PRINCIPAL DISTRICT AND SESSIONS JUDGE :: MEDAK

Dis.No. 2896/2026

Date: 11 -11-2026

CIRCULAR

It is hereby informed that the Hon'ble High Court for the State of Telangana has issued Notification No. 8/2026 dated 19.01.2026, inviting applications through online for direct recruitment to the post of **Process Server,** as per the Telangana Judicial Ministerial and Subordinate Service Rules, 2018, and the candidates were subjected to the O.M.R. based Examination conducted on 29-08-2026.

The Hon'ble High Court shortlisted the candidates as per their respective categories in the ratio of 1:3 under notification in ROC No. 08/2026, Dt: 02-11-2026.

The Hon'ble High Court vide ROC. NO. 1278/2025-RC, Dt: 05-11-2026, directed this unit **to verify the Original Certificates in respect of the shortlisted candidates** for the post of Process Server prior to the oral interview, as mentioned in the notification on 17-11-2026.

Therefore, the undersigned fixed the following schedule for verification of the Certificates, as per the Hall Ticket Numbers and the Candidates are hereby directed to appear before the undersigned at **District Court Complex, Medak by 10:30 a.m., on the scheduled date.**

Date: 17-11-2026		
301042	301174	301222
303101	303241	304576
305483	--	--

DOCUMENTS TO BE SUBMITTED AT THE TIME OF VERIFICATION

1. Original certificates of academic qualifications/technical qualifications, such as, marks lists, pass certificates, certificate evidencing date of birth (S.S.C. etc.), community certificate issued by the competent authority in case of SCs., STs, and BCs; Economically Weaker Section (EWS) certificate issued by the competent authority in respect of EWS candidates; Person with Disability (PWD) certificate (Showing the nature and percentage of disability) issued by the concerned Medical Board in respect of person with disability and Discharge certificate by the Ex-servicepersons.
2. The certificate in respect of SCs and BCs, shall show specifically the classification of the group.
3. Two sets of Photostat copies of certificates duly attested by the Gazetted Officer are to be submitted at the time of verification of certificates.
4. The Other Backward Class (OBC) Certificates will not be considered.
5. Certificate in respect of Local candidates shall be in terms of The Telangana Public Employment (Organisation of Local Cadres and Regulation of Direct Recruitment) Order, 2018, vide G.O.Ms.No.124, General Administration (SPF-MC) Department, dt 30-08-2018, as specified in the General Instructions hereunder. If certificates in proof of local candidature are not in accordance with these instructions, the applicant will be treated as non-local.
6. No-objection Certificate from Employer (if employed anywhere).

7. The candidates have to produce all the relevant original certificates on the prescribed date. If the candidate fails to produce, the same will be intimated to the Hon'ble High Court for taking further action in this matter.

Prl. District and Sessions Judge,
Medak.

Prl. Dist. & Sessions Judge
Medak.

To:

1. Notice Board, District Court Complex, Medak.
2. Incharge e-courts section for uploading on official District Court website.

Issued By Order

V. Sluvadevi
Chief Administrative Officer
Prl. Dist. & Sessions Court
Medak.