

THE DISTRICT COURT, THALASSERY

Thalassery-670101

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DCTLY/3199/2026-AS-DJ TLY KNR

Date: 27.10.2026

OFFICIAL MEMORANDUM

Sub: Thalassery Civil Judicial District- Establishment- Draft Seniority List of Junior Superintendents from 02.03.2021 to 01.10.2026 - Objections calling for – Reg.

Ref: O. M No. HCKL/3312/2026- C3-HC KERALA dated 09.10.2026 of Hon'ble High Court of Kerala

The draft district-wise seniority list of Junior Superintendents (Civil Unit) in the Civil Judicial District of Thalassery, covering the period from **02.03.2021 to 01.10.2026**, prepared in accordance with the instructions contained in the Official Memorandum cited above.

The Presiding Officers of all Courts are directed to ensure strict compliance with the following instructions:

1. The draft seniority list shall be circulated among all Junior Superintendents who are working in or have retired from the respective courts , including those who are on leave, deputation or any other duty.
2. All incumbents concerned shall be instructed to submit their objections, if any, to the draft seniority list, along with supporting documents, **during the period from 28.10.2026 to 02.11.2026.**
3. Objections received after the stipulated period will not be considered.
4. Objections must be supported by relevant documents, rules, Government orders, or other valid records.
5. The Presiding Officers shall examine each objection carefully, record specific remarks on each objection and forward the same to this office on or before 01.11.2026.
6. The Presiding Officers shall direct the Chief Ministerial Officers of their courts to verify each column in the draft list with Service Registers and

other relevant records.

7. Submit a report in the prescribed proforma (enclosed) in case of any omission, correction, or addition (including blank entries).
8. Report details of Junior Superintendents who were in service during the period from 02.03.2021 to 01.10.2026 but are not included in the draft seniority list.
9. The Presiding Officers shall ensure that the draft list is shown to all Junior Superintendents who are working in or have retired from the respective courts, including those who are on leave, deputation or any other duty under their administrative control and obtain written acknowledgments confirming the receipt and verification of the list.
10. Such acknowledgments shall be kept in safe custody to avoid future disputes.
11. The Presiding Officers shall acknowledge receipt of the draft seniority list
12. If objection is not filed and no correction is necessary, the fact shall be intimated to this office.

Digitally signed by
Manoj M
Date: 27-10-2026
DISTRICT JUDGE
18:18:26

Encl: 1. Draft Seniority List.
2. O. M No. HCKL/3312/2026- C3-HC KERALA dated 09.10.2026
of Hon'ble High Court of Kerala

Copy to:

1. All Judicial Officers in this Civil Judicial District.
2. Section A1, B1, B2 of District Court, Thalassery.
3. To the employees who have been promoted as Sheristadars/Senior Superintendents and are still in service (through the Presiding Officers concerned).
4. Official Website, District Court, Thalassery.
5. File/ Stock File.

