

**PROCEEDINGS OF THE HIGH COURT OF ANDHRA PRADESH
AT AMARAVATI**

SUB: ANDHRA PRADESH STATE JUDICIAL ACADEMY – TRAINING - Nomination of 04 District Judges (Entry Level) by Direct Recruitment to undergo **06 weeks Institutional Training** from 17.02.2025 to 30.03.2025 at Andhra Pradesh State Judicial Academy, Mangalagiri, Guntur District and **02 weeks Practical Training** from 31.03.2025 to 12.04.2025 at their respective District Head Quarters - **Relief arrangements orders – Issued.**

READ: 1. High Court's Proceedings Roc.No.823/2024-B.spl., dated 24.10.2024 and 13.12.2024.
2. Letter Roc.No.375/APJA/2024, dated 10.02.2025 from the Director, Andhra Pradesh Judicial Academy, Mangalagiri, Guntur District.

ORDER ROC.NO.823/2024-B.SPL. DATED:11.02.2025

Having considered the request of the Director, Andhra Pradesh Judicial Academy, Mangalagiri, Guntur District, vide letter 2nd read above, the High Court made the following order:-

The following newly appointed 04 District Judges (Entry Level) are nominated undergo **06 weeks Institutional Training** from 17.02.2025 to 30.03.2025 at Andhra Pradesh State Judicial Academy, Mangalagiri, Guntur District followed by **02 weeks Practical Training** from 31.03.2025 to 12.04.2025 at their respective District Head Quarters.

Therefore, the nominated officers are directed to handover charge of their post(s) to the officers mentioned in Column No.3, and proceed to attend the said Institutional Training and to report at the Academy on 17.02.2025 at 8.30 a.m., and after completion of the said Institutional training, they are directed to report before the Principal District Judge concerned to attend the Practical Training from 31.03.2025 to 12.04.2025.

SL NO	NAME AND DESIGNATION OF THE OFFICER	PRESIDING OFFICER OF THE COURT PLACED IN FULL ADDITIONAL CHARGE
(1)	(2)	(3)
1.	Smt. Ganta Priyadarsini, X Additional District and Sessions Judge, Gurazala, Guntur District.	Special Judge for trial of cases under SCs and STs (Prevention of Atrocities) Act, 1989-cum-IV Additional District and Sessions Judge, Guntur

2.	Smt. Pandiri Lalitha, II Additional District and Sessions Judge-cum-Special Court for trial of Offences against Women, Ongole, Prakasam District.	Special Judge for trial of cases under SCs and STs (Prevention of Atrocities) Act, 1989 -cum-VII Additional District and Sessions Judge, Ongole, Prakasam District.
3.	Sri A.Mahesh, XI Additional District and Sessions Judge, Piler, Chittoor District.	IX Additional District and Sessions Judge, Chittoor.
4.	Sri Koduru Kishore Babu, VI Additional District and Sessions Judge, Sompeta, Srikakulam District.	Judge, Family Court-cum-III Additional District and Sessions Judge, Srikakulam.

In case, the Officers who are holding full additional charge of the posts during the training period are on leave or absent for any other reasons, the respective unit heads are requested to make alternate in charge arrangements and inform the same to the High Court.

On return from the training, the Officers shall rejoin duty in their respective post(s).

Further, Schedule of Practical Training at their respective Headquarters from 31.03.2025 to 12.04.2025 (02 weeks) is as follows:

PRACTICAL TRAINING

1. Training in the District Courts. (One day) (01.04.2025)

The Practical Training on the following aspects

- Observation of orders in Anticipatory Bail Petitions.
- Observation of orders in Criminal Appeals
- Observation of orders in Criminal Revisions.
- Observation of SC numbering on PRC cases.
- Observation of orders as to sentencing and final disposal in Sessions cases.
- Observation of proceedings in Special Court for POCSO cases and mandate to provide child friendly atmosphere.
- Observation of disposal of case property after conclusion of trial.
- Observation of recording of evidence in Criminal cases as to marking of contradictions and omissions, documents and MOs etc.

2. Training in the District Courts on Civil Side (One day) (02.04.2025)

The Practical Training on the following aspects

- Observation of orders in Civil Appeals.
- Observation of orders in Civil Miscellaneous Appeals.
- Observation of Proceedings and disposals orders in Motor Accidents Claims cases.
- Observation of orders in proceedings initiated under Arbitration and Conciliation Act.
- Observation of recording of evidence viz., deciding objections as to marking of documents etc.
- Observation of check petitions, auction proceedings in EPs, sale certificates etc.

3. Training in the Section work of District Courts (One day) (03.04.2025)

- Numbering of Original Suits, Original Petitions, Sessions Cases, Civil and Criminal Appeals.
- Observation of Proper maintenance of all registers.
- Observation of Proper remittance of fines etc., to Government in time.
- Observation of Court Fee (Principle Amount) to the District Registrar, Stamps and Registration Department periodically and the accrued interest on principle to be submitted to the Hon'ble Principal District Judge simultaneously for onward submission to the Chief Justice Relief Fund by way of demand draft.
- Observation of Lower Court records in Civil and Criminal matters.
- Observation of proper maintenance of case properties received from magistrate Courts.

