

eSummon Web Portal and Mobile Application

User Manual



Prepared for

State and Central Investigating Agencies

By

MHA Informatics Division - II

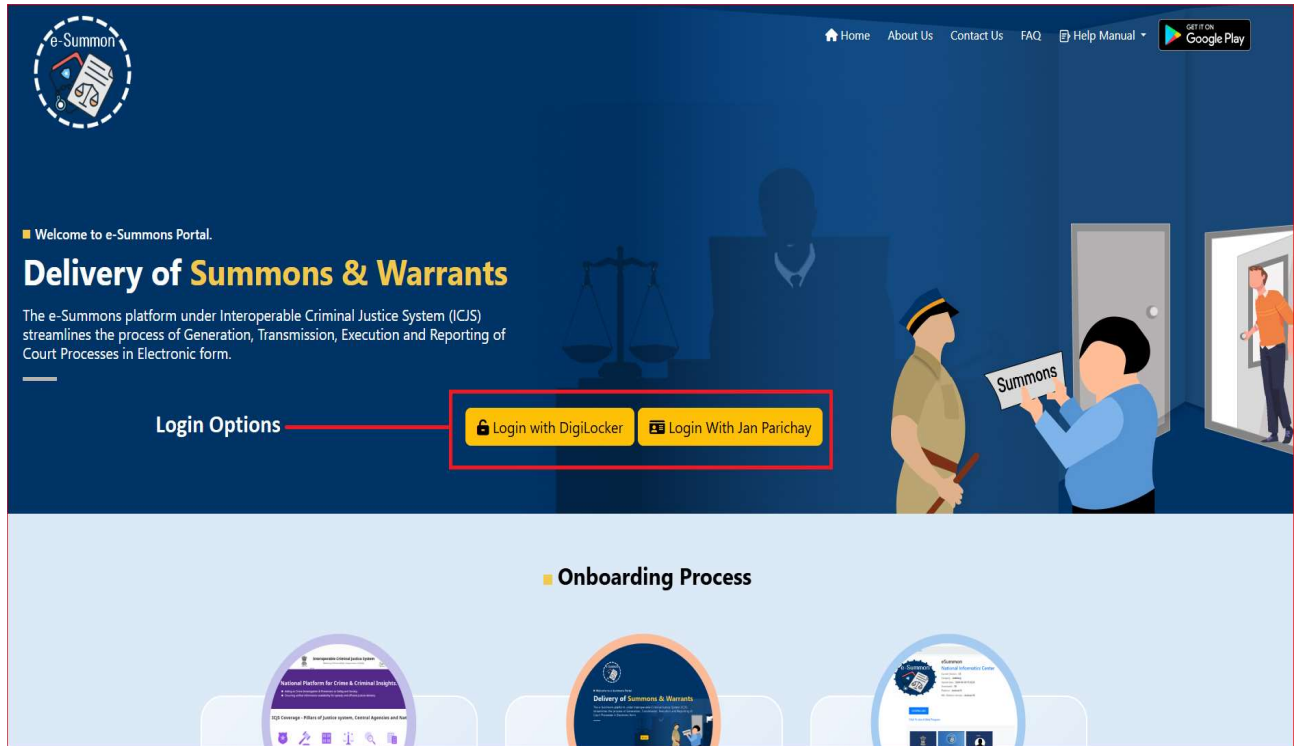


**National Informatics Centre
Ministry of Electronics & Information Technology, New Delhi**

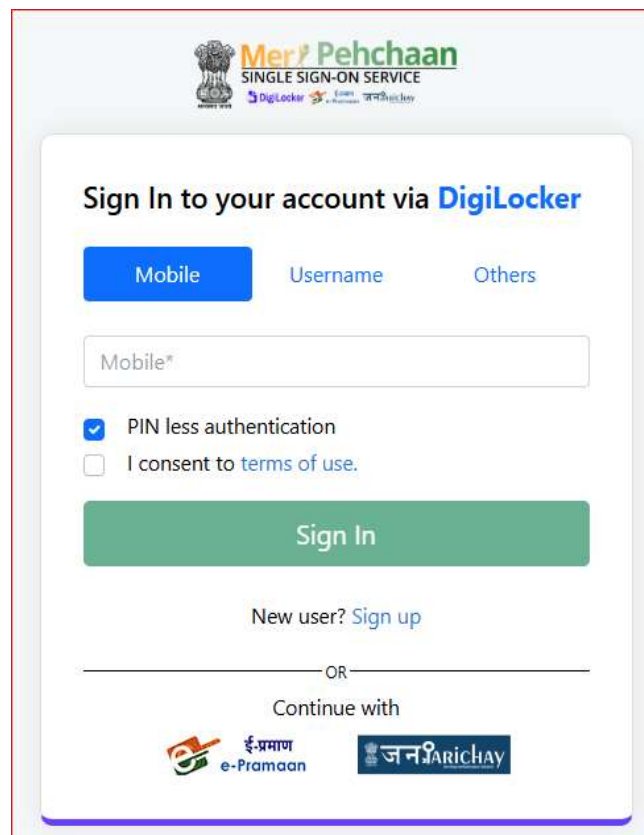
Annexure A

USER MANUAL FOR e-Summon WEB APPLICATION

1. Visit to the URL <https://icjs.gov.in/esummons/>. Following Page will be displayed.
** Users will have 2 options they can login via **Digilocker** or the **Jan Parichay**.



2. Click on the either (**Login with Digilocker & Login with Jan Parichay**) of the option to Login.
3. Following image will be displayed.



4. Now enter your “mobile no” which is registered in both ICJS and Digi Locker and mark the “Pin less authentication” & “I Consent to terms of use” check boxes as shown in the screen.

**** Note: In case you don't have a digilocker account but you are registered for esummons in ICJS, Kindly make your digilocker account by Clicking “Sign up” button as shown in the above screen.**

5. Now Press **Sign In** button as shown in the screen below.

MeriPehchaan
SINGLE SIGN-ON SERVICE

Sign In to your account via JanParichay :

Username Mobile Others

Enter Mobile Number*

India

Password*

[Forgot User Id](#) [Forgot Password](#)

Password Less Authentication

I consent to MeriPehchaan [terms of use](#).

Sign In

OR

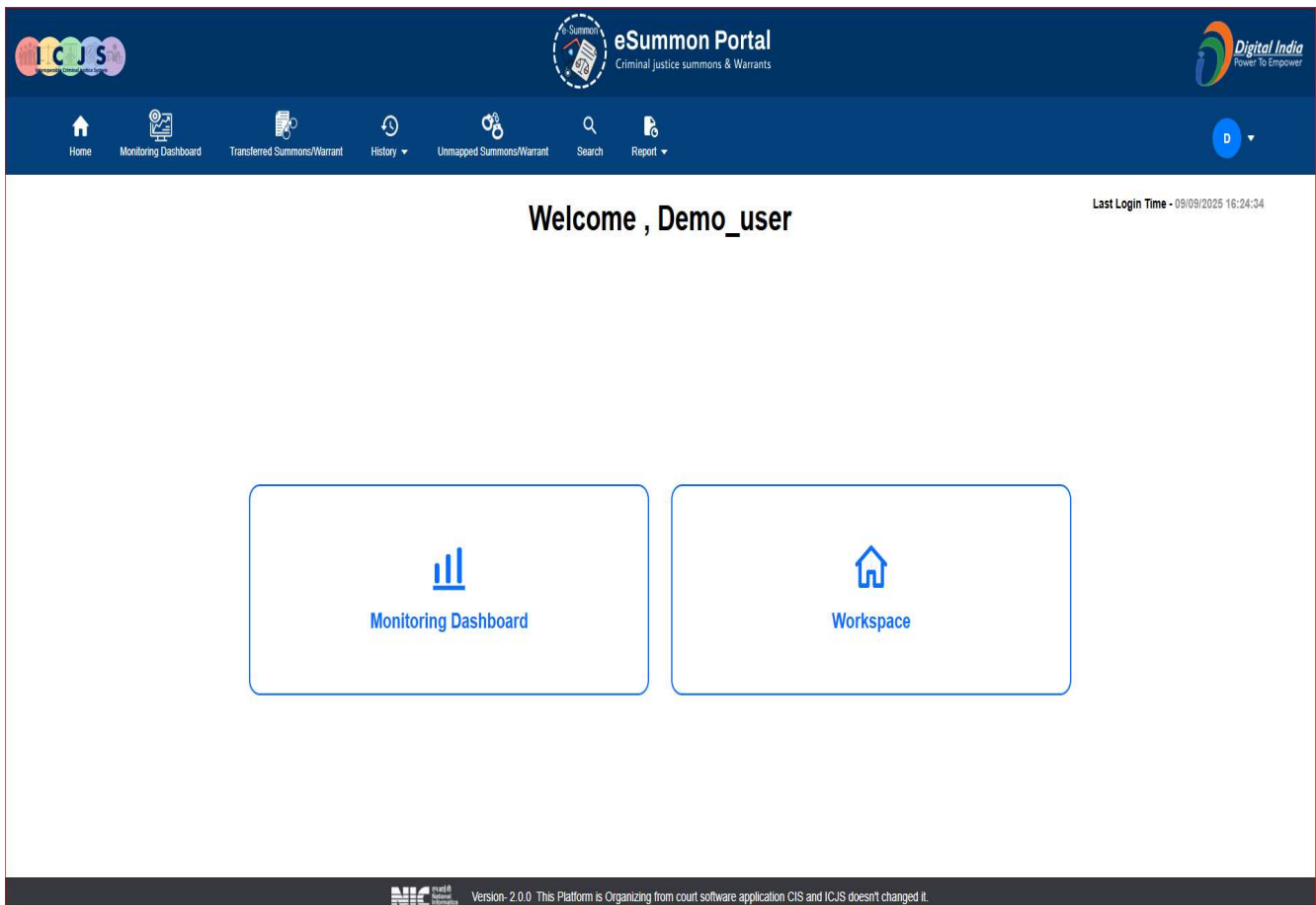
DigiLocker JANPARICHAY Government Users ई-प्रमाण e-Pramaan