Annexure A															
District Judiciary - Civil Unit - Thalassery - Junior Superintendent - Draft Seniority List - 02-03-2021 to 01-10-2026															
Seniority No.	Name of the Employee	PEN No.	Educational Qualifications	Essential Departmental Qualifications	Date of Birth	Date of Retirement	Date of order of promotion as Junior Superintendent.	Date on which the vacancy of Junior Superintendent arose.	Junior Superintendent - Duty Entry Date	Junior Superintendent - Joining Date	Seniority in the category of Junior Superintendent from	Date on which the employee re-promoted / reverted to the category of Junior Superintendent	Details of LWA under Appendix XII A, XII B, XII C, deputation, LPR, etc., if any, availed during the period from 02.03.2021 to 01.06.2026.	Date on which the employee ceased to belong to the category of Junior Superintendent on account of appointment by by-transfer to KJM Service, retirement, relief, reversion, resignation, voluntary retirement, or for any other reason.	Remarks, if any.
1	Shinob Kumar P.	624289	Pre-Degree / Plus 2 / Equivalent	MOP Test, Account Test (Lower), Civil Judicial Test, Criminal Judicial Test	10/03/1974	31/03/2030	30/01/2016				30/01/2016			13/09/2021	
2	Elyas Khan I.	624555	SSLC / Equivalent	MOP Test, Account Test (Lower), Civil Judicial Test, Criminal Judicial Test	25/05/1970	31/05/2026	21/05/2016				21/05/2016			01/10/2021	
3	Sooraj K.V.	624265	SSLC / Equivalent	MOP Test, Account Test (Lower), Civil Judicial Test	02/01/1976	31/01/2032	11/07/2016				11/07/2016	19/03/2026			Reverted to the cadre of Junior Superintendent as per Order No. HCKL/3370/2024-B1(B)/B3 dated 19.03.2026 of the Hon'ble High Court of Kerala.
4	Sreenivasan Namboodiri	624517	SSLC / Equivalent	MOP Test, Account Test (Lower), Civil Judicial Test, Criminal Judicial Test	15/05/1977	31/05/2033	11/11/2016				11/11/2016			23/03/2022	
5	Sheby Bindu	624262	SSLC / Equivalent	MOP Test, Account Test (Lower), Civil Judicial Test, Criminal Judicial Test	23/05/1973	31/05/2029	02/12/2016				02/12/2016			07/06/2022	
6	Sajith Kumar M.	624317	SSLC / Equivalent	MOP Test, Account Test (Lower), Civil Judicial Test, Criminal Judicial Test	26/05/1968	31/05/2024	20/02/2017				20/02/2017			09/06/2022	
7	Santhosh Kumar M.	624130	Pre-Degree / Plus 2 / Equivalent	MOP Test, Account Test (Lower), Civil Judicial Test, Criminal Judicial Test	02/05/1981	31/05/2037	13/03/2017				13/03/2017			10/06/2022	
8	Raghavan Kodyath	624428	Graduate	MOP Test, Account Test (Lower), Civil Judicial Test, Criminal Judicial Test	07/04/1970	30/04/2026	02/05/2017				02/05/2017			07/06/2022	
9	Bindu K.	624271	SSLC / Equivalent	MOP Test, Account Test (Lower), Civil Judicial Test, Criminal Judicial Test	30/05/1973	31/05/2029	21/08/2017				21/08/2017			09/06/2023	
10	Manoharan P.P.	624290	Pre-Degree / Plus 2 / Equivalent	MOP Test, Account Test (Lower), Civil Judicial Test	20/05/1969	31/05/2025	03/04/2018				03/04/2018			07/06/2023	
11	Rejeesh V.P.	624440	Graduate	MOP Test, Account Test (Lower), Civil Judicial Test, Criminal Judicial Test	04/01/1971	31/01/2027	02/07/2018				02/07/2018			30/06/2024	
12	Narayanan Kutty M.	624306	SSLC / Equivalent	MOP Test, Account Test (Lower), Civil Judicial Test, Criminal Judicial Test	12/04/1970	30/04/2026	04/01/2019				04/01/2019			05/06/2024	
13	Prajith V.	624525	SSLC / Equivalent	MOP Test, Account Test (Lower), Civil Judicial Test, Criminal Judicial Test	18/05/1976	31/05/2032	04/01/2019				04/01/2019			03/06/2024	
14	Ajayan P.	624348	Graduate	MOP Test, Account Test (Lower), Civil Judicial Test	18/05/1966	31/05/2022	11/04/2019				11/04/2019			31/05/2022	
15	Chitra A.V.	624251	SSLC / Equivalent	MOP Test, Account Test (Lower), Civil Judicial Test	18/01/1971	31/01/2027	05/07/2019				05/07/2019				on LPR from 11.09.2026
16	Sajina C.	624365	Pre-Degree / Plus 2 / Equivalent	MOP Test, Account Test (Lower), Civil Judicial Test, Criminal Judicial Test	22/03/1981	31/03/2037	30/07/2019				30/07/2019			11/11/2025	
17	Shaju K.V.	624564	Graduate	MOP Test, Account Test (Lower), Account Test (Higher), Civil Judicial Test, Criminal Judicial Test	29/08/1970	31/08/2026	07/09/2021	14/09/2021	11/09/2021	13/09/2021	14/09/2021			31/08/2026	
18	Prasad C.	624607	Graduate	MOP Test, Account Test (Lower), Civil Judicial Test, Criminal Judicial Test	24/05/1981	31/05/2037	30/09/2021	02/10/2021	06/10/2021	08/10/2021	02/10/2021				
19	Rajendran K.	624415	SSLC / Equivalent	MOP Test, Account Test (Lower), Civil Judicial Test	20/04/1967	30/04/2023	10/03/2022	17/03/2022	19/03/2022	22/03/2022	17/03/2022			30/04/2023	
20	Divya P.	624404	Post Graduate	MOP Test, Account Test (Lower), Account Test (Higher), Civil Judicial Test, Criminal Judicial Test	02/07/1983	31/07/2039	17/03/2022	23/03/2022	25/03/2022	25/03/2022	23/03/2022				
21	Praseetha E.V.	624446	Graduate	MOP Test, Account Test (Lower), Civil Judicial Test	15/02/1971	28/02/2027	01/06/2022	07/06/2022	09/06/2022	13/06/2022	07/06/2022				
22	Nishamol P.C.	624221	Graduate	MOP Test, Account Test (Lower), Civil Judicial Test, Criminal Judicial Test	30/05/1983	31/05/2039	01/06/2022	09/06/2022	09/06/2022	13/06/2022	09/06/2022				

