

## **Bombay High Court**

### **Information Required for Implementation of Information and Communication Technology under Resolution 6 (iii) of the Chief Justice Conference 2016**

#### **This information pertains to the District and Subordinate Courts**

#### **I. Establishment of E courts**

Q1. Number of E courts established under your High Court. Elaborate the process and functions of e courts.

Ans. -----

#### **II. Updation on National Judicial Data Grid**

Q2. Mention the data and categories that are uploaded in the NJDG. Specify the problems encountered during updation on National Judicial Data Grid for High Court and subordinate courts. The solutions/ remedial action if any taken by your Court.

Ans. Detailed e-book is attached describing problems encountered and solutions given for real time updation of data on NJDG.

#### **III. Uniform nomenclature**

Q3. Specify the process for adopting, if any, for uniform nomenclature of case type used in your State.

Maharashtra has attended uniformity of Case Types since the time Case Information System (CIS) has been implemented in all the District and Taluka Courts. However, Maharashtra has by and large two divisions, first division is Courts in the erstwhile State of Bombay and the other division is District and Taluka Courts in the State of Maharashtra. The Courts in Mumbai area have different nomenclature and the Courts in rest of the Maharashtra have different nomenclature. The Courts in Mumbai area have foundations from the legislations like the Bombay City Civil Court Act, 1948, The Presidency Small Causes Courts Act, 1887 with unique features of Original Side Jurisdiction to the High Court. However if these two divisions are kept in mind, the District and Taluka Court falling within Jurisdiction of High Court of

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Bombay have uniformity in case type for the respective divisions. The Software CIS NC-2.0 given by the Hon'ble e-Committee, Supreme Court has a provision of Case Type Master. In the entire Maharashtra except Mumbai Courts, have common Master Case and as such we have uniformity in Case Types, on the basis of which we are able to generate different statistical reports covering State wide Courts. Uniform pattern of case type across the State would serve dual purpose that it will bring uniformity and secondly, it would reduce manual labour when certain statistic is required for any purpose. The Master of Case Type is common for all Taluka and District Courts from serial no.1 to serial no. 99 case types.

We are working on making the Case Types minimum and restricting creation of Case Types for substle differences in Sections or Nature too. The information regarding the Case Type Nomenclature and their nature for High Court Cases is already send to the Hon'ble e-Committee, Supreme Court of India through e-mail.

Once Case type uniformity and uniformity of other master is approved by Hon'ble Computer Committee we shall share documentation.

#### **IV. Cadre of Technical Manpower**

Q4. Enumerate the strength of Technical Manpower in the High Court and subordinate courts. Specify the procedure for recruitment and training programme, if any, to the new recruits.

Ans. We do not have even a single Technical Manpower in the Subordinate Courts. We have identified competent in house staff and groomed them to suit our requirements. Our trained staff members are being used for TOT all over the nation. Thus, we are ahead of others by grooming in house staff as they own the systems more better.

#### **V. E-Filing and Video Conferencing**

Q5. Mention the procedure for e- filing and the rules governing it. Enumerate the type of activities/process done through video conferencing.

Ans. **Video Conferencing**

1. Presence of Under Trial Prisoners for trials.
2. Production of detained accused persons for remand.
3. Important Government Officer as witnesses.
4. Administrative meetings over Video Conferencing between :-
  - a) District and Taluka Courts
  - b) District to District Courts
  - c) District to High Courts
  - d) District to Supreme Courts

## **VI. Scanning and Digitization**

Q6. Specify the procedure for scanning and digitization at different levels. Also provide the digitization rules and process of verification if any. The different levels may also include: Scanning for fresh filing, scanning for pending files, scanning for daily disposal of cases and scanning of old cases.

Ans.: We have collected yearwise data of number of files of each category and number of pages in all record rooms in Subordinate Courts. Now we have in process to prepare RFP.

