

## **RIGHT TO INFORMATION**

### **DISCLOSURE OF INFORMATION UNDER SECTION 4(1)(b) OF THE RIGHT TO INFORMATION ACT, 2005**

#### **I The particulars of Organization, Functions and Duties**

District and Sessions Court Basti subordinate to the High Court of Judicature at Allahabad discharges functions conferred under the law. It has the senior most Judicial Officer as District Judge, who exercises supervisory control to the various departments of the institution. The organization exercises territorial jurisdiction throughout the district Basti and has various courts established by statutes such as Additional District Judge, Chief Judicial Magistrate, Civil Judge (S.D. & J.D). Please see the official website of Basti Judgeship for more information.

#### **II The powers and duties of the officers and employees**

**Powers and duties of the Judicial Officers are assigned in the statutory laws such as Cr.P.C., C.P.C., G.R. (Civil), G.R. (Criminal) etc. The officials discharge their duties according to the [Uttar Pradesh State District Court Service Rules, 2013](#) and [G.R. \(Civil\), G.R. \(Criminal\) etc.](#)**

#### **III The procedures followed in the decision making process, including channels of supervision and accountability.**

On the administrative site, office notes/requisitions are forwarded to the office of District Judge through various committees comprising of Judicial Officers or an Individual Judicial Officer (as the case may be), The District Judge being the administrative head takes various decision their upon.

#### **IV The norms set for discharge of functions**

--- The court discharges functions in accordance with the statutes such as Cr.P.C., C.P.C., G.R. (Civil), G.R. (Criminal) etc. Under the supervision of Hon'ble High Court, Allahabad through District Judge.

#### **V The rules, regulations, instructions, manuals and records, held by the company or under its control or used by its employees for discharge its functions**

1. [General Rule \(Civil\), 1957](#)
2. [General Rule \(Criminal\), 1977](#)
3. [Circular letters of Hon'ble High Court Allahabad](#)
4. [The Subordinate Civil Courts Ministerial Establishment Rules, 1947](#)
5. [The U.P. Higher Judicial Service Rules, 1975](#)
6. [The Allahabad High Court \(Right to Information\) Rules, 2006](#)
7. [Uttar Pradesh State District Court Service Rules, 2013](#)
8. [The Guidelines for Recruitment, Conditions of Service & Functions of Court Managers, 2012](#)
9. [Various laws- CPC, Cr.P.C., Evidence Act, IPC, SR Act, Hindu Laws, T.P. Act, NDPS Act, POCSO Act, etc.](#)

**VI A statement of the categories of documents that are held by the company or under its control.**

1. The judicial records of the cases pending and decided.
2. Service Records to the staff members and officers posted during their tenure ; and all administrative records connected thereto.
3. Personal/Miscellaneous files, Leave files, Character Roll and other administrative records of the Officials of the District Court, and other personal records of the Judicial Officers during their posting in the district.
4. All the other record related to establishment and infrastructure of the institution.

**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 policy or implementation thereof.**

- The policy matters are decided by the District Judge on the recommendation of various committees.

**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 meetings of those boards, councils, committees and other bodies are open to the public, or the minutes of such meetings are accessible to the public.**

District Judge constitutes various committees to discharge administrative functions of the organization. A list of all committees with respect to their functions is available on the website of the judgeship.

**IX [A Directory of officers and employees](#)**

[CUG nos. of Officers and Officials](#)

**X [Statement on monthly remuneration received by each of offices and employees including system of compensation as provided in its regulations](#)**

**XI [Budget allocated to each of company agency, indicating the particulars of all plans, proposed expenditures and reports on disbursement made](#)**

**XII The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes.**

Not applicable

**XIII Particulars of recipients of concessions, permits or authorizations granted by the company.**

Not applicable

**XIV Details in respect of the information available or held by the company, reduced in an electronic form.**

1. Daily Cause List/orders/judgements/case status of cases pending in each Court under the District Court establishment is available on the website [ecourt services \(https://services.ecourts.gov.in\)](https://services.ecourts.gov.in) for the information of Advocates, litigants as well as public at large.
2. Notifications, recruitment informations and tenders etc are also available on the website of judgeship.
3. All the administrative orders regarding holiday, sitting of the courts, promotion and confirmation of the service of the officials are available on the website.
4. One Touch Screen e-kiosk has been installed for enquiry of the cases.

**XV The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use.**

The organization owns a library, which remains open during the working hours of the Court. It is not maintained for public use. It is maintained only for the Judicial Officers of the Court.

**XVI- The names, designation and other particulars of Central Public Information Officers**

<b>CPIO/ CAPIO</b>	<b>Name &amp; Designation</b>	<b>Phone/Mobile No</b>
CPIO (District Court)	Sri Sheo Chand, A.D.J., Court No.-01	9415242971
ACPIO ( District Court)	Sri Amit Mishra, Civil Judge (S.D.)	9453040185

**XVII Such other information as may be prescribed; and thereafter update these publications every year.**

All the relevant information relating to the District Court and it's activities are available on the Official Web-site of the District Court.

District Judge is the First Appellate Authority under Right to Information Act, 2005 for District Court Basti.

**Disclaimer:**

Content of this page / link to this page is only for general information. Mistakes, if any, is accidental and unintentional and may be brought to the knowledge of C.P.I.O. District Court, Basti. For authentic information, office may be contacted.