PATNA HIGH COURT COMPUTERIZATION- AN OVERVIEW

CIS is fully implemented and operational in High Court. Cause list is generated using CIS and Printing of Causelist of Lawyers and litigants is completely stopped and they are sent the causelist via SMS and E-mails. We are actively sharing the data on the National Judicial Data Grid for High Courts. Apart from that more than 50 other software (list enclosed) including android apps have been developed in-house by Programmers Team in Patna High Court for various administrative and judicial needs is implemented. We have also developed many android applications for the use of lawyers and litigants like online display board, cause list, case status, etc. To suit the needs of software and with a vision of speedy disposal, the categorization of the cases were made more exhaustive, thus resulting in rearranging of existing groups and creation of new groups. Also, in a manner to centralize the filing in place of existing scattered filing counters, as per the need of the hour and the software, new dedicated centralized hall has been prepared where in one place all kinds of filing can be done (civil, criminal, IA, AO, etc.).

Digitization: - We have already started the digitization process for Judicial Records of Patna High Court and so far more than 1.4 crore pages have been digitized. Currently we are digitizing judicial records for disposed off cases. Digitization of Current/Pending Judicial Files and Administrative files is also being thought of and the process may start soon. We have outsourced the Digitization work to M/s TCS India Pvt. Ltd. and have given a timeline of 4 years to complete the said process to digitize about 15 crore pages. For sorting of records and weeding out, we are taking the services of retired

officers and staffs of the court who have been engaged on contractual process for the said purpose. An exclusive prefabricated double storey building has already been constructed for the said purpose.

Installation of Digital Display Boards:- Patna High Court has upgraded the point-based display system to Digital LED display boards one each inside the court room as well as outside the respective court room and eight (08) video walls through out the court premises so as to keep advocates all the aware from wherever they are about the cases and court proceedings by displaying the causelist, cases taken on board, current running case, etc. to facilitate ld. Lawyers and litigants to know the position in their cases at single glance from any where in the High Court premises.

Paperless Courts: -

1) Patna High Court has already started the process of Paper less courts and two courts have been identified for the purpose.

2) Necessary Hardware has already been procured and digitization of records is under progress.

3) We are also conducting paperless meetings for various committees including Selection and Appointment Committee and eCommittee. For paper less information to lawyers and litigants for their cases, Four Touch Screen Kiosks have also been installed in various locations under the premises of Patna High Court.

E-Court Fee:-

      E-Court fee facility has been inaugurated in the campus of the Patna High Court leaving little scope for misuse/abuse of the Court fee purchased by an individual for any case. The bar code, which is provided in the E-Court fee purchased, is subject to scrutiny by the bar code reader at the filing counter. Thus, the possibility of fake Court fee has practically been obliterated. This is a great step in containing loss of revenue, which otherwise was occasioned due to issuance of fake Court fee. The nodal agency Stock Holding Corporation India Ltd has opened four counters for the purpose.

Website: - The Official Website of Patna High Court has already moved to the portal of gov.in i.e. patnahighcourt.gov.in and have hosted the website at State Data Center. We are providing many services to lawyers and litigants through this including free text search in Judgments and Orders, e-diary and android applications, etc.

Patna High Court Software
Developed and managed by Programmers Team, Patna High Court

1) **File Movement & Tracking System (E-Karyalay)**:- This software aims to achieve the target of Paperless Courts. In this software each and every file along with the notes and orders are moving digitally. The highlights are as under:-

    A) All the "Noting" will move digitally.

    B) Each and every Administrative file is computer traceable.

C) Keeps track of time elapsed by every individual in performing the work.

D) Contains a digital seal of each and every user, thus making the signature legible and identifying the person who has prepared/made notes/minutes.

E) Obviated the need of digitization of administrative files wherever same has been implemented.

F) Contains dashboard for Registry Officers which shows which employee has done how much work on daily basis.

G) Helps enormously in efficient use of resource & manpower management.

2) **Judicial File Tracking System: -** Many times, it happens that the dealing assistant is full day busy in search of a particular file and is very tough to locate. This software can keep track of every movement of Judicial Files. It also maintains the history of when and where the file has actually moved. Hence, any Judicial File can be located on a single button click, thus, saving time and manpower.

