



PRINCIPAL DISTRICT COURT :: WEST GODAVARI :: ELURU

C I R C U L A R

SUB :- RECRUITMENT – Return of original Certificates to the individuals who were recruited by direct recruitment under the Notification Nos.1/2022 to 10/2022 for the posts of Stenographers, Junior Assistants, Typists, Field Assistants, Examiners, Copyists, Process Servers and Office Subordinates – Schedule issued – Regarding.

- REF :-**
1. Hon'ble High Court's Notification Nos.1/2022 to 10/2022, Dt.21.10.2022.
 2. Hon'ble High Court's letter in ROC.No.19/2022-RC, Dt.29.03.2023.
 3. Hon'ble High Court's letter in ROC.No.19/2022-RC, Dt.03.07.2024.
 4. Office Note Dt.29.08.2025 and orders thereon.

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It is hereby informed to the individuals who were appointed in the cadres of Stenographers, Junior Assistants, Typists, Field Assistants, Examiners, Copyists, Process Servers and Office Subordinates vide Notifications No.1/2022 to 10/2022 of the Hon'ble High Court, their original certificates will be given only to those individuals who have completed 2 years of service as on 31.08.2025 on the following dates under proper acknowledgement.

S.No.	Name of the Cadre	Certificates to be returned on
1.	Field Assistants & Process Servers	02-09-2025
2.	Office Subordinates who are working in Eluru, Bhimadole, Chintalapudi and Jangareddigudem.	03-09-2025
3.	Office Subordinates who are working in Kovvur, Tanuku, Tadepalligudem and Nidadavole.	04-09-2025
4.	Office Subordinates who are working in Bhimavaram, Narsapur and Palakol.	09-09-2025
5.	Stenographers Grade-III, Typists, Examiners & Copyists	10-09-2025

S.No.	Name of the Cadre	Certificates to be returned on
6.	Junior Assistants who are working in Eluru Station	11-09-2025
7.	Junior Assistants who are working in other Stations	12-09-2025

The Individuals are directed to collect their certificates from the Administrative Section of the Principal District Court, Eluru on the above-mentioned dates, during Office hours

Principal District Court, W.G.,
Eluru, Dated 30-08-2025.


PRINCIPAL DISTRICT JUDGE,
WEST GODAVARI, ELURU

To

1. All the Judicial Officers in the Unit of West Godavari, with a request to circulate among the staff members working in their respective Courts.
2. The Senior Superintendents, Accounts Section, Central Nazareth, Principal District Court, Eluru.
3. The Superintendent, Copyist Establishment, Principal District Court, Eluru.
4. The In-charge System Officer (e-Courts project), Principal District Court, Eluru, with a direction to place the same in the Principal District Court's website.

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30/8/25