

HIGH COURT OF JAMMU & KASHMIR AND LADAKH
(Office of the Registrar General at Srinagar)

Subject:- Mentioning CNR Number on the left top in the heading portion of the first page in all Orders and judgments of High Court of Jammu & Kashmir and Ladakh to facilitate integrated data management in ICMIS under 'One Case One Data' initiative.

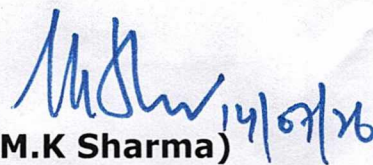
CIRCULAR

No.: 19 of 2026/RG

Dated: 14.07.2026

In continuation to the Circular/directions presently in vogue and in terms of the communication dated 02.06.2026 of Secretary General, Hon'ble Supreme Court of India (Copy enclosed as **Annexure- "A"**), it is hereby directed that pending incorporation of the requisite functionality in the existing CIS 1.0, the Secretaries, the Private Secretaries and the Stenographers attached to the Hon'ble Judges of the High Court of Jammu & Kashmir and Ladakh, shall invariably mention the CNR number conspicuously, on the left top in the heading portion of the first page, in all orders and judgments, wherever applicable.

By Order.


(M.K Sharma)

Registrar General
Dated: 14 .07.2026

No.: 30757-86/RG/GS

Copy to the:

1. Principal Secretary to Hon'ble the Chief Justice, High Court of J&K and Ladakh;
2. Secretary to Hon'ble Mr./Mrs. Justice _____;
.....for kind information of their Lordships;
3. Secretary General, Hon'ble Supreme Court of India;
4. Registrar Vigilance, High Court of J&K and Ladakh, Srinagar;
5. Director, J&K Judicial Academy, Srinagar;
6. Registrar Rules, High Court of J&K and Ladakh, Srinagar;
7. Registrar Computers (I.T), High Court of J&K and Ladakh, Srinagar;
8. Registrar Judicial, High Court of J&K and Ladakh, Jammu/Srinagar;
9. CPC, e-Courts, High Court of J&K and Ladakh, Srinagar;
..... for information.
10. Incharge NIC, High Court of J&K and Ladakh, Srinagar for uploading the same on the official website of the High Court.
11. Concerned Officers/Officials _____;
..... for information and necessary compliance.
12. Incharge Library, High Court of J&K and Ladakh, Jammu/Srinagar for information and keeping the record of the same.
13. Order File.


Registrar General

Annexure - "A"

Bharat Parashar
Secretary General
Supreme Court of India



Tel.: 011-23384661
Fax: 011-23386178
E-mail: sg.office@sci.nic.in

New Delhi,
2nd June, 2026

Subject: Mentioning CNR number in orders and judgments of High Courts and District Courts to facilitate integrated data management in ICMIS.

Sir/Madam,

As you are aware, the "One Case One Data" initiative launched by the Hon'ble Chief Justice of India on 11th May, 2026, seeks to establish an integrated case-management ecosystem across the Indian judiciary. The primary objective of this initiative is to eliminate errors arising from repetitive manual entry of data as matters move from the District Courts or High Courts to the Supreme Court of India. To achieve foundational integration of data, enhance uniformity, and improve the integrity of case-related information maintained in this Hon'ble Court, coordinated efforts across all Courts are required.

A new module, implemented in this Hon'ble Court's Case Management software (ICMIS), enables electronic fetching of case-related information from the digital case-data repositories of High Courts and/or District Courts, thereby avoiding errors which otherwise get introduced during manual data-entry process. The entry of CNR number of the challenged matter is a key trigger point for this automatic retrieval. Accordingly, cooperation of the High Courts is solicited to ensure that the CNR number for every matter is duly reflected in their orders and judgments.

