

Efficient Court Management



A Presentation by Hon'ble Mr. Justice
Deepak Gupta
Judge, Supreme Court of India

A close-up photograph of a butterfly with black wings and yellow markings, perched on a cluster of orange and yellow flowers. The butterfly is positioned in the center-left of the frame, facing right. The flowers are in the foreground and background, creating a vibrant, textured backdrop. The text "Imagination is more important than Knowledge" is overlaid in white, sans-serif font across the lower half of the image.

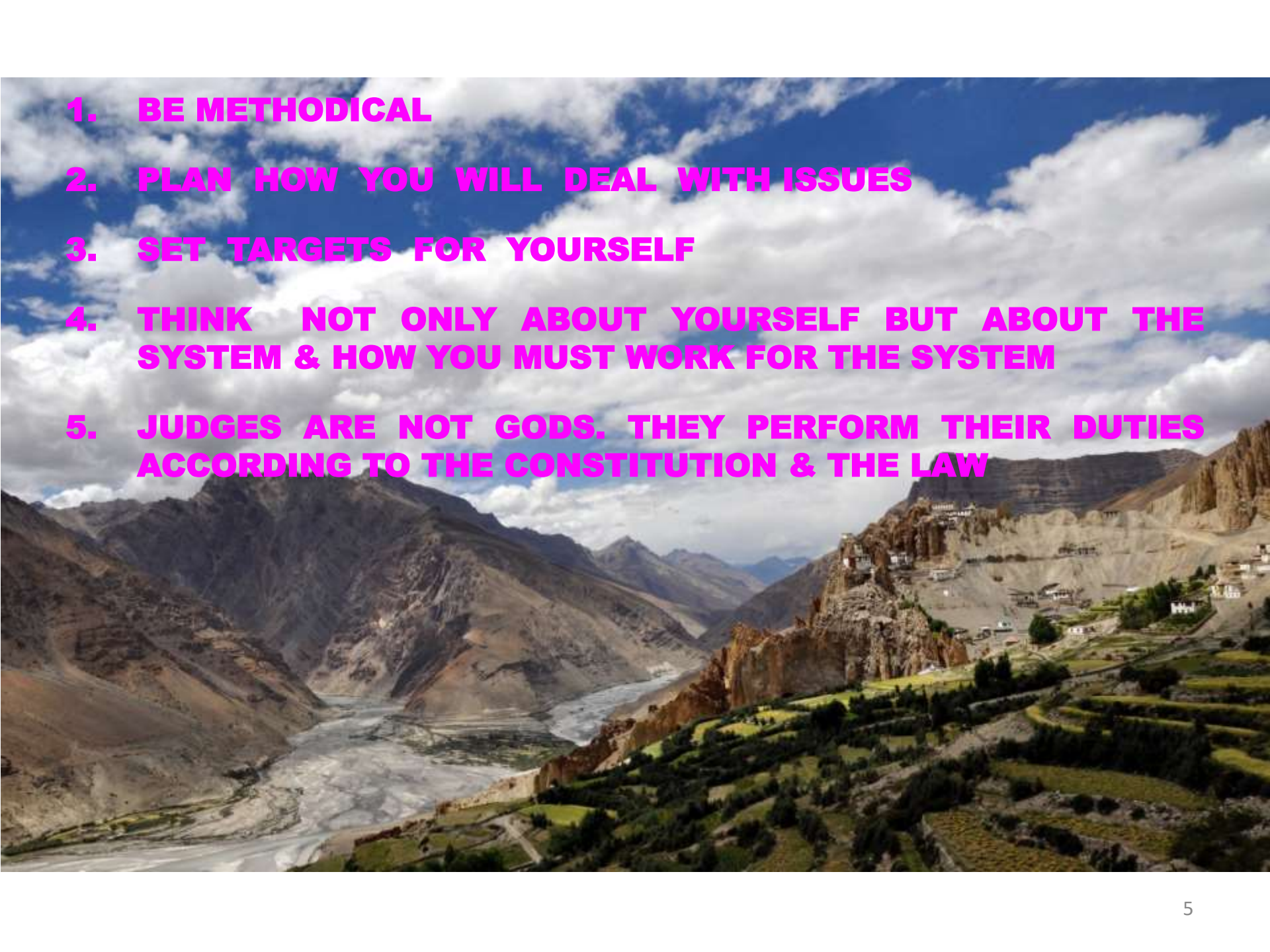
Imagination is more important
than Knowledge


Objectives of Good Management

- **Optimum use of Human and Material resources**
- **Speedy Production**
- **Production at Minimum Cost**
- **Fine End Product**



**BEFORE YOU LEARN
HOW TO MANAGE OTHERS,
LEARN HOW TO MANAGE
YOURSELF**

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- 1. BE METHODOICAL**
 - 2. PLAN HOW YOU WILL DEAL WITH ISSUES**
 - 3. SET TARGETS FOR YOURSELF**
 - 4. THINK NOT ONLY ABOUT YOURSELF BUT ABOUT THE SYSTEM & HOW YOU MUST WORK FOR THE SYSTEM**
 - 5. JUDGES ARE NOT GODS. THEY PERFORM THEIR DUTIES ACCORDING TO THE CONSTITUTION & THE LAW**



Management is nothing more than
motivating other people

Court Management

➤ Stake holders in litigation

Litigants/witnesses

Bar Members

Judges

Court staff

Court Staff

- Training of staff
- Right man on the right job
- Ensure each person does the work allocated to him
- Incentives
- Encouragement

- Periodical scrutiny
- Regular Monitoring.
- Ensure discipline
- Ensure punctuality
- Time Management
- Disciplinary action
- A pat on the back