G Facebook CSC X in

New user? [Sign up for MeriPehchaan](#)

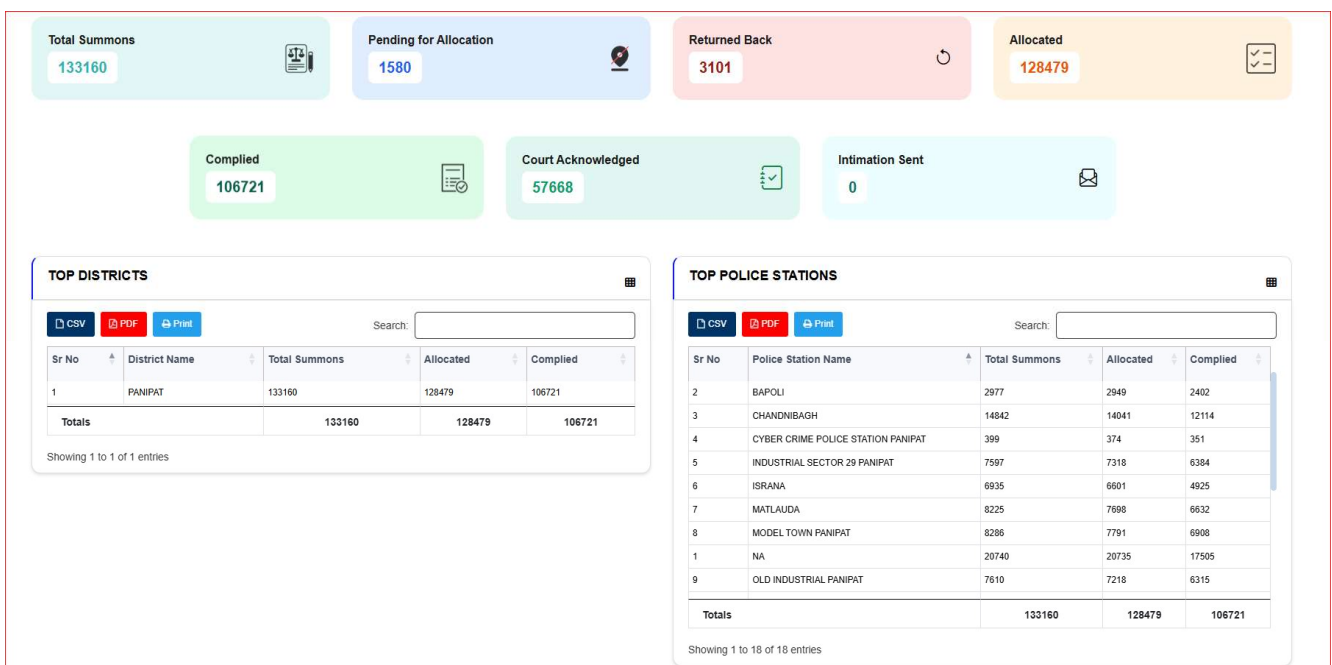
6. After Clicking “Sign In” button following image will be displayed. An OTP will be sent to your mobile. Enter the OTP and Click on **Sign In** button as shown in the screen below.

7. Following image will be displayed after successful Sign In.

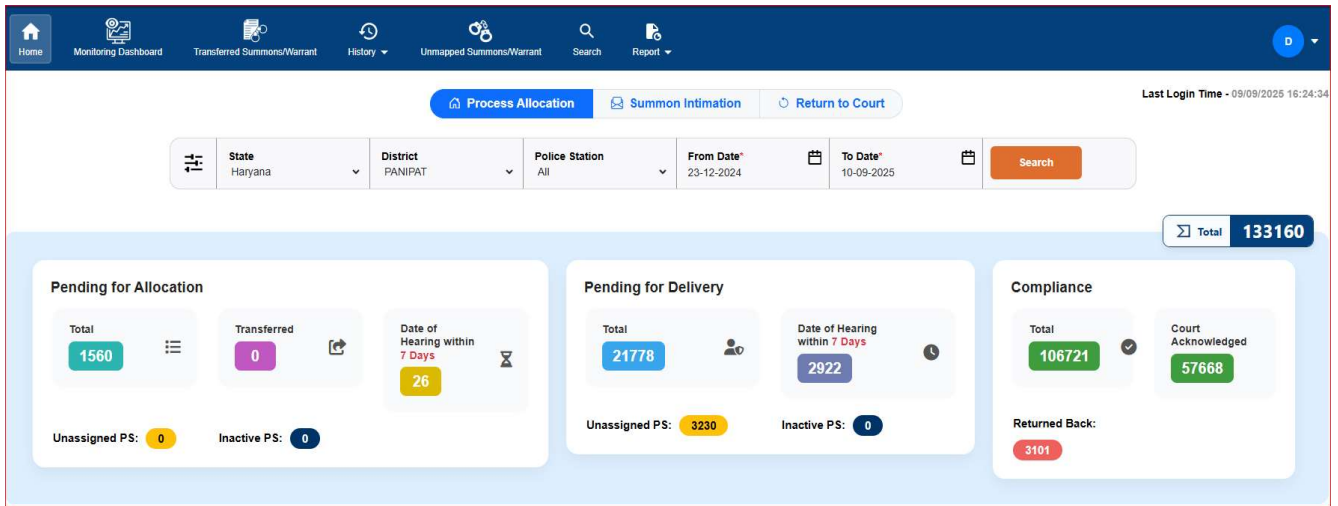


8. Users will have two options namely; Monitoring Dashboard and Workspace

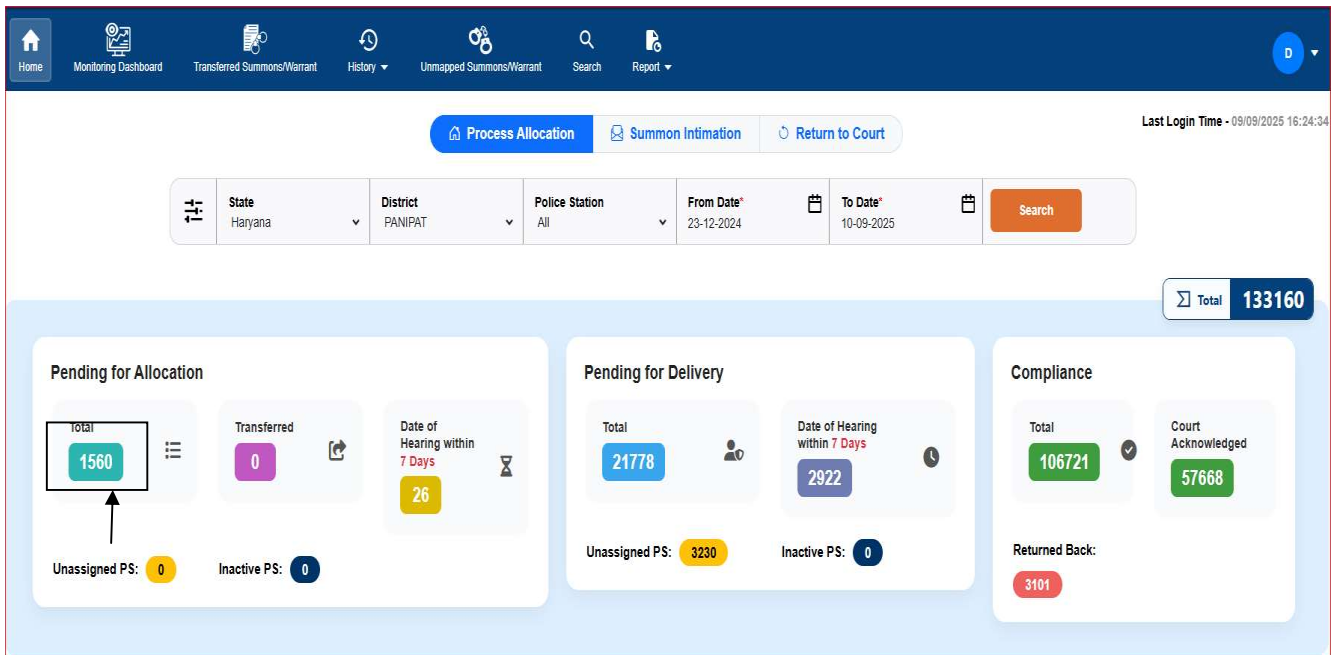
8.1 Monitoring Dashboard is used for Monitoring such as reports & Dashboard etc.



8.2 Workspace is for processing the Activities such as Allocation, transfer, Delivery etc. of the Process.



9. Now the user can see the cases pending for allocation by Clicking on the count (No of cases pending for allocation) as shown below.



Above image will be displayed.

10. Now mark the FIR which is to be allocated to the Delivery officers and press **Allocate Process** button as shown in the image below. In a time one or more than one FIR could be selected.