4. Observation of work in the Nazarath and Copyist Establishment (One day) (04.04.2025)

- Observation of procedure of issuing process and service.
- Observation of compliance of copy applications.
- Verification of Registers, maintained in the Nazarath.
- Verification of Registers of copyist establishment.

Observation of Record Room

- Division of Parts of material papers in Civil and Criminal matters and times prescribed for destruction of case records.
- Verification of Registers in record room
- Procedure of Destruction of records.

5. Observation in the Court of Principal District and Sessions Judge (One day) (07.04.2025)

6. Visit to Revenue Offices (One day) (08.04.2025)

- Village Level Office, Tehsildar Office, RDO Office and District Collectorate. (for interaction with the Official concerned and observation of maintenance of Revenue Records and Registers).

7. Visit to Offices of Sub-Registrar and District Registrar (One Day) (09.04.2025)

- Observation of Registration of documents.
- Observation of various Registers.
- Interaction with Sub-Registrars and District Registrar to understand the functioning of registration and stamps department.

8. Training in the office of District Legal Services Authority (One Day) (10.04.2025)

- Observation of procedure after receipt of record from the reference Court.
- Observation of Pre-litigation cases.
- Observation of counseling of parties.
- Observation of Legal Literacy Camp.

9. Visit to local police station (One Day) (11.04.2025)

- Observation of general diary, registration of FIR, final reports/referred charge sheets.
- Observation of proper submission of case properties to the Courts concerned.
- Observation of maintenance of various Registers including Process Register.

10. Preparation of observation notes on Civil, Criminal and Administration aspects.

- After observation of all the registers and records stated above, the trainee officers have to prepare observation notes on civil, criminal and administrative aspects under the supervision of the District Judge placed as incharge of practical training programme and get the same verified and signed.
- They shall also verify inspection notes and compliance of previous inspections relating to the Courts concerned.

Public Holidays – 31.03.2025, 05.04.2025, 06.04.2025 & 12.04.2025.

Instructions to the Trainee District Judges

- i) The trainee District Judges shall be under the Control of the Director, Andhra Pradesh Judicial Academy, Mangalagiri, Guntur District during the Institutional Training period from 17.02.2025 to 30.03.2025.
- ii) The trainee District Judges, shall be under the control of the Principal District Judge concerned during the Practical Training period from 31.03.2025 to 12.04.2025.
- iii) The trainee District Judges, shall maintain a daily diary with regard to the practical training and submit a report at the end of each day to the in charge District Judge nominated, for scrutiny.

Instructions to all the Unit Heads:

- i) The Unit Heads are requested to permit the trainee District Judges to attend the practical training from 31.03.2025 to 12.04.2025 at their respective District Headquarters and give necessary instructions, as per the schedule.
- ii) At the end of training period, the Unit Heads shall submit a report to the High Court with regard to the training undergone by the officers and the copy of the same to the APJA, Mangalagiri.
- iii) The unit heads are requested to instruct the officers, who are holding full additional charge of the posts of the trainee District Judges, to draw pay and allowances of the Officers during the training period and send the same to the Officers.
- iv) The Unit Heads are requested to monitor the overall practical training programme.
- v) The Unit Heads are requested to nominate a senior District Judge as in-charge of the training programme.
- vi) The Unit Heads are requested to provide a suitable lunch room to the trainee District Judges.
- vii) The trainee District Judges, may be allowed to sit along with the regular presiding officers of the District Judges Courts.
- viii) The Unit Heads are requested to interact with the trainee District Judges once in a week and observe the notes prepared by them and to guide suitably.
- ix) After completion of training period, the Unit Heads shall submit a comprehensive report about each trainee District Judges to the High Court and a copy to the Director, APJA, Mangalagiri.

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Note: The Proceedings are placed in the High Court's Web Site <https://aphc.gov.in/> and the downloaded copy from the web site is valid for relieving, reporting before the Principal District Judge concerned and for rejoining the duty.


REGISTRAR (VIGILANCE)

To

1. The Officers concerned.
2. The Incharge Officers concerned.
3. The Registrar General, High Court of Andhra Pradesh (for information).
4. The Registrar (I.T)-cum-Central Project Coordinator, High Court of Andhra Pradesh **(with a request to direct the concerned to upload the proceedings in the High Court's website)**
5. The Principal District Judges, Chittoor, Guntur, Prakasam at Ongole and Srikakulam.
6. The I Additional District and Sessions Judges, Chittoor, Guntur, Prakasam at Ongole and Srikakulam.
7. The Director, Andhra Pradesh State Judicial Academy, Mangalagiri, Guntur District.
8. The Administrative Officer, Andhra Pradesh Judicial Academy, Mangalagiri, Guntur District.
9. The Member Secretary, Andhra Pradesh State Legal Services Authority, H.No.2-273/54-A, B.S.R Commercial Complex, Malkapuram Village, near Andhra Pradesh Secretariat, Amaravati, Opposite to Traffic Police Station, Thulluru Mandal, Guntur District.
10. **THE DISTRICT TREASURY OFFICERS:**
Chittoor, Guntur, Prakasam at Ongole, and Srikakulam (with a request to inform the same to the Sub Treasury Officers).