PROCEEDINGS OF THE PRINCIPAL DISTRICT JUDGE: EAST GODAVARI: RAJAMAHENDRAVARAM.
PRESENT: SUNITHA GANDHAM, PRINCIPAL DISTRICT JUDGE.
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Sub: **Accessibility Committee** – **Reconstitution** of "**District Court Accessibility Committee**" at the District level in the Unit of East Godavari – Orders – Issued.

Ref
1. Hon'ble High Court's letter ROC.No.2993/2023-CPS, Dated.07-12-2023
2. Letter addressed to Bar President dated Dis no.9269, Dated. 08-12-2023
3. Principal District Court Proceeding in Dis no.9434, Dated. 14-12-2023.
4. Hon'ble High Court's letter ROC.No.361/2023-CPS, Dated.15-02-2024.
5. Letter addressed to Bar Presidents dated Dis no.1345, Dated. 15-02-2024.
6. Principal District Court Proceeding in Dis no.2157, Dated. 12-03-2024.
7. Hon'ble High Court's letter ROC.No.361/2023-CPS, Dated.09-05-2024.
8. Hon'ble High Court's letter ROC No. 361/2023-CPS, dated 29-10-2024, communicated through the Principal District Court in Dis No.8985, Dated 01-11-2024.
9. Hon'ble High Court's letter ROC No. 4160/2024-CPS, dated 21-03-2025, communicated through the Principal District Court in Dis No.3466, Dated 24-03-2025.
10. Office Note Dated:01-07-2026 and orders thereon.

* * *

The Hon'ble High Court, in the letters reference 1st and 4th cited supra, has directed for constitution of the District Court Accessibility Committee at the District level, ensuring that at least one member of the Committee shall be a woman, preferably a person with disability, and further directed that the contact details of the Committee members be furnished for uploading on the official website of the Hon'ble High Court. Accordingly, the District Court Accessibility Committee was constituted in this Unit vide the proceedings 6th cited supra.

Cont ..2..

Subsequently, the Hon'ble High Court, vide the letter 7th cited, directed that the District Court Accessibility Committee shall be reconstituted whenever changes occur due to the General Transfers. In this regard, the following changes have taken place pursuant to the General Transfers:

1. Smt. M. Madhuri, Family Court Judge and IX Additional District Judge, has been transferred to II Additional District & Sessions Judge, Parvathipuram.
2. Smt. B. Padma, II Additional Senior Civil Judge, Rajamahendravaram, has been transferred and posted as Principal Civil Judge (Senior Division), Rajamahendravaram.
3. Smt. Md. Basheer Begum, Stenographer Grade-I, III Additional District Court, Kakinada (PH), has been transferred to the Court of the V Additional Junior Civil Judge, Kakinada, on reversion as Stenographer Grade-II.

In pursuance of the Hon'ble High Court's letter reference 7th cited supra, the Principal District Judge, East Godavari at Rajamahendravaram, is pleased to pass the following:

ORDER: **DATED: 01-07-2026**

The District Court Accessibility Committee for East Godavari District is hereby reconstituted. The Committee shall function with the following members and the e-mail address of the Committee shall be **ego.pdj-ap@aij.gov.in.**

S.N	Committee Members	Contact No
1	**Sri G. Shanmukha Rao,** IX Additional District Judge cum Family Court Judge, Rajamahendravaram **… Chairman**	9441023254
2	**Smt B.Padma,** Principal Civil Judge (Senior Division), Rajamahendravaram **… Member**	9293103622
3	Sri. Panigrahi Tammareddy, **Advocate (P.H)** **… Member**	9948113870
4	Sri M.Ramesh, Junior Assistant Cum District System Administrator, Principal District Court, Rajamahendravaram **… Member**	9959166409
5	Smt Md Basheer Begum, Stenographer Grade-II, Court of V Addl. Civil Judge (Junior Division), Kakinada **(P.H)** **… Member**	9121459763

The aforesaid Committee shall function in accordance with the Standard Operating Procedure on Preparation of Accessible Court Document circulated by the Hon'ble e-Committee, Supreme Court of India 2022, the circulars and letters issued by the Hon'ble High Court from time to time, and the provisions of the Rights of Persons with Disabilities Act, 2016, and the Rules framed thereunder. The Committee shall promptly address any accessibility issues faced by staff members, advocates or litigants with disabilities in accessing the justice delivery system.

