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GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DEPARTMENT OF LAW, JUSTICE & LEGISLATIVE AFFAIRS
8TH LEVEL, C-WING, DELHI SECRETARIAT, NEW DELHI

No.F.5(342)/Lit./LJ&LA/16 | 447-449

Dated: 20/11/2017

CIRCULAR

It has been observed that the administrative departments are not monitoring their court cases properly. In many cases, either replies are not filed on time or the counsels do not appear in the court for proceedings causing inconvenience to the court, delay in proceedings and unnecessary embarrassment to the Government which leads to issue of adverse orders by the Courts on such lapses.

For ease of monitoring court cases, a comprehensive online e-Litigation module is available on <http://delserv.nic.in> for maintaining court case data and monitoring of cases. The user id and password have been provided to all departments. Department of Law, Justice & LA has time and again requested all departments to update the court case data on the module periodically, so that individual departments can monitor their litigation.

In order to streamline the system of monitoring of court cases, all departments are requested to devise fool-proof system for ensuring that all court cases are attended to with due diligence. Departments / autonomous agencies must ensure inter-alia the following.


1. A Nodal Officer be mandatorily nominated by all the departments, if not done so far.
2. The nodal officer must make new entries and update the existing records on a daily basis with respect to the court cases of the concerned department. This should be done on the existing web based e-litigation court case monitoring system which can be accessed by other stakeholders in the department.
3. Replies / affidavits must be filed about a week before the case is listed for hearing. The tendency of filing replies on the last day should be discouraged as the Registry of the Supreme Court / High Court needs time for placing it on record.

4. A departmental representative well conversant with the matter must appear in the Court and assist the Counsel and inform the Nodal Officer about the day's proceedings.
5. In case any advocate does not appear before the court on the date of hearing, this must be brought to the knowledge of Law Department and updated in the database for their performance evaluation.
6. In case any Court has been constrained to direct the personal appearance of the Chief Secretary, the respondent department must forthwith get an affidavit prepared from the Counsel explaining therein the causes of delay in compliance of the orders of the court, action taken already and further steps being contemplated. The affidavit for seeking exemption from personal appearance of the Chief Secretary may be filed only with the approval of Chief Secretary.
7. In case of failure of any department to file response before the High Court or Supreme Court on time, concerned HoD / Nodal Officer of the department shall be held responsible and action shall be initiated in accordance with the rules.

Chief Secretary, Delhi has expressed his displeasure that the Court cases are not being monitored properly and has directed that the monitoring of Court cases by all departments, organizations, autonomous bodies, corporations be done with due diligence and the courts are assisted to the best possible ways for adjudication of the matters.

In view of above, Principal Secretaries/ Secretaries/HODs of all the departments as well as Autonomous bodies/Organizations/Corporations are requested to ensure that the court matters are attended on time. It may further be ensured that information regarding all court cases is updated on e-Litigation module in a time-bound manner.

This issues with the approval of Chief Secretary, Delhi.


RAJ KUMAR CHAUHAN
SECRETARY(LAW, JUSTICE & LA)

To

Principal Secretaries / Secretaries / HODs of all the departments and Autonomous bodies / Organizations / Corporations under Govt. of NCT of Delhi.

Copy for information to:

Chief Secretary, Govt. of NCT of Delhi, 5th Level, Delhi Secretariat, New Delhi.


RAJ KUMAR CHAUHAN
SECRETARY(LAW, JUSTICE & LA)