

**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 – Promotions, transfers and postings of **RECORD ASSISTANT (Category-15 (a))** from the cadre of Office Subordinate (Category-17) – **Orders – Issued.**

- REF :-**
1. G.O.Ms.No.4, Department for Women, Children, Differently Abled and Senior Citizens, Dt.09.02.2019.
 2. G.O.Ms.No.76 Law (LA&J-Home-Courts-D) Department, Dt.15.05.2019.
 3. G.O.Ms.No.151, Law (LA&J-Home-Courts.A), Dt.17.10.2022 – Amendment to APJMSS Rules.
 4. Principal District Court's Official Memorandum in Dis.No.1783, Dt.07.04.2025 – Called for the Special Confidential Reports.
 5. Office Note Dt.01.05.2025 and orders thereon.
 6. Principal District Court's Official Memorandum in Dis.No.2325, Dt.01.05.2025 – Called for Interviews.
 7. Office Note Dt.07.05.2025 and orders thereon.

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ORDER :: DATED : 11-05-2025

In view of the references cited above, 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 ***RECORD ASSISTANT*** (Category-15 (a)) from the feeder category of Office Subordinate (Category-17).

The following candidate S.No.1 is provisionally selected and temporarily promoted as ***Record Assistant*** from the cadre of Office Subordinate. The Record Assistants S.No.3 to 21 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.	Smt. Hafizunnisa, Office Subordinate.	Special Court for trial of Offences under protection of Children from Sexual Offences (POCSO) Act, 2012, Eluru, working on deputation in V Additional District Court-cum-Women Court, Eluru.	Temporarily promoted and posted as Record Assistant in II Additional Civil Judge's Court (Junior Division), Tadepalligudem, VICE Smt. G. Kanaka Durga transferred.

S.No.	Name & Designation of the Employee	Place of Working	New Place of Posting
2.	Smt. G. Kanaka Durga, Record Assistant.	II Additional Civil Judge's Court (Junior Division), Tadepalligudem.	Transferred and posted as Record Assistant in Principal Civil Judge's Court (Junior Division), Eluru, VICE Smt. D. Estheru Kumari transferred.
3.	Smt. D. Estheru Kumari, Record Assistant.	Principal Civil Judge's Court (Junior Division), Eluru.	Transferred and posted as Record Assistant in Principal Civil Judge's Court (Junior Division), Jangareddigudem, VICE Sri M.V. Naga Raju transferred.
4.	Sri M.V. Naga Raju, Record Assistant.	Principal Civil Judge's Court (Junior Division), Jangareddigudem.	Transferred and posted as Record Assistant in Principal District Court, Eluru, in the existing vacancy.
5.	Sri P. Bala Krishna, Record Assistant.	Principal Civil Judge's Court (Junior Division), Bhimavaram, working on deputation in Principal District Court, Eluru.	Transferred and posted as Record Assistant in I Additional Civil Judge's Court (Junior Division), Kovvur, in the existing vacancy. Further deputed to work in III Additional District Court, Bhimavaram, until further orders.
6.	Sri M. Surya Prakasa Rao, Record Assistant.	I Additional Civil Judge's Court (Junior Division), Tanuku.	Transferred and posted as Record Assistant in I Additional Civil Judge's Court (Junior Division), Tadepalligudem, VICE Smt. B. Hymavathi, transferred.
7.	Smt. B. Hymavathi, Record Assistant.	I Additional Civil Judge's Court (Junior Division), Tadepalligudem.	Transferred and posted as Record Assistant in Special Court for trial of Offences under protection of Children from Sexual Offences (POCSO) Act, 2012, Eluru, VICE Sri S. Karunakar transferred.

S.No.	Name & Designation of the Employee	Place of Working	New Place of Posting
8.	Sri S. Karunakar, Record Assistant.	Special Court for trial of Offences under protection of Children from Sexual Offences (POCSO) Act, 2012, Eluru.	Transferred and posted as Record Assistant in Principal Civil Judge's Court (Junior Division), Tadepalligudem, VICE Sri Y. Srinivasu transferred.
9.	Sri Y. Srinivasu, Record Assistant.	Principal Civil Judge's Court (Junior Division), Tadepalligudem.	Transferred and posted as Record Assistant in Special Court for trial of cases under SCs & STs (POA) Act-cum-VIII Additional District & Sessions Judge, Eluru, VICE Sri S.L. Bhaskara Rao transferred.
10.	Smt. M. Suryakala, Record Assistant.	II Additional Civil Judge's Court (Junior Division), Kovvur.	Transferred and posted as Record Assistant in Special Judicial Magistrate of I Class (Excise), Eluru, in the existing vacancy.
11.	Smt. G. Vara Lakshmi, Record Assistant.	Civil Judge's Court (Junior Division), Chintalapudi.	Transferred and posted as Record Assistant in Special Court for trial of Offences against Women-cum-V Additional District & Sessions Judge, Eluru, in the existing vacancy.
12.	Sri S.N.V. Prasad, Record Assistant.	Additional Civil Judge's Court (Junior Division), Nidadavole.	Transferred and posted as Record Assistant in Principal District Court, Eluru, in the existing vacancy.
13.	Sri. V.V. Satyanarayana, Record Assistant.	Additional Civil Judge's Court (Junior Division), Narsapur.	Transferred and posted as Record Assistant in X Additional District Court, Narsapur, VICE Sri M.V. Narasimha Raju transferred.

