

SUNITHA GANDHAM,
REGISTRAR (VIGILANCE)



AMARAVATI,
DT:16.02.2022.

ROC.NO.123/2020-B.SPL.

Madam/Sir,

SUB: Revised Guidelines for transfers and postings of Judicial Officers of all cadres working in the State of Andhra Pradesh - Regarding.

REF: 1.High Court's Letter Roc.No.4173/2009-B.Spl., dated 13.07.2009.
2.High Court's Letter Roc.No.123/2020-B.Spl., dated 06.03.2020.

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Adverting to the above subject, I am to state that previously the High Court has framed "REVISED GUIDELINES FOR TRANSFERS AND POSTINGS OF JUDICIAL OFFICERS OF ALL CADRES WORKING IN THE STATE OF ANDHRA PRADESH" vide reference 2nd cited. Now, in supersession of the said guidelines, High Court has framed guidelines for transfers and postings of judicial officers of all cadres.

As directed, I am herewith forwarding the "REVISED GUIDELINES FOR TRANSFERS AND POSTINGS OF JUDICIAL OFFICERS OF ALL CADRES" with a request to communicate the same to all the Judicial Officers working in your Unit.

Further, as directed, I request you to direct the Judicial officers working in your unit, who have completed/are completing 3 years of stay at their present station to submit transfer applications by 05.03.2022.

The said revised guidelines are also placed on the official website of High Court of Andhra Pradesh i.e., <http://hc.ap.nic.in>.

Yours Sincerely,

Sunitha
16.02.22

REGISTRAR (VIGILANCE)

To

1. THE PRL. DISTRICT AND SESSIONS JUDGES:

Ananthapuram, Chittoor, East Godavari at Rajahmundry, Guntur, Kadapa, Krishna at Machilipatnam, Kurnool, Nellore, Prakasam at Ongole, Srikakulam, Visakhapatnam, Vizianagaram and West Godavari.

2. The Chairmen, Industrial Tribunals-cum-Presiding Officers, Labour Courts at Guntur and Visakhapatnam.

Copy to:

1. The Prl. Secretary to Hon'ble the Chief Justice and Personal Secretaries to Hon'ble Judges (for placing before their Lordships kind perusal).
2. The Registrar General and Other Registrars, High Court of Andhra Pradesh.
3. 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)
4. The Secretary to Government, Law (L.A & J - SC.F), Department, Government of Andhra Pradesh, Amaravathi.
5. The Member Secretary, Andhra Pradesh State Legal Services Authority, Amaravathi.
6. The Secretary, Andhra Pradesh High Court Legal Services Committee, Amaravathi.

**"REVISED GUIDELINES FOR TRANSFERS AND POSTINGS
OF JUDICIAL OFFICERS OF ALL CADRES"**

- i) For the purpose of these guidelines - the three regions in the State of Andhra Pradesh are North-East region i.e., East Godavari, Visakhapatnam, Vizianagaram, Srikakulam; South East region i.e., West Godavari, Krishna, Guntur, Prakasam, Nellore; and Rayalaseema Region i.e., Ananthapuram, Chittoor, Kadapa and Kurnool.
- ii) Normal period of incumbency of every officer in a particular station will be three years;
- iii) The officers will not be posted in the native districts or where he/ she has practiced as a lawyer;
- iv) Every officer shall serve in different regions of the State at-least for one term of three years;
- v) No officer who has already worked in one district for six years either consecutively or cumulatively, shall be posted in the same District again;
- vi) Subject to administrative exigencies, request of any Officer having his/her spouse in employment will ordinarily be considered for posting in the same Station/District. This will however, be subject to the other guidelines;
- vii) The Civil Judges (senior and Junior Division) are to submit their transfer applications through the concerned District Judge, who shall forward the said applications to the High Court.
- viii) In case of Civil Judges (Senior and Junior Division), if an officer is working in major city at the time of transfer, he/she will be posted in the courts situated in a town or mandal, as the case may be. Likewise, if an officer is working in town at the time of transfer, he/she will be posted in the courts situated in a mandal or major city, as the case may be. Similarly if an officer is working in a mandal at the time of transfer, he/she will be posted in the courts situated in major city or in a town, as the case may be. Likewise, the District Judges shall also be posted from major cities to towns and vice versa, if there is vacancy. (District wise categories of places are shown in Annexure).

