessions Judges of Tripura were provided with DSC Tokens by the High Court and they started uploading digitally signed Judgments and Orders in the NJDG portal and official websites of the District Courts. Now, at the final stage, all the remaining Judicial Officers have been provided with Class-III DSC Tokens and they have started uploading digitally signed Judgments and Orders in the DC CIS NC 3.2 which are accessible in the NJDG portal and official websites of the District Courts.

**8) Uploading of digitally signed Memos, Circulars, Orders, Notifications of the High Court and Subordinate Courts in the public domain (official websites) in OCR based PDF**

In terms with the Rules for Accessibility as per Rule 15(1)(c) of the Rights of Persons with Disabilities Rules, 2017 and the website standard as specified in the Guidelines for Indian Government Websites (GIGW) as adopted by the Department of Administrative Reforms and Public Grievances, Government of India, w.e.f. 1st January 2022 the High Court and the District Courts of Tripura have started uploading digitally signed Notifications, Circulars, Orders, Memorandums etc. in their official websites in Electronic Publication (ePUB) or Optical Character Recognition (OCR) based PDF only. This e-initiative has been taken by the High Court of Tripura as a stepping stone to ensure that the electronic documents which are made available in the public domain by the Tripura Judiciary meet the accessibility standards.

**9) Record Room Management Software for the Centralized District Record Room at Agartala Court Complex**

*'District Judiciary Record Room Application Software'* has been designed and developed in HTML-PHP as a front-end and POSTGRES SQL as a back-end. This application basically works on the data of disposed cases available in the databases of the District Court CIS NC Version 3.2. Data of disposed cases is being pulled by "*date of disposal*" of the case record. This application has been developed with an aim to trace out the physical location of the disposed case record along with rack number of the case record in the District Record Room situated at the District Court Complex of Agartala city which is the centralized Record Room where disposed records from all over the State of Tripura are kept. Moreover, this application has been facilitated for generation of a report of those disposed cases which has been called for by superior Courts in connection with Appeal, Review or Revision. By using this Module in the application, the Record Room staff may give necessary data entry of such disposed cases before dispatching the same to the Court which has called for that record. The same entries will be reflected in a report if the case is searched in query menu.

This application has been facilitated with a separate module for making data entry of those cases which were disposed of quite long back prior to the launching of the eCourts Project and CIS Application Software in the District Courts. Thus, this application is having the provision of adding new case entry for the cases which are not available in District Court CIS. With respect to the cases which are shown to be disposed of in the District Court CIS NC Version 3.2 and the earlier versions, data may be pulled with all the details from the database of CIS and necessary entries may be given in the application.

**10) Uploading of QR Code-based Judgments in the NJDG on pilot basis by the Courts of Agartala Court Complex**

From 1<sup>st</sup> October 2021 all the Courts of Agartala Court Complex of West Tripura Judicial District have started uploading of QR Code-based Judgments in CIS which are made available in public domain through the official website of the District Court and NJDG. The QR Code is generated through the District Court CIS NC version 3.2 and this has been started by the Courts of Agartala Court Complex on pilot basis. The authenticity of such Judgment available in the public domain can be verified by scanning the QR Code given in the first page of the Judgment by using the QR Code Scanner of the eCourts Services Mobile Application. Upon scanning that QR Code, the complete history of the concerned case is displayed in the mobile app instantly. By attaching the QR Code in the Judgments, an important citizen-centric service has been started by the District Court Computer Committee of West Tripura. Very soon this practice shall be implemented in other District & Taluka Courts of Tripura.

**11) The official website of the High Court of Tripura is fully compliant of the Rules of Accessibility as per Guidelines for Indian Government Websites (GIGW)**

The official website of the High Court of Tripura (<https://thc.nic.in/>) has been made fully compliant with the Rules of Accessibility as per Guidelines for Indian Government Websites (GIGW). This has been done as per the Rules for Persons with Disabilities Rules, 2017.

**12) Proactive disclosure of information by the High Court of Tripura in digitally signed OCR based PDF in its official website for the public at large in compliance with Sec. 4(1)(b) of the Right to Information Act, 2005**

In compliance with the provision of Sec. 4(1)(b) of the Right to Information Act, 2005, the High Court of Tripura has published *suo motu* disclosure of certain categories of information in its website in digitally signed OCR based PDF in December 2021 ([https://thc.nic.in/Pro\\_Active\\_Disclosure\\_of\\_information\\_for%20publication\\_F\\_Signed.pdf](https://thc.nic.in/Pro_Active_Disclosure_of_information_for%20publication_F_Signed.pdf)).

**13) Android-based Mobile Application namely 'Live Case Status-THC' has been rolled out through Google Playstore**

W.e.f. 1<sup>st</sup> December 2021, the Android Mobile Application developed by the Software Development Team of the High Court of Tripura namely, "Live Case Status- HCT" has been made available in Google Play Store in the following link:

<https://play.google.com/store/apps/details?id=displayboard.thc.com.thcdisplayboard>

This Mobile App has been launched to facilitate the Advocates, Judicial Officers and public at large to keep a tab on the cases which are being taken up by the different benches of the High Court as per the Daily Cause-list. Initially this Mobile App was available for download and installation only in the official website of the High Court but now, in order to have a wider reach, this app has been made available through Google Play Store. Some screenshots of this Mobile App are shared herewith.

