

AS PER THE GUIDLINES OF HON'BLE E-COMMITTEE SUPREME COURT OF INDIA ALL SITES ARE REQUESTED TO START THE LOK ADALAT MODULE IN CASE INFORMATION SYSTEM 3.0 AS NATIONAL LOK ADALAT IS SCHEDULE TO BE HELD ON 8.12.2018

START OF LOK ADALAT FUNCTION AVAILABLE IN CASE INFORMATION SYSTEM

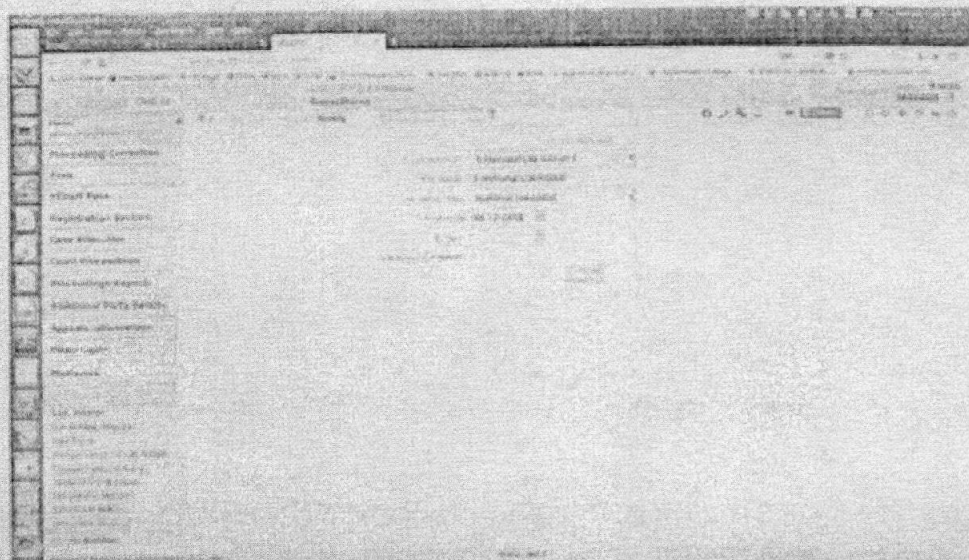
1. FIRSTLY ADD THE NAME OF LOK ADALAT AND GO THROUGH THE FOLLOWING INSTRUCTIONS AT THE TIME OF CREATION NAME OF LOK ADALAT

This is a facility where you can fix date of Lok-Adalat. You will have to give a name to Lok-Adalat. If it is a special Lok-Adalat for particular kind of cases, you can give name accordingly. If it is a National Lok-Adalat, you can name Lok-Adalat as First, second with prefix or suffix of NLA (National Lok Adalat) which will indicate that it is National Lok-Adalat and at the same time it will also indicate what is the number of such Lok-Adalat in the given year.

Now you have to choose date of Lok-Adalat. You will find that there is a "to date" and "from date". When you will try to give date to any Lok-Adalat, you will find that you can view only to date. It may happen that sometimes period of Lok-Adalat is spread over for 3 or 4 days. In such event, you may have to give "to date" also. However to date is generally given when Lok-Adalat is complete.

You will find a small checkbox when you will try to edit the existing Lok-Adalat. That checkbox is named as "Lok-Adalat completed". This checkbox is to be used only when your Lok Adalat is complete and your all activities under CIS are also complete.

Thus Lok Adalat link there is a facility to fix the date of Lok-Adalat well in advance. You can fix the date of local months before it is scheduled. This will help all the Courts to refer the case is Lok-Adalat from day to day. This will help all the Courts to find out the cases which bear element of settlement which are listed on their daily cause lists. Finally it needs to be reiterated that only when your local Adalat is completed checkbox provided for completion of Lok-Adalat needs to be checked, if any Activities are pending, the checkbox should be kept open.



2. ASSIGN CASES TO LOK ADALAT BY THE COURT USER

This is a facility given to all the Courts to refer the cases for Lok-Adalat.

First you need to select Lok-Adalat ID, thereafter type of lok Adalat and date of Lok-Adalat will be flashed before you on the screen. You need to select a Case Type. You must have noticed that case Number is not a mandatory field but year is a mandatory field. Therefore, it is possible for you to select any Case Type and year. Once you select Case Type and enter year, all the cases relating to a particular year will be listed before you. You can check those cases which you think can be referred to Lok-Adalat.