Annexure A															
District Judiciary - Civil Unit - Thalassery - Junior Superintendent - Draft Seniority List - 02-03-2021 to 01-10-2026															
Seniority No.	Name of the Employee	PEN No.	Educational Qualifications	Essential Departmental Qualifications	Date of Birth	Date of Retirement	Date of order of promotion as Junior Superintendent.	Date on which the vacancy of Junior Superintendent arose.	Junior Superintendent - Duty Entry Date	Junior Superintendent - Joining Date	Seniority in the category of Junior Superintendent from	Date on which the employee re-promoted / reverted to the category of Junior Superintendent	Details of LWA under Appendix XII A, XII B, XII C, deputation, LPR, etc., if any, availed during the period from 02.03.2021 to 01.06.2026.	Date on which the employee ceased to belong to the category of Junior Superintendent on account of appointment by by-transfer to KJM Service, retirement, relief, reversion, resignation, voluntary retirement, or for any other reason.	Remarks, if any.
23	Valsarajan C.	454043	SSLC / Equivalent	MOP Test, Account Test (Lower), Civil Judicial Test	25/05/1969	31/05/2025	01/06/2022	11/06/2022	10/06/2022	14/06/2022	11/06/2022			31/05/2025	
24	Nazeer E.P.	624243	Post Graduate	MOP Test, Account Test (Lower), Civil Judicial Test, Criminal Judicial Test	30/05/1977	31/05/2033	01/06/2022	08/06/2022	15/06/2022	15/06/2022	08/06/2022				
25	Maya Thomas V.	658458	Graduate	MOP Test, Account Test (Lower), Civil Judicial Test, Criminal Judicial Test	05/02/1979	28/02/2035	04/04/2025	01/06/2022	09/08/2022	09/08/2022	09/08/2022				Initially promoted to the cadre of Junior Superintendent as per Order dated 01/06/2022 which was later rearranged to 09/08/2022 as per Proceedings Order No. B1-14677/2024 dated 04.04.2025 of District Judge, Thalassery in accordance with OM No. O.M. No.C1-59058/2019 (2) dated 23/11/2022 of the Hon'ble High Court of Kerala. (Rectification of erroneous promotions or fixations)
26	Ismail M.P.	624215	SSLC / Equivalent	MOP Test, Account Test (Lower), Civil Judicial Test, Criminal Judicial Test	31/05/1980	31/05/2036	28/04/2023	01/05/2023	05/05/2023	09/05/2023	01/05/2023				
27	Bindu Peter	660837	Graduate	MOP Test, Account Test (Lower), Civil Judicial Test, Criminal Judicial Test	09/05/1979	31/05/2035	02/06/2023	10/06/2023	05/06/2023	05/06/2023	10/06/2023				Appeal petition claiming seniority over Smt. Maya Thomas V and Sri. Nazeer E P is pending before the Honorable High Court.
28	Nisha N.	657090	Graduate	MOP Test, Account Test (Lower), Civil Judicial Test, Criminal Judicial Test	09/02/1979	28/02/2035	24/08/2023	08/06/2023	24/08/2023	24/08/2023	24/08/2023				Initially promoted to the cadre of Junior Superintendent as per Order dated 02/06/2023 which was later rearranged to 24/08/2023 as per Proceedings Order No. B1-14677/2024 dated 04.04.2025 of District Judge, Thalassery in accordance with OM No. O.M. No.C1-59058/2019 (2) dated 23/11/2022 of the Hon'ble High Court of Kerala. (Rectification of erroneous promotions or fixations)
29	Sarith P.V.	624456	SSLC / Equivalent	MOP Test, Account Test (Lower), Civil Judicial Test, Criminal Judicial Test	04/04/1980	30/04/2036	01/06/2024	04/06/2024	10/06/2024	10/06/2024	04/06/2024				
30	Udayakumar Kulakunnath	624334	Pre-Degree / Plus 2 / Equivalent	MOP Test, Account Test (Lower), Civil Judicial Test	15/03/1977	31/03/2033	01/06/2024	06/06/2024	08/06/2024	10/06/2024	06/06/2024				On deputation at Gram Nyayalaya Payam at Iritty
31	Akesh M.V.	671096	SSLC / Equivalent	MOP Test, Account Test (Lower), Civil Judicial Test, Criminal Judicial Test	11/05/1981	31/05/2037	01/06/2024	04/06/2024	10/06/2024	10/06/2024	04/06/2024				Writ Petition WPC 15839/2019 pending before the Honorable High Court.
32	Joseph V.K.	624475	SSLC / Equivalent	MOP Test, Account Test (Lower), Civil Judicial Test	05/05/1970	31/05/2026	04/06/2025	01/06/2025	23/06/2025	23/06/2025	04/06/2025				
33	Prasadan A.V.	624298	Graduate	MOP Test, Account Test (Lower), Civil Judicial Test	20/04/1980	30/04/2036	12/11/2025	12/11/2025	19/11/2025	19/11/2025	12/11/2025				
34	Manoj K.V.	624600	SSLC / Equivalent	MOP Test, Account Test (Lower), Civil Judicial Test	01/01/1980	31/12/2035	16/03/2026	16/03/2026	17/03/2026	17/03/2026	16/03/2026				New post sanctioned as per Proceedings Order No.D8-48484/1987/DII-9 dated 16.03.2026 of the Hon'ble High Court of Kerala. r/w GO(Ms).59/2026/Home dated 09.03.2026
35	Jijina T.K.	657045	SSLC / Equivalent	MOP Test, Account Test (Lower), Civil Judicial Test, Criminal Judicial Test	12/10/1983	31/10/2039	16/03/2026	16/03/2026	17/03/2026	17/03/2026	16/03/2026				1. New post sanctioned as per Proceedings Order No.D8-48484/1987/DII-9 dated 16.03.2026 of the Hon'ble High Court of Kerala. r/w GO(Ms).59/2026/Home dated 09.03.2026 2. Appeal petition claiming seniority over Sri. Udayakumar K, Sri. Nazeer E P and Sri. Akesh M V is pending before the Honorable High Court.

