



IT CIRCULAR

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IDEA OF IT CIRCULAR

"The purpose of this Circular is to share the vision of the I.T. Department and the substantial progress made by it over the last year with the Hon'ble Judges. It is also an occasion to seek your ideas on our future roadmap so that we can collectively march ahead with an inclusive and participatory approach."

By: Hon'ble Mr Justice Syed Mansoor Ali Shah
IT Admin Judge

REVISIT OF IT

IT branch of Lahore High Court has made rapid progress under the dynamic approach of Hon'ble Chief Justice Lahore High Court. Hon'ble Chief Justice, Hon'ble IT Admin Judge along with Hon'ble Judges and Worthy Registrar of this court, revisited the functions of IT branch to improve its working and processes. Resultantly, an IT Road Map is underway. Road map contains the current initiatives and future plans of IT Branch towards automation of this court.

INTERACTIVE VOICE RESPONSE SERVICE (IVR)

This court proudly introducing a help line service to facilitate litigants. This service is a help line for public and lawyers to get information of their cases through landline numbers or mobiles by dialing 1134. Helpline Agents are specially trained to handle judicial queries. IVR will facilitate caller with up-to-date case information according to request.

TAXATION CASES

M/S Ferguson facilitate this court in clubbing of cases related to tax matters, there were almost 4000 cases, which were physically inspected. This exercise facilitates this court and approximately 450 cases were disposed off.

COURT PENDENCY COUNTER

Pendency Check Counter application presents institution, disposal and pendency in this court daily including Benches. This helps to have quick view on daily statistics.

HON'BLE JUDGES ELECTRONIC MAIL

Electronic mail address on official domain of Lahore High Court are created & configured. For reference completed list is attached with this Circular.

AUTO MARKING OF URGENT CASES

Whenever an urgent case is instituted in this court, it is automatically marked to some court depending upon the Roster, work load of Hon'ble Judges and their specialty. There is no human intervention involved in this process which helps to make the system transparent and trust worthy. Initially this software was successfully implemented at Principal Seat and now has been replicated to all Benches of august Court

CRIMINAL CASES CLUBBING

Hon'ble Mr. Justice Muhammad Anwaarul Haq took initiatives to club the cases of criminal nature by physically verifying the judicial files. In this regards inspection cards, were designed by Mr. Kamran Subhan DEO, IT under the direction of his lordship.

GREEN BENCH ORDERS

Green Bench has been established in Lahore High Court to deal with cases related to environment. Order/Judgments are made available on website of this court.

<http://lhc.gov.pk/greenBenchOrders/greenBench.php>

APPEALS IN SUPREME COURT

Software to update the status of such cases which are challenged in Supreme Court against the order of Lahore High Court has been launched. Now Hon'ble Judges can get information of their cases that are decided by the Hon'ble Apex Court.

KOHA LIBRARY SYSTEM

Koha is an Integrated Library System (ILS), used world-wide by public, school and special libraries. This software is installed in the library of this court. Data entry has been started regarding catalogue, once completed; this system will be made available for Hon'ble Courts for quick access.

ELECTRONIC NOTIFICATIONS

IT Branch is serving this court in various areas one of those is electronic notification to lawyers and public. Messages are being delivered through two mediums email and mobile sms.

RENOVATION OF URGENT CELL & IMPLEMENTATION OF OPENING SHEET

Recently the Urgent Cell of this Court is renovated to implement the idea of Opening Sheet. It will facilitate authorities of this Court to have more detail reporting on judicial cases.

COURT QUERY MANAGER- RESEARCH CENTER LHC

A research center was established in this court, Center receives propositions from different courts. To assist research associates a web application 'Court Query Manager' developed. This is another step towards the E-Court initiatives, which facilitates Hon'ble Courts to send judicial matter queries to research center. Research Officers analyze / find references regarding any specific query and submit the reply to Hon'ble Courts through software. Later on a data bank of research on case law and matters related to constitution will be also be made available as source of research center.

E – COURT INITIATIVES

A first step towards e-court is to automate the court workings to facilitate litigants to have easy and quick access to information of their cases.

Judgment Approved for Reporting: Litigants now can get the Judgments Approved for Reporting from LHC website being uploaded by court staff.

Last Hearing Status: Last Hearing Status of any case can be viewed from LHC website.

LHC Website: Lahore High Court website and District Courts websites provide effective and faster 24-hours access to facilitate general users, petitioners and lawyers to visit and access the desired information (Cause List, Rosters, and Copy Status etc.) from their own premises.

COMPUTER CELL OPERATIONS

Following printing activities take place in this office

- Regular Cause List
- Supplementary Cause List
- Cancellation of Lists
- Lawyers pending & disposal cases list
- etc.

These tasks are carried out by dedicated team of Mr. Abdul Ghaffar & Mr. Sajjad Ahmad Khan (Data Coordinators).

PHYSICAL VERIFICATION OF CASES

A verification exercise of cases to identify backlog of this court conducted during the month of March –April of 2012. D&SJ (I, R&D) lead all branches participated and supervised by Ms. Bushra Zaman (Additional MIT-II) along with Mr. Syed Shabbir Hussain Shah (DR J-II) and some judicial officers. Furthermore, IT team comprising of Mr. Iftikhar Ahmad and Mr. Muhammad Khurram Ilyas Assistant Registrars provide IT assistance in installation of relevant software to update computer record in accordance with this exercise

DISTRICT COURT PROGRESS MONITORING

A software application is developed to monitor progress of cases disposal at different stages of each district. The computer operator(s) of all districts of Punjab access this software online to enter daily progress of his district. After completion of data entry the reports are readily available for presenting before Hon'ble Chief Justice of this Court.

NETWORK INITIATIVES

Network Extension of following offices:

- Research Center
- Urgent Cell
- Additional Attorney General Office
- RKJ - III
- Criminal Branch I & II

About Network

- Virtual Environment for Servers
- Domain Configuration under process
- Service of Workstations (100 approx.).
- Entertained Hardware Complaints (400 approx.).
- In House repair / maintenance of software / hardware equipment (133 approx.).
- Regular visits of Hon'ble Courts for supporting smooth working of IT equipment.
- IT support in various meetings / Tribunals

INFORMATION KIOSK

It is an information center located at two entry points of Lahore High Court building to facilitate litigants with following information;

approx. no of services provided in last month

Information of Sitting Hon'ble benches (Roster Information)	5,000
Court Location Information	3,800
Certified Copy Information Status	3,500
Case Information at window	50,000
Case Information on telephone	3,500
Lawyers data collection & Issuance of Lawyers Code	120
List of Cases to Lawyers for Supreme Court enrolment	65

SYSTEM GENERATED REPORTING

IT Branch is developing number of software utilities to produce system automatic generated reports to present authorities. e.g.

- Disposal stats court wise.
- Daily Urgent Cause List.
- Court Pendency Counter
- Cause List to Additional Prosecutor General, Punjab

LATEST HARDWARE DISTRIBUTION

In order to replace the P-IV technology with Core i3, laptops and Computers, received through PITB under the scheme "New I.T. Initiatives at Lahore High Court and District Courts" have been handed over to the Hon'ble Judges and court staff respectively. These steps carried out to facilitate courts with upgraded technology and to enable courts for executing automation software application.

KNOWLEDGE SHARING: Change Page Margins (MS Word)

Page margins are the blank space around the edges of the page. In general, you insert text and graphics in the printable area inside the margins. When you change a document's page margins, you change where text and graphics appear on each page.

You can change the page margins either by choosing from one of Word's predefined settings in the Margins gallery or by creating custom margins.