List of Processes Pending for Allocation

Show 5 entries

Allocate Process Transfer Process

Search By: Select column Please select a column to search Go

****Police Station is currently inactive. Please map the inactive PS to the current one using the 'Unmapped Summon/Warrant'.**

Select	Process ID / CNR	Publish Date	NSTEP Ready Date / Online Date	Next Hearing Date	Court District	Police District	Police Station	Court Name	Process Title	FIR No/Year	Addressee Name / Address	Addressee Type
<input checked="" type="checkbox"/>	PHRPP010047172024_30_1 / HRPP010047172024 View More >	05/09/2025	Ready: 09/09/2025 06:44 AM Online: 09/09/2025 12:55 PM	08/09/2025	PANIPAT	PANIPAT	BAPOLI	FAST TRACK COURT	WARRANT OF ARREST [SEC. 70]	45/2024	MONU S/O KRISHAN / R/O VILLAGE BHATLA DISTRICT HISAR	POLICE
<input type="checkbox"/>	PHRPP030226072024_14_4 / HRPP030226072024 View More >	05/09/2025	Ready: 09/09/2025 06:36 AM Online: 09/09/2025 12:29 PM	23/09/2025	PANIPAT	PANIPAT	BAPOLI	PMJJB/JMC	SUMMONS TO WITNESS [SEC. 61 AND 244]	115/2024	SHO ZAKIR HUSAIN PS BAPOLI PANIPAT / 7056000121 P	WITNESS
<input type="checkbox"/>	PHRPP010001272023_23_1 / HRPP010001272023 View More >	08/09/2025	Ready: 09/09/2025 06:45 AM Online: 09/09/2025 12:55 PM	29/10/2025	PANIPAT	PANIPAT	BAPOLI	ADDITIONAL DISTRICT AND SESSIONS JUDGE	SUMMONS TO WITNESS [SEC. 61 AND 244]	94/2022	SUNIL @ SILA S/O SHAMSHER SINGH / VILLAGE BEGAMPUR, TAHPUR, PANIPAT, 9518683211	WITNESS
<input type="checkbox"/>	PHRPP010041652024_23_1 / HRPP010041652024 View More >	08/09/2025	Ready: 09/09/2025 06:44 AM Online: 09/09/2025 12:55 PM	18/10/2025	PANIPAT	PANIPAT	BAPOLI	ADDITIONAL DISTRICT AND SESSIONS JUDGE	WARRANT OF ARREST [SEC. 70]	116/2023	SONU KUMAR / SONU KUMAR @ ABHAY S/O SANJEEV KUMAR R/O VILLAGE UMARPUR PS GANGOH TEHSIL NAKUD DISTRICT SAHARANPUR UP	POLICE
<input type="checkbox"/>	PHRPP010042592024_11_1 / HRPP010042592024 View More >	02/09/2025	Ready: 09/09/2025 06:44 AM Online: 09/09/2025 12:55 PM	10/11/2025	PANIPAT	PANIPAT	CHANDNIBAGH	DISTRICT AND SESSIONS JUDGE	SUMMONS TO WITNESS [SEC. 61 AND 244]	57/2024	ABHAY S/O PHOOL SINGH / BHARAT NAGAR, BABAIL ROAD, PANIPAT. MOB. 7206489048.	WITNESS

Showing 1 to 5 of 1,035 entries

Export to Excel Print

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11. After Clicking the Allocate button following image will be displayed. Select the name of officer you want to allocate the Summon/Warrant to and press **Submit** button as shown in the screen below and write the respective "Remarks".

Allocation of Summons / Warrants 1

Selected Summons / Warrants

Sr.No	State/District/PS	Process Details	Summons Name	Resp. Name / Address / Age	Addressee Details	Court Name	Action
1	Haryana / PANIPAT / BAPOLI	PHRPP010047172024_30_1 / HRPP010047172024	Warrant of arrest [Sec. 70]	tlcGdIxDWGau3pPwh7Avh4ozYhai1N9M5zcwJscSAZU= / R/O VILLAGE BHATLA DISTRICT HISAR / 0	Monu S/O KRISHAN / Police / R/O VILLAGE BHATLA DISTRICT HISAR	District and Sessions Courts, Panipat	Remove

Choose Delivery Officer District: PANIPAT Police Station: Select Police Station

Search:

Select	Name	Designation	Email	Mobile	Belt Number	User Level (Location)
<input type="checkbox"/>	AAKA SH	Sub-Inspector	aakashsharma7730@gmail.com	9053199570	-	Police User (CHANDNIBAGH)
<input type="checkbox"/>	ABHINANDAN WALIA	Police Sub-Inspector (SI)	abhinandanwalia@gmail.com	9700001192	PSI	District User (PANIPAT)
<input type="checkbox"/>	ABHISHEK BAJWAN	Court Officer	abhiskbjawan016@gmail.com	7015557414	Family Court	District User (PANIPAT)
<input type="checkbox"/>	AGARSAIN	N/A	agarsain@gmail.com	9991660099	127PPT	Police User (Sector 13/17 Panipat)
<input type="checkbox"/>	AJAY	Assistant Sub Inspector	ajayatnri2055@gmail.com	9813491492	168	Police User (SAMALKHA)

Add more users via iqjs.gov.in | Download User Creation Manual

Remarks

Enter the Remarks

[Submit](#)

**** Note** In case a new Allocatee needed to be added in this list, User may download and follow the manual shown in the above screen.

12. A success message will be shown once the FIR/Warrants are allotted to the Allocatee.

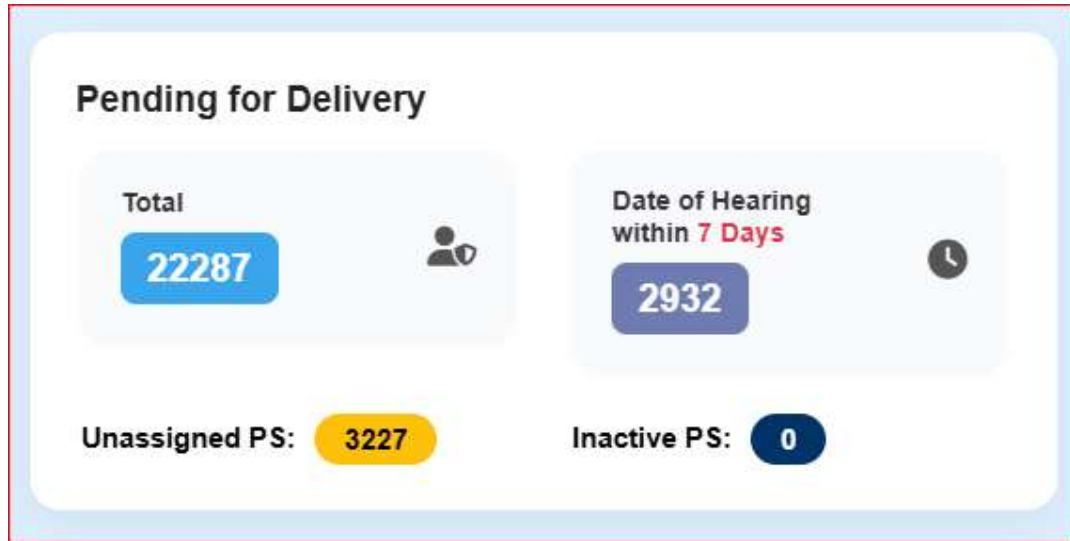
13. Press “ok” button to close the dialogue box.

The screenshot displays a dashboard with four summary cards: 'Pending for Allocation' (Total: 1849, Due for next 7 days: 72), 'Pending for Delivery' (Total: 0, Due for next 7 days: 0), 'Compliance' (6), and 'Total' (1859). Below these is a table titled 'List of Processes Pending for Assignments' with columns for Select, FIR No/FIR Year, Publish Date, Next Date, Court Name - Establishment, CNR, and Summons Party Name. A success message dialog box is overlaid on the table, stating 'Success! Summons /Warrants have been allocated successfully.' with an 'OK' button.

Select	FIR No/FIR Year	Publish Date	Next Date	Court Name - Establishment	CNR	Summons Party Name	Summons Party Relation	Summons Party Address	View More	Transfer				
<input checked="" type="checkbox"/>	425/2023	12/07/2024	23/09/2024	महान अतिरिक्त न्यायाधीश विहित न्यायाधीश, वरिष्ठ मंडल - विला एच सन न्यायालय मुंबा	MP08010072872023	कमाली बोट (धरा 71)	अशाबाली अतिरिक्त (प्रा 15-34(1))	अशाबाली मुंबा	पुलिस स्टेशन कैद विला मुंबा	अशाबाली मुंबा	पुलिस स्टेशन कैद विला मुंबा, मध्य प्रदेश, भारत	View More PDF	Transfer	
<input checked="" type="checkbox"/>	1006/2020	13/07/2024	09/09/2024	पंचम अतिरिक्त सन न्यायाधीश - विला एच सन न्यायालय मुंबा	MP08010000112022	साडी को सन (धरा 81 और 244)	भारतीय ट्रेड सविला 1880-379 - 1884-3-4 विद्युत् अतिरिक्त 2003-139	सनीय को अति	पुलिस स्टेशन कैद विला मुंबा	अशाबाली मुंबा	पुलिस स्टेशन कैद विला मुंबा	View More PDF	Transfer	
<input checked="" type="checkbox"/>	118/2022	18/07/2024	23/09/2024	महान अतिरिक्त न्यायाधीश वरिष्ठ न्यायाधीश विहित न्यायाधीश - विला एच सन न्यायालय मुंबा	MP08010012572022	साडी को सन (धरा 81 और 244)		इन्दु सन	पुलिस स्टेशन कैद विला मुंबा	मनीय सन	महान सन	पुलिस स्टेशन कैद विला मुंबा	View More PDF	Transfer
<input type="checkbox"/>	237/2022	11/07/2024	09/09/2024	महान अतिरिक्त न्यायाधीश वरिष्ठ न्यायाधीश विहित न्यायाधीश - विला एच सन न्यायालय मुंबा	MP08010025612022	साडी को सन के विवे अशाबाली बोट (धरा 87)		मनीय सन	पुलिस स्टेशन कैद विला मुंबा	अशाबाली मुंबा	महान सन	पुलिस स्टेशन कैद विला मुंबा	View More PDF	Transfer
<input type="checkbox"/>	73/2021	15/07/2024	23/09/2024	महान अतिरिक्त न्यायाधीश वरिष्ठ न्यायाधीश विहित न्यायाधीश - विला एच सन न्यायालय मुंबा	MP08010013112021	साडी को सन के विवे अशाबाली बोट (धरा 87)		मनीय सन अति	पुलिस स्टेशन कैद विला मुंबा	अशाबाली मुंबा	महान सन	पुलिस स्टेशन कैद विला मुंबा	View More PDF	Transfer

14. User can also check the cases which are pending for allocation in next Seven Days by clicking the number below “Due for Next 7 Dates” card below “Pending for Allocation” as shown in screen below.