Further, the Hon'ble High Court in the letter reference 8th and 9th cited supra, has issued directions to open a Savings Bank Account in each Court Complex in the name of the **Senior Most Court in the Complex** under the control of the District Court Accessibility Committee, for the purpose of depositing costs ordered by the Courts in appropriate cases. The account shall be opened and operated by duly following the procedure adopted by the District Legal Services Authority/Mandal Legal Services Committees.

Accordingly, the Unit Heads concerned shall take necessary steps to open the aforesaid Savings Bank Account and ensure that receipts are issued for all amounts received pursuant to judicial orders directing the deposit of costs in favour of the District Court Accessibility Committee. Proper accounts shall be maintained in respect of such deposits.

The amounts accumulated in the Savings Bank Account shall be utilized only after obtaining prior permission from the Hon'ble Accessibility Committee of the Hon'ble High Court and strictly in accordance with the directions issued by the Hon'ble High Court from time to time.

This proceeding shall remain in force until further orders.

GANDHAM SUNITHA

Digitally Signed by GANDHAM SUNITHA
Date: 2026.07.01 17:42:20 +0530

PRINCIPAL DISTRICT JUDGE

Encl:

1. Copy of the letter in the reference 1st 4th and 7th to 9th cited supra.
2. Copy of the SOP for Preparation of Accessible Court Documents circulated by the Hon'ble e-Committee, Supreme Court of India, 2022.

To

1. The IX Additional District Judge cum Judge, Family Court, Rajamahendravaram.
2. Principal Civil Judge (Senior Division), Rajamahendravaram
3. Sri. Panigrahi Tammareddy, Advocate through the President, Bar Association, Rajamahendravaram.
4. Sri M. Ramesh, Junior Assistant Cum District System Administrator, Principal District Court, Rajamahendravaram
5. Smt Md Basheer Begum, Stenographer Grade-II, Court of V Addl. Civil Judge (Junior Division), Kakinada

Copies to

1. The Registrar,IT-Cum Central Project Coordinator,High Court of Andhra Pradesh, Nelapadu, Guntur
2. All the Judicial Officers working in the unit of East Godavari District.
3. The Superintendent (Account), Principal District Court, Rajmahendravaram with direction to take necessary steps in this regard.
4. Copy to all the Presidents, Bar Associations in the unit of East Godavari District with a requested to Circulate the same among the members of Bar Association.

Dis No. 6335/2026, Dated .01-07-2026

PRINCIPAL DISTRICT COURT, EAST GODAVARI, RAJAMAHENDRAVARAM.
DATED 14-12-2023.

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Communicated the copy of the Hon'ble High Courts letter in ROC No.2993/2023-CPS dated 07-12-2023 to all the Judicial Officer working in the unit of East Godavari District for the purpose of preparation of Court documents in compliance with the accessibility parameters in terms with the **Rights of Persons with Disabilities Act, 2016 and rules framed thereunder** and requested to follow the procedure issued in Standard Operating Procedure on Preparation of Accessible Court Documents circulated by the Hon'ble e-Committee, Supreme Court of India and compliance of the other directions mentioned in the SOP.

In this regard, all the Judicial Officers are requested to directed the concerned Superintendents to maintain a register showing the list of the disabled lawyers practicing of respective station from time to time and to furnish the information as and when called for by the "**District Court Accessibility Committee**".

Prl.District Court, East Godavari,
Rajamahendravaram, Dt.14-12-2023.

14.12.23
PRINCIPAL DISTRICT JUDGE

Encl: 1.As stated.

2.Copy of the Proceeding of "District Court Accessibility Committee of East Godavari District".

To

1. All the Judicial Officers in the Unit of East Godavari.

2.All the Bar Associations in the Unit of East Godavari District with a request to communicated the same to all the members of Bar association, and also required to submit the information relating to the list of the disabled lawyers of respective station.

Copy to all the Superintendents, Prl. District Court,Rajamahendravaram for information and necessary action.

Note: Request to download the same from the Official website of East Godavari District Court at "**Circular Notices**".

