

e-mail only



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 24th November 2005]

Phone: 0177-2779960

Telefax: 0177-2779960

e-Mail: ja-hp@nic.in

Web: www.hpsja.nic.in

Ref. No. HPJA/eCommittee/2026- 455 - 469

Dated: 26.2.2026

To

Ld. District & Sessions Judge(s),
Shimla/Solan/Sirmaur at Nahan/Una/Bilaspur/Mandi/Kullu/Hamirpur/
Kangra at Dharamshala/Kinnaur at Rampur & Chamba

Subject:- ECT_04_25-Online Training Programme on "e-Filing and e-Courts services' for Advocates and Advocate Clerks.

Sirs/Madam,

"Jai Hind"

I have the honour to submit that calendar for the Academic year 2025-26 has been approved by the competent authority and mandate of Hon'ble eCommittee, Supreme Court of India on the subject cited above. It is submitted that ECT_04_25-Online Training Programme on **"e-Filing and e-Courts services'** for Advocates and Advocate Clerks are scheduled to be held from time to time on **18 March, 24 March, 8 April, 17 April, 5 May & 8 June, 2026** at the District-level through the Advocate Master Trainers (list attached) available at the district-level to propagate the create awareness among the Ld. Advocates/Advocate Clerks in your respective Division through online/offline mode of one-hour or as may be decided by the Ld. District & Sessions Judge(s). The suggestive curriculum is enclosed for ready reference.

I may, therefore, request your goodself to conduct ECT_04_25-Online Training Programme on **"e-Filing and e-Courts services'** for Advocates and Advocate Clerks under your respective division(s) as per schedule and date(s) above. It is further requested to send Training completion report(s) to the HP Judicial Academy immediately after concluding the said programme

through email at ja-hp@nic.in, so that the same could be sent to the Hon'ble Committee, Supreme Court of India.

Thanking you,

Yours faithfully,



(Hans Raj)
Director

Dated: 26.2.2026

Endst. No. HPJA/eCommittee/2026- 455-469

Copy forwarded to:-

1. The Principal Private Secretary to Hon'ble the Chief Justice (Hon'ble Patron-in-Chief of the Academy), for information, please. (by email only).
2. The Secretary to Hon'ble Mr. Justice Ajay Mohan Goel, Judge, Hon'ble High Court of Himachal Pradesh (Hon'ble President of the Academy); for information, please. (by email only)
3. The Worthy Registrar General, Hon'ble High Court of Himachal Pradesh, Shimla, for information, please; (email only)
4. The System Analyst of Academy with the direction to upload it in the Academy website.


Director

FOR Advocates and Advocates Clerks

ECT_04_25 - Online Training Programme on “eFiling and eCourts Services”

To be held on: 18 Mar., 24 March, 8 Apr., 17 April, 5 May & 8 Jun., 2026

Session	Topic
1	<ul style="list-style-type: none">✓ Overview of eCourts project✓ eCourts related Websites✓ How to get eCourts services 24 x 7<ul style="list-style-type: none">○ Cause list/Judgments/Orders/Case Status○ Automatic receipt of SMS and eMail on Court listing○ How to appear in Video Conferencing✓ eCourts services mobile app<ul style="list-style-type: none">○ Case Management:○ Get Case status/causelist/orders○ My Cases/ Export and Import○ QR scan option and its utility for Advocates✓ Service Delivery in Court Complexes<ul style="list-style-type: none">○ eSewa Kendra○ Kiosks○ Digital display boards✓ Other eServices:<ul style="list-style-type: none">○ Online certified copies
2	<ul style="list-style-type: none">✓ eFiling - the digital online filing process<ul style="list-style-type: none">○ Registration of Advocate in eFiling website.○ Steps to eFile a case.○ Advantages of eFiling○ Case portfolio management○ Know the case status any time✓ Virtual courts -Payment of online fine including fine in challan under M.V. Act.✓ ePayment portal of court fee, Fine, civil deposits.✓ NSTEP -National Service and Tracking of Electronic Processes✓ Help Manuals & Videos in Regional Languages

