PRINCIPAL DISTRICT COURT :: WEST GODAVARI :: ELURU

OFFICIAL MEMORANDUM

SUB :- PUBLIC SERVICES – A.P.J.M.S.S – **SENIOR ASSISTANTS (Category-07) – Three (3) posts** of Senior Assistants are vacant in the Unit of West Godavari for promotion – List of eligible employees from the post of Junior Assistants (Category-8) / Typists (Category-9) and Field Assistants (Category-10) at the ratio of **5:1** as per cycle – **Special Confidential Reports** of the eligible staff members, **INTERVIEWS** and **Objections** – Called for – Regarding.

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. Office Note Dt.22.05.2026 and orders thereon.

- - - -

It is proposed to fill up **03 (Three) Posts of Senior Assistants (Category-7)** by way of promotion from the eligible employees from the posts of Junior Assistants (Category-8)/Typists (Category-9) and Field Assistants (Category-10) at the ratio of **5:1** as per cycle.

As per amended A.P.J.M.S. Rules, 2019, vide G.O.Ms.No.76 Law (LAJ A&J Home Courts.D) Department, Dt.15.05.2019, the requisite qualification prescribed for holding the post of Senior Assistant is **Must be a Graduate from any recognized University** and must have passed Departmental Tests of Accounts, Civil Judicial Test Parts I & II and Criminal Judicial Test I, II, III & IV.

As per amended A.P.J.M.S. Rules 2019 ***the candidates, who have completed 10 years of Service in the category of Field Assistant, are only eligible for promotion to the post of Senior Assistant***. The candidates at the ratio of 1:3 for each post should be called for interview for selection to the post of Senior Assistant.

As per the Hon'ble High Court's Circular instructions in ROC.No.3848/2013-C-1, Dt.08.01.2014, all the Principal District Judges/Unit Heads in the State to ***consider those employees who have possessed Law Degree for their promotions to the posts to which qualification in Civil and Criminal Judicial Tests is required though they do not have qualification in Civil Judicial Tests Part I and II and Criminal Judicial Test.***

It is hereby informed that in the year 2025, 14 Senior Assistant posts were filled up to the Field Assistant cadre, following a promotion ratio of 5:1. Currently, as a continuation of the previous sequence, the promotion process has been initiated starting from the Junior Assistant / Typist cadre.

As per Gradation List 2025, on the strength of seniority, the following members in the cadres of **Junior Assistants (Category-8)/Typists (Category-9)** are hereby listed for the promotion, subject to meeting the conditions. On considering the above conditions, the following employees are empaneled.

S.No.	Name & Designation of the Employee
1.	**Nutangi Venkateswara Rao,** Junior Assistant, Principal Civil Judge's Court (Junior Division), Kovvur.
2.	**Kanumuri Parvathi Devi,** Junior Assistant, Principal Civil Judge's Court (Junior Division), Palakol, working on deputation in Additional Civil Judge's Court (Junior Division), Palakol.
3.	**Bobbadi Malathi Maheswari,** Typist, Civil Judge's Court (Junior Division), Bhimadole.
4.	**Rajana Venkata Rama Swamy,** Junior Assistant, Additional Civil Judge's Court (Senior Division), Eluru.
5.	**Shaik Shamivulla,** Junior Assistant, Civil Judge's Court (Senior Division), Tadepalligudem.
6.	**M.V.V. Satyanarayana,** Junior Assistant, Principal Civil Judge's Court (Junior Division), Tadepalligudem.

The following are the Junior Assistants / Typists belong to **ST Community.**

S.No.	Name & Designation of the Employee
1.	**A. Kanaka Durga,** Junior Assistant, Principal District Court, Eluru.

S.No.	Name & Designation of the Employee
2.	**Kunjam Sirisha Devi,** Junior Assistant, Special Court for Trial of Cases under SCs & STs (POA) Act-cum-VIII Additional District & Sessions Court, Eluru, working on deputation in II Additional District Court, Eluru.
3.	**Bharatha Bala Balaji,** Junior Assistant, Additional Civil Judge's Court (Junior Division), Narsapur.

The Officers, under whom the aforementioned employees are working, are hereby requested to submit the Special Confidential Reports and Service Registers (after updating all the relevant entries) through Special Messenger to this Court **on or before 25-05-2026,** without fail and this may be treated as "**urgent**".

It is hereby informed that if **any objections** for the above promotions, they can submit their objections to this Court **by 25-05-2026.** ***The objections received after the due date will not be considered***.

The aforementioned employees are hereby directed to appear through Video Conference **on 28-05-2026 at 5.00 P.M** The link of the interviews will be notified in due course.

If the name of any eligible employee is not mentioned in the aforementioned staff list, that individual may attend the interview and submit relevant information or objection **on 25-05-2026**.

Principal District Court, W.G.,
Eluru, Dated 22-05-2026.

PRINCIPAL DISTRICT JUDGE,
WEST GODAVARI, ELURU.

To

1. The Officers concerned.
2. The individuals through the Officers concerned, and the concerned Officers are requested to cause service of the same to the individuals.

Copy to :

1. The Senior Superintendents / Superintendents, Accounts Section, Central Nazarath, Copyist Section of the Principal District Court, Eluru.
2. 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. 3502
DATE 22/05/26