**OFFICE OF THE PRINCIPAL DISTRICT JUDGE:: KURNOOL.**

Dis.No. 6570/e-Courts/2026 Date: 27.10.2026.

The Proceedings of the Hon'ble High Court of Andhra Pradesh in Order ROC.No.925/2026-B.SPL, dated 26.10.2026, is communicated to all the Judicial Officers working in the Unit of Kurnool. The Hon'ble High Court of Andhra Pradesh has nominated two Judicial Officers as Resource Persons to conduct the ECT_16_2026 "e-Courts Programme" to all the Judicial Officers of Kurnool District on 31.10.2026.

Breakfast and lunch will be arranged for all the Judicial Officers at "Nyaya Seva Sadan", Kurnool on 31.10.2026.

Therefore, all the Judicial Officers working in the Kurnool District are requested to attend the above training programme along with their Laptops scheduled to be held on 31.10.2026 from 10.00 AM to 5.00 PM at the District Court, Kurnool, without fail.

27/10/2026

VI ADDL.DISTRICT JUDGE
FAC/PRINCIPAL DISTRICT JUDGE
KURNOOL.

Copy to:

All the Judicial Officers working in the Kurnool District
Secretary, DLSA,Kurnool.
The I Addl.District Judge,Kurnool with a request not to entertain any kind of leave to any Civil Judge (Junior Division) during the date fixed, unless special and compelling circumstances are shown.
The Chief Judicial Magistrate-cum-Principal Civil Judge (Senior Division),Kurnool to make necessary Incharge Arrangements on the date of Training.
The Central Nazir, Central Nazarath Section, Principal District Court,Kurnool with a direction to make necessary arrangements, for the above training programme.
The Senior Superintendent (Accounts Section), Principal District Court,Kurnool
The Court Manager, Principal District Court,Kurnool.
The Superintendent, OP Cell/Statistics/Protocol, Principal District Court,Kurnool.
The System Officer, Principal District Court, Kurnool.

# PROCEEDINGS OF THE HIGH COURT OF ANDHRA PRADESH AT AMARAVATI




**SUB:** Nomination of Certain Judicial Officers as Master Trainers for conducting the **P23 ECT_16_2026 "Ecourts Programme at All District Headquarters** which is scheduled to be held on 31.10.2026 **–Relief Arrangements - Orders Issued - Regarding.**

**ORDER ROC.NO.925/2026-B.SPL. DATED:26.10.2026**

**The High Court made the following order:-**

The Judicial Officers mentioned in Column No.3 are nominated to participate as Resource Persons for conducting the **P23 ECT_16_2026 "Ecourts Programme at All District Headquarters** in Column No.2, which is scheduled to be held on 31.10.2026.

22/10/2026

| SL. NO. | DISTRICT | NAME & DESIGNATION OF THE OFFICERS |
|---|---|---|
| 1. | Ananthapuramu | **Sri T.Vasudevan**<br>Ubuntu Master Trainer & Civil Judge (Senior Division), Penukonda, Ananthapuramu District. |
| 2. | Chittoor | **Sri C.N.Murthy**<br>Ubuntu-cum-CIS Master Trainer & Officer on Special Duty, High Court of Andhra Pradesh. |
| 3. | East Godavari | **Sri P.Govardhan,**<br>Ubuntu-cum-CIS Master Trainer & VI Additional District Judge, Kakinada, East Godavari District |
| 4. | Guntur | **Sri D.Yedukondalu**<br>Ubuntu-cum-CIS Master Trainer & Registrar (IT-cum-CPC), High Court of Andhra Pradesh. |
| 5. | Kadapa | **Smt. G.C.Asifa Sulthana,**<br>Ubuntu Master Trainer & Additional Civil Judge (Senior Division), Kadapa.<br><br>**Sri S.Madhusudhan Rao,**<br>Ubuntu Master Trainer & Civil Judge (Junior Division), Kamalapuram, Kadapa District. |

