Role of District Court Manager at e-Court system maintenance (Suggested Method)

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Abstract

The e-court mission of the Indian Judiciary is to   manage case files and retrieving case information within second. It is advanced technology wherein cases to be managed by electronic method, electronic filing system, digitization of case file, paperless deposition, Recording of court proceedings , Videoconferencing , Evidences capture, Provision for DVD writing, Data sharing from remote location and soon. The e-court mission has   provided CIS (case information system) softwares for court work to make it paperless . CIS has covered entire traditional court manuals.

As per the Phase of e-court plan the computer hardwares are increasing so it become necessary to manage changes .   To alignment it is necessary to adopt change.

 For maintenance of computer system, outsourcing is not adopted. The Annual maintenance   agencies are only support systems. Therefore, it is necessary to manage hardware/softwares effectively with the help of court staff . For e-court system maintenance and e-court plan effective human resource plan is necessary at district level. Such resources has to be identified from the available court staff. These are two types, one for the computer system purpose and other for court work .

The computer system staff requires technical knowledge. The court   staff who is doing traditional work starts to resist the change. Such resistance may be due to lack of knowledge or unknown fear. The most important fact is noticed that there is

a communication gap between the court staff and staff handling the computer system . It is noticed a gross negligence to take steps to correct equipment, to lodge complaint for troubleshooting for hardware /software. Though CIS manual is provided but still it is necessary to overcome from the resistance by monitoring the entire e-court system. It requires effective change management and monitoring for entire project at district level. This task has be carried out by court manager .

During my study for M.B.A.(H.R.) from Sikkim Manipal University, I prepared Live Pilot Project on "Mentor Judge, To Decrease Old Pendency And Increase Rate Of Disposal In Civil Judge Junior Division And Judicial Magistrate First Class Bhiwandi wherein I could not get opportunity to discuss the computer management though e-court is one of the way to reduce backlog of cases.

Hon'ble *Shri. Justice Mohit S.Shah*, Chief Justice of the Bombay High Court at the inauguration of the conference of the Judicial officer on "*Enhancing Quality of Adjudication*" at Judicial Academy Uttan, Thane, address that, New Methods and New Roles are necessary in the Justice Delivery System.

I studied for effective communication system between the stakeholder to make the system more effective. It is prepared as per my experience. I discussed some material aspects for e-court management at District level . It is not exhaustive study. The relevant and importance of factor may depend upon the environment of complex at other District level . My observations are to connect pieces of system to each other . It being technical language and it is not to observe against any system for e-court. The study shows that, the effective communication system, troubleshooting system , time management, security management dissolves problems in maintaining e-court system. It also shows the role that has to be played by the Court Manager in e-court management at the district . As per study study report a diagram for system.

Key Words : court management , change management , computer troubleshooting , CIS (Case Information System)

A) Background :

National policy and action plan for implementation of Information and communication Technology in the Indian Judiciary described Phases of plan and creation of ICT infrastructure. Major works are Site Preparation, LAN Establishment,Sparing of Officials for Training, Installation of Hardware. The ICT infrastructure includes (a)PC clients/ thin

clients, servers, printers, scanners, hubs, switches, routers etc.(b) Network Planning , site preparation, electrical equipments like DG set, Ups etc.(c) Communication infrastructure like broadband Internet connectivity, LAN , WAN (d) Computer/ server room and providing system softwares. (e) Other equipments and works as per the action plan .Training to Judges as well as administrative staff. To create cadre of trouble shooters for each court complex. Creation of National Judicial Data Grid.

Established E-Committee as per National Plan for monitoring use of Information Technology and Administrative Reforms in the Indian Judiciary to obtain up-to-date status of computerization   in all the High Courts, District Courts and other courts and evaluate their performance and needs; Formulations, Implementation and Monitoring committee, For support systems, to create training   modules for judges and administrative staff in the courts (b) To create a cadre of trainers and trouble shooting for each court complex [1].

At District level the District Court Project supervision committee to work in close co-ordination with the Central Project Coordinator. To perform the overall   monitoring of the project implementation in the District under the   overall supervision of the Principal District Judge. At Taluka / Tehsil level the Taluka Court Team to perform the various tasks of monitoring the project   implementation at the Taluka Court level.

