16/9/25

15 SEP 2025

HIGH COURT OF ANDHRA PRADESH

CIRCULAR

R.No 1049 16.9.25

ROC.No.166/2021-CPS **Dated:12.09.2025**

It has come to the notice of the High Court of Andhra Pradesh that Mobile Phones and SIM Cards issued under Phase-II & III of the eCourts Project, specifically for implementing the NSTEP Module for execution of warrants, service of summons, and other related tasks through electronic mode in the District Judiciary, have been negligently handled and misplaced by certain Field Assistants and Process Servers. Such negligence not only disrupts official work but also poses serious risks concerning information security, potential misuse, and administrative inefficiencies.

Therefore, with immediate effect, in the event of loss of Mobile Phones or SIM Cards due to negligence, the full cost of the lost items shall be recovered from the concerned Field Assistant(s) or Process Server(s) holding responsible.

Henceforth, all the Field Assistants and Process Servers are hereby directed to handle the Mobile Phones and SIM Cards with utmost care and diligence while performing duties related to the implementation of the NSTEP Module. Strict compliance with these instructions is to be ensured with immediate effect

All the Unit Heads are requested to communicate this directive to all Judicial Officers under their control and ensure strict adherence to these instructions without exception.

// By Order //

16/9/25

REGISTRAR (IT-cum-CPC)

Copy To:
All the Unit Heads of the District Judiciary with a request to circulate to all the Judicial Officers of respective Units.

// COMMUNICATED//

District Court, Kadapa
Dated: 16.09.2025

Communicated to all the Judicial Officers in District Unit Kadapa, with a request to communicate the above Hon'ble High Court's directive to all the respective Field Assistants/Process Servers working in your court to handle the allotted Mobile Phones and SIM cards with utmost care failing which full cost of the lost items shall be recovered from the concerned.

PRL. DISTRICT JUDGE,
KADAPA

To

All the Judicial Officers in Kadapa District
The Superintendent, Central Nazar, District Court, Kadapa

DiSNO 5209
Dt 17/9/25