

**OFFICE OF THE PRINCIPAL DISTRICT JUDGE,  
KURNOOL**

Dis. No. 82/Estt/2025

Date: 06-01-2025.

**C I R C U L A R**

**SUB: LEAVES** - Submission of all types of leave applications by the Judicial Officers of Kurnool District - Certain instructions - Issued - Regarding.

- REF:**
1. Circular of the Hon'ble High Court in P.Dis. No.888/58-B-2, dt. 23-12-1958.
  2. Circular of the Hon'ble High Court in ROC. No.2549/84-B2, dt. 16-11-1984.
  3. Circular of the Hon'ble High Court in ROC. No.300/90-B-Spl, dt. 18-01-1990.
  4. Circular of the Hon'ble High Court in ROC. No.3395/96-B.Spl, dt. 22-06-1996.
  5. Circular of the Hon'ble High Court in ROC. No.7617/2002-B-Special, dated 23-08-2002.
  6. Circular of the Hon'ble High Court in ROC. No.5108/2004-B.Spl, dated 06-08-2004.
  7. Circular of the Hon'ble High Court in ROC. No.6886/B-Spl, dt. 05-01-2005.
  8. Circular of the Hon'ble High Court in ROC. No.2541/2009/B-Spl, dt.4-4-2009.
  9. Circular of the Hon'ble High Court in ROC. No.7949/2010-B-Special, dated 18-08-2011.
  10. Circular of the Hon'ble High Court in ROC. No.5861/2013-B-Special, dated 04-11-2013.
  11. Circular of the Hon'ble High Court in ROC. No.565/B.Special/2015, dated 15-09-2015.

12. Circular of the Hon'ble High Court in ROC. No.399/B-Spl, dated 23-04-2019.
13. Circular of the Hon'ble High Court in ROC. No.303/B-Spl, dated 15-03-2022.

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Attention of all the Judicial Officers in Kurnool District is hereby drawn to the Circular instructions issued by the Hon'ble High Court of Andhra Pradesh under reference 1<sup>st</sup> to 13<sup>th</sup> cited, where-under the Hon'ble High Court of Andhra Pradesh has issued several instructions with regard to casual leaves, earned leave / half pay leave / LTC applications.

Inspite of the above instructions issued by the Hon'ble High Court of Andhra Pradesh from time to time, the undersigned observed that some of the Judicial Officers in this District are not taking the said Circular instructions in its letter and spirit and not submitting their leave applications / LTC applications well in advance, thereby causing much inconvenience to this Office as well as the Hon'ble High Court of Andhra Pradesh apart from causing disturbance in smooth administration in the District.

Therefore, all Judicial Officers in Kurnool District are hereby directed to avail casual leaves discretely and submit their applications for grant of casual leave well in advance after obtaining consent from their counterparts and also submit their applications for earned leave / half pay leave on private affairs and permission to avail Leave Travel Concession (LTC) well in advance, before 15 days of such availment, after obtaining consent from their counterparts, to enable this Office

submit the same to the Hon'ble High Court of Andhra Pradesh for obtaining orders.

Any deviation of the above instructions will be viewed seriously.

  
PRINCIPAL DISTRICT JUDGE,  
KURNOOL

To

All the Judicial Officers working in Kurnool District.