

**LEGAL INFORMATION MANAGEMENT &
BRIEFING SYSTEM**

Web- based Complete Solution

AN INITIATIVE BY MINISTRY OF LAW & JUSTICE

<https://limbs.gov.in>

[USER MANUAL]

TABLE OF CONTENT:

1. Introduction of LIMBS:

- ✓ Background,
- ✓ Features and Advantages

2. Registration

- ✓ New user

3. Role of Ministries Nodal officer / Local admin

4. Process of court case entry

1. My court cases

- 1.1. New entry
- 1.2. Cause list
- 1.3. Compliance Entry
 - i. Enter proceedings
 - ii. Update status
 - iii. Edit
 - iv. Upload document
 - v. Upload Affidavit
 - vi. Details
 - vii. Add progress
 - viii. Link tag matters
 - ix. Add more Advocates
- 1.4. Multi-ministry report
- 1.5. Disposed of/ Archive cases

2. Updation

- 2.1. Update Exception Cases
- 2.2. Update / Edit Proceedings
- 2.3. Update Tribunal cases
- 2.4. Update CNR using case Number
- 2.5. Update case details via CNR

3. Transfer of cases

- 3.1. Transfer case
- 3.2. Request of Transfer cases

- 1. Background of LIMBS:** LIMBS is a simple and innovative web base application which utilizes standard template with well-defined fields for storage, categorization and search of legal cases and documents, managing timely administrative procedures and audit trail which in turn bring uniformity in office standard norms of entire chain of UOI litigation.

The Legal Information Management and Briefing System (LIMBS) is a web-based application for monitoring of all court cases where Union of India is one of the parties. LIMBS came into existence for all ministries/departments/autonomous organizations/CPSUs in 2016, and advance version in **January 2020** since then the application is seamlessly working under the supervision of department of Legal Affairs, Ministry of Law and Justice (as Nodal Ministry). It is an innovative and easy to access online tool which is available 24x7 to all the stakeholders' viz., government officials, department users, nodal officers, higher officials of ministries, advocates, arbitrators and claimants of Ministries to upload the latest information.

It is a dashboard-based system for the user Ministries/Departments on which they can see their legal matters at a glance. This version is overhauled with the use of Open-Source technologies using Coordinator framework of PHP to enhance the security of the system and improve the efficiency of the system.

Features and Advantages	
Dashboard based platform	24*7 Available
Advance Search	SMS Alerts
MIS Report	Data Monitoring
Important Cases Report	Reduce dependency of physical file
Progress of the cases	Integration with courts
Transfer of cases	Document uploading

2. **Registration of new user** Ministry/Department Login (Enter [Url: limbs.gov.in](http://limbs.gov.in) on browser- Chrome & Mozilla). Click on new user



- Select your Ministry
- Click on start registration process

(a)

(b)

Enter full name: It accepts only alphabets and space. Number and special characters are not allowed:

- Mobile Number: Enter 10-digit mobile numbers.
- Designation: Select designation from drop down list.

- Department/Attached/Subordinate Office:
Select department/attached/subordinate office from the drop list. Subsequently select sub-department and functional department (if available) from the dropdown list.
- Username: Length is between 5 to 15, It accepts alphanumeric values
- Password: Password should be at least 8 characters long
(It should contain at least one number, one alphabet and one special character. At least one upper case and one lowercase letter should be there)
- Add User: Click on the ADD USER button to complete the registration process.
- Contact Nodal/local/LIMBS Team for activation

To login into the portal Click on login and choose user login (Enter registered username and password)



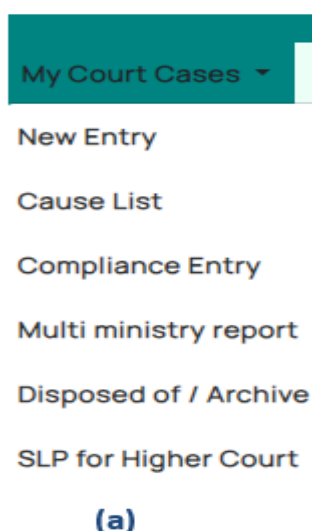
(b)