(A.1) **e-court committee at District/ Taluqa Court level**

It is monitoring committee . But as per my study it is also a change management group. Detailed guidelines are already provided by e-court authorities. Sum and substance as :

1. Meet regularly to review all   requirements for e-court program implementation.

2. Give direction to analysis, cost, scope of additional work or urgent work.

3. Will communicate to all   staff and computer person a e-court information to implement it.

(A.2) Human Resources to maintain system   Hardware /software (Depends upon the number of complex in district)

District System Administrator, Assistant District system Administrator to maintain system at district place. Taluqa/Taluka system administrator and Assistant taluqa system administrator to maintain system at taluqa places.

Duty list (job descriptions) for the above computer/technical persons are provided. Major works are, to manage ICT infrastructure such as servers, computers, laptops, scanners, printers, LAN, Internet Connectivity, communication equipment

such as switches, routers, modems etc. To Interaction with vendors for maintaining and supporting the equipment. To Installation and maintenance of OS, office tools, customized application etc. to Assistance in training of end-users.

The actual work of Assistance system administrator is to assist System Officer in maintenance / troubleshooting of ICT infrastructure such as servers, computers, laptops, scanners, printers, LAN, Internet Connectivity, communication equipment such as switches, modems, etc in coordination with the concerned service providers.   Such other technical support/ duties as assigned by District Court from time to time.

As per the duties laid down by High court, the court manager has to work towards Information Technology section also. He has to ensure that the IT systems of the Court comply with standards established by the High Court and are fully functional , Feed the proposed National Arrears Grid to   set up to monitor the disposal of cases in all the courts , as and when it is set up [2].

B) Study Report

1. Trouble shooting :

(1.1) Fundamental Trouble Shooting Procedures – To find out the fault where it is caused, To find out aids for fault, To read service manuals, Test by special tools.

(1.2) Hardware and Software Faults : There are various trouble shooting techniques and methods. CIS manual is helpful guide.

(1.3) Trouble shooting of computers, component and peripherals : Trouble starts at Mother Board , Hard   Disk Drive, CD /DVD ROM ,Printers ,Modems   & Hubs , Monitors ,SMPs ,UPS.

(1.4) Installation of Anti-virus Package :- Linux system does not require anti-virus package but the computer at Finance section is with the Windows system may requires anti-virus package.

2. Practical Study   for working at e-court complex

(2.1)   Hardware & others

(2.1.1) Server Room:-   It is advisable to make Backup server for CIS data and operating system. A USB hard disk is already provided but it is useful for back up data &not backup system server. In case of   urgent need, the backup

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server may be useful as standing server. The D.G. Set to connect with servers. D.G. Sets are provided by e-courts for server and Judicial Service Center. It is provided in addition to UPS . For technical faults, necessary contact numbers and email addresses are given.

(2.1.2) Air Conditioner :- Monitor the maintenance of Air Conditioner working. Prior to expiry period to make arrangement for future need. It is necessary to consider the size of server room for maintaining requisite temperature as per the weight of Air Conditioner. At Taluqa places, sometimes due to small size of server room and for other reasons, the Air conditions requires to shift at other places within district. Such transfer is needed in urgent situation to maintain the e-court system . For technical faults, necessary contact numbers and email addresses are given.

(2.1.3) D.G. Set:- The D.G. sets provided for server and Judicial service center. The Vendor provided its user manual. It is provided , if the electricity is failed. It works on diesel . Its alternator, batteries should be ready at any moment. Make provision to purchase diesel and oil. The concern staff to maintain it as per user manual. He has to maintain the record for use of diesel, oil and monitoring notes. For technical faults, necessary contact numbers and email addresses are given.

(2.1.4) LAN:- For additional arrangement or in case of urgent need to install LAN by Cats wire. Make provision of LAN cat wire, crimper(RJ 45) and LAN clip/plug , LAN socket,so that the technical person may take action to solve the urgent need. For optical fiber a necessary guidelines are provided.

(2.1.5) Electricity:- For additional arrangement spy guard / power strip may be useful. More need consult with the building maintenance authority . In case of rented building to carry such work as per guidelines of district court. In any circumstances, the earthing should be from 0.5-3.0 V to avoid hardware damages. It is necessary to make regular contact with Public Works Department or Electricity providing company as the case may be, for maintaining earthing.

