



HIGH COURT OF MADHYA PRADESH : JABALPUR

// MEMO //

No.....A/1675...../

Jabalpur, dated 23/07/2020

To,

The District & Sessions Judges,
Principal Judges, Family Courts,
All in the State (Madhya Pradesh)

Sub:- To ensure re-submission of correct information/data, submission of information/data previously left over by the Judicial Officer, related to infrastructure through online portal or offline mode latest by 25th July, 2020 by himself/herself.

Ref:- (1) Previous Registry memo no A/09/2020, dated 06.01.2020.
(2) Letter dated 15.07.2020 of the Registrar, Supreme Court of India.

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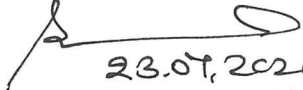
As directed, on the subject cited above, in furtherance of Registry Memo no. A/09/2020, dated 06.01.2020, I am forwarding herewith the softcopy of the letter dated 15-07-2020 along with reports forwarded by the Registrar, Supreme Court of India, New Delhi towards your end for also being forwarded towards concerned individual courts along with previous letter dated 04.01.2020 of the Secretary General, Supreme Court of India regarding instruction to use monitoring report/interface with the following directions:-

1. To circulate the same amongst all the Judicial Officers working under your Jurisdiction and to ensure re-submission of correct information/data, submission of information/data previously left over by the Judicial Officer, related to infrastructure through online portal or offline mode latest by 25th July, 2020 by himself/herself. **Further it has been directed that failure to compliance within time or filling up of incorrect information/non-furnishing of information in online portal will be viewed seriously.**
2. To monitor the online re-submission of infrastructure related information through online portal or offline mode, by following the Instructions to use Monitoring Reports/Interface, contained with the letter dated 16.12.2019, 04.01.2020 and letter dated 15.07.2020 of the Registrar, Supreme Court of India and submit the compliance report accordingly.

Therefore, you are requested to comply with the said directions within stipulated time.

Encl.

As mentioned above


23.07.2020
(SANAT KUMAR KASHYAP)
REGISTRAR (W.&I.)

P.T.O....

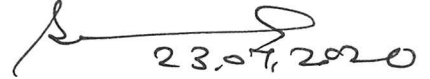


Endt. No. A1676

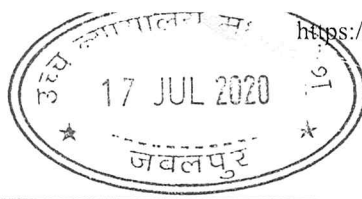
Jabalpur, dated 23/07/2020

Copy forwarded to :-

Shri Abhishek Gaur, O.S.D. (Computer) to monitor and ensure the compliance to the directions/instructions mentioned in the letter dated 15.07.2020 of the Registrar, Supreme Court of India with consultation with the undersigned.


23.07.2020
(SANAT KUMAR KASHYAP)
REGISTRAR (W.&I.)

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Email

rg.mphc@indiancourts.nic.in

Supplementary Questionnaire on Infrastructure in Subordinate Courts – reg.

From : Rajesh Kumar Goel <reg.rajeshgoel@sci.nic.in> Fri, Jul 17, 2020 04:16 PM
Subject : Supplementary Questionnaire on Infrastructure in Subordinate Courts – reg. 5 attachments
To : reggenmp13@yahoo.com, Registrar General High Court of Madhya Pradesh <rg.mphc@indiancourts.nic.in>
Cc : Conference Secretariat, Supreme Court of India <conf.sectt@sci.nic.in>

Respected Sir,

Please find attached herewith letter dated 15.07.2020 (alongwith annexures and excel sheets) from Registrar (Admn J), Supreme Court of India, addressed to the Registrar General regarding Supplementary Questionnaire on Infrastructure in Subordinate Courts.

Office of Registrar (Admn J)
Supreme Court of India

Enclosures:

1. Letter dated 15.07.2020
2. Court Complex Report
3. Individual Court Report
4. Court Complex Excel Sheet containing data received on online portal from High Court
5. Individual Court Excel Sheet containing data received on online portal from High Court

URGENT
Put up by ~~17/07/2020~~ within 2 days
Registrar General
High Court of M.P.
Jabalpur

— **Madhya Pradesh - Court Complex Report.pdf**
304 KB

Reg. (w & I) / SP SA (SA)

- **Madhya Pradesh - Individual Courts Report.pdf**
198 KB
 - **Madhya Pradesh Court Complex Excel Sheet.xlsx**
104 KB
 - **Madhya Pradesh individual court Excel Sheet.xlsx**
313 KB
 - **Madhya Pradesh Letter.doc**
103 KB
-

Rajesh Kumar Goel
Registrar
Supreme Court of India



Phone : 011-23071057
Fax : 011-23383669

July 15, 2020

Dear Shri Yani Ji,

As you are aware that vide letter dated 16.12.2019 and 04.01.2020, the Secretary General, Supreme Court of India, as directed, had written to the High Court for placing those communications before your Hon'ble Chief Justice and issuing directions to concerned Heads of Court Complexes and officers presiding over individual courts to provide elaborate and processible information in the form of a supplementary questionnaire relating to "Infrastructure in Subordinate Courts" on the existing Chief Justices' Conference Portal.

The online reports, in respect of court complexes and individual courts of Madhya Pradesh as received on the online portal, have been collated in the form of two excel sheets which are being emailed along with this letter.

Based on the inputs received on the online portal, a report showing condition of infrastructure pertaining to "court complexes" of District Courts of Madhya Pradesh under the heads (i) Building and Space Provisions (ii) Litigant Health and Sanitation Facilities (iii) Litigant Convenience and Facilitation Provisions (iv) Technology Based Services (v) Facilities for Public Prosecutors/Government Pleaders (vi) Separate provision and facilities for lawyers is enclosed.

Similarly, a Report showing condition of infrastructure pertaining to "individual courts" of Madhya Pradesh under the heads (i) Arrangement and Capacity (ii) Judges Chamber (iii) Court Room Amenities and Furniture (iv) Technology Based Hardware (v) Other Litigant Facilities, is also enclosed.

I am under directions to request you to kindly place these reports before Hon'ble Chief Justice of your High Court for His Lordship's perusal. I am under further directions that you may kindly bring to the notice of the Hon'ble Chief

Justice of your High Court, the details of those courts/districts which have not provided requisite information on online portal relating to "supplementary questionnaire on infrastructure in subordinate courts"

I am also sharing two excel sheets containing entries received on the online portal for Supplementary Questionnaire on "court complexes" and "individual courts" through email (one excel sheet each for court complexes and individual courts report) with a request to verify the data and update the changes, if any, and also to get the entries for court complexes/individual courts so left out, and return the updated and consolidated excel sheets (one each for court complexes and individual courts of Madhya Pradesh) by email at reg_rajeshgoel@sci.nic.in so that the same can be reconciled and the data so received from your end may be utilized for appropriate policy decisions at Chief Justices' Conference.