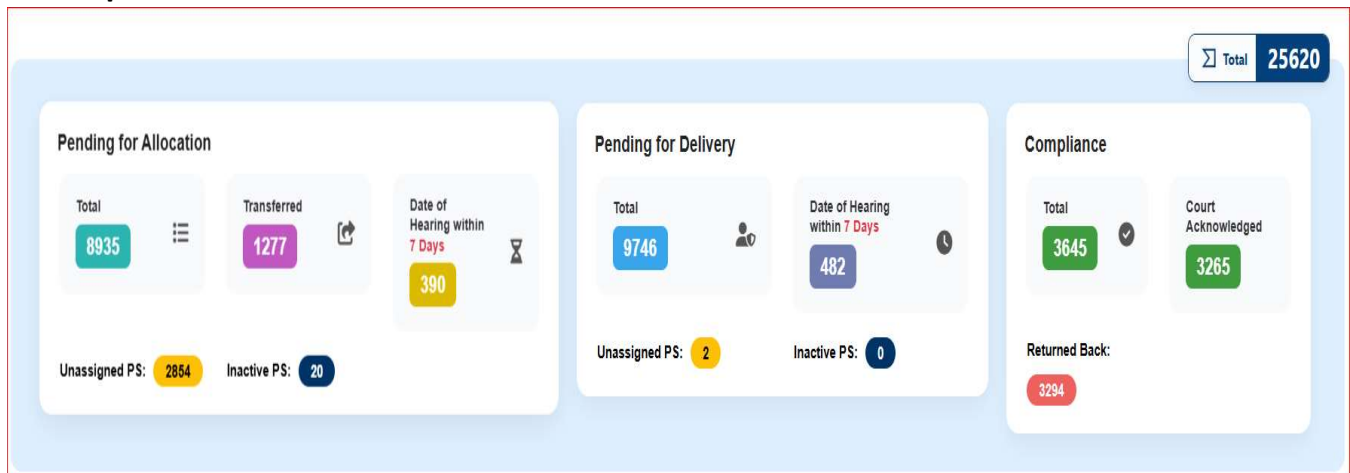
15. User can also check the Summon Warrant which are Pending to be delivered by Clicking the "Total" Card below "Pending for Delivery" card as shown in screens below.



1. Summon Intimation

- A. **The Summon Intimation process feature** enables users to send intimation via Email, SMS, or both. If contact details are already available, the corresponding fields will be auto-filled and displayed under "**E-Address Available.**" Otherwise, users can manually enter the details under "**E-Address Not Available**" as per the case.
- B. This feature allows summons to be sent to the concerned person or organization, such as a **Witness, Accused**, etc., to whom it is issued.

Tabs/options under Summon Intimation tab



1. Summon for Intimation
 - I. E-Address Available (Addresses whose either mobile or email address is available or both will be shown)
 - II. E-Address not available (Addressee whose email or mobile number both are not available will be shown here)
2. Intimation sent
 - I. Total sent will show the total intimation sent.
 - II. Pending for compliance will show the number of summons are yet to read by the users (not viewed).
3. Summon Downloaded (Compliance) will show the summon viewed by the users.

Steps to Initiate a Summon:

1. Apply required filters such as State, date range, police station etc. and click on search.

Process Allocation
Summon Intimation
Return to Court

This is testing

State
Chhattisgarh

District
JANJIR/CHAMPA

Police Station
All

Summon Title
All

From Date*
01-01-2024

To Date*
28-07-2025

Search

2. Choose desired option (E-address available or E-address not available)

3. Choose the addressee

Intimation to multiple persons can be sent at a time by multi-selection (as shown below).

Pending for Intimation

Show 5 entries

Send Intimation

Searchbox Search:

**Police Station is currently inactive. Please map the inactive PS to the current one using the 'Unmapped Summon/Warrant'.

<input type="checkbox"/>	Process ID / CNR	Publish Date	NSTEP Ready Date / Online Date	Next Date	Court District	Police District	Police Station	Court Name	Process Title	FIR No/Year	Accused	Addressee Name / Type / Address	Addressee Mobile	Addressee Email
<input checked="" type="checkbox"/>	PGJJC010011422025_1_1 / CGJJC010011422025 View More >	28/07/2025	Ready: 28/07/2025 12:30 PM Online: 27/07/2025 12:19 AM	13/08/2025	JANJIR	JANJIR/CHAMPA	SHEORINARAYAN	DISTRICT AND ADD. SESSION JUDGE FTCS/SPECIAL JUDGE(POCSO) JANJIR	SUMMONS TO WITNESS [SEC. 61 AND 244]	472/2024	AMRIT LAL ADITYA	DR ANVITA DHRUVE / WITNESS / CHC PAMGARH	<input type="text" value="Enter mobile"/>	<input type="text" value="Enter email"/>
<input type="checkbox"/>	PGJJC010006242025_1_1 / CGJJC010006242025 View More >	28/07/2025	Ready: 28/07/2025 12:30 PM Online: 27/07/2025 12:19 AM	23/08/2025	JANJIR	JANJIR/CHAMPA	JANJIR	DISTRICT AND ADD. SESSION JUDGE FTCS/SPECIAL JUDGE(POCSO) JANJIR	SUMMONS TO WITNESS [SEC. 61 AND 244]	62/2025	KRISHNA YADAV ALIAS NANU	ROSHNI YADAV / WITNESS / YADAV CHOK JANJIR PS JANJIR	<input type="text" value="Enter mobile"/>	<input type="text" value="Enter email"/>
<input type="checkbox"/>	PGJJC010015182024_1_2 / CGJJC010015182024 View More >	28/07/2025	Ready: 28/07/2025 12:30 PM Online: 27/07/2025 12:19 AM	11/09/2025	JANJIR	JANJIR/CHAMPA	JANJIR	POCSO COURT	SUMMONS TO WITNESS [SEC. 61 AND 244]	19/2024	PARMESHWAR KAHRA	TI PRAVEEN DIVEDEI / WITNESS / PS JANJIR	<input type="text" value="Enter mobile"/>	<input type="text" value="Enter email"/>
<input checked="" type="checkbox"/>	PGJJC010015792023_1_1 / CGJJC010015792023 View More >	28/07/2025	Ready: 28/07/2025 12:30 PM Online: 27/07/2025 12:19 AM	19/08/2025	JANJIR	JANJIR/CHAMPA	AKALTARA	4TH DISTRICT AND ADD. SESSION JUDGE JANJIR	SUMMONS TO WITNESS [SEC. 61 AND 244]	178/2023	SAITOSH KUMAR SINGH MARKAM	DILIP KUMAR MARKAM / WITNESS / WARD BOY BRN AND TRAMA CENTAR BILASPUR	<input type="text" value="Enter mobile"/>	<input type="text" value="Enter email"/>
<input type="checkbox"/>	PGJJC010015182024_1_1 / CGJJC010015182024 View More >	28/07/2025	Ready: 28/07/2025 12:30 PM Online: 27/07/2025 12:19 AM	11/09/2025	JANJIR	JANJIR/CHAMPA	JANJIR	POCSO COURT	SUMMONS TO WITNESS [SEC. 61 AND 244]	19/2024	PARMESHWAR KAHRA	DR NARAYAN SINGHSARWA / WITNESS / DIST. HSP JANJIR	<input type="text" value="Enter mobile"/>	<input type="text" value="Enter email"/>

4. Choose the Addressee(s) and enter the Mobile number or email or both (as available)

** Intimation will be sent on the entered details (mobile/email or on both (if both are entered)).

5. Click on the **send Intimation** button to send the intimation.

Pending for Intimation

Show 5 entries

Send Intimation

Searchbox Search:

**Police Station is currently inactive. Please map the inactive PS to the current one using the 'Unmapped Summon/Warrant'.

<input type="checkbox"/>	Process ID / CNR	Publish Date	NSTEP Ready Date / Online Date	Next Date	Court District	Police District	Police Station	Court Name	Process Title	FIR No/Year	Accused	Addressee Name / Type / Address	Addressee Mobile	Addressee Email
<input checked="" type="checkbox"/>	PGJJC010011422025_1_1 / CGJJC010011422025 View More >	28/07/2025	Ready: 28/07/2025 12:30 PM Online: 27/07/2025 12:19 AM	13/08/2025	JANJIR	JANJIR/CHAMPA	SHEORINARAYAN	DISTRICT AND ADD. SESSION JUDGE FTCS/SPECIAL JUDGE(POCSO) JANJIR	SUMMONS TO WITNESS [SEC. 61 AND 244]	472/2024	AMRIT LAL ADITYA	DR ANVITA DHRUVE / WITNESS / CHC PAMGARH	<input type="text" value="Enter mobile"/>	<input type="text" value="Enter email"/>
<input type="checkbox"/>	PGJJC010006242025_1_1 / CGJJC010006242025 View More >	28/07/2025	Ready: 28/07/2025 12:30 PM Online: 27/07/2025 12:19 AM	23/08/2025	JANJIR	JANJIR/CHAMPA	JANJIR	DISTRICT AND ADD. SESSION JUDGE FTCS/SPECIAL JUDGE(POCSO) JANJIR	SUMMONS TO WITNESS [SEC. 61 AND 244]	62/2025	KRISHNA YADAV ALIAS NANU	ROSHNI YADAV / WITNESS / YADAV CHOK JANJIR PS JANJIR	<input type="text" value="Enter mobile"/>	<input type="text" value="Enter email"/>
<input type="checkbox"/>	PGJJC010015182024_1_2 / CGJJC010015182024 View More >	28/07/2025	Ready: 28/07/2025 12:30 PM Online: 27/07/2025 12:19 AM	11/09/2025	JANJIR	JANJIR/CHAMPA	JANJIR	POCSO COURT	SUMMONS TO WITNESS [SEC. 61 AND 244]	19/2024	PARMESHWAR KAHRA	TI PRAVEEN DIVEDEI / WITNESS / PS JANJIR	<input type="text" value="Enter mobile"/>	<input type="text" value="Enter email"/>
<input checked="" type="checkbox"/>	PGJJC010015792023_1_1 / CGJJC010015792023 View More >	28/07/2025	Ready: 28/07/2025 12:30 PM Online: 27/07/2025 12:19 AM	19/08/2025	JANJIR	JANJIR/CHAMPA	AKALTARA	4TH DISTRICT AND ADD. SESSION JUDGE JANJIR	SUMMONS TO WITNESS [SEC. 61 AND 244]	178/2023	SAITOSH KUMAR SINGH MARKAM	DILIP KUMAR MARKAM / WITNESS / WARD BOY BRN AND TRAMA CENTAR BILASPUR	<input type="text" value="Enter mobile"/>	<input type="text" value="Enter email"/>
<input type="checkbox"/>	PGJJC010015182024_1_1 / CGJJC010015182024 View More >	28/07/2025	Ready: 28/07/2025 12:30 PM Online: 27/07/2025 12:19 AM	11/09/2025	JANJIR	JANJIR/CHAMPA	JANJIR	POCSO COURT	SUMMONS TO WITNESS [SEC. 61 AND 244]	19/2024	PARMESHWAR KAHRA	DR NARAYAN SINGHSARWA / WITNESS / DIST. HSP JANJIR	<input type="text" value="Enter mobile"/>	<input type="text" value="Enter email"/>