Take a case that so many cases are listed on the cause list on a given date. The presiding officer of the Court has identified 3 or 4 cases wherein according to him there is element of settlement and the cases can be referred to Lok-Adalat. It is possible for you to assign those cases to look at the using this particular link. It is possible to enter individual cases and it is also possible to enter bulk of cases by mentioning Case Type and year only.

Take a case that daily you are referring to 3 cases. Your cases goes on increasing as the days are passing. The moment you select Lok-Adalat ID you will find Number of cases referred are shown in red colour and if you simply take your mouse on that link, the entire list of the cases which are referred to Lok-Adalat shown to you. Therefore, always you can keep an eye on the total Number of cases referred to Lok-Adalat and you know the exact figure of cases which are referred from your Court for such event.

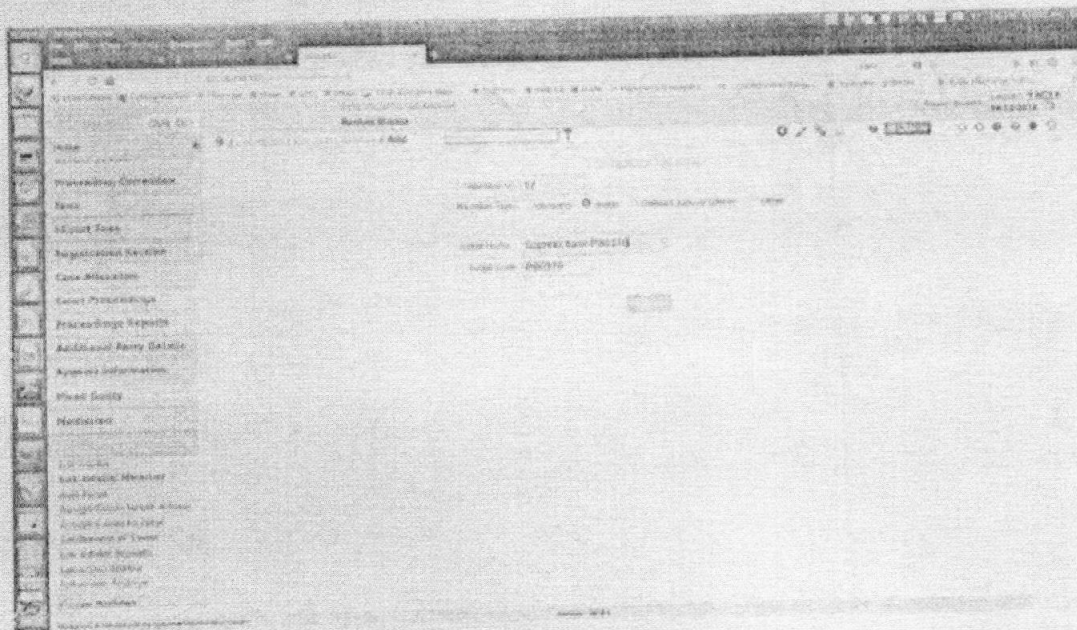
It is necessary to make use of these facilities to maximum so that it benefits litigants, stakeholders and lawyers. It is possible to provide services like emails and SMS if the event is managed through the Case Information System.

A photograph of a computer monitor displaying a web application for a political party. The application has a sidebar menu on the left with categories like 'Home', 'Registration Services', 'Candidate Services', 'Party Business', and 'Election Information'. The main content area shows a 'Candidate List' with columns for 'ID', 'Name', and 'Party'. A table of candidates is visible on the right side of the screen.

3. ADD MEMBERS OF LOK ADALAT IN THE CASE INFORMATION SYSTEM.

It is well known to all that panel of Lok-Adalat consists not only Judicial Officers but Advocates, there can be retired Judicial Officers, there can be other members in the Sector of social work.

This is a facility to add names of judges, Advocates and other members in the panel of Lok-Adalat. If you wish to select any judge as a member of lok Adalat, the moment you start typing the name of judge, the existing name of judges will appear in the form of drop-down list, in that case you will be able to capture Judicial Officer Code of the judge. If he is a retired Judicial Officer, you will have to enter his name by hand. Same is the case with any other member to be added in the panel. You will have to write name of such other member manually as it is not available in this Case Information System.