With Regards

Yours sincerely,

Rajesh Goel

(Rajesh Kumar Goel)

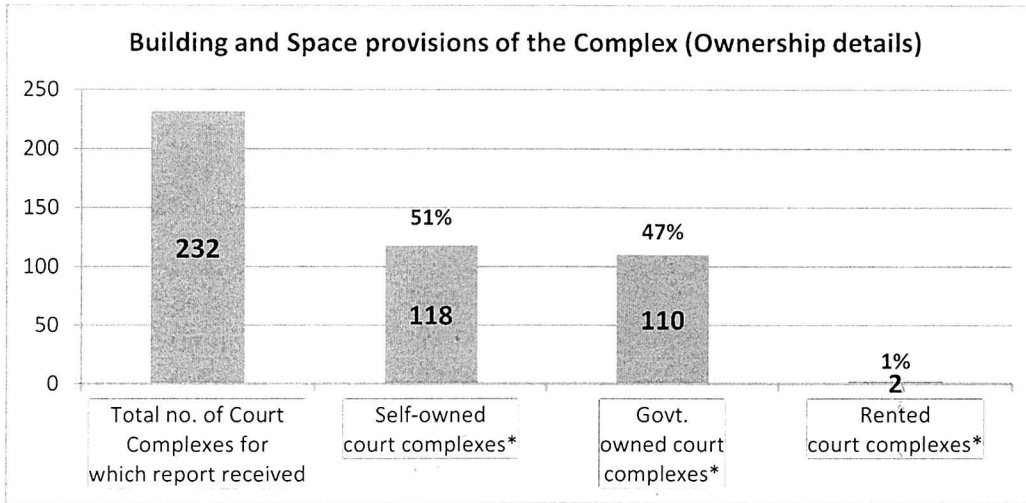
Encl.: As above

Shri Rajendra Kumar Vani,
Registrar General,
High Court of Madhya Pradesh,
Jabalpur - 482 001
Madhya Pradesh

Statistical Reports/Graphs from the data received on online portal for Supplementary questionnaire on infrastructure in subordinate courts

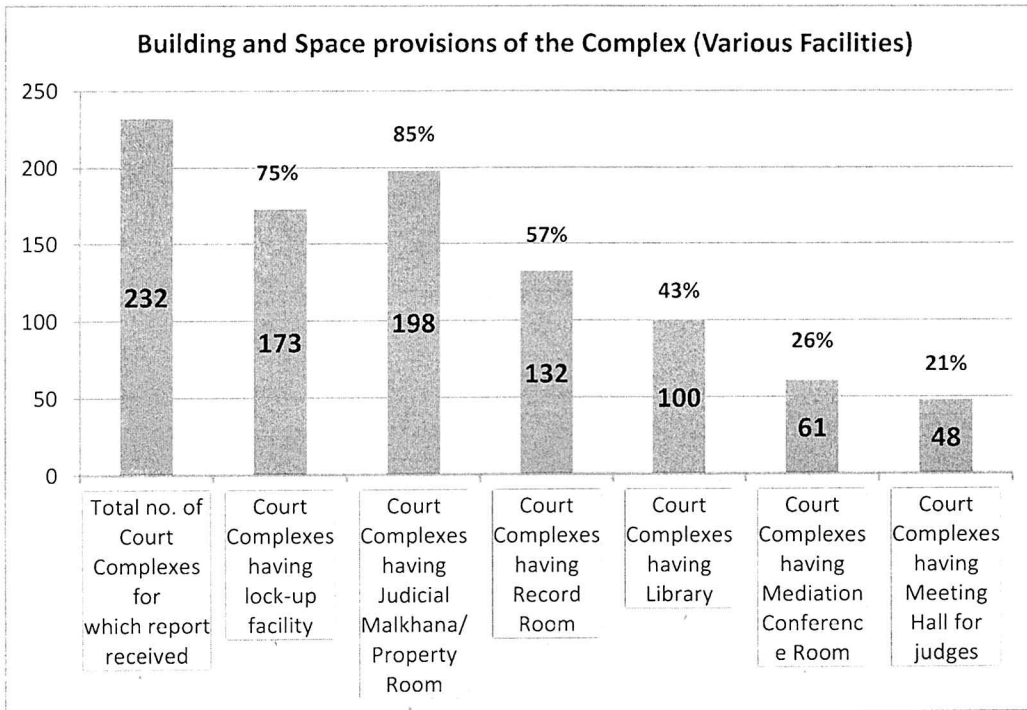
For Court Complexes

Madhya Pradesh HC (Madhya Pradesh - Court Complexes)



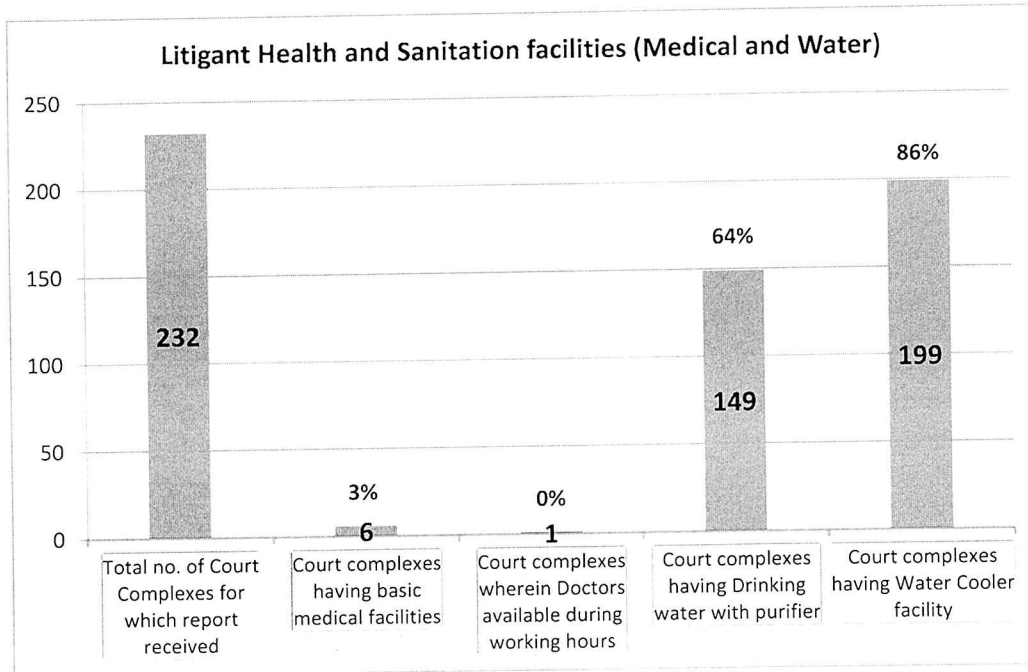
*Figures out of the Court Complexes for which reports have been received

2 court complexes have not filled the entry of Ownership of Court Complex.

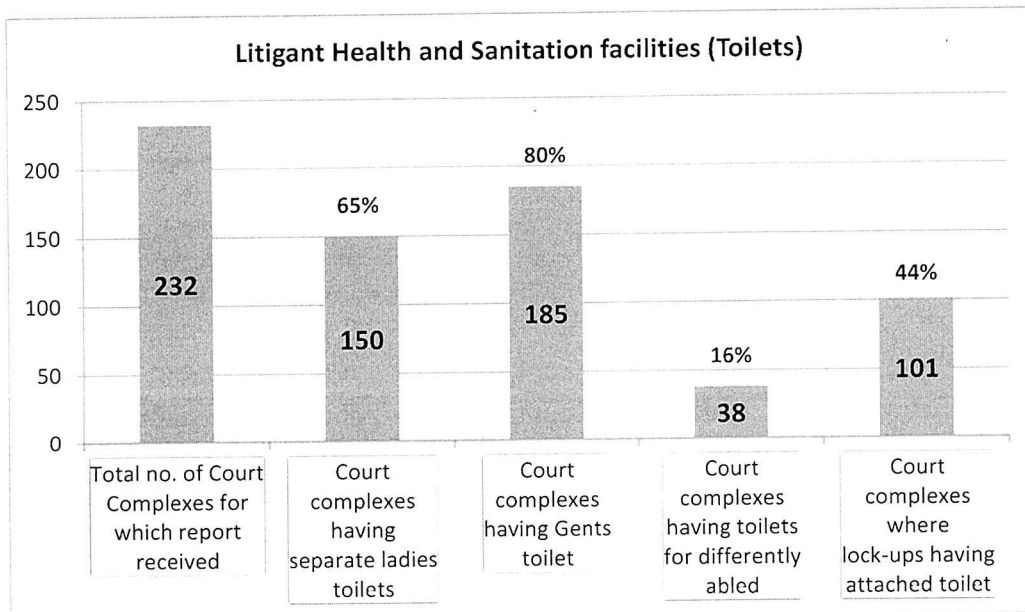


Based on affirmative replies received (yes/no) from Head of Court Complex in the portal.

