

OFFICE OF PRINCIPAL DISTRICT & SESSIONS JUDGE
PATIALA HOUSE COURTS, NEW DELHI DISTRICT

CIRCULAR

This is for information of Chief Metropolitan Magistrates, Additional Chief Metropolitan Magistrates, Metropolitan Magistrates and staff officials posted in these courts that ICJS (Interoperable Criminal Justice System) has already been implemented in the Delhi District Courts. The training with regard to ICJS has already been imparted to all the concerned Judicial Officers and Staff Officials. The ICJS module provides FIR charge sheet of Delhi Police in electronic format in CIS.

The duties/rule of staff officials posted in Magisterial Courts and Facilitation Center is as under:

Consuming of FIR in the Court:

The concerned court staff shall consume the FIRs pertaining to the Police Station within the jurisdiction of their Court only, check the metadata with the hard copy of the FIR and if found correct verify through the procedure available under ICJS Module in NC CIS and after due verification shall update the pre-trial proceeding/order in respect of FIR in NC CIS.

Consuming of Charge Sheet:

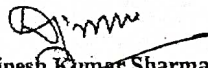
The concerned court staff shall consume the charge sheets pertaining to the Police Station within the jurisdiction of the Court only, check and verify with the hard copy of charge sheet and then the concerned Investigating Officer shall report at the counter earmarked for filing of matter pertaining to establishment of Chief Metropolitan Magistrate at Facilitation Center of the respective court complex.

The dealing official at Filing Counter-Facilitation Centre shall check the metadata of the consumed charge sheet with the hard copy of the charge sheet and verify the same, as per procedure available in NC CIS and after due verification, Official (CMM Establishment) shall allocate the charge sheet to the court concerned, as per prevailing norms.

In order to ensure smooth and hassle-free functioning of ICJS module, learned Chief Metropolitan Magistrates, Additional Chief Metropolitan Magistrates, Metropolitan Magistrates of New Delhi District are requested to direct the staff officials posted in their respective courts to strictly follow the above procedure and to issue directions to the Police Stations within their jurisdiction to upload all the FIRs and Charge Sheets for consuming in NC CIS.

The query or assistance, if so required be taken up with the District System Administrator/System Administrator posted in the respective court complex.

Non-compliance of the directions shall be viewed seriously and suitable disciplinary actions shall be initiated against the erring official.

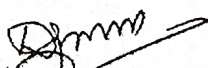

Dinesh Kumar Sharma
Principal District & Sessions Judge
Patiala House Courts, New Delhi District

Dated: 29/10/2021

No. 410 /CIS/PHC/2021

Copy forwarded for information and necessary action to:

1. PS to Ld. Principal District & Sessions Judge, PHC, NDD.
2. The Chairman, Centralized Computer Committee, THC(HQs), Delhi.
3. Ld. CMM/ACMM's and all Metropolitan Magistrates posted at Patiala House Courts, New Delhi District with request to convey the directions to the concerned staff officials posted in their respective courts.
4. Officials posted at Filing Counter(CMM Establishment).
5. Dealing Official (Layers)/Website to upload the same.


Dinesh Kumar Sharma
Principal District & Sessions Judge
Patiala House Courts, New Delhi District