

OFFICE OF THE DISTRICT & SESSIONS JUDGE

NAGAON :: ASSAM

ORDER

Date:06/03/2020


As per the direction of the Hon'ble Gauhati High Court, Guwahati following staff are directed to manage the technological tools for smooth functioning of ICT works in addition to their day to day official duties in the court complexes at SDJM,Hojai,Sankardev Nagar and at SDJM,Kaliabor which do not require any technical expertise.

1. Sri Abhijit Paul, Computer Typist, O/o the Munsiff, Kaliabor.
2. Sri Nitish Sen, Computer Typist, O/o the SDJM, Kaliabor.
3. Sri Devraj Sarmah, L.D. Assistant, O/o the Munsiff, Kaliabor.
4. Sri Sanjay Dutta, Computer Typist, O/o the SDJM, Hojai, Sankardev Nagar.
5. Sri Anupam Paul, Computer Typist, O/o the SDJM, Hojai, Sankardev Nagar.
6. Sri Manjit Singha, Computer typist, O/o the Munsiff, Hojai, Sankardev Nagar.

The following instructions are issued to the above mentioned staff for managing various Technological tools by taking proper training from Systems Officer/Systems Assistants:

1. They shall perform daily data transfer to National Judicial data Grid, switching on and off servers and other devices.
2. They shall take daily backup of CIS database and run SMS sending module.
3. They shall monitor and analyse the data uploaded in the NJDG in order to generate report.
4. They shall use email communication.
5. They shall use other technological tool as per training provided by Systems Officer/Systems Assistants.

Inform all concern.

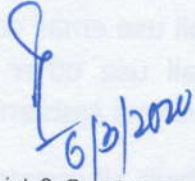

6/3/2020
District & Sessions Judge cum
Chairman, ICT Committee
Nagaon, Assam
District & Sessions Judge
Nagaon (Assam)

Memo No.DJN-1940-1951

Date 06.03.2020

Copy for information and necessary action to:-

1. The Chief Judicial Magistrate, Nagaon.
2. Sri Saleh Ahammad, Addl. CJM, Nagaon cum Nodal Officer, ICT Committee, Nagaon.
3. The SDJM, Kaliabor.
4. The SDJM, Hojai, Sankardev Nagar.
5. Systems Officer, Nagaon.
6. Systems Assistants, Nagaon for provide training to the above mentioned staff.
7. Sri Abhijit Paul, Computer Typist, O/o the SDJM, Kaliabor.
8. Sri Nitish Sen, SDJM, O/o the Kaliabor.
9. Sri Devraj Sarmah, L.D. Assistant, O/o the Munsiff, Kaliabor.
10. Sri Sanjay Dutta, Computer Typist, O/o the SDJM, Hojai, Sankardev Nagar.
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Chairman, ICT Committee
Nagaon, Assam
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