

CHHATTISGARH STATE JUDICIAL ACADEMY, BILASPUR

MEMO

No. 459./CSJA/Computer/2023

Bilaspur, dated 11.5.2023

To,

The District & Sessions Judge,
Janjgir Champa/Raigarh/ Korba/ Kawardha(For Kawardha & Bemetara)/
Kanker (For Kanker, Kondagaon, Dhamtari)/ Mahasamund (For Mahasamund
& Baloda Bazaar)/ Durg (For Durg & Balod)/ Bilaspur (For Bilaspur &
Mungeli)/Raipur/Sarguja at Ambikapur (For Ambikapur, Balrampur and
Jashpur)/Bastar at Jagdalpur (For Jagdalpur and Dantewara)/Rajnandgaon/
Korea (For Korea & Surajpur)

Sub.: Regarding organization of Computer Skill Enhancement Programme (Phase I & II) for the Judicial Officers of all the District Courts (Total Program 18) as per **Annexure-A** at all the District Headquarters.

Ref.: Academic Calendar for the year 2023-24.

Sir/Madam,

On the subject and reference cited above, as directed, it is requested that necessary arrangements may be made to organize Computer Skill Enhancement Programme (Phase I & II) for the Judicial Officers of all the District Courts (Total Program 18) as per **Annexure-A** at the District Headquarters mentioned in **Annexure "A"** (Phase-I & II).

You are also requested to nominate the participants..

The Resource Persons are also nominated for the purpose as per the **Annexure-B** (Phase-I and II) and the subjects/topics are also provided.

Breakfast, tea-biscuits, lunch, evening snacks and water have to be arranged by Host-District team for the participants and Resource Persons in the above Program as per the approved rates of the Academy which is as follows:

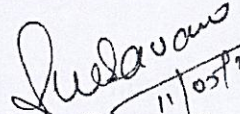
"(i)	Breakfast	-	Rs. 94/- per head;
(ii)	Tea-biscuits at noon	-	Rs. 15/- per head;
(iii)	Lunch	-	Rs. 280/- per head;
(iv)	Evening Snacks	-	Rs. 35/- per head;
(v)	Mineral water	-	Rs. 40/-(2 litres) per head."

You are requested to depute 2 Technical Persons and 3 Class IV staff to assist and provide help. They shall also be given food as per the approved rates of the Academy.

The expenditure incurred in organizing the said Training Program will be borne by the Academy.

Please send the detailed compliance report with attendance sheet and expenditure incurred immediately after completion of the Program along with vouchers to the Academy at the earliest.

Encl.: Annexures A & B as well as copy of training program and the subject/topics.



(Sushma Sawant)
Director

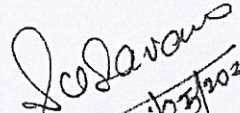
Endt. No. ~~460~~.../CSJA/Computer/2023

Bilaspur, dated 11-5.2023

Copy to :

1. S.O. to Registrar General, High Court of C.G. Bilaspur for information.
2. All the District & Sessions Judge of State of Chhattisgarh for information and necessary action.
3. CPC for directing the In-charge, NIC for uploading the memo on the official website of CSJA.

AR(Lit) ✓



(Sushma Sawant)
Director

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Annexure 4

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Annexure - A

CHHATTISGARH STATE JUDICIAL ACADEMY, BILASPUR

Proposed dates for One day Training Programme on Ubuntu Linux Operating System cum CIS for the Judicial Officers of Chhattisgarh for the Year 2023-2024

Sl. No.	Date of Training	Venue of Training	Participating Districts	Approx. No. of participants
Phase - I				
1.	02/07/2023 (Sunday)	Janjgir-Champa	Janjgir-Champa	22
2.	02/07/2023 (Sunday)	Raigarh	Raigarh	25
3.	02/07/2023 (Sunday)	Korba	Korba	21
4.	02/07/2023 (Sunday)	Kabirdham (Kawardha)	1. Kabirdham 2. Bemetara	23
5.	02/07/2023 (Sunday)	Uttar Bastar Kanker	1. Uttar Bastar kanker 2. Kondagaon 3. Dhamtari	32
6.	02/07/2023 (Sunday)	Mahasamund	1. Mahasamund 2. Baloda-Bazar	32
7.	02/07/2023 (Sunday)	Durg	Durg	30
8.	15/07/2023 (Saturday)	Bilaspur	Bilaspur	34
9.	16/07/2023 (Sunday)	Bilaspur	1. Bilaspur (Rest J.Os) 2. Mungeli	35
10.	15/07/2023 (Saturday)	Raipur	Raipur	30
11.	16/07/2023 (Sunday)	Raipur	Raipur (Rest J.Os)	30
12.	15/07/2023 (Saturday)	Surguja at Ambikapur	1. Ambikapur 2. Balrampur 3. Jashpur	25
13.	16/07/2023 (Sunday)	Surguja at Ambikapur	1. Ambikapur (Rest J.Os)	14
Phase - II				
01.	06/08/2023 (Sunday)	Raipur	Raipur (Rest J.Os)	33
02.	06/08/2023 (Sunday)	Durg	1. Durg (Rest J.Os) 2. Balod	24
03.	06/08/2023 (Sunday)	Rajnandgoan	Rajnandgoan	28
04.	06/08/2023 (Sunday)	Bastar at Jagdalpur	1. Jagdalpur 2. Dantewada	25
05.	06/08/2023 (Sunday)	Korea	1. Korea 2. Surajpur	32