3. Role of Ministries Nodal officer / Local admin

Nodal Officers and Local Admins (sub-nodal officers) can activate newly registered users of concerned Ministry/ Departments/Autonomous organizations/ CPSEs, etc. Nodal Officer can only make Local Admins/Sub-Nodal Officers. They can change the profile of users (their name, mobile no., etc.) who have retired or transferred and can also delete wrongly entered or duplicate cases. Under the tab "Users", he can activate new users by using the scroll down option "Enable". Also, on the right side of tab "User", there is a tab "Deleted Users". Clicking on this tab will give the list of deleted users.

4. Process of Court case entry


1. **My court cases:** This is the user domain where users enter and update the status of existing cases via new entry and compliance entry



1.1 New Case Entry




Clicking it, which will open a new form in which user can enter details of a new case. Say, for example, in the case of **High Court and Distt. /Session**, after user has uploaded information about the 'Court details, BENCH,' Case No./Case Year' and 'Case Type', a Case Number Record (CNR) will be generated. After generation of CNR Number, when user clicks on tab 'GET INFO', the remaining columns of this form will be automatically filled up from the e-Courts database. [A CNR number is allotted for High Court and District Court cases only. After saving the details in 'New Entry' of a case, a LIMBS no. is generated]

for example, in the case of Hon'ble Supreme Court after entering diary number, when user clicks on tab 'GET INFO', the remaining columns of this form will be automatically filled up from the e-Courts database. Rest of the information filled by the user manually.



New Entry 

Select Case Priority	High		
Select Court *	Select Court	Please Select	Please Select
Case No / Case Year * <small>Use Numeric Value</small>	<input type="text"/>	Year	Case Filing Date *
Case Category*	Please Select		Sub Category *
Financial Implication*	Please Select		Diary No
Party Type	<input checked="" type="radio"/> Petitioner <input type="radio"/> Respondent		<input checked="" type="radio"/> Main Party <input type="radio"/> Proforma Party
Is Ministry Party?	<input checked="" type="radio"/> Yes <input type="radio"/> No		Main Party / Proforma Party
Petitioner *	If Union of India is one of the party? <input type="checkbox"/>		Petitioner Advocate
Respondent *	If Union of India is one of the party? <input type="checkbox"/>		Respondent Advocate

If you are the main party, Please fill all respondent details

Petitioner Extra Party	<input type="text"/>	
Respondent Extra Party	<input type="text"/>	
Acts	<input type="text"/>	

Under Act(s)	<input type="text"/>	Under Section(s)	<input type="text"/>
Subject matters/ Description of the case* <small>Maximum 200 characters allow</small>	<input type="text"/>		
Name and Designation of Concerned Officer Responsible	<input type="text"/>	Concerned officer Mobile No	<input type="text"/>
E-mail of Concerned Officer	<input type="text"/>		
Any effort for Alternate Dispute Resolution (ADR) Settlement, if explored:-	<input checked="" type="radio"/> Yes <input type="radio"/> No		
Case Hearing			
Judge	Last Hearing Date	Next Hearing Date	Purpose of hearing
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

 Investigate

1.2. Cause list User can see the list of all forthcoming cases

Cause List												
S.NO.	LIMBS NUMBER	COURT NAME	CASE NO	CASE DATE	LAST DATE OF HEARING	CASE TITLE	CASE CATEGORY	NEXT DATE	CNR NO	ADVOCATE	UPDATED ON	UPDATED BY
1	1437185	SUPREME COURT (DELHI) DELHI	16828	29-08-2024	28-01-2025	MRIDUL JINDAL Vs STATE OF U.P.	PIL MATTERS HARASSMENT OF SC/ST/OBC	14-02-2025				

1.3. Compliance Entry Under the drop-down menu of tab "My Court Cases", user will find the tab "Compliance Entry" in which LIMBS no. generated is stored in its third column. In the last column "ACTION", Users, by clicking on the relevant tabs-

