Principal District Court, Kadapa,
Dated:27.09.2025.

OFFICIAL MEMORANDUM

Sub:- Public Services – A.P.J.M.S.S. - **Copyists –** Filling up of **ELEVEN (11)** posts of Copyist (Category- 12) 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 4:00 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 **ELEVEN (11)** vacancies in the category of Copyist (Category- 12) 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 Copyist, on existing vacancies of **ELEVEN (11)** posts.

Sl. No	Name and designation
1.	**Sri U. Subba Reddy,** Office Subordinate, District Court, Kadapa.
2.	**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.
3.	**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.

It is further informed that the individuals who have acquired the requisite qualifications for the post of Copyist 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 Copyist.

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 04:00 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.

Dis no 5437
dt 27/9/25