

**PROCEEDINGS OF THE STAFF MEETING HELD ON 25-07-2009 AT 12.30 PM IN THE COURT HALL OF SCIC,
KARNATAKA INFORMATION COMMISSION:**

Following were present:

Sri/Smt.:

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|------------------------------------|----------------------------------|-------------------------------|
| 1. K. K. Misra, SCIC | 7. Narasimha, Typist | 14. Anand, Typist |
| 2. B. A. Nagesh, Secretary | 8. S. R. Sayinath Prakash, J. W. | 15. Duggappa, Assistant |
| 3. T. Ashoka, Under Secretary | 9. Seetharamaraju, J.W. | 16. Sathyanarayana, Assistant |
| 4. K. V. Hebbar, Section Officer | 10. Shubhamangala, J.W. | 17. Viswanath, Assistant |
| 5. Srinivas, Sr. Statistical Asst. | 11. Geetha, J.W. | 18. Ranganath, DEO |
| 6. Guruprasad, Senior Assistant | 12. Bhavya, J. W. | |
| | 13. Mohan. | |

1. Recently the following problems have been noticed:-

- I. All the files of adjourned cases are not being produced at the time of hearing.
- II. The receipts including compliance reports are not being filed in case files.

Present system for filing of receipts and compliance report in adjourned cases.

2. The present system being followed is that after the issue / dispatch of orders, the files are sent to the Judicial Cell. The files which were disposed off, are sent to the record room and the adjourned cases are kept in bundles. Each bundle is assigned 50 files, like KIC 1 PTN 2009 to KIC 50 PTN 2009; KIC 51 PTN 2009 to KIC 100 PTN 2009 etc. As more and more files are disposed off, the number of files in each bundle decreases. There may be about 200 such bundles in the Judicial Cell.

3. When the reports come, these are filed in the connected file. But recently the reports are not getting filed in the connected files.

4. Assuming that the Commission receives about 120 reports each day, it will take about 4 hours to file the reports in the connected files at the rate of 2 minutes each. But if this work is neglected for a few days, the reports will pile up and thereafter it would not be possible to cope with the pendency. Further, if the files are not kept in bundles, then also it would not be possible to file the reports and the same problem may arise.

5. The present problem has arisen, because the person filing the receipts went on leave and no alternative arrangements were made.

ALTERNATIVE SYSTEM

6. In the alternative system, it has been suggested, that fresh cases after hearing and after issue / dispatch of orders would be returned back to the concerned Judgment Writers and they would hand over the disposed case to the record room. As regards adjourned cases, they will make bundles according to next date of hearing and retain these bundles with them.

7. The receipts and compliance reports, which are received, would then be handed over by the R&I section to the concerned Judgment Writers.

8. But for this system to operate, it will be necessary to identify the Judgment Writer / Commissioner to whom a particular receipt/report relates.

9. There are two ways to do it. In the first option, the Government departments could be allocated to the Commissioners. In the second option, the case numbers could be modified to indicate the Commissioner who is dealing with a particular case. Even both of these options could be implemented.

10. It was agreed that Sri Srinivas would find out from NIC, whether they could generate a list of all the pending files and sort it according to the Commissioners, who are dealing with them.

11. In the fresh cases, it was suggested that three letters "KIC" or "PTN" could be replaced by name of the concerned Commissioner at the time of issue of summons, so that in all future correspondence, whenever a case is referred, the Commissioner who is dealing with that case can be clearly identified.

12. If this problem is sorted out, the new system could be made functional sometime in the next month.

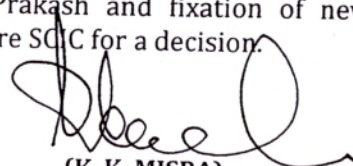
(Action: Sri Srinivas)

13. It was decided that for the time being the present system will have to be made functional, till such time as we switch over to the alternative system.

(Action: Sri T. Ashoka)

Arrears claims

14. It was decided that the arrears claims of Sri Sainath Prakash and fixation of new DA of Sri Sathyanarayana and Sri Venkataramana Hebbar shall be placed before SCIC for a decision.



(K. K. MISRA)

STATE CHIEF INFORMATION COMMISSIONER

To: All concerned