

**PROCEEDINGS OF THE PRINCIPAL DISTRICT JUDGE, EAST GODAVARI,
RAJAMAHENDRAVARAM**

Present:- Sunitha Gandham, Principal District Judge

Sub:- **ANDHRA PRADESH STATE JUDICIAL ACADEMY- PRACTICAL TRAINING-** Nomination of certain Civil Judges (Junior Division) from the Unit of District Judge, East Godavari to participate in Practical Training from **21.10.2024 to 16.11.2024** in District Head Quarters at Rajamahendravaram – Orders- Issued-Regarding.

Read:- 1) Hon'ble High Court's Proceedings ROC.No.562/2022-B.Spl. Dated 01-10-2024.
2) Hon'ble High Court's Proceedings ROC.No.638/2024-B.Spl. Dated 07-10-2024.

ORDER DATED 08-10-2024

In pursuance of the Proceedings of the Hon'ble High Court of Andhra Pradesh vide reference 1st and 2nd cited above, (1) **Sri. I.Praveen Kumar**, Principal Civil Judge (Junior Division), Alamuru, (2) **Ms.M.Jagadeeswari**, I Additional Civil Judge (Junior Division), Rajamahendravaram and (3) **Sri G.Harsha Vardhan**, Principal Civil Judge (Junior Division), Peddapuram, (4) **Ms.A.Himabindu**, Additional Civil Judge (Junior Division), Amalapuram, (5) **Ms.Swarnalatha Volga Marka**, Additional Civil Judge (Junior Division), Tuni, (6) **Sri K.Bhanu**, Civil Judge (Junior Division), Prathipadu, (7) **Ms.P.Sai Sudha**, IV Additional Civil Judge (Junior Division), Rajamahendravaram (8) **Ms. B. Jaswanthi Yadav**, Civil Judge (Junior Division), Kothapeta and (9) **Smt. V. Venkata Aparna**, Additional Civil Judge (Junior Division), Pithapuram are hereby requested to participate in Practical Training programme from 21-10-2024 to 16-11-2024 in the District Head Quarters at Rajamahendravaram.

The schedule is as follows:-

On 21-10-2024 & 22-10-2024

1. Training in Trial Courts

- 1) Special Court for Trial of cases under SCs & STs (POA) 21-10-2024
Act-cum-X Additional District & Sessions Judge,
Rajamahendravaram
- 2) Principal Civil Judge's Court (Senior Division), 22-10-2024
Rajamahendravaram

The Practical training on the following aspects:

- i) Observation of Court Proceedings.
- ii) Procedure of endorsement of receipt of F.I.Rs
- iii) Observation of Remand Proceedings.
- iv) Observation of Police Custody orders.
- v) Observation of Test Identification Parade Proceedings.
- vi) Observation of writing orders in Bail Applications.
- vii) Observation of writing of orders in Disposal of Property.
- viii) Observation of Charge Sheets.
- ix) Observation of procedure on framing of charges.
- x) Observation of recording of evidence.
- xi) Observation of trial of various types of cases.
- xii) Observation of Sec. 313 Cr.P.C. examination.
- xiii) Observation of Docket writing.

From 23-10-2024 to 25-10-2024

2. Training in

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| 1) Principal Civil Judge (Junior Division),
Rajamahendravaram | 23-10-2024 |
| 2) II Additional Civil Judge (Junior Division),
Rajamahendravaram. | 24-10-2024 |
| 3) VI Additional Civil Judge (Junior Division),
Rajamahendravaram | 25-10-2024 |

The Practical Training on the following aspects:-

- i) Observation of Court Proceedings.
- ii) Registration of complaints, O.Ps and Interlocutory Applications.
- iii) Observation of framing of issues.
- iv) Observation of various types of orders in Interlocutory Applications.
- v) Observation of recording of evidence.
- vi) Observation of Trial of Various types of suits.
- vii) Observation of docket writing.

From 26-10-2024 & 28-10-2024

3. Training in the Section work of Principal District Court at Rajamahendravaram

- i) Observation of filing system of various types of cases.
- ii) Checking of Civil and Criminal Proceedings.
- iii) Observation of maintenance of various registers on Civil and Criminal side.
- iv) Observation of maintenance of accounts and registers.
- v) Procedure in issuance of Cheques.
- vi) Verification of registers and maintenance of property.
- vii) Destruction of property in disposed cases.