Annexure A															
District Judiciary - Civil Unit - Thalassery - Junior Superintendent - Draft Seniority List - 02-03-2021 to 01-10-2026															
Seniority No.	Name of the Employee	PEN No.	Educational Qualifications	Essential Departmental Qualifications	Date of Birth	Date of Retirement	Date of order of promotion as Junior Superintendent.	Date on which the vacancy of Junior Superintendent arose.	Junior Superintendent - Duty Entry Date	Junior Superintendent - Joining Date	Seniority in the category of Junior Superintendent from	Date on which the employee re-promoted / reverted to the category of Junior Superintendent	Details of LWA under Appendix XII A, XII B, XII C, deputation, LPR, etc., if any, availed during the period from 02.03.2021 to 01.06.2026.	Date on which the employee ceased to belong to the category of Junior Superintendent on account of appointment by by-transfer to KJM Service, retirement, relief, reversion, resignation, voluntary retirement, or for any other reason.	Remarks, if any.
36	Zareena M	660291	Graduate	MOP Test, Account Test (Lower), Civil Judicial Test	28/05/1972	31/05/2028	29/05/2026	29/05/2026	02/06/2026	05/06/2026	29/05/2026				On deputation at Gram Nyalaya Pannor at Chokli. LPR vacancy in respect of Sri. Shaju K.V. w.e.f 29/05/2026
37	Abdul Rasheed C H	624532	Graduate	MOP Test, Account Test (Lower), Civil Judicial Test	29/05/1973	31/05/2029	11/09/2026	10/09/2026	14/09/2026	14/09/2026	11/09/2026				LPR vacancy in respect of Smt. Chithra A V. w.e.f 11/09/2026
Color-Coding Classification Key															
	The employee has either not passed the essential departmental tests or his/her probation has not been declared.														
	The employee has ceased to belong to the category of Junior Superintendent.														
	The employee was inadvertently omitted from the previous Seniority List														
	The employee has passed the essential departmental tests and his/her probation has also been declared.														
	The employee has been temporarily appointed to the Kerala Judicial Ministerial Service.														

