

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

Sl No	Public Authority	Name of Public Information Officer(with Designation)	Office Address	Phone No, E-mail ID, Fax No.	Appellate Authority
1	Prl. District & Sessions Court, Chamarajanagar	Public Information officer & Chief Administrative Officer, Chamarajanagar	Prl. District & Sessions Court, Chamarajanagar	08226- 222990 pdjchamarajanagar@gmail.com	Prl. District & sessions Judge, Chamarajanagar

INFORMATION UNDER SECTION 4(1)(b)(xvi) OF THE RTI ACT, 2005.**Public information Officer**

Sl .No	Name of theOffice/Administrativ eunit	Name of Designation of PIO	Office Tel. Residence Tel. Fax	E-mail
1	Prl. District & Sessions Court, Chamarajanagar	Public Information officer & Chief Administrative Officer, Chamarajanagar	08226- 222990	pdjchamarajanagar@gmail.com

Asst. Public information Officer

Sl .no	Name of the Office/Administrative unit	Name of Designation of PIO	Office Tel. Residence Tel. Fax	E-mail
NIL				

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, Chamarajanagar	Prl. District & Sessions Judge, Chamarajanagar.	08226 222990	pdjchamarajanagar@gmail.com

DISTRICT COURT CHAMARAJANAGAR

In exercise of the powers conferred under Sec. 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, Chamarajanagar, is published as hereunder, for the information of general public.

i)	The Particulars of its Organization, functions and duties.	Organization: District Court, Chamarajanagar. Functions & Duties: Administration of Justice, subordinate courts Administration and other Administration.
ii)	The powers and duties of its Officers and employees	Details are us at Annexure – 1
iii)	The procedure followed in the decision making process, including channels of supervision and accountability.	The concerned case workers of different sections or branches especially relating to Administration will open a file of receipt of proposal or process the proposal in the form of submission in the concerned file or in the existing file. The Sheirstedars of the concerned branch or Section will scrutinize the proposal and place it before the Chief Administrative Officer. The Chief Administrative Officer will review the proposal in the light of the existing provision of Rules, Circulars and guidelines of the Hon'ble High Court, submit to the District Judge. The District Judge will decide the course of section to be taken on a proposal under the delegated powers and in doubtful cases if necessary refer to the Hon'ble High Court for final decision or guidance.
iv)	The norms set by it for t h e discharge of its functions.	Depending on urgency, proposal will be finalized on priority.
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.	Case 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 exists.
viii)	A statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or advice and as to whether meeting of those boards, council, committees and other bodies are open to the public, or the minutes of such meetings are accessible for public.	No such statutory committee is constituted. No question of giving information to the public.
ix)	A Directory of its officers and employees.	List of Officers and employees is in the District Court Establishment. In view of frequent charges of residential address of employees, the District Court establishment is requested to note the changes.
x)	The monthly remuneration received by each of its officers and employees, including the system of compensations provided in its regulations.	There will be change of monthly pay of one or other officials / officers every month in view of Annual increment / Increase of rate of D.A. 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, deductions and net pay etc.
xi)	The budget allocated to each of 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 of beneficiaries of such programs.	No such programmes.

xiii)	Particulars of recipients of concessions, permits or authorization granted by it.	No such programmes.
xiv)	Details in respect of the information, available to or held by it, reduced in electronic form.	<ol style="list-style-type: none"> 1. The Data entry of the cases filed from the date of its filling till disposal will be processed in the concerned register by manual. 2. Pay particulars of all the employees of the District Court, Chamarajanagar.
xv)	The particulars of facilities available to citizen for obtaining information including the working hours of library reading room if maintained for public use.	Library is accessible only to the Hon'ble Judges and staff but not for public use.
xvi)	The names designations and other particulars of the Public information Officers.	Public Information officer & Chief Administrative Officer, Prl. District & Sessions Court, Chamarajanagar. Office Phone no: 08226 - 222990
xvii)	Such other information as may be prescribed.	NIL

By order of the District Judge,

Public Information officer &
Chief Administrative Officer,
Prl. District & Sessions Court,
Chamarajanagar.

ANNEXURE-1

THE POWERS AND DUTIES OF THE OFFICERS AND EMPLOYEES OF THE DISTRICT COURT, CHAMARAJANAGAR.

