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Part III—Section 2

Statutory Notifications and Orders issued by Heads of Departments.

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NOTIFICATIONS BY HEADS OF DEPARTMENTS, ETC.

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CONTENTS

DTP—III-2 (42)

NOTIFICATIONS BY HEADS OF DEPARTMENTS, ETC.

JUDICIAL NOTIFICATION

"The Madras High Court Technical Manpower (Appointment & Conditions of Service) Rules, 2017".

(Roc. No.768000B/2016/Comp.3)

No. SRO C-19/2023.

In exercise of the powers conferred by Articles 229 (1) and (2) of the Constitution of India, and of all other powers connected thereto, the Hon'ble The Chief Justice is pleased to make the following amendments to Annexures in Rule 6 and Rule 7 of "The Madras High Court Technical Manpower (Appointment and Conditions of Service) Rules, 2017"

AMENDMENT - I

In "The Madras High Court Technical Manpower (Appointment and Conditions of Service) Rules, 2017" Annexure "A" shall be substituted by the following:

Annexure "A"

(See Rule 6)

Duties and Responsibilities of Technical Manpower Deployed in High Court Madras and Subordinate Courts in the State of Tamil Nadu

1. Senior Systems Manager (High Court Madras):

1. Senior Systems Manager shall report to the Registrar (IT-*cum*-Statistics)/ (Central Project Co-ordinator), High Court, Madras for the day to day activities.

2. To assist Registrar (IT-*cum*-Statistics) / (Central Project Co-ordinator), High Court, Madras and Officer on Special Duty (e-Courts) / Assistant Registrar (e-Courts), High Court, Madras in e-Courts Project related activities.

3. To interact with the System Analysts and Assistant Programmers deployed in High Court and Subordinate Courts for compilation of various reports as directed by the Hon'ble e-Committee, Supreme Court of India.

4. To provide all necessary help and guidance to the System Analyst and Assistant Programmers posted in the Subordinate Judiciary in implementing, maintain & resolve any problems related to Case Information System (CIS) Software, National Service and Tracking of Electronic Processes (NSTEP) SMS Application Software, e-filing Process, Virtual Court Process and various intranet application software(s) of High Court, Madras and any other software modules as and when implemented by the Hon'ble e-Committee, Supreme Court of India & Hon 'ble Computer Committee, High Court, Madras.

5. To provide all necessary help and guidance to the System Analyst and Assistant Programmers posted in the Subordinate Judiciary in resolving any problems related to e-filing Portal, e-Pay Portal, Virtual Court Portal etc.

6. To monitor the queries related to the functionalities of citizen centric services such as e-Courts Portal, e-Courts Mobile App, e-filing Portal, e-Pay Portal, Virtual Court Portal Chargeback Queries of the litigant etc.

7. To provide all necessary help and guidance to the System Analyst and Assistant Programmers posted in the Subordinate Judiciary in resolving issues related to the functionalities of Just IS Mobile App, AIJ e-Mail Activation / Mobile Number Updation, Kavach Installation etc., and also to scale and report the performance of them to the Registrar (IT-*cum*-Statistics).

8. To provide all necessary help and guidance to the System Analyst and Assistant Programmers posted in the Subordinate Judiciary in white listing the IP address of Court Complexes to access the firewall of National Judicial Data Grid (NJDG) Servers and SMS Gateway Platform.

9. To monitor the replication of data from the District & Subordinate Courts of High Court, Madras to the National Judicial Data Grid (NJDG).

10. To conduct periodical analysis of the NJDG Administrative Portal, monitor reports and provide necessary guidance to the System Analyst and Assistant Programmers posted in the Subordinate Judiciary in resolving any discrepancy found in the monitoring reports.

11. To coordinate with the authorities of National Informatics Centre (NIC), High Court Centre and National Informatics Centre (NIC), e-Courts Division, Hon 'ble Supreme Court of India to ensure the smooth functioning of Case Information System (CIS) Software, National Service and Tracking of Electronic Processes (NSTEP), JustIS Mobile Application, SMS Application Software, e-filing Portal, e-Pay Portal, Virtual Court Intranet Portal, Virtual Court Internet Portal etc.

12. To Monitor National Judicial Data Grid Portal and generation of reports as and when directed by the Registrar (IT -*cum*-Statistics) / Central Project Co-ordinator, High Court, Madras.

13. To coordinate with the technical division of the Government Department during the integration of Case Information System (CIS) Software with the respective department, to consume the data in CIS Software.

14. To provide all necessary help and guidance to the System Analyst and Assistant Programmers posted in the Subordinate Judiciary in resolving any problems related to the function of TNSWAN Connection, MPLS Connection etc. with the concerned service providers.

