

Endorsement on A1 - 8168/21 Dated 15.09.2021 of District Court , Kozhikode.

Copy of the E Mail communicated to the under mentioned Judicial Officers for information and necessary action.They are requested to forward the details in the prescribed proforma **tommorrow itself.**

(By Order)


Sheristadar.
3/4

To

1. The Addl. District & Sessions Judge-III, Kozhikode.
2. The Addl. District & Sessions Judge-IV/ V, Kozhikode.
3. The Addl.District and Sessions Judge(for the trial of cases relating to atrocities and sexual violence towards Women and Children, Kozhikode.
4. The Special Judge (NDPS Act Cases)/ Addl. District & Sessions Judge, Vadakara.
5. The Special Addl. Sessions Judge (Marad Cases), Kozhikode.
6. The Motor Accidents Claims Tribunal, Kozhikode/ Vadakara.
7. The Judge, Family Court, Kozhikode/ Vadakara.
8. The Chairman, Waqf Tribunal, Kozhikode.
- 9 The Special Judge, Fast Track Special Court, Kozhikode/ Koyilandy
10. The Principal Sub Judge, Kozhikode.
11. The Sub Judge, Vatakara / Koyilandy.
12. The Principal Munsiff - I / II, Kozhikode.
13. The Munsiff, Koyilandy/ Vadakara/ Nadapuram.
14. The Munsiff-Magistrate, Perambra/ Payyoli/ Thamarassery

Copy to:

1. The Senior Superintendent, District Court, Kozhikode.
2. The Junior Superintendent II/ III / DSA, District Court, Kozhikode.

Email

District Court Kozhikode

Sanctioned strength of posts in District Judiciary



From : C Section, High court of Kerala <csec.hc-ker@gov.in>

Wed, Sep 15, 2021 02:53 PM

2 attachments

Subject : Sanctioned strength of posts in District Judiciary

To : District Court Kozhikode <courtkkd.ker@nic.in>, District Court kollam <dckollam@kerala.gov.in>, District Court Kottayam <dcktmaj@kerala.gov.in>, District Court Kasargod <dcourtkas.ker@nic.in>, District Court, Palakkad Kerala <dcourtPKD.ker@nic.in>, District Court Thrissur <dcourtsr.ker@nic.in>, District Court Thalassery <dctly@kerala.gov.in>, District Court Alappuzha <districtcourtalp@kerala.gov.in>, DISTRICT AND SESSIONS COURT PATHANAMTHITTA <districtcourtpta@kerala.gov.in>, District Judge Thodupuzha Idukki <djidk@kerala.nic.in>, District Sessions Court Manjeri <dscourtmanjeri@kerala.gov.in>, District & Sessions Court Kalpetta <dtcourtKPT@kerala.gov.in>, District Court, Ernakulam Kerala <ekmdcourt@ajj.gov.in>, District Court Trivandrum <tvmdcourt.ker@nic.in>, District Court Alappuzha <districtcourtalp@kerala.gov.in>, Chief Judicial Magistrates Court kasargod <cjmcourtkSD@kerala.gov.in>, CJM Court Kollam <cjmklm@kerala.gov.in>, CJM THRISSUR <cjmtrs@kerala.gov.in>, Chief Judicial Magistrate Thodupuzha <cjmc.tdpa.court@kerala.gov.in>, Chief Judicial Magistrate Alappuzha <cjmcourtalp@kerala.gov.in>, Chief Judicial Magistrates Court kasargod <cjmcourtkSD@kerala.gov.in>, KAVITHA GANGADHARAN <cjmcourtpta@kerala.gov.in>, CJM Court Thalassery <cjmctly.court@kerala.gov.in>, CJM Court Kollam <cjmklm@kerala.gov.in>, Chief Judicial Magistrates Court kalpetta <cjmkpt@kerala.gov.in>, Chief Judicial Magistrate Court Kottayam <cjmktym.court@kerala.gov.in>, Shahina M <cjmkzd.court@kerala.gov.in>, Chief Judicial Magistrate Manjeri <cjmmanjeri.ker@nic.in>, Chief Judicial Magistrate Court Palakkad Chief Judicial Magistrate Court Palakkad <cjmpkd.jud@kerala.gov.in>, CJM THRISSUR <cjmtrs@kerala.gov.in>, Chief Judicial Magistrate Court Thiruvananthapuram <cjmtvm@kerala.gov.in>, Sreekala C.R

<ekmcjmcourt.ker@nic.in>

Sir,

It is directed to furnish the sanctioned strength of posts in the proforma attached herewith, in spread sheet format by return e-mail. The directions to be followed while furnishing the proforma is also attached with.



