

CHHATTISGARH STATE JUDICIAL ACADEMY, BILASPUR

//MEMO//

No. ⁴¹⁹...../CSJA/Computer Training/2025

Bilaspur, dated 28.11.2025

To,

The Principal District & Sessions Judge,
Distt. Ambikapur/Bilaspur/Durg/Jagdalpur/Raipur.

Subject: Regarding organization of 1 Day Computer Skill Enhancement Program Level I and II of Judicial Officers of District Judiciary (all cadres) at District Headquarter through CSJA (ECT_13_2025) and e-Court Program of all Judicial Officers of the District at all District Headquarters through CSJA (ECT_16_2025) posted in 5 Divisions (Bastar, Bilaspur, Durg, Raipur & Surguja) including those posted in Family Courts and on deputation (except those posted in the High Court Registry and those nominated for other Workshops/Training Programs as well as engaged in urgent work/remand duty) on 20/12/2025 at District Headquarters- Ambikapur, Bilaspur, Durg, Jagdalpur & Raipur.

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As per Hon'ble e-Committee Special Drive Training and Outreach Program through the State Judicial Academies Calendar for the year 2025, 1 Day Computer Skill Enhancement Program Level I and II of Judicial Officers of District Judiciary (all cadres) at District Headquarter through CSJA (ECT_13_2025) and e-Court Program of all Judicial Officers of the District at all District Headquarters through CSJA (ECT_16_2025) are scheduled to be organized in the month of December, 2025.

The abovesaid programs are to be organized Division-wise on 20/12/2025 at District Headquarters- Ambikapur, Bilaspur, Durg, Jagdalpur & Raipur as per the table below:

Sr. No.	Division	Venue
1.	Bastar Division (Dantewara, Jagdalpur, Kanker & Kondagaon Districts)	At Jagdalpur to be decided by Principal District & Sessions Judge
2.	Bilaspur Division (Bilaspur, Janjgir-Champa, Korba, Raigarh & Mungeli Districts)	At Bilaspur to be decided by Principal District & Sessions Judge

CPC/07/29.11.20

3.	Durg Division (Durg, Kabirdham, Rajnandgaon, Balod & Bemetara Districts)	At Durg to be decided by Principal District & Sessions Judge
4.	Raipur Division (Raipur, Dhamtari, Baloda-Bazar & Mahasamund Districts)	At Raipur to be decided by Principal District & Sessions Judge
5.	Surguja Division (Ambikapur, Baikunthpur, Jashpur, Ramanujganj & Surajpur Districts)	At Ambikapur to be decided by Principal District & Sessions Judge

It is, therefore, requested to you to request all Judicial Officers posted in your Division including those posted in Family Courts and on deputation (except those posted in the High Court Registry and those nominated for other Workshops/Training Programs as well as engaged in urgent work/remand duty) to participate in the Training Programs on **20/12/2025** at District Headquarters-Ambikapur, Bilaspur, Durg, Jagdalpur & Raipur respectively.

It is pertinent to mention here that breakfast, classroom tea, lunch, evening tea with snacks and mineral water are to be arranged for Judicial Officers, who are attending the Training and the Resource Persons as per the approved rates of the Academy. The rates are as follows:-

(i)	Breakfast	-	Rs. 125/- per head;
(ii)	Classroom Tea	-	Rs. 30/- per head;
(iii)	Lunch	-	Rs. 500/- per head;
(iv)	Evening tea with Snacks	-	Rs. 45/- per head;
(v)	2 litres Mineral water	-	Rs. 40/- per head.

It is further pertinent to mention here that 2 Technical Persons and 3 Class IV staff are required to assist in the Program. They are also required to have tea and lunch as per the approved rates of the Academy.

It is also pertinent to mention here that bags, pens, writing pad and pen drive for reading material amounting to **Rs.6,09,450/- would be required to be**

purchased from the local vendor having all details required as per the annexed Format-A.

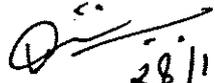
The details of approximate rate of articles are as under:

- | | | | |
|----|--------------------------------|---|-------------------------|
| 1. | Bags | - | Upto Rs.600/- per head. |
| 2. | Pens | - | Upto Rs.50/- per head. |
| 3. | Writing Pad | - | Upto Rs.45/- per head. |
| 4. | Pen drive for reading material | - | Upto Rs.500/- per head. |

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

Please send the expenditure incurred in the annexed Format-A with vouchers and the detailed compliance report in the annexed Format-B with attendance sheet to the Academy at the earliest.

Encl.: As above.


28/11/25
(Nidhi Sharma Tiwari)
DIRECTOR, CSJA

Endt. No. ¹⁷²⁹⁰...../CSJA/Computer Training/2025

Bilaspur, dated 28.11.2025

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.
3. All the Judicial Officers posted in 5 Divisions (Bastar, Bilaspur, Durg, Raipur & Surguja) including those posted in Family Courts and on deputation (except those posted in the High Court Registry and those nominated for other Workshops/Training Programs as well as engaged in urgent work/remand duty) to participate in the Training Programs on **20/12/2025** at District Headquarters- Ambikapur, Bilaspur, Durg, Jagdalpur & Raipur respectively **in the prescribed uniform** and attend ECT Training Programs.


28/11/25
(Nidhi Sharma Tiwari)
DIRECTOR, CSJA

Format - A

प्रोपराइटर/वेण्डर विवरण का प्रारूप

1.	दुकान/फर्म का नाम (बैंक खाता के अनुसार)	
2.	बैंक खाता क्रमांक	
3.	IFSC Code	
4.	बैंक ब्रांच का नाम	
5.	बैंक खाता धारक का पता	
6.	बैंक खाता धारक का मोबाईल नम्बर	
7.	पैन नम्बर	
8.	GST No.	
9.	ई-मेल का पता	

**E Committee Supreme Court of India ICT outreach Programmes
through the State Judicial Academies
TRAINING COMPLETION REPORT**

1. Training Code – ECT Programme Name
2. Date of Training –
3. Duration –
4. Mode of training – Offline at District -
5. Name of the VC application used:
6. YouTube link (if online through youtube/not applicable) :
7. No. of Participants :
8. Name of the Trainers/resource persons:
 - i.
 - ii.
9. Suggestions if any regarding the Training : (3 Bullets Points) -
 -
 -
 -
10. Training Screenshot/Photo- Attached/Not Attached

Submitted By

Name :

Designation :

Date :