PROCEEDINGS OF THE PRINCIPAL DISTRICT JUDGE,
EAST GODAVARI AT RAJAMAHENDRAVARAM.

PRESENT: SUNITHA GANDHAM, PRINCIPAL DISTRICT JUDGE.

Sub:- **Direct Recruitment –** Direct Recruitment to the posts of Record Assistant under the Andhra Pradesh Judicial Ministerial and Subordinate Services in the unit of District Judge, East Godavari – Appointments and Posting orders – Issued.

Read:- 1) Hon'ble High Court's Notification No.8/2025-RC, Dt.06.05.2025 for Direct Recruitment to the post of Record Assistant.
2) Hon'ble High Court's Notification No.72/2025-RC, Dt. 26.12.2025.
3) Hon'ble High Court's ROC.No.72/2025-RC,Dt.02-01-2026

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The Hon'ble High Court of Andhra Pradesh issued Notification 1st read above and invited on-line applications to fill up the posts of Record Assistants in the unit of Principal District Judge, East Godavari. Further, computer based examinations were conducted from 22.08.2025 onwards and published the list of candidates who provisionally selected to the post of Record Assistants under item 2nd read above, instructing to produce their original certificates and other documents before the Principal District Judge, East Godavari from 06.01.2026 to 09.01.2026.

One provisionally selected candidate for the post of Record Assistant has appeared before the Office of the Principal District Judge, East Godavari and submitted her original educational qualification certificates etc., and Revised Attestation Forms.

In pursuance of the instructions of the Hon'ble High Court 3rd read above and upon perusing the Original certificates of the individual, the Principal District Judge, East Godavari at Rajamahendravaram is hereby make the following:

O R D E R: **DATED 09-01-2026.**

Posting order is hereby issued to the individual who was provisionally selected for appointment to the post of *Record Assistant* under **Direct Recruitment** against existing vacancy. The appointment is subject to verification of the candidate's antecedents. The details of the selected candidate and her place of posting is as hereunder:

RECORD ASSISTANTS

Sl. No.	Name of the candidate and Address	Reservation & Roster Point	Local/ Non-Local, Marks &Qlf.	Place of Posting	Deputation if any
1.	**S BHAVANI SUREKHA NARALA**, DNO:2-39-17, MADDELA VARI STREET, PERRAJUPETA, KAKINADA - 533 003.	BC-D **R.P. No. 1 in I Cycle**	Local 59.98 M.Com. SHEH, TWEH, DCAC	Principal District Court, Rajamahen-dravaram	IV Additional District Court, Kakinada

N.B.:-

1) The above individual is hereby directed to produce Physical Fitness Certificate in the prescribed proforma obtained from not below the rank of Civil Surgeon, at the time of joining duty.

2) The above individual is hereby informed that her appointment is purely on temporary basis and is liable to be terminated at any point of time, without prior notice or without assigning any reason.

3) The services of the individual will be regularized subject to her character and conduct being found satisfactory on verification.

4) The individual is hereby directed to produce one set of Photostat copies of educational qualification certificates at the time of joining duty before the Presiding officer of the Court, where the individual is posted, for verification before the Presiding officer of the Court.

5) The individual is hereby informed that she shall join the duty of her post at the given station **on or before 01.02.2026** , otherwise, the orders will be invalidated.

6) The above said individual is informed that she will be governed under the CONTRIBUTORY PENSION SCHEME ONLY as per G.O.Ms.Nos.653, 654 & 655 Fin (Pen-I) Dept, dt.22-9-2004.

7) As per APJMSS Rules issued in G.O.Ms.No.76 Law (L, LA &J Home Courts.A) Department, dated 15-05-2019, the individual has to deposit security for an amount of Rs.10,000/- for the due and faithful performance of her duties, within a month from the date of her appointment and produce the same before the office.

8) The candidate is informed that if at all the documents produced by her is found to have been created, manipulated, interpolated or forged in future date, she would be removed/dismissed from service besides launching criminal prosecution against her.

9) If the candidate is working in other Department, she is directed to submit Relieving Certificate from her Employer and submit the same in District Court, Rajamahendravaram, before joining duty.

10) The candidate is further informed that her seniority will be fixed at a later date, as per guidelines of the Hon'ble High Court.

11) The individual is not entitled to any deputation allowance.

GANDHAM SUNITHA

Digitally Signed by GANDHAM SUNITHA
Date: 2026.01.09 17:46:33 +0000

PRINCIPAL DISTRICT JUDGE.

To
1) The above selected candidate in the proceedings.
2) The Presiding officer of the concerned Court in the proceedings
3) The District Treasury Officer/Sub-Treasury officer of the concerned station.

Copy to the Superintendent-Accounts, District Court, Rajamahendravaram.

Copy submitted to the Hon'ble Registrar (Recruitment), High Court of Andhra Pradesh through covering letter.

Copy submitted to the Hon'ble Registrar (Administration), High Court of Andhra Pradesh through covering letter.

NB: order placed in the official website of e-courts, East Godavari and the downloaded copy from the website is valid for relieving and joining duty.

Dis No. 337,
Dt. 09.01.2026