DISTRICT AND SESSIONS COURT, DAVANAGERE AT DAVANAGERE
NOTIFICATION

In exercise of the powers conferred under rule 4(1)(b) of the Right to Information Rules, 2005, the detailed information regarding District Court, Davanagere, is published, as hereunder, for the information of general public.

The business of the Courts situated at Davanagere Unit is transacted through different sections as detailed below:

1. **Section-I**: Filing Section i.e. Receiving Original Suits/Plaints/Appeals/Proceedings etc. from public.
2. **Section-II**: Administration Section
3. **Section-III**: Accounts Section
4. **Section-IV**: Civil /Criminal Section
5. **Section-V**: Process Section
6. **Section-VI**: Copying section
7. **Section-VII**: Record Section
8. **Section-VIII**: Computer section.

The organization chart of the Court of the District Judge, Davanagere is at **Annexure-1.**

a) Particulars of different wings of the Courts situated at Davanagere and functions and duties performed are enumerated at **Annexure-2.**

b) The powers and duties of the officers and employees are indicated at **Annexure-3.**

c) The procedure followed in the decision making process is indicated at **Annexure-4.**

d) The norms set by the Courts of Davanagere for the discharge of its functions are indicated at **Annxure-5.**

e) The rules and regulations, instructions and records, held by it or under its control or used by its employees for discharging its functions.

K.F.S/, K.C.S.Rs., Contingent Rules, Civil Court Act, Civil Rules of Practice, Criminal rules of Practice, Seniority Rules, Probation Rules, General Recruitment Rules, Kannada Language Examination Rules, Hand Book of Administration etc. are used for discharging functions.

However, in general all the rules and regulations prescribed by Government from time to time and directions issued by the Hon'ble High court from time to time are followed.

f) Records and proceedings in all types of pending and disposed off cases are maintained, service registers of all officials, personal files of Officers and other correspondence files etc. are maintained as per Govt. Orders, Notifications, Standing Orders issued from time to time.

g) No Boards, Councils, Committees and other bodies are constituted within District Court.

h) The Directory of the officers and employees in Davanagere and the Statement of remuneration received by the Officers and Officials is given in **Annexure-6.**

i) One, plan scheme is formulated i.e. establishment of III Addl. Senior Civil Judge & JMFC. Court and budget allocation provided for the same.

j) Court work and correspondence made are computerized.

k) No library or reading rooms are maintained by District Court for the use of public

l) The name, designation and other particulars of the State Public Information Officer and Appellate Authority are shown in **Annexure-7**.

m) In Davanagere District head quarters, there are five types of Courts situated viz. District & Sessions Court, I Addl. and II Addl. District Courts, Family Court, Senior Civil Judge & CJM., Court and Civil Judge Courts.

n) C.A.O. is appointed as State Public Information Officer under Act Details are shown in **Annexure-8**.

ANNEXURE-2

SECTION-1

Receiving Plaints/ Appeal Memos/ Proceedings / Applications etc scrutinizing them with relevant provisions of law & submitting them before the Courts for further action. Receiving tappals and letters and putting up them before the Presiding Officers. Overall administration of entire Unit.

SECTION-II

Attending all correspondence with the Hon'ble High Court and to deal with the administration work.

SECTION-III

Attending all accounts matters and maintaining all registers and files, required by K.F.C., Subordinate Courts accounts rules, contingent manual etc.

SECTION-IV

Dealing with all works like custody of all cases and properties. Preparing check slip, order sheet and maintaining all concerned registers etc as per C.P.C./Civil Rules of Practice. Preparing order sheets and maintaining all registers required by Cr.P.C./Criminal Rules of Practice.

Attending the work of preparation of all processes and statements required as per direction from the Hon'ble Court.

SECTION-V

To entrust with the process work of all Civil cases of District Court and all other Courts and to maintain all registers required under provision of law.

Holding custody of all civil and criminal disposed off cases and sending to the High Court whenever required. Maintaining all registers required under Civil/Criminal Rules of Practice.

SECTION-VI

Attending the work of copying applications and issuing certified copies of Orders/Judgements/ Applications/ Proceedings etc. Preparing paper books whenever required Maintaining all registers as per Civil/ Criminal Rules of Practice

SECTION-VII

Holding custody of all civil and criminal disposed off cases and sending to the High Court whenever required. Maintaining all registers required under Civil/Criminal Rules of Practice.