Q7. Whether the digital signature is in use by your court? If yes, then specify the process and its utility.

Ans. Digital Signatures are not yet implemented.

Q.8 Whether there is any security for preservation of data scanned and uploaded? If yes, then specify the procedure through which it get affected.

Ans. : No.

Q9. Which Citizen Centric Services have been started by your High Court?

Ans. : There are in all 28 Citizen Centric Services have been started. The list of the same is enclosed herewith.

Q8. Has the SMS Delivery Service been launched? If Yes, since when?

Ans. : Yes,

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Total 2214965 SMS are sent from 1st January 2016 to 31st July 2016 and out of which 662241 SMS are sent in the month of July 2016.

Poster / flex are affixed in each Taluka and District at conspicuous places of Filing & Registration Counters.

Q9. What are the data presently being uploaded on NJDG Portal? What is the time frame for uploading the material?

Ans.: At present, Data of following aspects is uploaced on NJDG Portal :-

1. Case History
2. Roznama / Business
3. Judgements / Orders
4. Information of Districts, Nodal Officers and DSAs
5. Information of the address of the Court Complexes
6. Information of Establishment Names
7. Information on migration of NC – 2.0, Hardware and Software Updation and present status of each Establishment.

Q. 10. Is the District Court Website functional? Specify its utility to the stakeholders.

Yes, the District Court Website is functional. The following utilities are available to the stakeholders :-

1. Day to day developments in the District Courts.
2. Tender / Recruitment Drives can be informed to public at large.
3. Public Notices / Proclamation and public declaration can be posted.
4. Litigants can know holidays of the Judges in advance.
5. Lok Adalats / Special Drives and list of the Case can be posted.
6. RTI information were useful to Citizens.
7. All processes which are to be affixed on conspicuous places in Court can be additionally posted on website.
8. Different services to Staff Members can be started.
9. Information of the Judges and their designations.

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**Information Required for implementation of Information and Communication Technology under Resolution 6 (iii) of the Chief Justice Conference 2016.**

**This information pertains to the High Court and its Benches**

**I. Establishment of E-courts :**

**Q. 1.** Number of e-Courts established under your High Court, Elaborate the process and functions of e-Courts.

**Ans.** At Bombay High Court e-Courts are functioning in Mumbai, at Benches one e-Courts each at Nagpur and Aurangabad are functioning.

The e-Courts certainly would be essential for future requirement in the Justice Delivery System for faster and effective working and appropriate use of Technology in the Judiciary. The establishment of e-Courts would eliminate the need of physical paper and its movement thereby saving valuable time of all the stakeholders. The e-Court would envisages easy, accurate and timely access to the required document and real time information dissemination to the all concerned through the interfaces provided including websites, web portals, email, SMS etc.

The Bombay High Court started e-Courts from August 2013 as a Pilot Project. The e-Court was started by providing required infrastructure such as Interactive Display Screen, Cause List and Case Papers in digital form, Internet Connectivity, Screen for presentation, etc. The necessary software modifications has been carried in the CMIS software for the generation of e-Cause list and e-Labai (Case Papers). e-Court started with the Court taking up Company matters and extended to the Courts taking Arbitration and Conciliation Matters, Income Tax Appeals, Suits, etc. and expected to cover all the filings in near future. The digitization of the current cases is in progress at Bombay High Court and its Benches, so that more number of e-Courts can be made functional. At present we have Division Bench Court at Bombay taking Income Tax matters and till date we have covered Writs, Suits Income Tax PIL and Testamentary matters under e-Courts. An additional 30 e-Courts are expected to be started functioning at the Principal Seat at Bombay and Benches at Nagpur, Aurangabad and Panaji-Goa.

**Process of e-Courts :-**

- 1) List the matters which will be on Board for next day
- 2) Check how many matters are ready with digitization process (i.e. Uploading and verification done)
- 3) Make it ready.
- 4) Generate e-Courts from CMIS.
- 5) Link matters to e-Courts Board.
- 6) Copy e-Court Board in Pendrive.
- 7) Copy e-Court Board on day of e-Court before 11.00 a.m.

