

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI**  
**DEPARTMENT OF LAW, JUSTICE & LEGISLATIVE AFFAIRS**  
**8<sup>th</sup> LEVEL, C-WING, DELHI SECRETARIAT, I.P. ESTATE, NEW DELHI.**

F.5(663)/Lit/LJ&LA/2023/208-257

Dated:- 8/01/2024

**CIRCULAR**

**SUB:- Regarding process of fee bills of Govt. empanelled counsels through Online Single Window System.**

In pursuance to directions of Hon'ble High Court in the matter of *W.P.(C) 2506/19, Anjana Gosain vs Government of NCT and Anr.*, Department of Law, Justice & L.A. has developed Online Single Window System for seamless processing of fee bills of Govt. empanelled Counsel in Hon'ble High Court and Hon'ble District Court's. Fee bills of Govt. Counsels in aforesaid portal will be processed through BTF issued through e-litigation portal. Therefore 42 departments available in the e-litigation portal has been mapped in aforesaid portal (list enclosed). However 2 departments viz Transport Department and Revenue Department are not mapped in aforesaid portal due to non availability of details of official/officer of departments through whom bills will be channelized for payment.

Further, Hon'ble High Court vide its order dated 02.11.2023 issued following direction:-

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....

....

*13. Let the GNCTD and the officials concerned take steps immediately for operationalising the OSWS portal and for inaugurating/starting the same within the next one month. Let a report qua functioning of the portal be placed on record at least 2 weeks before the next date of hearing.*

To ensure compliance of aforesaid directions of the Hon'ble High Court, all HODs and Administrative Secretaries of departments mentioned in annexure 1 & 2 are requested to issue necessary directions to process fee bills of Govt. Counsels through aforesaid portal w.e.f. 10.01.2024 in their respective departments. The link of portal is as below:-

[www.osws.gov.in](http://www.osws.gov.in).

The user manual/SOP of aforesaid portal is available on department website:- <http://law.delhi.gov.in>. in case of any query, department nodal officer may contact Sh.

*Jamar Vishay*

Santosh Kumar (Developer), Contact No.- 9911051654 and Sh. Pradeep Mishra, Section Officer, Contact No. 9999770320.

This issues with prior approval of Pr. Secy. (Law, Justice & L.A.).

  
(Samar Vishal)

Spl. Secretary (Law, Justice & L.A.)

To

All HODs/Administrative Secretaries/Secretaries

Government of NCT of Delhi

F.5(663)/Lit/LJ&LA/2023/208-257

Dated:- 08/01/2024

Copy for information to:-

1. OSD to Hon'ble Minister (Law, Justice & LA), Government of NCT of Delhi, Delhi Secretariat, Delhi
2. Staff Officer to Worthy Chief Secretary, GNCT of Delhi, Delhi Secretariat, Delhi
3. Sh. Santosh Kumar Tripathi, Standing Counsel (Civil), Chamber No. 423, Delhi High Court, Delhi
4. Sh. Sanjay Lao, Standing Counsel (Crl), Chamber No. 422, Delhi High Court, Delhi
5. Guard file

  
(Samar Vishal)

Spl. Secretary (Law, Justice & L.A.)

## ANNEXURE-I

## List of Role-Mapped departments for Online Single Window System.

Sl. No	Name of Department
1.	Department of Archeology
2.	Art Culture and Language Department
3.	Chief Electoral Office
4.	Commissioner Disabilities
5.	Delhi Agricultural Marketing Board
6.	DSSSB
7.	Delhi Vidhan Sabha
8.	Department of Food Safety
9.	Department of wild life & Forest
10.	Department of Home
11.	Department of Women & Child Development
12.	Development Department
13.	Directorate of Gurudwara Election
14.	Directorate of Higher Education
15.	Directorate of Vigilance
16.	Directorate of Education
17.	Employment
18.	Environment
19.	Excise and Entertainment
20.	Food and Civil Supplies
21.	GAD
22.	Grievance Commission
23.	Health
24.	Home Guards and Civil Defence
25.	Industries
26.	Irrigation and Flood Control
27.	Labour Department
28.	Law Justice and Legislative Affairs
29.	Power Department
30.	Registrar Cooperative Society
31.	Social Welfare Department
32.	Tourism
33.	Trade and Taxes
34.	Training and Technical Education
35.	Urban Development
36.	Weight and Measurement
37.	Welfare of SC/ST
38.	Financial Commissioner
39.	Planning Department

Annexure- II

List of not Role-Mapped departments for Online Single Window System.

S.No.	Name of Department
1	Transport Department
2	Revenue Department