Madhya Pradesh HC (Madhya Pradesh - Court Complexes)

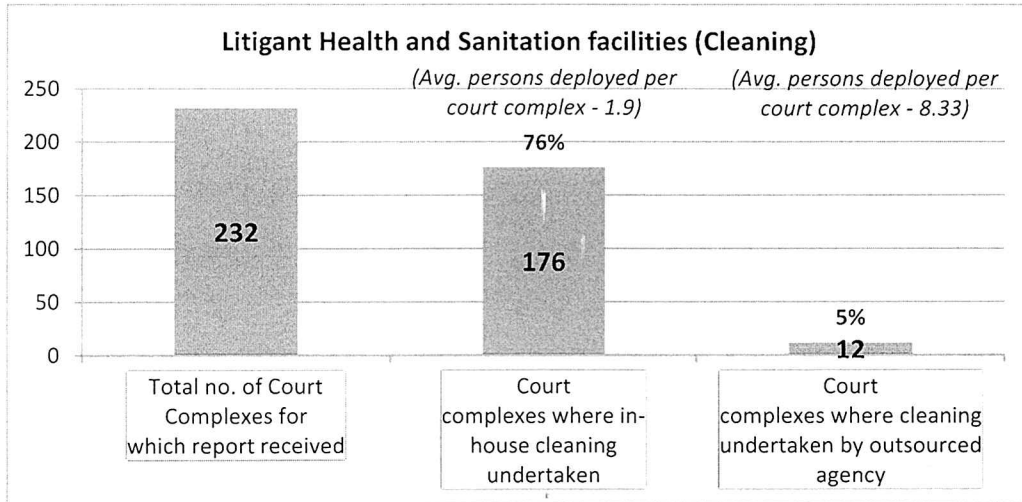


Based on affirmative replies received (yes/no) from Head of Court Complex in the portal.



Based on affirmative replies received (yes/no) from Head of Court Complex in the portal.

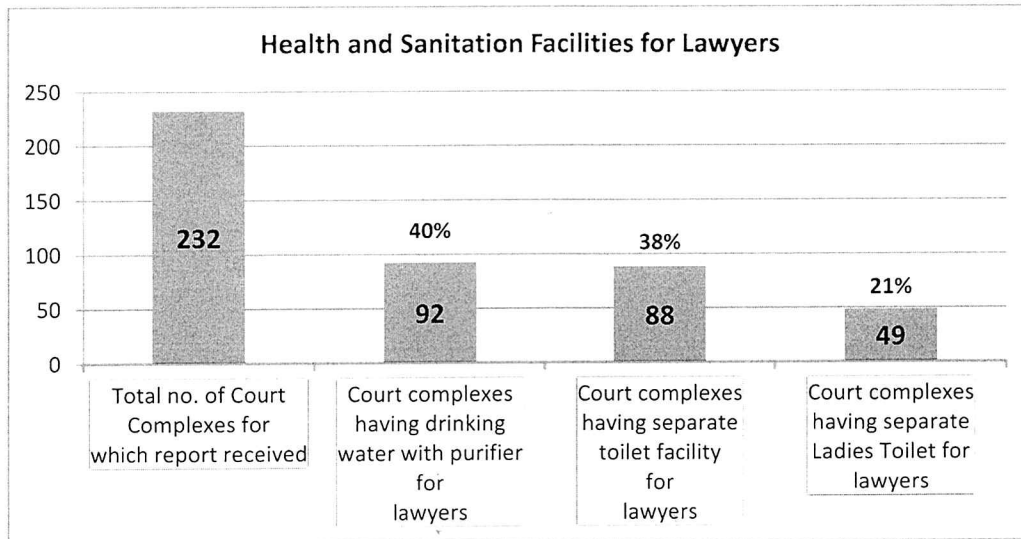
Madhya Pradesh HC (Madhya Pradesh - Court Complexes)



Based on affirmative replies received (yes/no) from Head of Court Complex in the portal.

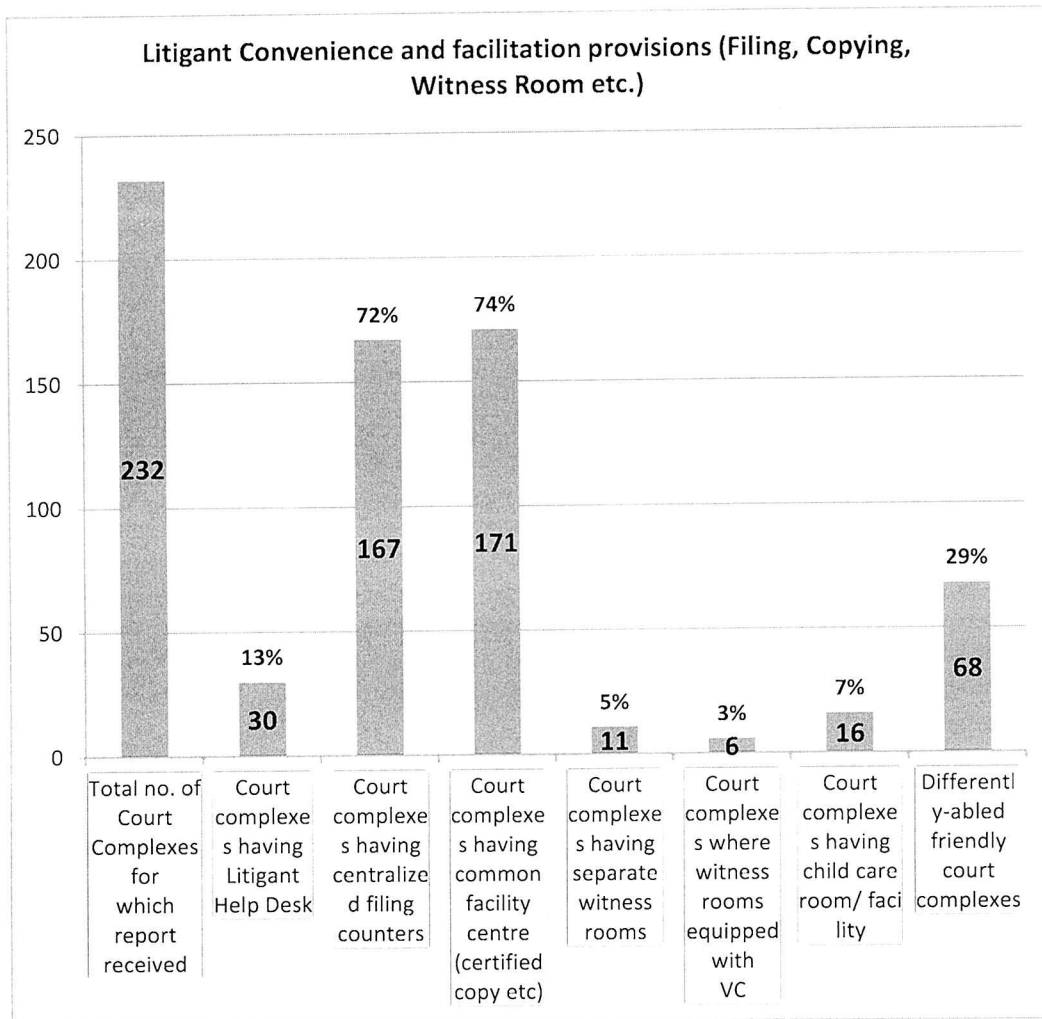
* In 43 court complexes, neither In-house cleaning nor cleaning by outsourced agency option has been shown.