15. Ownership of problem resolution for addressing the complaints of District & Subordinate Courts for smooth operation of ICT infrastructure

16. To monitor District Court Websites for regular updation of content in the website.

17. Responsible for maintaining and implementation of the Case Information System (CIS) running in the High Court, regular backup of the databases etc., training of court staff with various modules and facilities of CIS in Subordinate Courts

18. To monitor and manage the video-conferencing facility through which the Hon'ble High Court will be connected to the Hon'ble Madurai Bench and Subordinate Courts.

19. To maintain and upkeep VC Software License and to coordinate with the concerned service provider in resolving any issues related to the VC Software License.

20. Assistance to the Hon'ble Judges for effective utilization of I.T. Resources.

21. To prepare the technical evaluation report and all other standard operating modules for the implementation of application software.

22. To maintain proper inventory and records of ICT equipments provided under the e-Courts project to the High Court and Subordinate judiciary.

23. To keep a close eye on new innovation and responsible for suggesting new technology as per the requirement.

24. To conduct periodical review of the entire setup to make sure that all legal procedures are being followed in all the steps and submit the reports to the Registrar (IT-*cum*-Statistics)

25. To provide all necessary help and guidance to the System Analyst and Assistant Programmers posted in the Subordinate Judiciary in resolving any problems that may arise. in ICT related works in the district concerned. If required, Senior Systems Manager may also visit the District concerned to sort out any problem after taking proper approval from the Registrar (IT-*cum*-Statistics).

26. Such other technical support duties as assigned by the Registrar (IT -*cum*- Statistics) from time to time and other circulars, orders issued by the Hon 'ble High Court, Madras.

2. Systems Analyst (High Court Madras):

1. System Analyst shall report to the Registrar (IT -*cum*-Statistics) (Central Project Co-ordinator) High Court Madras for the day to day activities.

2. To assist Registrar (IT -*cum*-Statistics) / (Central Project Co-ordinator), High Court, Madras, Officer on Special Duty (e-Courts), High Court, Madras, Assistant Registrar (e-Courts), High Court, Madras and Senior Systems Manager, High Court, Madras in e-Courts Project related activities, as and when required.

3. To Monitor the Official Website of High Court for regular updation of content in the website.

4. To assist the High Court in ICT System administration and management and to provide all necessary help and guidance to the Programmer and Assistant Programmers posted in the High Court in resolving any problems that may arise in ICT related works.

5. To maintain and upkeep ICT infrastructure such as Hardware, UPS, VC equipment, Information Kiosk, Bio-metric machine, etc. with the concerned service providers.

6. To maintain and implement In-House Application Software running in the High Court, regular backup of the databases etc. and train the court staff in operating the respective software modules.

7. To administer the network firewall device and also to ensure the smooth functioning of network connections such as Local Area Network (LAN) and Internet Connection provided in the High Court.

8. To ensure the replication of CIS data to the National Judicial Data Grid (NJDG) and all other intermediate application servers / backup servers deployed by the High Court.

9. To provide all necessary guidance to the Assistant Programmers posted in the High Court in managing the video-conferencing facility and the live streaming facility to web cast the functions / events conducted by the High Court.

10. Assistance to the Hon 'ble Judges for effective utilization of I.T. Resources.

11. To keep a close eye on new innovation and responsible for suggesting new technology as per the requirement.

12. Such other technical support duties as assigned by the Registrar (IT -cum- Statistics) from time to time and by other circulars, orders issued by the Hon 'ble High Court, Madras.

3. Systems Analyst (Subordinate Courts):

1. System Analyst shall report to the Registrar (IT-cum-Statistics) / (Central Project Co-ordinator), High Court, Madras as and when required and to the Principal District Judge of the respective District for the day to day activities.

2. To assist Registrar (IT-cum-Statistics) / (Central Project Co-ordinator), High Court, Madras, Officer on Special Duty (e-Courts), High Court, Madras, Assistant Registrar (e-Courts), High Court, Madras and Senior Systems Manager, High Court, Madras in e-Courts Project related activities, as and when required.

3. To submit periodic reports related to the e-Court Project related activities to the Registrar (IT-cum-Statistics) / (Central Project Co-ordinator), High Court, Madras.

4. To Monitor the District Court Website for regular updation of contents.

5. To maintain and upkeep ICT infrastructure such as Hardware, LAN, UPS, VC equipment, Information Kiosk, Bio-metric machine, NSTEP Smart Phones etc., with the concerned service providers.

6. To maintain and upkeep network connections such as TNSWAN Connection, MPLS Connection, FTTH Connections (provided in Office & Judicial Officer(s) Residence), with the concerned service providers.