Transfer a Summon:

Summons can be transferred to Another State, City or PS with this feature in case they are irrelevant to them.

Steps:

1. Choose the Process (multi-selection is possible)
2. Click on the **Transfer Process** Button as Shown Below:

List of Processes Pending for Allocation

Allocate Process Transfer Process

Show 5 entries

Search By: Select column Please select a column to search Go

****Police Station is currently inactive. Please map the inactive PS to the current one using the 'Unmapped Summon/Warrant'.**

Select	Process ID / CNR	Publish Date	NSTEP Ready Date / Online Date	Next Hearing Date	Court District	Police District	Police Station	Court Name	Process Title	FIR No/Year	Addressee Name / Address	Addressee Type
<input checked="" type="checkbox"/>	PHRPP010047172024_30_1 / HRPP010047172024 View More >	05/09/2025	Ready: 09/09/2025 06:44 AM Online: 09/09/2025 12:55 PM	08/09/2025	PANIPAT	PANIPAT	BAPOLI	FAST TRACK COURT	WARRANT OF ARREST [SEC. 70]	45/2024	MONU S/O KRISHAN / R/O VILLAGE BHATLA DISTRICT HISAR	POLICE
<input type="checkbox"/>	PHRPP030226072024_14_4 / HRPP030226072024 View More >	05/09/2025	Ready: 09/09/2025 06:36 AM Online: 09/09/2025 12:29 PM	23/09/2025	PANIPAT	PANIPAT	BAPOLI	PMJUBJUMIC	SUMMONS TO WITNESS [SEC. 61 AND 244]	115/2024	SHO ZAKIR HUSAIN PS BAPOLI PANIPAT / 7056000121 P	WITNESS
<input type="checkbox"/>	PHRPP010001272023_23_1 / HRPP010001272023 View More >	08/09/2025	Ready: 09/09/2025 06:45 AM Online: 09/09/2025 12:55 PM	29/10/2025	PANIPAT	PANIPAT	BAPOLI	ADDITIONAL DISTRICT AND SESSIONS JUDGE	SUMMONS TO WITNESS [SEC. 61 AND 244]	94/2022	SUNIL @ SILA S/O SHAMSHER SINGH / VILLAGE BEGAMPUR, TAHARPUR, PANIPAT, 9519883211	WITNESS
<input type="checkbox"/>	PHRPP010041652024_23_1 / HRPP010041652024 View More >	08/09/2025	Ready: 09/09/2025 06:44 AM Online: 09/09/2025 12:55 PM	18/10/2025	PANIPAT	PANIPAT	BAPOLI	ADDITIONAL DISTRICT AND SESSIONS JUDGE	WARRANT OF ARREST [SEC. 70]	116/2023	SONU KUMAR / SONU KUMAR @ ABHAY S/O SANJEEV KUMAR R/O VILLAGE UMARPUR PS GANGOH TEHSIL NAKUD DISTRICT SAHARANPUR UP	POLICE
<input type="checkbox"/>	PHRPP010042592024_11_1 / HRPP010042592024 View More >	02/09/2025	Ready: 09/09/2025 06:44 AM Online: 09/09/2025 12:55 PM	10/11/2025	PANIPAT	PANIPAT	CHANDNIBAGH	DISTRICT AND SESSIONS JUDGE	SUMMONS TO WITNESS [SEC. 61 AND 244]	57/2024	ABHAY S/O PHOOL SINGH / BHARAT NAGAR, BABAIL ROAD, PANIPAT. MOB. 7206489049.	WITNESS

Showing 1 to 5 of 1,035 entries

Previous 1 2 3 4 5 ... 207 Next

3. An Popup window will open as shown below:

Transfer of Summons / Warrants 1 ✕

Selected Summons / Warrants

Sr.No	State/District/PS	Process Details	Summons Name	Resp. Name / Address / Age	Addressee Details	Court Name	Action
1	Haryana / PANIPAT / BAPOLI	PHRPP010047172024_30_1 / HRPP010047172024	Warrant of arrest [Sec. 70]	tlcGdlxDWGaU3pPwh7Awh4ozYhai1N9M5zciwJScSAZU= / R/O VILLAGE BHATLA DISTRICT HISAR / 0	Monu S/O KRISHAN / Police / R/O VILLAGE BHATLA DISTRICT HISAR	District and Sessions Courts, Panipat	Remove

Choose the New Location

State: District: Police Station:

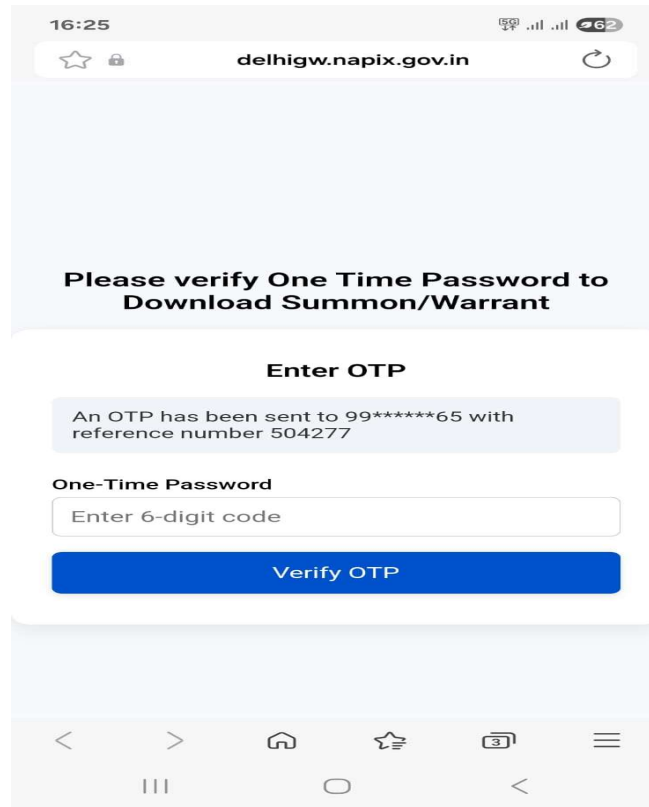
Reason of Transfer: Remarks:

Transfer

4. Choose the State, City and PS (if Available or Applicable).
5. Select Reason (Does not pertain)
6. Enter the remark
7. Click on the Transfer Button (Summon will be transferred with confirmation popup).

Compliance

1. Users will receive an email or text message or both once the intimation is sent.
2. User will click on the link given
3. And window for OTP will open



16:25 delhigw.napix.gov.in

Please verify One Time Password to Download Summon/Warrant

Enter OTP

An OTP has been sent to 99*****65 with reference number 504277

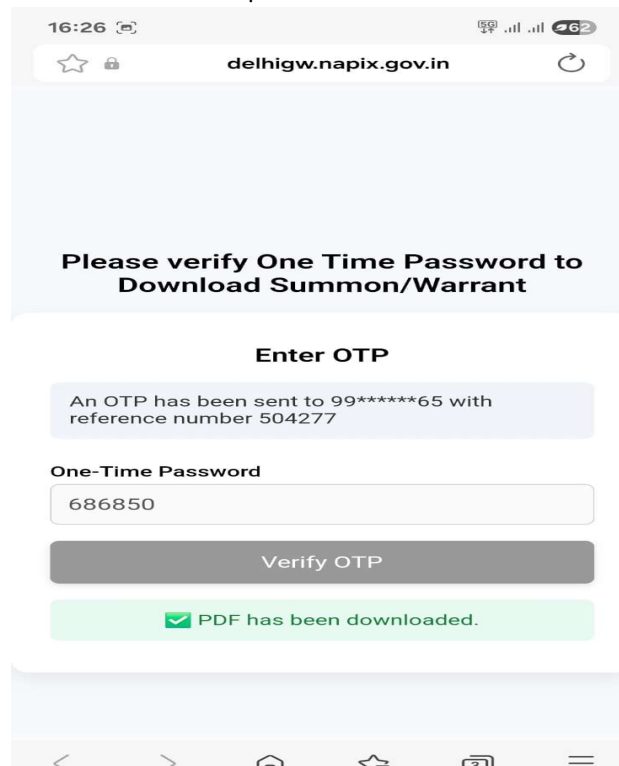
One-Time Password

Enter 6-digit code

Verify OTP

This screenshot shows a mobile browser interface for the website delhigw.napix.gov.in. The page title is "Please verify One Time Password to Download Summon/Warrant". Below the title, there is a section titled "Enter OTP". A message states: "An OTP has been sent to 99*****65 with reference number 504277". Underneath, there is a label "One-Time Password" and a text input field containing the prompt "Enter 6-digit code". A blue button labeled "Verify OTP" is positioned below the input field. The bottom of the screen shows a standard Android navigation bar with icons for back, forward, home, search, and recent apps.

