

OFFICIAL MEMORANDUM

Sub:- Public Services - A.P.J.M.S.S. - **Junior Assistants** - Filling up of **FIVE (05)** posts of Junior Assistant (Category-8) by way of selection from the feeder categories of Examiner/Copyist, Record Assistant/Roneo Operator, Senior Driver/ Driver and Process Server in the ratio of 8:4:1:3 in a cycle of 16 vacancies to the post of Junior Assistant - Service Registers and Special Confidential Reports of certain individuals - 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. Circular of the Hon'ble High Court in ROC.No.3848/2014-C.I (1), dt:08.01.2014.
 3. G.O.Ms.No.76 LAW (L, LA & J-HOME - COURTS-D) Department, dt:15.05.2019.
 4. G.O.Ms.No.5, SOCIAL WELFARE (SW.ROR.1) Department, dt:14.02.2003.
 5. Circular of the Hon'ble High Court in ROC.No.496/2003-C.I (3), dt:30.12.2003.
 6. G.O.Ms.No. 2, Social Welfare Department, dated 09.01.2004.
 7. G.O.Ms.No.23, Department for Women, Children, Differently abled and Senior Citizens, dated 26.05.2011
 8. G.O.Ms.No.42, Department for Women, Children, Differently abled and Senior Citizens, dated 19.10.2011
 9. G.O.Ms.No.2, Department for Women, Children, Differently abled and Senior Citizens, dated 19.02.2020.
 10. Circular of the Hon'ble High Court of A.P., Amaravathi in R.O.C.No. 1060/2022-C1, Dt. 18.10.2022.
 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. Office note and Orders thereon.

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It is proposed to fill up **FIVE (05)** vacancies in the category of Junior Assistant (Category-8) by way of selection of eligible candidates from the feeder categories of Examiner/Copyist, Record Assistant/Roneo Operator, Senior Driver/ Driver and Process Server in the ratio of 8:4:1:3 in a cycle of 16 vacancies to the post of Junior Assistant.

It is to inform that as per the Final Gradation List for the year, 2023, the Service Registers of the individuals with upto-date entries along with Special Confidential Reports of the following individuals have been called for by 04.03.2024, for consideration for promotion to the post of Junior Assistant, on existing vacancies of **FIVE (05)** posts.

S.No.	Name and Designation of the Employee
	<u>Examiner/Copyist:</u>
1.	Smt K. Sreedevi, Examiner, Principal District Court, Kadapa.
2.	Smt P. Sakunthala, Examiner, III Additional District Judge's Court, Rajampet.
3.	Sri P. Ramakrishna, Examiner, Civil Judge's Court (Junior Division), Mydukur working on deputation in Principal District Court, Kadapa
4.	Sri S. Venkata Guru Prasad, Examiner, II Additional District Judge's Court, Kadapa at Proddatur.
5.	Sri C. Sivaramaiah, Examiner, Civil Judge's Court (Junior Division), Pulivendula.
	<u>Senior Driver/ Drivers</u>
	-Nil-
	<u>Record Assistants:-</u>
6.	Smt G. Lalitha Kumari, Record Assistant, Civil Judge's Court (Junior Division), Sidhout working on deputation in III Additional Civil Judge's Court (Junior Division), Kadapa.
7.	Sri N. Kondaiah, Record Assistant, Principal Civil Judge's Court (Junior Division), Badvel working on deputation in Additional Civil Judge's Court (Junior Division), Badvel.
8.	Sri V. Siva Prasad Reddy, Record Assistant, Civil Judge's Court (Junior Division), Lakkireddipalli.
9.	Smt S. Santhamma, Record Assistant, Additional Civil Judge's Court (Senior Division), Kadapa working on deputation in Civil Judge's Court (Junior Division), Jammalamadugu.
10.	Sri G. Hari Babu, Record Assistant, Principal Civil Judge's Court (Senior Division), Rajampet.
11.	Sri P. Harinath Reddy, Record Assistant, Special Judicial Magistrate of I Class Court for Prohibition and Excise Offences, Kadapa.
12.	Smt C. Sunitha, Record Assistant, Junior Civil Judge's Court, Rajampet working on deputation in Junior Civil Judge's Court, Kamalapuram.
13.	Sri Y. Prasad Reddy, Record Assistant, District Court, Kadapa.



S.No.	Name and Designation of the Employee
	<u>Process Servers:-</u>
14.	Sri H. Hussain Peera, Process Server, Civil Judge's Court (Junior Division), Jammalamadugu.
15.	Smt P. Ramadevi, Process Server, District Court, Kadapa.
16.	Sri B. Nagendra, Process Server, District Court, Kadapa.
17.	Sri D. Venkata Subbaiah, Process Server, Principal Civil Judge's Court (Junior Division), Badvel.
18.	Smt M. Padmaja, Process Server, III Additional District Judge's Court, Rajampet.
19.	Sri T. Chandra Sekhar Naidu, Process Server, District Court, Kadapa.
20.	Smt G. Lakshmi Prasanna, Process Server, District Court, Kadapa.
21.	Sri M. Raghunatha, Process Server, Civil Judge's Court (Junior Division), Lakkireddipalli.
22.	Smt V. Ramadevi, Process Server, II Additional District Judge's Court, Kadapa at Proddatur.
23.	Smt G. Vijaya Reddamma, Process Server, District Court, Kadapa.
24.	Sri P. Parameswara Rao, Process Server, District Court, Kadapa.
25.	Sri B. Chiranjeevi, Process Server, District Court, Kadapa.
26.	Smt K. Ramadevi, Process Server, Special Judicial Magistrate of I Class Court for Prohibition and Excise Offences, Kadapa.

It is further informed that the individuals who have acquired the requisite qualifications for the post of Junior Assistant as on date as per APJMSS Rules, 2019 and also who have completed 3 years of Service in their respective feeder categories may submit their applications if any by 04.03.2024, for consideration for promotion to the post of Junior Assistant.

It is further informed that the individuals in the category of Examiner/Copyist/ Record Assistant/ Process Server having disability of **Hearing impaired** may submit their applications to the District Court, Kadapa by 04.03.2024, for consideration for promotion to the post of Junior Assistant.

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The Officers under whom the above employees are working, are requested to submit the the service particulars of the above individuals working in their respective Courts and forward the same to this Office along with the Service Registers and Special Confidential Reports by 04.03.2024 without fail.


PRINCIPAL DISTRICT JUDGE,
KADAPA,


To

The individuals through the Presiding Officers concerned.

Copy to

1. All the Judicial Officers in Kadapa District (with a request to communicate the same to the staff members working in their respective Courts.)
2. The System Officer, e-Courts Project, District Court, Kadapa (with a direction to upload the same in the District Court's Website).
3. The Stock file

D^oSNO 1371

dt-27/02/24