* 2 court complexes have not provided data for this entry.



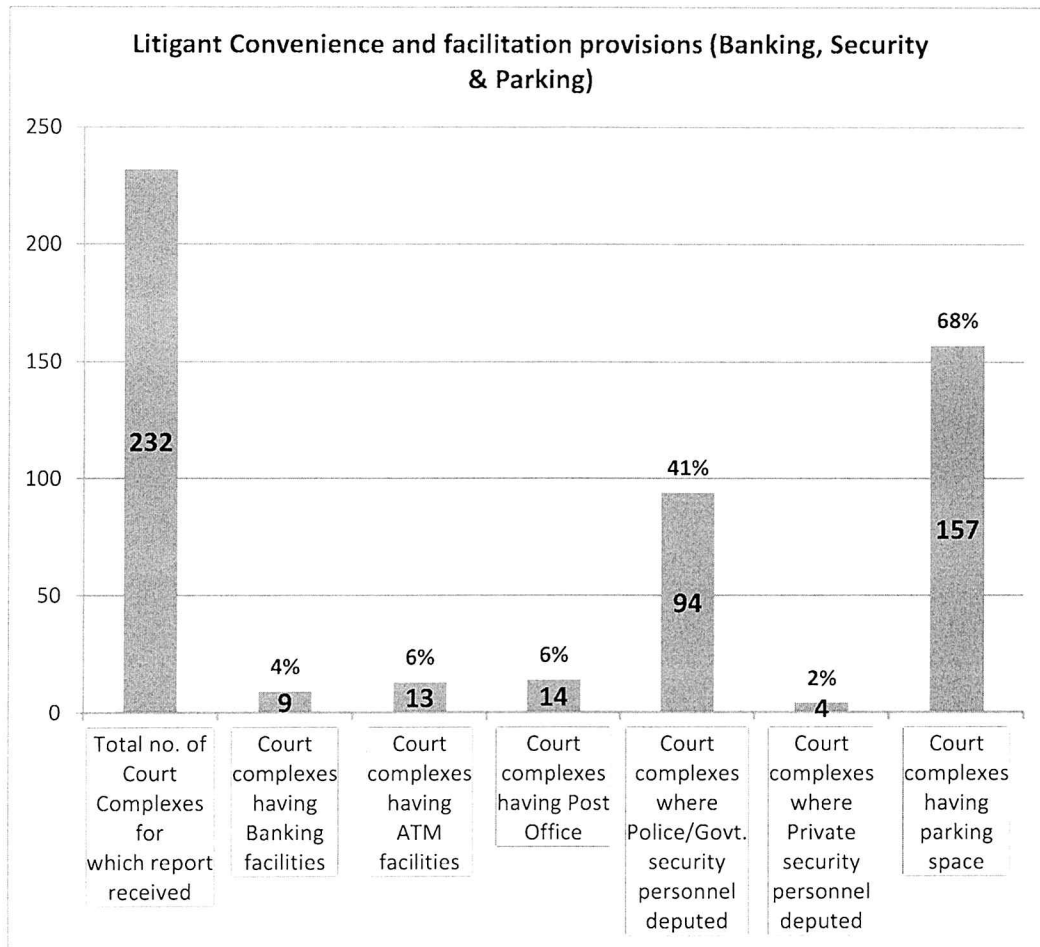
Based on affirmative replies received (yes/no) from Head of Court Complex in the portal.

Madhya Pradesh HC (Madhya Pradesh - Court Complexes)



Based on affirmative replies received (yes/no) from Head of Court Complex in the portal.

Madhya Pradesh HC (Madhya Pradesh - Court Complexes)

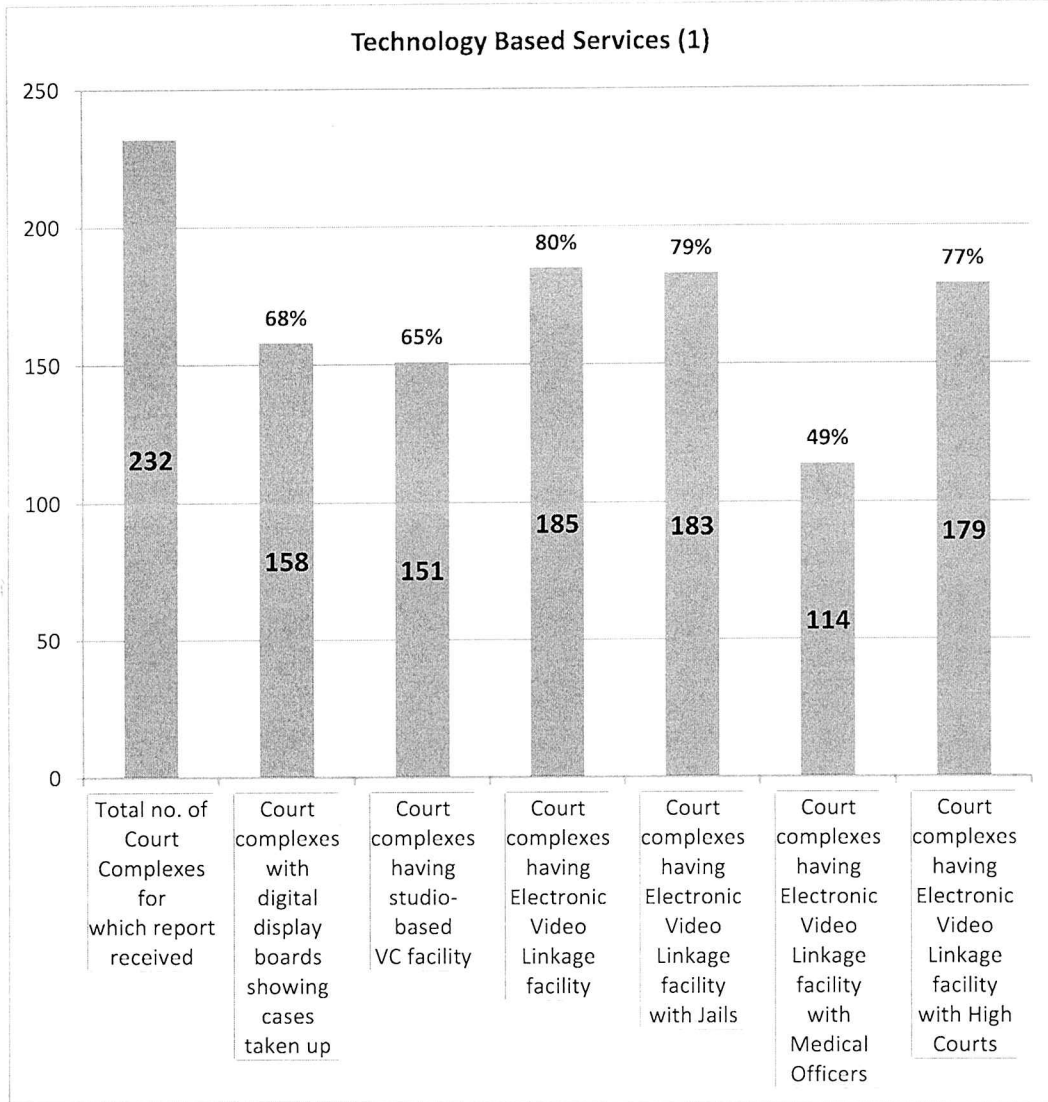


Based on affirmative replies received (yes/no) from Head of Court Complex in the portal.