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27/10/26

| | | |
|---|---|---|
| 6. | Krishna | **Sri G.Bhupal Reddy**<br>Ubuntu-cum-CIS Master Trainer & Judge, Special Court for trial of disposal of Commercial Disputes, Vijayawada, Krishna District. |
| 7. | Kurnool | **Sri P.Divakar**<br>Ubuntu Master Trainer & VIII Additional Chief Judicial Magistrate –cum-Additional Civil Judge (Senior Division), Vijayawada.<br><br>**Ms. S.Prathima**<br>Ubuntu Master Trainer & Civil Judge (Junior Division), Banaganapalle, Kurnool District |
| 8. | Nellore | **Sri V.Raghunath,**<br>Ubuntu Master Trainer & III Additional Civil Judge (Junior Division)-cum-Judicial Magistrate of First Class, Guntur.<br><br>**Sri Abdul Rahman Shaik,**<br>Ubuntu Master Trainer & III Additional Civil Judge (Junior Division), Nellore. |
| 9. | Prakasam | **Sri K.P.Sai Ram,**<br>Ubuntu Master Trainer & VI Additional Civil Judge (Senior Division), Vijayawada, Krishna District.<br><br>**Smt. M.Venkata Vahini,**<br>Ubuntu Master Trainer & Principal Civil Judge (Junior Division), Chirala, Prakasam District. |
| 10. | Srikakulam | **Smt. Mohideen Zamruth Begum Kamaludeen,**<br>Ubuntu Master Trainer & I Additional Civil Judge (Junior Division), Srikakulam.<br><br>**Sri P.V.Naga Ranjith Kumar,**<br>Ubuntu Master Trainer & II Additional Civil Judge (Junior Division), Rajamahendravaram, East Godavari District. |
| 11. | Visakhapatnam | **Sri Ch.Pavan Kumar**<br>Ubuntu Master Trainer & II Additional Civil Judge (Senior Division), Visakhapatnam. |

| | | |
|---|---|---|
| 12. | Vizianagaram | **Sri G.Karthik,**<br>Ubuntu Master Trainer & III Additional Civil Judge (Junior Division), Visakhapatnam.<br><br>**Ms. M. Mahathi,**<br>Ubuntu Master Trainer & VII Additional Civil Judge (Junior Division) -cum- VII Additional Judicial Magistrate of First Class, Visakhapatnam |
| 13. | West Godavari | **Sri L.Gopinath,**<br>Ubuntu Master Trainer & Civil Judge (Junior Division), Prathipadu, East Godavari District.<br><br>**Ms.Atluri Sindhura**<br>Ubuntu Master Trainer & Principal Civil Judge (Junior Division)-cum-Judicial Magistrate of First Class, Tiruvur, Krishna District. |

**All the Units Heads are requested to make necessary incharge arrangements to the nominated Judicial Officers and inform the same to the High Court.**

**REGISTRAR (VIGILANCE)**

To

1. The officers and incharges concerned
2. The Registrar General, High Court of Andhra Pradesh (for information).
3. The Registrar (I.T)-cum-Central Project Coordinator, High Court of Andhra Pradesh (with a request to upload the same in the High court's website).
4. The Principal District Judges,
   Ananthapuramu, Chittoor, East Godavari at Rajamahendravaram, Guntur, Kadapa, Krishna at Machilipatnam, Kurnool, Nellore, Prakasam at Ongole, Srikakulam, Visakhapatnam, Vizianagaram, West Godavari at Eluru.
5. The Director, Andhra Pradesh Judicial Academy, Mangalagiri, Guntur District.
6. The Additional Director, A.P. Judicial Academy, Mangalagiri, Guntur District.
7. The District Treasury Officers,
   Ananthapuramu, Chittoor, East Godavari at Rajamahendravaram, Guntur, Kadapa, Krishna at Machilipatnam, Kurnool, Nellore, Prakasam at Ongole, Srikakulam, Visakh apatnam, Vizianagaram, West Godavari at Eluru (with a request to inform the same to concerned Sub Treasury Officers).
8. The Section Officer, Establishment Section, High Court of Andhra Pradesh (for information and to take necessary action).

