PROCEEDINGS OF THE DISTRICT JUDGE, KALPETTA, WAYANAD

Present: Sri.Ayyoobkhan E, District Judge, Kalpetta.

Sub:- Establishment – Civil Judicial District, Kalpetta – Filling up of the vacancies in the post of Process Servers and filling up of consequential vacancies in the post of Office Attendants - Promotion, Transfer and postings in the Civil Judicial Wing of Kalpetta Judicial District- Orders issued.

Read:-
1. O.M No. HCKL/2240/2024-C1-HC KERALA dated 17.08.2024.
2. O.M No. HCKL/2240/2024-C1-HC KERALA dated 11.07.2025.
3. O.M No. HCKL/2240/2024-C1-HC KERALA dated 26.08.2025.
4. Order No.A1-5680/2024 dated 22.08.2024 of the District Judge, Kalpetta.
5. Order No.A1-4277/2023 dated 30.09.2024 of the District Judge, Kalpetta.
6. Order No.A1-2382/2023 dated 29.11.2024 of the District Judge, Kalpetta.
7. Order No.A1-10210/2023 dated 03.02.2025 of the District Judge, Kalpetta.
8. Order No.A1-4050/2025 dated 17.06.2025 of the District Judge, Kalpetta.
9. Order No.A1-5075/2025 dated 23.07.2025 of the District Judge, Kalpetta.
10. Order No. A1-5760/2025 dated 18.08.2025 of the District Judge, Kalpetta.
11. Order No. A1-5702/2025 dated 14.07.2025 of the District Judge, Kalpetta
12. G.O.(P) No. 36/91/P&ARD, dated 02.12.1991 & G.O.(P) 12/96/P&ARD dated 16.03.1996.
13. Special Rules for Kerala Last Grade Service.
14. O.M.No.C2-14888/2021 dated 05.08.2022 of the Honourable High Court of Kerala.
15. Application for transfer dated 01.09.2025 put in by Sri. Immanuel K G, Office Attendant Gr-II, Munsiff Magistrate's Court, Kalpetta.

ORDER NO.A1-5702/2024 **DATED: 08.09.2025**

As per the Official Memorandum read as 1st paper above, the Hon'ble High Court of Kerala has deferred the filling up of the vacancies in the post of Process Servers until further orders. In this connection, as per orders read as 4th to 10th papers above, the posting of substitutes for the post of Process Servers were not issued. As per the Official Memorandum read as 2nd above, the Hon'ble High Court of Kerala has directed to fill up two (2 nos) vacancies in the post of Process Servers in this Civil Judicial District. Accordingly, as per order read as 11th above two (2 Nos) vacancies in the post of Process Servers in this Civil Judicial District had been filled up. Now, as per the Official Memorandum read as 3rd above, the Hon'ble High Court of Kerala has directed to fill up all the present vacancies in the post of Process Servers. At present there are five (5 Nos) vacancies of Process Server existing at District Court, Kalpetta and one (1 No) at Munsiff - Magistrate's Court, Sulthanbathery. Hence, the following orders of promotion, transfer and postings are hereby issued for administrative convenience.

P.T.O

1. Sri. Hareesh P Haridas, PEN- 850 643 , Duffadar / Court Keeper Gr -I, Family Court, Kalpetta the senior most in the category of Duffadar / Court Keeper is promoted to the category of Process Server and posted as such in the District Court, Kalpetta, in the existing vacancy.
2. Smt. Sruthi Gopi, PEN- 778 968, Duffadar / Court Keeper Gr -I, District Court, Kalpetta, is promoted to the category of Process Server and posted as such in the Munsiff Magistrate's Court, Sulthanbathery, in the existing vacancy.
3. Smt. Nitha K , PEN-832 730, Court Keeper Gr -I, Munsiff – Magistrate's Court, Sulthanbathery is promoted to the category of Process Server and posted as such in the District Court, Kalpetta, in the existing vacancy.
4. Sri. Vibin C S , PEN-869 424, Court Keeper Gr -II, District Court, Kalpetta is notionally granted higher grade in the category of Court Keeper / Duffadar and the incumbent is directly promoted as Process Server and permitted to continue in the same Office as Process Server in the existing vacancy.
5. Smt. Jamsheena K, PEN – 869 061, Court Keeper Gr -II, Munsiff Magistrate's Court, Kalpetta is notionally granted higher grade in the category of Court Keeper/ Duffadar and the incumbent is directly promoted as Process Server and posted in the District Court, Kalpetta, in the existing vacancy.
6. Smt. Dhanya A V, PEN- 869 511, Duffadar Gr -II, Special Court for the trial of Offences under SC/ST (PoA) Act cases, Mananthavady is granted ratio higher grade in the category of Duffadar / Court Keeper and permitted to continue as such in the same Office.
7. Smt. Kavyaprabha P S, PEN – 868 578, Court Keeper Gr- II, Family Court, Kalpetta is granted ratio higher grade in the category of Duffadar / Court Keeper and permitted to continue as such in the same office.
8. Smt. Simni T R, PEN – 870 042, Court Keeper Gr- II, Sub Court, Sulthanbathery is granted ratio higher grade in the category of Duffadar / Court Keeper and permitted to continue as such in the same office.
9. Sri. Rajesh M G, PEN - 871 053, Court Keeper Gr- II, Motor Accidents Claims Tribunal, Kalpetta is granted ratio higher grade in the category of Duffadar / Court Keeper and permitted to continue as such in the same office.
10. Smt. Sujitha K S, PEN – 870 040, Office Attendant Gr-I, Additional District and Sessions Court- I, Kalpetta is promoted to the category of Court Keeper / Duffadar Gr- IIand granted ratio higher grade in the category of Duffadar / Court Keeper and posted in the Munsiff Magistrate's Court, Sulthanbathery.