Thalassery

27.10.2026

DISTRICT JUDGE

Digitally signed by

Manoj M

Date: 27-10-2026

15:10:11

**THE HIGH COURT OF KERALA**

Kochi : 682031

Email: csec.hc-ker@gov.in

Phone:0484-2562843, 44

No.HCKL/3312/2026-C3-HC KERALA

Date: 09-10-2026

OFFICIAL MEMORANDUM

Sub:- Preparation and publication of District-wise and Statewide Seniority Lists of Junior Superintendents (Civil Unit) – Instructions issued – Reg.

Ref:- Proceedings Order No.C3-21761/2021 dated 10.04.2023

The statewide seniority list of Junior Superintendents (Civil Unit), prepared as on 01.03.2021, was published vide proceedings cited above. Since the existing list is now considerably out of date, preparation and publication of a fresh seniority list has become necessary on an urgent basis.

In this connection, it has been observed that seniority lists are presently being published “as on” a particular date. This has resulted in practical difficulties to employees, particularly where employees obtain promotion or superannuate during the interval between two seniority lists, resulting in their positions not being appropriately reflected in any seniority list.

Accordingly, it has been decided to adopt a streamlined and centralised procedure for the preparation and publication of district-wise and statewide seniority lists of Junior Superintendents (Civil Unit). The following instructions are therefore issued for strict compliance by all appointing authorities concerned.

