OFFICE OF THE PRL. DISTRICT AND SESSIONS JUDGE, PEDDAPALLI.

Dis.No. 3997 /2026. Date: 28-10-2026.

:: C I R C U L A R ::

Sub:- COURTS – Destruction of Civil, Criminal Cases Records, Administrative files and Registers – Call for list for destruction – Instructions – Issued - Regarding.

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It has been brought to the notice of the undersigned that a large number of Records relating to disposed of Civil and Criminal cases, Administrative Files and Registers are lying in the record rooms of various Courts in this Unit without any steps being taken for their destruction as per destruction rules. The lists of such cases has not been submitted to this Office for obtaining the necessary permission / Gazette Notification for their destruction.

Therefore, all the Judicial Officers in the unit of Peddapalli are hereby directed to identify the Civil and Criminal Case records, Administrative Files, Registers ripe for their destruction which are due for destruction as per the Rules. They are further directed to prepare and submit separate lists of Civil, Criminal cases, Administrative Files and Registers along with the relevant certificates as per Rules, so as to enable this Office to pass necessary orders for the destruction in accordance with the Rules. The information shall be reached to this Office on or before **18 -11-2026.**

Any deviation from the above instructions will be viewed seriously and appropriate action will be initiated as per rules.

28/10/26

Prl. District and Sessions Judge,
Peddapalli.

To
All the Judicial Officers in the Unit of Peddapalli Judicial District.