- ix) The officer making requests on the grounds of health or education of their children have to furnish all details. And, they have to submit relevant documents and medical records duly certified by a Medical Officer not below the rank of Civil Surgeon in the Government Service and in case of treatment in private hospitals, the certificate given by the private hospital to be countersigned by a Medical Officer not below the rank of Civil Surgeon in the Government service. Other grounds which are not considered as serious medical grounds by the committee concerned will not be entertained.
- x) If an officer is not shifted during the General Transfers, he or she will not be disturbed normally till the next General Transfers except on promotion or on a genuine request or for administrative reasons.
- xi) First posting will be in existing vacancies. This will however be subject to the condition that persons who are likely to complete three years of service by the succeeding 1st June, may be considered for such posting. All cases of initial posting or posting on transfer will be subject to review at the time of the General Transfers.
- xii) Requests of officers for transfer will be considered only after they complete the first three years of service.
- xiii) Officers employed from other service shall not be posted in Districts where they had worked before their entry into Andhra Pradesh State Judicial Service.
- xiv) No officer shall be sent on deputation to Ex-cadre posts for more than three years. On completion of three years, the officer on deputation shall be recalled and posted in regular service.
- xv) Where there are more Courts of the same category at a particular place, the transferred Judicial Officer shall ordinarily be posted to the existing vacancy. In the case of Principal Court, inter-se-seniority of the Officers working at the place will be followed.
- xvi) Subject to the general policy regarding transfers, as far as possible, officers having good performance, quantitatively and qualitatively, for the last three years shall be accommodated at the place of their choice, while affecting their transfers.

- xvii) The Judicial Officer completing three years by the end of September of a Calendar Year and the other Officers making request for transfer are to forward their written representations given three places of their option to be received in the Registry of the High Court on or before 28th February of every Calendar Year. Applications not in compliance with these guidelines will not be considered. The Representations, reached after 28th February may not be considered. The representations received after 1st June and before 28th February will be considered for the current year.
- xviii) Subject to the above guidelines, Hon'ble Chief Justice may effect transfer of any officer in any cadre in consultation with any member of the respective committee.

Scaria
16.02.22

ANNEXURE**DISTRICT WISE CATEGORIES OF PLACES**

Major City	Town	Mandal
<u>SRIKAKULAM DISTRICT</u>		
Srikakulam	<ol style="list-style-type: none"> 1. Sompeta 2. Tekkali 3. Rajam 4. Laxmipeta 	<ol style="list-style-type: none"> 1. Amudalavalasa 2. Ichapuram 3. Kotabommali 4. Narasannapet 5. Palakonda 6. Palasa 7. Pathapatnam 8. Kothuru 9. Ponduru
<u>VIZIANAGARAM DISTRICT</u>		
Vizianagaram	<ol style="list-style-type: none"> 1. Parvathipuram 2. Bobbili 	<ol style="list-style-type: none"> 1. Cheepurupalli 2. Gajapathinagaram 3. Kothavalasa 4. Kurupam 5. Salur 6. Srungavarapukota
<u>VISAKHAPATNAM DISTRICT</u>		
Visakhapatnam	<ol style="list-style-type: none"> 1. Gajuwaka 2. Chodavaram 3. Narsipatnam 4. Anakapalle 5. Yellamanchili 	<ol style="list-style-type: none"> 1. Araku 2. Chinthapalli 3. Madugula 4. Paderu 5. Bheemunipatnam
<u>EAST GODAVARI DISTRICT</u>		
<ol style="list-style-type: none"> 1. Rajamahendravaram 2. Kakinada 	<ol style="list-style-type: none"> 1. Amalapuram 2. Razole 3. Ramachandrapuram 4. Peddapuram 5. Pithapuram 6. Kothapeta 	<ol style="list-style-type: none"> 1. Addateegala 2. Alamuru 3. Anaparthi 4. Mummidivaram 5. Prathipadu 6. Rampachodavaram 7. Tuni