7. To maintain and upkeep Hardware & CCTV inventory records in the e-Court Maintenance System Portal and to ensure the accuracy of data fed in the respective portal.

8. To implement Case Information System (CIS) and maintain CIS running in the District and Taluka Court (s), regular backup of the databases etc. and train the court staff with various modules and facilities of CIS in Subordinate Courts.

9. To ensure the smooth functioning of data replication process in all District and Taluk Courts.

10. To monitor the functionality of CIS Establishments mapped under the e- filing Portal, NSTEP Portal, e-Pay Portal, NJDG Portal etc. pertaining to the respective District.

11. To implement In-House Application Softwares and training of court staff in operating respective software modules.

12. To maintain and upkeep CCTV equipments such as Camera, NVR, etc. with the concerned service providers.

13. To assist the Principal District Judge in the preservation of CCTV backup and storage of preserved backup in the external hard drive as and when required.

14. To convene District Computer Committee Meetings periodically, after obtaining necessary approval from the Principal District Judge of the respective District and implement the directions issued by such committee after obtaining necessary approval from the Principal District Judge.

15. To coordinate with the Public Works Department (PWD) in site survey process of ICT implementation and also to ensure the smooth functioning of ICT Infrastructure.

16. To provide all necessary guidance to the Assistant Programmers posted in the respective District in managing the Video-Conferencing facility.

17. To provide all necessary help and guidance to the Assistant Programmers posted in the respective District Court in resolving any problems that may arise in ICT related works.

18. Assistance to the Judicial Officers for effective utilization of I.T. Resources and to attend the hardware issues that may arise in the Laptop etc., supplied to the Judicial Officers.

19. Such other technical support duties as assigned by the Registrar (IT-*cum*-Statistics) (Central Project Co-ordinator), High Court, Madras and Principal District Judge of the respective District from time to time and other circulars, orders issued by the Hon 'ble High Court, Madras.

4. Programmer (High Court, Madras):

1. Programmer shall report to the Registrar (IT-*cum*-Statistics) / (Central Project Co-ordinator) High Court, Madras for the day to day activities.

2. To assist Registrar (IT-*cum*-Statistics) / (Central Project Co-ordinator), High Court, Madras, Officer on Special Duty (e-Courts), High Court, Madras, Assistant Registrar (e-Courts), High Court, Madras and Senior Systems Manager, High Court, Madras in e-Courts Project related activities, as and when required.

3. To analyze the functionality and needs of various sections and to develop software tools and packages for the High Court and Subordinate Judiciary.

4. Responsible for maintaining Case Information System / CIS Periphery Application and In-House Application Software running in the High Court, regular backup of the databases etc.

5. Responsible to prepare the training module related to the In-House Application Software and training of court staff in operating respective software modules.

6. Installation and maintenance of Operating System, Office tools, customized application, etc.

7. To provide all necessary guidance to the Assistant Programmers posted in the High Court in developing software tools and packages for the High Court and Subordinate Judiciary

8. Assistance to the Hon'ble Judges for effective utilization of I.T Resources.

9. To keep a close eye on new innovation and responsible for suggesting new technology as per the requirement.

10. Such other technical support duties as assigned by the Registrar (IT -*cum*- Statistics) from time to time and by other circulars, orders issued by the Hon 'ble High Court, Madras.

5. Assistant Programmer (High Court Madras):

1. Assistant Programmer shall report to the Registrar (IT-*cum*-Statistics) (Central Project Co-ordinator) High Court Madras for the day to day activities.

2. To assist Registrar (IT-*cum*-Statistics) / (Central Project Co-ordinator), High Court of Madras, Officer on Special Duty (e-Courts), High Court, Madras, Assistant Registrar (e-Courts), High Court, Madras and Senior Systems Manager, High Court, Madras in e-Courts Project related activities, as and when required.

3. Installation and maintenance of Operating System, Office tools, customized application, etc.

4. To ensure the functionality of ICT infrastructure such as Hardware, UPS, VC equipment, Information Kiosk, Bio-metric machine, etc., with the concerned service providers.

5. To assist the Programmers in developing software tools and packages for the High Court and Subordinate Judiciary.

6. To assist the System Analyst in managing the video-conferencing facility and the live streaming facility to web cast the functions / events conducted by the High Court.

7. To ensure the smooth functioning of ICT Peripherals installed in the Chambers & Residence of the Hori'ble Judges.

8. Assistance to the Hon'ble Judges for effective utilization of I.T Resources.

9. To provide all necessary assistance to the System Analyst in resolving any problems that may arise in ICT related works.

10. Such other technical support duties as assigned by the Registrar (IT -*cum*- Statistics) from time to time and other circulars, orders issued by the Hon'ble High Court, Madras.

