

MOST IMMEDIATE / OUT AT ONCE

OFFICE OF THE DISTRICT & SESSIONS JUDGE (WEST)
TIS HAZARI COURTS : DELHI

No. 37336-37383 /DCMS/Gaz./DJ West/2018 Dated, Delhi the 30/12/18

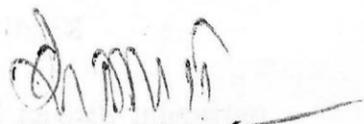
To

All the Judicial Officers
West District
Tis Hazari Courts, Delhi.

Reg. : **District Courts Monitoring System (DCMS V.2.0)**

Sir/Madam,

Please find enclosed herewith a copy of fresh instructions of District Courts Monitoring System (DCMS V.2.0) for your kind information and necessary action.



(Manoj Jain)

Officer Incharge (Judl. West)
Addl. District Judge-02, West Distt.

No. 37384-37391 /DCMS/Gaz./DJ West/2018 Dated, Delhi the 30/12/18 N

Copy forwarded for information and necessary action to :-

1. The Chairperson, Computer Committee, West District, Tis Hazari Courts, Delhi.
2. The Branch Incharge, Computer Branch, Central District, Tis Hazari Courts, Delhi.
3. The Reader / Ahlmad to Ld. District & Sessions Judge, West District, Tis Hazari Courts, Delhi.
4. The PS to Ld. District & Sessions Judge, West District, Tis Hazari Courts, Delhi.
5. The Official concerned, Computer Committee, West District, Tis Hazari Courts, Delhi.
6. **For uploading on LAYERS.**
7. **For uploading on centralized website through LAYERS.**



Officer Incharge (Judl. West)
Addl. District Judge-02, West Distt. N

DCMS V.2.0

District Courts Monitoring System

INTRODUCTION

1. After getting numerous complaints and inputs from various districts regarding visibility of data of one court to other courts OR accidental final submission of incomplete data sheet by one court OR non-submission of data by one court, the Team DCMS has made certain changes in the software and prepared a system for creation of sub-login of each court under the same login credentials provided to each district.

2. Kindly ensure the creation of sub-login of each court of a particular district by 25th December 2018 and each court shall ensure filling of data from 2nd January 2019 under its sub-login.

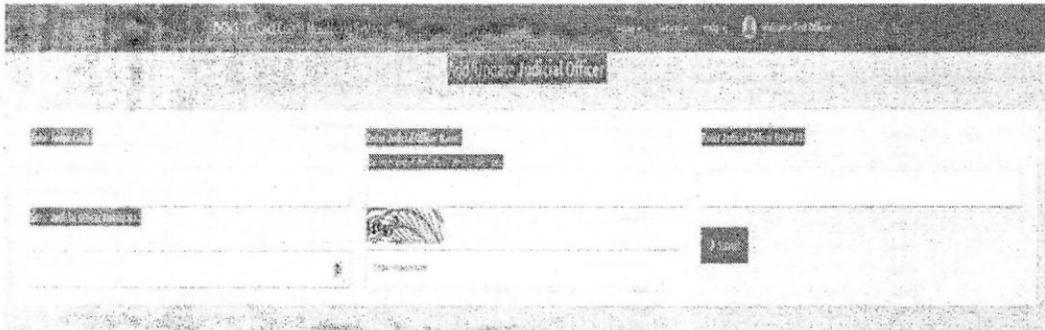
3. Kindly follow the instructions given herein below:

INSTRUCTIONS FOR SYSTEM OFFICER/SYSTEM ASSISTANT

- Enter the login credential for a particular district and press the "Add Judicial Officers" under "Settings".

FOR ADDING A NEW OFFICER: Fill the requisite information viz. JO Code (only numerical like PB0098 be filled as 0098 or 98); name of officer with designation in short form like Chief

Judicial Magistrate to be written as CJM; email ID and mobile phone of the judicial officer, as given herein below in Pic.1:



Pic.1

- The sub-login ID of such new officer will be his or her 'email ID' or 'Mobile Phone' and the password of such sub-login shall be sent via SMS or email.
- The sub-login user shall log into <http://dcms.sci.gov.in> after selecting the state and district and will fill data pertaining to his or her court and to save it by clicking the button "Save as Draft".

CREATION OF SUB LOGIN FOR EXISTING JUDICIAL OFFICERS: Scroll down to list of judicial officers and click link "update and to registered" in red colour, which will open a pop up window and then to fill the requisite information like JO Code (only numerical); name of officer with designation in short form;

email ID and mobile phone of the judicial officer, as given herein below in Pic.2 and Pic.3:

S/N	Branch	Branch Name	Judge Code	Judicial Officer Name	Judicial Officer Email ID	Judicial Officer Mobile			
1	Full-time	New District	24	ASHOK	ashok.jud@jds.nic.in	9876543210	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
2	Full-time	New District	24	ASHOK			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
3	Part-time	New District	24	ASHOK			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
4	Part-time	New District	24	ASHOK			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
5	Part-time	New District	24	ASHOK			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
6	Part-time	New District	24	ASHOK			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
7	Part-time	New District	24	ASHOK			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
8	Part-time	New District	24	ASHOK			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
9	Part-time	New District	24	ASHOK			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Pic.2

Judicial Officer

Enter Judge Code:

Enter Name:

Enter Email ID:

Enter Mobile:

Pic.3

- The sub-login ID of such existing officer will be his or her 'email ID' or 'Mobile Phone' and the password of such sub-login shall be sent via SMS or email.

- The sub-login user shall log into <http://dcms.sci.gov.in> after selecting the state and district and will fill data pertaining to his or her court and to click the button "Save as Draft".

COMMON INSTRUCTIONS FOR EACH COURT

- Please fill the requisite data of each court by the end of day after completion of judicial work and to save it by clicking the button "Save as Draft".

PROCEDURE FOR LEARNED P/DISTRICT & SESSIONS JUDGES OR JUDGE IN CHARGE

- Learned Principal D&SJ or D&SJ or Judge In Charge may login to <http://dcms.sci.gov.in> with login credentials already provided to each district at some convenient time till next day and to grade the performance of each judicial officer as per approved criteria and to finally submit the data sheet.

NOTE: The data entered shall be in conformity with NJDG and the Monitoring Team will compare such data. The main district user or sub-user can change the password at any point of time. In case of any difficulty or clarification, feel free to contact Team DCMS on email dcms-sci@sci.nic.in.

Synopsis prepared by **TEAM DCMS**