PROCEEDINGS OF THE PRINCIPAL DISTRICT JUDGE, KADAPA.

Present:- Dr. C. Yamini,
Principal District Judge, Kadapa.

Establishment/Dis.No. 287 **Dated:** 16 **.01.2026.**

Sub:- **Direct Recruitment** – Direct Recruitment to the post of **Record Assistants** under Andhra Pradesh Judicial Ministerial and Subordinate Service in the unit of Principal District Judge, Kadapa – Appointments and Posting Orders - Issued.

Read:- 1. Notification No.8/2025-RC dated 06.05.2025 issued by the Hon'ble High Court of Andhra Pradesh at Amaravati.
2. Selection list of the candidates issued by the Hon'ble High Court vide R.O.C.No.72/2025-RC, dated 26.12.2025.
3. Letter in Roc.No.72/2025-RC dated 02.01.2026 of the Hon'ble High Court of Andhra Pradesh, Amaravati.
4. G.O.Ms.No.76, LAW(L,LA&J Home Courts.A) Department dt.15.05.2019 issued by the Government of Andhra Pradesh, vide Gazette Notification No.60 dt.16.05.2019.
5. Office Note and Orders thereon.

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The Hon'ble High Court of Andhra Pradesh issued Notification vide No. 08/2025-RC dated 06.05.2025 and invited on-line applications to fill up vacant posts of Record Assistants in the unit of Principal District Judge, Kadapa. The Hon'ble High Court conducted on-line examinations from 22.08.2025 to 24.08.2025. The Hon'ble High Court in proceedings ROC No.72/2025-RC, dated 26.12.2025 published the list of candidates through on-line who provisionally selected to the post of Record Assistants and they are instructed to produce their original certificates and other documents before the Principal District Judge, Kadapa from 06.01.2026 to 09.01.2026.

The following provisionally selected candidates for the post of Record Assistants are appeared before the office of the Principal District Judge, Kadapa and submitted their original educational qualification certificates, Revised Attestation Forms and other documents.

On perusing the original certificates and other documents of the individuals, the Principal District Judge, Kadapa is hereby issued orders appointing the individuals as **Record Assistants** under Direct Recruitment in the existing vacancies on purely temporary basis subject to verification of the antecedents of the candidates and issued posting orders as noted in the table.

ORDER **DATED:** 16 **-01-2026**

Record Assistants

Sl. No.	Name of the candidate with Address	Reservation & Roster Point	Local/ Non-local, Marks	Place of posting	Deputation if any
1	Ms. S. TRIVENI, D/o Sri S. NARAYANA REDDY, D.No.1-423-3, Maruthi Nagar,, Near Nagarjuna Model school, Kadapa, YSR Kadapa District - 516001.	OC **01 in Cycle-I**	Local 62.90	Civil Judge's Court (Junior Division), Kamalapuram	Principal Civil Judge's Court (Junior Division), Kadapa.

Sl. No.	Name of the candidate with Address	Reservation & Roster Point	Local/ Non-local, Marks	Place of posting	Deputation if any
2	Ms. POLU MADHURI, D/o Sri POLU SUBBARAYUDU, D.No.4-740, Super Bazar Road, Proddatur, YSR Kadapa District - 516360.	SC-I **02 in Cycle-I**	Local 41.93	IV Additional District Judge's Court, Kadapa	District Court, Kadapa.

Note:- **1.** The above individuals are hereby directed to produce Physical Fitness Certificate in the prescribed proforma obtained from not below the rank of Civil Assistant Surgeon, at the time of joining duty.

2. The above individuals are hereby informed that their appointment is purely on temporary basis and is liable to be terminated at any point of time, without prior notice or without assigining any reason.

3. The individuals are hereby directed to produce one set of Photostat copies of educational qualification certificates at the time of joining duty before the Presiding Officer of the Court, where the individual is posted for verification before the Presiding Officer of the Court.

4. The individuals are hereby informed that they shall join the duty of his/her post at the given station on or before **27.01.2026**, otherwise, the orders will be invalidated.

5. The above said individuals are informed that they will be governed under the CONTRIBUTORY PENSION SCHEME only as per G.O.Ms.No.653, 654 & 655 Fin (Pen-I) Dept, dated 22-9-2004.

6. As per ameneded APJMSS Rules issued in G.O.Ms.No.76 Law (L,LA&J Home Courts.A) Department, dated 15-05-2019, all the individuals have to deposit security to an amount of **Rs.10,000/-** for the due and faithful performance of his/her duties, within a mnth from the date of his/her appointment and produce the same before the office.

7. The above individuals are hereby informed that their selection and appointment to the post of Junior Assistant will be subject to the verification of their antecedents.

8. The candidates are informed that if at all the documents produced by the candidates are found to have been created, manipulated, interpolated or forged in future date, they would be removed/dismissed from the service simultaneously besides launching criminal prosecution against them.

9. The candidates in the above proceedings who are now working in other Departments, are directed to submit Relieving/Resignation Certificate from their employer and submit the same in Principal District Court, Kadapa before joining duty.

10. The candidates are further informed that their seniority will be fixed at a later date, as per the guidelines of the Hon'ble High Court.

11. Copy of the proceedings placed in the district court website **https://kadapa.dcourts.gov.in/** and the downloaded copy from the website is valid for joining duty.

PRINCIPAL DISTRICT JUDGE,
KADAPA.

To

1. The above selected candidates in the proceedings
2. The Presiding Officers of the concerned in the proceedings.
3. The District Treasury Officers/Sub-Treasury Officers of the concerned stations.

Copy to the Superintendent (Accounts), Principal District Court, Kadapa

Copy submitted to the Registrar (Recruitment), Hon'ble High Court of Andhra Pradesh, Nelapadu, Guntur District. – 522 237 through covering letter.

Copy submitted to the Registrar (Administration), Hon'ble High Court of Andhra Pradesh, Nelapadu, Guntur District. – 522 237 through covering letter.

Copy to the System Officer (e-Courts Project), District Court, Kadapa (with a direction to upload the same in the District Court's website).

Copy to the Stock file.