(2.1.6) Fax machine:- In case of warranty period, to contact with the concern agency. After warranty , annual maintenance be made. Its cartridge has to be purchase as per the guidelines. Before its expiry period, it is necessary to take steps to purchase new one.

(2.1.7) HUB: As per project guidelines HUB to connect with UPS.

(2.1.8) Scanners: For any fault,necessary contact numbers, email addresses are given.

(2.1.9) Laptop: Laptop are provided to Judicial officers. For its technical fault, necessary guidelines and contact numbers are given.

(2.1.10) Personal Computers and Thin Clients:- During the warranty period, for technical faults necessary guidelines and contact numbers are given. For additional requirements, if require to purchase then it should be as per required capacity for the operating system provided by e-court. Prior to its expiry period necessary steps are required to demand/purchase.

(2.1.11) Video Conference: To connect with Jail and other purposes. Its ISDN double lines etc has to maintain properly. For its technical fault, necessary guidelines and contact numbers are given.

(2.1.12) Broadband : Broadband are provided by MTNL or BSNL. It is necessary to check working conditions of broadband at court and residence of judicial officers . The e-court decided to continue broadband facilities as per prescribed plan and its expenses has to be incurred by office. The method to reimbursement to be followed for judicial officer. In case of failure of Internet from complex premises then lodge complaint. But some time it takes much time to connect, so it is necessary to find out alternate way to send urgent email to superior court or Intranet at district court .

(2.1.13) Annual Maintenance Contract (AMC) for Hardware :- The life of electronics hardware is already decided by the authority by issuing specific letter. After the warranty period, annual maintenance (comprehensive) as per rate mentioned in guidelines has to be executed .Prior to the warranty period such steps are necessary . AMC does not take risk of consumable parts so provision to purchase such parts is necessary. Prior to executing such AMC, it is necessary to carry out survey of entire hardware to ascertain its life for that period. Printer head, logic card , brushing problem has to be checked. If it is not possible to give further life to such equipments then do not to waste money in repairing. Better way purchase new hardware if it is more than 5 years period. In AMC it is necessary to mention the serial number of hardware and its location. For call to the AMC agency necessary contact numbers, email are provided to all complex. While lodging Call to AMC agency it is necessary to mention the serial number of hardware, complex location. District court Computer Section to monitor the reason for pending calls. If hardware part is taken by AMC person, then complex person to take its receipt /note and inform to district place computer Section. On repairing, if affixed ,then also inform to district court computer section.

(2.1.14) Annual Maintenance contract for supplying Cartridge and computer Stationary: For ribbon , cartridge for the equipments a maintenance is necessary. It should be as per the guidelines given for time to time.

(2.1.15) Maintenance of Register for providing cartridge and toner etc: It is necessary to maintain register for supplied cartridges, toner etc. It is to ascertain to period , within which such cartridges or toner will be required by such court . It is nothing but for promptness and to maintain account to pay to the AMC contractor. Said register has to be checked frequently.

(2.1.16) Tool Kit & Network Kit : AMC is supporting system only. I noticed that, the agency attain call after some hours/days. For urgent need , it is necessary to provide tool kit along with LAN cats , LAN tester, multimeter, earthing measuring meter/tester, USB Hard disk, USB CD/DVD reader/writer , tool box, spy guard / power strip to each complex.

(2.1.17) Sharing of Hardware : Most of times, due to various reasons, sharing of   thin client or printers is necessary .

(2.1.18) Maintenance of Balance Sheet of Hardware/supplied : As per dead-stock register, separate register has to be maintain with serial number   etc. It is also useful to ascertain , life and available hardware to provide at any place.

(2.1.19) Pen-drive: Provide Pen drive to Stenographer. The stenographer to type judgment and after signing upload PDF file.   But in between said period   and to avoid any risk of corruption of data, failure of hard disk,   motherboard,   it is necessary to   take backup of the judicial work in pen-drive.   Keep said drive in safe custody. After uploading judgment on site , to save data at other place.

(2.1.20) Register for Required Hardware :-Demand of new computer hardware, additional hardware, particularly, printers etc. has to be maintain. It is to be placed before the e-court committee.

