IN THE COURT OF PRL. DISTRICT & SESSIONS JUDGE,

CHITRADURGA

THE RIGHT TO INFORMATION ACT-2005, Section 26(3)(b), 4(1)(b)

(Updated for the month ending with October 2025)

NOTIFICATION

The information pertaining to Prl. District & Sessions Court, Chitradurga, as required Under Section 4(1)(a), 4(1)(b) and 26(3)(b) of Right to Information Act-2005 for the month ending with October 2025 has been updated and published as in the Annexure-1 and 2.

(RON VASUDEV)
Prl. District & Sessions Judge,
Chitradurga.

INFORMATION UNDER SECTION 4(1)(A) OF THE RTI ACT-2005

Sl. No.	Name of the Public Authority	Date of publication of 4(1)(a) information of the website	Date of subsequent updation 4(1)(a) information on the website	Website address	Remarks
1	Prl. District & Sessions Court, Chitradurga.	Nil	31.10.2025	pdjchitradurga1@gmail.com	

INFORMATION UNDER SECTION 26(3)(b) OF THE RTI ACT-2005

Sl. No.	Public Authority	Name of the Public Information Officer (with designation)	Office Address	Phone No., E-mail ID, Fax No.	Appellate Authority
1	Prl. District & Sessions Court, Chitradurga.	Sri.T. Purushothama, Chief Administrative Officer, Prl. District & Sessions Court, Chitradurga.	Prl. District & Sessions Court, Chitradurga.	08194-222352 pdjchitradurga1@gmail.com	Prl. District & Sessions Court, Chitradurga.

INFORMATION UNDER SECTION 4(1)(b)(xvi) OF THE RTI ACT-2005

Sl. No.	Name of the office/Administrative Unit	Name of Designation of PIO	Office Tel. Residence Tel. Fax	E-mail
1	Prl. District & Sessions Court, Chitradurga.	Sri.T. Purushothama, Chief Administrative Officer, Prl. District & Sessions Court, Chitradurga.	08194-222352	pdjchitradurga1@gmail.com

APPELLATE AUTHORITY

Sl. No.	Name of the office/Administrative Unit	Name of Designation of PIO	Office Tel. Residence Tel. Fax	E-mail
1	Prl. District & Sessions Court, Chitradurga.	Sri.Ron Vasudev, Prl. District & Sessions Judge, Chitradurga.	08194-222352	pdjchitradurga1@gmail.com

PRL. DISTRICT AND SESSIONS COURT, CHITRADURGA

NOTIFICATION

DATED: 31.10.2025

In exercise of the power conferred under section 4(1)(b) of the Right to Information Act, 2005 (Central Act, No.22 of 2005), the detailed information relating to the Prl. District & Sessions Court, Chitradurga is published as hereunder, for the information of general public.

i)	The particulars of the Organization, functions and duties	Organization: Prl. District & Sessions Court, Chitradurga. Functions & Duties: Administration of Justice, subordinate Courts, Administration and other Administration.
ii)	The Powers and duties of its officers and employees	Details are as at Annexure-I
iii)	The procedure followed in the decision making process, including channels of supervision and accountability.	No decision making process will be undertaken. The Chief Administrative Officer is Head of the office in the District court and Chief Ministerial Officer/Sheristedar of other courts will take responsibility of Administration and accountability to the daily routine work of the office in assistance of the ministerial staff.
iv)	The norms set by it for the discharge of its functions	Depending on urgency, proposal will be finalized on priority basis.
v)	The rules, regulations, instructions, manuals and records held by it or under its control or used by its employees for discharging its functions.	Details are as at Annexure-II
vi)	A statement of the categories of documents that are held by it or under its control	Cases files and relevant registers.

vii)	The particulars of any arrangement that exists for consultation with, or representation by the members of the public in relation to the formulation of its policy or implementation thereof.	No such arrangement prevailing in this department.
viii)	A Statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice and as to whether meeting of those boards, council, committees and other bodies are open to the public, or the minutes of such meeting are accessible for public.	No such statutory committee is constituted. No question of giving information to the public in this regard.
ix)	A Directory of its officers and employees	List of officers and employee is in the District Court Establishment. In view of frequent changes, the District Court establishment is requested to note the changes as and when changes accrued.
x)	The monthly remuneration received by each of its officers and employees, including the system of compensations provided in its regulation.	There will be change of monthly pay of one or other officials/officers every month in view of Annual Increment/Increase of rate of DA. Every month the concerned Sheristedar/ concerned clerk of Accounts Section will prepare the pay bill after recording the same in the acquaintance roll as an official copy of all employees which contain gross pay, deduction and net pay etc.
xi)	The budget allocated to each of the its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made.	Allotment of the budget will be provided by the Hon'ble High Court of Karnataka under non-plan scheme whenever the Government will release the fund to the Head of Department.

xii)	The manner of execution of subsidy programmes, including the amounts allocated and the details allocated and the details of beneficiaries of such programmes.	No such programmes existing.
xiii)	Particulars of recipients of concessions, permits or authorizations granted by it.	No such programmes.
xiv)	Details in respect of the information, available to or held by it, reduced in electronic form.	The Data entry of the case filed from the dated of its filing till disposal will be processed in the concerned register by manual.
xv)	The particulars of facilities available to citizens for obtaining information including the working hours of library or reading room if maintained for public use.	No such arrangements for public use.
xvi)	The name designations and other particulars of the public information officers.	Sri.T.Purushothama, Chief Administrative Officer & State Public Information Officer, Prl. District & Sessions Court, Chitradurga-577501. Office phone: 08194-222352 E-mail ID: pdjchitradurga1@gmail.com
xvii)	Such other information as may be prescribed.	Nil

'By order of the Prl. District Judge',

25/2/26

(T.Purushothama)
Public Information Officer &
Chief Administrative Officer,
District & Sessions Court,
Chitradurga.