A. Preparation and Publication of Seniority Lists

1. The seniority list now proposed to be published shall cover the period from **02.03.2021 to 01.10.2026**.
2. Hereafter, seniority lists shall be prepared and published for fixed periods instead of being published merely “as on” a particular date. The next seniority list shall cover the period from **02.10.2026 to 01.01.2027** and thereafter annual seniority lists shall ordinarily cover the period from **02nd January of the previous year to 01st January of the relevant year**.
3. The Google sheets shall be shared by the High Court with the appointing authorities concerned for entering the required service particulars. The concerned appointing authorities shall ensure that the service particulars of each employee are entered in the Google Sheets provided for the purpose, by the employee entrusted with the task in the respective District Court. The employee entrusted with the data entry shall be responsible for the correctness and completeness of the service particulars entered, and the concerned Sheristadar of the Principal District Court shall be responsible for verifying the correctness and completeness of the data so entered. Based on the data so entered and verified, the draft district-wise seniority list shall be prepared.
4. The existing practice of independently preparing seniority lists for the category of Junior Superintendent (Civil Unit) by the appointing authorities shall be discontinued forthwith. The district-wise seniority lists prepared in accordance with the procedure prescribed herein alone shall constitute the valid seniority lists for the category of Junior Superintendent (Civil Unit).
5. If preparation or publication of any draft or final seniority list of Junior Superintendents (Civil Unit) is presently in progress in any unit, the same shall be discontinued forthwith.
6. Based on the data entered and verified by the concerned appointing authorities, draft

district-wise seniority lists shall be prepared.

7. The draft district-wise seniority lists so prepared shall be published by the respective appointing authorities after obtaining the consent of the High Court.
8. The appointing authorities shall invite objections, if any, from the employees concerned.
9. Seniority disputes, if any, arising at the district level shall be considered, heard and disposed of by the respective appointing authorities. The High Court shall not ordinarily entertain such district-level seniority disputes during the preparation of the statewide seniority list.
10. Any employee aggrieved by the decision of the appointing authority may prefer an appeal before the competent Committee of the High Court.
11. In cases where such appeals remain pending and cannot be disposed of within the prescribed period, the existing position shall provisionally be reflected in the seniority list so as to ensure timely publication of the same.
12. If the outcome of any such appeal subsequently necessitates any modification in the seniority position, necessary erratum proceedings shall be issued in the district-wise seniority list and/or in the statewide seniority list, as the case may be.
13. After disposal of the objections, the appointing authorities shall finalise the district-wise seniority lists and update the same in the **new Google Sheet separately provided by the High Court for the purpose.**
14. The finalised district-wise seniority lists shall be published after obtaining the consent of the High Court.
15. The final district-wise seniority lists published by the respective appointing authorities shall form the basis for preparation of the statewide seniority list.

16. On consolidation of the final district-wise seniority lists, the High Court shall prepare and publish the draft statewide seniority list.
17. Objections, if any, against the draft statewide seniority list shall thereafter be invited from the employees concerned through proper channel.
18. At this stage, objections involving inter-district seniority disputes alone shall ordinarily be considered by the High Court.
19. After considering and disposing of such objections, the final statewide seniority list shall be published.

B. Principles for Determination of Seniority

1. While preparing the district-wise and statewide seniority lists, the seniority of the incumbents shall be determined in accordance with **Rule 27 of Part II, KS&SSR, 1958**, which provides that the seniority of a person in a service, class, category or grade shall, unless he/she has been reduced to a lower rank as punishment, be determined by the date of the order of his/her first appointment to such service, class, category or grade. The Explanation to the said Rule provides that, for the purposes of the said sub-rule, "appointment" shall not include appointment under Rule 9 or appointment by promotion under Rule 31.
2. In examining the promotion proceedings for the purpose of determining seniority, the actual nature of the promotion and the date from which it was made effective shall be taken into consideration.
3. Where a promotion has been ordered with retrospective effect to a post involving a change of duties, such retrospective effect shall not be taken into account for determining seniority, and the seniority of the incumbent shall be reckoned with reference to the date of the promotion proceedings, as retrospective promotion to a category involving a change of duties is not permissible under the applicable rules.