GUTTALA GOPI
REGISTRAR GENERAL

AMARAVATI,
Dt:27-10-2026.

DISTRICT & SESSIONS COURT * KURNOOL * CHIEF ADMINISTRATIVE OFFICER
27/10/2026
27 OCT 2026

**ROC.NO.3071/2026-CPS**

To
All the Unit Heads,
In the State of Andhra Pradesh.

Sir/Madam,

**Sub: HIGH COURT – COMPUTER SECTION – eCourts – Phase III** - Capacity Building Training Programme on the topic ECT_16_2026 on 31.10.2026 (Saturday) from 10:00 AM to 05:00 PM for the benefit of all Judicial Officers of District Judiciary at District Head Quarters – INSTRUCTIONS – Regarding.

**Ref:** Letter received from Andhra Pradesh Judicial Academy vide ROC.No.217/APJA/2026 dated: 15.07.2026.

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27/10/2026

I invite your attention to the subject and reference cited above.

As directed, I am to inform that as per the Phase III of eCourts Project of Hon'ble eCommittee, Supreme Court of India, the Andhra Pradesh Judicial Academy scheduled a Training Programme on the topic ECT_16_2026 on 31.10.2026 (Saturday) between 10:00 AM and 05:00 PM for the benefit of all Judicial Officers of District Judiciary at District Head Quarters.

Therefore, I request your goodselves to make necessary arrangements for the aforesaid Training Programme.

Yours Sincerely,

27/10

**REGISTRAR GENERAL**

Copy to:

The Director, Andhra Pradesh Judicial Academy, Kaja, Guntur.

Rc 8528 27/10/26

D. YEDUKONDALU
REGISTRAR (IT-cum-CPC)

AMARAVATI,
Dt:-27-10-2026.

**ROC.NO.3071/2026-CPS**

To
All the Unit Heads,
District Judiciary, State of Andhra Pradesh.

Sir/Madam,

**Sub: HIGH COURT – COMPUTER SECTION – eCourts – Phase III** – The Syllabus for Capacity Building Training Programme on the topic ECT_16_2026 is scheduled on 31.10.2026 at District Head quarters – Information – Regarding.

**Ref:** Letter, dated:15.07.2026 from the Director, Andhra Pradesh Judicial Academy, Kaza, Guntur.

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I invite your attention to the subject and reference cited above.

As directed, I am to inform that, under Phase III of the eCourts Project of the Hon'ble eCommittee, Supreme Court of India, the Training Programme on the topic ECT_16_2026 "Ecourts Programme at All - District Headquarters", is scheduled to be conducted at District Headquarters on 31.10.2026.

A copy of the syllabus prescribed on the aforesaid topic is enclosed herewith for your ready reference.

Therefore, I request your goodselves to circulate the said syllabus among all the Judicial Officers for information.

REGISTRAR (IT-cum-CPC)

Encl:a/a

Copy to:

The Director, Andhra Pradesh Judicial Academy, Kaja, Guntur.

## ECT_16_2022 - Ecourts Programme at All District Headquarters

| **Description of Programme:** | **Ecourts Programme at All District Headquarters** |
|---|---|
| Training Code | ECT_16_2022 |
| Target Group | All Judicial Officers of the District |
| Place of Training | At District Head Quarters through State Judicial Academy |
| No. of Days | 1 |
| Mode of Training | Offline/ Online/Hybrid |
| Hands on Training | Recommended |
| Resource persons (Suggestive) | Existing Master Trainers (Judicial Officers) of the State |