On 29-10-2024

4. Observation in the Court of Principal Civil Judge (Senior Division) and I Additional Civil Judge (Senior Division), Rajamahendravaram.

On 01-11-2024

5. Observation in the Court of Principal District and Sessions Judge, Rajamahendravaram.

On 02-11-2024 & 04.11.2024.

6. Observation of work in the Nazarath and Copyist Establishment.

- i) Observation of procedure of issuing process and service.
- ii) Observation of compliance of copy applications.
- iii) Verification of registers maintained in the Nazarath.
- iv) Verification of registers of Copyist Establishment.

On 05-11-2024

7. Observation of Record Room

- i) Verification of Registers in the Record Room.
- ii) Procedure of destruction of records.

On 06-11-2024

8. Visit to Revenue Offices

Village Level Office, Mandal/Tahsildar Office, Revenue Divisional Office and District Collectorate (For interaction with the Officials concerned and observation of maintenance of Revenue Records and Registers).

On 07-11-2024

9. Visit to District Treasury

- i) Observation of Maintenance of Records, Registers and Accounts.
- ii) Observation of Processing of bills and reconciliation statements.

On 08-11-2024 & 11-11-2024

10. Training in the Office of District Legal Services Authority.

- i) Observation of Lok Adalaths/Mediation.
- ii) Observation of Legal Literacy Camp.

On 12-11-2024

11. Visit to Offices of Sub-Registrar and District Registrar

- i) Observation of Registration of documents.
- ii) Observation of various Registers.
- iii) Interaction with Sub-Registrars and District Registrar to understand the functioning of registration and stamps department.

On 13-11-2024

12. Visit to Ill Town (L&O) Police Station, Rajamahendravaram.

- i) Observation of General Diary (F.I.R. Register and other Registers)
- ii) Interaction with the Inspector and Dy. Superintendent of Police to understand the powers and functions of police officers.

On 14-11-2024

13. Visit to Prisons

Central Prison/State Jail for Women, Rajamahendravaram.

On 15-11-2024

14. Visit of Juvenile Home at Rajamahendravaram.

On 16-11-2024

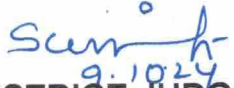
15. Preparation of observation notes on Civil and Criminal side and submit to District Court.

After observation of all the registers and records stated above, the trainee officers have to prepare inspection notes on Civil and Criminal side under the supervision of the In-charge District Judge of the Training Programme.

PUBLIC HOLIDAYS: 27.10.2024, 30.10.2024, 31.10.2024, 03.11.2024, 09.11.2024 & 10.11.2024.

All the Trainee Civil Judges (Junior Division) shall maintain a daily diary with regard to the Practical Training and submit a report at the end of each day to the Incharge District Judge nominated, for scrutiny.

Smt. R. Sreelatha, Special Judge for Trial of cases under SCs & STs (POA) Act-cum-X Addl. District & Sessions Judge, Rajamahendravaram is requested to supervise the Practical Training of the trainee Civil Judges (Junior Division) and Trainee Civil Judges (Junior Division) are requested to submit a daily report to the Incharge Additional District Judge at 5-00 pm on everyday.


9.10.24
PRINCIPAL DISTRICT JUDGE

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To

- 1) The Trainee Officers
- 2) All the Judicial Officers at Rajamahendravaram.
- 3) The Special Judge for Trial of cases under SCs & STs (POA) Act-cum-X Addl. District & Sessions Judge, Rajamahendravaram.
- 4) The Secretary, District Legal Services Authority, Rajamahendravaram.
- 5) The District Collector, East Godavari District.
- 6) The Superintendent of Police, East Godavari
- 7) Revenue Divisional Officer, Rajamahendravaram
- 8) The District Treasury Officer, Rajamahendravaram.
- 9) The District Registrar and Sub-Registrar, Rajamahendravaram.
- 10) The Superintendent Central Prison/State Jail for women, Rajamahendravaram.
- 11) The Mandal Revenue Officer Rural and Urban
- 12) The Superintendent, Boys Observation Home, Mochi Veedhi, Near Forte Gate, Rajamahendravaram
- 13) The Superintendent Establishment, Accounts, Central Nazarath, OPCell, Record Room for information.

Dis. No. 8373

09-10-2024