

**OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE,  
ANANTNAG.**

**C I R C U L A R**

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No. 64/Ac

Dated: 09.06.2023

**Sub:- Proper feeding of Data and uploading the Orders/Judgments in Case Information System(CIS).**

It has come to the notice of undersigned that most of the courts of District court Anantnag are not feeding the proper data in Case Information System(CIS) according to the order of file as recommended by the Hon'ble High Court of J & K and Ladakh. Moreover the orders/Judgments are not uploading in Case Information System, due to that litigants and advocates are not able to get the updated information regarding their Cases. Furthermore some of the cases have not been registered in CIS.

In this connection, all the Judicial Officers of District Anantnag shall direct their P.A/Stenographers/Concerned officials to feed the proper data in CIS software and upload the Orders/Judgments in Case Information System. The concerned Civil & Criminal Ahlimads are also directed not to accept the newly instituted files without proper diarization from the filling counter. **The concerned record keepers are also directed not to take the record until and unless it is certified by the eCourt section.**

**Pr. District & Sessions Judge,  
Anantnag.**

No. PDSJ/Ang/1365-68

Dated: 09.06.2023

1. All the presiding Officers of District Anantnag for compliance.
2. Registrar IT/CPC of Hon'ble High Court of J & K and Ladakh for information.
3. Incharge Record-keeper, District Anantnag for compliance.
4. System Officer, District Court Anantnag for uploading the same on District website.
5. Office file.

**Pr. District & Sessions Judge,  
Anantnag.**