**Colour Coding:**

| | |
|---|---|
| National Topics | |
| State-Specific topics | |
| Optional Topics | |

| **DAY 1** | | |
|---|---|---|
| **Session No.1** | **Time (minutes) : 30** | **Tentative time table** 10.00 a.m. – 10.30 a.m. |
| Main Topic | Sub Topics | |
| **Orientation and Overview of the Program** | • Introduction of Trainers<br>• Focus of training<br>• Change Management<br>  ○ Concept and need for change management<br>  ○ Process reengineering and process automation techniques adopted and in process towards creation of Paperless Court environment<br>  ○ Change management through training<br>• Need for continuous training and sensitization of stakeholders. | |
| **Session No.2** | **Time (minutes): 75** | **Tentative time table** 10.30 a.m – 11.45 p.m. |

| Main Topic | Sub Topics | |
|---|---|---|
| **Case Information System (CIS): Revisiting Familiar Concepts** | • Concept of Establishment in CIS. Concept of Login and Password.<br>• Overview of Dashboard Data and Functions including Dynamic Opening Side Menu.<br>• Core & Periphery<br>• Various types of Masters<br>• Editing Masters data<br>• Q-Menu<br>• Postings and Transfer ofjudicial officers in CIS<br>• Daily data uploading to CIS<br>• Concept of FAOR or FORA. Workflow of Case<br>• Balance Sheet<br>• Filing-<br>o Cases<br>o Caveat<br>o Appeal Filing<br>o IA Filing<br>• Objections<br>o Specifying objections<br>o Objection compliance date<br>o Check slip<br>o Scrutiny list<br>o Objection Compliance board<br>• Registration<br>o Registration of case<br>o Data entry<br>o Change of registration date<br>o Registration Reports<br>o Case Extra info, etc.<br>o Unregistered Cases<br>• Allocation<br>o Individual & Bulk<br>o Random<br>o Reports | |
| **BREAK** | | |
| **Session No.3** | **Time (**minutes**): 75** | **Tentative time table**<br>12.00 p.m. – 01:15 p.m. |
| **Main Topic** | **Sub Topics**<br>**Resource Persons** | |
| **CaseInformation** | • Court Proceedings | |

| | | |
|---|---|---|
| **System (CIS): CourtProceedings** | • Case proceedings<br>o Undated Cases<br>o Bulk proceedings,<br>o Linked Cases<br>o Update Case Information<br>o Urgent Case:<br>▪ Why Urgent Case Option?<br>▪ Where to find urgent case option-Admin menu, Registrationcourt proceedings menu<br>▪ Urgent case reports<br>o Order &, Judgement Uploading<br>o Judges Leave<br>o Delay Management etc.<br>o On VC<br>o Order passed<br>o Exhibits<br>o Court event & DCMS<br>o Issues framed<br>o Witnesses examined<br>o Appearance<br>o Written statement<br>o Disposing the case<br>o Next date<br>o Reason for adjournment<br>o Purpose of listing<br>o Presence<br>o Digital display boards 85 Display board management<br>o Proceedings correction<br>• Online copy application<br>• COVID case management | |
| **BREAK** | | |
| **Session No.4** | **Time (minutes): 90** | **Tentative time table**<br>02.00 p.m. - 03.30 p.m. |
| **Main Topic** | **Sub Topics** | |
| **CaseInformationSystem (CIS): ImportantModules(With specialemphasis onnew Modules)** | • Cause lists<br>o Civil<br>o Criminal<br>• Additional Party Details<br>o Change Advocate,<br>o Legal Heir,<br>o Witness Information, | |

