

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

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

SUB :- TRAINING – CIVIL JUDGES (JUNIOR DIVISION) – Nomination of four newly appointed Civil Judges (Junior Division) to participate in Practical Training from **24.06.2024 to 20.07.2024** at District Head Quarters, Eluru – Orders – Issued.

REF :- Letter in Roc.No.23/APJA, Mangalagiri, Guntur District/2024, Dt.19.06.2024 from the Director, Andhra Pradesh Judicial Academy, Mangalagiri, Guntur District.
Academic Calendar as per Resolutions Dt.12.03.2024 of the Committee of Hon'ble Judges/Board of Governors of A.P. Judicial Academy.
Order Roc.No.614/2022-B.Spl., Dt.02.09.2022 of the High Court of Andhra Pradesh.
Order Roc.No.99/2023-B.Spl., Dt.16.02.2023 of the High Court of Andhra Pradesh.
Order Roc.No.09/2024-B.Spl., Dt.05.01.2024 of the Hon'ble High Court of Andhra Pradesh.
Order Roc.No.562/2022-B.Spl., Dt.19.06.2024 of the Hon'ble High Court of Andhra Pradesh.
Office Note Dt.21.06.2024 and orders thereon.

ORDER :: DATED : 22-06-2024

Under the reference 6th cited above, the Hon'ble High Court has nominated 42 Civil Judges (Junior Division) working in the State of Andhra Pradesh to participate in Practical Training from **24.06.2024 to 20.07.2024** at District Headquarters of their respective District.

As directed, the following schedule is fixed for the purpose of Practical Training to the nominated Officers at District Headquarters, Eluru.

The II Additional District & Sessions Judge, West Godavari, Eluru, is nominated as in charge for training programme.

All the Trainee Officers are requested to attend the Chambers of Hon'ble Principal District Judge, West Godavari, Eluru, on **every Friday** after Court hours for interaction.

The practical training is for the period from 24.06.2024 to 20.07.2024 for the Civil Judges (Junior Division) working in the West Godavari Unit viz.,

1. **Sri P.V. NAGA RANJIT KUMAR**, I Additional Civil Judge (Junior Division), Tanuku, West Godavari District.
2. **Sri RAJARAJESWARI TEJASWI KALAHASTI**, Judicial Magistrate of First Class, Jangareddigudem, West Godavari District.
3. **Ms. V.S.N.LAKSHMI LAVANYA P.**, Additional Civil Judge (Junior Division), Palakol, West Godavari District.
4. **Ms. RACHANA BANDI**, II Additional Civil Judge (Junior Division) (Juvenile Court), Eluru, West Godavari District.

The schedule is fixed as follows :

S.No.	Date	Topics	(With whom the Trainee Officer share the Bench & Office) 10.30 A.M., to 2.00 P.M. 2.30 P.M., to 5.00 P.M.
1.	From 24.06.2024 to 27.06.2024	<u>PRACTICAL TRAINING:-</u> <u>TRAINING IN THE TRIAL COURTS:</u> <u>The Practical Training on the following aspects:</u>	24.06.2024 Principal Civil Judge (Junior Division), Eluru. (S.Nos.1 and 2 of Trainee Officers)
1.		Observation of Court Proceedings.	24.06.2024 I Additional Civil Judge (Junior Division) Court, Eluru. (S.Nos.3 & 4 of Trainee Officers).
2.		Procedure of endorsement of receipt of F.I.Rs.	
3.		Observation of Remand Proceedings.	25.06.2024 Principal Civil Judge (Junior Division) Court, Eluru. (S.Nos.3 & 4 of Trainee Officers)
4.		Observation of Police Custody Orders.	
5.		Observation of Test Identification Parade Proceedings.	25.06.2024 I Additional Civil Judge (Junior Division) Court, Eluru. (S.Nos.1 & 2 of Trainee Officers).
6.		Observation of writing orders in bail applications.	
7.		Observation of writing of orders in disposal of property.	26.06.2024 Special Judicial Magistrate of I Class Court (Excise),
8.		Observation of charge sheets	

	9.	Observation of procedure on framing of charges	Eluru. (S.Nos.1 & 2 of Trainee Officers)
	10.	Observation of recording of evidence	<u>26.06.2024</u> Special Judicial Magistrate of I Class, Mobile Court, Eluru. (S.Nos.3 & 4 of Trainee Officers)
	11.	Observation of trial of various types of cases	
	12.	Observation of Sec.313 Cr.P.C. Examination	<u>27.06.2024</u> Special Judicial Magistrate of I Class Court (Excise), Eluru. (S.Nos.3 & 4 of Trainee Officers)
	13.	Observation of Docket Writing.	<u>27.06.2024</u> Special Judicial Magistrate of I Class, Mobile Court, Eluru. (S.Nos.1 & 2 of Trainee Officers)

