

**OFFICE OF THE
PRINCIPAL DISTRICT AND SESSIONS JUDGE, KULGAM**

**CIRCULAR No. 101
Dated.29.11.2022**

Subject: Uploading of final Orders/Judgments on the Case Information System (CIS).

It has come in the notice of undersigned that most of the Ahlimads are depositing the disposed files in the District Record Room, Kulgam without uploading the final orders/judgments on the Case Information System (CIS) software, due to which the records of the files are not being properly maintained in the CIS with the compulsory informations as already directed by the Hon'ble High Court of J&K and Ladakah.

As such, it is impressed upon all the concerned Alhimads that before depositing the disposal files to the District Record Room, the said files shall be brought to the System Officer/ E-Court Section for obtaining the certificate up to the extent that the final the orders/judgments of the said disposed files have been properly uploaded on the CIS Server.

Moreover, it is hereby ordered that henceforth all the disposed files shall be accepted by the Record Keeper only after obtaining certificate of System Officer E-court Principal District and Sessions Court Kulgam as directed above in order to streamline the online mode of CIS.



**(Mohammad Ashraf Bhat)
Pr. District & Sessions Judge
Kulgam**

Dated.29.11.2022

No.

Copy to:

1. Ld. Presiding Officer, Fast Track Court Kulgam.
2. Ld. Chief Judicial Magistrate, Kulgam.
3. Ld. Munsiff/JMIC Kulgam, D.H.Pora/Qazigund and Ld. Additional Special Mobile Magistrate, Kulgam
.....**for information and circulation amongst all the judicial employees of their respective courts.**
4. Incharge, E-Court Kulgam for uploading the same on official website of District Court Kulgam.
5. Incharge Record Room Kulgam
6. Office file.



**Pr. District & Sessions Judge
Kulgam**