**Following are the expected advantages of the e-Courts :-**

- Reduce archiving costs for electronic records as opposed to paper records.
- Easy access to case files.
- Errors in the matter will be communicated to the Advocates on record or to the Party in -person through Internet and same can be rectify through e-mail.
- Notices and other communication can be possible with the help of e-mails, where e-mail ID is provided. Service of Notices/Summonses will also be easier.
- Automatic fee calculation, will help in minimizing mistakes in calculations and also the work of collection of fee will be reduced.
- Electronic filing of reply/ rejoinder/applications/documents.
- Can help litigants for easy and reasonable access to the court.
- Efforts to come to the court can be minimize and also save money and time.
- Reduce time in lodging Documents.

**Some of the bottle necks listed below could be the reasons for minimal response to the e-Filing.**

- 1) Amendment to the Legislative and Statutory and Court Rules to utilize e-filing to its potential.
- 2) Verification and affirmation of the Petitions and Applications.
- 3) Use of Digital Signatures.

- 4) Lack of awareness and willingness of the Advocates, Law Firms and Litigants in using service.

**II. Updation on National Judicial Data Grid :**

**Q. 2.** Mention the data and categories that are uploaded in the NJDG. Specify the problems encountered during updation on National Judicial Data Grid for High Court and subordinate courts. The solutions / remedial action if any taken by your Court.

**Ans.** At present the provision for uploading of High Courts data is not available on NJDG. Hence, High Court data is not uploaded on NJDG.

**III. Uniform Nomenclature :**

**Q. 3.** Specify the process for adopting, if any, for uniform nomenclature of case type used in your State.

**Ans.** The subject of Uniform Nomenclature is being discussed under “process re-engineering” and yet to be finalized.

**IV. Cadre of Technical Manpower :**

**Q. 4.** Enumerate the strength of Technical Manpower in the High Court and Subordinate Courts. Specify the procedure for recruitment and training programme, if any, to the new recruits.

**Ans.** At present the following Technical Posts are in existence at the High Court Bombay :-

Project Manager	-	1
Hardware Engineer	-	1
Software Programmer	-	4

One post of Deputy Registrar from general cadre is occupied and working as Deputy Registrar (I.T.).

The process of creation of post of following Technical Cadres at the High Court Bombay and its Benches at Nagpur and Aurangabad and Goa is in progress :-

Sr. No.	Designation	Pay Scale	B'bay	N'pur	A'bad	Panaji-Goa	Total
1	Registrar (I.T.)	37400 - 67000 GP 8700	1	---	---	---	1
2	Deputy Registrar (I.T.)	15600 - 39100 GP 7600	1	---	---	---	1
3	Assistant Registrar (I.T.)	15600 - 39100 GP 6600	1	1	1	1	4
4	Hardware Engineer	9300 – 34800 GP 4400	1	1	1	---	3
5	Software Engineer	9300 – 34800 GP 4400	1	1	1	---	3
6	Software Programmer	9300 – 34800 GP 4300	6	2	2	1	11
7	Hardware Assistant	9300 – 34800 GP 4300	4	2	2	2	10
8	Console Operator	5200 – 20200 GP 2800	4	2	2	2	10
9	Data Entry Operator-cum-Clerk	5200 – 20200 GP 1900	30	9	11	1	51
<b>Total Posts</b>			<b>49</b>	<b>18</b>	<b>20</b>	<b>7</b>	<b>94</b>

**Procedure for recruitment :-**

There is no fixed policy or training module for training of Technical persons. New recruits are being trained by the existing Technical Staff.

**V E-Filing and Video Conferencing :**

**Q. 5.** Mention the procedure for e-filing and the rules governing it. Enumerate the type of activities / process done through video conferencing.