2.	<u>TRAINING IN THE CIVIL JUDGE (JUNIOR DIVISION) COURTS :</u>		<u>28.06.2024</u>
	<u>The Practical Training on the following aspects :</u>		Principal Civil Judge (Junior Division) Court, Eluru. (S.Nos.1 & 2 of Trainee Officers)
	1.	Observation of Court Proceedings.	<u>28.06.2024</u> I Additional Civil Judge (Junior Division) Court, Eluru. (S.Nos.3 & 4 of Trainee Officers)
	2.	Registration of Plaints, O.Ps., and Interlocutory Applications.	
	3.	Observation of framing of issues.	<u>29.06.2024</u> Principal Civil Judge (Junior Division) Court, Eluru. (S.Nos.3 & 4 of Trainee Officers)
	4.	Observation of various types of orders in Interlocutory Applications.	
	5.	Observation of recording of evidence.	<u>29.06.2024</u> I Additional Civil Judge (Junior Division) Court, Eluru. (S.Nos.1 & 2 of Trainee Officers)
	6.	Observation of Trial of various types of suits.	
	7.	Observation of docket writing.	<u>01.07.2024</u> Special Judicial Magistrate of I Class Court (Mobile), Eluru. (S.Nos.3 & 4 of Trainee Officers) <u>01.07.2024</u>

			Special Judicial Magistrate of I Class, (Excise), Eluru. (S.Nos.1 & 2 of Trainee Officers)
3.	From 02.07.2024 & 03.07.2024	<p><u>Training in the Section work of District Courts :-</u></p> <ol style="list-style-type: none"> 1. Observation of filing system of various types of cases. 2. Checking of Civil and Criminal Proceedings. 3. Observation of maintenance of various Registers on Civil and Criminal side. 4. Observation of maintenance of accounts and registers. 5. Procedure in issuance of cheques. 6. Verification of registers and maintenance of property. 7. Destruction of property in disposed cases. 	<p><u>02.07.2024 :</u> Observation of Section work in Principal District Judge's Court, West Godavari, Eluru.</p> <p><u>03.07.2024 :</u> Observation of Section work in I Additional District & Sessions Judge's Court, Eluru.</p>
4.	04.07.2024	Observation in the Court of Civil Judge (Senior Division)	<p>Observation of proceedings in Principal Civil Judge (Senior Division) Court, Eluru. (S.Nos.1 & 2 of Trainee Officers)</p> <p>Observation of proceedings in Additional Civil Judge (Senior Division) Court, Eluru. (S.Nos.3 & 4 of Trainee Officers)</p>
5.	05.07.2024	<u>Observation in the court of District and Sessions Judge :</u>	<p>Observation of Court Proceedings in Principal District & Sessions Judge's Court, Eluru, West Godavari, (S.Nos.1 & 2 of Trainee Officers)</p> <p>Observation of Court Proceedings in II Additional</p>

			District & Sessions Judge's Court, Eluru, West Godavari, (S.Nos.3 & 4 of Trainee Officers)
6.	06.07.2024	<p><u>Observation of work in the Nazarath and Copyist Establishment :</u></p> <ol style="list-style-type: none"> 1. Observation of procedure of issuing process and service. 2. Observation of compliance of copy applications. 3. Verification of Registers maintained in the Nazarath. 4. Verification of Registers of Copyist Establishment. 	Principal District Court Nazarath Section and Copyist Establishment Section (S.Nos.1 to 4 of Trainee Officers)
7.	08.07.2024	<p><u>Observation of Record Room:</u></p> <ol style="list-style-type: none"> 1. Verification of registers in the record room. 2. Procedure of destruction of records. 	Principal District Court Record Room, West Godavari, Eluru (S.Nos.1 to 4 of Trainee Officers)
8.	09.07.2024	<p><u>Visit to Revenue Offices :</u></p> <ol style="list-style-type: none"> 1. Village Level Office. 2. Mandal/Tahsildar Office; 3. Revenue Divisional Office / Revenue. 4. District Collectorate. <p>For interaction with the Officials concerned and observation of maintenance of revenue records and registers.</p>	<ol style="list-style-type: none"> 1. District Collector, Eluru. 2. Revenue Divisional Officer, Eluru. 3. Visit of Grama Sachivayalam, Kandrikagudem, Eluru. <p>(S.Nos.1 to 4 of Trainee Officers)</p>

