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<td>R7</td>
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<td>27</td>
</tr>
</tbody>
</table>
1. OPENING THE APPLICATION USING INTERNET

- Open Internet Explorer
- Type www.nielit.in in the address bar of Internet Explorer
- Click on ‘NIELIT Online Services’ [1]
Click on ‘AIMS’ [2]

Login Page will open
Enter the Login Details.
  o Select the respective centre
  o Enter user id
  o Enter password
  o Click on login button, if credentials are correct menu will be displayed.

NOTE:
In case the browser used is Google Chrome and you are unable to login even after entering the correct credentials, kindly clear the cache of the browser.

Step 1: Go to ‘Customize and Control Google Chrome’ [3] button on the top right corner of the Chrome browser.
Step 2: Select ‘Setting’ option in the menu.

Step 3: Click on ‘Show Advanced Settings’ [4]
Step 4: Click ‘Clear Browsing Data’ [5] under ‘Privacy’ option

Step 5: Select ‘The beginning of time’ option in Obliterate the following items from ‘. Make sure that ‘Empty the Cache’ and ‘Clear Saved passwords’ options are checked.

Step 6: Click on ‘Clear Browsing Data’ to clear the cache.
Step 7: re-open the browser and open the website and try again.
Introduction

1.1. **About Court Cases Monitoring System:**

Court Cases Monitoring System provides an online interface to NIELIT Centre for entering and updating the details of Court Cases filed by or against the respective Centre. NIELIT HQ will then be able to monitor the Court Cases efficiently and various MIS reports will be available at a click. An User ID and Password is provided to all registered users on their mobile for logging into the system.

1.2. **For NIELIT Centre:**

- Once logged-in, the NIELIT Centre official will be able to enter the details of Court Cases at the respective Centre.
- Once entered, the details of Case Hearing can be updated by the concerned Official.
- Modification like change in advocate details or number of advocates appointed for the Case as well as change in the NIELIT Official in charge of the Case can be updated.
- Details of Final Order and closing of the Case can be entered.
- List of Court Cases as well as the status and details of the Cases can be viewed by the concerned NIELIT Officials and Centre In-Charge.
- Alerts for upcoming Hearing will be received on the registered mobile number of the concerned NIELIT Officer in Charge.

1.3. **For NIELIT HQ:**

- The report of no. of Cases in the various stages at all NIELIT Centres will be available.
- Details of Court Case in entirety will be available at a click.
- Status of Hearing Details and its updating status with provision for sending alerts to concerned NIELIT officer in charge for non-updating.
- List of Centre-wise Court Cases
The form is used for user authentication. It has three levels of security i.e. Stakeholder (Centre), User ID, Password.

**Working:**
1. Select Stakeholder/Centre
2. Enter User ID
3. Login Button will be activated only on entry of the correct User ID for the selected Centre.
4. Once the Login Button is enabled, enter the Password
5. Click on Login
6. Output:- Displays form F02.
F02 – User Menu

Working:
1. Displays the menu associated with the logged in User
2. Click on a link and it will navigate to the corresponding form.
3. Clicking on Logout icon, the user will be logged out.
4. Clicking on Help icon, User Manual will be displayed.
**F03 – Change Password**

**Working:**
1. Type the old Password
2. Enter new password of minimum length 8 and having at least 1 special character & 1 digit.
3. Re-type the new password
4. Click on ‘Submit’
5. If all details are valid, the User password will be updated.
6. Output – F02 will be displayed
F09 – Reset Password

Form for entering verification OTP code

Working:
1. Enter the User Id and submit, OTP will be sent on user mobile and the next form will be displayed.
2. Enter the code received on mobile and click on ‘Verify’.
3. Only if the OTP entered is correct, the User will be able to reset password.
FC01 – Court Case Detail Entry (Available at NIELIT Centre)

The form FC01 is available to officials of NIELIT Centres for entering the details of the Court Case and its registration.