**Ans.** The Bombay High Court has started e-Filing from August 2012 as a Pilot Project. The response to the e-filing is not so encouraging. Thus, the High Court has started accepting copy of Petition/Plaint in digital form along with a hard copy in

addition to the scanning/conversion of physical papers into digital form by the High Court, for smooth working of e-Court.



**Procedure for e-Filing :-**

Step I - Advocate / Firm / Party in Person have to register themselves to get Advocate Code alongwith user name and password.

Step II - Online filling by using e-Filing Application.

Step III - To submit hard copy in the Office.

**Rules regarding e-Filing :-**

Practice Note No.33 is kept herewith.

**Activities done through Video Conferencing :-**

- 1) Full House meeting and all Administrative Meetings between the Judges sitting at the Benches are conducted through Video Conferencing.
- 2) Recording of evidence.
- 3) Pronouncement of Judgment.
- 4) Committee Meetings of Hon'ble Lordships
- 5) Conference for resolving the RTI issues of the accused for RTI Appeals as per their requirements.

**VI Scanning and Digitization :-**

**Q. 6.** Specify the procedure for scanning and digitization at different levels. Also provide the digitization rules and process of verification if any. The different levels may also include : Scanning for fresh filing, scanning for pending files, scanning for daily disposal of cases and scanning of old cases.

**Ans.** Procedure / Steps for Scanning and Digitization are as under :-

- 1) Unpin File / Document
- 2) To scan the document
- 3) Stitch the file / document
- 4) Quality Assurance
- 5) Bookmarking / Indexing
- 6) Uploading of PDF document
- 7) Verification
- 8) Generation of e-Causelist

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At present Digitization Rules are not framed. The subject of Scanning and Digitization is being discussed and modalities are being finalized.

From January 2015 to July 2016 around 1450854 pages of Court Records are scanned.

**Q. 7.** Whether the digital signature is in use by your court? If yes, then specify the process and its utility.

**Ans.** The process of Digital Signatures for Private Secretary and Personal Assistant is in progress for digitally signing of Order and Judgment.

**Q. 8.** Whether there is any security for preservation of data scanned and uploaded? If yes, then specify the procedure through which it get affected.

**Ans.** The scanned data is uploaded on SAN storage. Also one more copy of the same is being kept on backup Server.

**Q. 9.** Which Citizen Centric Services have been started by your High Court?

**Ans.** The following Citizen Centric Services like

1. Bombay High Court Website.

- **Services like** :- Case Status, Orders & Judgments, Caveat Query, C.C. Query, Court Receiver Minutes, Court Display, Causelists, Advocate Code Wise Causelist, Warn List, E-Library, Company Matters.
- **Information about** :- Officers, Sitting Lists, SMS Service / Code List, CMIS FAQs, Practice Notes, Proceedings, Calenders, Rules & Manuals, RTI, Advocate Codes, Daily Filing Report, Daily Report, General Information, Virtual Museum.
- **Miscellaneous** :- Latest Updates, Recruitments, Tenders, Notice / Notifications, Committees.
- **Links to other websites** :- Indian Courts, Supreme Courts, e-Court, High Court at Goa, Maharashtra District Courts, Maharashtra District Court National Portal, SC / HC Judgments, Maharashtra Legal Services, Maharashtra Judicial Academy, Special Courts (TORTS) Bombay, Government of Maharashtra and Government of India.

2. E-Filing

3. Push SMS and Email facility on filing, objections, registration, listing and disposal of cases and certified copy applications.

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4. Thin Client based information KIOSK installed at Public Centers and Advocate Bar Rooms at Bombay High Court and its Benches

**Q. 8.** Has the SMS Delivery Service been launched ? If Yes, since when?

**Ans.** Yes, the Push-Pull SMS Services has been initiated from August 2010 and later on SMS Services through CMIS is started in the year 2013.

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