

THE GAUHATI HIGH COURT AT GUWAHATI
(HIGH COURT OF ASSAM: NAGALAND: MIZORAM AND ARUNACHAL PRADESH)

NOTIFICATION

Dated- Guwahati the 17th February, 2023

NO. HC.VII-122/2018(Pt.)/ 1320/A #### On the recommendation of the Judicial Academy, Assam, the Hon'ble Gauhati High Court has been pleased to nominate **Shri Kishore Talukdar**, Master Trainer, Systems Officer, Kamrup (M) as **Resource person** to conduct the one-day "***eCourts Programme (ECT_4_2022 & ECT_7_2022)***" for the Advocate/Advocate Clerk of the district Courts of Assam on **25-02-2023** from **10.30 A.M. to 01.30 P.M.**

NO. HC.VII-122/2018(Pt.)/ 1321 /A#### The Hon'ble Gauhati High Court has been pleased to direct all Advocate/Advocate Clerk of the district Courts of Assam to participate in the "***eCourts Programme (ECT_4_2022 & ECT_7_2022)***" on **25-02-2023** from **10.30 A.M. to 01.30 P.M. through virtual mode.**

Further, the District & Sessions Judges are requested to co-ordinate with the respective Bar Associations, so that the Bar Associations circulate the notification among the learned Advocates/Advocate clerks for their participation in the aforesaid training.

The Joining Link for the proposed training is (Platform - Microsoft Teams) :

[**http://bit.ly/3JSQ4pC**](http://bit.ly/3JSQ4pC)

The topic of the said programme is enclosed with this notification.

By Order,
Sd/- R.A. Tapadar
REGISTRAR (JUDICIAL)

Memo No. HC.VII-122/2018(Pt.)/1322-1344/ A. Dated: 17-02-2023

Copy forward for information and necessary action to:

1. Smti. R. Arulmozhiselvi, Member (Human Resource), e-Committee, Supreme Court of India, New Delhi.
2. The L.R.-cum-Commissioner & Secretary to the Govt. of Assam, Judicial Department, Dispur, Guwahati, Assam.
3. The Treasury Officer, Kamrup (M), Guwahati.

[The Resource Person/court official is placed on deputation for the program on condition that (a) he will be

treated as on duty during the training period & (b) he will be entitled T.A. & D.A. as admissible under the Rules].

4. The Registrar (Admin./Vigilance/ Esstt.), Gauhati High Court, Guwahati.
5. The Registrar-cum-Principal Secretary to Hon'ble the Chief Justice, Gauhati High Court, Guwahati.
6. The District & Sessions Judge,
Bajali / Baksa / Barpeta / Bongaigaon / Biswanath / Cachar / Charaideo / Chirang / Darrang / Dhemaji / Dhubri / Dibrugarh / Dima Hasao / Goalpara / Golaghat / Hailakandi / Hojai / Jorhat / Kamrup (M) / Kamrup / Karimganj / Karbi Anglong / Kokrajhar / Lakhimpur / Majuli / Morigaon / Nagaon / Nalbari / Sivasagar / Sonitpur / South Salmara-Mankachar / Tinsukia / Udalguri / West Karbi Anglong.

(He/She is requested to inform the respective Bar Association about the said training programme).

7. The Presiding Officer, Industrial Tribunal, Guwahati / Dibrugarh / Cachar, Silchar.
8. The Member, MACT Kamrup / Cachar / Kamrup (M) No. 1, No. 2 & No. 3 / Nalbari / Sonitpur / Nagaon / Goalpara / Dhubri / Barpeta.
9. The Presiding Officer, Labour Court, Dibrugarh / Kamrup (M).
10. The Special Judge, Assam.
11. The Special Judge CBI & NIA, Guwahati, Assam.
12. The Special Judge, CBI, Addl. Court No. 1/ No. 2/ No. 3 Guwahati, Assam.
13. The Principal Judge, Family Court, Kamrup (M) No. 1/ No. 2 & No. 3/ Nalbari / Dhubri / Barpeta / Cachar, Silchar.
14. The Chief Judicial Magistrate
Bajali / Baksa / Barpeta / Bongaigaon / Biswanath / Cachar / Charaideo / Chirang / Darrang / Dhemaji / Dhubri / Dibrugarh / Dima Hasao / Goalpara / Golaghat / Hailakandi / Hojai / Jorhat / Kamrup (M) / Kamrup / Karimganj / Karbi Anglong / Kokrajhar / Lakhimpur / Majuli / Morigaon / Nagaon / Nalbari / Sivasagar / Sonitpur / South Salmara-Mankachar / Tinsukia / Udalguri / West Karbi Anglong.

(He/She is requested to inform the respective Bar Association about the said training programme).

15. The President/Secretary, Assam Lawyers' Association, Guwahati.
16. The President/Secretary, Lawyers' Association, Guwahati.
17. The President/Secretary, All Bar Association of Districts of Assam.
18. The Project Manager, Gauhati High Court, Guwahati.

(He is requested to upload the Notification immediately in the official website of the Gauhati High Court, Guwahati).

19. The Administrative Officer, Judicial Academy, Assam with a **request to place the Notification before the Hon'ble Director, Judicial Academy.**
20. The System Officers/System Assistants of District Courts of Assam.
21. The Private Secretary to Hon'ble Mr. Justice Manash Ranjan Pathak, Gauhati High Court, Guwahati for his Lordship's kind information.
22. The CA to the Registrar General, Gauhati High Court, Guwahati.

