PROCEEDINGS OF THE DISTRICT JUDGE, MANJERI
Present:- Sri. K.Sanilkumar, District Judge.

Sub:- Establishment – Civil Judicial District, Manjeri – Filling up of the vacancy of Central Nazir – Consequential promotions - Additional charge arrangements-Orders issued.

Read:- 1. Order No.HCKL/3941/2024-C1 dated 27-05-24 of the Hon'ble High Court of Kerala.
2. O.M.No.C1-59058/2019 dated 02-03-23 of the Hon'ble High Court of Kerala
3. O.M.No.C1-59058/2019(2) dated 10-04-23 of the Hon'ble High Court of Kerala
4. Order No.A1-14/2024 dated 08-04-24 of the District Judge,Manjeri.
5. Rule 31(a), Part II, KS & SSRs.
6. Rule 53 and 53A Part I KSRs.

ORDER No.A1-14/2025 **DATED: 10-06-2025**

Considering the circumstances of sanction of the Hon'ble High Court to fill up the vacancy of Bench Clerk Gr-I arose in this district consequent on the promotion of Sri. Pradeep Kumar.P.T, Bench Clerk Gr-I, Addl. District & Sessions Court, Tirur as Junior Superintendent on temporary basis under Rule 31(a), Part II, KS&SSRs as per the order read 1st, promotion of Sri. Jayaprakash.K, Bench Clerk Gr-I, Fast Track Special Court, Parappanangadi as Junior Superintendent and the declaration of probation of Smt. Lathika.K, Bench Clerk Gr-I, Fast Track Special Court-I, Perinthalmanna in the post of Central Nazir under rule 18(b) of KS & SSR, the following orders are issued.

1. Sri. Santhoshkumar.T (PEN-624140), Bench Clerk Gr-I, Fast Track Special Court, Tirur is transferred and posted as such in the **Fast Track Special Court, Parappanangadi** in the existing vacancy.

2. Sri. Sunilkumar.C.V (PEN-624196), Central Nazir, District Court, Manjeri in the scale of pay of ₹43,400 – 91,200/- is temporarily promoted as Bench Clerk Gr-I in the same scale of pay and transferred and posted as such in the **Fast Track Special Court-II, Manjeri** in the existing vacancy. The promotion is purely on temporary basis subject to the provisions contained in the rule 31(a), Part II, KS & SSRs. If the incumbent failed to satisfactorily declare his probation in the feeder category shall be replaced as and when qualified hands are available for regular promotion. The incumbent shall hand over the charge of Central Nazir to **Sl.No.7** while relieving from his duties.

3. Smt. Sameera.P (PEN-623277), Head Clerk, Munsiff's Court, Manjeri in the scale of pay of ₹ 39,300 – 83,000/- is promoted as Central Nazir in the scale of pay of ₹43,400 – 91,200/- and transferred and posted as such in the **Sub Court, Tirur** in the existing vacancy.

4. Smt. Najeeba.O.C (PEN-645625), Bench Clerk Gr-II, Sub Court, Manjeri in the scale of pay of ₹ 39,300 – 83,000/- is appointed as Head Clerk in the same scale of pay and transferred and posted as such in the **Munsiff's Court, Manjeri** Vide Sl.No.3.

5. Sri. Vipin.C.P (PEN-701261), Senior Clerk, District Court, Manjeri in the scale of pay of ₹35,600 – 75,400/- is promoted as Bench Clerk Gr-II/ Head Clerk in the scale of pay of ₹39,300 – 83,000/- and transferred and posted as Bench Clerk Gr-II in the **Sub Court, Manjeri** Vide Sl.No.4.

In continuation of the above appointment, promotions, transfer and postings, the following charge arrangement under rule 53 and 53A Part I, KSRs are also ordered for the smooth functioning of courts.

Sl. No.	Name & Designation	Name of post and court in which full additional Charge to be given	Remarks
6	**Smt. Sameera.P (PEN-623277),** Central Nazir, Sub Court, Tirur	**Bench Clerk Gr-I, Fast Track Special Court, Tirur (Vide Sl.No.1)**	**Full additional charge under rule 53 and 53A Part I, KSRs**
7	**Sri. Madhu.U (PEN-660359),** Head Clerk, Munsiff's Court, Parappanangadi	**Central Nazir, District Court, Manjeri (Vide Sl.No.2)**	
8	**Smt. Usha.E (PEN-561032),** Head Clerk, Sub Court, Tirur	**Central Nazir, Sub Court, Tirur (Vide Sl.No.3)**	
9	**Sri. Abhishek.H (PEN-660315),** Head Clerk, Sub Court, Manjeri	**Head Clerk, Munsiff's Court, Parappanangadi (Vide Sl.No.7)**	
10	**Smt. Arifa.K (PEN-667100)** Bench Clerk Gr-II, Sub Court, Tirur	**Head Clerk, Sub Court, Tirur (Vide Sl.No.8)**	
11	**Sri. Vipin.C.P (PEN-701261),** Bench Clerk Gr-II, Sub Court, Manjeri	**Head Clerk, Sub Court, Manjeri (Vide Sl.No.9)**	
12	**Smt. Smitha.V.P (PEN-163989),** Senior Clerk, Munsiff's Court, Parappanangadi	**Bench Clerk Gr-II, Sub Court, Tirur (Vide Sl.No.10)**	
13	**Smt. Aneesa Jimsy.K.V (PEN-715932)** Senior Clerk, Munsiff-Magistrate's Court, Perinthalmanna	**Bench Clerk Gr-II, Sub Court, Manjeri (Vide Sl.No.11)**	

The following instructions are also issued with regard to the charge arrangement of the above incumbents until further orders.

- The **Sl.Nos.6 to 8 and 10 to 13** are eligible to draw charge allowance if applicable to them under rule 53 and 53A Part I, KSRs and G.O(P) 88/2017/fin dated 11-07-2017.
- The service particulars of the **Sl.Nos. 6, 7, 9, 12 and 13** will be maintained in the parent court concerned until further orders.
- The Presiding Officers concerned are authorized to sanction Casual Leave/ Special Casual Leave and Compensation Leave to the incumbents posted with full additional charge of various post in their court.
- All the applications related to service matters including eligible leave of the **Sl.Nos.6, 7, 9, 12 and 13** will be handled by the parent court concerned. Applications if any, to be submitted to the District Court shall be en-routed through the parent court of the staff concerned.
- The Presiding Officers concerned are directed to furnish the Monthly Attendants Certificate in respect of **Sl.Nos.6, 7, 9, 12 and 13** to the parent court concerned without fail.

The Joining time of **Sl.Nos.1, 3, 7, 9, 12 and 13** are restricted to **2 days.**

The incumbents are directed to join duty in the new office on or before **21-06-2025.**

The Presiding Officers concerned are directed to down load copy of the proceedings from the **Official Mail ID** of their court and take necessary action.

Sd/-
District Judge

Copy to :-

1. The Spl.Judge, FTSC, Tirur/ Parappanangadi
2. The Spl.Judge, FTSC-II, Manjeri
3. The Sub Judge, Manjeri/Tirur
4. The Munsiff, Manjeri/ Parappanangadi
5. The Munsiff-Magistrate, Perinthalmanna
6. The incumbents (Through the P.O concerned)
7. The Sec.B and B4 Seat, District Court, Manjeri.
8. The Proceedings file.
9. The file.

//True copy/Forwarded/By order//

Sheristadar