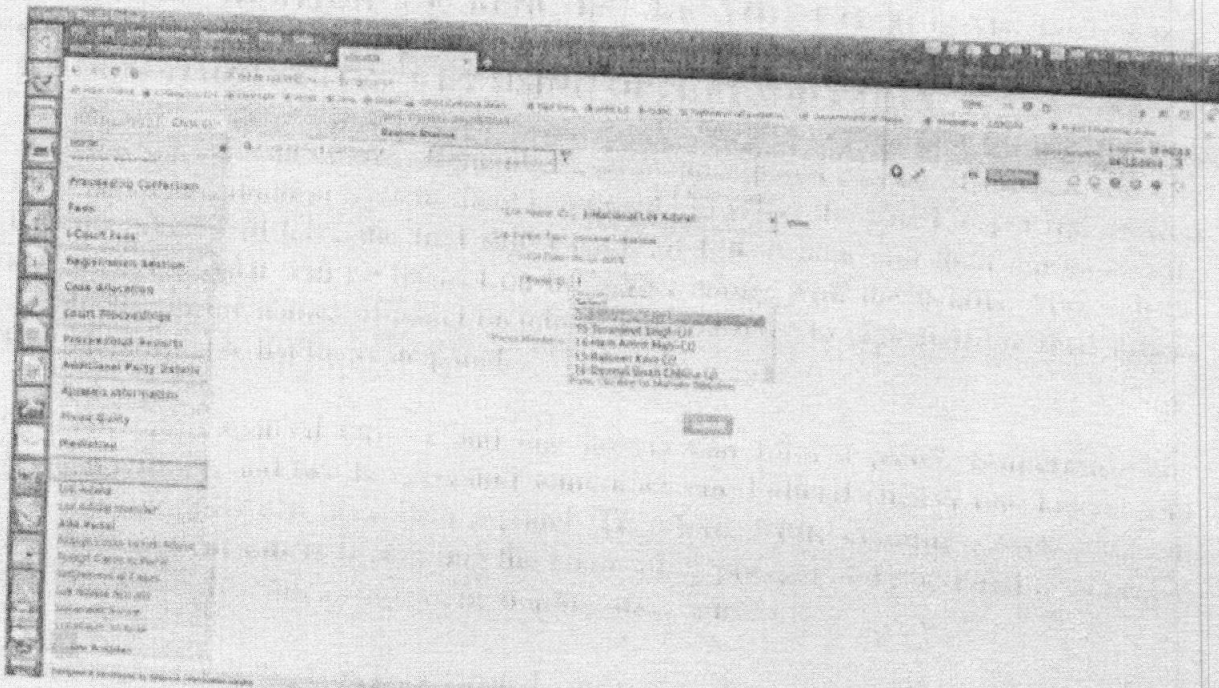


4. AFTER CREATION OF BENCHES BY THE CHAIRMAN DISTRICT LEGAL SERVICES AUTHORITY, UPDATE THE SAME IN THE CASE INFORMATION SYSTE 3.0 BY USING OPTION ADD PANEL

Sometimes panel can be of two members, sometimes panel can be of three members. In the Case Information System there is a facility to select the panel as per the desired Number. You will have the first select name of Lok-Adalat and then automatically date of Lok-Adalat will be flashed on the screen along with the details. You will be able to see all the names of panel members and you have to choose desired members from the available list to create panel.

Generally, one Judicial Officer and one lawyer can form a panel. Sometimes one Judicial Officers and two lawyers and sometimes one Judicial Officer one lawyer and one social worker can also form a panel. Therefore, while creating panels you can select multiple members by holding the control key pressed and you need to continue selecting more than one members by holding the control key.

Take a case that you created one panel consisting of one judge and one lawyer and now you are proceeding to create another panel, you have selected the name of Lok-Adalat and now you are about to select names of panel members. You will find that names of earlier panel members are no more existing in the list and therefore, there is no chance that the same member will be selected in another panel also. Accordingly create as many panels as you wish so that cases can be assigned to the panels well in advance before the day of Lok-Adalat.

