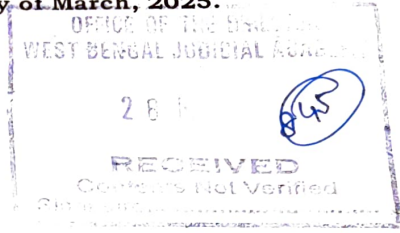


2025  
**IN THE HIGH COURT AT CALCUTTA**  
**APPELLATE SIDE**

Memo. No.2014-R (Insp-I)

Dated, 13<sup>th</sup> day of March, 2025.

**From:**  
**Sri Jibon Kumar Sadhu**  
**Registrar (Inspection-I),**  
**High Court, A.S.,**  
**Calcutta**



**To**

**The District Judge**

- 1) Jalpaiguri, 2) Coochbehar, 3) 24-Parganas(S), 4) 24-Parganas(N), 5) Birbhum, 6) Bankura, 7) Malda, 8) Uttar Dinajpur, 9) Dakshin Dinajpur, 10) Purba Midnapore, 11) Paschim Midnapore, 12) Nadia, 13) Darjeeling, 14) Purulia, 15) Howrah, 16) Purba Burdwan, 17) Paschim Burdwan, 18) Hooghly, 19) Murshidabad, 20) A & N Islands at Port Blair, 21) Kalimpong, 22) Jhargram, 23) Alipurduar.
- 24) The Chief Judge, City Civil Court, Calcutta.
- 25) The Chief Judge, City Sessions Court, Calcutta.
- 26) The Chief Judge, Presidency Small Cause Court, Calcutta.
- 27) The Director, West Bengal Judicial Academy.
- 28) The Member Secretary, SLSA.

Sir/Madam,

Most respectfully, I am directed to inform your goodself that upon consideration of the prayer of the Judicial Officers who failed to submit their e-ACR for the year 2024 within the time limit, The Hon'ble The Chief Justice has been pleased to direct as follows;

**“ACRs (Online or Offline) to be submitted not late than 30.04.2025.**

**No further extension would be granted”**

Hence, the submission of ACRs (Online or Offline as the case may be) for the year 2024 by the Judicial Officers under Your Judgeship shall be made in accordance with the direction of The Hon'ble The Chief Justice.

In case of any difficulty in filling up of the e-ACR, the Judicial Officers may contact the helpdesk through the email id: [pis.calcuttahighcourt@gmail.com](mailto:pis.calcuttahighcourt@gmail.com) provided at the right upper corner of the Judicial Officer's dashboard in the "PIS" software. A tutorial for filing up of e-ACR has also been provided for the Judicial Officers in "PIS".

This is for your kind information and necessary action with request to circulate this to all the Judicial Officers posted in your Judgeship/ Academy. The Judicial Officers on leave or away from station may also be informed.

*Jibon Kumar Sadhu.*  
**Registrar (Inspection-I)**

**High Court, Appellate Side, Calcutta.**