4. Once the users successfully verified the OTP summon will be shown to the user and the same will be shown in Compliance section of eSummon portal.



16:26 delhigw.napix.gov.in

Please verify One Time Password to Download Summon/Warrant

Enter OTP

An OTP has been sent to 99*****65 with reference number 504277

One-Time Password

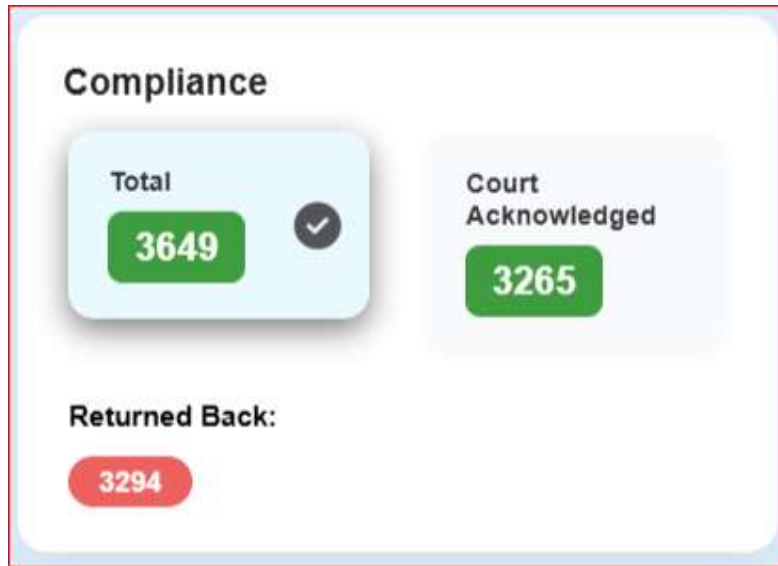
686850

Verify OTP

PDF has been downloaded.

This screenshot shows the same mobile browser interface as the previous one, but with the OTP "686850" entered into the input field. The "Verify OTP" button is now greyed out. Below the button, a green notification bar with a checkmark icon displays the message "PDF has been downloaded.". The rest of the page layout, including the title and the OTP verification instructions, remains the same. The bottom navigation bar is also visible.

5. Police/Summon staff User can also view the cases which are in compliance status by clicking the Total “Numbers” below compliance card as shown in screen below.



6. List will be shown as below of the complied cases.

List of Compliance

Show entries

Search By:

****Police Station is currently inactive. Please map the inactive PS to the current one using the 'Unmapped Summon/Warrant'.**

Sr. No	Process ID / CNR	Publish Date	Next Hearing Date	Court Name	Process Title	Police Station	FIR No/FIR Year	Accused	Addressee Name / Address	Addressee Type	Compliance Date	Compliance By	Court Acknowledged On	Action
1	PSPSH110002442014_13_3/ HPSH110002442014 View More >	01/09/2025	10/10/2025		Summons to witness [Sec. 61 and 244]	THEOG	49/2014	PRADEEP KUMAR @ MANGA	12) HC SITARAM NO. 231 / MHC PS SADAR SHIMLA HP	WITNESS	06/10/2025 05:37 PM	Ram Prasad (Police Constable (PC))		View Compliance
2	PSPSH060001712025_3_1/ HPSH060001712025 View More >	16/07/2025	10/10/2025	Additional Chief Judicial Magistrate, Theog	Summons to an accused person [Sec. 61]	KOTKHAI		B.M. Traders	BHARTI CHAUHAN / W/O SH. MUNISH CHAUHAN R/O VILL. LOSHTA P.O. KIARI TEHSIL KOTKHAI DISTT SHIMLA HP. PROP. B.M. TRADERS APPLE MANDI PARALA TEH. KOTKHAI DISTT SHIMLA HP.	EXTRA RESPONDENT	06/10/2025 04:59 PM	Kiran (Police Constable (PC))		View Compliance
3	PSPSH0600032152023_6_2/ HPSH0600032152023 View More >	22/07/2025	07/10/2025	Additional Chief Judicial Magistrate, Theog	Warrant of arrest [Sec. 70]	KOTKHAI		BM Trader	BHARTI CHAUHAN / W/O MUNISH CHAUHAN R/O VILL. BARI (DAKHAL) PO KIARI, TEHSIL KOTKHAI, DISTT SHIMLA, HP	POLICE	06/10/2025 04:57 PM	Kiran (Police Constable (PC))		View Compliance
4	PSPSH060003532024_5_1/ HPSH060003532024 View More >	31/07/2025	10/10/2025	Additional Chief Judicial Magistrate, Theog	Bailable Warrant Pvt. Complt. [Sec. 71]	KOTKHAI		M/s BM Traders	BHARTI CHAUHAN / W/O MUNISH CHAUHAN (MANU) BHARTI NIWAS NEAR IV4 SCHOOL CHAKDIL BHATAKUFFAR SHIMLA HP.	POLICE	06/10/2025 04:51 PM	Kiran (Police Constable (PC))		View Compliance
5	PSPSH060014502022_4_1/ HPSH060014502022 View More >	23/07/2025	13/10/2025	Additional Chief Judicial Magistrate, Theog	Summons to an accused person [Sec. 61]	KOTKHAI		M/s Sushmita Dail Needs	PUNJAB NATIONAL BANK / BRANCH AT KOTKHAI	PETITIONER	06/10/2025 02:21 PM	Chuni Lal (Home Guard)		View Compliance

Showing 1 to 5 of 3,649 entries

Previous ... Next

7. Compliance can be viewed by clicking on the **View Compliance** button.(PDF file will be shown)

****Note:** It is to be noted that the above mentioned Interface is for Allocator only. The process for the Delivery officers will be done on the mobile application of eSummons.

Return to court

This feature (with an integrated search functionality) allows users to return the Summon to the court in cases where delivery is not possible due to reasons such as the addressee being unavailable, the address being incorrect, or the recipient being irrelevant to the case.

Tabs/options under Summon Intimation tab

Published Processes
977

Returned Back to Court
0

1. **Published Process:** the summons issued will be shown on the click of the count.
2. **Returned back to court:** total count of summons returned due to any reason will be shown; on the click of the count, list will be opened of all summons returned to the court.

Steps to Return a Summon:

1. Apply required filters such as State, date range, police station etc. & click on the Search button

This is testing

Process Allocation | **Summon Intimation** | Return to Court

State: Chhattisgarh | District: JANJGIR/CHAMPA | Police Station: All | Summon Title: All | From Date: 01-01-2024 | To Date: 28-07-2025 | Search

2. Choose summons to be returned to the court; Search box will filter relevant summons (keyword based) as shown below:

List of Processes (Unallocated)

Return Back

Show 5 entries

Search:

****Police Station is currently inactive. Please map the inactive PS to the current one using the 'Unmapped Summon/Warrant'.**

<input checked="" type="checkbox"/>	Process ID / CNR	Publish Date	NSTEP Ready Date / Online Date	Next Date	Court District	Police District	Police Station	Court Name	Process Title	FIR No/Year	Accused	Addressee Name / Type / Address
<input checked="" type="checkbox"/>	PGJJC010029412024_4_1 / CGJJC010029412024	26/07/2025	Ready: 26/07/2025 12:30 PM Online: 27/07/2025 12:19 AM	29/08/2025	JANJGIR	JANJGIR/CHAMPA	CHAMPA	प्रमाणित त्वां च न्यायाधीश, जजकारि-धीन	साझे को सम्पन्न	95/2021	पुलवदर शिषे	रवेन्द्र कुमार शर्मा / WITNESS / विक्रमपट्ट, भद्र, बरगडूर
<input checked="" type="checkbox"/>	PGJJC010013032023_7_1 / CGJJC010013032023	26/07/2025	Ready: 26/07/2025 12:30 PM Online: 27/07/2025 12:19 AM	21/08/2025	JANJGIR	JANJGIR/CHAMPA	CHAMPA	प्रमाणित त्वां अतिरिक्त न्यायाधीश विशेष न्यायाधीश जजकारि	जुलिक मण्डले से न्यायधीश बरगडूर	28/2023	सरच बर्मा	विनेश कुमार स्मर / WITNESS / कामाज धन कामाज
<input checked="" type="checkbox"/>	PGJJC010008512025_6_1 / CGJJC010008512025	26/07/2025	Ready: 26/07/2025 12:30 PM Online: 27/07/2025 12:19 AM	26/08/2025	JANJGIR	JANJGIR/CHAMPA	BIRRA	प्रमाणित त्वां अतिरिक्त न्यायाधीश विशेष न्यायाधीश जजकारि	साझे को सम्पन्न	29/2025	बराबन माई	बराबन बरत / WITNESS / बिना धन बिना
<input checked="" type="checkbox"/>	PGJJC010015792023_3_1 / CGJJC010015792023	26/07/2025	Ready: 26/07/2025 12:30 PM Online: 27/07/2025 12:19 AM	19/08/2025	JANJGIR	JANJGIR/CHAMPA	AKALTARA	4TH DISTRICT AND ADD. SESSION JUDGE JANJGIR	BAILABLE WARRANT POLICE CASES (SEC. 71)	178/2023	SANTOSH KUMAR SINGH MARKAM	D.S.P SHALENDRA KUMAR PANDAY / WITNESS / DSP JANJGIR 6263663303
<input checked="" type="checkbox"/>	PGJJC010029412024_5_1 / CGJJC010029412024	26/07/2025	Ready: 26/07/2025 12:30 PM Online: 27/07/2025 12:19 AM	29/08/2025	JANJGIR	JANJGIR/CHAMPA	CHAMPA	प्रमाणित त्वां च न्यायाधीश, जजकारि-धीन	साझे को सम्पन्न	95/2021	पुलवदर शिषे	जयकुमार शिंदेकर / WITNESS / धन-नीरवा, धन-नुतुवा

Showing 1 to 5 of 977 entries

Export to Excel | Print

Previous 1 2 3 4 5 ... 196 Next

3. Click on the **Return back** button to return the summons to the court. Multiple summonses can be returned at a time by multi-selection (as shown below).