ANNEXURE-I

THE POWERS AND DUTIES OF THE OFFICERS AND EMPLOYEES OF THE PRL. DISTRICT AND SESSIONS COURT, CHITRADURGA.

Chief Administrative Officer	Head of the District Administrative upon the guidance/advice/directions of the Hon'ble District Judge and the Hon'ble High Court of Karnataka and assisting the Hon'ble District Judge in the administration matters.
Software Technician	To assist the High Court and District Court in ICT system Administration and Management and discharge the various duties as and when required.
Court Manager	Infrastructure and Building maintenance, information Management and Reporting, Lower Courts Inspection, IT Systems Management, HR Management, Conduction Meetings and Programs, Monitoring and Supervision, Facility Management, Protocol Services, Grievances Handling, Public Information Co-ordination.
Senior Sheristedar/ Sheristedar	Incharge of the respective Section/Branch assigned and scrutiny of files by the case workers. Attending Administrative works, Accounts branch work.
Stenographer Grade-I/ Stenographer Grade-II/ Stenographer Grade-III	Taking down dictation and typing and stenography work entrusted by the Hon'ble Judges.
First Division Assistants	To attend the pending cases branch. To prepare decree & to attend the work as Library Assistant. To main case registers and records. To arrange the case files according to cause list, to note the stage of cases according to court. Attending Bench work. To prepare statements.
Second Division Assistants	To attend the pending cases branch. To prepare decree & to attend the work as Library Assistant. To main case registers and records.

	To arrange the case files according to cause list, to note the stage of cases according to court. Attending Bench work. To prepare statements.
Typist and Typist-Copyist	Incharge of typing work both by machine and computer at office and court hall.
Bailiffs	To attend the execution of warrants/injunctions delivery of possessions etc. Attending protocol work during the visit of dignitaries.
Process Servers	To attend service of summons/notice etc. Attending protocol work during the visit of dignitaries. Presenting the bills of accounts branch and attend other office works.
Attenders	To keep the chamber and open courts clean and neat. To attend the duties of open court and chamber of Presiding Officer.
Peons	To keep the office neat and clean. To deliver the files/tapals to the concerned sections. To attend watchmen duty/entrusted and any of the work entrusted in the office.

'By order of the Prl. District Judge',

25/2/26

(T.Purushothama)
Public Information Officer &
Chief Administrative Officer,
District & Sessions Court,
Chitradurga.

ANNEXURE-II

The Rules, Regulations Instructions, Manuals and Records, held by it under its control or used by its employees for discharging functions:

(a) Acts:

1. The Karnataka Court Fee and Suit Valuation Act 1958 & Rules 1960.
2. The Karnataka Stamp Act-1957.
3. Civil Rules of Practice-1967.
4. Criminal Rules of Practice-1968.
5. Civil Court Act-1964.

(b) Rules:

1. Karnataka Subordinate Court (Ministerial & Other) Recruitment Rules, 1982.
2. KCSR 1957.
3. Subordinate Court Civil and Criminal Accounts Rules, 1967.
4. Karnataka Classification, Control and Appeal Rules, 1957.
5. Karnataka Probationary Rules, 1977.
6. Karnataka Civil Services (Regulation of pay, pension) Rules, 1978.
7. Karnataka Medical Attendance Rules, 1963.
8. Karnataka General Recruitment Rules, 1977.
9. Karnataka Civil Services (Change of Cadre of SDA & Typist) Rules, 1974.
10. Karnataka Civil Services (Performance) Rules.
11. Karnataka Civil Services (Seniority) Rules, 1957.
12. Karnataka Civil Services (Time Bound Advancement) Rules, 1983.
13. Karnataka Civil Services (Special Promotion to Senior Scale of pay) Rules, 1991.
14. Sanction of Stagnation Increment Rules, 1996.
15. Karnataka Civil Services (Kannada & Departmental Exam) Act, 1978.
16. Karnataka Advocate Clerk Rules, 1967.
17. Karnataka Bond Writers Rules, 1966.
18. Karnataka Civil Services (Scheduled Caste, Scheduled Tribes and other backward classes Reservation) Rules.

(c) <u>Directions, Handbook etc.:</u>

1. Karnataka Financial Code.
2. Karnataka Treasury Code.
3. Handbook of probable expenses.
4. Criminal Rules of Practice.
5. Civil Rules of Practice.
6. Civil Procedure Code.
7. Criminal Procedure Cord.
8. Indian Penal Code.
9. Handbook of Administration.
10. Directions of Reservation of Ex-Military Personnel.
11. Directions/Do for Reservation of SC/ST and other Backward Classes for promotion.
12. Directions/Do for Reservation of SC/ST and other Backward Classes for Direct Appointment.

(d) <u>List of Documents of group 'C' and 'D' officials:</u>

1. Service Registers.
2. Annual Performance Report.
3. Assets and Liability Statement.

'By order of the Prl. District Judge',

25/2/26

(T.Purushothama)
Public Information Officer &
Chief Administrative Officer,
District & Sessions Court,
Chitradurga.