

**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 – **STENOGRAPHER GRADE-III (Category-VI)** – Promotions, transfers and postings of **Stenographer Grade-III** from the cadre of Typist (Category-IX) – Orders – Issued.

- REF :-**
1. G.O.Ms.No.4, Department for Women, Children, Differently Abled & Senior Citizens, Dt.09.02.2019.
 2. G.O.Ms.No.93, Law (L, LA&J-Home-Courts-A) Department, Dt.25.08.2020.
 3. G.O.Ms.No.76, Law (LA&J-Home-Courts-D) Department, Dt.15.05.2022.
 4. G.O.Ms.No.151, Law (LA & J-Home Courts.A) Dt.17.10.2022 – Amendment to the Andhra Pradesh Judicial Ministerial and Subordinate Service Rules, 2019.
 5. G.O.Ms.No.127, General Administration (Services-D) Department, Dt.27.11.2025 – Implementation of rules of reservation to Scheduled Castes of three Groups.
 6. Principal District Court's Official Memorandum in Dis.No.3572, Dt.26.05.2026.
 7. Office Note Dt.01.08.2026 and orders thereon.
 8. Orders of the Principal District Judge issued on 01.08.2026.

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ORDER :: DATED : 01-08-2026

In view of the references 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 is temporarily promoted as **Stenographer Grade-III (Category-VI)** from the category of Typist (Category-IX).

S.No.	Name & Designation of the Employee	Place of Working	Temporarily Promoted & Posted as
1.	EMANDI SOWJANYA, Typist.	Principal District Court, Eluru.	Temporarily promoted as Stenographer Grade-III and posted in II Additional Civil Judge's Court (Junior Division), Kovvur, in the existing vacancy. Further deputed to work in Principal District Court, Eluru, until further orders.

- Note :-**
1. **Smt. Emandi Sowjanya** is hereby informed that her promotion to the post of Stenographer Grade-III is made purely on **temporarily basis** and on seniority basis without any preferential claim and the same can be rescinded without any prior notice.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. **Smt. Emandi Sowjanya** is hereby directed to be relieved and to join in promotion post **on or before 10-08-2026**.
 3. **Smt. Emandi Sowjanya** 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 Officer under whom the above referred staff member has been working and who are promoted to the post of Stenographer Grade-III shall take necessary arrangements to enable the individual concerned for handing over and taking over charge with all pending work lists.
 5. If the above individual is on Earned Leave / Medical Leave / C.L., shall join the new place immediately on completion of his/her respective leaves, without fail. However, it is informed that this may affect his/her seniority if there is delay in reporting to duty.
 6. The officers concerned are requested to relieve the individual, 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 Presiding Officers concerned 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 staff member concerned 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 Presiding Officer concerned.

Any deviation in the above without prior approval by the Principal District Court beyond four weeks, the person concerned 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 Presiding Officer concerned shall take precautions passing appropriate office orders by placing in-charge while handing over

the charge from the staff members concerned 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. All the Chief Administrative Officers / Senior Superintendents / Superintendent, In-Charge Superintendents working in the Unit of West Godavari are hereby directed to download this **Proceedings** from the official website of the Principal District Court, Eluru (<https://westgodavari.dcourts.gov.in>), and circulate these proceedings to the staff members transferred.
9. The hard copies of the Proceedings will not be communicated separately, as a measure to reduce paper consumption and promote eco-friendly administrative practices.
10. 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.**


**PRINCIPAL DISTRICT JUDGE,
WEST GODAVARI, ELURU.**

To

The individual through the Chief Administrative Officer, Principal District Court, Eluru.

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.

OH-5074

Dt-1-8-2016