Dis. 9453
14-12-23

D.YEDUKONDALU
REGISTRAR (IT-cum-CPC)

AMARAVATHI,
Dt: 07-12-2023.

ROC.NO.2993/2023-CPS

To

All the Unit Heads,
State of Andhra Pradesh.

Dear Sir/Madam,

SUB:- **Accessibility Committee** – Request to take steps for constitution of District Court Accessibility Committees - Circulate the Standard Operating Procedure (SOP) among all the Judicial Officers in respective Districts to sensitize them on the Accessible Court Documents – Request – Regarding.

REF:- 1) Letter Dated 06.11.2023, addressed by the Hon'ble the Chief Justice of India.
2) Standard Operating Procedure for preparing Accessible Court Documents prepared by the Hon'ble eCommittee Supreme Court of India.

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I invite your attention to the subject and reference cited.

I am to inform that the Hon'ble the Chief Justice is pleased to constitute a Committee vide ROC.NO.696/SO/2023, Dated 21.11.2023 to serve as a nodal authority for taking proactive measures to ensure greater Accessibility of Judicial processes/infrastructure in the Courts and for putting in place a system to ensure that every stakeholder in the justice delivery system who is affected by a disability is given a reasonable accommodation that they need, as per the Standard Operating Procedure (SOP) enclosed herewith.

It is further to inform that the Hon'ble Sri Justice Gannamaneni Ramakrishna Prasad was pleased to direct the Committee Members in the cadre of Registrars, as a first step, as follows:

> "...to issue necessary instructions/directions to all Unit Heads to constitute District Court Accessibility Committees with one Additional District Judge, one Senior Civil Judge, one Advocate (preferably a person with a disability), one Court Manager and a District System Administrator. His Lordship, was pleased to further direct the Committee Members in the cadre of Registrars to give specific instructions/directions to the Unit Heads to the effect that one or two members of the Committee should be the persons with disability and the High

Court Accessibility Committee should monitor the work of District Court Accessibility Committee in all the District Units headed by the Principal District Judges and further directed to circulate the Standard Operating Procedure (SOP) to sensitize all the Judicial Officers in their respective Units."

Therefore, I request your goodself to take necessary steps in this regard to constitute District Court Accessibility Committee/s in your respective Units consisting of one Additional District Judge, one Senior Civil Judge, one Advocate (preferably a person with a disability), one Court Manager and a District System Administrator, preferably, one or two members of the Committee should be persons with disability and to circulate the Standard Operating Procedure (SOP) shared by the Hon'ble eCommittee, to all the Judicial Officers and also sensitize them on the Accessible Court Documents according to the Standard Operating Procedure (SOP), at the earliest, not later than 14.12.2023 and communicate the same through post and also mark copy of the same to the below

email ids:

1) cpc-ap@aij.gov.in (email id of Registrar (IT-cum-CPC))
2) grkpjaphc@gmail.com
   (email id of Hon'ble Sri Justice Gannamaneni Ramakrishna Prasad)

This may be treated as **Most Urgent**.

Yours faithfully,

D YEDUKONDALU

Digitally signed by D YEDUKONDALU
Date: 2023.12.07 17:27:00 +05'30'

Registrar (I.T.-cum- CPC)

Copy to:
The P.S., to the Hon'ble Sri Justice Gannamaneni Ramakrishna Prasad
(with a request to place it before His Lordship for kind perusal)

D.YEDUKONDALU
REGISTRAR (IT-cum-CPC)

AMARAVATI,
Date:15-02-2024.

DISTRICT COURT
RAJAMAHENDRAVARAM.
RECEIVED
15 FEB 2024
PRL. DISTRICT JUDGE

ROC.NO.361/2023/CRS

To
All Unit Heads,
Andhra Pradesh.

Sir/Madam,

Sub: COMPUTER SECTION – Accessibility – Request to reconstitute of Accessibility Committees in District Courts - Regarding.

Ref: Office Note dated 07-12-2023.

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I invite your attention to the subject and reference cited.

I am to inform you that the Committee of the Hon'ble Judge and Members dealing with matters relating to Accessibility Committee of the High Court was pleased resolve to reconstitute the Accessibility Committees of their respective Districts ensuring at least one among the members in the Committee shall be a woman, preferably, from the physically challenged category and send the information to the High Court and also to share the phone numbers of the members of the committees in order to place the same in the official website of the High Court.

