

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

Dis. No 80 /Estt/2025

Date: 06-01-2025.

C I R C U L A R

SUB: STATEMENTS & REPORTS - Timely submission of periodical statements and other mandatory statements / reports – Certain guidelines - issued - Regarding.

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It has come to the notice of the undersigned that many of the Judicial Officers in Kurnool District are not submitting the periodical statements and other required statements / reports to this Office and to the Hon'ble High Court of Andhra Pradesh, as and when called for, on time, resulting in delays, which are causing disruptions in the monitoring and review processes of this Office and the Hon'ble High Court of Andhra Pradesh at Amaravati. In order to streamline the operations and to maintain the efficiency, accountability and proper functioning of the Judicial System, it is essential that all the Judicial Officers in Kurnool District adhere strictly to the following directions:

1. **Punctual Submission:**

All periodical statements and other mandated reports must be submitted to the District Court, Kurnool and the Hon'ble High Court of Andhra Pradesh at Amaravati, as and when called for, promptly within the prescribed deadlines.

2. **Thorough Documentation:**

Ensure that all necessary information, data, and supporting documents are included in the statements / reports.

3. **Verification:**

Double-check the accuracy and completeness of all statements before submission, to avoid any errors or omissions that could impact the review process.

4. **Communication:**

Maintain open and effective communication with the District Court, Kurnool and the Hon'ble High Court of Andhra Pradesh at Amaravati to address any issues or questions promptly.

Therefore, all Judicial Officers in Kurnool District are hereby directed to follow the above guidelines scrupulously. Any deviation of the above instructions will be viewed seriously.


PRINCIPAL DISTRICT JUDGE,
KURNOOL

To

All the Judicial Officers working in Kurnool District.