(2.1.21) Finance Information center :- There should be co-ordination between the finance section and computer section .It helps to take decision by the computer section to put up proposals   for purchasing hardware/software , parts etc. before committee. At taluqa places , it helps to purchase some stationary or to carry out minor work as per guidelines. For purchasing computer spare parts , stationary it is necessary by Finance section to take guidance form the computer section.   Computer section to give specification, company etc as per e-court system . Then Nazar to prepare bill. On receipt of the instruments, computer section to check and verify those purchased materials, on its report the Nazar to pay to the concern vendor.

(3) Software & others

Necessary operating system and   regional language softwares are provided. Only authorized softwares are permitted in the e-court system.

(3.1)Software technical fault:- In case of any fault in software then necessary guidelines are given.

(3.2) Software troubleshooting :- CIS user Manual **e**xplained step-by-step procedure to use the functionality of the CIS application software. This application software helps the court staff for on-line case filing, case registration, daily proceedings, statistical reports, creation of judgment, query etc. The manual highlighted the general operating procedures for using the services that are being provided by various CIS modules. The manual discussed the work flow of activities to use the services

as per the court proceedings under Indian judicial system. It is helpful to users to understand the usage and handling of routine Judicial and Administrative tasks on computer. It is a manual for the users of Case Information System (CIS), Judicial Officers, Judicial staff members and Administrative staff members of Courts in all the courts where CIS is deployed under e-court Mission Project.

(3.3) Judicial Service Center:

Data feeding, Data Up-dation and other works to be carried out as per the e-court plan at each JSC of complex.

(3.4) Imposing Responsibility on Staff: Instrument like thin client/printer to be given in a custody of clerk/staff with serial number. Clerk has to take care of cleaning. In case any fault, then has to inform to system administrator by telephone, email, Intranet or any mode . The system person to visit immediately. He has to lodge Call to AMC or warranty agency/authority. In mean time, the computer system person may make alternate arrangement for doing work. If no such arrangement is possible then provide standing thin client etc. If entire system may fail due to electricity of entire complex then the court manager to manage time for availability of electricity so that the data up-dation feeding uploading etc be completed as early.

(3.5) Judicial officers monitoring over staff for computer work: Judicial officer to make attempt to keep staff touching with the given technology.

(4) Communication System Within District

(4.1) System Map for Complex : Prepare computer hardware map and its location with serial number to maintain system. It is also useful to ascertain where fault cause. District court system and Taluqa place systems map has to be liked with each other to make picture of entire system within the District. It may be useful to distribute work to watch and monitor at Taluqa places by the assistant system administrator of district place.

(4.2) Intranet: For immediate communications within district, a Intranet by mail to be provided. It is in addition to telephone, fax . It is most powerful provision for communication between the taluqa complex and district court computer system . In case of complaint with vendor agency/authority, the concern person from Taluqa place to lodge complaint by telephone or email to agency/ authority . If not responded then to communicate to district center so that, district center may contact with the higher authority of the said agency/ authority for correcting the problem. It is also useful to get information immediately to comply the directions of e-court project . This facility may be useful for all purpose within district . It works like a help line to all staff handling/ responsible for computer and other electronic equipments. Video call by such system persons to each other

may solve the practical technical difficulties. Such Video call is available either by Internet of Computer or by mobile Android phones.

(4.3)Password Protection : Strict privacy is necessary for password, IP addresses. Passwords has to be changed for time to time as per the guidelines.

(5) Human Resources for System

5.1) Human Resources for JSC and e-court other works.

JSC is just like public help/ facilities center like SETU (Maharashtra government)/small bank.

5.1.1) Computer Staff & Monitoring Staff: To Provide training for time to time, hold Workshops/Seminars, group discussion, make focus group.

5.1.2) Human Resource for computer System :- For server room at district place and taluqa place. Person possessing Technical knowledge is necessary. Only knowledge is not sufficient, he must be interested in doing that work. If possible, to provide government residence to those staff   , for availability at moment. Therefore, it is necessary to find out the computer literate staff or higher qualified staff . Be sure, whether the staff possesses required skills, whether he requires training of court software and operating system, whether he requires training for hardware maintenance and LAN, whether he requires training to maintain the electronic equipment (that he has to handle). Such staff should be made trained to handle the given system/equipment.

(5.2) Computer Training to other staff

 5.2.1) Training to Judicial officer

 Ubuntu operating system, computer awareness, Internet use, CIS use, Manupatra or any other law software .

