No.**2272** Spl./C.B.6

From

 The Registrar General,
 Punjab & Haryana High Court,
 Chandigarh.

To

 All the District & Sessions Judges,
 in the States of Punjab, Haryana & U.T. Chandigarh.

 Dated, Chandigarh the **06.12.2014.**

Subject:- **Implementation of automated generation of processes to parties & witness through CIS in all Civil, Criminal & Execution cases in all the Sessions Divisions/Sub Divisions in the States of Punjab, Haryana and UT Chandigarh.**

Sir,

 I am directed to refer you on the subject cited above and to inform you that in CIS software various automated summons/notices/warrants to parties can be generated.. If the address of parties and other important information i.e. Act, U/s. FIR details are correctly entered then the aforesaid feature can be used to generate summons/notices/warrants automatically. As such, in order to ensure complete & correct data entry in all cases, the Hon'ble Executive Committee in its meeting dated 02.12.2014 has passed the following orders, which have been subsequently approved by Hon'ble the Acting Chief Justice, in the following aforesaid matter:-

 "Generation of summons /notices/ warrants with automated serial numbers through CIS shall be mandatory w.e.f. following dates.

For Execution Cases (Processes issued to parties in execution matters) & Criminal Cases (Processes issued to accused in FIR cases).	01.01.2015
For Execution Cases (Processes issued to parties in all main cases or in Miscellaneous Applications) & Criminal Cases (Processes issued to accused or complainants in complaint cases).	01.02.2015
For Execution Cases (Processes issued to witness in all civil matters) & Criminal Cases (Processes issued to witness in all Criminal matters).	01.03.2015

 The Learned District and Sessions Judge shall ensure that there is Complete data entry in CIS for generating automated processes to parties and witnesses."

 You are, therefore, requested to ensure the strict compliance of the aforesaid orders in your respective Sessions Division/Sub Divisions.

         Yours faithfully,

         Sd/-
         OSD (Computerization & U.T.)
         for Registrar General