

OFFICE OF THE PRINCIPAL DISTRICT JUDGE :: KURNOOL.

CIRCULAR

Dis. No. 159 /Estt., /2025

Dated: 13.02.2025

Sub: Public Services - APJMSS. - **Internal transfers-2025** - Information with regard to the staff, who is going to be transferred within the Unit during summer vacation-2025, on their completion of 3 years of service in particular seat/station/place **including the period of deputation** by 30.04.2025 - Information in the prescribed proforma - Requested - Regarding.

Ref: Hon'ble High Court's Circular in ROC.No. 1576 / 2019-C.3,dt:02.01.2021

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Pursuant to the Hon'ble High Court's Circular in the reference above, all the Judicial Officers in the Kurnool District are requested to identify and to submit the information of the employees who are going to complete **03 years** of service in **particular station** by **30.04.2025, along with deputation**, in the prescribed proforma on or **before 01-03-2025** to this Court, so as to enable us to submit the same to the Hon'ble High Court of Andhra Pradesh at Amaravathi for obtaining administrative sanction.

1. Every employee who are going to complete **03 years** of service in **particular station** by **30.04.2025, along with deputation** should submit their application with 03 places of choice in the following proforma
2. Separate request application should be submitted by every employee, if **seeking retention on the following grounds**, with supporting material
  - (i) Spouse Grounds (Retention for a year only)
  - (ii) Medical grounds (Retention for a year only)
  - (iii) Retiring from service within one year (Retention for a year only)
  - (iv) Widows who lost their spouse within that year (Retention for a year only)
3. Those who have availed retention benefit on earlier occasions are allowed to send separate application with reasons seeking retention for this year also, if they desire.

PROFORMA

( Each Application must be in the following format)

Sl. No.	Name of the employee and designation those who are completed 3 years of stay at their stations/places as on 30-04-2025.	Date from which the individual is working in the station/ place including deputation period.	Furnish the information as to the Branches known by individual	Obtain application as to the Choice of <b>Three request Places</b> and furnish.	Name of the employees, those are at the verge of retirement (Below one year).
				1. 2. 3. (Enclose application of the individual)	

PRINCIPAL DISTRICT JUDGE,  
KURNOOL

To : All the Judicial Officers in the District.

- Copy to
- 1.The Senior Superintendent, (Accounts ) District Court, Kurnool.
  - 2.The Central Nazir, District Court, Kurnool.
  3. Superintendent, Copyist Establishment, District Court, Kurnool.
  - 4.The System Officer, Principal District Court, Kurnool to place in **official website**.