Principal District Court, Kadapa,
Dated:27.09.2025.

OFFICIAL MEMORANDUM

Sub:- Public Services – A.P.J.M.S.S. - **Process Servers –** Filling up of **THIRTY EIGHT (38)** posts of Process Server (Category- 16) by way of Promotion from the feeder category of Office Subordinate/ Attender - **Call for Service Registers and Special Confidential Reports of certain individuals by 03.10.2025 – Call for interview by 04.10.2025 at 2:30 P.M.,** – 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 2024 communicated in Dis.No. 6626, dated 24.10.2024.
14. G.O.Ms.No. 92, General Administration (Services-D) Department, dated 28.08.2023.
15. G.O.Ms.No. 98, Law (LA & J – Home – Courts.A), Department, dated 27.06.2025.
16. Office note and Orders thereon.

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It is proposed to fill up **THIRTY EIGHT (38)** vacancies in the category of Process Server (Category- 16) by way of promotion from the feeder category of Office Subordinate/ Attender (Category - 17).

It is to inform that as per the Final Gradation List for the year, 2024, the Service Registers of the individuals with upto-date entries along with Special Confidential Reports of the following individuals have been called for by **03.10.2025**, for consideration for promotion to the post of Process Server, on existing vacancies of **THIRTY EIGHT (38)** posts.

Sl. No	Name and designation
1.	**Smt M. Kondamma,** Office Subordinate/ Attender, I Additional District Judge's Court, Kadapa working on deputation in Additional Civil Judge's Court (Junior Division), Rayachoty.
2.	**Sri B. Chaitanya Kumar Reddy,** Office Subordinate, Civil Judge's Court (Senior Division), Proddatur.
3.	**Sri V. Sekhar Reddy,** Office Subordinate, Civil Judge's Court (Junior Division), Mydukur.
4.	**Smt P. Rama Thulasi,** Office Subordinate, Civil Judge's Court (Junior Division), Jammalamadugu working on deputation in Civil Judge's Court (Senior Division), Proddatur.
5.	**Smt V. Indumathi,** Office Subordinate, Civil Judge's Court (Junior Division), Jammalamadugu.
6.	**Sri M. Hari Kumar,** Office Subordinate, Civil Judge's Court (Junior Division), Sidhout working on deputation in District Court, Kadapa.
7.	**Sri P.Sambasivudu,** Office Subordinate, Civil Judge's Court (Junior Division), Lakkireddipalli.
8.	**Smt J. Varalakshmi Devi,** Office Subordinate, Civil Judge's Court (Senior Division), Rayachoty.
9.	**Sri B. Vijayeswara Reddy,** Office Subordinate, I Additional District Judge's Court, Kadapa.
10.	**Smt L. Divya Tejaswini,** Office Subordinate, II Additional Civil Judge's Court (Junior Division), Proddatur working on deputation in District Court, Kadapa.
11.	**Sri B. Narendra,** Office Subordinate, Principal Civil Judge's Court (Junior Division), Kadapa working on deputation in Civil Judge's Court (Senior Division), Rayachoty.
12.	**Sri V. Venkata Krishna,** Office Subordinate, Civil Judge's Court (Junior Division), Pulivendula
13.	**Sri B. Pradeep,** office Subordinate, Principal Civil Judge's Court (Junior Division), Proddatur.
14.	**Sri S. Nava Bharath,** Office Subordinate, Principal Civil Judge's Court (Senior Division), Kadapa.
15.	**Sri G. Prasanna Kumar,** Office Subordinate, I Additional Civil Judge's Court (Junior Division), Proddatur.
16.	**Sri K. Muddula Krishna,** Office Subordinate, District Court, Kadapa.
17.	**Sri B. Venkatadri,** office Subordinate, Additional Civil Judge's Court (Junior Division), Rayachoty.
18.	**Sri K. Ravi,** Office Subordinate, Principal Civil Judge's Court (Junior Division), Badvel.
19.	**Smt B. Mercy Roselin, Office Subordinate, District Court, Kadapa.**
20.	**Sri H. Ramesh Babu,** Office Subordinate, Civil Judge's Court (Senior Division), Rayachoty.
21.	**Smt S. Sivamma,** Office Subordinate, II Additional Civil Judge's Court (Junior Division), Kadapa working on deputation in Principal Civil Judge's Court (Junior Division), Kadapa.
22.	**Smt M.Mounika,** Office Subordinate, District Court, Kadapa.
23.	**Smt P. Madhavi,** Office Subordinate, Civil Judge's Court (Junior Division), Railway Kodur.
24.	**Sri T. Jagadeesh,** Office Subordinate, Civil Judge's Court (Junior Division), Jammalamadugu working on deputation in Principal Civil Judge's Court (Junior Division), Badvel.
25.	**Smt M. Swathi,** Office Subordinate, Civil Judge's Court (Junior Division), Kamalapuram.
26.	**Sri Y. Veeranjaneyulu,** Office Subordinate,II Additional Civil Judge's Court (Junior Division), Proddatur working on deputation in Principal Civil Judge's Court (Junior Division), Proddatur.
27.	**Sri U. Subba Reddy,** Office Subordinate, District Court, Kadapa.
28.	**Sri Y. Ramanjaneyulu,** Office Subordinate, Principal Civil Judge's Court (Junior Division), Rayachoty working on deputation in Civil Judge's Court (Junior Division), Jammalamadugu.
29.	**Sri P. Sreekanth Reddy,** Office Subordinate, Civil Judge's Court (Senior Division), Rayachoty.

Sl. No	Name and designation
30.	**Sri K. Ramu,** Office Subordinate, Civil Judge's Court (Junior Division), Nandalur working on deputation in VII Additional District Judge's Court, Kadapa.
31.	**Smt M. Suvarna,** Office Subordinate, I Additional District Judge's Court, Kadapa working on deputation in VI Additional District Judge's Court, Kadapa.
32.	**Sri B. Prasad Reddy,** Office Subordinate, II Additional District Judge's Court, Kadapa at Proddatur working on deputation in VII Additional District Judge's Court, Kadapa.
33.	**Sri N. Siva Kumar,** Office Subordinate, Civil Judge's Court (Senior Division), Proddatur working on deputation in II Additional District Judge's Court, Kadapa at Proddatur.
34.	**Sri M. Chandra Sekhar,** Office Subordinate, Civil Judge's Court (Junior Division), Mydukur
35.	**Smt Penugonda Ramadevi,** Office Subordinate, Civil Judge's Court (Junior Division), Pulivendula working on deputation in District Court, Kadapa.
36.	**Sri P. Sunil Kumar,** Office Subordinate, Civil Judge's Court (Junior Division), Rajampet.
37.	**Smt G. Venkata Lakshmi,** Office Subordinate, VII Additional District Judge's Court, Kadapa.

It is further informed that the individuals who have acquired the requisite qualifications for the post of Process Server as on date as per APJMSS Rules, 2019 and also who have completed 02 years of Service in their respective feeder categories may submit their applications/ Objections if any by **03.10.2025,** for consideration for promotion to the post of Process Server.

The Officers under whom the above employees are working, are requested to submit 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 **03.10.2025** without fail. Further the above individual are hereby called upon **for interview** on **04.10.2025 at 02.30 P.M.**

Note : The vacancies may increase or decrease subject to the availability of vacancies.

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

Diary No 5438
Dt 27/9/25