

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

Present :- **Siripurapu Sreedevi**,
Principal District Judge, West Godavari, Eluru.

SUB :- PUBLIC SERVICES – A.P.J.M.S.S – Internal transfers of staff members in the cadre of **COPYIST** who have completed three (03) years of service in particular station / seat – Orders – Issued.

REF :- 1. Hon'ble High Court's Circular in ROC.No.1576/2019-C.3, Dt.02.01.2021.
2. Principal District Court's Circular in Dis.No.631, Dt.03.02.2025.
3. Applications received from certain employees working in the Unit of West Godavari, seeking retention in the same station.
4. Principal District Court's letter Dt.11.03.2025 addressed to the Hon'ble High Court.

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:: TRANSFER PROCEEDINGS OF COPYIST ::

Dis.No. 2556

DATED : 11-05-2025

Pursuant to the Circular of the Hon'ble High Court under reference 1st cited, the Principal District Court, West Godavari, Eluru under 2nd reference cited, called for the list of employees in the cadre of **COPYIST**, who have completed three (03) years in their station or seat and **Three (03)** applications were received with three options. On perusal, on the strength of their given options, vacancy position, and for administrative convenience, the following orders are hereby passed.

S.No.	Name & Designation to the Employee	Place of Working	New Place of Posting
1.	Smt. G.B.T. Anuradha , Copyist.	Principal District Court, Eluru, working on deputation in Principal Civil Judge's Court (Senior Division), Eluru.	Completion of three years. Applied for retention. Await instructions from the Hon'ble High Court of Andhra Pradesh.
2.	Sri K. Venkateswara Rao , Copyist.	IV Additional District Court, Tanuku.	Transferred and posted as Copyist in III Additional District Court, Bhimavaram, in the existing vacancy.

S.No.	Name & Designation to the Employee	Place of Working	New Place of Posting
3.	Sri S. Koteswara Rao, Copyist.	POCSO Court, Eluru, working on deputation in Special Court for trial of Offences against Women- cum-V Additional District & Sessions Judge, Eluru.	Transferred and posted as Copyist in Civil Judge's Court (Junior Division), Jangareddigudem, in the existing vacancy.
4.	Smt. V. Lalitha, Copyist.	IX Additional District Court, Kovvur, working on deputation in Civil Judge's Court (Senior Division), Tanuku.	Deputation to work in Civil Judge's Court (Senior Division), Tanuku, is hereby cancelled. Further deputed to work in Principal Civil Judge's Court (Senior Division), Kovvur, until further order.
5.	Sri T. Sanjeeva Kumar, Copyist.	X Additional District Court, Narsapur.	Transferred and posted as Copyist in IV Additional District Court, Tanuku, in the existing vacancy. Further deputed to work in Civil Judge's Court (Senior Division), Tanuku, until further orders.

The staff members are directed to get relieved and join in their new station / duty on or before **20-05-2025.**

- Note :-**
1. The Presiding Officers / Incharge Presiding Officers are hereby directed to relieve the staff members who are under orders of transfer.
 2. The staff members who are under orders of transfer shall hand over charge to the immediate senior member after completing all pending works, if any, and it should be duly attested by the Presiding Officer.
 3. The order placed in the Principal District Court's website **<https://westgodavari.dcourts.gov.in>** & the downloaded copy from the Website is valid for relieving and joining duty.
 4. In any case, the staff members who are under orders of transfer as per the above proceedings are availing Leave / Casual Leave / Earned Leave / Special Casual Leave or any kind of leave they shall proceed and join duty in the new station, immediately on completion of leave.
 5. All the copies are communicated through e-mail followed by hard copy.

6. For all convenience purpose, all the staff members who are under orders of transfer shall be deemed to be working in the recent station as on 30.04.2025, for the purpose of computation of three years period of their next station in future.


PRINCIPAL DISTRICT JUDGE,
WEST GODAVARI, ELURU.

To

1. All the Judicial Officers in the District Unit.
2. The individuals through the Presiding Officers.
3. The Senior Superintendent, Accounts Section, Superintendent, Copyist Establishment, Principal District Court, Eluru.
4. 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.

Dis.No. 2556

Dt. 11/05/25