* In 126 court complexes, neither Public/Government nor Private Security Personnel are deputed

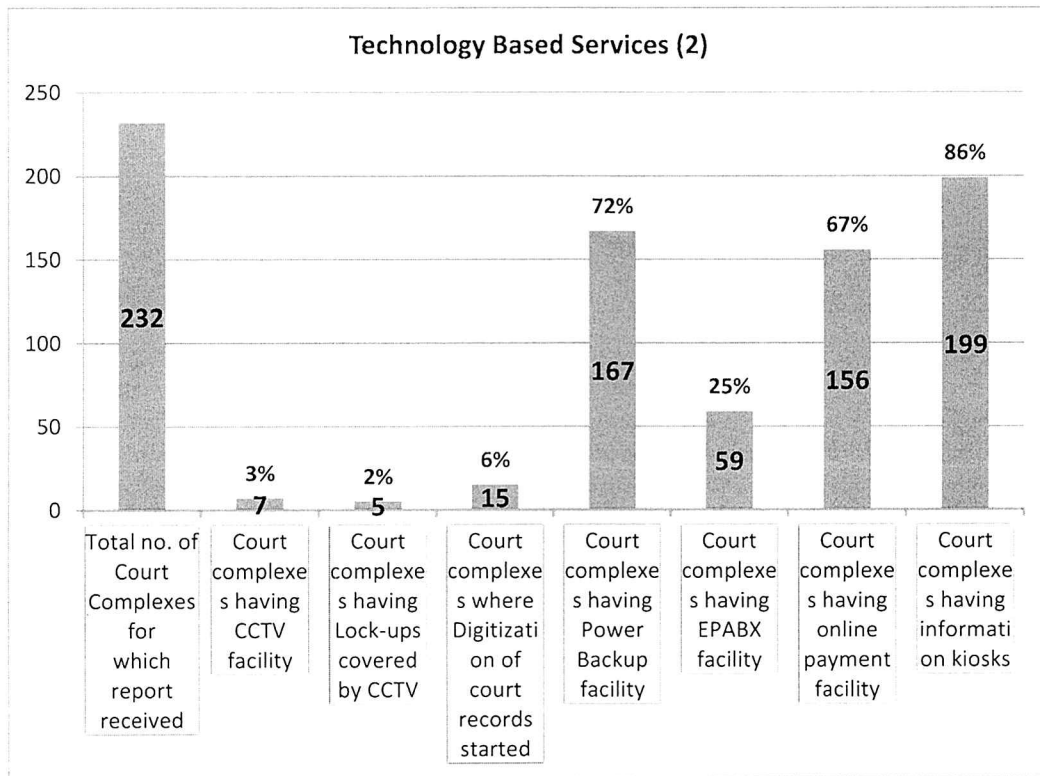
* 9 court complexes have not provided data for this entry.

Madhya Pradesh HC (Madhya Pradesh - Court Complexes)

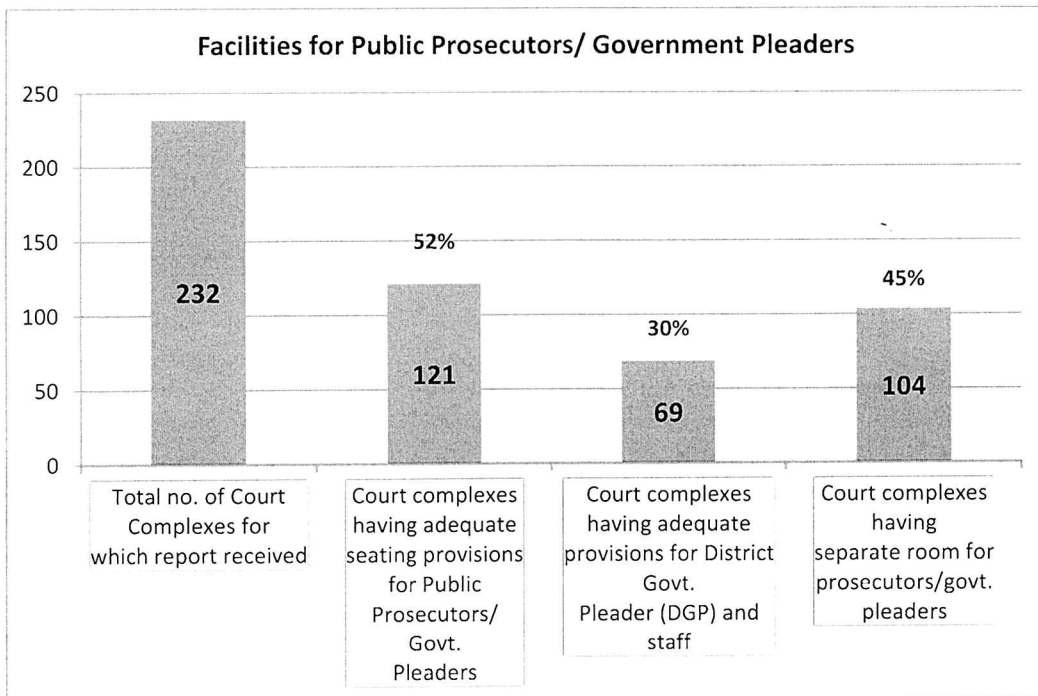


Based on affirmative replies received (yes/no) from Head of Court Complex in the portal.

Madhya Pradesh HC (Madhya Pradesh - Court Complexes)

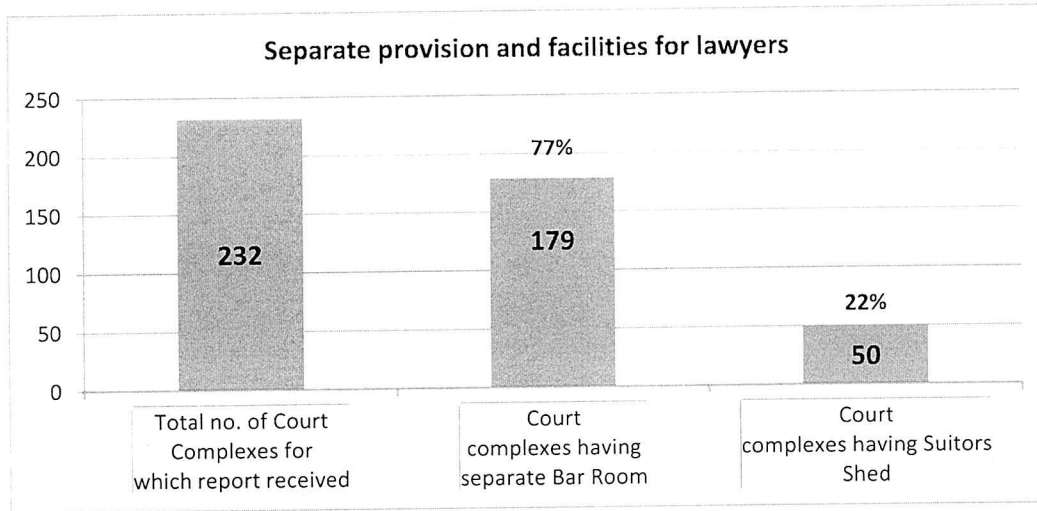


Based on affirmative replies received (yes/no) from Head of Court Complex in the portal.