S.No.	Name & Designation of the Employee	Place of Working	New Place of Posting
14.	Sri K. Chitti Babu, Record Assistant.	Special Court for trial of Offences under protection of Children from Sexual Offences (POCSO) Act, 2012, Bhimavaram, working of deputation in Principal Civil Judge's Court (Junior Division), Bhimavaram.	Transferred and posted as Record Assistant in Principal Civil Judge's Court (Junior Division), Bhimavaram, VICE Sri P. Bala Krishna transferred, by cancelling his deputation in Principal Civil Judge's Court (Junior Division), Bhimavaram.
15.	Sri G. Madhusudhana Rao, Record Assistant.	Judicial Magistrate of I Class Court, Jangareddigudem.	Transferred and posted as Record Assistant in II Additional Civil Judge's Court (Junior Division), Tanuku, in the existing vacancy.
16.	Sri B. Nageswara Rao, Record Assistant.	Principal Civil Judge's Court (Junior Division), Nidadavole.	Transferred and posted as Record Assistant in I Additional Civil Judge's Court (Junior Division), Tanuku, VICE Sri M. Surya Prakasa Rao transferred.
17.	Sri S.L. Bhaskara Rao, Record Assistant.	Special Court for trial of cases under SCs & STs (POA) Act-cum-VIII Additional District & Sessions Judge, Eluru.	Transferred and posted as Record Assistant in Civil Judge's Court (Junior Division), Chintalapudi, VICE Smt. G. Vara Lakshmi transferred.
18.	Sri M.V. Narasimha Raju, Record Assistant.	X Additional District Court, Narsapur.	Transferred and posted as Record Assistant in Principal Civil Judge's Court (Junior Division), Kovvur, VICE Sri R. Ravindra Reddy transferred.
19.	Sri R. Ravindra Reddy, Record Assistant.	Principal Civil Judge's Court (Junior Division), Kovvur.	Transferred and posted as Record Assistant in Special Court for trial of Offences under protection of Children from Sexual Offences (POCSO) Act, 2012, Bhimavaram, VICE Sri K. Chitti Babu transferred. Further deputed to work in Civil Judge's Court (Senior Division), Bhimavaram, until further orders.

S.No.	Name & Designation of the Employee	Place of Working	New Place of Posting
20.	Sri B. Srinivasa Rao, Record Assistant.	Principal Civil Judge's Court (Junior Division), Narsapur.	Transferred and posted as Record Assistant in IX Additional District Court, Kovvur, VICE Smt. K. Vijaya Lakshmi transferred.
21.	Smt. K. Vijaya Lakshmi, Record Assistant.	IX Additional District Court, Kovvur, working on deputation in Principal Civil Judge's Court (Junior Division), Palakol.	Transferred and posted as Record Assistant in Additional Civil Judge's Court (Junior Division), Palakol, VICE Sri V.V. Satyanarayana transferred.

- Note :-**
1. The individual shown against S.No.1 is hereby informed that her promotion to the post of Record Assistant, 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 individual shown against S.No.1 is hereby directed to be relieved and joined in promotion post on or before 20-05-2025, while the remaining individuals shown against S.No.2 to 21 are also directed to be relieved and joined in their respective new posts on or before the above-mentioned date.
 3. The individual shown against S.No.1 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 her 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 referred staff members have been working 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 duty.
 6. The officers concerned are requested to relieve the individuals, invariably, without considering their request, if any.
 7. Principal District Court's Circular No.05/2024, in Dis.No.1908, Dt.22.03.2024 – shall be followed strictly.

The Presiding Officers concerned shall make all necessary in-charge arrangements for the place of the above referred individuals and the individuals are directed to hand over the charge to the new assignee as per the above Principal District Court's Circular and submit the charge list to the Principal District Court, Eluru.

In any case the 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 staff member nominated by the Presiding Officer concerned. Any deviation in this regard will be viewed seriously.

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.
9. For all convenience purpose, all the staff members who are under transfers 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.
10. Out of 21 staff members who are transferred, some of the staff members have not submitted their three options after completion of three years' service in same station / seat in spite of Circular issued by the Principal District Court, Eluru, and they are transferred as per the directions of the Hon'ble High Court.


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 Superintendents, Accounts Section and Central Nazareth, 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.

Dis.NO. 2553

01.11/05/25