3) **E-dakiya**: - This is an android based application meant for Process Serving. This application is directly connected with GPS. Major features are as following:-

A) Process server can take the digital (computerized) signature on the hand held device / mobile.

B) Can take Photograph of the person being served.

C) GPS position i.e. Latitude & Longitude are automatically captured in the backend.

D) Data could be saved easily on the server.

E) Concerned authority can know as to when and where the Process Server has actually delivered/visited for Process Serving.

4)   **E-Meeting: -** All the meetings of various committees of Patna High Court can be traced from anywhere inside the premises. Provision for digital storage of all the agenda and its compliance as well printing of minutes has also been made so as to keep a digital copy of the all the meetings held in High Court. The features of the software are as following:-

a)   Centralized booking of meeting, hence, minimizing the possibility of multiple meetings being fixed for same member, time and location.

b) Paperless meetings can be held where the respective sections can upload agenda, additional agenda if any and minutes for any specific meetings.

c)   Progress of steps being taken by registry in respect of specific minutes can be monitored.

d) Search for Agenda or minutes possible by single click.

5) **<u>Patna High Court Employee Management System</u>**: - This is a web based application which contains the details of all the employees of Patna High Court viz. their:-

A) Personal Details

B) Professional background

C) Family details

D) Leave details

E) Annual Career Progression

F) Increment details

G) Pay slips

H) Annual confidential reports

I) Permanent confidential reports

J) Allegations & proceedings if any

K) Promotion Details

L) Transfer & Postings

M) Chronological memo issued

N) Terminal benefits, etc.

6) **E-HR**: - This application is hosted on LAN network of Patna High Court which provides many facilities as mentioned below:-

A) All the employees can mark their attendance online.

B) Keeps track of time elapsed by an employee in Patna High Court premises.

C) Can mark their auto generated application for leave request online.

D) Auto forwarding / rejection of leave applications at different hierarchy levels.

E) Auto generation of Daily, Weekly and Monthly working hours report of each and every employee.

F) Dashboard for Registry Officers by which sitting in their chambers, they can see which employee is present in which department and the time of marking attendance and can analyze the working hours of them which may assist them to a great level in maintaining discipline at work of employees with regard to timely presence in office and working hours.

G) Eliminated the use of manual attendance registers and leave applications. Hence, an effort towards Paperless Courts.

7) **<u>Comprehensive Budget Management & Information System</u>**: - This software is one stop solution of all the budget related information of Patna High Court. This software has various features like :-

A) Auto generated centralized bill number generation.

B) High Court expenses Passbook which contains all the details of expenses, head details, money credited for High Court budget, etc. in Patna High Court just as in banks.

C) Auto pay bill generation for pay expenses.

D) Traveling allowance details claimed by various officials.

E) Conveyance allowance details.

F) GPF details.

G) LTC details.

H) Leave Salary.

I) Office expenses.

J) Liveries expenses.

K) Gratuity.

L) GIS.

M) Electric charges expenses.

N) Sumptuary expenses, etc.

8) **Comprehensive Section Management & Information System**: - This software provides inter-departmental communication system with various other features to cater the needs of various departments of Patna High Court:-

A) Inter department mailing facility

B) Centralized Index Register

C) Roaster details of all the employees

D) Duty Chart of employees

E) On-going works/projects, etc.

9) **Vigilance Automation System**:- We were facing many problems as to many complains/allegations are received of same type against same officer out of which some are exactly the same and due to this our manpower had to take extra and multiple efforts for the same complaint/allegation. We made a software which keeps track of all the pending and disposed allegations against a particular officer and reflects as to whether any similar allegation has been filed against the said officer or not and if yes then its current status. Hence, saving time and efforts of manpower. It also helps in instant generation of vigilance report against a particular officer as and when required.

10) **<u>Online Grievance Redressal System</u>**: - This software logs the grievances and the same is directly reflected on the dash board of respective department / officer who in-turn takes necessary step towards redressal of the grievance and replies back within the stipulated time.