The availability of this Mobile App in Google Play Store has been lauded by the Bar Members as this has helped them a lot to keep track of the cases that are being heard by the Hon'ble High Court when the Bar Members are appearing before some other forum.

**14) Official YouTube Channel of the High Court of Tripura**

On 15<sup>th</sup> August 2020, the official YouTube Channel of the High Court was launched and since then it is being used for dissemination of video tutorials of various software applications for the Judicial Officers, Bar Members and Litigants (<https://www.youtube.com/channel/UCsI5L97cCA3oYKmR-d-hR-Q>).

**15) Consumption of e-FIR and e-Chargesheets by the Magisterial Courts of Tripura from the jurisdictional Police Stations via ICJS module of DC CIS NC 3.2 software as live electronic exchange of data between Police Stations and Courts under ICJS Project**

From 15<sup>th</sup> May 2020, live electronic exchange of data between Police Stations and Courts started across the State through the implementation of Inter Operable Criminal Justice System (ICJS) launched by the High Court simultaneously at all the 15 Court Complexes of the Subordinate Judiciary of Tripura.

**16) Electronic Service Delivery of Processes/Notices in Civil Cases by all the District Courts by using NSTEP Mobile Application installed in the Smartphones provided to the Process Servers under eCourts Project**

At all the 15 Court Complexes of the District Judiciary of Tripura, electronic service delivery through NSTEP Mobile Application is functional and Smartphones have been procured by the High Court and distributed to all the Process Servers of the District Judiciary. The High Court has also framed



Guidelines for the District Judiciary for the smooth implementation of this project and also for safe custody of the Smartphones.

**17) On-boarding of all Judicial Officers in SANDES (previously GIMS) and JustIS Mobile Applications**

As on 31.12.2021, all the in-service Judicial Officers of Tripura were on-boarded in the SANDES (previously GIMS) and JustIS Mobile Applications.

**18) Publishing of year-wise Case Clearance Rate and Institution & Disposal Data of cases of the High Court and Subordinate Courts of Tripura in High Court's website**

The High Court is publishing year-wise Case Clearance Rate ([https://thc.nic.in/case\\_clearance.html](https://thc.nic.in/case_clearance.html)) and Institution & Disposal Data ([https://thc.nic.in/insti\\_disp.html](https://thc.nic.in/insti_disp.html)) of cases of the High Court and Subordinate Courts of Tripura in High Court's website for information of the public at large.

**19) Hybrid mode of hearing in all the Benches of the High Court of Tripura**

Since the time of the earlier days of the Covid Pandemic all the Benches of the High Court of Tripura have kept the facility of hybrid mode of hearing open for the Advocates/Party-in-person so that any party, as per his/her choice may choose the preferable mode of appearance depending upon the severity of the Covid situation and availability of technological resources at his/her disposal. All the Court rooms of the Hon'ble High Court have been equipped with All in One (AIO) Systems with in-built mic and webcam for video conferencing purpose since the initial days of Covid-19 pandemic. In the last year the High Court has functioned and heard cases mostly by holding virtual courts and facilities were provided to each Court hall for the advocates to address the Court virtually. A dedicated tab namely 'Video Conferencing' (<https://thc.nic.in/vc.html>) has been added in the official

website of the High Court where VC links of all the Virtual Courts were made publicly available so that the principle of 'open court hearings' may be followed in virtual proceedings also. Training has been imparted to all the Court Masters to handle virtual court proceedings through the designated video conferencing software application.

**20) Recording of evidence of expert witnesses and production of accused in custody from prisons in the Subordinate Courts via video conferencing**

Following the Video Conferencing Rules, 2018, the Subordinate Courts of Tripura are exhaustively using the video conferencing equipments supplied during eCourts Project Ph-II for causing virtual production of in custody accused persons from the Prisons and also for recording of evidence of expert witnesses virtually. This practice has gained momentum since the initial days of the Pandemic.

**21) Launching of Periphery Report Module in the District Court CIS.**

On 2<sup>nd</sup> September, 2021, the Hon'ble Chief Justice, High Court of Tripura has launched a "Periphery Report Module" in the District Court CIS Software to facilitate the generation of as many as 23 different categories of reports on the basis of the Court's data available in the CIS of the local Servers of all the Court Complexes of Tripura. This "Periphery Report Module" ([URL-  
http://172.17.254.151/reports\\_agartala/](http://172.17.254.151/reports_agartala/)) has been developed by the Periphery Development Team of the High Court based upon the requirements received from all the Court Complexes. The Module has been developed as a Process Automation Tool for instant generation of 23 different categories of reports with an aim to reduce time consumption and manpower involvement as well as eliminating the instances of data mismatch in preparation of various statistical information by the Courts of the District Judiciary. Facility has been enabled in this Periphery Report Module to generate several important reports such as

report regarding entry of delay reasons, report regarding Orders/Judgments not uploaded in CIS, report regarding pendency and completion of daily proceedings by the Courts in addition to the facility for generation of several reports regarding institution, pendency and disposal of cases court-wise, establishment-wise, case type-wise alongwith Act & Section-wise Pendency Report.