Annexure B

CHHATTISGARH STATE JUDICIAL ACADEMY, BILASPUR

Training on Ubuntu Linux Operating System cum CIS to the Judicial

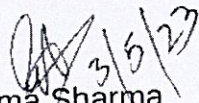
Officers of Chhattisgarh State for the Year 2023-24

For the Phase-I & Phase-II Computer skill Enhancement Programme for the Judicial Officers of all the Districts the below mentioned resource person will cover the given topics by the list of the Resource Person as attached.

Phase-I

Date of Training	Venue of Training	Participating District	Name of the Resource Person
02/07/2023 (Sunday)	Janjgir-Champa	Janjgir-Champa	Shri Shailendra Chauhan, OSD, High Court, Bilaspur
02/07/2023 (Sunday)	Raigarh	Raigarh	Ku. Radhika Saini, Deputy Secretary, Chhattisgarh Lok Ayog, Raipur
02/07/2023 (Sunday)	Korba	Korba	Shri Vivek Verma, IV Additional District & Sessions Judge, Durg
02/07/2023 (Sunday)	Kabirdham	Kabirdham	Shri Shahabuddin Qureshi, IV Additional District & Sessions Judge, Bilaspur
		Bemetara	
02/07/2023 (Sunday)	Kanker	Kanker	Smt. Nidhi Sharma Tiwari, III Additional District & Sessions Judge, Jagdalpur
		Kondagaon	
		Dhamtari	
02/07/2023 (Sunday)	Mahasamund	Mahasamund	Shri Aditya Joshi, IV Additional District & Sessions Judge, Durg
		Baloda-Bazar	
02/07/2023 (Sunday)	Durg	Durg	Shri Shakti Singh Rajput, Registrar (Computerisation) -Cum- C.P.C., High Court of C.G.
15/07/2023 (Saturday)	Bilaspur	Bilaspur	1. Shri Vikram Pratap Chandra, Additional District & Sessions Judge, FTSC (POCSO), Korba 2. Ku. Jyoti Agrawal Additional District & Sessions Judge, (FTC) Korba
16/07/2023 (Sunday)	Bilaspur	(Rest JO's of Bilaspur, Mungeli)	1. Shri Vikram Pratap Chandra, Additional District & Sessions Judge, FTSC (POCSO), Korba 2. Ku. Jyoti Agrawal Additional District & Sessions Judge, (FTC) Korba

15/07/2023 (Saturday)	Raipur	Raipur	Ku. Smita Ratnavat, V Additional District & Sessions Judge, Bilaspur
16/07/2023 (Sunday)	Raipur	Raipur	
15/07/2023 (Saturday)	Ambikapur	Ambikapur	Shri Prafull Kumar Sonwani, I Additional District & Sessions Judge, Balrampur-R'Ganj
		Balrampur	
		Jashpur	
16/07/2023 (Sunday)	Ambikapur	Ambikapur (Rest Judicial Officers)	Shri Prafull Kumar Sonwani, I Additional District & Sessions Judge, Balrampur-R'Ganj
Phase-II			
06/08/2023 (Sunday)	Raipur	Raipur (Rest Judicial Officers)	Ku. Smita Ratnavat, V Additional District & Sessions Judge, Bilaspur
06/08/2023 (Sunday)	Durg	Durg (Rest Judicial Officers)	Shri Shakti Singh Rajput, Registrar (Computerisation) -Cum- C.P.C., High Court of C.G
06/08/2023 (Sunday)	Rajnandgaon	Rajnandgaon	1. Shri Shailendra Chauhan, OSD, High Court, Bilaspur 2. Shri Mukesh Kumar Patre, Additional District & Sessions Judge, FTSC (POCSO), Balod
06/08/2023 (Sunday)	Bastar at Jagdalpur	Jagdalpur	Shri Rakesh Bihari Ghore, District Judge, Balrampur
		Dantewara	
06/08/2023 (Sunday)	Korea	Korea Surajpur	Shri Venseslas Toppo, I Additional District & Sessions Judge, Katghora