Bharat Parashar
Secretary General
Supreme Court of India



Tel.: 011-23384661
Fax: 011-23386178
E-mail: sg.office@sci.nic.in

You are therefore requested to take appropriate steps so that, henceforth, the CNR number of each matter (whether in the High Court or in a District/Taluka Court) is reflected conspicuously - preferably in heading area - on the digital copies of orders and judgments (which are available on the NJDG) as well as on the certified copies. Wherever applicable, standardized templates (as per the enclosed manual) be used in the CIS to generate orders/judgments with CNRs. Adopting such practice will aid the Registry to smoothly and reliably fetch case-related information from earlier-courts using the new module, and accordingly, will immensely strengthen the One Case One Data initiative.

Your urgent personal intervention in this matter will be highly appreciated.

With regards,

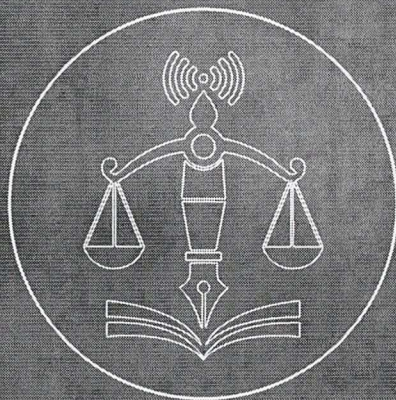
Yours sincerely,

Parashar 02/06/2026
(Bharat Parashar)

Encl.: as above.

To,

The Registrar Generals of all High Courts.



Orders and Judgments

Case Information System (CIS)

May 2026

eCommittee, Supreme Court of India

Contents

1 ORDERS AND JUDGMENTS1

 1.1 ORDER AND JUDGMENT TEMPLATES1

 1.2 ORDER JUDGEMENT UPLOADING.....2

 1.3 REPORTS3

1 Orders and Judgments

The Orders and Judgment facility in the Case Information System (CIS) facilitate courts to digitally generate, store, and publish judicial orders and judgments. It offers **standardized templates** for drafting orders and judgments. These facilities help reduces manual errors and ensures timely availability of judicial decisions for both court users and the public.

Following facilities are available for orders and judgments-

- Download templates – individual or in bulk
- Upload orders and judgements - individual or in bulk
- View Reports

1.1 Order and Judgment Templates

1.1.1 Download template

Templates are provided in CIS to generate orders and judgements. Standard case information required for drafting orders and judgments — such as **cause title, advocates representing the parties, date of filing, the presiding judge's name with designation, CNR, registration date, QR code etc.** — is **automatically populated** through the selected case template. The system generates these details seamlessly, reducing manual entry and ensuring accuracy. The downloaded templates are provided in an **editable format (.odt files)**, allowing authorized users to make necessary modifications before finalization and digital signing.

- Select the case from dropdown or by entering the case number; case title and case status will be displayed
- Select the template and click on 'Generate Template' button. Link will be displayed to download the template. Click on the link to download the .odt file of the template.

Navigation: Court Proceedings > Orders and Judgment > Orders and Judgment Template

Judgment Writing

☒ Select Case No. ☐ Enter Case No.

☒ Civil ☐ Criminal *Case No.:

XXXXXXXXXXXXXXXXXXXX Vs XXXXXXXXXXXXXXXXXXXX

Case Status: Pending

*Template Name:

Civil Judgement

Disclaimer: Templates are given only to provide assistance in judicial business. It is necessary to verify the contents and make suitable modifications, before generating final output.

CIS provides 14 standardized templates for the generation of orders and judgments.

Orders and Judgments in CIS

Judgment Writing

Select Case No. Enter Case No.

Civil Criminal Case No. Civil M.A./53/2018

XXXXXXXXXXXXXXXXXXXX Vs XXXXXXXXXXXXXXXXXXXXXXX

Case Status: Disposed

Template Name Select

Select

- Ex parte Judgment template
- Civil Judgement
- Criminal Police Judgment
- Criminal Private Judgment
- Criminal Police Judgment ACQUITTAL
- Criminal Police Judgment CONVICTION
- Criminal Police Judgment PROBATION
- Summary possession of liquor hostile witness no CA report
- Summary Manufacturing of liquor hostile witness no CA report
- Abatement order
- Return of plaint
- Committal Order
- Committal Order
- Summary Suit Recovery Judgement

1.1.2 Bulk template download

Templates can be downloaded in bulk i.e. templates for multiple cases are downloaded simultaneously.

