PRL. DISTRICT COURT :: PRAKASAM AT ONGOLE

CIRCULAR

Dated : 13.07.2026

Sub :- DISTRICT JUDICIARY – Certain instructions with regard to too delay in submitting P.R.C. Records to Prl. District court, Prakasam at Ongole – Issued.

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It has come to the notice of the undersigned that there are instances of inordinate delay in submitting P.R.C. (Preliminary Register Case) records by the Court of Judicial Magistrates of First Class in the Unit of Prakasam to the Principal District and Sessions Court, Ongole for the assigning Sessions Case Numbers.

Such delay in submitting committal records adversely affects the timely registration of Sessions Cases, and hampers the expeditious disposal of the sessins cases. It also results in avoidable administrative inconvenience and disrupts the smooth functioning of the Sessions Courts.

Therefore, all the Judicial Magistrates of First Class in the Unit of Prakasam are hereby instructed to ensure the following :

1. Immediately upon committal of a P.R.C. to the Court of Session, entire original record shall be properly verified for completeness, arranged, indexed, necessary entries shall be made in the relevant registers without omission, and the complete P.R.C. record shall be submitted to the Prl. District Court of Prakasam at Ongole, strictly within **15 (fifteen) days** from the date of committal.
2. Presiding Officers shall take special attention of P.R.C. cases in which all or any of the accused is/are Under Trial Prisoners and if so, to submit the committal records **immediately** after committal.

3. The records shall not be retained beyond the stipulated period except for valid and unavoidable reasons, which shall be recorded in writing.

4. The Bench Clerk concerned shall ensure prompt dispatch of records and maintain a separate monitoring register indicating the date of committal order and the date of dispatch and shall obtain signature of the Presiding Officer.

5. All the Judicial Magistrates of first Class in the Unit of Prakasam are directed to exercise due care and closely supervise dispatch of PRC records to this court to prevent delay.

Any deviation or negligence in complying with these instructions will be viewed seriously.

The receipt of this Circular shall be acknowledged forthwith.

ALLU SATYANAND

Digitally Signed by
ALLU SATYANAND
Date: 2016.07.13 18:31:51 +0530

PRINCIPAL DISTRICT JUDGE,
PRAKASAM AT ONGOLE

To

1. All the Additional District and Sessions Judges in the Unit of Prakasam for information.
2. All the Judicial Magistrates of first Class in the Unit of Prakasam with a direction to circulate the above instructions among the Bench Clerks concerned of their Courts.
3. The Superintendent (PTR), Prl. District Court, Ongole is hereby directed to strictly adhere to the above instructions while assigning Sessions Case Numbers and to maintain continuous and effective follow-up of all returned P.R.C.s to ensure defects pointedout, shall be duly complied without any delay.
4. The System Officer (e-Courts), Prl. District Court, Ongole is hereby directed to place the same in the website of Prl. District Court and send e-mails to all the Officers in the Unit of Prakasam.

Dis.No.	4406
DATE:	13/07/16