



## PRINCIPAL DISTRICT COURT :: WEST GODAVARI :: ELURU

### OFFICIAL COMMUNICATION

**SUB :- PUBLIC SERVICES – A.P.J.M.S.S – Chief Administrative Officer**  
– Promotion of eligible candidates from Category-II to Category-I i.e., from Senior Superintendents (Category-II) and Stenographer G-I (Category-IV) to Chief Administrative Officers on paper – Identified the individuals – General Information issued and objections also called for – No objections are received – Interviews called for along with Annual Confidential Reports and Service Registers of the individuals – 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.2403/13-C.1, Dt.27.11.2013.
  3. G.O.Ms.No.76, Law (LA&J-Home-Courts-D) Department, Dt.15.05.2022.
  4. Office Note Dt.09.10.2024 and orders thereon.
  5. Principal District Court's General Information issued in Dis.No.6734, Dt.14.10.2024 with regard to eligible candidates.
  6. No objection received from Smt. K. Jaya Lakshmi, Stenographer Grade-I, submitted through proper channel in Dis.No.545, Dt.19.10.2024.
  7. Office Note Dt.23.10.2024 and orders thereon.

-----

Consequent to the retirement of Sri M.V.L.V. Prasada Rao, Chief Administrative Officer (who retired from service on 31.05.2024) and Smt. N. Sai Lakshmi, Chief Administrative Officer (who retired from service on 31.07.2024) who originally belong to the Unit of West Godavari, **two (02)** vacancies arose in the category of Chief Administrative Officer in this Unit.

It is proposed to conduct interviews for selection to the **two (02)** posts of Chief Administrative Officer (Category-I) on paper from the post of Senior Superintendents (Category-II) and Stenographer G-I (Category-IV), as per the amended A.P. Judicial Ministerial Service Rules, 2019.

As per amended A.P.J.M.S. Rules 2019 in Rule-8 of Annexure-I, the minimum qualification prescribed to hold the post of Chief Administrative Officer and G.O.Ms.No.76, Law (LA&J-Home-Courts-D) Department, Dt.15.05.2019 is :-

Must be a Graduate from any recognized University must have Passed prescribed Departmental Tests i.e., Civil Judicial Test Part-I & II, Criminal Judicial Test, Accounts Test for Subordinate Officers Part-I, and Translation Test.

The earlier vacancy of Chief Administrative Officer has been filled up from the feeder category of Senior Superintendent in the 3<sup>rd</sup> spell, and in the 4<sup>th</sup> spell Senior Superintendent was promoted to the post of Chief Administrative Officer. Now the 5<sup>th</sup> and 6<sup>th</sup> posts have to be promoted and the present vacancies has to be filled with the candidates from the feeder category of Senior Superintendents (Category-II) and Stenographer Grade-I (Category-IV) as stated above.

Hence, the following employees are hereby directed to appear before the Principal District Judge, West Godavari, Eluru on **02-11-2024 at 12:30 PM.**

S.No.	Name & Designation and Place of Working
1.	<b>Smt. S. Geetha,</b> Senior Superintendent, II Additional District Judge's Court, Eluru.
2.	<b>Sri R. Siva Rama Raju,</b> Senior Superintendent, X Additional District Court, Narsapur.
3.	<b>Smt. K. Mallieswari,</b> Senior Superintendent, VIII Additional District Court, Eluru, working on deputation in Civil Judge's Court (Senior Division), Tanuku.
4.	<b>Sri G. Seethaiah Panthulu,</b> Senior Superintendent, IX Additional District Court, Kovvur.
5.	<b>Smt. B. Jyothi Kumari,</b> Senior Superintendent, Civil Judge's Court (Senior Division), Bhimavaram.
6.	<b>Sri B. Soloman Raju,</b> Stenographer Grade-I, XI Additional District Court, Tadepalligudem.
7.	<b>Sri D. Srinivasa Rao,</b> Stenographer Grade-I, Principal District Court, Eluru.
8.	<b>Smt. K. Jaya Lakshmi,</b> Stenographer Grade-I, POCSO Court, Eluru working on deputation in POCSO Court, Bhimavaram.



The Officers concerned under whom the above eligible employees have been working are requested to send the Service Register, Special Confidential Report along with the proposed candidates under due endorsement, and the candidates are responsible for carrying the Service Register. Any proposed candidate under deputation from parent court, the concerned Officer shall submit the Service Register under due authorization from the said court directly. Officers are requested to verify the service registers are duly entered and initials properly.

**Note :-** Calling for interview does not create a right for claiming promotion.

Principal District Court, W.G.,  
Eluru, Dated 28-10-2024.

C. Purnachandra Rao  
PRINCIPAL DISTRICT JUDGE,  
WEST GODAVARI, ELURU

To

The above individuals through the Officers concerned, and the concerned Officers are requested to cause service of the same to the individuals and submit served copy to this Court for record purpose.

**Copy to :-**

1. The Superintendent, Accounts Section, Principal District Court, Eluru.
2. The System In-charge (e-Courts), Principal District Court, Eluru with a direction to place the same in the website of Principal District Court and send emails to the concerned Officers.

DISNO 7088

28.10.24