Select template required for the required cases and click on 'Generate Template' button.

A folder containing all the orders and judgments will be available for download. Click on 'Order Judgments' button to download the folder. Folder is downloaded in 'tar.gz' format.

Navigation: Court Proceedings > Orders and Judgment > Bulk Templates

Bulk Templates

Civil Criminal

Sr. No.	Case No.	Party Name	Type of Order
1	Civil M.A./53/2018(Main case)	XXXXXXXXXXXXXXXXXXXX Vs XXXXXXXXXXXXXXXXXXXXXXX	Ex parte Judgment template

Generate Template

Order Judgments

1.2 Order Judgement Uploading

The form is used for uploading the order pdf, generated after editing the .odt template file.

- Select the case and upload the pdf file. File name is displayed after uploading. Uploaded pdf can be reviewed by clicking the 'Preview' link
- Select the 'Order Date' and 'Type of Order'. If order is in local language, select the corresponding checkbox. If the order is final order/judgment, select the corresponding checkbox.
- Click on Upload button, success message will be displayed.

Orders and Judgments in CIS

Court Proceedings / Order Judgment Uploading / Add

Search

Civil/Criminal Order

Civil

Criminal

*Case No: Civil MAJ53/2018

Old IA: ()

Petitioner: XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

Respondent: XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

Disposal Date: 14-07-2025

*Upload: Choose File 250310522019471.pdf Preview

0%

*Order Date: 14-07-2025

*Type of Order: Charge-22

Order in Local Language: ☐

Final Order / Judgment: ☐

☒ The order/judgment uploaded above are verified and correct. The same can be published on the website

Upload

Court Proceedings / Order Judgment Uploading / Add

Search

Civil/Criminal Order

Civil

Criminal

*Case No: Select

Old IA: ()

*Upload: Choose File No file chosen

100%

File uploaded successfully

*Order Date: 14-07-2025

*Type of Order: Select

Order in Local Language: ☐

Final Order / Judgment: ☐

☐ The order/judgment uploaded above are verified and correct. The same can be published on the website

Upload

1.3 Reports

1.3.1 Judgement/ Final Order Not Uploaded Report

The report lists the cases for which orders are pending for uploading. User can also view the report for uploaded orders by selecting corresponding radio button. Report can be downloaded in PDF, Excel and CSV formats.

Court Proceedings / Judgment/Final Order Not Uploaded Report / Report

Search

Judgment/Final Order Not Uploaded Report

Order Not Uploaded

Order Uploaded

*Court No: 1-SHRI GIRISH R AG

*From Date: 01-01-2025

*To Date: 14-07-2025

Go

DISTRICT AND SESSIONS COURT XXXXXXXXXXXXXXXX

Principal District and Sessions Judge, XXXXXXXX

SHRI XXXXXXXXXXXXXXXXXXXXXXXX

From Date: 01-01-2025 To Date: 14-07-2025

Order Not Uploaded

Showing 1 to 5 of 5 entries

Previous 1 Next

Download PDF Excel CSV

S.No.	* Case No.	Petitioner Name	Respondent Name	Date of Decision
1	Civil M A /277/2018	XXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXX	10-07-2025
2	Spl Case MSEB/94/2018	XXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXX	10-07-2025
3	Spl Case MSEB/69/2016	XXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXX	10-07-2025
4	Spl Case MSEB/327/2015	XXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXX	10-07-2025
5	Spl Case MSEB/148/2015	XXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXX	10-07-2025

1.3.2 Uploaded and Not Uploaded Count

It displays counts for orders that are pending upload and those that have been uploaded.

Orders and Judgments in CIS

/ Court Proceedings / Uploaded and Not Uploaded Count /		Search	
		Order Uploaded / Not Uploaded Count	
		Total No of orders uploaded: 6720	
		Total No. of Orders Not Uploaded: 4068	