11) **<u>District Court Infrastructure Management System</u>**:- This is a software which keeps track of all the relevant details of District Court Infrastructure:-

       a)   Condition of Court buildings

       b)   Condition of Court Rooms

       c)   Condition of Toilets

       d)   Condition of Drinking Water Facility

       e)   Condition of Litigant Shed

       f)   Franking Machine

       g)   Server Room

       h)   Information Center

       i)   Filing Center

j) Ramp for Handicapped

k) Lifts/Canteen, etc.

l) Availability of Land

m) Availability of Canteen

n) Condition of Quarters, etc.

12) **Automated Quarter allocation system**: - This software contains the details of each and every quarter under High Court Pool viz. its occupancy details. This also reflects un-occupied quarters as well as the quarters which are going to get vacated in near future. Also, contains complete waitlist for the candidates and the waitlisted applicants may tentatively know the prospective quarter which may be assigned to them.

13) **Protocol Automation**: - Protocol department deals with the traveling of all the Judges and Registry members. This software helps maintain the log and all particular traveling details. This software contains the features of auto generation of letters to be communicated to various authorities with respect to traveling of Hon'ble Judges and Registry members. Also capable of tracking complete history of travel itinerary incurred in the same.

14) E-Statistics: - This is a web based software having facilities of auto generation of graphical statistics of High Court. Various kinds of report generation viz. filing, pendency, disposal, old cases, etc. on various parameters viz. Nature wise, Subject wise, Time Period wise, Hon'ble Judge wise, etc.

15) Online display board: - This software helps people know especially sitting in the outside world to know which case is currently being taken up in which Court.

16) Android Application for Online Display Board:- Using this software, the Court's Progress, Causelist and case status can be viewed on mobile phone itself.

17) Online Visitor Pass: - With the increasing use of internet, we introduced the concept of Online Visitor Pass whereby, the person/litigant willing to visit the Court for hearing of his/her case, he/she can apply for the same online and a counter is reserved in the Court where he/she comes only for having photography and collect the Pass thus saving the time and Court's manpower as well as time of visitors.

18) **Online Cause Title**:- Facility for filing Online Cause Title has been provided to Ld. Lawyers and the said data being fed by the A.G. (Advocate General) Office is also being fetched in the system directly hence reducing work pressure of data entry operators involved.

19) **Advocate & their Clerks MIS**: - This software contains all the particulars of the Advocates including their mobile number and e-mail address via which various communications are made and the registered clerks associated to them. Also, with the help of this software, Identity cards are issued to the registered advocate clerks and it automatically flashes the list of advocates without clerks and the details of the clerks whose registration has expired or is going to expire in near future.

20) **Patna High Court Online Recruitment Management System**: - This is a comprehensive recruitment management system where by the recruitment process is completely automated. Each and every stage of recruitment is fully computerized:-

A) Publication of Advertisement.

B) Online filling up of forms.

C) Online Payment of application fees.

D) Online Scrutiny of applications.

E)   Auto generation of selected and rejected list after scrutiny.

F)   SMS & E-mail of every step to respective candidate.

G) Auto generation of Admit Card.

H) Auto & Random generation of Roll Numbers.

I)   Auto allocation of Examination Centers.

J)   Auto generation of attendance sheets.

K) Final Publication of Result.

21) **Online Typing Test**: - This is a web based application and by using this, we have successfully conducted many examinations. This application not only logs the data typed by the candidate, but also gets locked itself at the end of time line provided and generates instant result on the screen of the candidate so that he/she gets to know his performance as soon as he ends the examination bringing complete transparency in the recruitment system. Also, we are using this software to give training to our already recruited stenographers and data entry operators.

22) **Online Objective Test: -** This is web based software. We have successfully conducted examinations through this software. Examination containing objective type questions can be conducted.

The questions get randomly generated on each Computer Screen. After the end of examination, the software is capable of auto generation of Results, Merit List, etc.

23) **KOHA (Provided by E-Committee, New Delhi)**: - This software as recommended by E-Committee, New Delhi is in use in Patna High Court for the Integrated Library Management System. All the cataloguing of books is being currently done in the software. Soon we are going to implement the same full-fledged i.e. for all kinds of library related activity like requisition of book, issue of book, etc.

