

**OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE,
ROHINI COURTS: DELHI**

No. 2463-2602 / Dig. Br./RHN/2021

Dated. 19.01.2021

In continuation of this office earlier letter dated 17/11/2020, a copy of circular bearing no. 1909-1958/Dig./Comp./THC/2020 dated 12/01/2021 is forwarded for information & necessary action to :-

1. All the Ld. Judicial Officers (DHJS & DJS), North-West & North District, Rohini Courts, Delhi *with the request to provide the following information to this office by 21.01.2021.*

<i>Number of decided files lying in court upto 31.12.2020</i>	<i>Number of decided files scanned</i>	<i>Number of decided files yet to be scanned</i>

Further, if all the decided files are not scanned, then the concerned official may be directed to send the files to Digitization Branch for scanning & ensure that no such file remains unscanned.

2. The Branch Incharge, **Record Room**, Rohini Courts, Delhi should ensure that the sufficient number of files be available for scanning (to achieve the desired target) and submit the following information to Digitization Branch by 21.01.2021.

<i>Number of decided files available for scanning</i>	<i>Number of decided files scanned</i>	<i>Number of decided files yet to be scanned</i>

3. All the Branch Incharges, North-West & North District, Rohini Courts.
4. The Personal Office of Ld. Pr. District & Sessions Judge, North-West & North District, Rohini Courts.

(Neeraj Gaur)

Officer Incharge, Digitization Branch,
North-West & North District,
Rohini Courts Complex, Delhi.

Copy to:

Sh. Abhilash Malhotra, Ld. ACMM (Central)/ Nodal Officer, Centralized Computer Committee, Tis Hazari Courts, Delhi with the remarks that the Digitization Committee at Rohini Courts Complex is yet to be constituted. However, Sh. G.K. Mathur, Branch Incharge, Digitization Branch, was appointed as Nodal Officer by the Ld. Principal District & Sessions Judge, North-West & North District, Rohini Courts, Delhi for the aforesaid purpose.

(Neeraj Gaur)

Officer Incharge, Digitization Branch,
North-West & North District,
Rohini Courts Complex, Delhi.

OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE (HQs): DELHI

CIRCULAR

Sub: Digitization/Scanning of record in Delhi District Courts.

The office of Ld. Principal District & Sessions Judge (HQs) has awarded a contract to digitize/scan 3,00,00,000 (3 Crore) pages till 31.03.2021 to M/s JIL Information Technology Ltd.

However, considering the time span to complete the project by 31.03.2021, the office has to ensure that at least 30,000 to 40,000 pages per district per day be provided to the service provider so as to enable the agency to complete the project target.

I am however directed to convey to your goodself that while monitoring the progress of digitization work the employees of the service provider agency, have highlighted certain issues which directly hampers their working, such as, insufficient working space, furniture and working hours (permission to work on holidays) etc. It has also been pointed out that sufficient number of files/documents with proper indexing is also not being made available to them on daily basis.

On the other hand, the court officials associated with the digitization process in various Judicial Districts have also pointed out that staff deployed by the vendor is not well versed with the process of digitization to be undertaken and thus a lot of difficulty is being faced by them in the entire process. The said issue(s) have been duly brought to the notice of the service provider agency and they have assured to take all remedial measures.

Thus, considering the overall facts and circumstances and to get the digitization process completed at the earliest, Ld. Officer in-Charges, Record Rooms (Civil/Criminal/Sessions) and learned Chairpersons, Digitization Committees of all Judicial Districts are requested to direct the concerned officers/official(s) to take up all the issues in regard to Digitization/Scanning of Records with the concerned Digitization Committees as have been constituted by Ld. Principal District & Sessions Judges in their respective districts, so as to resolve them at their own end. In case of inability to resolve the issues at their own end, the same may be referred to the office of Ld. District & Sessions Judge (HQs) duly accompanied with a report as to what steps were taken by the local administration to resolve the said issues. No communication without such a report will be entertained for further consideration by the office of Ld. District & Sessions Judge (HQs).

This issue with prior approval of learned Principal District & Sessions Judge (HQs), Delhi.

Yours sincerely,

ABHILASH
MALHOTRA

(Abhilash Malhotra),

ACMM (Central) Nodal Officer (Digitization)
Nodal Officer Centralized Computer Committee
Tis Hazari Court, Delhi.

No. 1909-1958
/Digi/Comp/THQ/2021

Dated: 12 JAN 2021

Copy forwarded for information and necessary action to:

1. Learned Principal District & Sessions Judge, East/New Delhi/South West/West/North West/South/North East/South East/Shahdara/North/Route Avenue Courts Complex, Delhi/New Delhi.
2. Learned Officer in-Charges, Record Rooms (Civil/Criminal/Sessions) of all Judicial districts with request to direct the concerned officers/official(s) to take up all the issues in regard to Digitization/Scanning of Records with the concerned Digitization Committees.
3. Learned Chairpersons, Digitization Committees of all Judicial Districts are requested to direct the concerned officers/official(s) to take up all the issues in regard to Digitization/Scanning of Records with the service provider.
4. Sh. Bharat Parashar, Special Judge (PC Act)/learned Chairman, Centralized Computer Committee, Tis Hazari Courts, Delhi.
5. PS to Principal District & Sessions Judge (HQs), Tis Hazari Courts, Delhi with the request to place the same before Learned Principal District & Sessions Judge (HQs), Tis Hazari Courts, Delhi for information.
6. AO (Judl.)/Branch Incharge-Digitization Cell of all Judicial Districts, Delhi/New Delhi for compliance of the directions.
7. Reader to the undersigned.

ABHILASH
MALHOTRA

ACMM (Central) Nodal Officer
Centralized Computer Committee
Tis Hazari Court, Delhi.