

**Endorsement on A1- 4514/22 Dated 04.05.2022 of District Court, Kozhikode.**

Copy of the Official Memmorandum communicated to the under mentioned Judicial Officers for information & necessary action. They are requested to obtain and forward applications, if any, from willing and eligible candidates **on or before 13. 05. 2022.**

**(By Order)**

  
**Sheristadar.**

To

1. The Addl. District & Sessions Judge - II,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, Vada kara.
5. The Special Addl. Sessions Judge (Marad Cases), Kozhikode.
6. The Motor Accidents Claims Tribunal, Kozhikode / Vada kara.
7. The Judge, Family Court, Kozhikode/ Vada kara.
8. The Special Judge, Fast Track Special Court, Kozhikode / Koyilandy.
9. The Chairman, Waqf Tribunal, Kozhikode.
11. The Principal Sub Judge, Kozhikode.
12. The Sub Judge, Vata kara / Koyilandy.
13. The Principal Munsiff - I / II, Kozhikode.
14. The Munsiff, Koyilandy/ Vada kara/ Nadapuram.
15. The Munsiff-Magistrate, Perambra/ Payyoli/Thamarassery.
16. The Nyayadhikari, Gram Nyayalaya, Koduvally, Thamarassery.
17. The Nyayadhikari, Gram Nyayalaya, Kunnummal, Kuttiady.

Copy to:

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





A1

**THE HIGH COURT OF KERALA**

Email: [Csec.hc-ker@gov.in](mailto:Csec.hc-ker@gov.in)

Phone: 0484 2562951

Kochi- 682 031

Dated:29/04/2022

**No.C5 -18119/2022**

**OFFICIAL MEMORANDUM**

Sub :- Inter district transfer - Vacancy of Clerk in the Civil Judicial Units of Kottayam and Kozhikode Districts – Applications called for-Regarding.

- Ref:-
- 1.Letter No.C1-3356/2022 dated 10/03/2022 of the District Judge, Kottayam.
  - 2.Letter No.A1-22/2022 dated 08/04/2022 of the District Judge, Kozhikode.
  - 3.G.O.(Ms.)No.04/61/PD dated 02/01/1961.
  - 4.G.O.(P)No.36/91/P&ARD dated 02/12/1991.
  - 5.G.O.(P) No. 3/2017/P&ARD dated 25/02/2017.
  - 6.High Court O.M.No.C6-7742/2020(I) dated 24/09/2021.

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The District Judges of Kottayam and Kozhikode has reported one vacancy of Clerk each from their Unit to be filled up by way of Inter district transfer vide letters cited 1<sup>st</sup> and 2<sup>nd</sup> respectively. Hence, the Appointing Authorities are directed to obtain and forward applications against the said vacancy from willing and eligible employees from their Unit in the light of the Government Order cited 4<sup>th</sup>.

The Appointing Authorities shall invariably verify and certify the correctness of the service particulars submitted in the applications especially with regard to the date of appointment as Clerk and qualifying period of service as Clerk in the district.

The following instructions shall be followed while submitting/forwarding the applications;

1.The applicants shall express their willingness (duly countersigned) to abide by the terms and conditions of the Government Order cited 3<sup>rd</sup> in the event of their transfer.

(2) The applicants shall furnish a declaration to the effect that they agree to become the junior to the junior most in the post of Clerk in the event of their transfer, duly countersigned by the Appointing Authorities concerned.

3.The applicants should have completed the qualifying service for seeking inter district transfer as prescribed in para 4 (1) of the Government Order cited 4<sup>th</sup>. The period of leave availed under Appendix XII A, XII B and XII C, Part I, Kerala Service Rules and period of deputation in other districts will not be reckoned as service for the purpose. **The details in.**

*Covered  
30/4/22*



**this respect shall be furnished in the format enclosed herewith, duly countersigned by the Appointing Authorities .**

4.The applicants seeking transfer on medical grounds of themselves/their family shall produce the medical certificate(duly countersigned) in support of the request.

5.The applicants seeking transfer on priority as per the Government Order referred 4<sup>th</sup> should submit relevant certificates(duly countersigned).

6.In the case of dependents of serving soldiers, the soldier should send the application for transfer of the near relative through their military authorities. Applications received otherwise will be ignored. Only one relative of a soldier will be given preferential treatment in the matter of transfer.

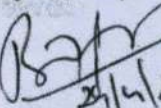
7.The applicants holding promotion posts shall furnish a representation addressed to the Government and a specific report of the concerned Appointing Authority, as mentioned in the High Court O.M. cited 6<sup>th</sup> .

8.Subsequent request for cancellation of the sanctioned transfer shall not be entertained except under compelling circumstances.

9.The applications received prior to the date of this O.M will not be taken into consideration. Last date for receiving application in the High Court is 18/05/2022.

Incomplete applications and the applications received in the High Court after 18/05/2022 will not be considered.

(By Order)



Biju.T.P.

Assistant Registrar

Encl:As above

To

All the District Judges except the District Judges of Kottayam and Kozhikode.  
All the Chief Judicial Magistrates.

Copy to:

The District Judges of Kottayam and Kozhikode.  
The IT Section, High Court. (for publishing in the High Court Website)



Format for furnishing the data as per instructions number 3

Sl.No.	Name and designation of the applicant	Date of advice/ Date of appointment order( in the case of by transfer appointees) in the post of Clerk and date of joining	Total period of service in Clerical Cadre <u>as on 18/05/2022</u>	Period of deputation / LWA under Appendix XII A/XII B/ XII C in the Clerical Cadre not reckoned for computing qualifying service for transfer	Qualifying service in the Clerical Cadre which can be reckoned for inter-district transfer
(1)	(2)	(3)	(4)	(5)	(6)

Signature of the Applicant

Signature and Designation of the Appointing Authority