Based on affirmative replies received (yes/no) from Head of Court Complex in the portal.

Madhya Pradesh HC (Madhya Pradesh - Court Complexes)

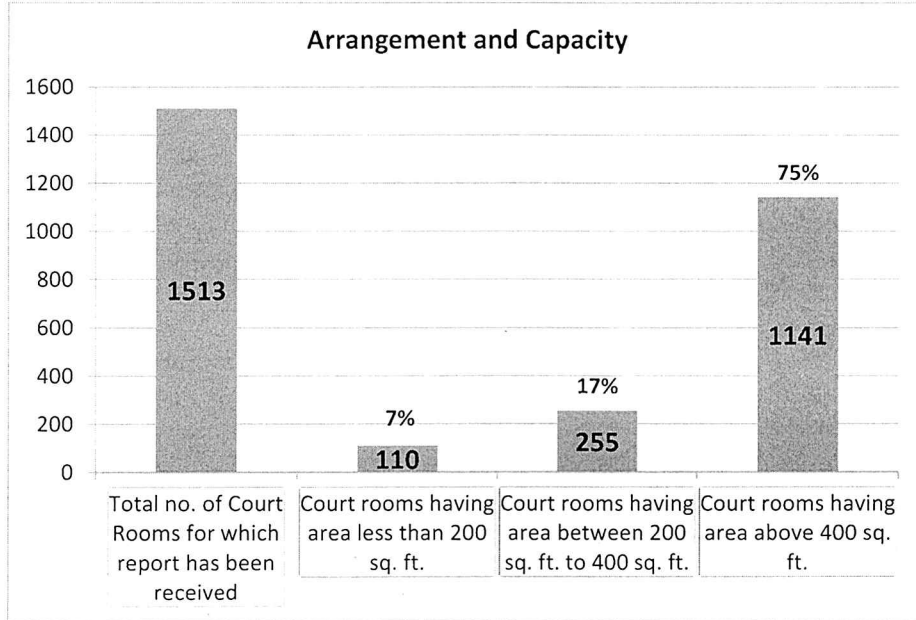


Based on affirmative replies received (yes/no) from Head of Court Complex in the portal.

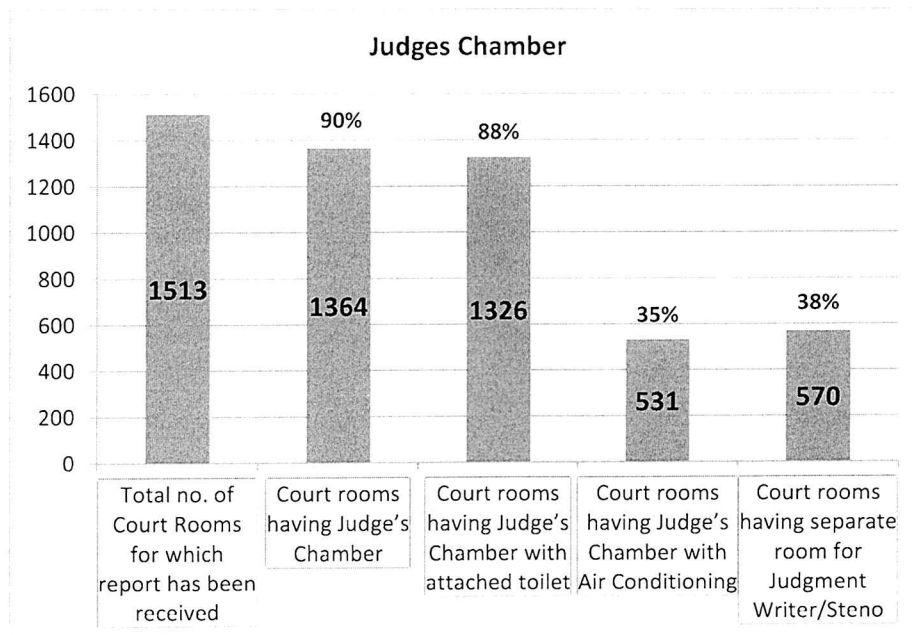
Statistical Reports/Graphs from the data received on online portal for Supplementary questionnaire on infrastructure in subordinate courts

For Individual Courts

Madhya Pradesh HC (Madhya Pradesh - Individual Courts)

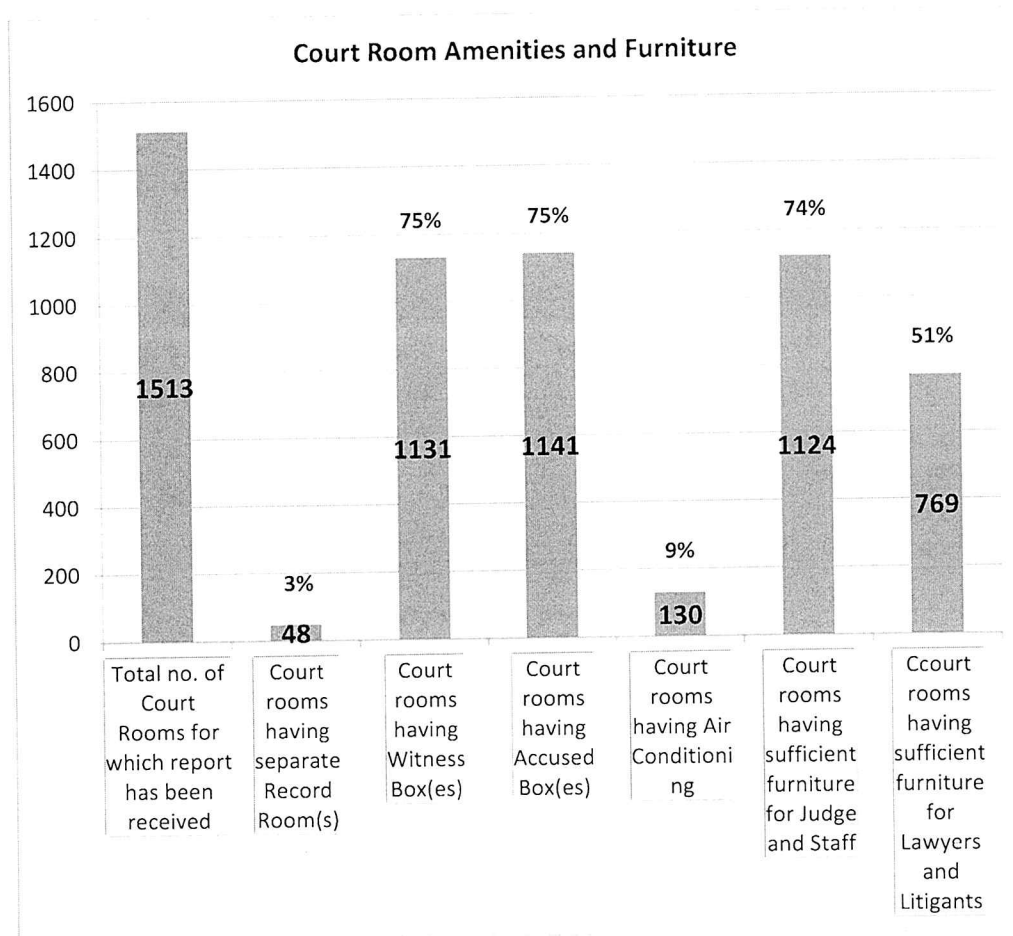


7 courts have not provided the size of the court room.



