

OFFICE OF THE PRINCIPAL DISTRICT JUDGE :: SURYAPET.

:: CIRCULAR ::

Dis.No. 2599/2024/A1.

Dated: 30-10-2024.

Sub: Computer Section - Suryapet District Unit - Implementation of NSTEP (National Service and Tracking of Electronic Processes) in all the Courts in Suryapet District Unit - Certain Instructions Issued - Regarding.

Ref: Hon'ble High Court ROC.No. 190/2023-CPS, dated 2.01.2024.

In view of the instructions of the Hon'ble High Court under reference cited to implement NSTEP (National Service and Tracking of Electronic Processes) in all the Courts in Suryapet District Unit, the following instructions are issued.

1. All the Judicial Officers are instructed to direct the concerned staff to upload the details of the process into CIS software and take the printout of the process and submit it to the concerned Nazarath Section without fail.
2. The concerned Nazarath section after receiving the process which are uploaded in the CIS software, entrust the same and allocate it to the Field Assistants/ Process Servers for service of the same on the concerned. Further the Nazarath section is directed to enter the service report into NSTEP Web Application.
3. If any defects are found in comparison with the details consumed through NSTEP (CIS), the same shall be returned to the concerned Section for compliance, as per Rules in vogue.
4. Further, for any technical assistance, the concerned may contact Sri I. Nagesh, System Assistant, Computer Section, Principal District Court, Suryapet.

Mobile Number : 9440613156, 9182047741

Email ID: nageshecourtng@gmail.com

Further, the concerned Superintendent/ Nazarath Staff are directed to submit report with regard to number of process generated and served through NSTEP on monthly basis i.e., by 15th date of every month, through email (pdj.suryapet@gmail.com)/ Letter without fail.

Any deviation in this regard will be viewed seriously and suitable disciplinary action shall be initiated against concerned, as per rules in vogue.


**PRL.DIST. & SESSIONS JUDGE,
SURYAPET.**

To

All the Judicial Officers working in the Suryapet Unit.