List of Processes (Unallocated)

[Return Back](#)

Show entries Search:

****Police Station is currently inactive. Please map the inactive PS to the current one using the 'Unmapped Summon/Warrant'.**

<input checked="" type="checkbox"/>	Process ID / CNR	Publish Date	NSTEP Ready Date / Online Date	Next Date	Court District	Police District	Police Station	Court Name	Process Title	FIR No/Year	Accused	Addressee Name / Type / Address
<input checked="" type="checkbox"/>	PCGJC010029412024_4_1 / CGJC010029412024 View More >	26/07/2025	Ready: 26/07/2025 12:30 PM Online: 27/07/2025 12:19 AM	29/08/2025	JANUGIR	JANUGIRCHAMPA	CHAMPA	ग्राम विठा एवं सत्र न्यायालय, जंकार-डीप	साक्षी को सम्म	95/2021	कुलदेव शिबे	रविन्द्र कुमार शंका / WITNESS / कैलाशभद्रा धन- बरगडूर
<input checked="" type="checkbox"/>	PCGJC010013032023_7_1 / CGJC010013032023 View More >	26/07/2025	Ready: 26/07/2025 12:30 PM Online: 27/07/2025 12:19 AM	21/08/2025	JANUGIR	JANUGIRCHAMPA	CHAMPA	ग्राम विठा एवं अतिरिक्त न्यायाधीश विशेष न्यायाधीश जंकार	पुलिस मामले में क्रमिकीय शरट	28/2023	सरस शर्मा	विनेश कुमार मन्जर / WITNESS / यमनधर धन चम्पा
<input checked="" type="checkbox"/>	PCGJC010008512025_6_1 / CGJC010008512025 View More >	26/07/2025	Ready: 26/07/2025 12:30 PM Online: 27/07/2025 12:19 AM	26/08/2025	JANUGIR	JANUGIRCHAMPA	BIRRA	ग्राम विठा एवं अतिरिक्त न्यायाधीश विशेष न्यायाधीश जंकार	साक्षी को सम्म	29/2025	व्यवाम माझी	चंद्रम बरोत / WITNESS / विं धन विं
<input checked="" type="checkbox"/>	PCGJC010015792023_3_1 / CGJC010015792023 View More >	26/07/2025	Ready: 26/07/2025 12:30 PM Online: 27/07/2025 12:19 AM	19/08/2025	JANUGIR	JANUGIRCHAMPA	AKALTARA	4TH DISTRICT AND ADD. SESSION JUDGE JANUGIR	BAILABLE WARRANT POLICE CASES (SEC. 71)	17/8/2023	SANTOSH KUMAR SINGH MARKAM	D S P SHALENDRA KUMAR PANDAY / WITNESS / DSP JANUGIR 6263663303
<input checked="" type="checkbox"/>	PCGJC010029412024_5_1 / CGJC010029412024 View More >	26/07/2025	Ready: 26/07/2025 12:30 PM Online: 27/07/2025 12:19 AM	29/08/2025	JANUGIR	JANUGIRCHAMPA	CHAMPA	ग्राम विठा एवं सत्र न्यायालय, जंकार-डीप	साक्षी को सम्म	95/2021	कुलदेव शिबे	जयकुमार सिन्हा / WITNESS / धन- नीरवा, धन- मुकुला

Showing 1 to 5 of 977 entries Previous 2 3 4 5 ... 196 Next

[Export to Excel](#) [Print](#)

All returned summons will be shown in the Return back section of the portal.

Annexure B

USER MANUAL FOR e-Summon MOBILE APP

Section I - Installation Guide

Section II - Summon Delivery- Mobile App

Section I - Installation Guide

1. e-Summon Mobile app can be installed on Android phones from Google Play store, Follow the link:
(https://play.google.com/store/apps/details?id=in.nic.esummon&pcampaignid=web_share)

OR

2. Open the Play store and search for the **eSummon** choose the official eSummon Mobile Application
3. Click on the **install** button.

Section II - Summon Delivery – Mobile App

The e-Summon Mobile application is designed for use by authorized Delivery Officers Allocated to court processes. This application facilitates the capture of execution details through mobile devices on which the app is installed.

The application provides a list of Allocated processes and displays court documents in PDF format, which include details about the individuals to whom summonses are to be served.

The concerned users have to download & install the e-Summon mobile app on their Android devices.

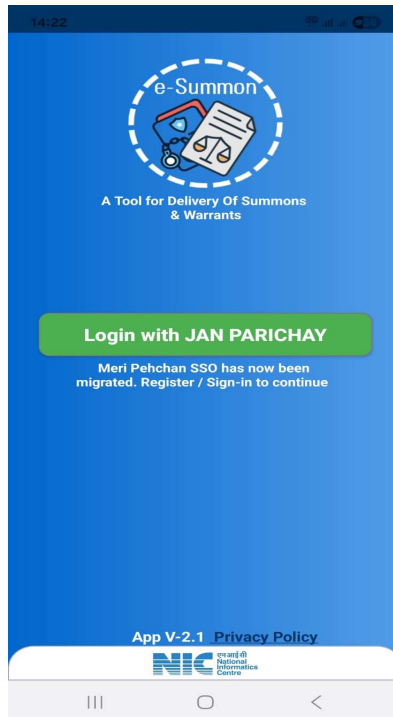
Splash Screen

On clicking the e-Summon app icon, the below e-Summon splash screen will be launched.



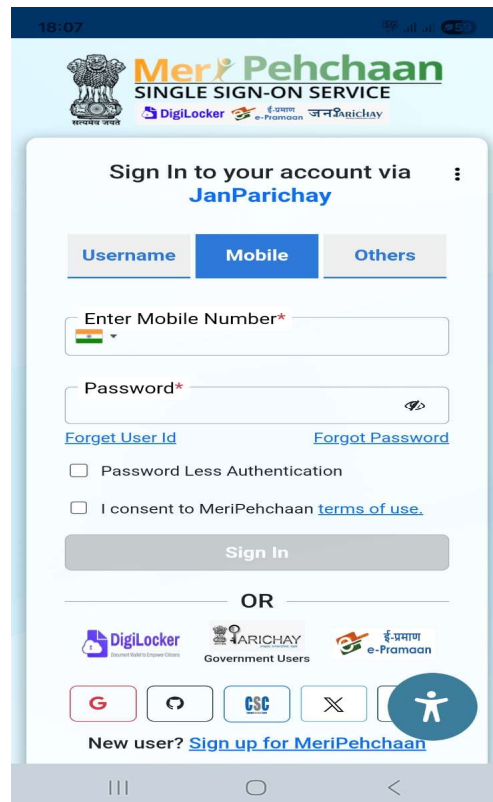
Login

The authorized users will login on APP using their registered mobile number. The users have to enter the mobile number and the OTP received.



It's a two-factor authentication process, post entering the correct OTP user will be redirected to **Dashboard**.

***Note:** User should be registered on Meri Pehchaan – Jan Parichay.



Dashboard

Post login, the dashboard will appear show casing the count of Processes, **Pending for delivery** and **Compliance**.



Pending for delivery: -

Processes that are yet to be delivered by the delivery officer will be showcased under 2 cards viz.:

Total

Total no. of Processes pending for delivery will be showcased on this card.

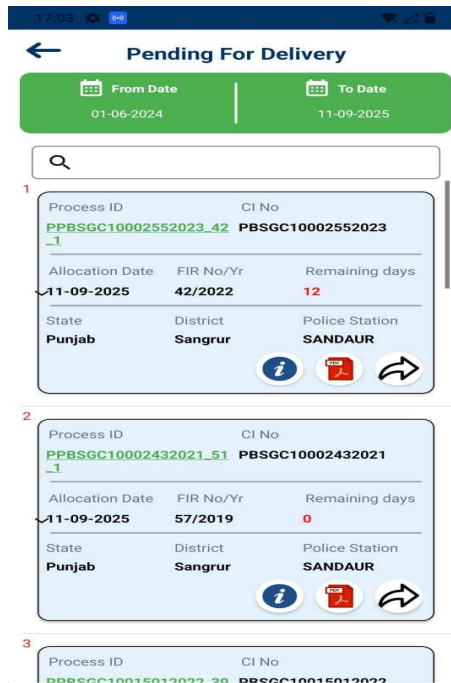
Date of Hearing within 7 days

Count of Processes that are pending for delivery and has date of hearing within 7 days will appear under this card. Further on clicking either of the counts, the list of pending Processes can be viewed.

Intimation Sent: -

Count of Intimation sent will be shown under this card.

