OFFICE OF THE PRINCIPAL DISTRICT JUDGE :: KURNOOL.

CIRCULAR

Dis. No. 1076 /Estt., /2026

Dt. 20.02.2026

Sub: Public Services – APJMSS. – **Internal transfers-2026** – Information with regard to the staff, who ~~is~~ are going to be transferred within the Unit during summer vacation-2026, on their completion of 3 years of service in particular seat/station/place **including the period of deputation by 30.04.2026** – Information in the prescribed proforma – Requested – Regarding.

Ref: 1.. Hon'ble High Court's Circular in ROC.No. 1576 / 2019-C.3, dt: 02.01.2021

2. Circular of this Court issued in Dis.no. 864/Estt.,/2026 dt. 09.02.2026

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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 were requested to identify and submit the information of the employees who are going to complete 03 years of service in particular station by 30.04.2026, along with deputation, in the prescribed profoma on or **before 01-03-2026** 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 well in advance.

The particulars of employees working in the cadre **of Process Servers are** also requested for effecting transfers in the said category.

1. Every employee who is going to complete 03 years of service in particular station by 30.04.2026, along with deputation should submit their application with 03 places of choice in the proforma annexed to.
2. Separate request application should be submitted by 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 the current year also , if they desired so.

PRINCIPAL DISTRICT JUDGE,
KURNOOL

Encl:Proforma

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. The Superintendent, Copyist Establishment, District Court, Kurnool.
4.The System Officer, Principal District Court, Kurnool to place in official website.

PROFORMA FOR TRANSFERS - 2026

Sl.No.	Particulars	:	
1	Name of the employee who had completed 3 years of stay at their stations / places as on 30-04-2026.		
2	Designation	:	
3	Name of the Court	:	
4	Date from which the individual is working in the station/ place including deputation period.		
5	Furnish the information as to the Branches known by individual		
6	Three request Places		1
			2
			3
7	If avails retentions **(separate application with supporting material shall be annexed)**		
A	Spouse Grounds		
B	Medical grounds		
C	Retiring from service within one year		
D	Widows who lost their spouse within the year		
E	Union		

Signature of the employee :

Signature of the Superintendent :

Signature of the Officer