

PROCEEDINGS OF THE PRINCIPAL DISTRICT JUDGE: CHITTOOR.

PRESENT: **Smt. Aruna Sarika**
Principal District Judge, Chittoor

Dis. No. 5050 /Esst./2026 Dated: 18.07.2026

Sub:- PUBLIC SERVICES -- APJMSS -- Appointments -- Recruitment and Posting of certain ministerial staff members in the category of **Process Servers** (Category-16) under Direct Recruitment of the Hon'ble High Court of Andhra Pradesh -- Orders -- Issued.

- Ref:-**
1. Hon'ble High Court's Notification No.09/2025-RC, Dated 06.05.2025 for Direct Recruitment to the post of Junior Assistants.
 2. List of declaration of Provisionally Selected candidates dated 31.12.2025.
 3. G.O.Ms.No.76 LAW (LA & J-Home-Courts-A) Department, Dated 15.05.2019.
 4. G.O.Ms.No.101, General Administration (Service-A) Department, Dated: 30.09.2022.
 5. Andhra Pradesh State and Subordinate Service Rules, 1996.
 6. G.O.Ms.No.66, General Admn. (Service-D) Dept., Dated: 14.07.2021.
 7. G.O.Ms.No.73, General Admn. (Service-D) Dept., Dated: 04.08.2021.
 8. G.O.Ms.No.74, Youth Advancement, Tourism and Culture (Sports) Department, Dated: 09.08.2012.
 9. G.O.Ms.No.130, General Admn. (SPF&MC) Dept., Dated: 29.10.2019.
 10. Circular Memo No.4136/SPF&MC/2015-5, Dated: 20.11.2017 of Government of A.P.
 11. G.O.Ms.No.7 Social Welfare (CV) Department, dated 18.4.2025.
 12. Office note and orders passed thereon.

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In pursuance of the Notification of the Hon'ble High Court of A.P, Amaravati in the reference 1st cited, and as per provisionally selected list in the reference 2nd cited, and other Administrative instructions issued by the Hon'ble High Court from time to time and after verification of the certificates of the selected candidates, the undersigned is pleased to issue the following:

ORDER :

1. **Sri Kuruba Pavan**, (Hall Ticket No. 2512340802, Marks 69.68) S/o Kuruba Mallikarjuna, D No 18/775-67, Kathala Street, Tilak Nagar, Gunthakal – 515 801, Ananthapur District, who has provisionally selected for the post of **Process Server** (Category-16) is posted as Process Server in Principal Civil Judge's Court (Junior Division), Piler in the existing vacancy.

2. **Ms. Manyam Devika**, (Hall Ticket No. 2512336751, Marks 60.28), D/o Manyam Venkataramana, D.No.1-27, Paidipalle Village, Sanambatla Post, Tirupati-517505 Tirupati District, who has provisionally selected for the post of **Process Server** (Category-16) is posted as Process Server in XII Additional District Court, Srikalahasti in the existing vacancy.

NOTE:-

1. The above orders will come into force with immediate effect.
2. The candidates may join the duty of his/her post at the given station within 15 days from the date of receipt of this proceedings.
3. The individuals are informed that their appointments are purely temporary and liable to be terminated at any time without assigning reasons.
4. The candidates are directed to produce Physical Fitness Certificate issued by a Medical Officer not below the rank of Civil Assistant Surgeon, at the time of their joining duty.
5. The appointment shall be covered by the Contributory Pension Scheme as per G.O.Ms.No.653, 654 and 655, Dated 22.09.2004.
6. The pay of the individual shall be fixed in the time scale of Rs.23780-76730 of RPS-2022 and in terms of G.O.Ms. No.50 and 83 Law (LA & J) Home Courts-D Dept dated:23.04.2009 and G.O.Ms. No.46 (HRM-V-PV) Department, dated: 30.4.2015.
7. Every person appointed to the post of Junior Assistant shall deposit an amount of **Rs.10,000/-** (Rupees Ten thousand only) towards security at the time of appointment.
8. The appointment of provisionally selected candidates is subject to verification of antecedents. If any antecedents are found to be unfit to the post, he/she is informed that he/she would be removed from service without any notice.
9. **In future course, if the documents submitted by the provisionally selected candidates are found to have been created, forged or interpolated, the Principal District Judge can remove or dismiss him/her from the service besides launching criminal prosecution.**
10. The District Court shall always has right to take appropriate action against the employee as per the terms of the appointment proceedings and/or the Rules and regulations of the Hon'ble High Court as applicable, in case of commission of any misconduct by the Employee.
11. The selected candidates shall fill up the particulars of Revised Attestation Form enclosed herewith and submit before the concerned court at the time of joining.
12. The concerned officers are required to collect the filled Revised Attestation Form from the candidate at the time of joining before the court and send the same immediately to this court, for onward transmission to the Intelligence Department for verification of Antecedents.

13. The concerned Presiding Officers are requested to inform the date of joining of individuals immediately after their joining to the Principal District Court, Chittoor along with medical fitness certificate (in original) of the candidate produced at the time of joining and copy of security Deposit /FDR Receipt for Rs.10,000/-.
14. The interse-seniority of the candidates be fixed as per order of merit as approved selected list by the Hon'ble High Court of A.P.

Sd/- Aruna Sarika
Principal District Judge,
Chittoor.

To

1. **Sri Kuruba Pavan**, (Hall Ticket No. 2512340802, Marks 69.68) S/o Kuruba Mallikarjuna, D.No.18/775-67, Kathala Street, Tilak Nagar, Gunthakal – 515 801, Ananthapur District, Cell No. 8688498515.
2. **Ms. Manyam Devika**, (Hall Ticket No. 2512336751, Marks 60.28), D/o Manyam Venkataramana, D.No.1-27, Paidipalle Village, Sanambatla Post, Tirupati-517505 Tirupati District, Cell No.9121503738.

Copy submitted to:

- The Registrar (Administration), Hon'ble High Court of A.P, Amaravathi with covering letter.
- The Registrar (Recruitment), Hon'ble High Court of A.P, Amaravathi with covering letter.

Copies to:

- The Presiding Officers of the respective courts covered in the proceedings.
- The District Treasury Officer/ Sub Treasury Officers of the concerned Stations.
- The Superintendent (Accounts), Principal District Court, Chittoor.
- Copy to file.

True Copy / By Order


Chief Administrative Officer
District Court, Chittoor.