Major City	Town	Mandal
<u>WEST GODAVARI DISTRICT</u>		
Eluru	<ol style="list-style-type: none"> 1. Kovvur 2. Bhimavaram 3. Tanuku 4. Narsapur 5. Tadepalligudem 	<ol style="list-style-type: none"> 1. Chintalapudi 2. Bhimadole 3. Jangareddigudem 4. Nidadavole 5. Palakole
<u>KRISHNA DISTRICT</u>		
<ol style="list-style-type: none"> 1. Machilipatnam 2. Vijayawada 	<ol style="list-style-type: none"> 1. Gudiwada 2. Nuzvid 3. Nandigama 4. Avanigadda 5. Kaikalur 6. Gannavaram 	<ol style="list-style-type: none"> 1. Movva 2. Bantumilli 3. Mylavaram 4. Vuyyuru 5. Jaggaiahpet 6. Tiruvuru
<u>GUNTUR DISTRICT</u>		
Guntur	<ol style="list-style-type: none"> 1. Bapatla 2. Narsaraopet 3. Gurazala 4. Tenali 5. Repalle 6. Mangalagiri 	<ol style="list-style-type: none"> 1. Piduguralla 2. Vinukonda 3. Macherla 4. Sattenapalli 5. Ponnur 6. Chilakaluripeta
<u>PRAKASAM DISTRICT</u>		
Ongole	<ol style="list-style-type: none"> 1. Markapur 2. Addanki 3. Kandukur 4. Chirala 5. Parchur 6. Darsi 	<ol style="list-style-type: none"> 1. Giddalur 2. Kangiri 3. Podili
<u>SPSR NELLORE DISTRICT</u>		
Nellore	<ol style="list-style-type: none"> 1. Gudur 2. Kavali 3. Kovur 4. Atmakur 	<ol style="list-style-type: none"> 1. Kota 2. Venkatagiri 3. Udayagiri 4. Naidupet 5. Sullurpet

Major City	Town	Mandal
<u>CHITTOOR DISTRICT</u>		
1. Chittoor 2. Tirupathi	1. Piler 2. Madanapalle 3. Srikalahasthi 4. Palamaner 5. Puttur 6. Punganur	1. Kuppam 2. Nagari 3. Pakala 4. Satyaveedu 5. Vayalpadu 6. Thamballapalle
<u>YSR KADAPA DISTRICT</u>		
Kadapa	1. Rayachoti 2. Proddatur 3. Rajampet 4. Badwel	1. Jammalamadugu 2. Kamalapuram 3. Mydukur 4. Nandalur 5. Pulivendla 6. Railwaykoduru 7. Sidhout 8. Lakkireddipalle
<u>KURNOOL DISTRICT</u>		
Kurnool	1. Allagadda 2. Adoni 3. Nandyal 4. Atmakur 5. Nandikotkur	1. Alur 2. Banaganapalle 3. Koilkuntla 4. Pathikonda 5. Yemmiganur 6. Dhone
<u>ANANTHAPURAMU DISTRICT</u>		
Ananthapuramu	1. Penukonda 2. Kadiri 3. Hindupur 4. Gooty 5. Dharmavaram	1. Kadiri 2. Kalyandurg 3. Madakasira 4. Rayadurg 5. Tadipatri 6. Uravakonda 7. Puttaparthi 8. Gunthakal