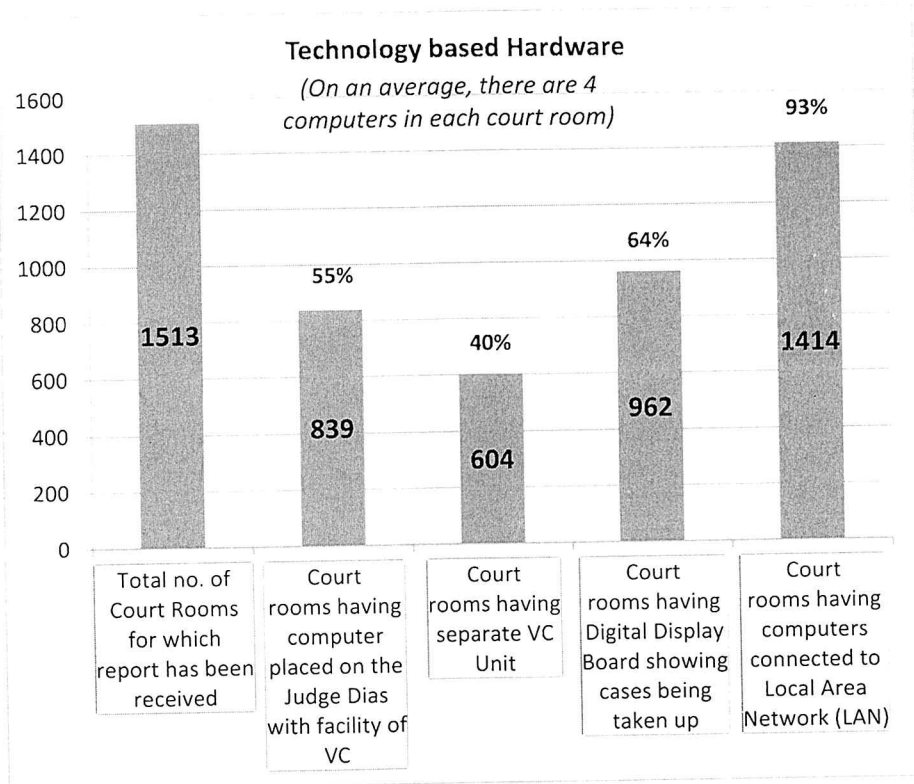
Based on affirmative replies received (yes/no) by Individual Courts on the portal.

Madhya Pradesh HC (Madhya Pradesh - Individual Courts)

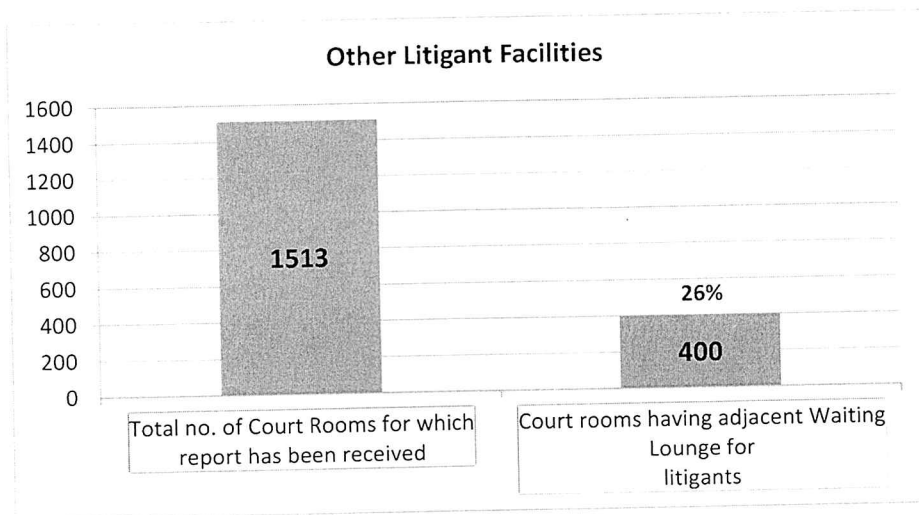


Based on affirmative replies received (yes/no) by Individual Courts on the portal.

Madhya Pradesh HC (Madhya Pradesh - Individual Courts)



Based on affirmative replies received (yes/no) by Individual Courts on the portal.



Based on affirmative replies received (yes/no) by Individual Courts on the portal.

PUD

Sanjeev S. Kalgaonkar
Secretary General
Supreme Court of India



Tel.: 23384661
Fax: 23386178

Dated: December 16, 2019

Dear Shri Vani,

As you are aware that as per the resolutions passed in the Chief Justices' Conference, 2016, the High Courts are providing information on the Chief Justices' Conference Portal relating to progress on the resolutions made in the said conference. One of the resolutions of the conference related to "Infrastructure in Subordinate Courts".

With a view to collect elaborate and processable information in connection with 'Infrastructure in Subordinate Courts', a Supplementary Questionnaire has been prepared which will be accessible to the court complexes and individual courts at Subordinate Courts level in the form of a link on the existing Chief Justices' Conference Portal.

The supplementary questionnaire is in two parts viz. (1) Information of the selected Court Complex and (2) Information of the Individual Courts in the said Court Complex. Information relating to court complex is further categorised under six broad sub-heads (i) Building and space provision of the complex; (ii) Litigant health and sanitation facilities; (iii) Litigant convenience and facilitation provisions; (iv) Technology based services; (v) Facilities for Public Prosecutors/ Government Pleaders; and (vi) Separate provisions & facilities for lawyers. Information relating to individual courts located in the court complex is sub-divided under five sub-heads viz. (i) Arrangement and capacity; (ii) Judges' chamber; (iii) Court room amenities and furniture; (iv) Technology based hardware; and (v) Other Litigant facilities.

The information relating to 'Court Complex' needs to be filled in by the Officer/Head of the court complex and the information relating to the 'Individual Court' needs to be filled in by the Officer presiding over the respective court. If the officer is holding additional charge/presiding over in a link court, details have to be filled separately. In case, the court complex/individual presiding officer details/name is not available on the portal, there is a provision to add the same.

The online supplementary questionnaire can be accessed from the link of Chief Justices' Conference Portal i.e. https://registry.sci.gov.in/cji_conference. On the bottom portion of this portal, a conspicuous clickable link "Click here for Supplementary

Contd..../-

Questionnaire on Infrastructure in Subordinate Courts for Court Complex/Individual Courts" is provided, which can be accessed by the Heads of the court complex/individual officers. There shall be separate "logins" for heads of the court complex (user id: courtcomplex) and individual officers presiding over the courts (user id: court). The password/credentials will be communicated to you in the email to follow.

Notwithstanding the online mechanism to fill the details, in case any presiding officer is unable to update the said questionnaire, for any reason, he/she may download the questionnaire in pdf format, for which also a link can be found at the bottom of each online questionnaire. The filled in questionnaire may be scanned and sent by email at dc.infra@sci.nic.in.