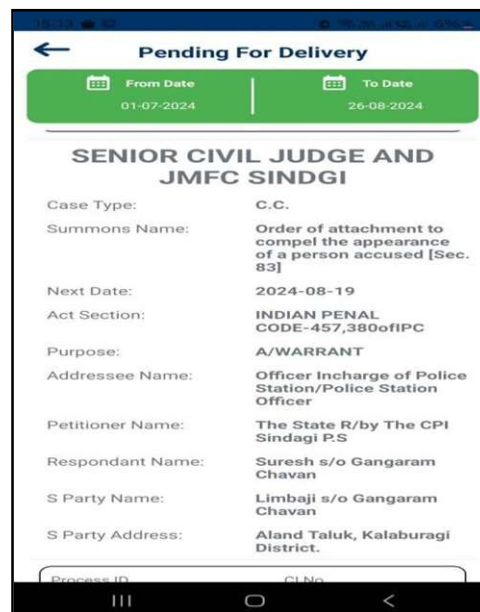
Further on clicking either of the counts, the list of pending Processes can be viewed.




Date range filter can be used to narrow down the result set.

View Summon Details

On clicking the **Process ID**, the summon details can be viewed.




Summon PDF copy

To view the summon pdf, user can click on PDF () button.



Summon Compliance

Further, user has to click on the Forward ICON () for compliance by providing the required details.

Warrant with an endorsement certifying the manner of its execution.

Dated, this day of 28-07-2024

SENIOR CIVIL JUDGE AND JMC SINDGI
SINDGI

Visit ecourts.gov.in for updates or download mobile app "eCourts Services" from Android or iOS

Execution Details

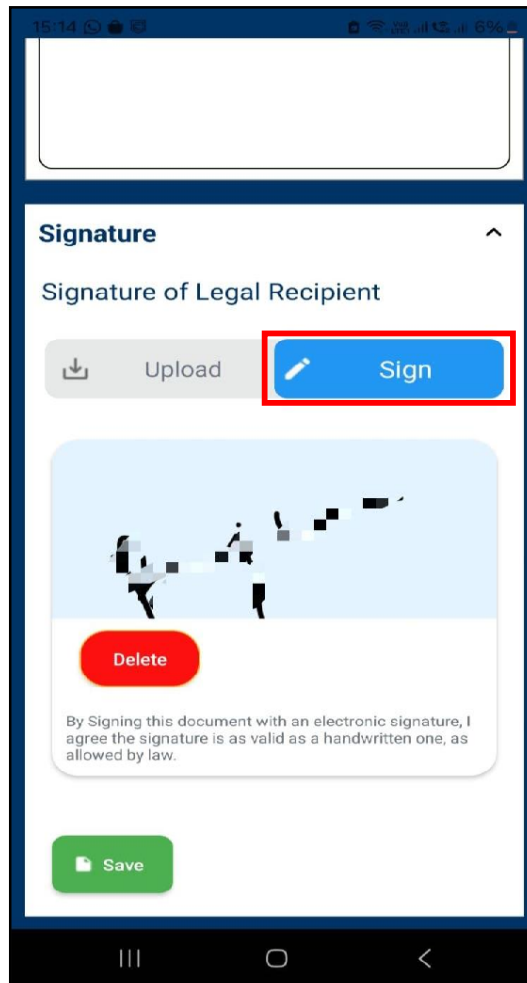
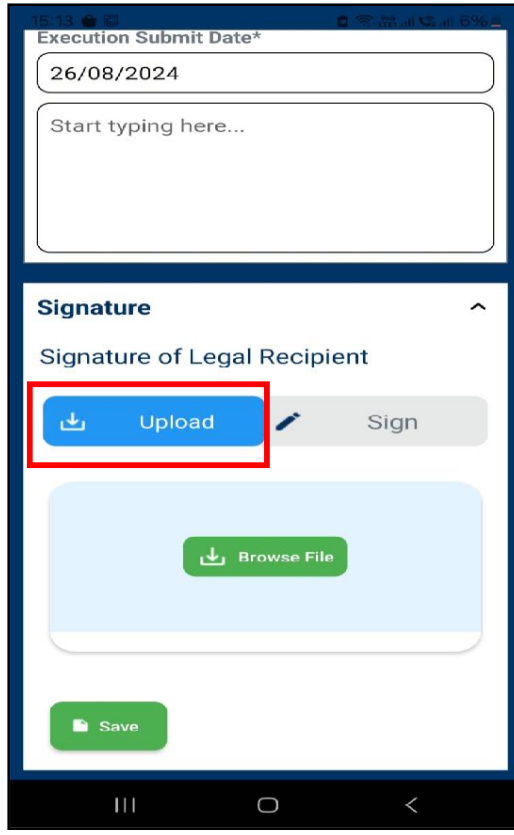
Delivery Type*
Select Delivery Type

Execution Type*
Select Execution Type


Execution Date*
26/08/2024

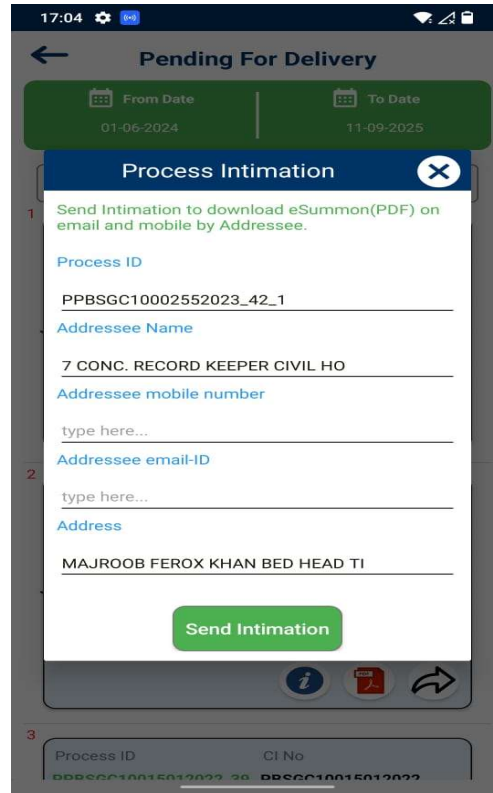
Execution Submit Date*
26/08/2024

Start typing here...



Summon Intimation

1. In order to deliver Summon via electronic medium (email & SMS), click on the () icon. The following screen will be shown:



17:04

← Pending For Delivery

From Date: 01-06-2024 | To Date: 11-09-2025

Process Intimation [X]

1 Send Intimation to download eSummon(PDF) on email and mobile by Addressee.

Process ID
PPBSGC10002552023_42_1

Addressee Name
7 CONC. RECORD KEEPER CIVIL HO

Addressee mobile number
type here...

Addressee email-ID
type here...

Address
MAJROOB FEROX KHAN BED HEAD TI

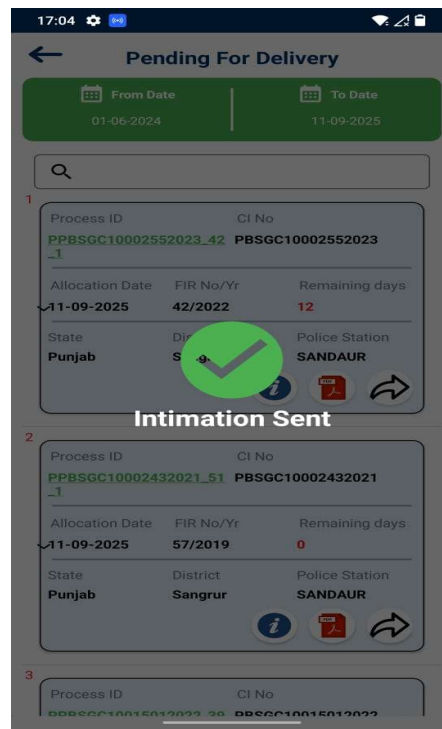
Send Intimation

2

3

Process ID: PPBSGC10015012023_20 | CI No: PPBSGC10015012023

2. Enter the Mobile number or email or both (if both are available).
3. Click on the Send Intimation button, the intimation will be send as email and SMS. Following confirmation screen will be shown.



17:04

← Pending For Delivery

From Date: 01-06-2024 | To Date: 11-09-2025

1

Process ID: PPBSGC10002552023_42_1 | CI No: PPBSGC10002552023

Allocation Date: 11-09-2025 | FIR No/Yr: 42/2022 | Remaining days: 12

State: Punjab | District: Sandaaur | Police Station: SANDAUR

Intimation Sent

2

Process ID: PPBSGC10002432021_51_1 | CI No: PPBSGC10002432021

Allocation Date: 11-09-2025 | FIR No/Yr: 57/2019 | Remaining days: 0

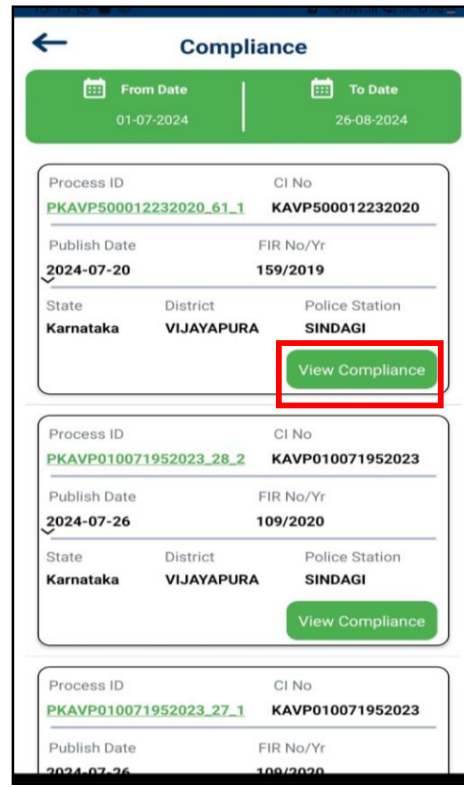
State: Punjab | District: Sangrur | Police Station: SANDAUR

3

Process ID: PPBSGC10015012023_20 | CI No: PPBSGC10015012023

Compliance:-

This displays the count of Processes in which compliance has been done or has been successfully delivered. On clicking the count, the list of compliance/ delivered Processes of last 1 month will appear.



Further on clicking the View Compliance button, the Court Summon PDF, execution details along with receiver's signature and photograph can be viewed.

