

PROCEEDINGS OF THE HIGH COURT OF KARNATAKA, BANGALORE

PREAMBLE: Appointment of Court Managers in High Court of Karnataka, Bangalore.

- READ:**
1. Guidelines issued by the Ministry of Finance, Department of Expenditure, Finance Commission Division, vide F.No.32(30) FCD/2010 and Annexure – III to the proceedings of High Level Monitoring Committee meeting dated 29.10.2010, in regard to utilization of grant-in-aid for improvement of justice delivery as recommended by 13th Finance Commission.
 2. U.O.Note No. FD 1659F Secy (B&R) 11 dated 18.05.2011, of the Government of Karnataka.
 3. This office Notification No. HCE 687/2011 dated 31.05.2011, calling application from the eligible candidates for the post of Court Managers in High Court of Karnataka.

**ORDER NO.HCE. 687/2011
BANGALORE, DATED 21ST JUNE 2013**

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The following candidates are appointed as Court Managers in the High Court of Karnataka, Bangalore, on the terms and conditions mentioned in this order:

Sl.No.	Name of the Candidates
1.	Sri Lakshmi Venkata Giri H.D., C/o Saptagiri, Kendriya Vidyalaya Road, Cowl Bazar, Bellary.
2.	Sri Ashvini Kumar S.K., No.305/4, Shri Hari Ashraya, 1 st Floor, Seethapathy Agrahara, N.T.Pet, Near Prakash Café, Bangalore - 560 002.
3.	Sri Revanasiddappa, 15-86, Bagawan Galli, Humnabad, Bidar District – 583 330.
4.	Sri Prashant, R.V.Manta Main Road, At/Po: Amingad, Hungund Taluk, Bagalkote District.

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Terms & Conditions of appointment:

1. The term of appointment is from the date of appointment till 31.03.2015 which can be terminated at any time by the order of Hon'ble the Chief Justice.
2. During the term of appointment the Court Managers will be paid a monthly pay of Rs.50000/- to be increased by 10% every year.
3. This appointment is on full time basis and during the term of appointment the Court Manager will not be entitled to take up any other employment whether it is part-time or so.
4. The term of appointment will not confer any right on the appointed candidate for being made permanent in the said post or any other post in the High Court of Karnataka, Bangalore.
5. The place of work will be either at High Court Principal Bench at Bangalore or at High Court Circuit Benches at Dharwad or Gulbarga.
6. The Registrar's Personal Section(In case of Principal Bench)/Personal Assistant to Additional Registrar General (in case of Circuit Benches) shall maintain the attendance register and leave records of the Court Managers.
7. The Court Manager will be entitled for leave only for a total number of 12 days in a year during the period of appointment. However, he/she shall not avail leave for more than 3 days in a month.
8. Any violation of the above mentioned terms and conditions or any breach of discipline or any misconduct by the Court Manager will attract termination of appointment without any notice.
9. The appointed candidates shall report for duty in the High Court within 15 days from the date of receipt of this order failing which, the order of appointment shall stand cancelled.

Functions and Responsibilities of Court Managers:

Policies and Standards:

1. Based on applicable directive of superior courts, establish the performance standards applicable to the court (including on timeliness, efficiency; quality of court performance; infrastructure; and human resources; access to justice; as well as for systems for court management and case management.)
2. Carry out an evaluation of the compliance of the court with such standards; identify deficiencies and deviations; identify steps required to achieve compliance; maintain such an evaluation on a current basis through annual updates.

Planning:

3. In consultation with the stakeholders of a court (including the Bar, ministerial staff, Executive Agencies supporting judicial functions such

as prosecutors / police / process serving agencies and court users), prepare and update annually a 5 – year court-wise Court Development Plan (CDP);

4. Monitor the implementation of the CDP and report to superior authorities on progress.

Information and Statistics:

5. Ensure that statistics on all aspects of the functioning of the Court are compiled and reported accurately and promptly in accordance with systems established by the High Court;
6. Ensure that reports on statistics are duly completed and provided as required.

Court Management:

7. Ensure that the processes and procedures of the court (including for filing, scheduling, conduct of adjudication, access to information and documents and grievance redressal) are fully compliant with the policies and standards established by the High Court for court management and that they safeguard quality, ensure efficiency and timeliness, and minimize costs to litigants and to the State; and enhance access to justice. (Note: Standard systems for court management should be developed at the High Court level).

Case Management:

8. Ensure that case management systems are fully compliant with the policies and standards established by the High Court for case management and that they address the legitimate needs of each individual litigant in terms of quality, efficiency and timeliness, costs to litigants and to the State (Note: Standard systems for court management should be developed at the High Court level).

Responsiveness Management: Access to Justice: Legal Aid and User Friendliness:

9. Ensure that the court meets standards established by the High Court on access to Justice, legal aid and user friendliness.

Quality Management:

10. Ensure that the court meets quality of adjudication standards established by the High Court.

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Human Resource Management:

11. Ensure that Human Resource Management of ministerial staff in the court comply with the Human Resource Management standards established by the High Court.

Core Systems Management:

12. Ensure that the core systems of the court are established and function effectively (documentation management; utilities management; infrastructure and facilities management; financial systems management (audits, accounts, payments));

IT Systems Management:

13. Ensure that the IT Systems of the court comply with standards established by the High Court and are fully functional.
14. 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.

BY ORDER OF HON'BLE THE CHIEF JUSTICE

**Sd/-
(R.B.BUDIHAL)
REGISTRAR GENERAL**

To:

1. The Candidates Concerned (4).
2. The Deputy Registrar – cum – Private Secretary to Hon'ble the Chief Justice.
3. All the Private Secretaries to Hon'ble Judges.
4. The Additional Registrar General at Circuit Bench Gulbarga and Dharwad.
5. The Chief Secretary to the Government of Karnataka, Vidhana Soudha, Bangalore.
6. The Principal Secretary, Department of Law Justice and Human Rights, Vidhana Soudha, Bangalore.
7. The Principal Secretary, Finance Department, Vidhana Soudha, Bangalore.
8. The PAs to Registrar General / Registrar (Vigilance) / Registrar (Judicial) / and Registrar (Administration) / Central Project Co-ordinator (Computers).
9. All Deputy Registrars and Assistant Registrars of this office.
10. All other Group – A officers of this office.
11. The Section Officer, HCA-I Branch (2).
12. The Section Officer, Budget Branch.
13. Proceedings file.
14. Office Copy.