5.2.2) Training to staff for Linux system, open office , CIS software: computer work staff is important organ of e-court . They have to process cases including case feeding, data up-dation, document maintenance, case transferring, case scheduling and so on (as per e-court plan), providing training.

5.2.3) Transfer of Computer System person: Trained staff at compute system should not be transferred to other section unless substituted trained person is provided to the computer system . In case of urgency or official reason, the computer section should be aware that, such person is transferred so that the computer section may suggest substitute.

5.2.4) Change Management

Change is a need for present position and for future challenges. Being Manager has to discharge role of Leader to face resistance to change. Court staff resist to change as per their own understanding . Therefore it is necessary to focus on the pace of change. I found that, it is possible to manage change upto some extent. Difficulty arose with those employees who are old age.   Though CIS is an excellent software given by e-court, but I noticed that, due to heavy daily work, the staff could not arrange sufficient time to adopt the advance changes in the software.

Court administration staff play an essential role in the justice system, supporting the judiciary, the bar and the public both in court (court clerking) and out of court (registry operations). It is for the manager to consider how quickly the staff to accept the change. Manager must plan to overcome from resistance by the staff. He has to devote time in awareness, giving information about the e-court system and its importance in a day to day court working.

(6) Observations for Works to be carried out by e-Court Manager

I focus on monitoring and evaluation of e-courts activities and performance and other jobs to be carried out by the court manager.

(6.1) Required Knowledge

- Computer system and Information system provided by e-court.

- Knowledge of managing the operations of court business/ court case management,system administrators, staff.

- Knowledge of CIS (case information system) and other softwares.

- e-court project and its phases.

- Knowledge of JSC (Judicial Service Center) and its design.

- Knowledge of economics and accounting for budgets .

- Knowledge of preparation of training programs .

- Project management technique.

(6.2) Regular Works by e-Court Manager

1] Write logical, comprehensive, concise reports and correspondence in computer / technical words.

2] Provide direction to System Administrators and provide work direction to clerical staff and technical staff.

3] Concentrate over troubleshooting for Hardware/software.

4] Effectively represent the court complex.

5] To manage backup, security of password, helpline/Intranet (for complex within District) monitoring.

6] To prepare budget for equipments under maintenance (after warranty) and need of future equipments with the help of system administrator.

7] Direct daily data feedings, up-dation and operation work of e-project .

8] To prepare scheme for making staffing decision and to train the staff for the e-court project.

9] Prepare , monitor for budgets and costs for consumable parts, toner , cartridges etc.

10] Communicate with the vendors and technicians to provide the right kind of equipments and consumable parts with the help of system administrator .

11] Prepare and review project progress report & to put up before e-court committee of district place.

12] Regular and close check up for the compliance of received e-mails .

13] Regular and close check up for the compliance of circulars, guidelines by e-courts.

14] Make arrangement/programs to give training to keep skills up-to-date to the staff and staff who is working technical work.

15]   To make provision for technical assistance training to stakeholders.

16] To make provisions for mentoring to staff.

17] To provide direction in studies of new programs provided by superior court and e-court .

18] To resolve problems of technical nature with the help of technical person.

19] To prepare reports for e-court phase work and submit before e-court committee at district level.

20] To monitor the execution and control over e-court project.

21]To determine project scope at each   complex.

22] To Execute guidelines provided by e-court to maintain system.

23] To Plan, research , analysis and develop proposal for future requirements, maintenance of present hardware/software.

24] To Provide work direction to Staff and computer persons and resolve routine problems.

25] Prepare technical report for e-committee meetings agenda.

26] To reply to the queries raised by Judicial officers, staff and stakeholders with the help of system administrator.

27]To monitor the use of computer technology and its infrastructure.

28]To watch and monitor the password security for e-court project.

29]To maintain regular maintenance cycle for entire e-court work.

30] with the help of technical person to test equipment, software, or procedures to make sure that they operate correctly.

31] To determine the causes of technical problems and find solutions for them through computer technical staff.

32] While purchasing new hardware from the court fund, to study the need of tool and equipment at court   complex.

33] To attain meetings for technical goals as per directions by e-court committee .

34] To communicate with staff and system administrators of entire district by using e-mail, Internet etc.

35] To monitor the help line (Intranet) of entire system.