24) **E-Court Monitoring System for E-Committee, New Delhi: -** Hon'ble E-Committee Supreme Court of India requires quarterly data of the progress of E-Court Project in the state of Bihar. For that they have provided a format which comprise of 55 Columns in the excel Sheet. That Excel Sheet is communicated to each and every district and every district send their report and at High Court the excel sheet is again consolidated and sent to Hon'ble E-Committee, Supreme Court of India. To save time and manpower and having records, we developed a software via which the district courts can feed the data online which will be consolidated automatically and can be downloaded in the specified format. We can also share the view only right with Hon'ble E-Committee for viewing the same online.

25) <u>SMS Log System:-</u> This is the module via which we can keep track of the number of SMSs sent from different District Courts of Bihar which will help us in payment of the said SMSs.

26) <u>Quarterly Transmission to Supreme Court</u>: - This is a software which keeps track of all the relevant details of District Court Infrastructure:-

        a)   Details of Owned Court Halls

        b)   Details of Owned Court Halls on Rent

        c) Details of Owned Court Halls under Construction

        d)   Details of owned Court Complexes

        e)   Details of Court Complexes on Rent

        f) Details of Court Complexes under Construction

        g) Details regarding upgradation of Court Complexes

        h) Details of Owned Residential Accommodation for Judicial Officers

        i)   Details of Residential Accommodation on Rent

        j)   Details of Residential Accommodation under Construction

k) Details of Funds Allocated for Infrastructure

l) Details Regarding Monitoring of Infrastructure Creation.

27) <u>**Vacancy Monitoring in Subordinate Courts**</u>: - This is a software to keep track of all the relevant vacancy details of District Court.

28) <u>**Judicial Officers Database Management System**</u>: - This application keeps comprehensive details of all the Judicial Officers of the state Judiciary. Following information are available for all the Judicial Officers:-

A) Judicial Officers of Bihar Judiciary

B) Personal Details

C) Professional background

D) Trainings Undergone

E) Transfer & Posting History

F) Allegations if any

G) Proceedings if any

H) Awards & Recognitions if any

I) Leave details

J)   Auto generated list of Judicial Officers due for transfer.

29) <u>Patna High Court Payroll Management System: -</u> Payroll software facilitates generation of salary slips for Hon'ble Judges, Officers of registry and employees of Patna High Court. It incorporates all the 6th Pay Commission guidelines into Payroll software for employees of Patna High Court. The features of the software are as following :-

A)   Auto generated computerized pay slips.

B)   Auto calculation of Arrears.

C) Complete details of loans or advance of employees.

D)   Auto deduction of taxes.

E) Auto calculation of income tax., etc.

30)**<u>Centralized Letter Receiving System</u>**: - This is a single window portal for all the communications for instance, letter, case diary, etc. to Patna High Court by any means, viz. Post, Fax, E-mail, Special Messenger, etc. Each any every communication to and from the Hon'ble Court is traceable electronically. This has helped enormously in reducing the delay especially in Judicial departments as any judicial communication like lower court record, case diary, etc. is immediately flashed on the dashboard of dealing assistant and is reflected on the websites as well for information to lawyers and litigants as and when it is received in the High Court.

31) <u>On Window Automated Certified Copying System</u>: - This software instantly delivers the certified copies of all the judgments and orders since computerization, on window on a nominal payment on per page basis. This software automatically calculates the amount to be paid for each judgment or order, hence, eliminating manual calculation. This has got a great response and has enormously saved the time and effort of Courts manpower and litigants.

32) <u>Computerized Decree Management System</u>:- All the decree prepared in Patna High Court are now computerized and are easily available on LAN and can well be integrated on public portal for public viewing.

33) <u>Automated file allocation system for Stamp Reporting</u>: - This is an application which runs in the backend and allocates the files randomly to stamp reporters, hence bringing the transparency in the Court's work.

34) <u>E-mail of Judgment & Order</u>: - All the Judgment & Orders are communicated to lower courts with the help of automated software. As soon as the Order is uploaded, with a single button click it is communicated to lower courts via e-mail with computerized signature of attesting authorities, thus eliminating the delay in communication and saving the time and manpower effort.

35) <u>Auto generated Computerized Order Sheets</u>: - Initially there was a traditional practice where by the Ordersheets were printed and then

the case particulars were written in hand. We eliminated this manual intervention and now the Ordersheet is directly printed containing all the relevant case particulars with the notes, seal and computerized signature of the dealing assistant.