(THE LIST OF OFFICERS HEREINABOVE IS NOT NECESSARILY IN ORDER OF SENIORITY)

R. S. Tapindal
17.02.23

REGISTRAR (JUDICIAL)



JUDICIAL ACADEMY, ASSAM
ECOURTS PROGRAMME FOR ADVOCATE / ADVOCATE CLERK
(ECT_4_2022 & ECT_7_2022)

on
Date: 25.02.2023
Time: 10.30 am to 01.30 pm

SCHEDULE

Resource Person: *Shri Kishor Talukdar, Systems Officer, Kamrup (M), Guwahati*

Topic
<ul style="list-style-type: none">❖ Overview of eCourts project<ul style="list-style-type: none">➤ Introduction about eCommittee.➤ Role of Advocate as a Game Changer.➤ Key take aways of this training.
<ul style="list-style-type: none">❖ Electronic Case Management Tools for Advocates.❖ eCourts related Websites.<ul style="list-style-type: none">➤ eCommittee website (https://ecommitteesci.gov.in/)➤ NJDG (https://njdg.ecourts.gov.in/njdgnew/index.php)➤ eCourts services (https://services.ecourts.gov.in/ecourtindia_v6/)➤ District Court Websites (https://districts.ecourts.gov.in/)❖ How to get eCourts services 24 x 7<ul style="list-style-type: none">➤ Cause list/Judgments/Orders/Case Status.➤ Automatic receipt of SMS and eMail on Court listing,➤ SMS Push and Pull services.➤ Benefits of registration of Advocates in Court CIS.
<ul style="list-style-type: none">❖ Services Delivery in Court Complexes:<ul style="list-style-type: none">➤ eSewa Kendra.➤ Kiosks➤ Digital display boards.❖ Other Services<ul style="list-style-type: none">➤ Online Certified copies➤ eGate PASS➤ Virtual Courts
<ul style="list-style-type: none">❖ eCourts services mobile app for Advocates<ul style="list-style-type: none">➤ Case Management.➤ Get Case status/causelist/orders.➤ My Cases/ Export and Import.➤ QR scan option and its utility for Advocates.
<ul style="list-style-type: none">❖ eFiling - the digital on line filing process<ul style="list-style-type: none">➤ Registration of Advocate in eFiling website.➤ Steps to eFile a case.➤ Advantages of eFiling .➤ Case portfolio management.➤ Know the case status any time.

- Virtual courts
- ePayment portal of court fee, Fine, civil deposits.
- NSTEP

- ❖ Updated features of CIS 3.2- Appeal Filling
 - Vertical integration of Lower Court Data
 - Saves the data entry in appellate Court

- ❖ ICJS Interoperable Criminal Justice Delivery System
 - Concept of ICJS; ICJS Pillar
 - ICJS speciality; ICJS features
 - ICJS menu under CIS 3.2; ICJS Dash Board
 - Consume FIR – Fetching FIR data from police station
 - Consume Chargesheet- Fetching Charge sheet

- ECMT Tools for commercial Courts under CIS
- Case Management Hearing/Pre Trial Conference Tool

- How to appear in Video Conferencing.
- How to scan the document and make PDF.
- Making Accessible PDFs.
- Uploading documents.
- Help desk for Advocates
- (if available in High court it can be informed)
- Help Manuals & Videos in Regional Languages.

- Interaction & Feedbacks



JUDICIAL ACADEMY, ASSAM

General Instructions for Training (Online Mode)

1. The training programme will be conducted by using the Online VC/Meeting Software "**Microsoft Teams**" which will be two-way audio-video interaction.
2. Participants are to * **join the training by disclosing their full name** via the Joining Link as notified and also uploaded in the website of Judicial Academy, Assam
3. Participants are requested to **report online** through joining Link, **at least 10 minutes before the scheduled time** of Video Conference and maintain punctuality.
4. Participants are to **keep their video ON, continuously throughout & till the conclusion of the training.**
5. All the Participants are to follow the Video Conference Protocols like: -
 - a. **Keep themselves muted until & unless they are allowed by the presenter to unmute** themselves.
 - b. At the end of the deliberation of the Resource Person, **participants may raise hand to indicate that he/she would like to interact with the Resource person, where-after, on announcement by presenter, the said officer may unmute, ask question and thereafter again mute the audio.**
 - c. Ensure proper Internet connectivity with adequate data so that they can attend the training without any network and connectivity issue.
6. Participants are to wear **formal attire** (befitting an officer) while attending the training.
7. Participants are to check the official website of Judicial Academy, Assam for updates.
8. Joining Guide (Steps below are to be followed):
 - Click on the given link or type the given link on the browser.
 - A new tab with a pop-up will open
 - Select 'Open Microsoft Teams' if you have Microsoft Teams App installed in your device.
 - OR**
 - Cancel the pop-up and click on 'Continue on this browser'.
 - For Smartphone Microsoft Teams App needs to be installed before joining the VC.

Note: - Queries and other information through e-mail may be obtained from: -

E-Mail - suggestion.jaa@gmail.com

Mobile: - 8723028535 / 8133998881

* Note:- The same is essential for preparation, maintenance and submission of accurate report.