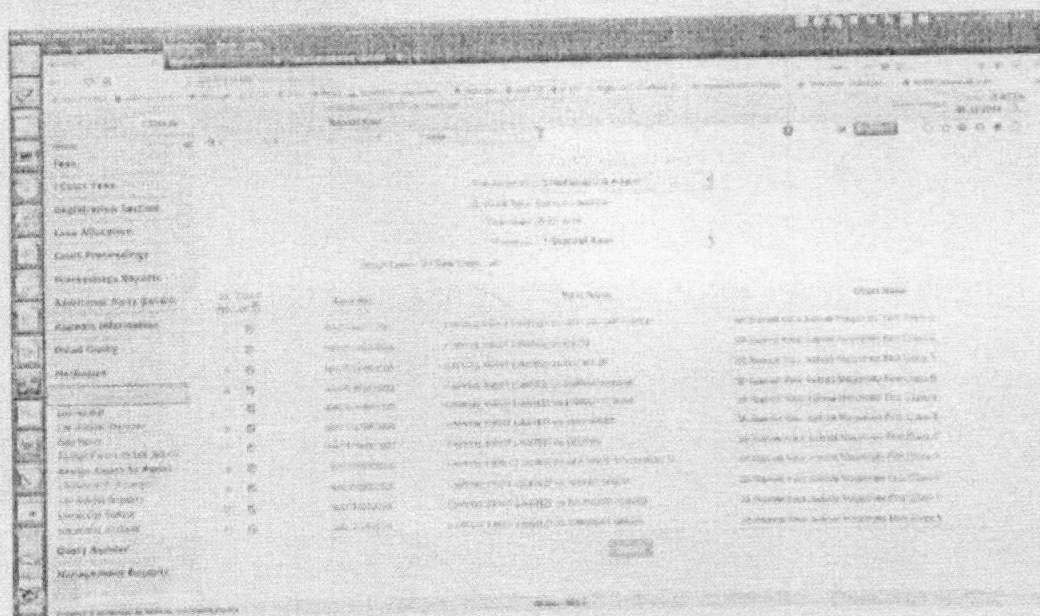


5. AFTER CREATION OF BENCHS, LOK ADALAT USER ASSIGN CASE TO PARTICULAR BENCH/PANEL

Now panels are ready and we need to assign cases to such panels. Through this link we can assign cases to different panels. first you need to select Lok Adalat ID . You will find that Lok-Adalat type and date of Lok Adalat will be shown on the screen and now you have to select the panel to which the cases need to be allocated. In the panel ID field you will find that list of all the panels is available in the form of drop-down list. You have to select one panel to which cases need to be assigned.

The moment you select name of panel, all the cases which are referred to that panel earlier will be shown. You can check the boxes in front of each case which need to be assigned to the selected panel. Once you are done click submit, you will receive a message on the screen about successful addition of cases to the panel.

Take a case that daily you are receiving cases and daily you are assigning the cases to panel. Now take a case that you have already assigned some cases to one panel and again you have received some cases and you wish to allocate some of the cases freshly received to the same panel. When you will select Lok-Adalat ID and select panel, already assigned cases are shown in the red colour, you will find that the cases which are already allocated are shown with check the boxes checked and you can add some more cases into the same. You may also find that the total Number of assigned cases are shown in the red colour so that you can track total Number of cases assigned to any individual panel. Make use of these wonderful tools for managing the event of Lok-Adalat which can reduce your burden with the help of facilities given in the Case Information System.



The screenshot displays the Lok Adalat Case Information System interface. On the left is a sidebar menu with options like 'Home', 'Case Info', 'Case Allocation', 'Case Proceedings', 'Management Reports', and 'About Us'. The main area shows a table of cases with columns for 'Case No.', 'Case Name', and 'Status'. The 'Status' column contains red text indicating assigned cases. Below the table, there are fields for 'Total Cases' and 'Assigned Cases'.

Case No.	Case Name	Status
1000000001	1000000001	Assigned
1000000002	1000000002	Assigned
1000000003	1000000003	Assigned
1000000004	1000000004	Assigned
1000000005	1000000005	Assigned
1000000006	1000000006	Assigned
1000000007	1000000007	Assigned
1000000008	1000000008	Assigned
1000000009	1000000009	Assigned
1000000010	1000000010	Assigned

Total Cases: 10
Assigned Cases: 10