36) **Auto generated Computerized Case File Stickers**- As per traditional practice, files were printed and on the top of the file case particulars are written in hand. We eliminated this manual intervention by introduction of stickers and a module which prints all the relevant particulars and same gets pasted on the case file top.

37) **Centralized Memo management System**: - With the help of this software, all the memos/letters issued are electronically generated with a unique centralized number to them. Hence, any issued memo or letter can be viewed any time with a singly click and the same is displayed on the dashboard of Issue section who delivers the same as per the generated particulars as well as is visible on the dashboard of respective departments.

38) **Fax Section Information Management System** :- The special features of this module are

        a)   Capturing of fee receipt details

b) Capturing of additional fee receipt details (if any)

c) Generation of list for additional fax fee holders

d) Ready List of cases (to be sent through fax)

e) Defective List of cases (fee + disposal date / order date mismatch etc.)

f) Printing of Judgments / Orders (to be sent through fax)

g) Acknowledgement of ready cases sent through fax

h) Generation of List of Judgments / Orders already sent through fax

i) Defective List of cases (Non pronounced judgments / orders etc.)

j) Update facility for fee receipt information

k) Query Facility

l) Message to Concerned Secretaries / PA's for pronounce of Judgments/ Orders which are yet to be pronounced.

39) <u>Online Requisition of Stationary Items</u>: - This is software hosted on LAN of Patna High Court. It facilitates all the Hon'ble Judges, Officers of Registry and Staffs of Patna High Court to make requisition for stationary items online and the same is reflected on the dashboard of Purchase Cell which in turn against the requisition made provides the Stationary to all the concerned.

40) <u>Automated Visitor Pass System: -</u> All the litigants who come to court for hearing of their cases now get photograph included visitor pass for entering into the court.

41) <u>E-mail of respective Causelist to AOR's:</u>:- This software is used to send daily causelist to respective A.O.R.'s of this Court only for there respective case listed.

42) <u>E-mail of Reminders to District Courts:-</u> This software automatically generates reminders and express reminders in the prescribed format and sends through e-mail to respective District Courts for non-receipt of various documents. Recently, e-mail ids of ADC, DM and SP has also been incorporated in the said software.

43) **Computer and Peripheral Inventory Management Software for High Court & District Courts:-** This software can keep track of all the computer hardware and peripheral purchased in Patna High Court or supplied to the district courts with details such as date of issue, to whom issued, serial number, date of return if any, availability of stock, etc.

44) **Judgment Writing and Information System**:-This software mainly aims to enable PA's / Stenographers to write the Judgments and orders dictated to them by Hon'ble Judges to type the judgments and orders so dictated in the prescribed format as specified by the Hon'ble Court, mail it to respective district court and upload the same on the website of Hon'ble Patna High Court.

45) **Case Indexing and File Movement**: - This software enables the departments to index the Judicial Files and keeps track of the files which are being sent to the Digitization department from Record rooms so that the files can't get misplaced and a proper record can be maintained.

46) **Writ Disposal Automated System: -** This software is designed to ease work of the staffs of Writ Disposal Department so as to eliminate manual redundant work and save their time.

47) **Software to assist Standing Committee**: - A unique and one of its kind software which has been developed to assist Hon'ble Standing Committee in evaluation and Transfer Posting of Judicial Officers which

has brought a great transparency in the whole procedure and is currently in its phase of implementation.

48) **E-Court Project Monitoring System**:- This is a software developed for pin pointed monitoring of E-Courts project viz. software that contains the details of each and every aspect of E-Courts implementation, issues arising and its resolution thereof with graphical analysis of the overall progress.

49) **Issue tracker**: - A comprehensive software to keep track of the ongoing projects, current developments and future steps to be taken with accountability.

50) **Library Information System**: - This is software developed which makes ready available data of the books, journals, etc. in the district courts.

Challenges and Bottlenecks:- Although Patna High Court has marched ahead a long way in terms of computerization but still, it is necessary to keep motivating staffs of Patna High Court to continue with the pace and usage of computerization and motivating the older generation for the usage of computerization.