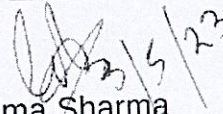

 Garima Sharma
 (Additional Director)
 CSJA

Training Programme

Training on Ubuntu Linux Operating System cum CIS to the Judicial Officers of Chhattisagrh State for the Year 2023-24

Sessions No.	Date/ Time	Subject/ Topic
1.	11:00 AM to 12:30 PM	<ul style="list-style-type: none"> ➤ Inauguration & Introduction of Master Trainers ➤ Need for continuous training and sensitisation of stakeholders. ➤ Process re-engineering ➤ Advanced Concepts of Ubuntu and its Features. ➤ LibreOffice and Making of PDF with accessibility. ➤ PDF Document PDF & PDF/A nad Accessibility Check ➤ Unicode (adding Unicode fonts) ➤ OCR & ICR ➤ Importance of Digitization, Metadata, SOP of eCommittee, Stage and activity of digitization- Pre-scanning, scanning, Post-scanning. ➤ Email+Kavach ➤ Making accessible pdf ➤ use of digital signature ➤ difference between intranet/ internet/ inchet ➤ use of VPN certificate for data replication ➤ Overview of eFiling, ePay, Virtual Court and Nstep ➤ Precaution in using Laptop & iPad.
2.	12:30 PM to 02:00 PM	<p>Case Information System (CIS Software) Part-I</p> <ul style="list-style-type: none"> ➤ Overview of Case Information System (CIS Software) ➤ The difference amongst CNR, Filing No. & Registration No. ➤ Master and Admin menu, also taken on Board, Recall & Restore. ➤ Difference between FORA & FAOR ➤ Dashboard ➤ Qmenu, Calendar, Peshi Register ➤ Today's Cases (Civil, Criminal and Total) ➤ Un-dated Cases (Civil, Criminal and Total) ➤ My Disposal this Month (Civil, Criminal and Total) ➤ My pending Cases (Civil, Criminal and Total) ➤ Case Type Wise Top Pending Cases. ➤ Pendency Chart ➤ Search Bar ➤ Admin Menu ➤ Taken on Board ➤ Urgent Case ➤ Proceeding Modification ➤ Litigants Modification, LR's entry, Advocate Modification

		<ul style="list-style-type: none"> ➤ Modify Next Date & Purpose ➤ Case Proceeding and exhibit entry. ➤ Filing Proceedings ➤ Daily Proceedings ➤ Victim entry and Under-Trial entry. ➤ IA filing and Proceedings ➤ Use of Appeal Filing Module. ➤ Order and Judgment uploading
	02:00 PM to 02:30 PM	Lunch Break
4.	02:30 PM to 04:30 PM	Case Information System (CIS Software) Part-2 <ul style="list-style-type: none"> ➤ Civil-Criminal Process (NSTEP) ➤ Work Done Sheet ➤ B Diary ➤ Undertrial information ➤ Delay Management ➤ Proceedings Correction ➤ Litigant Updation ➤ Mediation & Lok Adalat ➤ Query Builder ➤ DJPMC ➤ ICJS/ Pretrial ➤ Faster System (SC & HC) ➤ eSewa Kendra / eFiling Help Desk ➤ Digitally Accessible legal ecosystem. ➤ Video Conferencing and Rule of VC ➤ Live Streaming and Rule of Live Streaming
5.	04:30 PM to 05:00 PM	Electronic Case Management Tools & eCourts-related Websites <ul style="list-style-type: none"> ➤ eCourts service mobile app & JustIS app ➤ e-Committee website (https://ecommitteesci.gov.in/) ➤ NJDG(http://njdg.ecourts.gov.in/njdg_intra/login.pnp?msg=) ➤ eCourts services (https://services.ecourts.gov.in/ecourtindia/v6/) ➤ Free text judgment search of various High Courts & eSCR (https://judgments.ecourts.gov.in/) ➤ Scope of AI, Block Chain in Indian and District Judiciary ➤ Interaction & Feedback


 Garima Sharma
 (Additional Director)
 CSJA