

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

CIRCULAR

This is continuation to this office earlier circular dated 20.07.2020, whereby all the Chief Metropolitan Magistrates, Additional Chief Metropolitan Magistrates, Metropolitan Magistrates and staff officials posted in these courts were conveyed regarding implementation of ICJS (Interoperable Criminal Justice System) in Delhi District Courts which provides FIR and charge sheet of Delhi Police in electronic format in CIS.

After imparting requisite training to all concerned, the duties/role of staff officials posted in Magisterial Courts and Facilitation Center was communicated as here 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. 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.

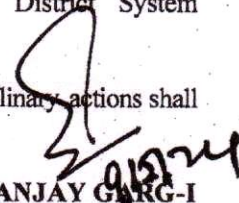
The dealing official at Filing Counter-Facilitation Centre shall check the metadata of the consumed charge sheet with the hard copy of the charge sheet and verify the same, as per procedure available in NC CIS. After due verification, shall allocate the charge sheet to the court concerned, as per prevailing norms and shall ensure sending the file forthwith on the same day to the court concerned.

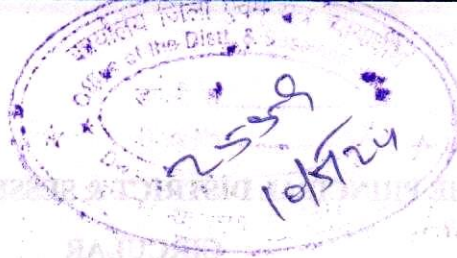
After receipt of charge sheet from Filing Counter, the concerned court staff shall again check the hard copy of charge sheet and after due verification and scrutiny shall register the same in NC CIS.

In order to ensure smooth and hassle-free functioning of ICJS module, Chief Metropolitan Magistrates, Additional Chief Metropolitan Magistrates and Metropolitan Magistrates of all Districts are again 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.


SANJAY GARG-I
Principal District & Sessions Judge (HQs)
Tis Hazari Courts Complex, Delhi



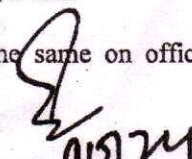
Comp.

Ref. No. 26991-27071
/ICJS/CB/2024

Dated 09.05.2024

Copy forwarded for information and necessary action to:

1. Ld. Principal District & Sessions Judges-New Delhi, South West, West, East, South, Shahdara, North West, North, South East and North East districts for information and with a request to issue necessary instructions to all concerned posted within the respective district.
2. Ld. Principal District & Sessions Judge-cum-Spl. Judge (PC Act) (CBI), Rouse Avenue Court Complex, New Delhi for information and with a request to issue necessary instructions to all concerned posted within the respective court complex.
3. Sh. Sunil Kumar Sharma, Chairman (IT & Digitization)/Centralized Computer Committee, Rouse Avenue Courts Complex, New Delhi.
4. The CMM/ACMMM/Metropolitan Magistrates posted within the Central District, Tis Hazari Courts Complex, Delhi
5. The Officer In-Charge, Computer Branch, Tis Hazari/Patiala House/Saket/Karkardooma/Dwarka/RACC/Rohini-Delhi/New Delhi
6. The CPC, Hon'ble High Court of Delhi with a request to bring it to the notice of Worthy Registrar General, Hon'ble High Court of Delhi.
7. PS to Ld. Principal District & Sessions Judge (HQs) for placing before Ld. Principal District & Sessions Judge (HQs).
8. Branch In-Charge, CMM Office (Central & West) District, Tis Hazari Courts, Delhi.
9. The Website Committee to upload the circular on official Website
10. Dealing Official (Website)/LAYERS (R&I, Central & West) to upload the same on official website/LAYERS software.
11. Office file.



SANJAY GARG-I

Principal District & Sessions Judge (HQs)
-Tis Hazari Courts Complex, Delhi