Working:
1. Select the Type of Court
2. Enter Court Name, Case No, Date of Filing of the Case and Subject
3. Enter the details of the Case in brief.
4. If the Case was previously contested in any lower Court, Check Previous Case.
   a. Enter the Previous Case/ WP No.
5. Enter the Complainant/ Applicant Detail.
6. Select the No. of Respondents. Depending on the selected value, enter the Name of all the Respondents.
7. Select the number of Advocates. Depending on the selected value, enter the following details of all the advocates:
   a. Name
   b. Address
   c. Contact No.
8. Depending upon the NIELIT Centre of the logged-in employee, the list of Registered Users at the Centre is displayed for selecting the In-Charge.
9. Enter Remarks, if any.
10. The list of on-going pending Court Cases is displayed below.

Output: OC01.
OC01 – Acknowledgement

Court Case Registration Acknowledgement.
FC02 – Update Hearing Details (Available to NIELIT Centre)
The form allows user to update the Court Case hearing details handled at the respective Centre.

PART I

Working:
1. The list of pending Court cases for the Centre are listed in PART I.
2. On selecting a Case, major details are displayed in PART II along with provision for entry of hearing details.
3. The list of last updation for the selected Court Case is listed below.
FC03 – Final Order Entry (Available to NIELIT Centre)
The form will be used to enter the details of final order on the Court Case.

PART I

Working:
1. List of all Court cases pending for Final Order at the Centre are listed.
2. On selecting a particular case, major details of the case are displayed with the provision to enter the details of Order on the Case like the Date of Order, Nature of Order and a gist of the order passed on the Case.

Output: OC03.
Final Order Entry Acknowledgement.
FC05 – Search Court Case (Available to NIELIT HQ)

The form will be used search for details of Court Cases.

Working:

1. Details of Court Cases can be searched on any combination of the following criteria:
   - Court Name
   - Court Type
   - Case Type
   - Filing date of case
   - NIELIT Centre
   - Applicant Type
   - Applicant Name
   - Respondent Name
   - Advocate Name
   - NIELIT official In-charge
   - Status of Court Case

2. Select the fields to be displayed in the Search Result page from the checkbox displayed.

3. If no criteria are chosen, all records will be displayed. If no fields are selected the Reg. Id, Court Name, Subject, Status will displayed in the result.

Output: OC02.
## OC02 – Search Report

### Working:

1. Details of Court Case based on the criteria and output fields selected.
### List of Court Cases

<table>
<thead>
<tr>
<th>S.No</th>
<th>Registration No.</th>
<th>Court Name</th>
<th>Case No./WP</th>
<th>Date Of Filing</th>
<th>Parties</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>152003001</td>
<td>High Court of Delhi</td>
<td>CWP/19885/12013</td>
<td>19/07/2013</td>
<td>A.K. Dua vs. Union of India</td>
<td>Pending</td>
</tr>
<tr>
<td>2</td>
<td>202004001</td>
<td>CAT</td>
<td>test20140601</td>
<td>08/08/2014</td>
<td>Test Applicant vs. NIELIT</td>
<td>Pending</td>
</tr>
<tr>
<td>3</td>
<td>202003002</td>
<td>High Court of Delhi</td>
<td>2047/2013</td>
<td>29/07/2013</td>
<td>Kulpkeep Kumar vs. Union of India, Secretary, Ministry of Communication &amp; IT, NIELIT, Chandigarh</td>
<td>Closed</td>
</tr>
<tr>
<td>4</td>
<td>202003004</td>
<td>High Court of Delhi</td>
<td>1420/2013</td>
<td>01/02/2013</td>
<td>Vivek Sharma vs. Union of India, Secretary, Ministry of Communication &amp; IT, NIELIT, Chandigarh, Secretary, Department of Education H.P.</td>
<td>Pending</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Director of Higher Education Scheme, H.P., Secretary, State Subordinate Service Selection Board, Haripura, H.P.</td>
<td>For Order</td>
</tr>
<tr>
<td>5</td>
<td>202001001</td>
<td>High Court of Delhi</td>
<td>CS/095/2011</td>
<td>04/02/2011</td>
<td>NIELIT centre Chandigarh/Delhi vs. SCST, NIELIT, CBC, Handicapped, Financial Development Corporation Limited</td>
<td>Pending</td>
</tr>
<tr>
<td>6</td>
<td>202003002</td>
<td>High Court of Delhi</td>
<td>6504/2010</td>
<td>05/04/2010</td>
<td>Kalpna Dasdeya vs. Director DOEACC Society, Secretary Ministry of Communication &amp; IT, GOI</td>
<td>Pending</td>
</tr>
<tr>
<td>7</td>
<td>202003001</td>
<td>Delhi HC</td>
<td>6504/2010</td>
<td>10/04/2010</td>
<td>Kalpna Dasdeya vs. Director DOEACC, Secretary Delhi</td>
<td>Pending</td>
</tr>
</tbody>
</table>


