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PROCEEDINGS OF THE DISTRICT JUDGE: VIZIANAGARAM

Present:- **Smt. M. BABITHA**,
Principal District Judge ,Vizianagaram.

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Sub: CONSTITUTION OF COMMITTEES AT THREE DIFFERENT LEVELS – **Fostering an economical self-sustaining Judicial System – To minimize various expenditures** in the District Courts, Tribunals and other establishments in the Judiciary – Constitution of committees at (I) District court level, (II) Sub-Divisional level, and (III) Mandal level in the Unit of Vizianagaram District Judiciary, in order to minimize various expenditures – ORDERS – Issued.

Read: **1)** Letter dt.11.12.2024 of the Under Secretary to the Government of India, Ministry of Law and Justice, Department of Justice, New Delhi, along with representation of Dr. Ajeet Madhavarao Gopchade, Member of Parliament, Rajya Sabha.

2) Circular No. 07/2025 dated 03.07.2025 in ROC. No. 688/SO/2023 of the Honourable High Court of Andhra Pradesh, Amaravathi.

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ORDER DATED 10.07.2025 :

In view of the directions of the Honourable High Court of Andhra Pradesh, Amaravathi which were issued in the Circular 2nd read above, the Committees at three different levels viz., (I) District court level, (II) Sub-Divisional level, and (III) Mandal level, in the Unit of Vizianagaram District Judiciary, have been constituted by the undersigned, in order to minimize various expenditures.

I) District Court level committee in the Unit of Vizianagaram District Judiciary **at Vizianagaram**

Sl.No.	Designation
01.	Principal District Judge, Vizianagaram.
02.	I Additional District Judge, Vizianagaram.
03.	Chief Administrative Officer, District Court, Vizianagaram.

II) (i) Sub Divisional level committee in the Unit of Vizianagaram District Judiciary **at Parvathipuram**

Sl.No.	Designation
01.	II Additional District Judge, Parvathipuram.
02.	Additional Junior Civil Judge, Parvathipuram.
03.	Senior Superintendent, working in II Additional District Court, Parvathipuram

(ii) Sub Divisional level committee in the Unit of Vizianagaram District Judiciary **at Bobbili**

Sl.No.	Designation
01.	Senior Civil Judge, Bobbili (Senior Civil Judge, Vizianagaram, **FAC**. Senior Civil Judge, Bobbili)
02.	Principal Junior Civil Judge, Bobbili
03.	Senior Superintendent, working in the Courts Complex of Bobbili.

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III. **Mandal level committees** in the Unit of Vizianagaram District Judiciary **at every Mufissil Court**, viz.,

(i) **At Kothavalasa**

Sl.No.	Designation
01.	Junior Civil Judge, Kothavalasa.
02.	Superintendent of Junior Civil Judge's Court, Kothavalasa.

(ii) **At Srungavarapu Kota**

Sl.No.	Designation
01.	Junior Civil Judge, Srungavarapu Kota
02.	Superintendent of Junior Civil Judge's Court, Srungavarapu Kota.

(iii) **At Gajapathinagaram**

Sl.No.	Designation
01.	Junior Civil Judge, Gajapathinagaram.
02.	Superintendent of Junior Civil Judge's Court, Gajapathinagaram.

(iv) **At Salur**

Sl.No.	Designation
01.	Junior Civil Judge, Salur.
02.	Superintendent of Junior Civil Judge's Court, Salur.

(v) **At Cheepurupalli**

Sl.No.	Designation
01.	Junior Civil Judge, Cheepurupalli (Judicial Magistrate of First Class, Special Mobile Court, Vizianagaram, **FAC**. Junior Civil Judge, Cheepurupalli)
02.	Superintendent of Junior Civil Judge's Court, Cheepurupalli.

(vi) **At Kurupam**

Sl.No.	Designation
01.	Judicial Magistrate of First Class, Kurupam (Additional Junior Civil Judge, Parvathipuram, **FAC**. Judicial Magistrate of First Class, Kurupam)
02.	Superintendent of Judicial First Class Magistrate's Court, Kurupam. (Junior Assistant, Additional Junior Civil Judge's Court, Parvathiupram, working on deputation in Judicial First Class Magistrate's Court, Kurupam, **who is acting as Superintendent**)

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All the Judicial Officers in the Unit of Vizianagaram District Judiciary are informed that the committees shall work to encourage in minimizing various expenditures through efficient utilization of the electricity, office supplies/office expenditure and transportation and shall also track itemized expenses on a monthly basis and the Committees shall be regularly monitored by the Principal District Judge, Vizianagaram.

In view of the Circular 2nd read above and in view of the letter of Honourable High Court of Andhra Pradesh, Amaravathi, dated 03.07.2025 in ROC No.688/SO/2024, **all the Judicial Officers in the Unit of Vizianagaram District Judiciary** are requested to direct their Chief Ministerial Officers to furnish the information, regarding utilization of electricity, office supplies/office expenditure and transportation, on a monthly basis, **by 1st day of every month** in the below mentioned proforma, to the District Court, Vizianagaram, for monitoring by the Principal District Judge, Vizianagaram and **for this time**, the said information should be reached to the District Court, Vizianagaram by **14.07.2025**.

Year	Expenditure incurred			Percentage of the total expenditure (excluding salaries)	Suggestions to minimize the expenditure (for each item separately)
	Electricity	Office Expenditure	Transportation		
2022					
2023					
2024					

The Senior Superintendent (Accounts), District Court, Vizianagaram, is hereby directed to maintain the file and make correspondence if necessary, and also to consolidate the information received from various Courts and place the same before the undersigned, so as to enable to submit the same to the Honourable High Court of Andhra Pradesh, Amaravathi, from time to time.