Therefore, as directed, I request your goodself to reconstitute the Accessibility Committees in your respective Units and also share the phone numbers of the members of the Committees as stated above.

This is for your information and necessary action.

Yours Sincerely,

REGISTRAR (IT-cum-CPC)

R.1556
15-2-24

D.YEDUKONDALU
REGISTRAR (IT-cum-CPC)

AMARAVATI
Dt:09.05.2024

DISTRICT COURT
RAJAMAHENDRAVARAM.
RECEIVED
09 MAY 2024
PRL. DISTRICT JUDGE

ROC.No.361/2023-CPS

To
All the Unit Heads

Dear Sir/Madam,

SUB:- HIGH COURT – COMPUTER SECTION - ACCESSIBILITY COMMITTEE — Request to reconstitute District Accessibility Committee(s) in District Courts Level if required – Regarding.

REF:- 1. Letter vide Roc No.2993/2023-CPS, dated 07.12.2023
2. Letter vide Roc No.361/2023-CPS, dated 15.02.2024.

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I invite your attention to the subject and references cited above.

As directed, I am to state that all the Unit Heads in the District Judiciary constituted District Accessibility Committee(s) at the District level as per the instructions of the High Court in the 1st and 2nd references cited.

I am to further state that some of the officers in the District Accessibility Committee(s) were transferred during the general transfers for the year 2024. The High Court is proposing to conduct a meeting to interact with all the members in the District Accessibility Committee(s) within a short period and the date will be intimated in advance.

Therefore, I request your goodself to reconstitute the District Accessibility Committee(s) if any officer(s) in the Committee of your respective Unit is transferred during the general transfers of the year 2024.

This may be treated as most urgent.

Yours sincerely,

D YEDUKONDALU
Digitally signed by D YEDUKONDALU
Date: 2024.05.09 15:18:59 +05'30'

REGISTRAR (IT-cum-CPC)

PRINCIPAL DISTRICT COURT, EAST GODAVARI, RAJAMAHENDRAVARAM:: DATED 01-11-2024.

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Communicated the Copy of the Hon'ble High Court letter in ROC No.361/2023-CPS dated 29-10-2024 for information and compliance thereupon.

As directed, all the Judicial Officers are requested to order for depositing of costs imposed in suitable cases to the **"Accessibility Committee".**

The Superintendents (Accounts) at the Principal District Court, Rajamahendravaram, directed to take immediate steps to establish and maintain of the **"District Accessibility Committee"** of East Godavari District. Also receive the costs ordered for deposit into the Accessibility Committee and issue receipts accordingly.

The Superintendent (Accounts) is instructed to review and present to the undersigned a proposal for the establishment and maintenance of "Taluka Accessibility Committees". These committees will be responsible for collecting costs and issuing receipts at Taluka stations. Additionally, it is crucial to implement a procedure for consolidating the collected amounts and making monthly deposits to the "District Accessibility Committee" of East Godavari District.

This may be treated as **"Most Urgent & Important"**.

Sanjeev 1.11.24

Prl.District Court,East Godavari,
Rajamahendravaram, Dt.01-11-2024. **PRINCIPAL DISTRICT JUDGE**

Encl: As Stated.

To

1.All the Judicial Officer working in the unit of East Godavari District.

2.The Chairperson Accessibility, Committee, East Godavari District and the members of the Committee.

Cont ..2..

DIS. 8985
1-11-24

3. The Superintendent (Accounts), Prl. District Court, Rajamhendravaram.

4. All the Nodal Officers/ Taluka Accessibility, Committee in the unit of East Godavari District as hereunder:

1	III Additional District Judge, Kakinada	8	Prl. Junior Civil Judges Court Complex, Tuni
2	II Additional District Judge, Amalapuram	9	Senior Civil Judge, Kothapeta
3	VII Addl. District Judge, Peddapuram	10	Junior Civil Judge, Mummidivaram
4	XII Addl. District Judge, Pithapuram	11	Junior Civil Judge, Prathipadu
5	Senior Civil Judge, Ramachandrapuram	12	Junior Civil Judge, Anaparthi
6	Senior Civil Judge, Razole	13	Judicial Magistrate of First Class , Rampachodavaram
7	Junior Civil Judge, Alamuru	14	Judicial Magistrate of First Class , Addateegala