6. Assistant Programmer (Subordinate Courts):

1. Assistant Programmer shall report to the Registrar (IT -*cum*-Statistics) / (Central Project Co-ordinator), High Court, Madras and the Principal District Judge of the respective District for the day to day activities.

2. To assist Registrar (IT-*cum*-Statistics) / (Central Project Co-ordinator), High Court, Madras, Officer on Special Duty (e-Courts), High Court, Madras, Assistant Registrar (e-Courts), High Court, Madras and Senior Systems Manager, High Court; Madras in e-Courts Project related activities, as and when required.

3. To submit the periodic monitoring report to the Principal District Judge in respect of CIS Software (Undated Cases, Delay Reasons, Data Health Card etc.) and NJDG Portal, as and when required.

4. To assist the Programmer to develop software tools and packages for the High Court and Subordinate Judiciary.

5. To assist the System Analyst in maintaining the Case Information System (CIS) in District and Taluka Courts, regular backup of the databases, replication of data to the National Judicial Data Grid (NJDG) etc.

6. To ensure the functionality of Judicial Service Center (JSC), Touch Screen Information Kiosk, Display Board for the dissemination of case related information to the Advocates / Litigants.

7. Installation and maintenance of Operating System, Office tools, customized application, etc.

8. To prepare all necessary reports for the periodic District Computer Committee Meetings.

9. To assist Judicial Officers and Court Staff in managing the Video- Conferencing facility provided in District and Taluka Courts.

10. To assist the System Analyst in the training of court staff with various modules and facilities of CIS, In-House Application Software in District and Taluka Courts.

11. To provide all necessary assistance to the System Analyst posted in the respective District Court in resolving any problems that may arise in ICT related works.

12.Assistance to the Judicial Officers for effective utilization of I.T. Resources.

13.Such other technical support duties as assigned by the Registrar (IT -*cum*- Statistics) (Central Project Co-ordinator), High Court, Madras and Principal District Judge of the respective District from time to time and by other circulars, orders issued by the Hon'ble High Court, Madras.

AMENDMENT-2

In "The Madras High Court Technical Manpower (Appointment and Conditions of Service) Rules, 2017" Annexure "B" shall be substituted by the following:

ANNEXURE - "B"

(See Rule 7)

Category No.	Name of the Post	Scale of Pay	Distribution of Vacancies	Total Number of Posts
1.	**Senior Systems Manager** G.O. Ms.No. 694, Home (Cts-III) Dept., dt.30-09-2016—1 Post	Rs. 59300-217600	**High Court:** Principal Seat - 1	1
2	**System Analyst** G.O.Ms.No.694, Home (Cts-III) Dept., dt.30-09-2016 - 34 posts G.O.Ms.No.143, Home (Cts-III) Dept., dt.17 -02-2017 - 2 posts G.O.Ms.No.2121 Home (Cts-I) Dept., dated 25.10.2018 - 1 post	Rs. 56100 - 205700	**High Court:** Principal Seat - 1 + 1 Madurai Bench - 1 **Subordinate Courts:** 32 Districts - 1 + (one in each District) Chennai City Civil Courts-2	2+1+34=37

Category No.	Name of the Post	Scale of Pay	Distribution of Vacancies	Total Number of Posts
3	**Programmer** G.O.Ms.No.685, Home (Cts-III) Dept., dt. 05-10-2015 - 3 posts G.O.Ms.No.2121 Home (Cts-I) Dept., dated 25.10.2018 - 1 post G.O. Ms.No.75 Home (Cts-III) Dept., dated 05.02.2020 - 1 post	Rs.36400 - 134200	**High Court:** Principal Seat - 3+ 1 Madurai Bench - 1	4+1
4	**Assistant Programmer** G.O.Ms.No.685, Home (Cts-III) Dept., dt. 05-10-2015 - 3 posts G.O.Ms.No.694, Home (Cts-III) Dept., dt, 30-09-2016 - 67 posts G.O.Ms.No.143, Home (Cts-III) Dept., dt. 17-02-2017 - 4 posts G.O..Ms.No.2121 Home (Cts-I) Dept., dated 25.10.2018 - 1 post G.O.Ms.No.75 Home (Cts-III) Dept., dated 05.02.2020 - 1 post	Rs.35900 - 131500	**High Court:** Principal Seat - 3+2+2+1 Madurai Bench - 1 + 1 **Subordinate Courts:** 32 Districts - 64 (two in each District) + Chennai City Civil Courts - 2	8+2+64+2=76
			Total	119

The above amendments shall come into force with effect from 01-05-2023.

High Court, Madras-104,   P. DHANABAL,
25th April 2023.   *Registrar General.*