

CHHATTISGARH STATE JUDICIAL ACADEMY, BILASPUR

//MEMO//

No. ~~539~~.../CSJA/Computer Training/2024

Bilaspur, dated 02.07.2024

To,

The District & Sessions Judge,
Ambikapur.

Subject: Regarding arrangements for Computer Skill Enhancement Program Level I & II (ECT_13_2024) and E-court Program (ECT_16_2024) of all Judicial Officers posted in Surguja Division including those posted in Family Courts and on deputation (except those engaged in urgent work/remand duty) scheduled to be held on 04.08.2024 at Ambikapur.

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On the subject cited above, it is to inform you that as per Hon'ble eCommittee Special Drive Training and Outreach Program through the State Judicial Academies Calendar for 2024 under eCourts Capacity Building Phase III, a Computer Skill Enhancement Program Level I & II (ECT_13_2024) and E-court Program (ECT_16_2024) of all Judicial Officers posted in Surguja Division including those posted in Family Courts and on deputation (except those engaged in urgent work/remand duty) is scheduled to be held on 04.08.2024 at Ambikapur.

As directed, you are requested to select venue at Ambikapur. All the Judicial Officers of Surguja Division (Distt. Ambikapur/ Surajpur/ Jashpur/ Korea/ Ramanujganj) including those posted in Family Courts and on deputation (except those engaged in urgent work/remand duty) shall participate. They shall observe the Dress Code during Training Program.

You are further requested to purchase bags, pens, writing pad and pen drive for reading material amounting to upto Rs. 69,750/- The details of approximate rate of articles for all the participants are as under:

- | | | | |
|----|-------------|---|-------------------|
| 1. | Bags | - | Upto Rs. 40,000/- |
| 2. | Pens | - | Upto Rs. 2500/- |
| 3. | Writing Pad | - | Upto Rs. 2250/- |
| 4. | Pen drive | - | Upto Rs. 25,000/- |

You are also requested to purchase the articles under C.G. Store Purchase Rules, 2022 and distribute them to the participants. You will submit bills of actual

number of articles which were provided to the participants who were present during Training Program and the vendor details to the office of CSJA, Bilaspur after completion of training program.

The Session of (ECT_13_2024) and E-court Program (ECT_16_2024) will be conducted after completion of the Sessions of Cluster Computer Training Programs.

You are also requested to depute 2 Technical Persons and 3 Class-IV employees to provide help. They shall also be provided with tea and lunch as per the approved rates of the Academy.

You are also requested to make arrangements for the Guests.

Please send the detailed report with attendance sheet and expenditure immediately after completion of the Training Program alongwith vouchers to the Academy.

Encl.: Topics and list of Resource Persons.


(Sirajuddin Qureshi)
DIRECTOR

Endt. No. 540/CSJA/Cluster Computer Training/2024

Bilaspur, dated 02.07.2024

Copy to:

1. S.O. to Registrar General, High Court of CG, Bilaspur for information.
2. CPC for directing the In-charge, NIC for uploading the memo on the official website of CSJA.


(Sirajuddin Qureshi)
DIRECTOR

Computer Skill Enhancement Program Level I & II (ECT_13_2024)

Sarguja Division (Ambikapur) Date 04/08/2024

S. N.	Subject	Name of the Resource Persons (Master Trainers)
1.	<ul style="list-style-type: none"> ➤ Ubuntu OS: An introduction and hands on ➤ JustIS Mobile App ➤ eCourts Mobile App ➤ ICJS ➤ Nstep ➤ eFiling/ePay 	Ku. Smita Ratnawat ADDL. DISTRICT AND SESSIONS JUDGE, F.T.S.C. (POCSO), BHATAPARA
2.	<ul style="list-style-type: none"> ➤ CIS:- ➤ FORA/FAOR ➤ DJPMC:Bale Sheet (Importance) ➤ Downloading of data in various Format ➤ Finding Old Pending case ➤ Updation of Litigants/Advocates/Legal Heirs ➤ Consuming data: FIR/Charge Sheet ➤ Use of DSCs ➤ Uploading of data on air ➤ Beware for undated cases 	SMT. JYOTI AGRAWAL ADDITIONAL DISTRICT & SESSIONS JUDGE (F.T.C.), KORBA