NEXT DATE

ESTIMATED DATE

INITIATED FOR SLP

Excel

PDF

Print

Show10entries

SELECT

Search:

S.NO.	COURT NAME	CASE NUMBER CASE DATE PARTY TYPE LIMBS NUMBER	LAST DATE OF HEARING	CASE TITLE	CASE CATEGORY	NEXT HEARING DATE	CNR NUMBER/DIARY NUMBER	ADVOCATE(PETITIONER/RESPONDENT)	UPDATED ON	ENTERED BY	CONCERNED OFFICER DETAILS	ACTION
1	TRIBUNALS (NEW DELHI) CUSTOM EXCISE AND SERVICE TAX APPELLATE TRIBUNAL	3- 0052119/2018 18-07-2018 Main Party (Petitioner) 1432279 High Priority Case	16-01- 2025	ENVIRONMENT PLANNING & COORDINATION ORGANIZATION Vs BHOPAL IMPORT	TAX MATTERS CONTROL ORDER	03-02- 2025	/52499	Sandeep Mukherjee & Associates, /	06-02- 2025	Entered By:User Name : Additional Secretary / User Mobile : 9810187334	()	<div>Enter Proceeding(Last date of hearing)</div> <div>Update Status(Next date of hearing)</div> <div>EditUpload Document (0)Details</div> <div>Add Progress</div> <div>Link Tag MattersSQL</div> <div>Add More Advocate</div>

i. Enter Proceeding This is used to update the status of last date of hearing

Case Proceedings

Department

Court details

Case title

Subject

Officer/Advocate
attended the hearing

Whether the advocate
appeared in the court
proceedings

Purpose of hearing

Last date of hearing

IMPLEMENTATION

HIGH COURT ASSAM
AIZAWL BENCH

uoi VS MOEF

environment matters

Please fill out this field.

Yes

No

dd-mm-yyyy

Case number

258

Last date of hearing

Advocate details

Case category

CIVIL MATTERS

Submit

- ii. **Update Status** This is used to update the status of next date of hearing / Judgement date {can Update status of ongoing cases also can Update status of disposed of cases}

(1.5)

Update status of ongoing cases	Update status of disposed of cases
Under the same tab "ACTION", user can update the status of ongoing cases by clicking the tab 'Update status'. On clicking the tab "update status", the pop-up window will seek some details, like litigation stage of the case and next date of hearing (Next). On clicking the "SAVE" tab, the details of ongoing case (s) will be updated.	Under the tab "ACTION", user can take following steps to move a disposed of case to "Archives" - Click on the tab "update status", Pop-up window will seek the details of the case as follows: I. Select Litigation II. Select Decided/Pronounced III. Select Decided-Won/Lost/With Direction/Dismissed. IV. Provide a judgement date and click on the Save button. Thereafter, again user will click on " <u>Update Status</u> ". I. Select Post Litigation II. Disposed of III. Closed for Archive and click on the Save button. IV. The case will automatically move from Compliance Entry to the field of MIS Reports- Disposed/Archive.

iii. **Edit** This is used to edit exiting information entered via new entry window.

iv. **Upload Document** This is used to upload relevant document up to 2Mb in PDF format only.

v. **Upload Affidavit** This is used to upload relevant Affidavit up to 5Mb in word, excel, PDF format.

vi. **Details** This is used to view the one-page summary of the case.

vii. **Add Progress** This is used to add internal remarks and input.

viii. **Link Tag Matters** This is used for linking of two different cases.

ix. **Add More Advocate** This is used to add more advocates details.