1. List of all Court Cases and their status is displayed.
2. On Clicking Registration No., OC04 is displayed
All details of the selected Court Case are displayed.
**RC02 – Court Case Hearing Updating Status**

<table>
<thead>
<tr>
<th>S.No</th>
<th>Centre Name</th>
<th>Case</th>
<th>Hearing Date</th>
<th>Updated</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>NIELIT Head Quarter</td>
<td>A.K. Dass vs Union of India. Challenging the appointment of ED. NIELIT</td>
<td>30/07/2014</td>
<td>✔</td>
</tr>
<tr>
<td>2</td>
<td>NIELIT Delhi</td>
<td>Kalpana Dutta vs Director. CCC, ACC, Delhi. Quashing of charge sheet dated 8.3.2014 by the order dated 21.4.2013 of the Appellate Authority</td>
<td>–</td>
<td>–</td>
</tr>
<tr>
<td>3</td>
<td>NIELIT Delhi</td>
<td>Kalpana Dutta vs Director. CCC, ACC, Delhi. Quashing of charge sheet dated 8.3.2014 by the order dated 21.4.2013 of the Appellate Authority</td>
<td>–</td>
<td>–</td>
</tr>
<tr>
<td>4</td>
<td>NIELIT Delhi</td>
<td>NIELIT centre Chowdijang/Delhi vs ED/CC. Application under section 359(1)(e) read with section 151 of code of Criminal Procedure leading to record-commencement of judgment</td>
<td>–</td>
<td>–</td>
</tr>
<tr>
<td>5</td>
<td>NIELIT Delhi</td>
<td>Test Applicant vs NIELIT</td>
<td>20/04/2014</td>
<td>✔</td>
</tr>
</tbody>
</table>

**Nodal Literacy For All**

Developed & Designed by NIELIT

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Displays the status of updating of all the pending Court Cases.

- Cases that have been updated within five days of last hearing are marked with a check mark.
- The cases that are not updated displayed with a cross. The provision for sending a message to the NIELIT officer in charge of the particular case on the registered mobile is provided through the “Raise Alert”. Clicking of “Raise Alert” displays RC07.
- Cases that do not have any hearing or no update is required are marked with dash.
RC03 – Status of Court Cases

Working:

