

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

Present :- **M. Suneel Kumar,**  
I Additional District Judge, Eluru.  
FAC/- Principal District Judge, West Godavari, Eluru.

**SUB :-** PUBLIC SERVICES – A.P.J.M.S.S – **Stenographer Grade-I (Category-IV)** – Promotions, transfers and postings of Stenographer Grade-I from the cadre of Stenographer Grade-II (Category-V) – Orders – Issued.

- REF :-**
1. G.O.Ms.No.2, Social Welfare (SW.RORI), Department, Dt.09.01.2004 communicated by the Hon'ble High Court in its endorsement ROC.No.141/2004-C1(3)/28.01.2004.
  2. G.O.Ms.No.4, Department for Women, Children, Differently Abled and Senior Citizens, Dt.09.02.2019.
  3. G.O.Ms.No.76, Law (LA&J-Home-Courts-D) Dept., Dt.15.05.2019.
  4. G.O.Ms.No.93, Law (L, LA&J-Home-Courts-A) Department, Dt.25.08.2020.
  5. Office Note Dt.04.04.2025 and orders thereon.
  6. Principal District Court's Official Memorandum in Dis.No.1774, Dt.07.04.2025 – Called for the Special Confidential Reports.
  7. Office Note Dt.11.04.2025 and orders thereon.
  8. Principal District Court's Official Memorandum in Dis.No.1924, Dt.11.04.2025 – Called for interviews.

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**ORDER :: DATED : 15-04-2025**

In view of the reference cited, the Principal District and Sessions Judge, West Godavari, Eluru, passed the following Order :-

On considering the seniority, Special Confidential Reports and Service Registers, having found no specific Disciplinary Actions are initiated, the following individual i.e., S.No.1 is temporarily promoted as **Stenographer Grade-I (Category-IV)** from the feeder category of Stenographer Grade-II (Category-V).

The following candidate S.No.1 is provisionally selected and temporarily promoted as Stenographer Grade-I from the cadre of Stenographer Grade-II. The Stenographers Grade-I under S.Nos.2 to 7 are transferred to the Court shown in Column No.4.

S.No.	Name & Designation of the Employee	Place of Working	Temporarily Promoted & Posted as
1.	<b>G. Phani Jyothi,</b> Stenographer Grade-II	Principal Senior Civil Judge's Court, Eluru, working on deputation in Special Court for trial of cases under SCs & STs (POA) Act-cum-VIII Additional District Court, Eluru.	Temporarily promoted as <b>Stenographer Grade-I</b> and posted in Special Court for trial of cases under SCs & STs (POA) Act-cum-VIII Additional District Court, Eluru, <b>VICE</b> Smt. J. Rama Devi transferred.

S.No.	Name & Designation of the Employee	Place of Working	New Place of Posting
2.	<b>Smt. A.V.T. Padmaja,</b> Stenographer Grade-I	Family Court-cum-VII Additional District Court, Eluru, working on deputation in POCSO Court, Eluru.	Transferred and posted as Stenographer Grade-I in Principal District Court, Eluru <b>VICE</b> Sri D. Srinivasa Rao transferred, by cancelling her deputation in POCSO Court, Eluru.
3.	<b>Sri D. Srinivasa Rao,</b> Stenographer Grade-I	Principal District Court, Eluru, working on deputation in II Additional District Court, Eluru.	Transferred and posted as Stenographer Grade-I in II Additional District Court, Eluru <b>in the existing vacancy.</b>
4.	<b>Smt. J. Rama Devi,</b> Stenographer Grade-I	Special Court for trial of cases under SCs & STs (POA) Act-cum-VIII Additional District Court, Eluru, working on deputation in X Additional District Court, Narsapur.	Transferred and posted as Stenographer Grade-I in POCSO Court, Bhimavaram, <b>VICE</b> Sri P. Venkata Ramana, transferred.
5.	<b>Sri P. Venkata Ramana,</b> Stenographer Grade-I	POCSO Court, Bhimavaram, working on deputation in Civil Judge's Court (Senior Division), Tadepalligudem.	Transferred and posted as Stenographer Grade-I in POCSO Court, Eluru, <b>VICE</b> Smt. K. Jaya Lakshmi transferred.
6.	<b>Smt. K. Jaya Lakshmi,</b> Stenographer Grade-I	POCSO Court, Bhimavaram working on deputation in POCSO Court, Eluru.	Transferred and posted as Stenographer Grade-I in X Additional District Court, Narsapur, <b>VICE</b> Sri M. Biji Kuruvilla transferred.