DISTRICT COURT
RAJAMAHENDRAVARAM.
RECEIVED
01 NOV 2024
CHIEF ADMINISTRATIVE OFFICER

D.YEDUKONDALU
REGISTRAR (IT-cum-CPC)

AMARAVATI
Dated: 29.10.2024

ROC No.361/2023-CPS

To,
All the Unit Heads

Dear Sir,

SUB: HIGH COURT - COMPUTER SECTION – ACCESSIBILITY COMMITTEE – DISTRICT JUDICIARY - To take necessary steps for receiving the costs imposed in certain cases, cost imposed to the parties for depositing such cost amount in favour of District Court Accessibility Committee and issue receipt(s) to the counsels/parties and to maintain an account in this aspect – Instructions - Regarding.

REF: Office Note vide ROC.No.361-CPS dated 13.09.2024.

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I invite your attention to the subject and reference cited above.

I am to state that the Hon'ble Judges and Members dealing with matters in the reference cited relating to Accessibility Committee of the High Court under subject No.3, their Lordships were pleased to resolve as under:

"Discussed and resolved to instruct the Registrar (Judicial) to request the Hon'ble Judges in the High Court and district Judiciary to order for depositing of costs imposed in suitable cases to the High Court Accessibility Committee or District Court Accessibility Committee.

Further resolved to instruct the Registrar (Administration) to direct the concerned to receive the costs ordered towards the deposit of the Accessibility Committee and issue receipt and also to maintain account for the same for taking further steps in this regard.

Further resolved to instruct the Unit Heads of the Districts to direct the concerned to receive the costs ordered towards the depos4it of the Accessibility Committee and issue receipt and also to maintain account for the same for taking further steps in this regard.

Further resolved that Registrar (IT-cum-CPC) to convene Video Conference meeting with all the Accessibility Committee Members in the State of Andhra Pradesh on 26.09.2024 at 05.00 P.M.

Further resolved to instruct the Registrar (IT-cum-CPC) to ascertain the views and feedback from the District Accessibility Committee(s) and place the same before the Committee in the next meeting."

8

DISTRICT COURT
RAJNANDGAON (CHHATTISGARH)
RECEIVED
07 NOV 2024
CHIEF ADMINISTRATIVE OFFICER

I am to further state that the above meeting minutes were placed before the Hon'ble the Chief Justice and His Lordship was pleased to endorse the same.

Therefore, I request you to direct the concerned to issue receipts and also maintain an account in the matters where the Judicial Orders were passed by imposing costs to the parties and to deposit such cost amount(s) in favour of District Court Accessibility Committee.

This may be treated Most Urgent.

Yours sincerely,

Dt. 28/10/24

Registrar (IT-cum-CPC)

PRINCIPAL DISTRICT COURT, EAST GODAVARI, RAJAMAHENDRAVARAM:: DATED 24-03-2025.

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Communicated the Copy of the Hon'ble High Court letter in ROC No.4160/2024-CPS dated **21-03-2025** for information and compliance thereupon.

The Hon'ble High Court letter in ROC No.361/20234-CPS dated 29-10-2024, Communicated in District Court endorsement in Dis no.8985 dated 01-11-2024, has directed to all the judicial officers to order for depositing of costs imposed in suitable cases to the **"Accessibility Committee".**

Furthermore, **"Taluka-level Accessibility Committees"** have been established in each court complex to provide ramps to court halls, accessible filing counters, wheelchairs, and accessible washrooms for disabled lawyers, litigants, judges, and staff members in the East Godavari District.

In this regard, the Superintendents (Accounts) at the Principal District Court, Rajamahendravaram, directed to take immediate steps for **opening of Saving Bank Account in all Court Complexes** on the name of the **Senior Most Court in the Complex** for the purpose of the depositing cost ordered in appropriate cases, duly following the procedure adopted by the DLSA/MLSA.

This may be treated as **"Most Urgent & Important"**.

Prl.District Court,East Godavari,
Rajamahendravaram, Dt.24-03-2025.