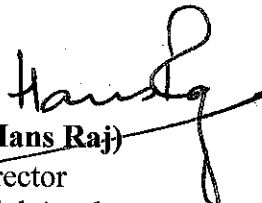
List of Advocate Master Trainers

S.No.	Name of the Advocate/BA Shri/Smt./Ms.	Mobile #	Email ID	Name of Bar Association
	High Court			
1.	Sh. Amit Singh Chandel	9418081467	aschandel81@gmail.com, asc_advocate@yahoo.co.in	High Court of H.P. Shimla Bar Association.
2.	Sh.Aman Parth Sharma	9817041465	amanparth14@gmail.com	High Court of H.P. Shimla Bar Association.
3.	Sh.Ajay Sipahiya	9418061113	ajaysipahiya@gmail.com	High Court of H.P. Shimla Bar Association.
4.	Sh. Pranay Pratap Singh	7831055000	pranaypsingh84@gmail.com	High Court of H.P. Shimla Bar Association.
	Shimla			
1.	Sh. Rajan Kahol	9418900700	rajankahol@gmail.com	Shimla Bar Association
2.	Sh. Rohit Sharma	9816057161	vidhivaktas@gmail.com	Shimla Bar Association
3.	Sh. Narender Chauhan	9816594206	nc.shimla@gmail.com	Bar Association Theog.
4.	Hemant Singh Rathore	9816203595	advhsrathore@gmail.com	Bar Association Theog.
5.	Sh. Kapil Dev Advocate	8767000009	kvmghiyali@gmail.com	Bar Association Rohru.
6.	Sh. Umesh Sharma	9418042942	umesharma19@gmail.com	Bar Association Jubbal
7.	Sh. Yashwant Singh Pirta	9418107259	pirtayashwant@gmail.com	Bar Association Jubbal
8.	Sh. Sunil Kumar Negi	98056-50025	sunilknegi5@gmail.com	Bar Association, Rampur Bushahr, H.P.
9.	Sh. Rajiv Khewta	94180-32252	rajkhewta@gmail.com	Bar Association, Rampur Bushahr, H.P.
	Kinnaur			
1.	Sh. Ram Singh	7018679995 9418109738	advnegiramsing@gmail.com	Bar Association, Kinnaur at Reckong Peo
2.	Sh. Manoj Negi	9459876345	golu0346@gmail.com	Bar Association, Kinnaur at Reckong Peo
	Sirmour			
1.	Shri Amit Attri	9816153057	attri.amit382@gmail.com	District Bar Association Nahan
2.	Sh. Moin Iqbal	7018109016	moiniqbal567@gmail.com	District Bar Association Nahan
3.	Sh. Palvinder Singh	9816032006	adv.palvinder78@gmail.com	Taluka Bar Association Paonta Sahib
4.	Sh. Sukhvir	9882898820	sukhvir114@gmail.com	Taluka Bar Association

	Singh			Paonta Sahib
5.	Sh. Kapil Sharma	9805000692	sharmakapiladvocate@gmail.com	Taluka Bar Association Shillai
6.	Sh. Ravinder Chauhan	9817140500	ravinderchauhandeva@gmail.com	Taluka Bar Association Shillai
7.	Sh Anil Kumar	9816529775	advocateanilsharma21280@gmail.com	Taluka Bar Association Rajgarh
8.	Sh. Manish Thakur	9817065727	advmanishthakur@gmail.com	Taluka Bar Association Rajgarh
	Kullu			
1.	Surender Mohan Kapoor	9418024155	shreechaitanaya@gmail.com	KULLU
2.	Ritesh Chopra	9805206425	advocateriteshchoprakullu@gmail.com	KULLU
3.	Piyush Thakur	9816340413	piyush8thakur@gmail.com	KULLU
4.	Gaurav Sood	9418003900	gauravlayer@hotmail.com	KULLU
5.	Sukit Sharma	7018229019	Sukrits7@gmail.com	
6.	Sunil Kumar	9418133675	suniladvocate78@gmail.com	MANALI
7.	Kiran Ujjwal	9805553769	athleanxelite@gmail.com	MANALI
8.	Ms. Purnima Thakur	8894279033	tpurnima867@gmail.com	MANALI
9.	Ms. Tanvi Sood	9888461757	soodtanvi57@gmail.com	MANALI
10.	Prittam Singh	9817272197	prittam012356@gmail.com	BANJAR
11.	Sh. Sunil Kumar Mian	98054-96001	sunilmian@gmail.com	Bar Association, Ani, Distt. Kullu, H.P.
	Chamba			
1.	Shri Dharam Pal Malhotra	94180-22637	dpmalhotra@hotmail.com	Chamba
2.	Shri Nitin Mahajan	94180-14974	advocatenitin28@gmail.com	Dalhousie
3.	Shri Pankaj Thakur	94180-67624	pankajadv88@gmail.com	Dalhousie
4.	Shri Prem Singh	82199-16619	premsingh11120@gmail.com	Tissa
5.	Shri Jitender Bhardwaj	94189-27955	jitenderb9822@gmail.com	Tissa
	Bilaspur			
1.	Sh Aditya Mohan Kashyap	9418034185	adityamohan.kashyap@gmail.com	Bilaspur
2.	Sh Pankaj Verma	9816374011	advpankajverma82@gmail.com	Bilaspur
3.	Ajay Kumar	9418323174	adv.ajaynadda@gmail.com	Ghumarwin

