OFFICE OF THE PRINCIPAL DISTRICT AND SESSIONS JUDGE AT YADADRI- BHUVANAGIRI

C I R C U L A R

Lr.Dis.No. 190 /2026/A2, Dt: 03 .02.2026

Sub: District Judiciary – Upload the statistics of Civil Cases, Criminal Cases, Miscellaneous Cases and Year-wise breakup in **NIVEDIKA Software by 4th of every month** - Instructions to all the Judicial Officers in Yadadri-Bhuvanagiri District Judiciary – Regarding.

Ref:
1. Dis.No. 483/2025/A2, Dt:22.03.2025 of The Prl.District & Sessions Judge, Yadadri-Bhuvanagiri.
2. Dis.No. 691/2025/A2, Dt:01.05.2025 of The Prl.District & Sessions Judge, Yadadri-Bhuvanagiri.
3. The Hon'ble High Courts ROC No. 5525/OP CELL/2025. Dt: 06.08.2025.
4. Hon'ble High Court's letter in ROC No.5525/OP CELL/2025, Dt.03-09-2025.
5. Hon'ble High Court's letter in ROC No.5525/OP CELL/2025, Dt.23-09-2025.
6. Hon'ble High Court's letter in ROC No.5525/OP CELL/2025, Dt.11-12-2025.
7. Hon'ble High Court's letter in ROC No.5525/OP CELL/2025, Dt.23-01-2026.
8. Hon'ble High Court's letter in ROC No.5525/OP CELL/2025, Dt.30-01-2026

Adverting to the subject and references cited, The Hon'ble High court instructed all the Courts in District Judiciary to feed the statistics of Civil Cases, Criminal Cases, Miscellaneous Cases and Year-wise breakup every succeeding month in NIVEDIKA Software. Accordingly, from July, 2025 onwards, all the courts in Yadadri-Bhuvanagiri district uploaded the statistics till December, 2025.

Further, this court has informed all the courts that NIVEDIKA Application is having one of the fields for entering the name of the Judicial Officer, for entering the concerned statistics like institutions and disposals and instructed all the courts to feed the data officer-wise in a particular month.

However, it is brought to the notice that some of the Courts fed the entire month statistics under name of the latest officer only, instead of feeding the statistics by officer-wise, in case of more than one officer presided over the concerned court during the same month.

For Example : If a Regular officer is on leave (E.L. or medical leave) and Full Additional charge officer is placed, for that leave period, the institutions or disposals if any shall be fed by selecting the incharge officer for that leave period in Nivedika software, so that the institutions or disposals of a particular officer could be generated.

Therefore, all the Judicial Officers are directed to give strict instructions to feed the correct statistics of category-wise Civil Cases, Criminal Cases, Miscellaneous Cases and year-wise breakup at the concerned court level in 'NIVEDIKA Software', by entering the officer-wise institution and disposal data for a month, **on or before 4th of every ensuing month and verify the reports. If any wrong entries were made, update the same before 5th of every ensuing month, enabling the District court to verify and submit the consolidated statement to the Hon'ble High Court within the prescribed time. Further, no changes will be permissible after the prescribed time as the entry window will be freezed.**

Further, all the Judicial Officers are instructed to maintain hard copy of reports case type-wise of Civil Cases, Criminal Cases, Miscellaneous Cases and case type-wise of Year-wise breakup with time and date on the reports with the signature of the concerned Judicial Officer at Court User level.

Furthermore, the Hon'ble High Court has directed all the Judicial Officers to instruct the concerned Bench clerks and staff members that disciplinary action will be initiated against erring staff member who failed to upload the correct statistical data in time.

Further, I am to inform that the statistics generated in NIVEDIKA i.e. Civil Cases, Criminal Cases, Miscellaneous Cases and Year-wise breakup of respective case types reports, Officer-wise Disposal Report **will be placed periodically before the Hon'ble the Chief Justice and respective Hon'ble Administrative Judges for supervision and necessary directions, if required.**

It is further informed that the data entered and reports generated in **NIVEDIKA Application will be taken into final consideration**, by discarding the old practice of sending monthly data through signed copies and soft copies earlier.