S.No.	Name & Designation of the Employee	Place of Working	Temporarily Promoted & Posted as
7.	Sri M. Biji Kuruvilla, Stenographer Grade-I	X Additional District Court, Narsapur, working on deputation in III Additional District Court, Bhimavaram.	Transferred and posted as Stenographer Grade-I in Family Court-cum-VII Additional District Court, Eluru VICE Smt. A.V.T. Padmaja transferred.  Further deputed to work in III Additional District Court, Bhimavaram, until further orders.

- Note :-**
1. **G. Phani Jyothi**, is hereby informed that her promotion to the post of Stenographer Grade-I (Category-4), is made purely on temporarily basis and on seniority basis without any preferential claim and the same can be rescinded without any prior notice.
  2. The above individuals under S.No.1 is hereby directed to relieve and join in promotion post **on or before 21 - 4 -2025**, while the remaining individuals under S.No.2 to 7 are also directed to join in their respective new posts on or before the above-mentioned date.
  3. **G. Phani Jyothi**, shall deposit security for an amount of **Rs.10,000/-** in the shape of FDR duly pledging the same in favour of the Principal District Judge, West Godavari, Eluru, within 30 days from the date of their joining in the promotion post, as per Rule 22 of A.P.J.M.S. Rules, 2019.
  4. The Judicial Officers under whom the above members are working and promoted shall instruct for necessary arrangements for handing over and taking over charge with all pending work lists.
  5. If any of the above individuals are on Earned Leave / Medical Leave / C.L., shall join the new place immediately on completion of their respective leaves, without fail. However, it is informed that this may affect seniority if there is delay in reporting to duty.
  6. The officers concerned are requested to relieve the individuals, invariably, without any request.
  7. Principal District Court's Circular No.05/2024, in Dis.No.1908, Dt.22.03.2024 – Handing over the charge of the employees.  
The concerned Presiding Officers shall make the necessary in-charge arrangements for the place of the above individuals, and the individuals are directed to hand over the charge to the new assignee as per above Principal District Court's Circular and submit the charge list to the Principal District Court, Eluru.

In any case the concerned staff member could not handover the charge within time, they shall complete it within four weeks from the date of assuming charge at the new station and complete the pending charge, handover to the successor or to the member nominated by the concerned Presiding Officer.

Any deviation in the above without prior approval by the Principal District Court beyond four weeks, the concerned person who did not handover the charge shall be held liable in further irrespective of any other conditions. This condition is placed as this Office is receiving lot of representations for non-handing over of charges for years together which clearly leading to different departmental proceedings causing inconvenience to the staff members and to administration.

The concerned Presiding Officer shall take precautions passing appropriate office orders by placing in-charge while handing over the charge from the concerned staff members and see that no such stated circumstances of handing over charges would arise in future. Specific focus should be on appeal records, copy applications, issues, judgments, fair copies etc.

8. The order placed in the Principal District Court's website <https://westgodavari.dcourts.gov.in/> and downloaded copy from the website is valid for relieving and joining duty.

  
I ADDITIONAL DISTRICT JUDGE,  
FAC/- PRINCIPAL DISTRICT JUDGE,  
WEST GODAVARI, ELURU.

To

The individuals through the Officers concerned.

**Copy to :**

1. All the Judicial Officers in the District Unit.
2. The Senior Superintendent, Accounts Section, Principal District Court, Eluru.
3. 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.

O.D. NO. 1966

05-15-4-2025