	Nadda			
4.	Sachin Singh	9817141084	sachin.chandel2009@gmail.com	Ghumarwin
5.	Narender Sharma	9418045403	narendersharma.211273@gmail.com	Ghumarwin
	Solan			
1.	Sh. Mridul Thakur	9459873126	lawyerbychoice@gmail.com	District Bar Association Solan.
2.	Sh. Ajay Sharma	9816391038	ajayadvocate2007@gmail.com	-do-
3.	Sh. Amit Kumar	9882736882	quit18986@gmail.com	Bar Association Kasauli.
4.	Sh. Dhananjay Attri	7018034799	deejayattri@gmail.com	-do-
5.	Sh. Rajat Sharma	9816622131	advocaterajatnlg@gmail.com	Bar Association Nalagarh.
6.	Sh. Kuver Singh Thakur,	8894552251	kuverthakur@gmail.com	-do-
7.	Sh. Ajay Singh	9418333238	ajay.ak20.ask@gmail.com	Bar Association Arki.
8.	Sh. Hemant Verma	9882500700	hemantkverma@outlook.com	-do-
9.	Sh. Lalit Bansal	9816069128	advocatelalitbansal007@gmail.com	Bar Association Kandaghat.
10.	Sh. Dina Nath	9816706809	naathdina009@gmail.com	-do-
	Una			
1.	Sh. Sanjiv Gupta	9857164290	sangup786@gmail.com	District Bar Association, Una.
2.	Sh. Anand Sharma	9882835307	ananddip123@gmail.com	District Bar Association, Una.
3.	Ms. Shikha Bhardwaj	7018591008	bhardwajshikha02@gmail.com	Bar Association, Amb.
4.	Ms. Anita Devi	9805918055	advanitachoudhary11@gmail.com	Bar Association, Amb.
	Mandi			
1.	Dinesh Kumar Sharma	9418069775	sharma.dinesh110868@gmail.com	Bar Association Mandi
2.	Prem Singh Thakur	9817245639	prem0thakur@gmail.com	Bar Association Sundernagar
3.	Hem Singh Thakur	9418104440	hemthakur13@gmail.com	Bar Association Gohar
4.	Kanchan Vatsi	9805652491	kanchanvatsiadvocate@gmail.com	Bar Association Gohar
5.	R.K Bharti	9817795502	rajneeshazadbharti@gmail.com	Bar Association Joginder
6.	Sunit Kumar	9817111178	Sunit.shaan@gmail.com	Bar Association Joginder

7.	Suresh Kumar Rathore	9418815750	adv.skrathore@gmail.com	Bar Association Sarkaghat
8.	Ashok Kumar	8679971888	ashokthakur994@gmail.com	Bar Association Karsog
	Hamirpur			
1.	Sh. Ajay Kumar	9816068261	007adv@gmail.com	District Bar Association, Hamirpur, H.P.
2.	Ritesh Sharma	9418470682	Riteshsunny18@gmail.com	Bar Association Barsar
3.	Sunita Kumari	8219497371	sunitabansal05@gmail.com	Bar Association Barsar
4.	Sh. Bhavneesh Prasher	9816740116	bhavnesshprashar@gmail.com	Dehra
5.	Ms. Dimpal Sharma	8988032086	dimpalsharma19910@gmail.com	Dehra
	Kangra			
1.	Shri Dev Singh Thakur	8894207890	sunny21orange@gmail.com	Indora, District Kangra, H.P.
2.	Shri Nitish Behl	8627948777	advnitish777@gamil.com	Indora, District Kangra, H.P.
3.	Sh. Sanjay Kumar	9625505500	sanjay.adhivakta@gmail.com	Baijnath
4.	Sh. Pankaj Jaggi	9817267450	pankajjaggi201086@gmail.com	Nurpur
5.	Sh. Pankaj Sharma	9817712362	pankajsharma.sharma370@gmail.com	Dharamshala
6.	Ms. Nitika Sharma	9805229245	nitika151981@gmail.com	Dharamshala
7.	Sh. Gagan Katoch	8629016999	legalhelpdesk667@gmail.com	Palampur
8.	Sh. Uday Bhanu Singh Minhas	9817091292	bhanuusminhas@gmail.com	Palampur
9.	Sh. Rohit Sharma	8894412315	rohit.s.90@outlook.com	Jawali
10.	Sh. Manpreet	7018855040	manpreetsinghaaa007007@gmail.com	Jawali
11.	Rakesh Kumar	9805771111	rickyrakesh111@gmail.com	Kangra Bar Association


(Hans Raj)
 Director
 H.P. Judicial Academy,
 Shimla

**E Committee Supreme court of India ICT outreach programmes
through the State Judicial Academies**

TRAINING COMPLETION REPORT

- 1 Name of Civil & Sessions Division/Sub-Division:
- 2 Training code : ECT_04_2025
- 3 Date of the Training:
- 4 Duration:
- 5 Mode of Training:
- 6 Name of the VC application used: (if online/ not applicable)
- 7 You tube link (if online through you tube)/ not applicable)
- 8 No. of Participants:
- 9 Names of the Trainers/resource person:
- 10 Suggestions if any regarding the Training:(3 bullet points)
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- 11 Enclosure: