

District Court, Kadapa.
Dated: 29.07.2025.

NOTIFICATION No. 01/2025

Applications are invited in the prescribed proforma for the post mentioned below from the eligible candidates for consideration:

1. **Vacant,**
I Spl. JSCM, Kadapa.
2. **Vacant,**
Spl. JSCM for Railways, Kadapa.
3. **Vacant,**
Spl. JSCM, Proddatur
4. **Vacant,**
Spl. JSCM, Rajampeta
5. **Vacant,**
Spl. JSCM, Jammalamadugu (**13th finance**)
6. **Vacant,**
Spl. JSCM, Mydukur (**13th finance**)

The applications shall be submitted by post in the prescribed proforma placed in the District Court's website (<https://kadapa.dcourts.gov.in/>)

Duly filled applications with list of enclosures shall be sent **BY POST** to
THE PRINCIPAL DISTRICT JUDGE,
KADAPA - 516001.

with heading as "**APPLICATION FOR THE POST OF SPECIAL JUDICIAL MAGISTRATE OF SECOND CLASS, _____**"

The applications with requisite attested photo copies of Certificates and Passport size photographs (attested) should be submitted in **TRIPLICATE** on or before 20.08.2025 till 5.00 P.M. without fail.

APPLICATIONS RECEIVED AFTER DUE DATE WILL NOT BE CONSIDERED.

R U L E S.

I. QUALIFICATIONS:-

A Person shall be qualified for appointment as Special Judicial Magistrate of II Class if a person --

1. held any post in Andhra Pradesh State Judicial Service and retired or resigned; or
2. held a post in the Andhra Pradesh Judicial Ministerial Subordinate Service not below the rank of Superintendent (Category-III of Andhra Pradesh Judicial Ministerial Subordinate Service Rules, 2019) in the State of Andhra Pradesh and has a Law Degree; or
3. held a post of Section Officer and above in the Andhra Pradesh High Court Service and has a law degree; or

4. Practiced as an advocate at least for five years and at present not on the rolls of the Bar Council.
5. Being any retired Gazetted Officer possessing law degree or who has passed the Criminal Judicial test in full consisting of Indian Penal Code and the Code of Criminal Procedure or the Bharatiya Nyaya Sanhita, 2023 and the Bharatiya Nagarik Suraksha Sanhita, 2023 conducted by the Andhra Pradesh Public Service Commission and who has exercised Magisterial powers during his tenure of Service for not less than three years;
Provided that a suitable retired Judicial Officer shall be given preference.

II. DISQUALIFICATIONS:-

A PERSON

1. who is a practicing Advocate; or
2. who is a member of any State or Local Authority; or
3. who is a member of the State Legislature or the Parliament or
4. having held an Office under the State or the Union Government or any Local Authority, has been dismissed or removed or compulsorily retired from service or subjected to any other major penalty for misconduct, or
5. who has been convicted and sentenced by a Court for an offence involving moral delinquency or is charged of any offence constituting moral turpitude and proceedings are pending, or
6. of unsound mind or who is deaf or mute or blind or suffering from Leprosy or any other contagious disease or
7. in a bigamous marriage;
8. a woman whose marriage is void by reason of the husband having a wife at the time of such marriage or who has married a person who has a wife living at the time of such marriage;
9. adjudicated as an insolvent or an undischarged insolvent, or
10. being contractor or a business man or one interested in a subsisting contract or any work being done for Central or State Government or a Local Authority within whose limits the Special Magistrates of II Class has to discharge his duties.

shall not be eligible.

III. Age:

Non- Practicing Advocate with a practice at the Bar of not less than five years and who is above 45 years and below 65 years of age and in respect of retired persons who have at least one and half years to complete 65 years of age, as on the date of notification, shall alone be eligible.

IV. Holding of Court:

The Special Judicial Magistrates of II Class shall hold Court work for five days in a week i.e., from Monday to Friday on working days between 07:30 A.M., and 10:30 A.M.,

V. HONORARIUM:-

The honorarium/ remuneration payable to the Special Judicial Magistrates of II Class shall presently be @ Rs.45,000/- (Rupees forty five thousand) per month and Rs.5,000/- (Rupees five thousand only) per month towards conveyance, subject to enhancement of the same by the Government, from time to time.

VI. LEAVES:-

The Special Judicial Magistrates of II Class will be under the administrative control of the Chief Judicial Magistrate in the matters such as grant of leave, drawal of honorarium, inspection of Court, permission to assume charge.

Every Special Judicial Magistrate of II Class is entitled to Casual leave not exceeding 15 days in a calendar year and not entitled to any other kind of leave.

VII. REVOCATION OF POWERS OF SPECIAL JUDICIAL MAGISTRATE OF II CLASS :-

1. If any complaint as to the misconduct of the Special Judicial Magistrate of II Class is received by the High Court, the same shall be placed before the committee dealing with the subject. If, on perusal of the complaint, the committee is of the opinion that the officer has resorted to any acts of misconduct, or has derelicted his duties, a show cause notice, of not less than 15 days, requiring him to explain, shall be issued.

On consideration of the explanation offered by the officer, if the committee finds that any act of misconduct or dereliction of duty was resorted by the officer, committee may make appropriate recommendation, for termination of the Services of the officer, which in turn shall be forwarded to the Government. The Order so passed would be final.

2. On appointment and while in service a Special Judicial Magistrate of II Class may be removed without being called upon to show cause if he falls to attend three consecutive sittings of the Court without a written permission of the concerned Chief Judicial Magistrate.
3. Powers conferred by the Court on Special Judicial Magistrate of II Class shall automatically stand withdrawn on attaining the age of 65 years.

VI. ATTESTED COPIES OF DOCUMENTS TO BE ENCLOSED ALONG WITH THE APPLICATION:-

1. SSC Certificate for proof of age.
2. Educational Qualification Certificates including Law Degree and Technical courses.
3. Enrollment certificate at the Bar in case of applicant as an Advocate.
4. In case of retired judicial employees, documents relating to Departmental tests should be enclosed.
5. Pension Certificate copy (applicable to the retired employees).
6. Service Certificate (applicable to the retired employees).
7. Certificate evidencing date of birth.
8. Certificate of exercising Magisterial powers for not less than 3 years during his tenure if the applicant worked as Gazetted officer in Revenue Department.
9. Latest Community Certificate (issued by the authority not less than the rank of MRO/Tahasildar) in the case of reserved categories and the certificates shall show specifically the classification of group.
10. **In case of advocates:**
 - (i) a Certificate of previous practice for not less than 05 years.
 - (ii) a certificate of Suspension of Practise issued by the State Bar Association; and
 - (iii) a certificate of Suspension of Practise issued by the Bar Association, where he/she practiced previously.
11. A self addressed postal cover duly affixed with stamps **of Rs.30/- with acknowledgment.**
12. One recent colour passport size photographs of the applicant duly attested by the Government Gazetted Officer is to be affixed on the application in the space specified.

VII. GENERAL INSTRUCTIONS:-

1. The documents mentioned from Sl.Nos.1 to 12 above shall be enclosed, falling which, such applications will be rejected.
2. Application/ Candidature with insufficient information and which are not in the prescribed proforma will be summarily rejected.

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3. Applications received after the due date and time will be rejected. The Office is not responsible for any postal delay or delay caused by courier Service.


**PRINCIPAL DISTRICT JUDGE,
KADAPA.**

To

All the Judicial Officers in the District with a request to affix the Notification to the Notice Board of their respective Courts.

Copy to:

1. The, Registrar General, High Court of Andhra Pradesh, Nelapadu, Guntur District.
2. The District Collector, Kadapa, Annamayya District.
3. All the District Judges in Andhra Pradesh.
4. All the Bar Associations in the Kadapa District.
5. The Revenue Divisional Officer, Kadapa.
6. The Mandal Revenue Officer, Kadapa.
7. System Officer, e-Courts Project, District Court, Kadapa (with a direction to upload the Notification in the District Court's website).
6. The Notice Board, District Court, Kadapa.
8. The Stock File.

With a
request to
affix this
Notification to
the Notice
Board of their
respective
offices.

Dis.No: 4250/2025/Estt., Dated: 29.07.2025.

**APPLICATION FOR THE POST OF SPECIAL JUDICIAL MAGISTRATE
OF II CLASS**

Affix latest
passport size
photograph
duly attested
by Gazetted
Officer

PROFORMA

1.	Name of the applicant (in block letters)	
2.	Father's/Husband's Name	
3.	Date of Birth and present age (as on 01.07.2025 (Proof should be enclosed)	
4.	Address for correspondence with Cell No.	
5.	Educational Qualifications	
6.	Technical Qualifications	
7.	Whether he/she belongs to SC/ST/BC & OC	
8.	Whether he/she worked previously as Special Judicial Magistrate of II Class. If so, the period and place(s) shall be mentioned.	
9.	Particulars of practice as an Advocate. (Certificate of Suspension issued by the State Bar Association and Bar Association where he/she practiced, shall be enclosed.	
10.	Date of entry into Government Service	
11.	Date of retirement and nature of retirement (Proof should be enclosed)	
12.	Designation at the time of retirement	
13.	Pay and allowances at the time of his retirement	
14.	Previous experience till the date of retirement and the branches in which he/she worked during his/her Service.	
15.	Departmental Tests passed, if any	

16.	Departmental Enquiries, if any faced and the final result	
17.	Punishments if any received during the Service	
18.	Whether he/she has exercised any magisterial powers for not less than three years, if so, period to be specified.	
19.	State of Health (necessary Fitness Certificate shall be enclosed)	
20.	Experience, if any (outsiders)	
21.	Judicial Powers exercised with Government Order and No:	
22.	Designation of the post now held if any	
23.	In case of Non-Practicing Advocate date of enrollment and enrollment No: (Non-Practicing certificate must be enclosed)	
24.	Any other information, if any	

DECLARATION

I, S/o R/o do hereby declare that the above details furnished by me are true and correct and I am qualified and eligible for being appointment to the post of Spl. Judicial Magistrate of Second Class and that I do not suffer from any kind of disqualification referred in Hon'ble High Courts ROC.515/SO/2021, dated 18.09.2024.

Station:

Date :

Signature of the Candidate.