THE HIGH COURT OF KERALA

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HCKL/8674/2023-C4

Date: 26-10-2023

OFFICIAL MEMORANDUM

Sub:- Inter district / departmental transfer - Vacancy of L.D.Typist arose in the Civil Judicial unit of Kozhikode district - Reg.

Ref:- 1) Letter No.A1-23/2023 dated 13.10.2023 of the District Judge, Kozhikode
2) G.O(P)No.36/91/P&ARD dated 2.12.1991.
3) G.O(Ms)No.04/61/PD dated 02.01.1961
4) G.O(P)No.05/2013/P&ARD dated 06.02.2013
5) High Court O.M. No.C6-7742/2020(1) dated 24.09.2021.

The undermentioned officers are informed that, the District Judge, Kozhikode as per the letter cited, has reported one vacancy of L.D.Typist to be filled up by way of Inter district/departmental transfer. They are, therefore, directed to obtain and forward the applications for transfer to the Civil Judicial Wing of Kozhikode District from candidates who are eligible to apply for the same in the light of the Government Order cited 2nd.

The District Judges and Chief Judicial Magistrates shall invariably verify and certify the correctness of the service particulars submitted in the applications especially with regard to the date of appointment as L.D.Typist, actual qualifying period of service as L.D.Typist in the district, and total service in all posts together in the district. They shall also report as to how work of the Court will be managed due to the Inter-district transfer of the applicant.

They are further directed to give necessary instructions to all concerned on the following:-

1. The applicants shall express their willingness (duly countersigned) to abide by the terms and conditions of the G.O. cited 2nd , 3rd and 4th in the event of their transfer.

2. The applicants shall furnish a declaration to the effect that they agree to become the junior to the junior most in the category of L.D.Typist in the event of transfer, duly countersigned by the Appointing Authorities concerned.

3. The applicants should have completed the qualifying service for seeking inter district transfer as prescribed in para 4(i) of the G.O. cited 2nd. The period of leave under Appendix XII A/ XII B/ XII C, Part I, KSRs and period of deputation in other districts will not be reckoned as service for the purpose. The details in this respect shall be furnished in the format enclosed herewith.

4. The applicants shall furnish their complete service details such as date of joining in the Judicial Department and post, date of joining as L.D. Typist, period of Leave Without Allowances under Appendix XII A/ XII B/ XII C, Part I, KSRs, period of

deputation, period of actual service in the present district etc. in the application.

5. The applicants seeking transfer on medical grounds for themselves/ their family shall produce the medical certificate (duly countersigned) in support of the request.

6. The applicants seeking transfer on priority basis as per the G.O. referred 2nd should submit relevant certificates duly countersigned by the District Judge/ Chief Judicial Magistrate concerned.

7. In the case of dependents of serving soldiers, the soldier should send the application for transfer of the near relative through their military authorities. Applications received otherwise will be ignored. Only one relative of a soldier will be given preferential treatment in the matter of transfer.

8. Senior promotees seeking transfer to the entry post shall submit their application as per the guidelines in the High Court O.M. cited 5th.

9. Subsequent request for cancellation of the sanctioned transfer shall not be entertained except under compelling circumstances.

10. The applications received prior to the date of this O.M. will not be taken into consideration.

11. Last date for receiving application in the High Court is 15.11.2023

12. Incomplete applications and the applications received in the High Court after 15.11.2023 will be rejected summarily.

(By Order)

Signed by Jeejo M A
Date: 26.10.2023 12:11:28
Jeejo M A
ASSISTANT REGISTRAR

To:-

All District Judges (Except the District Judge, Kozhikode)
All Chief Judicial Magistrates

Copy to:-

The District Judge, Kozhikode.
The IT Section, High Court (For publishing in the High Court Web site).

Format for furnishing the data as per instructions Number 3

Sl. No.	Name and designation of the applicant	Date of advice/Date of appointment order (in the case of by transfer appointees) in the post of Typist and date of joining	Period of deputation /LWA under Appendix XIIA/ XII B/ XII C, Part I, KSRs in the Typist cadre	Total period of service in the Typist cadre as on 15.11.2023	Qualifying service in the Typist cadre which can be reckoned for inter-district transfer.
(1)	(2)	(3)	(4)	(5)	(6)

Signature of the Applicant

Verified and Countersigned
District Judge / Chief Judicial Magistrate