Chief Administrative Officer	Head of the District Administration upon the advice/ directions of the Hon'ble District Judge and the High Court of Karnataka and assisting the Hon'ble District Judge, in the administration.
Software Technician	To assist the High Court and District Court in ICT system Administration and Management and discharge the onerous duties as and W h e n required.
Court Manager	Protocol and other duties.
Sheristedar	Incharge of the respective Section / Branch assigned and scrutiny of files by the caseworkers as per the procedure prescribed.
Stenographer / Judgment writer	Taking down dictation and typing and stenography work entrusted by the Hon'ble Judges.
First Division Assistants	To attend the job of case working as per duties cast on them. To prepare decree and to attend the work as Library Assistant. To maintain case registers. To arrange the case filed according to cause list, to note the stage of cases according to court proceedings in cases of attending bench work. To prepare Statements.
Second Division Assistants	Incharge of pending cases. To attend open court any of the clerical work entrusted. To attend Running Index, final index first and final entry. To arrange the case filed according to cause list to note the stage of cases according to court proceedings in case of attending Bench work. To prepare Statements.
Typist and Typist-Copyist	In charge of typing work both by machine and computer. To do any Ministerial work of any section entrusted to them.
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 the protocol work during the visit of dignitaries. Presenting the bills of A / C branch attending other office works.

Attender	To keep the chamber and open courts clean and neat. To attend the duties of open Court and chamber of Presiding Officer. Attending the protocol work during the visit of dignitaries.
Peons	To keep the Office neat and tidy. To deliver the files / Tappals to the concerned sections. To attend the Protocol work during the visit of dignitaries. To attend watchman Duty entrusted a n d a n y o f the work entrusted in the office.

By order of the District Judge,

Chief Administrative Officer,
Prl. District & Sessions Court,
Chamarajanagar.

ANNEXURE - II

The rules, regulation instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions.

(a) Acts:

1. The Karnataka Court Fee and Suit Valuation Act 1958 and 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 and 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 and 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 and Departmental Exam) Act 1978.
16. Karnataka Advocate Clerk Rules 1967.
17. Karnataka Bond Writers Rules 1966.
18. Karnataka Civil Services (Schedule Caste, Schedule Tribes and Other backward classes Reservation) Rules.

(c) Directions, Hand book etc.,

1. Karnataka Financial Code.
2. Karnataka Treasury Code.
3. Handbook on probable expenses.
4. Criminal Rules of Practice.
5. Civil Rules of Practice.

6. Civil Procedure Code.
7. Criminal Procedure Code.
8. Indian Penal Code.
9. Handbook on Administration.
10. Directions for reservation of Ex-Military personnel.
11. Direction / Do for reservation of SC,ST and other Backward classes for promotion.
12. Direction / Go for reservation of SC,ST and other Backward classes for Direct Appointment.

(d) List of documents of group 'C' and 'D' officials.

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

By order of the District Judge,

Chief Administrative Officer,
Prl. District & Sessions Court,
Chamarajanagar.

The Information regarding in Chamarajanagar Unit.

Sl. No.	Public Authority	Name of Public Information Officer coming under the	Office Address	Phone No. Fax No.	E-mail ID,	Web site address
1	Prl. District and Sessions Court, Chamarajanagar.	Chief Administrative Officer,	Prl. District and Sessions Court, Chamarajanagar.	08226 – 222990	pdichamarajanagar@gmail.com	https://districts.ecourts.gov.in/Chamarajanagar
2	Addl. District and sessions Court, Chamarajanagar (to sit at Kollegal)	Senior Sheristedar	Addl. District and sessions Court, Chamarajanagar (to sit at Kollegal)	08224-256593	adjkollegal@gmail.com	
3	Senior Civil Judge & CJM Court, Chamarajanagar.	Sheristedar	Prl. Senior Civil Judge & CJM Court, Chamarajanagar.	08226-222205	pcjmchamarajanagar@gmail.com	
4	Prl. Civil Judge and JMFC, Chamarajanagar.	Sheristedar	Prl. Civil Judge and JMFC, Chamarajanagar.	08226-223744	chamarajanagarpcj@gmail.com	
5	Senior Civil Judge and JMFC Court, Kollegal.	Senior Sheristedar	Senior Civil Judge and JMFC Court, Kollegal.	08224-256788	cjmkollegal@gmail.com	
6	Prl. Civil Judge and JMFC Court, Kollegal.	Senior Sheristedar	Prl. Civil Judge and JMFC Court, Kollegal.	02884-252001	Pcj.kollegal@gmail.com	
7	Senior Civil Judge and JMFC Court, Gundlupet	Senior Sheristedar	Senior Civil Judge and JMFC Court, Gundlupet.	08229-279152	cjmgundlupet@gmail.com	
8	Prl. Civil Judge and JMFC Court, Gundlupet	Sheristedar	Prl. Civil Judge and JMFC Court, Gundlupet.	08229-223279	cjmfcpet@gmail.com	
9	Civil Judge and JMFC, Yelandur.	Sheristedar	Civil Judge and JMFC, Yelandur.	08226-240229	pcjyelandur@gmail.com	

Place : Chamarajanagar
Date : 14.07.2022

**Public Information Officer and
Chief Administrative Officer,
Prl. District and Sessions Court,
Chamarajanagar.**