9.	10.07.2024	<u>Visit to District Treasury :</u>		District Treasury Office, Collectorate Compound, Eluru. (S.Nos.1 to 4 of Trainee Officers)
		1.	Observation of Maintenance of Records, Registers and Accounts.	
		2.	Observation of processing of bills and reconciliation statements.	
10.	11.07.2024 & 12.07.2024	<u>Training in the Office of District Legal Services Authority :</u>		District Legal Services Authority, District Court Complex, West Godavari, Eluru. Legal Literacy Camp fixed by Secretary, D.L.S.A., Eluru. (S.Nos.1 to 4 of Trainee Officers)
		1.	Observation of Lok Adalaths/ Mediation.	
		2.	Observation of Legal Literacy Camp	
11.	15.07.2024	<u>Visit to Offices of Sub-Registrar and District Registrar :</u>		District Registrar's Office, Eluru. (S.Nos.1 to 4 of Trainee Officers)
		1.	Observation of registration of documents.	
		2.	Observation of various registers.	
		3.	Interaction with Sub-Registrars and District Registrar to understand the functioning of Registration and Stamps Department.	
12.	16.07.2024	<u>Visit to Police Stations :</u>		II Town Police Station, Eluru. (S.Nos.1 to 4 of Trainee Officers)
		1.	Observation of General Diary, F.I.R. Register and other Registers.	
		2.	Interaction with the Inspection and Deputy Superintendent of Police to understand the powers and functions of Police Officers.	
13.	18.07.2024	<u>Visits to Prisons :</u> District/Central Prison/ Sub Jail		District Jail, Eluru. (S.Nos.1 to 4 of Trainee Officers)
14.	19.07.2024	<u>Visit to Juvenile Home</u>		Extension Home for Boys, Sanivarapupeta, Eluru. (S.Nos.1 to 4 of Trainee Officers)

15.	20.07.2024	Preparation of observation notes on Civil and Criminal side and submit to District Courts : After observation of all the Registers and Records stated above, the Trainee Officers (S.No.1 to 4) have to prepare inspection notes on Civil and Criminal side under the Supervision of the in charge of the training programme.
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All the Trainee Officers shall report before the II Additional District Judge, Eluru, on every day at 10.15 A.M., in the morning hours and put their signatures in Attendance Sheet and also shall report at 5.15 P.M., on every day and appraise every day training programme and seek guidance and assistance, if any, and also obtain the signature of II Additional District Judge, Eluru, in their respective training notes (Dairy).

All the Officers, before whom the Trainee Officers will undergone training and also visits, are requested to cooperate with the Trainee Officers.

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

Copies to:-

1. The I Additional District & Sessions Judge's Court, West Godavari, Eluru, for information.
2. The II Additional District & Sessions Judge's Court, West Godavari, Eluru, for information.
3. The Principal Civil Judge (Senior Division), Eluru, for information.
4. The Additional Civil Judge (Senior Division), Eluru, for information.
5. The Secretary, District Legal Services Authority, West Godavari, Eluru, for information.
6. The Principal Civil Judge (Junior Division), Eluru, for information.
7. The I Additional Civil Judge (Junior Division), Eluru, for information.
8. The Special Judicial Magistrate of I Class (Mobile)-cum-III Additional Civil Judge (Junior Division), Eluru, for information.
9. The Special Judicial Magistrate of I Class (Excise)-cum-IV Additional Civil Judge (Junior Division), Eluru, for information.
10. The Chairman, PLAPUS, Eluru, for information.
11. All the Judicial Officers in the District Unit.

Copies to Trainee Officers:-

1. **Sri P.V. NAGA RANJIT KUMAR**, I Additional Civil Judge (Junior Division), Tanuku,
2. **Sri RAJARAJESWARI TEJASWI KALAHASTI**, Judicial Magistrate of First Class, Jangareddigudem.
3. **Ms. V.S.N. LAKSHMI LAVANYA P.**, Additional Civil Judge (Junior Division), Palakol.
4. **Ms. RACHANA BANDI**, II Additional Civil Judge (Junior Division) (Juvenile Court), Eluru.

Copies to other Officers :

1. The District Collector, West Godavari, Eluru, for information.
2. The District Treasury Officer, Eluru, for information.
3. The Revenue Divisional Officer, Eluru, for information.
4. The District Registrar, Eluru, for information.
5. The Tahsildar, Eluru, for information.
6. The Station House Officer, Eluru II Town Police Station, for information.
7. The Superintendent, District Jail, Eluru, for information.
8. The Superintendent, Extension Home for Boys, Sanivarapupeta, Eluru, for information.
9. The Chief Administrative Officer, Principal District Court, Eluru, for information.
10. The Senior Superintendent, Central Nazareth, for information.
11. The Superintendents, Accounts Section, P.T.R Section, Copyist Establishment, and Central Record Room of the Principal District Court, Eluru, for information.
12. Ward Secretary, Grama Sachivalayam, Khandrikagudem, Eluru, for information.
13. The System In-charge (e-Courts), Principal District Court, Eluru, is hereby directed to place the same in the **website** of Principal District Court and send **e-mails** to the Officers in the Unit of West Godavari.

Dis. No. 4603

22/06/2024