

**THE HIGH COURT OF KERALA**

HCKL/6400/2025-IT-TC2-HC KERALA

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0484 2562554
Date: 30-05-2026

OFFICIAL MEMORANDUM

Sub:- Mandatory publishing of MACA unclaimed amount information on District Court Website - reg

Ref:- Order dated 22.04.2025 of the Hon'ble Supreme Court of India in Suo Motu Writ Petition (C) No. 7 of 2024

In compliance with the Order dated 22.04.2025 of the Hon'ble Supreme Court of India in Suo Motu Writ Petition (C) No. 7 of 2024, the development of the Unclaimed Compensation Dashboard has been completed for gathering and publishing information regarding unclaimed amounts and claimant details.

In this connection, all the District Judges are requested to ensure that the concerned MACTs update the details of each case in the DCMS so that information regarding unclaimed amounts will be made available on the DCMS website.

The Unclaimed Compensation Dashboard is available at:
<https://filing.keralacourts.in/unclaimedCompensation>

The "Guidelines for Entering Unclaimed Amount in DCMS and Displaying it on the District Web Portal" are enclosed herewith for reference and necessary compliance.

Kindly ensure strict compliance with the above directions.

(By Order)
Digitally signed by
GOPAKUMAR G
Date: 30-05-2026
19:40:27
Gopakumar G
REGISTRAR GENERAL

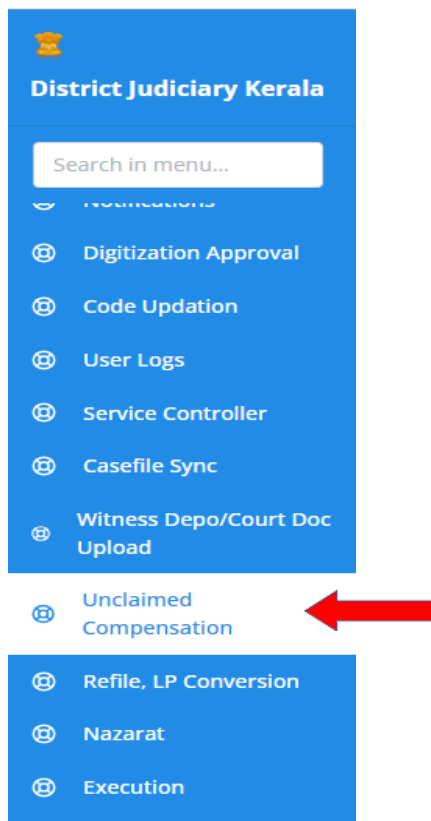
Encl: Guidelines for entering of Unclaimed amount in DCMS and
Displaying it on District Web Portal.

To:- All the District Judges. (They shall communicate the O.M. to the concerned Judicial Officers under their respective jurisdiction)
All the Nodal Officers.
All SSOs

Copy to:-
The Deputy Director (IT)
The D1 Section, High Court.
The E Section, High Court.
The Secretary, Rule Committee
CA to the Registrar (District Judiciary) & CA to the Director (IT)

Guidelines for entering of Unclaimed amount in DCMS

Unclaimed compensation amounts refer to funds that have been duly sanctioned, awarded, or approved to a claimant but remain uncollected, uncredited, or undistributed for a specified period .A dashboard has been created in DCMS to capture details of such unclaimed compensation amounts.Each MACT/Labour Court shall collect and update the details of each case.



➤ Enter the case details here.

Case/Filing/CNR Number

Reg No.

Filing No.

CNR No.

Select Case Type

Enter Case Number

Select Case Year

Search

Clear

- The detailed information of the case should be entered in the tab that appears after entering the case details.

Case/Filing/CNR Number

Reg No.

Filing No.

CNR No.

11

2023

Search

Clear

Filing No:

Filed on 20/03/

C M Vij

DISPOSED

ONLINE

View Case Details

Filing Date

Date of Award / Judgement

➔ Step 1:Collect case information

Basic case details are entered here by the user.

Filing Date

16-01-2023

Date of Award / Judgement

14-07-2023

Court Names

Munsiff Court, Kolenchery

Name of Presiding Officer

Status of the Case

Select Status

➔ Step 2 : Compensation Deposit Details

Amount Awarded (₹) *

₹0

Amount Deposited (₹) *

₹0

Date of Deposit *

dd-mm-yyyy

Depositing Party

e.g., Insurance Company, Employer

Bank Name and Branch

Where amount was deposited

Deposit Mode

Select mode

Account / FDR Number

Enter account or FDR number

Validity / Renewal Instructions for FDR

If any

→ Step 3 : Claimant Details

Full Name of Claimant(s) *	Father's / Spouse's Name
Auto fetched from records	Auto fetched from records
Address	
As per award and as per latest available data — auto fetched	
Mobile Number	Email ID
Auto fetched	Auto fetched
Aadhaar Number	PAN Number
Enter Aadhaar number	Auto fetched or data entry

➤ Bank account details also added here

Bank Account Details	
Account Number *	Bank Name & Branch
Enter account number	Enter bank and branch
IFSC Code	Type of Account
e.g., SBIN0001234	Select type

→ Step 4 : Disbursal Status

Whether Compensation Disbursed?	
☐ Yes ☐ No ☐ Partial ☐ Unclaimed	
Amount Disbursed (₹)	Date of Disbursal
₹0	dd-mm-yyyy
Mode of Disbursal	
Select mode	

➤ Claimant Tracing Details also added here

Claimant Tracing Details

Is Claimant Identified / Traced?
☐ Yes ☐ No

Date Last Contacted
dd-mm-yyyy

Whether Notice Sent?
☐ Yes ☐ No

Whether Legal Services Authority Engaged?
☐ Yes ☐ No

Efforts Made to Trace Claimant
Select method

Whether Claimant is Alive?
☐ Yes ☐ No ☐ Unknown

If Deceased, Legal Heirs Identified?
☐ Yes ☐ No

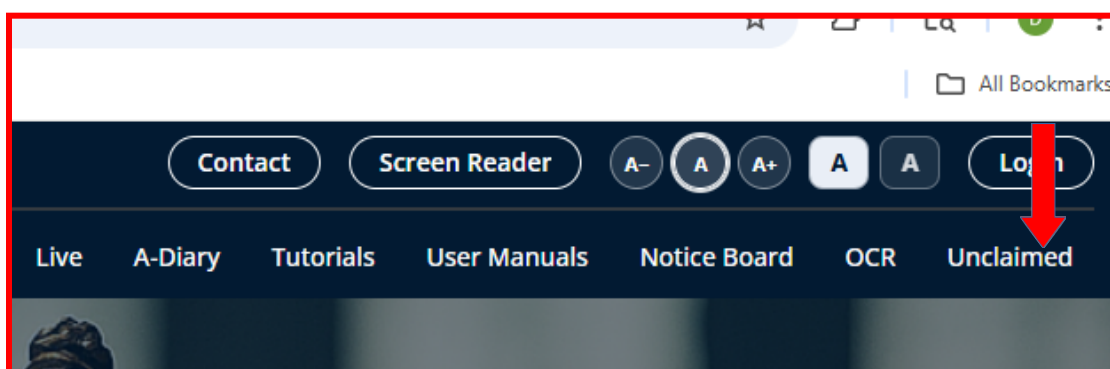
Next Step Required
Select next action

Remarks
Additional remarks or notes...

Remarks
Additional remarks or notes...

Submit

➤ After submission, if the “**Unclaimed**” option is selected in the DCMS page, the details will be displayed based on the respective court.



- The tab displays details based on the respective court.