As directed, it is requested that kindly place this communication before Hon'ble Chief Justice of your High Court, for seeking directions with regard to providing aforementioned information and issuing direction to concerned heads of court complex and officers presiding over individual courts, for filling the information in the said online Questionnaire latest by 31st December, 2019.

Instructions to be followed for filling in/updating the information are appended with this letter. If any clarification is required, Mr. Yashwant Goswami, Additional Registrar may be contacted on his mobile number 09689969618 and email id itcell@sci.nic.in.

Yours sincerely,


[Sanjeev S. Kalgaonkar]
16.12.19

Encl.: As above

Shri Rajendra Kumar Vani
Registrar General,
High Court of Madhya Pradesh,
Jabalpur - 482 001,
Madhya Pradesh.

INSTRUCTIONS FOR FILLING INFORMATION ON THE SUPPLEMENTARY QUESTIONNAIRE ON INFRASTRUCTURE IN SUBORDINATE COURTS

1. Click this link to visit Chief Justices' Conference Portal https://registry.sci.gov.in/cji_conference.
2. You would notice a link for Infrastructure Information at the bottom portion immediately below the login box.
3. The link will take you to supplementary questionnaire for infrastructure of the court complex/individual court.
4. There are two types of users viz. (a) Complex Head Users (b) Individual Court/officers.
5. Court Complex means entire building wherein different court establishments and different courts are located within such court complex.
6. The information relating to court complex needs to be filled in either by the Principal District Judge or Principal Officer or Chief Officer or Senior most Officer presently working in such complex. All the above officers are connoted as 'Head of the Court Complex'.
7. For selecting desired court complex, the officer has to first select his High Court, State and district. After selecting district, list of court complexes will be shown in the drop-down list form. Head of the court complex will have to select desired/appropriate court complex.
8. The information of the court complex or district is taken as it appears on the National eCourts Services Portal. Names and designations of Judicial Officers shown to have presided over different courts, is also taken from CIS 3.1 data as on 2nd December, 2019.
9. If there is any change in the information, it is possible to add District, court complex or court establishment or name of officer with his designation. Similarly, it is possible to indicate that the already existing officer is not working at the selected court complex/Court Establishment, through OTP based mechanism.
10. The sub heads of the infrastructure related information are collapsible on click. Every question needs to be attended and answered.
11. The action regarding addition of the court complex needs to be performed by the Principal District Judge or Principal Officer in the District or as per his instructions. After adding court complex, it is necessary to add court establishment and names of the officers working under such establishment along with their designations.
12. The action regarding addition of the court establishment needs to be taken by Head of the court complex or as per directions of Principal District Judge, as may be the case.

13. Action regarding addition of name of the judicial officer and designation needs to be taken by the individual judicial officer who could not locate his name in the drop-down list of the officers after selecting the court establishment.
14. Similarly when any officer selects his/her name and if there are duplicate entries of his name, it is possible to remove such duplicate entries. However, if the officer is holding additional charge or presiding over a linked court for some days, such entry can be retained, as per choice of the concerned Judicial Officer. This change can be performed through OTP verification through email and/or SMS.
15. At the bottom of each information, save, final submit and Unlock buttons are provided. Save button saves the information keeping provision for editing the same within the given time frame, whereas, final save button freezes the information without keeping any scope for further editing the information. In exceptional cases, unlock button can be used to edit the information after final submit. However, unlock button is visible only after final submit is clicked successfully. OTP for unlock button would be sent on the mobile number or email address entered during final submit.
16. After final save, an officer has to enter either his mobile number or email address on which he wishes to receive OTP. The received OTP will be verified and confirmed. The mentioned mobile number and email address will be an identity of the officer who has furnished information regarding court complex or individual court.
17. Any finally submitted information can be viewed and emailed in pdf form for record purposes.
18. In the event where, for any reasons, it is not possible to enter information of the Court Complex or Court, the form can be downloaded through the portal. Link of download form will be available on login for both the users viz. Court Complex user and individual Court user. The download link of the form is made available at the bottom portion of the form after successful login. Notwithstanding this, pdf download link is made available on landing page of Chief Justices' Conference Portal.
19. Help is provided for each question and can be seen by hovering mouse on such question.
20. In the event of any issue, you can contact Mr. Pavan Prathapa, Branch Officer (Computer Cell) on his mobile no. 09871922703 or Mr. Yashwant Goswami, Additional Registrar on his mobile no. 09689969618 or you can mail us at itcell@sci.nic.in

Sanjeev S. Kalgaonkar
Secretary General
Supreme Court of India



Tel.: 23384661
Fax: 23386178

Dated: January 4, 2020

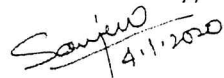
Dear Shri Vani,

Apropos to letter dated December 16, 2019, I am to inform you that the progress of submitting infrastructure related information through online portal created for the purpose, is encouraging, however, some of the officers / Head of Court Complexes and some of the officers presiding over individual courts are yet to submit information.

With a view to facilitate the Registry of the High Court and Principal District Judges, a monitoring tool is being provided on same portal using the same login id and password. The monitoring interface is designed to provide details with regard to "Court complexes" and "individual judicial officers" who have not submitted the information till date. I am enclosing instructions to guide the task of monitoring at your end.

As directed, it is requested to kindly impress upon all concerned to complete the submission of infrastructure related information through online portal or offline mode latest by January 10, 2020.

Yours sincerely,


[Sanjeev S. Kalgaonkar]

Encl.: As above

Shri Rajendra Kumar Vani
Registrar General,
High Court of Madhya Pradesh,
Jabalpur - 482 001,
Madhya Pradesh.

Instructions to use Monitoring Reports/Interface

1. In the previous instructions already it is detailed as to how one has to login using "courtcomplex" and "court" user.
2. Using the same credentials, now you can monitor work done and pending regarding infrastructure information in subordinate courts.
3. If work done or pending at State level needs to be monitored in that case after logging in by the respective user, you have to select High Court and State. The moment High Court and State is selected, you will notice blue coloured horizontal bar with 'status monitoring report' for 'court user' on top portion of the page. Whereas, green coloured horizontal strip with title 'status monitoring report' on the top of the page will appear for 'courtcomplex user'.
4. Click that title "Status Monitoring Report". This will open report for the entire State with statistics of work done. Status can be monitored in three stages 1. Attempting 2. Completed 3. Pending. Figures in "Balance" column are further clickable. This will generate report along with name and designations of the officers whose work is pending. (Please check annexures of sample reports)
5. The very report can be viewed only to the extent of any District. After logging in by the respective user, you have to select High Court, State, and District. The very similar green or blue horizontal strip on top portion of the page will appear with title "Status Monitoring Report". Click this title, you will see similar report but to the extent of selected District.
6. It may happen that while adding Districts, complexes, establishments and officers, there might have occurred duplication in the entries. Please identify such cases and with full details drop mail to itcell@sci.nic.in to remove such anomalous entries, if not required for data feeding.
7. Name of the officer whose name is appearing more than once can be managed using red coloured button "Not working at this station/designation". Once this button is clicked and okayed, after refreshing page, selected name will not be shown in dropdown list.
8. It is seen that places where connectivity is very much provided have also downloaded pdf form and filled in manually. It is expected that such officers need to fill in data online. Only where connectivity issues reported only at such places manually feeding the form option may be exercised.
9. Manually fed pdf forms are to be sent to dc.infra@sci.nic.in mentioning connectivity issues and name of the location, District, State and High Court.