SECTION-VIII

Computer related work is done here.

ANNEXURE-3

The powers and duties of the Officers and employees of Courts.

Chief Administrative Officer	Incharge of overall supervision and administration of District Court and all the Subordinate Courts of Davanagere Unit. To receive Plaints/ Appeal Memos/ Proceeding & to Scrutinize them and to send to Court Hall. Scrutiny of files/ letters submitted by sub-ordinate officials and issuing letters, orders note etc. Any other work entrusted by the District Judge.
Sheristedars	Incharge of whole section, scrutiny of files/ letters etc submitted by the Judicial Officers
Judgment Writers/Steno	To take dictation work, typing work entrusted by the Judicial Officers.
F.DAs/SDAs	To attend to the job of case working as per duties cast on them in the Hand Book of Administration and other service Manuals.
Typists/ Typist Copyists	Incharge of typing, comparing & copying works of the Section.
Process Servers/ Bailiffs	To execute the process of different Courts and to execute warrants in civil cases. To carry out instructions of superiors.
Driver	To drive the Government vehicle
Peons/ Attenders.	To keep the office neat & tidy, to deliver the files/tappals/ R & Ps to other sections or departments as per instructions and to attend open Court duty and to carry out instructions of superiors.

ANNEXURE-4

The nature of work to be attend by the Officers and the Officials

District Judge, Senior Civil Judge & JMFC.'s	Will decide on the course of action to be taken on a proposal under the delegated powers and if necessary, will submit the file for orders of Hon'ble Superior Courts will attend Judicial Work.
Chief Administrative Officer	The District & Sessions Judge and the Prl.Senior Civil Judge and C.J.M. are functioning as Chairman and Member Secretary of District Legal Services Authority respectively. Will suggest the suitability or otherwise of the Course of action, Suggested and define the same in the light of the existing provisions of Rules and Acts. Submits important proposals to higher Officer.
Sheristedars	Will Scrutinize the Proposal with all relevant facts and put up note, with a course of action.
Case Workers	Opening of a new file on receipt of a proposal or processing the receipt in the existing file

ANNEXURE-5

The norms set by the District Judge, Davanagere for the discharge of its functions:

C.A.O. } Sheristedars	To attend the work on priority
Case Workers	Immediate submission of records/papers to higher authorities
Process Servers/Bailiffs	Carrying out the functions entrusted to them within the time stipulated.
Peons/Attendars.	Carryout the functions entrusted to them on the same day.

ANNEXURE-6

:: ACCOUNT SECTION ::

1. To be prepared Direct Contingents Bills of the office related i.e., under the Head of Accounts.

015	Subsidiary expenses
021	Medical reimbursement
034	Contract/Outsource
037	Payment of Service contract
041	Travel expenses
050	Office expenses
051	General expenses
052	Telephone charges
053	Purchase of furniture and fixture
071	Building expenses
180	Machinery expenses
195	Transport expenses
200	Machinery and equipments

2. To be prepared the bills as per the Court orders in case related claims and Higher Authority Court orders.

INFORMATION PERTAINING TO SEC.4(1)b(v)

Prl. District and Sessions Court, Davanagere

Criminal side:

1. Prevention of Corruption Act(Lokayuktha cases)
2. Narcotic Drugs and Psychotropic Substances Act (NDPS Act cases)
3. Mines and Minerals Regulation and Development Act (MMDR Act)
4. Drugs and Cosmetics Act (Spl.C)
5. Karnataka Protection of Interest Depositors act (KPID act)
6. Crl. Appeal Cases
7. Crl. Revision Petition
8. Sessions Cases
9. PCR cases

Civil side:

Pecuniary Jurisdiction of the district Court is upto Rs.10,00,000/- for first appeals U/Sec.96 of CPC:

1. Cases under Trust Act
2. Cases under Education (M.A.(EAT)Act)
3. Industrial dispute cases
4. Arbitration cases
5. Commercial dispute cases
6. Regular Appeals
7. Miscellaneous Appeals
8. Insolvency cases
9. Probate and Succession Certificate
10. Miscellaneous cases under Telegraph Act

I Addl.District and Sessions Judge, Davangere:

Criminal side:

1. Indian Electricity Act (KPTCL(Spl C. cases))
2. Crl. Appeal Cases
3. Crl. Revision Petitions
4. Sessions cases
5. PCR cases