1. The status-wise consolidated list of all the court case at all the NIELIT centres are displayed.
2. The list of cases at the Centre is available on clicking the number displayed against the status.
<table>
<thead>
<tr>
<th>S.No</th>
<th>Registration No.</th>
<th>Court Name</th>
<th>Case No./W.P</th>
<th>Date Of Filing</th>
<th>Parties</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2020103601</td>
<td>CAT</td>
<td>162021/4/001</td>
<td>06/01/2014</td>
<td>Rakesh vs NIELIT</td>
<td>Pending</td>
</tr>
<tr>
<td>2</td>
<td>2020103601</td>
<td>Delhi HC</td>
<td>6/5430/10</td>
<td>16/01/2016</td>
<td>Kapila Dudge vs. Director, DOSEAC, Secretary DoIT</td>
<td>Pending</td>
</tr>
<tr>
<td>3</td>
<td>2020103601</td>
<td>High Court of Delhi</td>
<td>C/3</td>
<td>5/5444/2011</td>
<td>NIELIT Centre Chandigarh vs SC/ST, Minority, OBC Handicapped, Financial Development Corporation</td>
<td>Pending</td>
</tr>
<tr>
<td>4</td>
<td>2020103602</td>
<td>High Court of Delhi</td>
<td>C/3</td>
<td>5/5444/2011</td>
<td>Kalra Dudge vs. Director, DOSEAC, Secretary, Ministry of Communication &amp; IT, DoIT</td>
<td>Pending</td>
</tr>
<tr>
<td>5</td>
<td>2020103602</td>
<td>High Court of Delhi</td>
<td>C/3</td>
<td>5/5444/2011</td>
<td>Vandana Sharma vs. Union of India, Secretary, Ministry of Communication &amp; IT</td>
<td>1/2/2013</td>
</tr>
<tr>
<td>6</td>
<td>2020103602</td>
<td>High Court of Delhi</td>
<td>C/3</td>
<td>5/5444/2011</td>
<td>Arvind Kumar vs. Union of India, Secretary, Ministry of Communication &amp; IT</td>
<td>5/6/2013</td>
</tr>
<tr>
<td>S.No</td>
<td>Registration No.</td>
<td>Court Name</td>
<td>Case No./WP</td>
<td>Date Of Filing</td>
<td>Parties</td>
<td>Subject</td>
</tr>
<tr>
<td>------</td>
<td>-----------------</td>
<td>------------</td>
<td>-------------</td>
<td>----------------</td>
<td>---------</td>
<td>---------</td>
</tr>
<tr>
<td>1</td>
<td>700215001</td>
<td>CAT</td>
<td>test/2014/001</td>
<td>06/01/2014</td>
<td>Test Applicant vs NIELIT</td>
<td>Test Entry</td>
</tr>
<tr>
<td>2</td>
<td>700215002</td>
<td>Delhi HC</td>
<td>6354/2010</td>
<td>15/07/2010</td>
<td>Kalpana Dudeja vs Director DOSEACC, Secretary DoIT</td>
<td>Quashing of Chargesheet</td>
</tr>
<tr>
<td>4</td>
<td>700215004</td>
<td>High Court of Delhi</td>
<td>6354/2010</td>
<td>05/04/2010</td>
<td>Kalpana Dudeja v/s Director DOSEACC Society, Secretary Ministry of Communication &amp; IT, DoIT</td>
<td>Quashing of charge sheet dated 28-9-2008, inquiry report and Order dated 21.4.2010 of the Appellate Authority</td>
</tr>
</tbody>
</table>

# List of Court Cases for Order

<table>
<thead>
<tr>
<th>S.No</th>
<th>Registration No.</th>
<th>Court Name</th>
<th>Case No./WP</th>
<th>Date Of Filing</th>
<th>Parties</th>
<th>Subject</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>202013001</td>
<td>High Court of Delhi</td>
<td>1420/2013</td>
<td>10/02/2013</td>
<td>Vivek Sharma v/s Union of India, Secretary, Ministry of Communication &amp; IT, NIELIT, Chandigarh, Secretary, Department of Education H.P., Director of Higher Education, Himachal Pradesh, H.P.</td>
<td>To Quash Advertisement Published by NIELIT Chandigarh for recruitment of faculty</td>
</tr>
</tbody>
</table>

List of all Closed Cases at the Centre are displayed. The Final Order may be viewed by clicking on “View Order” link. OC03 is displayed.