P.TO

11. Sri. Praveen Prakash, PEN – 881 208, Office Attendant Gr-I, Munsiff Magistrate's Court, Mananthavady is promoted to the category of Duffadar / Court Keeper and posted as Court Keeper in the District Court, Kalpetta, vice Sl No. 4.

12. Sri. Prakashkumar C R, PEN – 789 844, Office Attendant Gr-I, Special Court for the trial of Offences under SC/ST (PoA) Act cases, Mananthavady is promoted to the category of Duffadar / Court Keeper and posted as Duffadar at District Court, Kalpetta, vice Sl No. 2.

13. Smt. Neenu C, PEN – 880 009, Office Attendant Gr-I, Special Court for the trial of Offences under SC/ST (PoA) Act cases, Mananthavady is promoted to the category of Duffadar / Court Keeper and posted as Duffadar in the Family Court, Kalpetta, vice Sl No. 1.

14. Smt. Reshmi K R, PEN – 882 388Office Attendant Gr-I, Additional District and Sessions Court-II, Kalpetta is promoted to the category of Duffadar / Court Keeper and posted as Court Keeper in the Munsiff Magistrate's Court, Kalpetta, vice Sl No.5.

15. Smt. Premi Prakash, PEN – 879 701, Office Attendant Gr-I, Motor Accident Claims Tribunal Kalpetta, is transferred and posted as such in the Munsiff Magistrate's Court, Kalpetta for keeping aside the Office Attendants' post vacant in the Motor Accidents Claims Tribunal, Kalpetta as per the direction contained in the O.M read as 3rd above.

16. Smt. Sunitha T N, PEN – PEN – 895 883, Office Attendant Gr-II, Munsiff Magistrate's Court, Sulthanbathery is granted ratio higher grade in the category of Office Attendant and permitted to continue in the same office.

17. Sri. Gireesh B. PEN – 894 919, Office Attendant Gr-II, District Court, Kalpetta is granted ratio higher grade in the category of Office Attendant and permitted to continue in the same office.

18. Smt. Biby Thomas, PEN – 893 765, Office Attendant Gr-II, Motor Accident Claims Tribunal Kalpetta is granted ratio higher grade in the category of Office Attendant and posted as such in the Additional District and Sessions Court-I, Kalpetta for keeping aside the Office Attendants' post vacant in the Motor Accidents Claims Tribunal, Kalpetta as per the direction contained in the O.M read as 3rd above.

19. Sri. Rahul Antony, PEN-895 677, Office Attendant Gr-II, District Court, Kalpetta is granted ratio higher grade in the category of Office Attendant and permitted to continue in the same office.

20. Smt. Safeeda N, PEN – 896 476, Office Attendant Gr-II , Munsiff Magistrate's Court, Sulthanbathery, is granted ratio higher grade in the category of Office Attendant and permitted to continue in the same office.

P.T.O

21. Sri. Immanuel K G, PEN – 963 206, Office Attendant Gr-II , Munsiff Magistrate's Court, Kalpetta is transferred and posted as such in the Munsiff Magistrate's Court, Mananthavady considering the transfer request read as 15th paper above.

22. Smt. Jishamol E R, PEN – 1013 540 , Office Attendant Gr-II, District Court, Kalpetta is transferred and posted as such in the Additional District and Sessions Court-II, Kalpetta for keeping aside the Office Attendant's post vacant in the District Court, Kalpetta as per the direction contained in the O.M read as 3rd above.

One vacancy of Process Server arose as per Order read as 7th paper above can be filled up by way of inter District /department transfer in view of Government Orders and Official Memorandum read as 12th to 14th above and the same is ordered by a separate proceedings. As per the Official Memorandum referred as 3rd paper above, the filling up of vacancy of Office Attendant arose vice Sl Nos. 12,13,15,18 and 22 is deferred until further directions from the Honourable High Court of Kerala.

Sl. Nos. 21 is not eligible for joining time, since his transfer is on request. The Officers concerned are requested to relieve the incumbents forthwith.

DISTRICT AND SESSIONS COURT * KALPETTA, WAYANAD, PIN: 67[illegible] *

Sd/-
DISTRICT JUDGE
True Copy/Forwarded/ By Order

SHERISTADAR

To
1. The Registrar (District Judiciary), Honourable High Court of Kerala, Ernakulam, Kochi - 682 031 (with C/L).
2. The Additional District and Sessions Judge-I, Kalpetta.
3. The Additional District and Sessions Judge-II, Kalpetta.
4. The Special Judge, Special Court for the trial of Offences under SC/ST (PoA) Act cases, Mananthavady
5. The Motor Accidents Claims Tribunal, Kalpetta.
6. The Judge, Family Court, Kalpetta.
7. The Sub Judge, Sulthanbathery.
8. The Munsiff- Magistrate, Mananthavady.
9. The Munsiff- Magistrate, Sulthanbathery.
10. The Munsiff- Magistrate, Kalpetta.
11. The persons concerned (through Head of Offices concerned).
12. Sections CN, B2, B3, A6 District Court, Kalpetta/ The file.
13. The proceedings file.

Copy to:-
The Secretary, KCJSO, Wayanad.

**The Head of Offices and persons concerned can download the order from the 'Notification' tab of Official Website of the District Court, Kalpetta, Wayanad.(Sl No- 2 to 10 copy communicated email only)*