



**HIMACHAL PRADESH JUDICIAL ACADEMY, SHIMLA**

16 Mile, Shimla- Mandi National Highway, District Shimla-14  
[Est. vide Notification No. Home (E) 3-17/2003-II dated 24<sup>th</sup> November 2005]

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**Ref. No.** HPJA/ ICT Awar Programme/2022/ 2750

**Dated:** 10.08.2022

To

All the Ld. District & Sessions Judge(s),  
Himachal Pradesh

**Subject:** ECT\_5\_2022-One-hour Online Awareness Programme on e-Filing and e-Courts services” for Court Managers and Chief Administrative Officers (Through Google Meet) working in subordinate courts of H.P on 24<sup>th</sup> August, 2022 (3.00 p.m to 4.00 p.m)

Sir,

“Jai Hind”

I have the honour to say that the Academy is going to organize **Online Awareness Programme on “eFiling and eCourts Services” for Court Managers and Chief Administrative Officers working in subordinate courts of Himachal Pradesh ( through Google Meet) on 24.8.2022 (3.00 p.m to 4.00 p.m)** working in the establishments of Civil & Sessions Divisions, of Himachal Pradesh .

A copy of curriculum is annexed herewith for kind perusal, please.

I may, therefore, request you to please nominate the Court Manager & Chief Administrative Officer from your Civil & Sessions Divisions to undergo this training on the scheduled date(s). However, it is requested that kindly ensure that the officials, who are to superannuate within a period of one year may not be nominated for this programme.

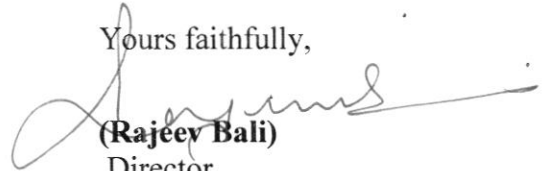
It is also submitted that once the nomination of trainee- participants have been made and forwarded to this office, no exemption or leave of any kind may be granted to any of

the nominated Officers and officials. This fact may also be brought to the notice of the nominated Officers and officials for their information and strict compliance by them.

You are requested to kindly send list of the participants with their e-mail IDs and contact number to the Academy by email only), who are to participate in the course(s) so that matter is processed further, enabling the Academy to make arrangements to organize the One-hour Online **Awareness Programme on "eFiling and eCourts Services" for Court Managers and Chief Administrative Officers working in subordinate courts of Himachal Pradesh** (through Google Meet). To this effect google meet link/code will be provided by the Academy through SMS/email.

Thanking you,

Yours faithfully,



**(Rajeev Bali)**  
Director

**Endst. No.** . HPJA/ ICT Awar Programme/2022/  
Copy forwarded to:

**Dated:** 10.8.2022

1. The System Analyst of Academy with the direction to upload it in the Academy website.

sd/-  
**Director**

**ECT\_5\_2022-** Online Awareness Programme on “**eFiling and eCourts Services**” for Court Managers, Chief Administrative Officers and Superintendents of District Judiciary

**To be held on:** 24 August, 2022 from (3:00 PM to 4:00 PM)

<b>Session</b>	<b>Topic</b>
1	<ul style="list-style-type: none"><li>✓ <b>Overview of eCourts project</b></li><li>✓ <b>eCourts related Websites</b></li><li>✓ <b>eCourts Services Mobile App</b><ul style="list-style-type: none"><li>○ Case Management:</li><li>○ Get Case status/causelist/orders</li><li>○ My Cases/ Export and Import</li><li>○ QR scan option and its utility for Advocates</li></ul></li><li>✓ <b>Service Delivery in Court Complexes</b><ul style="list-style-type: none"><li>○ eSewa Kendra</li><li>○ Kiosks</li><li>○ Digital display boards</li></ul></li><li>✓ How to appear in Video Conferencing</li><li>✓ <b>Other eServices:</b><ul style="list-style-type: none"><li>○ Online certified copies</li></ul></li></ul>
2	<ul style="list-style-type: none"><li>✓ <b>eFiling</b></li><li>✓ <b>ePay</b></li><li>✓ <b>NEW NJDG</b></li><li>✓ <b>Virtual courts</b></li><li>✓ <b>ePayment</b> portal of court fee, Fine, civil deposits.</li><li>✓ <b>NSTEP</b> -National Service and Tracking of Electronic Processes</li><li>✓ Help Manuals &amp; Videos in Regional Languages</li></ul>

  
Regional Pradesh Judicial  
Academy, Shimla-14