

वेधिकाय निदेशालय

केन्द्रीय उत्पाद एवम सीमा शुल्क

चतुर्थतल, राजेंद्र भवन, 210, दीन दयाल उपाध्याय मार्ग,
नई दिल्ली-110002



DIRECTORATE OF LEGAL AFFAIRS,
CENTRAL BOARD OF EXCISE &
CUSTOMS

4TH FLOOR RAJENDRA BHAWAN, 210,
DEEN DAYAL UPADHYAY MARG,

New Delhi.

E-mail: dla-rev@nic.in

मिसिल सं. 1080/10/DLA/Tech/e-Samiksha/18

3211 to 3243

दिनांक:-20/12/2018

सेवा में,

All the (Pr.) Chief Commissioners/ Chief Commissioners,
CGST & Customs, CBIC.

महोदया/ महोदय,

विषय:- Implementation of Legal Information Management and Briefing System (LIMBS) – Updation of draft cases - reg.

Please find enclosed herewith copy of DO letter No. A.60011/IT/5/2018-Admn-IV(LA) dated 29.11.2018 received from Joint Secretary, Ministry of Law & Justice regarding updation of draft cases on LIMBS portal. A list of all such draft cases as on 19.12.2018 is enclosed.

2. In this regard, further reference is invited to this office letter of even No. 2922-3081 dated 03.12.2018 enclosing instructions regarding steps to be followed to update the cases after uploading on LIMBS portal. The same are reproduced below for ready reference:-

1. Login to your LIMBS account using your **Username** and **Password**.
2. Go to **My Court Cases** section on the dashboard.
3. Click on **Current Status**. All the draft cases will appear in **brown** colour.
4. In the search row, select **Draft cases** from the drop-down menu and click on **search**.
5. For each case on the right-most **Action** column, click on **update status** link.
6. Details of the cases will appear.
7. Under the **Enter New Status** header, in the **Litigation Stage** drop-down menu, select Litigation/ Post Litigation according to the case status.
8. Appropriate option has to be selected for **Status Header** and **Status** drop down for the case.
9. Select **Next Date/ Target Date** option from the drop down for the case. Target date is tentative date of next hearing for the case, if the next date of hearing is not available with the Commissionerate.
10. Select the date from the calendar provided.
11. Click on **Save** button.

When a new case is uploaded on LIMBS, the **Last Hearing date** appears as 01-Jan-1990 by default in the **Current Status** page. In order to update the **Last Hearing date**, use following steps:-

1. Go to **My Court Cases** section on the dashboard.
2. For each case on the right-most **Action** column, click on **Report Last Hearing** link.
3. Fill in the details of Last Date of Hearing, Officer/ Advocate attended the hearing, and details of hearing and click on **Save** button.

3. In view of the above, it is requested that the Commissionerates under your charge may kindly be directed to update the draft cases otherwise these shall be deleted by the LIMBS team, Ministry of Law in due course and respective field formations shall have to upload and update them again.

संलग्न: यथोपरि

भवदीय,
E. O. L. 4
(हरबिन्दर कौर प्रसाद) 20/12/18
आयुक्त(डी एल ए)

0/c
हरबिन्दर कौर प्रसाद
21/12/18

AJAY GUPTA

Joint Secretary



File No. 996612

भारत सरकार
विधि और न्याय मंत्रालय
विधि कार्य विभाग
GOVERNMENT OF INDIA
MINISTRY OF LAW & JUSTICE
DEPARTMENT OF LEGAL AFFAIRS

D.O.No.A. 60011/IT/5/2018-Admn-IV(LA)

Dated the 29th November, 2018

Dear *Shri Ritvik Ranjanam Pandey*

As you are aware, LIMBS application has been implemented for the monitoring of court cases of 60 ministries of Government of India and more than 9385 users have already entered 3.67 lakh court cases. It is worth to notice that large number of MIS reports and graphs are available to present the data in systematic manner.

2. I would like to draw your attention towards the draft cases in your ministry/department. A list of top users having maximum number of draft cases is enclosed as annexure for your reference. The draft cases will remain in the inbox of the user and will not be available for monitoring and statistical purpose. I would like to request you to look into the matter personally and direct the users to update the status & next date of hearing against each draft case. LIMBS team is sensitising the users through training sessions and also extending help over phone.

3. I will appreciate if the pending list of draft cases are updated on priority.

With regards,

Yours sincerely,
Ajay Gupta
(AJAY GUPTA)

Shri Ritvik Ranjanam Pandey,
Joint Secretary,
Department of Revenue,
Ministry of Finance,
North Block, New Delhi

Shri (General) Sec. Dept.
6/10/18
AS