1.4. Multi ministry report This is used to generate report in which more than one ministry is involved

Multi Ministry Report

Show 25 entries

Search:

S.NO.	LIMBS NUMBER	MINISTRY/DEPARTMENT	COURT NAME	CASE NUMBER	CASE DATE	CASE TITLE	CASE CATEGORY	CNR NUMBER	ACTION
1	1364020	LIMBS TEAM / IMPLEMENTATION	HIGH COURT (AMARAVATHI) ANDHRA PRADESH	25	02-01-2020	C.Hanumantharayappa, Vs State of Andhra Pradesh,	SERVICE MATTERS PAY SCALES	APHC010451352019	Details
2	1189052	LIMBS TEAM / IMPLEMENTATION	HIGH COURT (AMARAVATHI) ANDHRA PRADESH	25	31-12-2019	C.Hanumantharayappa, Vs State of Andhra Pradesh,	CIVIL MATTERS CIVIL MATTERS	APHC010451352019	Details
3	1189052	LIMBS TEAM / IMPLEMENTATION	HIGH COURT (AMARAVATHI) ANDHRA PRADESH	25	31-12-2019	C.Hanumantharayappa, Vs State of Andhra Pradesh,	CIVIL MATTERS CIVIL MATTERS	APHC010451352019	Details

1.5. Under update status (Table)

2. Updation This is the user domain where users enter and update the status of existing cases via new entry and compliance entry

2.1. Update Exception cases Most of these cases are generate whose information is missing or not filled by users. There are following exception types where information can be missing-

- i. Court
- ii. Case category
- iii. Status
- iv. Financial Implication
- v. Advocate
- vi. Case date
- vii. Next hearing date
- viii. Last hearing date
- ix. Once the information is updated for any of the exception types or all of the exceptions and saved then such cases are removed from the exception.

S NO.	LIMBS NO	COURT	CASE NO	PETITIONER	RESPONDENT	CASE FILING DATE	BRIEF HISTORY	CNR NUMBER	STATUS HEAD	CATEGORY /SUB CATEGORY	FINANCIAL IMPLICATION	NEXT HEARING DATE	ADVOCATE NAME	UPDATED BY	UPDATED ON	ACTION
1	1313183	DISTRICT AND SESSION COURT - ANDHRA PRADESH - ADONI	521 / 2024	Union of India	Union of India	08-04-2024	Test Cases			CIVIL MATTERS \ AGRICULTURE PRODUCT MARKET COMMITTEE ACT	NOT KNOWN	NA	\	Alok Gupta \ 7011720715 \ Review Officer \ LIMBS TEAM \ DEVELOPMENT	2024-04-09	Update
2	1312781	HIGH COURT - AMARAVATHI	WP 25 / 2024	BANAVATH VEDAPRASAD	THE STATE OF ANDHRA PRADESH	02-01-2024	test	APHC0100010451352019		SERVICE MATTERS \ ATTORNEY GENERAL	NO FINANCIAL IMPLICATION	NA	\	Himanshu Saraswat \ 8800770163 \	2024-04-08	Update

2.2 Update/ Edit proceedings User can edit/update the last date of hearing.

Update/Edit Proceedings						
Show	25	entries	Search:		Print	
S.NO.	COURT NAME	CASE NUMBER/ LIMBS NUMBER	LAST DATE OF HEARING	CASE TITLE	CASE CATEGORY	ACTION
1	SUPREME COURT (DELHI) DELHI	-16829/2024 29-08-2024 Main Party (Petitioner) 1437185 High Priority Case	28-01-2025	MRIDUL JINDAL Vs STATE OF U.P.	PIL MATTERS HARASSMENT OF SC/ST/OBC	Edit
2	HIGH COURT (ALLAHABAD) UTTAR PRADESH	WRIA-26/2020 03-01-2020 Main Party (Petitioner) 1424763 High Priority Case	28-08-2020	Union of India Vs Union of India	SERVICE MATTERS COURT MARTIAL	Edit
3	SUPREME COURT (DELHI) DELHI	-424/2023 16-01-2023 Main Party	24-04-2023	Union of India Vs Union of India	SERVICE MATTERS ALLOWANCE	Edit