36] To solve problems of information uploaded at Website and other problems form public arose at Judicial Service Center.

37] Requires travel throughout the district to monitor the complex system.

38] To contact with Hardware and software representatives to describe the problem.

39]To visit other offices, Government Institutes .

40]To check Maintained dead-stock for Hardware/software

41] To check the hardware to maintain before/after warranty period.

42] To check Maintenance of LAN/WAN (local area network/wide area network) to provide a variety of services.

43] To see Available fund for the computer system.

44] Establish Status Tracking and Reporting Process .

45] Map out current and future Technology Plan

46] To put proposal for approval of technology plan .

47] To monitor security issues

48] To frame TI Staffing for system.

49] Current systems review & gap analysis

50] Identify tools, technical requirements and e- infrastructure

51] Select external implementation partners/outsourcing requirements

52] Review needed technology application, hardware, software and network requirements .

53] To prepare report for Implementation Phase

54] To prepare report for site analysis plan

55] Perform Day to Day Meetings, review all registers, Intranet calls pending, cartridge demand/supply, call attendance   and

Issue of Management .

(7) Time Management

The effective use of time can help staff to achieve the objectives of e-court and make their work less stressful. To estimate time accurately , it is necessary to make plan for small and medium work. Effective planning is also necessary for middle size work and complex work. To develop the schedule it is necessary to go through the e-court project phases, outcomes. In any case, work must be accomplished to meet the e-court objectives. Most of concepts for time management is known to all.

(7.1) Practical Scheduling (as per my experience)

(7.1.1) For a day work to make priorities as (morning)

- Plan and make action list

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- High court compliances

- JSC work

- Checking undated cases

- Checking work pending for feeding.

- Checking work for up-dation of data.

- Check Intranet connectivity within district.

- Attain mails of e-court committee by superior courts.

- Mail requiring attention urgently

- Talk with system administrator to understand priority work of the day and give deadline to do it.

(7.1.2) For a day work to make priorities as (Afternoon)

- Meeting work with e-court committee

- Meeting with Vendors , stakeholders.

(7.1.3) For a day work to make priorities as (second half)

- Develop effective meeting strategies for a period .

- plan to execute work as directed by e-committee

- Complaints for Hardware/software system.

- Training programs for stakeholders.

- Purchasing hardwares , AMC complaints etc.

(7.2) Visit to other complex within District:- After giving pre -intimation to be ready with data, files and presence of

responsible technical person, then fix visit to the complex. Try to cover the other complex which are on road .

(7.3)Weekly meetings :

- Taluqa administrators and Staff (On videoconferencing)

- Government office etc.

(7.4) Weekly reviews:

Each week review   assignments,   notes, calendar. Then update important strategies.

(8) Computer System Security Management

(8.1) Security   Responsibility : System administrator is responsible for Server and Password security. He has to monitor the methods of handling data files as per CIS. It includes procedures to start up and shut down computers, information back-ups, facility maintenance, and security management of computer server rooms,operational procedures and record keeping of information security events . For any change in the system it is necessary to contact with concern authority. Information security events include computer crashes, computer disruptions, data invasion,   operational errors caused by incorrect data. The planning and implementation of corrective measures are necessary in order to avoid the recurrence of similar events. System administrators shall constantly observe and analyze the utilization of system resources, such as processors, main storage facilities, data storage, printers and other output facilities and communications systems. Administrators shall always pay attention to the trends in utilization of the above facilities, especially in applications concerning processing and information management. It is required to be constantly up to date regarding the capacity utilization of computers and network systems, to analyze and to determine potential bottlenecks that may endanger system security, and be able to plan corrective measures.   In order to avoid leakage of confidential and sensitive information security process is necessary. Security Management of Data & Software Interchange ,Protection of Data Files,Security of Media Processing,Security of System Documents etc guidelines are already provided by e-court authorities..

(9) Be Ready For Future :-   The goal of e-Filing system is to enable court clerks to work more efficiently and to reduce time and effort they spend in managing bundle of cases. It reduces file storage, delay in retrieving record. It is useful for automated docketing and scheduling. The advocate could file ,view cases or documents outside the regular court hours. Reduces paper typing, photocopies expenses,reduction of postage, required less space for office file. The registered user may file case and documents electronically. There is a provision for automatic generation of summons for service. Certified copies through electronic media.