Don't be afraid to make mistakes



CASE MANAGEMENT

- **Fix similar cases together**
- **Maintain proper dockets**
- **Follow case flow rules**
- **Monitor pendency and disposal**
- **Give priority to**
 - Women & Children**
 - Undertrials**
 - Senior Citizens**

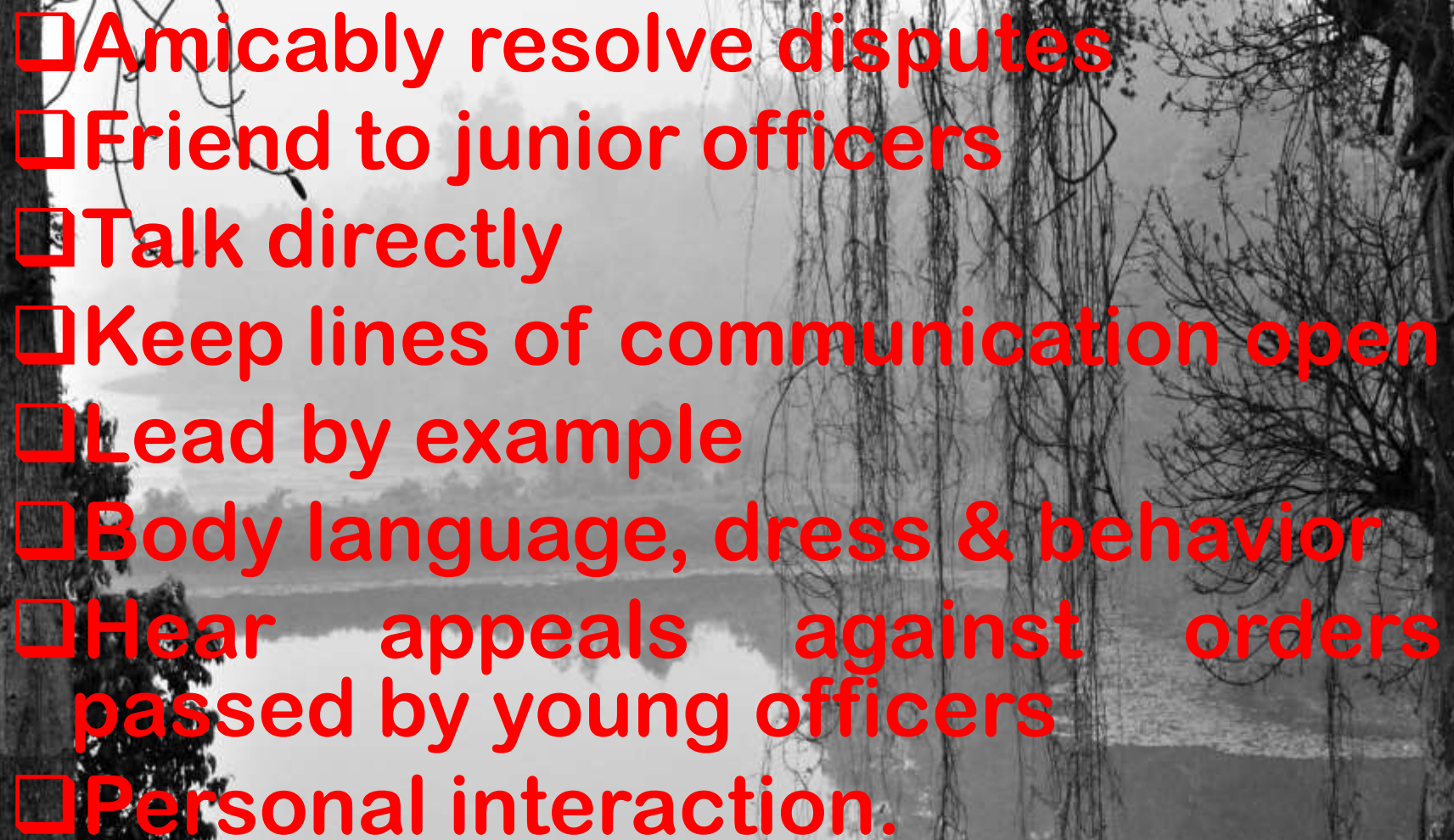




**Management is doing things right;
leadership is doing the right things**

Leadership Qualities

- Guide and Mentor
- Balanced Distribution of work
- Regular Meetings
- Fortnightly & Quarterly
- Sort problems of subordinates
- Suggest practical and easy solutions.
- Encourage fresh officers

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- Amicably resolve disputes
 - Friend to junior officers
 - Talk directly
 - Keep lines of communication open
 - Lead by example
 - Body language, dress & behavior
 - Hear appeals against orders passed by young officers
 - Personal interaction.

A scenic view of a beach with waves, trees, and a clear blue sky. The foreground shows the sandy beach and the gentle waves of the ocean. In the middle ground, there are large, light-colored rocks and a large, leafy tree on the left. The background is a clear blue sky.

IT

**A WONDERFUL TOOL OF
MANAGEMENT**

A scenic background image of a lake with prayer flags and mountains. The image shows a calm lake in the foreground, with a line of colorful prayer flags (yellow, green, blue, red, white) strung across the middle ground. In the background, there are steep, rocky mountains under a blue sky with scattered white clouds. The overall atmosphere is peaceful and natural.

A VERY HELPFUL TOOL FOR EFFICIENT COURT MANAGEMENT

NJDG

- Chief Justices
- Administration Judges
- Principal District Judges
- Chief Judicial Magistrates/
Senior Sub Judges
- All Judges



Be Passionate

Photographs by Deepak Gupta



Thank you

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