Civil side:

1. Regular Appeals
2. Miscellaneous Appeals
3. Insolvency cases

4. Probate and Succession Certificate
5. Miscellaneous cases under Telegraph Act
6. Land Acquisition cases
7. LAC Appeal Cases

II Addl.District and Sessions Judge, Davangere:

Criminal side:

1. Prevention of Atrocity Act (SC &ST Act Cases)
2. Crl. Appeal Cases
3. Crl. Revision Petitions
4. Sessions cases
5. PCR cases

Civil side:

1. Regular Appeals
2. Miscellaneous Appeals
3. Insolvency cases
4. Probate and Succession Certificate
5. Miscellaneous cases under Telegraph Act
6. LAC Appeal Cases

Addl.District and Sessions Judge, FTSC-1, Davanagere:

1. POCSO Act cases (Spl.cases)
2. Rape cases U/Sec. 64 of the BNS 2023

ANNEXTURE -8

DETAILS OF STATE PUBLIC INFORMATION OFFICER

Sl. No.	Name of the Officer	Officer's Role	Designation	Mobile Number	E-mail address
1	Sri. B. Sreenivasa	State Public Information Officer	Chief Administrative Officer	9916332273	seenu.court@gmail.com

ANNEXTURE -7

DETAILS OF STATE PUBLIC INFORMATION OFFICER AND APPELLATE AUTHORITY

Sl. No.	Name of the Officer	Officer's Role	Designation	Contact Number	E-mail address
1	Sri. B. Sreenivasa	State Public Information Officer	Chief Administrative Officer	9916332273	seenu.court@gmail.com
2	Smt.Vela Damodar Khoday	First Appellate Authority	Prl. District and Sessions Judge, Davanagere.	08192 - 252562 Fax-08192-252562	pdj.dvg1@gmail.com

Annexure -1			
Organization chart of the District Judiciary, Davanagere			
District Judges of Davanagere Unit			
Smt. Vela Damodar Khoday, Prl. District & Sessions Judge, Davanagere			
Sri Sriram Narayan Hegde I/c I Addl. District & Sessions Judge, Davanagere.	Sri Praveenkumar R.N. II Addl. District & Sessions Judge, Davanagere.	Sri Sriram Narayan Hegde Addl. District & Sessions Judge-FTSC-I, Davanagere.	Sri Shivappa Gangappa Salagare Judge, Family Court, Davangere.
Senior Civil Judges			
Smt. Reshma H.K., Prl. Senior Civil Judge & CJM, Davanagere.	Sri. Amar V.L., I Addl. Senior Civil Judge, Davangere.	Sri Nagesha.C II Addl. Senior Civil Judge, Davangere	Smt.Latha K. III Addl. Senior C.J. & JMFC., Davanagere.
Smt. Padmashri Ashok Munnoli Senior Civil Judge & JMFC, Harihar.	Smt. Sowbhagya Bhusher Senior Civil Judge & JMFC., Channagiri	Sri Mahavir, Member Secretary, District Legal Service Authority, Davanagere.	
Civil Judge and J.M.F.C.			
Smt. Gayathri H.D. Prl. Civil Judge and JMFC, Davangere.	Sri. Kishor Kumar K.N. I Addl. Civil Judge and JMFC,Davangere.	Smt. Padma M. II Addl. Civil Judge and JMFC, Davangere.	Sri Achappa Doddabasavaraj III Addl. Civil Judge JMFC, Davangere.
Smt. Padma M. I/c IV Addl. Civil Judge JMFC, Davanagere.	Smt. Jyothi Ashok Pattar Prl. Civil Judge & JMFC, Harihar	Smt. Veena Kolekar I Addl. Civil Judge and JMFC, Harihara.	Smt. Jyothi Ashok Pattar I/c II Addl. Civil Judge and JMFC, Harihara.
Smt. Shama Srivatsa Prl. Civil Judge & JMFC, Channagiri.	Smt. Mahalakshmi G. Addl. Civil Judge & JMFC, Channagiri.	Smt. Shama Srivatsa I/c II Addl. Civil Judge & JMFC, Channagiri	Sri Devadas H. Prl.Civil Judge & JMFC, Honnali
Sri Punyakoti S.N. Addl. Civil Judge & JMFC, Honnali	Sri Chethan R. Civil Judge & JMFC., Jagalur		