Be ready for Integrated Electronic Litigation System. Speedier justice through e-court is the future of Indian judicial system . Future is at door step for the electronic court-rooms. In the electronic court room we will require to handle more equipments like, digital court recording. Upgraded Sound System,Wireless headphones, Language Interpreting System,Multiple Language Interpreting System,Teleconferencing,Video Conferencing System,Document/Video Presentation Station,Evidence Presentation Station,Touch Screen Annotation ,Document Camera , Videotaping , Digital Audio Recording

System and so on.

E-courts are much more than merely about connectivity and computerization. It is a big system for more than hundred core population. Other equipments are to be handle carefully. It requires a good technician staff to manage the project system. Therefore, training is necessary to Judicial officer, staff and also to Lawyer.

(C) Evaluation of e-court system work by court Manager

Manager direct to system administrator, and staff , data feeding center, Judicial service center. With the help of system administrator, he plan and coordinate activities such as installing, upgrading hardware and software, programming and system designs the implementation of computer networks, and the development of Internet and Intranet sites. as per the guidelines of e-court. He has to maintain and security of the networks /password. He has to find out dead hardware , likely to dead and future requirement of equipments. He has to review the work of system administrator and other staff to ensure that the system should work as per e-court project.

For Time management the manager has to monitor work for delegation of system checking to the System Administrator, Postpone unnecessary activities until the work is done,Identify resources to help you, the best thing is to forget about multitasking , and, instead, focus on one task at a time. Periodically monitor time spend for the work, make necessary changes in preparing list. It is good practice to keep a list of outstanding action points in priority order. This list should be regularly reviewed and re-prioritized. Better way to prepare time management matrix.

For system security the manager has to monitor , the use of system, Data filing ,Computer operations ,Network management ,System administration ,System development & maintenance ,Change management ,Security management,Security audit .

Manager to ensure the availability, continuity, and security of data and information technology services in the court. He has to prepare budgets for maintenance of equipments and requirement of equipments. He talk to staff and computer system administrators to find out more about their computer needs. Then with the help of computer system person, determine the equipment that will meet those needs. Managers talk to computer dealers/vendors about finding the right equipment for their needs. Once they have determined what the system will be, with the help of system administrator, managers plan activities, such as installing and upgrading hardware and software as per e-court plan. He works on

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documentation, recording the information for the progress in system to communicate to e-court committee at district place.

(D) Recommendation : 1)court manager to concentrate towards e-court system of other courts like Labour courts, Industrial courts etc.

2) Wi-fi dongle (3G) (Wireless Broadband for Intranet)

Conclusion : As per court manager's duties, the Manager has to ensure that the IT systems of the Court comply with standards established by the High Court and are fully functional , Feed the proposed National Arrears Grid to be set up to monitor the disposal of cases in all the courts , as and when it is set up.

As per my study, the material duties are to, Maintain inventories of Hardware/software. E-court plan to be communicated to the all stakeholders. Monitored e-court plan. Keep close and continuous watch to increase the knowledge of computer staff. Assess expertise of the computer technical staff . Retention of technical staff at computer section could not be overlook. It is necessary to consider sufficient technical expertise and provide training and support for users, hence training facilities be continued. More concentration is necessary towards security of computer system including back-up procedure. Frequently test the security password.

As per my observation , the Manager need a thorough understanding of court business. He must possess good leadership and communication skills, his material duty is to assign work and monitor the performance of the system administrator and court staff. He must be able to explain technical subject to stakeholders without technical expertise. In any circumstances, the e-court system should work around a clock .

Citation :

[1] Circular No.L- I 101 51212004-Jus--Government of India,Ministry of Law & Justice

[2] Notification , Law and Judiciary Department, Mantralaya, Mumbai 400032 October , 2011 No.

