

Principal District Court, Kadapa,
Dated: 14.02.2024.

OFFICIAL MEMORANDUM

Sub:- Public Services - A.P.J.M.S.S. - **Senior Assistants** - Filling up of **ONE (01)** post of Senior Assistant (Category-7) by way of selection from the post of Junior Assistant (Category-8)/ Typist (Category-9) and Field Assistant (Category-10) - Service particulars, Service Registers and Special Confidential Reports of certain Junior Assistants/ Typists - Called for - Regarding.

- Ref:-
1. Circular of the Hon'ble High Court in ROC.No.2536/98-C.I (1), dt:23.03.1999.
 2. G.O.Ms.No.5, SOCIAL WELFARE (SW.ROR.1) Department, dt:14.02.2003.
 3. Circular of the Hon'ble High Court in ROC.No.496/2003-C.I (3), dt:30.12.2003.
 4. G.O.Ms.No. 2, Social Welfare Department, dated 09.01.2004.
 5. G.O.Ms.No.23, Department for Women, Children, Differently abled and Senior Citizens, dated 26.05.2011.
 6. G.O.Ms.No.42, Department for Women, Children, Differently abled and Senior Citizens, dated 19.10.2011.
 7. Circular No.1/2012 of the Hon'ble High Court of Andhra Pradesh vide R.O.C.No. 1901/SO/2011, dated 17.01.2012.
 8. Circular of the Hon'ble High Court in ROC.No.3848/2014-C.I (1), dt:08.01.2014.
 9. G.O.Ms.No.76 LAW (L, LA & J-HOME - COURTS-D) Department, dt:15.05.2019.
 10. G.O.Ms.No.2, Department for Women, Children, Differently abled and Senior Citizens, dated 19.02.2020.
 11. G.O.Ms.No. 151, Law (LA & J - Home Courts.A) Department, dated 17.10.2022, vide Gazette Notification No. 970, dated 18.10.2022.
 12. Letter of the Hon'ble High Court in R.O.C.No. 781/2022-C-1, dated 27.10.2022.
 13. Final Gradation List for the year 2023 communicated in Dis.No. 76, dated 04.01.2024.
 14. Application of Sri G. Ramesh, Junior Assistant, Principal Junior Civil Judge's Court, Kadapa submitted through the Officer in Dis.No. 40, dated 09.02.2024.
 15. Office note and Orders thereon.

--oo0oo--



It is proposed to fill up **ONE** vacancy in the category of Senior Assistant (Category-7) by way of selection of eligible candidates from the feeder categories of Junior Assistant (Category-8)/ Typist (Category-9) and Field Assistant (Category-10).

It is to inform that as per the Final Gradation List for the year, 2023, the Service Registers with upto-date entries, Service Particulars of the individuals along with Special Confidential Reports of the following individuals have been called for by 19.02.2024, for consideration for promotion to the post of Senior Assistant, on existing vacancy of **ONE (01)** post in the ratio of 1:3.

S. No.	Name and Designation of the Employee
1.	Smt B. Prasanthi , Junior Assistant, Principal Junior Civil Judge's Court, Proddatur.
2.	Smt G. Manjula vani , Typist, Junior Civil Judge's Court, Mydukur.
3.	Smt N. Venkata Lakshmi , Junior Assistant, I Additional Junior Civil Judge's Court, Kadapa.

The Officers under whom the above employees are working, are requested to submit the service particulars of the above staff members of their respective Courts and forward the same to this Office along with the Service Registers and Special Confidential Reports by 19.02.2024 without fail.

It is further informed that the individuals **(in SC Category)** who have acquired the requisite qualifications for the post of Senior Assistant as on date as per APJMSS Rules, 2019 and also who have completed 3 years of Service in the category of Junior Assistant/ Typist may submit their applications if any by 19.02.2024, for consideration for promotion to the post of Senior Assistant.


**PRINCIPAL DISTRICT JUDGE,
KADAPA.**


To

The I Additional Junior Civil Judge, Kadapa.
The Principal Junior Civil Judge, Proddatur.
The Junior Civil Judge, Mydukur.

Copy To

1. The System Officer, e-Courts Project, District Court, Kadapa (with a request to upload the same in the District Court's website).
2. The Stock file.

DisNO 1017

dt 14/02/24