The copy of the **Circular** of the Honourable High Court of Andhra Pradesh, Amaravathi 2nd read above and the copy of the **letter** of Honourable High Court of Andhra Pradesh, Amaravathi, dated 03.07.2025 in ROC No.688/SO/2024, are enclosed herewith, for information and for strict compliance of the instructions.

Principal District Judge,
Vizianagaram.

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To : **1**) All the Judicial Officers in the Unit of Vizianagaram district judiciary.

2) All the Chief Administrative Officers / Senior Superintendents / Superintendents in the Unit of Vizianagaram district judiciary.

Copy to :-

The **System Officer, e-Courts** Project, District Court, Vizianagaram, with a direction to send the copy of this proceedings along with copies of the above said circular and letter of the Honourable High Court of Andhra Pradesh, Amaravathi, **to all the Judicial Officers relating to the unit of Vizianagaram District Judiciary, through their respective official mails** and to upload the same in District Court website **vizianagaram.dcourts.gov.in** and also place the same in the **group of Chief Ministerial Officers** of Vizianagaram Judicial District.

.Dis.No. 2805 **Date:** 11 **.07.2025.**

(1) communicate
(2) Put up Note

District Judge's Court, Vizianagaram
07 JUL 2025
Administrative Officer

HIGH COURT OF ANDHRA PRADESH:: AMARAVATI

ROC.NO.688/SO/2023 **Date.03 .07.2025**

CIRCULAR NO.07/2025

Sub: High Court of Andhra Pradesh – **Fostering an economical self–sustaining Judicial System** – To minimize various expenditures in the District Courts, Tribunals and other establishments in the Judiciary – Certain instructions – Issued – Reg.

Ref: Letter dt:11.12.2024 of the Under Secretary to the Government of India, Ministry of Law and Justice, Department of Justice, New Delhi, along with representation of Dr.Ajeet Madhavarao Gopchade, Member of Parliament, Rajya Sabha.

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The attention of all the Unit Heads is invited to the letter in the reference cited and in order to minimize the various expenditures, the High Court has considered to direct all the Unit Heads to constitute the Committees at three different levels viz., (1) Mandal level; (2) Sub-Divisional Level and (3) District level in the following manner, within a fortnight from the date of receipt of this circular.

1. At District Court level, the Committee shall comprise of

   - Principal District Judge
   - I Addl.District Judge
   - Chief Administrative Officer/Senior Superintendent

Check & Put up

RNO 4348
7/7/25

D.J.

2. At Sub-Divisional level, the Committee shall comprise of

- Senior Judicial Officer (Additional District Judge/Civil Judge (Senior Division) of the Court complex.
- Civil Judge (Junior Division)
- Administrative Officer/Superintendent of the Court of Senior Judicial Officer of the Court Complex.

3. At Mandal level, the Committee shall comprise of

- Senior Judicial Officer in the cadre of Civil Judge (Junior Division). If there is only one Court, the Judicial Officer of the Court.

- Superintendent of the Senior Judicial Officer at the Complex. If only oneCourt islocated, the Superintendent of the Court.

Therefore, all the Unit Heads in Andhra Pradesh are hereby instructed to constitute the Committees as suggested above, immediately and report compliance to the High Court by 15.7.25.

All the Unit Heads are further informed that the committees shall work to encourage in minimizing various expenditure through efficient utilization of the electricity, office supplies and transportation and shall also track itemized expenses on a monthly basis and the Committees shall be regularly monitored by the Principal District Judge of the concerned District.

As resolved, all the Unit Heads are further instructed to direct the concerned to constitute similar committees in Tribunals or Labour Courts with the Presiding Judicial Officer and the Senior Staff Member.

Adherence to the circular instructions and necessary measures to ensure compliance is obligatory.

REGISTRAR GENERAL

To:

1. The Registrar (I.T. cum C.P.C.) with a request to direct the concerned to upload the said circular in the High Court's website.
2. All the Unit Heads in the State of Andhra Pradesh, with a request to cause circulation of the same among all the Judicial Officers working in their respective units.

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District Judge Court, Vizianagaram
07 JUL 2025
Administrative Officer

FC

HIGH COURT OF ANDHRA PRADESH
सत्यमेव जयते

Y.V.S.B.G. PARDHA SARADHI
REGISTRAR GENERAL

AMARAVATI
(Off) : 0863 2372613
(Telefax) : 0863 2372631

ROC No.688/SO/2024 **Dated 03.07.2025**

To
All the Principal District Judges
in Andhra Pradesh.

Sir/Madam,

Sub: High Court of Andhra Pradesh – **Fostering an economical self–sustaining Judicial System –** As directed, information for taking necessary steps to minimize various expenditure in the District Courts, Tribunals and other establishments in the State Judiciary – Called for – Reg.

Ref: Letter dt:11.12.2024 of the Under Secretary to the Government of India, Ministry of Law and Justice, Department of Justice, New Delhi, along with representation of Dr.Ajeet Madhavarao Gopchade, Member of Parliament, Rajya Sabha.

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Adverting to the subject and reference cited, as directed, I am to request you to furnish the information as required in the below mentioned proforma **by** 15.7.2025, for taking necessary steps to minimize various expenditure in the District Courts, Tribunals and other establishments in the State Judiciary:

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7/7/25

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Year	Expenditure incurred			Percentage of the total expenditure (excluding salaries)	Suggestions to minimize the expenditure (for each item separately)
	Electricity	Office Expenditure	Transportation		
2022					
2023					
2024					

Yours sincerely,

REGISTRAR GENERAL