HCT-1919/557/(81)/Desk-4, The Maharashtra Court Manger Recruitment and Conditions of Service Rules 2011, 10.(XI) IT

Systems Management

[3] CIS Manual

[4] e-court plan by Indian Judiciary

Abbreviation

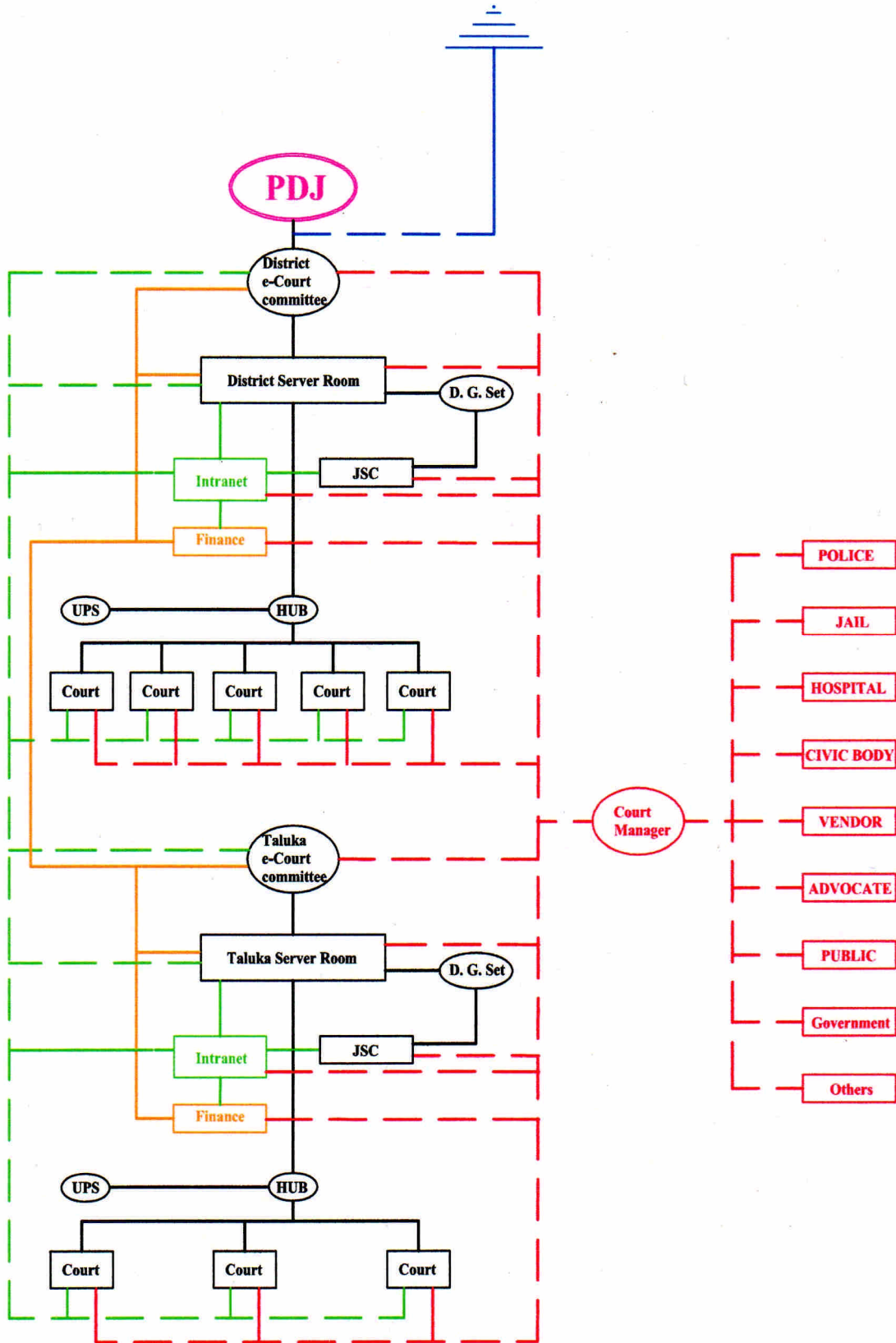PDJ- principal district judge

JSC- Judicial Service Center

CIS – Case Information System

D.G- Diesel Generator set

Complex – court where system is installed.

Intranet- helpline within district

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PDJ

District e-Court committee

District Server Room

D. G. Set

JSC

Intranet

Finance

UPS   HUB

Court   Court   Court   Court   Court

Taluka e-Court committee

Taluka Server Room

D. G. Set

JSC

Intranet

Finance

UPS   HUB

Court   Court   Court

Court Manager

POLICE

JAIL

HOSPITAL

CIVIC BODY

VENDOR

ADVOCATE

PUBLIC

Government

Others