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| | • Management Reports<br>  o Civil & Criminal Reports,<br>  o Monthly Statement and other reports.<br>• Transfer of Cases-<br>  o Individual,<br>  o Bulk<br>  o Establishment Transfer<br>• LokAdalat- Assign Cases, Disposal, Reports.<br>• Mediation<br>• Query Builder.<br>• Overview of Admin Module<br>  o Case Restoration,<br>  o Taken on Board,<br>  o Modify Case Details,<br>  o Modify Business,<br>  o Case Conversion,<br>  o Delete cases etc.<br>• Overview of Masters Module.<br>• Overview of the User Module.<br>• Plead Guilty<br>  o Plead Guilty cases & Proceeding<br>  o Virtual Court Cases<br>  o Consume<br>  o Verification |
| **BREAK** | |
| **Session No.5** | **Time (minutes):60** \| **Tentative time table** 03.45 p.m.- 04.45 p.m |
| **Main Topic** | **Sub Topics** |
| **ICT Tools for moving towards paperless Courts: E-filing, ICJS and Pre-Trial Module** | • E-filing<br>  o E-filing module<br>  o Versions<br>  o Steps to e-file a case<br>  o Data consumption of e-filing to CIS<br>  o E-filing of cases Integration with CIS<br>  o Movement of file through E-filing portal and CIS<br>  o Objections in E-Filing vs Objections in CIS<br>  o E-filing of interim applications<br>  o E-filing of documents<br>  o Case data entry-connection with e-filing<br>  o E-Pay: Facilitation of e-Payment of Court fees, fines and penalties by the Advocates/litigants |

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| | and verification of Court fees purchased online<br>• ICJS Module<br>  o Consumption of FIR.<br>  o Consumption of Charge sheet<br>  o Charge sheet/summary<br>  o Charge sheet/summary received report<br>• Pre-trial<br>  o Remand<br>  o Bail<br>  o Release<br>Pretrial order uploading |
| | • Helpdesks for efiling<br>• E-SewaKendras& facilities available therein<br>• Kiosks<br>• Efiling videos and manual<br>• Salient features of State-Specific efiling rules- for example, Electronic Filing Rules for Courts Kerala),2021 85 Online electronic filing (E-Filing) of cases in the High Court and Subordinate Courts of Tripura Rules, 2021. |
| **Session No.6** | **Time (minutes): 15** \| **Tentative time table** 4.45 p.m. - 5.00 p.m. |
| **Main Topic** | **Sub Topics** |
| **ElectronicCase ManagementTools (ECMT)for Judges and CourtStaff** | • JustIS Application: Practice/ Demonstration<br>• Sandes (GIMS) Application<br>• NSTEP<br>  o Process generation<br>  o Process data entry<br>  o Draft generation<br>  o Upload process<br>  o Copy previous process<br>  o Publish process<br>  o Process acknowledgment<br>  o Process status NSTEP Web interface<br>  o NSTEP Mobile application<br>• Justice Clock<br>• NJDG<br>• e-Courts Website and application<br>• Digital Signature Key- Installation and working<br>• Official Email<br>• KAVACH<br>• Email integration in google |

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| | • SMS push and pull services.<br>• Automated email.<br>• Live streaming<br>• SUVAS<br>• New eservices introduced on a nationwide basis till the date of the training | |
| | • Other/ State-Specific tools, portals, applications, etc.<br>• New eservices introduced in the state till the date of the training | |
| **Session No.7** | **Time (minutes): 30** | **Tentative time table**<br>4.50 p.m. - 5.00 p.m. |
| **Main Topic** | **Sub Topics** | |
| **Overview of Digitization** | • Importance of digitization<br>• Principles<br>o Metadata and its importance<br>• Standard Operating Procedures(SOP) for digitization of eCommittee<br>• Hardware and software requirements &, Management of digitization<br>• Types of PDF documents<br>o PDF & PDF/A<br>o OCR &ICR | |
| | • Stage of digitization in each state of<br>o High Court records/District Court records<br>• State-Specific Digitization priority & standard workflow of digitization<br>• State-Specific stages and activities of digitization<br>o Pre-scanning<br>o Scanning<br>Post-Scanning | |
| **Session No.8** | **Time (minutes): 30** | **Tentative time table**<br>4.50 p.m. - 5.00 p.m. |
| | **Discussion and Doubts** | |