Therefore all the Judicial Officers are hereby directed to monitor and direct the Bench clerks and Superintendents to follow the instructions of the Hon'ble High Court while feeding the Monthly statistics data in Nivedika application cautiously.

Any deviation in this regard will be viewed seriously.

PRL.DISTRICT & SESSIONS JUDGE,
YADADRI-BHUVANAGIRI.

To:

1. All the Judicial Officers in Yadadri-Bhuvanagiri District Judiciary.
2. The Civil and Criminal Bench Clerks, Prl. District Court, Yadadri-Bhuvanagiri.

S. GOVERDHAN REDDY
REGISTRAR GENERAL
FAC. REGISTRAR (VIGILANCE)

HYDERABAD
Dated:30-01-2026

ROC No.5525/OP CELL/2025

To
All the Unit Heads in the State of Telangana

Sir / Madam,

Sub: District Judiciary – Upload the statistics of Civil Cases, Criminal Cases, Miscellaneous Cases and Year-wise breakup in NIVEDIKA Software by 7th of every month – Request to issue instructions to all the Judicial Officers - Regarding.

Ref:- 1) High Court's letter in ROC No.5525/OP CELL/2025, Dt.03-09-2025.
2) High Court's letter in ROC No.5525/OP CELL/2025, Dt.23-09-2025.
3) High Court's letter in ROC No.5525/OP CELL/2025, Dt.11-12-2025.
4) High Court's letter in ROC No.5525/OP CELL/2025, Dt.23-01-2026.

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Adverting to the subject and references cited, the Registry requested all the Unit Heads to feed the statistics of Civil Cases, Criminal Cases, Miscellaneous Cases and year-wise breakup every succeeding month in NIVEDIKA Software. Accordingly, from July, 2025 onwards, all the courts uploaded the statistics till December, 2025. However, it is brought to the notice of the Registry that there are some discrepancies in the statistics like in institutions and disposals.

Furthermore, I am to inform that, NIVEDIKA Application is having one of the fields for entering the name of the Judicial Officer, for entering the concerned statistics like institutions and disposals. However, it is brought to the notice of the Registry that some of the Courts fed the entire month statistics under name of the latest officer only, instead of feeding the statistics by officer-wise, in case of more than one officer presided over the concerned court during the same month.

Therefore, I am to request all the Unit Heads to give instructions to all the Judicial Officers to direct the concerned with strict instructions to feed the correct statistics of category-wise Civil Cases, Criminal Cases, Miscellaneous Cases and year-wise breakup at the concerned court level in NIVEDIKA

Software, by entering the officer-wise institution and disposal data for a month, **on or before 7th of every ensuing month** and verify the reports. If any wrong entries were made, **update the same before 10th of every ensuing month. Further, no changes will be permissible after 10th of every ensuing month** as the entry window will be freezed.

Further, I am to request all the Unit Heads to give instructions to all the Judicial Officers to maintain hard copy of reports [case type-wise of Civil Cases, Criminal Cases, Miscellaneous Cases and case type-wise of Year-wise breakup] with time and date on the reports with the signature of the concerned Judicial Officer at **Court User level** and likewise maintain the consolidated statement of all the courts at **District User level** with signature of the Unit Head and forward the same to the undersigned every month through e-mail (**op.cell-tshc@aij.gov.in**).

Further, I am to inform that disciplinary action will be initiated against erring staff member who failed to upload the correct statistical data in time.

Further, I am to inform that the statistics generated in NIVEDIKA i.e. Civil Cases, Criminal Cases, Miscellaneous Cases and Year-wise breakup of respective case-types reports, **Officer-wise Disposal Report** will be placed periodically before the Hon'ble the Chief Justice and respective Hon'ble Administrative Judges for supervision and necessary directions, if required.

It is further informed that the data entered and reports generated in NIVEDIKA Application will be taken into **final consideration**, by discarding the old practice of sending monthly data through e-mails as sent earlier.

Yours sincerely,

Registrar General
FAC. Registrar (Vigilance)

Communicate 07/10/16