

DISTRICT & SESSIONS COURT, DHOLPUR

No. Estt. /2026/ 289-290

Dated: 14/01/2026

To,

- (1) All the PO of Dholpur Judgeship
- (2) EA Cum PA/Stenographer-I, District Court, Dholpur

Sub. :- Regarding Use of DSC Token to Authenticate / Verify Orders and Judgments.

Ref: - Email: RHCB/Reg-CPC/ Dated 02-01-2026.

Dear Sir,

Apropos to the subject cited above, it is hereby informed that the **e-True Copy Module** has been made operational to regulate copying applications and to provide **certified copies of judicial records (physical/digital)** to all stakeholders through the online portal, strictly in accordance with the **Standard Operating Procedure (SOP)**.

As communicated earlier, four (04) DSC tokens have already been provided to each Court for use by the Presiding Officer / Reader / Stenographer / any other nominated staff member. (If any additional DSC token is required, the same may be requested separately.)

In order to ensure optimum utilization of **DSC** tokens and to further strengthen digital initiatives, it is directed that all orders and judgments issued by the Courts shall be **digitally signed** by the concerned Stenographer or other authorized staff, with appropriate remarks such as "**Checked and Verified**" or "**Authenticated Document**", before uploading the same on CIS. This is essential to ensure that an authenticated copy of the order/judgment may be delivered online through the **e-True Copy Portal**.

Further, it is reiterated that all computer-typed or system-generated documents (including orders, judgments, order sheets, etc.) must be typed in Unicode font and shall bear the CIS-generated QR code.

It is further directed that with effect from 15.01.2026, no order or judgment shall be uploaded on CIS unless it is duly verified and digitally signed.

Encl : As above

District & Sessions Judge,
Dholpur

No. Estt. /2026/ 291-292

Dated: 14/01/2026

Copy forward for information and necessary action to :

- (1) The Chariman, E-Court Committee, Spl. Judge (SC/ST), Dholpur
- (2) The System Assistant, District Court, Dholpur

District & Sessions Judge,
Dholpur