2.3. Update Tribunals Cases Those compliance entry cases in which Tribunal cases are not updated via API

S.NO.	LIMBS NUMBER	COURT NAME	DATE OF HEARING	CASE NUMBER	CASE YEAR	CASE DATE	CASE TITLE	CASE CATEGORY	ACTION
1	1240080	TRIBUNALS (NEW DELHI) CENTRAL ADMINISTRATIVE TRIBUNAL	11-01-2024	13	2023	02-01- 2023	Ajay Singh Vs M/o Communications	SERVICE MATTERS RECRUITMENT/APPOINTMENT	view
2	1240082	TRIBUNALS (JABALPUR) CENTRAL ADMINISTRATIVE TRIBUNAL	05-09-2023	25	2017	28-11- 2016	Shakil Ahmad Vs M/o Railways	SERVICE MATTERS ALLOWANCE	view
3	1240088	TRIBUNALS (HYDERABAD) CENTRAL ADMINISTRATIVE TRIBUNAL	19-01-2022	125	2019	04-02- 2019	M A FAREES Vs M/o Railways	MISCELLANEOUS ARBITRATION PETITION U S 34 OF ARBITRATION AND CONCILIATION ACT 1996	view
4	1240091	TRIBUNALS (PUNE)	05-01-2024	24	2023	17-01- 2023	Union of India Vs Union of India	SERVICE MATTERS	view

2.4. Update CNR using case number Those compliance entry cases in which CNR number is not updated.

Update CNR using Registration Number

S.NO.	LIMBS NUMBER	COURT NAME	DATE OF HEARING	CASE NUMBER	CASE DATE	CASE TITLE	CNR NUMBER	CASE CATEGORY	ACTION
1	1372107	DISTRICT AND SESSION COURT (KAMRUP) ASSAM		- 01 / 2024	01-04-2024	ANJAN BARMAN Vs Union of India		SERVICE MATTERS EQUAL PAY FOR EQUAL WORK	view
2	1409188	HIGH COURT (DELHI) DELHI		W.P.(C) - 485 / 2023	10-11-2024	Union of India Vs Union of India		CIVIL MATTERS CIVIL MATTERS	view
3	1125928	HIGH COURT (AMARAVATHI) ANDHRA PRADESH		WP - 25 / 2021	01-01-2021	Union of India Vs		CIVIL MATTERS CIVIL MATTERS	view
4	1163556	DISTRICT AND SESSION COURT (NAINITAL) UTTARAKHAND		- 121 / 2023	15-05-2023	Vs		CIVIL MATTERS CIVIL MATTERS	view
5	1407536	HIGH COURT (NAINITAL) UTTARAKHAND		WPCRL - 1253 / 2024	08-02-2024	JAGAT THAPA Vs STATE OF UTTARAKHAND		CRIMINAL MATTERS CRIMINAL MATTERS	view
6	1392735	HIGH COURT (AHMEDABAD) GUJARAT		WPPL - 180 / 2020	03-11-2020	Union of India Vs Union of India		LABOUR MATTERS FACTORY ACT	view

2.5 Update case details via CNR Those compliance entry cases in which CNR number is updated. User can refresh those cases via hyperlink

Update Case status via CNR

☒ High Court ☐ District Court

Show entries

Search:

<input type="checkbox"/>	S.NO.	LIMBS NUMBER	COURT NAME	CASE NUMBER	CASE DATE	CASE TITLE	CASE CATEGORY	NEXT DATE	STAKE HOLDER/UPDATED ON	CNR NO
<input type="checkbox"/>	1	1188024	HIGH COURT (GOA) MAHARASHTRA	115	23-02-2021	CREDAI GOA, THR. ITS PRESIDENT, NILESH SALKAR Vs UNION OF INDIA, THR. THE CABINET SECRETARY AND 6 ORS	CIVIL MATTERS CIVIL MATTERS	10-08-2023	LIMBS TEAM:Monika 8510042202 03-08-2023	HCGA010004892021
<input type="checkbox"/>	2	1185873	HIGH COURT (ALLAHABAD) UTTAR PRADESH	96	24-12-2021	KARTA KRISHNA SINGH Vs STATE OF U.P. AND 2 OTHERS	CIVIL MATTERS CIVIL MATTERS	27-07-2023	LIMBS TEAM:Monika 8510042202 22-08-2023	UPHC012160092021
<input type="checkbox"/>	3	1088272	HIGH COURT (GUWAHATI) ASSAM	26	03-01-2022	PURUJIT MAHANTA Vs THE STATE OF ASSAM	CIVIL MATTERS CIVIL MATTERS		LIMBS TEAM:Monika 8510042202 25-08-2023	GAHC010001192022
<input type="checkbox"/>	4	1177126	HIGH COURT	9327	05-05-	SUNILKUMAR CHELLAPPAN PANICKER Vs UNION OF INDIA	CASES AGAINST GOVERNMENT AND ITS		LIMBS TEAM:Monika	GJHC240293292022

