OFFICE OF THE PRINCIPAL DISTRICT COURT,
EAST GODAVARI AT RAJAMAHENDRAVARAM

CIRCULAR :: DATED 14.08.2026

Sub:e-Courts Project – Case Information System – Data entry of interlocutory/ Miscellaneous applications, uploading the orders pronounced separately (i.e., vide separate order) in the CIS software – Certain Instructions – Issued – Regarding.

Ref: 1. Hon'ble High Court's letter ROC.No.645/2014-CPS, Dt.13-11-2014.
2. Hon'ble High Court's letter ROC.No.620/2014-CPS, Dt.28-03-2018.
3. Hon'ble High Court's circular ROC.No.245/SO/2021, Dt.10-05-2021.
4. Hon'ble High Court's circular ROC.No.174/2022-CPS, Dt.11-11-2022.
5. Hon'ble High Court's circular ROC.No. 210/SO/2025, Dt.07-03-2025.

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It is noticed by the undersigned that, in most of the Courts in the unit, the case data of the interlocutory applications and miscellaneous applications, has not been carried out, in CIS Software of e-Courts, as well as, uploading of orders. Hence, all the Presiding Officers, in the unit of East Godavari District, are hereby instructed, to direct the concerned, to make the data entry of Interlocutory Applications/Miscellaneous applications along with main cases in CIS software, without fail, and to upload the orders, pronounced separately, in Interlocutory Applications/ Miscellaneous Applications, in CIS software, without fail, and ensure affixture of QR Code and CNR number with Digital Signature of the Judicial Officer, on all orders and judgments.

All the Judicial Officers, are hereby, further instructed, to personally monitor data entry of Interlocutory Applications, Miscellaneous Applications, and Final Decree Applications, etc., and their disposal properly.

Any deviation, in this regard, will be viewed seriously.

DIS:-8112
14/8/26.

PRINCIPAL DISTRICT JUDGE.

To

1.All the Judicial Officers in the Unit.

2.The Superintendent (**Translator**), Principal District Court, Rajamahendravaram, is hereby directed to monitor compliance with the directions issued in this regard.