-
- **Proforma for sanctioned strength.odt**
58 KB
 - **blank proforma.ods**
52 KB
-

VERY URGENT

A proforma for collection of data with respect to sanctioned staff strength of the respective district unit till 01/09/2021 is enclosed herewith for furnishing the data by return mail.

Modifications in the profoma are not permitted. Additional posts, if any, not included in the above profiorma shall be furnished separately .

The copy of the GO by which the posts are sanctioned shall also be enclosed in support of the data furnished .

The data shall be furnished by strictly adhering to the undermentioned instructions:

Instructions

Don'ts

1.The proforma shall not be modified at any cost . No row/ column in the proforma shall be deleted or added

2. The data entered in column 3 of the proforma shall not include any data other than the number of regular posts sanctioned /regularised by the Government from time to time .

3.The data called for is not that of the employees holding these post. Therefore, the data entered in column 3 of the proforma shall not be of the existing working strength and **it shall in no way include the time bound grades in the promotion scales sanctioned to the employees .**

5.The posts in **Gramanyayalaya which are deputation posts, shall not be included.**

6.The post of **Sheristadar, Family Court, a deputation post, shall not be included.**

Do's

1.It shall be born in mind that the details sought for are that of sanctioned **permanent** posts which are sanctioned by the Government and the temporary posts which stand regularised by the Government as on 01/09/2021. **The data once submitted will be treated as permanent record which shall be the base for furnishing additional data in future.**

2.The posts at Sl No.2, 5, 8, 12, 13, 14, 15, 18, 19 and 37 are interchangeable and the figure entered against these shall be the total of the sanctioned posts mentioned therein. Split up of these posts shall be entered seperately in the second sheet.

3.The total sanctioned strength of Typists, Confidential Assistants and Drivers shall include their ratio promotion posts of Selection Grade, Senior Grade, Grade I and Grade II

4.The Strength shall include the non gazetted posts in Family Courts

Proforma with respect to the sanctioned staff strength

Name of District:

Civil/ Criminal :.....

Sl No	Name of the post	No of Sanctioned posts	G.O. sanctioning the posts
1	Sheristadar , District Court /STAT		
2	Sheristadar , Addl District Courts, MACTs and Special Courts having the status of Addl District Courts (specify the Courts)		
3	Court Manager in District Courts		
4	Sheristadar , CJMs Court		
5	Sheristadar, Sub Court / Senior Superintendent (civil wing)		
6	Senior Superintendent , Criminal wing		
7	Personal Assistant to the District Judge (Civil Wing)		
8	Junior Superintendents/Head Clerk MACT / Head Clerk, Munsiff - Magistrate's Court(civil wing)		
9	Junior Superintendents(criminal wing)		
10	Bench Clerk Grade I		
11	Central Nazir		
12	Head Clerk of Munsiff's Courts , Sub Courts /Bench Clerk Grade II (Civil wing)		
13	Head Clerk / Bench Clerk Grade II /Accountant (criminal wing)		
14	Senior Clerk/ Bench Clerk Grade III(civil wing)		
15	Senior Clerk/ Bench Clerk Grade III(criminal wing)		
16	Kannada Translator(Civil Wing)		
17	Kannada Translator(Criminal Wing)		
18	Clerks / Protocol Officers (civil wing)		

19	Clerks / Bench Assistants (criminal wing)		
20	LD Clerk Tamil(civil wing)		
21	LD Clerk Tamil (criminal wing)		
22	LD Clerk Kannada(civil wing)		
23	LD Clerk Kannada(criminal wing)		
24	Confidential Assistants(civil wing)		
25	Confidential Assistants(criminal wing)		

26	Fair Copy Superintendent (civil wing)		
27	Typists(civil wing)		
28	Typists(Criminal wing)		
29	Clerk Typist (criminal wing)		
30	L.D.Typist(Kannada)(Civil Wing)		
31	L.D.Typist(Kannada)(Criminal Wing)		
32	Drivers (civil wing)		
33	Drivers (criminal wing)		
34	Amin		
35	Attender		
36	Process Server		
37	Court Keeper /Duffadar		
38	Office Attendants (civil wing)		
39	Office Attendants(criminal wing)		
40	Lift Operator		
41	Full Time Sweeper(Civil Wing)		
42	Full Time Sweeper(Criminal Wing)		
43	Full Time Sweeper cum Gardener		
44	Part Time Sweeper(Civil Wing)		
45	Part Time Sweeper(Criminal Wing)		