



PRINCIPAL DISTRICT COURT : : KADAPA

Sub:- Public Services – APJMSS – Request transfer applications called for from the employees working in District Judiciary Kadapa **on or before 31.07.2024 at 05:00 P.M.** – Regarding.

Ref:- Office note and Orders thereon.

Establishment/ Dis.No: 4454

Date: 25.07.2024.

C I R C U L A R

It has been noticed by the undersigned that large number of judicial employee's of District unit, Kadapa made oral transfer request at the office of the undersigned stating that they inadvertently fail comply their respective transfer request application to the undersigned office on the previous occasion for internal transfer circular in Dis.No. 801, dated 02/02/2024.

Having considered the request of the judicial employee's of District unit, Kadapa, the undersigned has accorded another opportunity to the judicial employees working in the District unit, Kadapa for complying the same. Therefore, the judicial employees working in the District unit, Kadapa are hereby directed to send their request application for transfer who missed on the previous occasion, if any, through proper channel, **except those judicial employees who were recently transferred vide proceedings from Dis.No.3168 to 3175, dated 18.05.2024 respectively of this office, those employees need not to apply again, they are not eligible under this circular.** The request application for transfer complete through proper channel shall reach the office of the undersigned **on or before 31/07/2024 evening 5:00 pm sharply**, the request application for transfer received after the stipulated time will not be entertained under any circumstances.

The judicial employees working in the District unit, Kadapa are hereby directed to send their request application for transfer in detail for their respective transfer request consisting Viz. Valid reasons and grounds for seeking transfer, three places for their choice of preference, recent relevant attested documents by the concern authority in support of their request claim etc. Any incomplete transfer request application or transfer request application

without any valid reasons and grounds for seeking transfer, without any recent relevant attested documents by the concern authority in support of their respective request claim etc., will not be entertained under any circumstances and liable for rejection without any further reasons assign by the committee. If transfer application of any individual found with forged and fabricated document to the scrutiny committee, the same will be viewed seriously and further necessary departmental enquiry will be initiated against such individual.

Further the undersigned has constituted an internal transfer committee of Judicial Officers to assist the Principal District Judge to make the most well informed decision pertaining to the request application for transfer of judicial employee's of District unit, Kadapa. The said committee will be headed by the Principal District Judge, Kadapa.

The following Judicial Officers of the District unit, Kadapa are hereby nominated as other members for the said committee, who will assist the Principal District Judge, they are,

- 1) 1st Additional District and Sessions' Judge, Kadapa.
- 2) 4th Additional District and Sessions' Judge, Kadapa.
- 3) 5th Additional District and Sessions' Judge, Rayachoty.

Further, the undersigned has also constituted a support staff committee of 05 judicial employees of Senior Superintendent Cadre working in the District unit, Kadapa to assist the above said internal request transfer committee for judicial employees of District unit, Kadapa.

The following Judicial employees of Senior Superintendent Cadre of the District unit, Kadapa are hereby nominated as support staff for the said transfer committee, who will assist the Principal District Judge, they are,

- 1) Sri M. Srinivasulu Gupta, Sr. Superintendent, 1st ADJ court, Kadapa.
- 2) Sri D. Bhaskar, Senior Superintendent, Civil Judge's Court (Senior Division), Proddatur working on deputation in II ADJ court, Kadapa at Proddatur.
- 3) J. Amruthraju, Senior Superintendent, Copyist Section, District court, Kadapa.

- 4) Smt P. Thulasi, Senior Superintendent, Accounts Section, District Court, Kadapa.
- 5) Sri V. Siva Sai Sankar, Senior Superintendent, District Court, Kadapa



PRINCIPAL DISTRICT JUDGE,
KADAPA.

To

1. All the Judicial Officers in Kadapa District.
2. The System Officer, e-courts Project, District Court, Kadapa (with a request to upload the same in the District Court's website).