Sd/- 24.3.25

PRINCIPAL DISTRICT JUDGE

Encl: As Stated.

To

1.All the Judicial Officer working in the unit of East Godavari District.

2.The Chairperson Accessibility, Committee, East Godavari District and the members of the Committee.

3.The Superintendent (Accounts), District Court, Rajamahendravaram.

Cont ..2..

DIS. 3466
24-3-25

4. All the Nodal Officers/ Taluka Accessibility, Committee in the unit of East Godavari District as hereunder:

1	III Additional District Judge, Kakinada	8	Prl. Junior Civil Judges Court Complex, Tuni
2	II Additional District Judge, Amalapuram	9	Senior Civil Judge, Kothapeta
3	VII Addl. District Judge, Peddapuram	10	Junior Civil Judge, Mummidivaram
4	XII Addl. District Judge, Pithapuram	11	Junior Civil Judge, Prathipadu
5	Senior Civil Judge, Ramachandrapuram	12	Junior Civil Judge, Anaparthi
6	Senior Civil Judge, Razole	13	Judicial Magistrate of First Class , Rampachodavaram
7	Junior Civil Judge, Alamuru	14	Judicial Magistrate of First Class , Addateegala

D.YEDUKONDALU
REGISTRAR (IT-cum-CPC)

AMARAVATHI,
Dated:21-03-2025.

ROC.NO.4160/2024-CPS

To
The Unit Heads.

Dear Sir/Madam,

SUB: HIGH COURT – COMPUTER SECTION - ACCESSIBILITY COMMITTEE – Taking necessary steps for receiving costs imposed in certain cases, depositing of such costs in favour of District Court Accessibility Committee and issuance of receipt(s) to the counsels/parties and to maintain Account – Instructions – Regarding.

REF: ROC.No.361/2023-CPS, dated: 29.10.2024 of the Registrar (IT-cum-CPC).

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I invite your attention to the subject and reference cited.

As directed, I am to state that the High Court took a decision to request all the Unit Heads to open Savings Bank Account in all Court Complexes in the name of the senior most Court in the Complex under the control of the respective District Court Accessibility Committees for depositing costs ordered in appropriate cases, duly following the procedure adopted by the District Legal Services Authority/Mandal Legal Services Committees.

I am to further state that all Unit Heads shall obtain permission from the Hon'ble Accessibility Committee before utilizing the funds deposited in the Savings Bank Account maintained by each Court Complex in their respective Units, after accumulating a cumulative amount.

Therefore, I request your goodselves to direct the concerned officers to open the Savings Bank Account as aforesaid and to issue receipts on receipt of costs in the cases where Judicial Orders are passed to deposit costs in favour of the District Court Accessibility Committees, to maintain proper account and to utilize the same with proper permission from the High Court.

Yours Sincerely,

21/3/25

REGISTRAR (IT-cum-CPC)

HIGH COURT OF ANDHRA PRADESH AT AMARAVATI

CIRCULAR

ROC No. 2423/23-CPS Dated 22.03.2024

It is notified that pursuant to the Standard Operating Procedure evolved by the Hon'ble Accessibility Committee of Supreme Court of India, the Hon'ble Judges of the Computer Committee of High Court of Andhra Pradesh took a decision to maintain the font style 'Arial' with font size '13' by giving line spacing of 1.5 in all Proceedings at all levels in the Judiciary with immediate effect for the benefit of visually challenged to have accessibility of the documents.

All the concerned are hereby therefore directed to ensure strict compliance to the aforesaid instruction with immediate effect.

Adherence to the above instruction is essential for effective operation.

// By Order //

Y. Lakshmana Rao
22/03/2024
REGISTRAR GENERAL

Copy to:

1. The PPS to the Hon'ble Chief Justice with request to place the above circular before His Lordship for kind perusal.
2. All the Personal Secretaries to Hon'ble Judges with a request to place the above circular before Hon'ble Judge for kind perusal
3. All the Registrars, High Court of Andhra Pradesh.
4. Unit Heads of the District Judiciary with a request to circulate to all the Judicial Officers of your respective Units.
5. All the Officers, High Court of Andhra Pradesh.
6. One Spare Copy