

## **HIGH COURT OF HIMACHAL PRADESH AT SHIMLA**

No. HHC.1(5-Computer/Distt.Courts/Process Re-engineering/change Mgmt)/2012-I-

Dated: Shimla, 12<sup>th</sup> November, 2013.

It is hereby informed that to re-organize, restructure and simplify the process and procedures and to make them more litigant friendly and thereby speed up the disposal of cases, two Process Re-engineering Teams – one Civil and one Criminal, have been constituted by the High Court. The work of Process Re-engineering is to be completed preferably by 31<sup>st</sup> January, 2014. The objective of Process Re-engineering is as under:-

1. To study the existing rules, process, procedures and forms in vogue in the District Courts.
2. To modernize the existing rules, processes, procedures and forms to make them litigant friendly and technology related.
3. To introduce new rules, processes, procedures and forms to avoid administrative delays in the District Courts and thereby assist in expediting disposal of cases.
4. To compile the new rules, processes, procedures and forms and officially publish them for use in the District Courts.

The illustrative list of processes and procedures to be re-engineered is:-

- i) Filing Procedures.
- ii) Institution Register.
- iii) Scrutiny of cases filed.
- iv) Listing of Cases.
- v) Allocation of Cases.
- vi) Cause Lists.
- vii) Daily Orders and Judgments.
- viii) Supply of Certified Copies.
- ix) Service of Notice.
- x) Payment of Court fees.
- xi) Deposit and withdrawal of money.

Any suggestion in this regard be forwarded to the CPC/OSD (IT), High Court of H.P. well in time, so that it may be placed before the Process Re-engineering Teams for consideration.

(A.C. Dogra)  
Registrar General

Endst No. HHC.1(5-Computer/Distt.Courts/Process Re-engineering/ change Mgmt)/2012-I-  
Dated, Shimla, 12.11.2013

Copy forwarded to:-

1. The Technical Director, NIC with a request to upload the notification on the High Court Website.
2. Guard file.

Central Project Coordinator  
e-Courts Project.