4. Where the promotion proceedings are issued on one date but specifically provide that the promotion shall take effect only from a subsequent date, the seniority in the promoted category shall be reckoned only from such subsequent effective date.
5. Where the promotion proceedings provide that the promotion shall take effect “on or after” a particular date, without specifying the actual date of promotion, the seniority in the promoted category shall be reckoned from the actual date on which the employee assumed duty in the category.
6. Where vacancies arising on the establishment of a new court, which are required to be filled by transfer, have been filled by promotion, the seniority of the employees so promoted shall be reckoned from the date on which the concerned court actually commenced functioning.
7. Where disciplinary proceedings are pending against a senior employee who has a claim to a particular vacancy in the higher category, such vacancy shall be filled only on a temporary basis by the next eligible junior employee. Such temporary promotion shall not confer any right to seniority in the higher category.

If the senior employee is subsequently completely exonerated and found fit for promotion, he/she shall be promoted to the post to which he/she had the claim and the temporary arrangement made in favour of the junior employee shall thereupon be reversed. The senior employee shall be given notional promotion to the said post with effect from the later of the date of occurrence of the vacancy to which he/she had the claim or the date on which he/she became eligible for promotion, and such notional promotion shall continue up to the date of his/her actual promotion to the said post upon complete exoneration.

Consequent on such reversal, the junior employee who was temporarily promoted to the said post shall be accommodated against the next vacancy in the same category, and shall be entitled to seniority in that category only with effect from the later of the date of occurrence of the vacancy or the date on which he/she became eligible for

promotion of such vacancy. The next junior employee, if any, shall, in turn, be accommodated against the next vacancy arising thereafter in the same category and shall be entitled to seniority only with effect from the later of the date of occurrence of the vacancy or the date on which he/she became eligible for promotion of such vacancy. This process shall continue successively in the order of seniority until all the employees affected by the reversal are accommodated. Where no vacancy is available to accommodate the next junior employee in the chain, such employee shall be reverted to the lower category, subject to the applicable rules. Where there is no next junior employee to whom the temporary promotee can be accommodated, the temporary promotee shall, on reversal of the temporary arrangement, be reverted to the lower category, subject to the applicable rules.

8. The appointing authorities shall, while furnishing the particulars for preparation of the seniority lists, specifically verify the date of appointment/promotion, the date from which the appointment/promotion was made effective, the date of assumption of duty, the nature of appointment, whether the appointment was temporary or regular, and any subsequent order affecting the seniority of the incumbent.
9. Where any promotion or appointment proceeding is found to contain a discrepancy or ambiguity regarding the effective date, nature of appointment or the basis on which seniority is to be reckoned, the same shall not be presumed to confer seniority from the date of the proceedings. The matter shall be specifically reported, along with the relevant proceedings and service particulars, for appropriate decision before inclusion or correction of the seniority position.

C. Tentative Timeline

The following tentative timeline shall be followed for preparation and publication of the district-wise seniority lists, subject to administrative exigencies and approval of the High Court:

Sl. No.	Activity	Proposed Period
1	Preparation of Draft District Seniority List	12.10.2026 to 24.10.2026
2	Publication of Draft District Seniority List, after obtaining consent of the High Court	27.10.2026
3	Period for submission of objections by employees	28.10.2026 to 02.11.2026
4	Consideration/hearing of objections and final decision thereon	03.11.2026 to 09.11.2026
5	Publication of Final District Seniority List, after obtaining consent of the High Court	12.11.2026
6	Forwarding of Final District Seniority Lists to the High Court	13.11.2026

D. Continuance of Employees Entrusted with the Work

The appointing authorities concerned shall ensure that the employees entrusted with the preparation and finalisation of the district-wise seniority lists continue in their respective courts until publication of the statewide seniority list. The transfer of such employees during this period shall be deferred, as such transfer may adversely affect the timely completion of the process.

Where any such employee becomes eligible for or is otherwise due for promotion during the said period, necessary administrative arrangements shall be made to ensure continuation of the employee at the present station, or otherwise to ensure uninterrupted completion of the seniority-list work.

All appointing authorities concerned shall ensure strict compliance with the above instructions.

(By Order)

**Digitally signed by
Saina P S
Date: 09-10-2026
16:29:09**

Saina P S

JOINT REGISTRAR

To:- All Appointing Authorities of Civil Unit.