3. Transfer of Cases This module relates to transfer of cases from one user to another.

When a user has been transferred from one department to another, LIMBS portal has the facility to transfer the cases in the account of transferee to the new officer/user. The cases which are wrongly transferred there is a provision to pull back those transferred cases if the existing user hasn't accepted it. There is an option to transfer even 20 cases in one go. For this, user will click on the tab "Transfer of Cases" which has the following provision for the users-

- Transfer of Case within/outside Ministry.
- Request for transfer of cases

In each case, a window will pop-up seeking certain details which would be filled up by the user. Thereafter, user will select the case(s) to be transferred and click on the "Transfer" button given at the end of list of cases and the case(s) will be transferred.

☒ Within Ministry ☐ Other Ministry

Ministry

--Please Select--

Department

--Please Select--

Users

--Please Select--

Remarks

Max 250 characters

Show100entries

Search:

<input type="checkbox"/>	S.NO.	LIMBS NUMBER	COURT NAME	DATE OF HEARING	CASE NUMBER	CASE DATE	CASE TITLE	CASE CATEGORY	BRIEF HISTORY	TRANSFER TO	TRANSFER DATE	ACTION
<input type="checkbox"/>	1	1088272	HIGH COURT (GUWAHATI) ASSAM	10-05-2022	26	03-01-2022	PURUJIT MAHANTA Vs THE STATE OF ASSAM	CIVIL MATTERS CIVIL MATTERS	test	PRANJAL-DEVELOPMENT LIMBS TEAM	19-01-2024	<div>Under Process</div> <div>Pull Back</div>
<input type="checkbox"/>	2	1096786	TRIBUNALS (NEW DELHI) CENTRAL ADMINISTRATIVE TRIBUNAL	29-05-2023	1997	27-07-2022	VIPUL Vs ARCHAEOLOGICAL SURVEY OF INDIA	LAND MATTERS URBAN LAND CEILING	test	himanshu-IMPLEMENTATION LIMBS TEAM		NA
<input type="checkbox"/>	3	1097813	TRIBUNALS (NEW DELHI) CENTRAL ADMINISTRATIVE TRIBUNAL	30-01-2024	141	18-12-2019	Kumar Vishal Bajivaan Vs M/o Labour	ELECTION MATTERS CANTONMENT BOARDS	subject matter	himanshu-IMPLEMENTATION LIMBS TEAM	25-08-2023	<div>Under Process</div> <div>Pull Back</div>
<input type="checkbox"/>	4	1097868	HIGH COURT (ITANAGAR) ASSAM	20-04-2024	125	04-01-2023	JUMNGU BUCHI Vs THE NATIONAL HYDRO POWER CORPORATION AND 3 ORS	CIVIL MATTERS CIVIL MATTERS	test	himanshu-IMPLEMENTATION LIMBS TEAM	03-07-2024	<div>Under Process</div>

For any query can contact to LIMBS team

Write To Us

To
Under Secretary
Ministry of Law & Justice
Department of Legal Affairs
4th Floor, A-Wing, Shastri Bhawan
New Delhi-110 001

Call Us

Dial 7500061601, 8178165119, or 9795912130
LIMBS Team is available 10:00 AM – 06:00 PM from Monday to Friday

Mail us your Query

limbssupport-dla[at]gov[dot]in

Escalate a Query

If you are not satisfied regarding your issues/queries: call us at 8800279152 or 8510042202