

PROCEEDINGS OF THE PRINCIPAL DISTRICT JUDGE :: WEST GODAVARI :: ELURU

Present :- **Purushottam Kumar Chintalapudi,**
Principal District Judge, West Godavari, Eluru.

SUB :- TRAINING – Impart Training Programme on Civil and Criminal Side to the newly recruited Junior Assistants working in the stations of Kovvur, Narsapur and Jangareddigudem **on 23.12.2023** at the respective Head Quarters – Orders – Issued.

- REF :-**
1. Hon'ble High Court's letter in ROC.No.1041/2015-C.1, Dt.05.05.2015, communicated by the Principal District Court, Eluru in Dis.No.3508, Dt.13.05.2015.
 2. Hon'ble High Court's Notifications No.2/2022-RC, Dt.21.10.2022 for Direct Recruitment to the posts of Junior Assistant.
 3. Principal District Court's proceedings in Dis.No.2400, Dt.01.05.2023.
 4. Principal District Court's proceedings in Dis.No.4484, Dt.03.08.2023.
 5. Principal District Court's proceedings in Dis.No.5387, Dt.11.09.2023.
 6. Office Note Dt.15.12.2023 and orders thereon.
 7. Principal District Court's proceedings in Dis.No.7246, Dt.15.12.2023 – Impart Training to the newly recruited employees in Tanuku and Bhimavaram.
 8. Office Note Dt.20.12.2023 and orders thereon.

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ORDER :: DATED : 21-12-2023.

In view of the Hon'ble High Court's instructions under the reference 1st cited, the Principal District Judge, West Godavari, Eluru, passed the following Order :

The below mentioned newly recruited Junior Assistants are hereby directed to attend the impart Training Programme on Civil and Criminal Side **on 23.12.2023 from 10:30 AM to 05:00 PM** at the respective Head Quarters.

Morning Session (10:30 to 2:00 PM) : Bench Work on Criminal Side.

After Noon Session (02:30 PM to 05:00 PM : Bench Work on Civil Side.

KOVVUR

VENUE :- IX ADDITIONAL DISTRICT COURT HALL, KOVVUR.

S.No.	Name & Designation of the Employee	Place of Working
1.	CHINNAM RATNA SANGEETH Junior Assistant.	Principal Junior Civil Judge's Court, Kovvur.
2.	SHAIK SUNERI UNNISHA Junior Assistant.	I Additional Junior Civil Judge's Court, Kovvur.

NARSAPUR

VENUE :- X ADDITIONAL DISTRICT COURT HALL, NARSAPUR.

S.No.	Name & Designation of the Employee	Place of Working
1.	DEEPTI MUDUNDI Junior Assistant.	Senior Civil Judge's Court, Narsapur.
2.	LAXMI PRASANTI YARLAGADDA Junior Assistant.	Principal Junior Civil Judge's Court, Narsapur.

JANGAREDDIGUDEM

VENUE :- JUNIOR CIVIL JUDGE'S COURT HALL, JANGAREDDIGUDEM.

S.No.	Name & Designation of the Employee	Place of Working
1.	CHALLAGALI GOWTAMI APURVA , Junior Assistant.	Junior Civil Judge's Court, Jangareddigudem.
2.	KURLA VENKATA VARA LAKSHMI , Junior Assistant.	Judicial Magistrate of I Class Court, Jangareddigudem.

Nominated Staff as Resource Persons to give impart training to the above mentioned staff members are mentioned hereunder :

KOVVUR

S.No.	Name & Designation of the Staff Member Nominated to Impart Training	Place of Working
1.	SRI BARIDE SRINIVASA RAO , Superintendent.	II Additional Judicial Magistrate of I Class Court, Kovvur.

NARSAPUR

S.No.	Name & Designation of the Staff Member Nominated to Impart Training	Place of Working
1.	SRI R. SIVA RAMA RAJU Senior Superintendent.	X Additional District Court, Narsapur.

JANGAREDDIGUDEM

S.No.	Name & Designation of the Staff Member Nominated to Impart Training	Place of Working
1.	SRI V. MANIKYALA RAO Superintendent.	Principal Junior Civil Judge's Court, Jangareddigudem.

The nominated Resource Persons are hereby directed to give training on the below mentioned topics :

1. Civil, Criminal, EP and Record Maintenance.
2. Docket Writing.
3. Difference of IA / IP / EA / Criminal MP etc.
4. Cause List Generation.
5. Hearing Book.
6. 'A' Diary
7. N-STEP and Attachment / Arrest / NBW / BW formats.

The nominated Resource Persons are further directed to get the feedback from the participants and further directed to maintain an Attendance Register during the training period and submit the report along with feedback of the trainees to the Principal District Court, Eluru, through the proper channel after completion of the training programme.

- Note :-**
1. The Presiding officers whose court hall is used for training are requested to monitor the training program.
 2. The Presiding Officers are instructed not to grant any leave to the Nominated Resource Persons and Trainee Staff Members.
 3. The trainee participants who have not attended the training programme shall attend training at the Principal District Court, Eluru on subsequent dates.

C. Pankaj Kumar
**PRINCIPAL DISTRICT JUDGE,
WEST GODAVARI, ELURU.**

To
The individuals through the officers concerned.

Copy to :

1. All the Judicial Officers in the Unit of West Godavari.
2. The Senior Superintendent, Accounts Section, Principal District Court, Eluru.
3. The in-charge System Officer, e-Courts (Server Room), Principal District Court, Eluru, with a direction to send mails to all the Officers and to place the same in website.

DIS NO. 7362
DATE 22-12-23