

**Endorsement on A1- 6909/22 Dated 28.06.2022 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 06. 07. 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, 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 Special Judge, Fast Track Special Court, Kozhikode / Koyilandy.
9. The Chairman, Waqf Tribunal, Kozhikode.
11. The Principal Sub Judge, Kozhikode.
12. The Sub Judge, Vatakara / Koyilandy.
13. The Principal Munsiff - I / II, Kozhikode.
14. The Munsiff, Koyilandy/ Vadakara/ 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.



**THE HIGH COURT OF KERALA**

Ernakulam: 682 031  
Email: [Csec.hc-ker@gov.in](mailto:Csec.hc-ker@gov.in)  
Phone: 0484 256 2951  
Date: 23/06/2022

**No.C5-34413/2022**

**OFFICIAL MEMORANDUM**

Sub: Inter District/Departmental transfer - vacancy of Clerk in the Civil Judicial Wing of Kottayam District - Regarding.

Ref:

1. Letter No.C1-379/2022 dated 20/06/2022 of the District Judge, Kottayam.
2. G.O.(P) No.36/91/P&ARD dated 02/12/1991.
3. G.O.(Ms) No.4/61/PD dated 02/01/1961.
4. G.O.(P) No.05/2013/P&ARD dated 06/02/2013.
5. High Court O.M. No. C6-7742/2020 (I) dated 24/09/2021.

\* \* \*

The undermentioned officers are informed that, the District Judge, Kottayam as per the letter cited, has reported one vacancy of Clerk to be filled up by way of Inter district/departmental transfer. They are, therefore, directed to obtain and forward the applications for transfer to the Civil Judicial Wing of Kottayam District from candidates who are eligible to apply for the same in the light of the Government Order cited 2<sup>nd</sup>.

The District Judges and Chief Judicial Magistrates 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 actual qualifying period of service as Clerk in the District

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

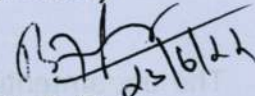
1. The applicants shall express their willingness (duly countersigned) to abide by the terms and conditions of the G.O. cited 3<sup>rd</sup> in the event of their transfer.
2. The applicants shall furnish a declaration to the effect that they agree to become the junior to the junior most in the post 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(i) of the G.O. cited 2<sup>nd</sup>. The period of leave under Appendix XII A, Part I, KSRs and period of deputation in other districts will not be reckoned as service for the purpose. **The details in 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 basis as per the G.O. referred 2<sup>nd</sup> should submit relevant certificates duly countersigned by the District Judge/ Chief Judicial Magistrate concerned.
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 5<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 12/07/2022.

Incomplete applications and the applications received in the High Court after 12/07/2022 will not be considered.

(By Order)



Biju. T. P.

Assistant Registrar (HG)

*Handwritten mark*

Encl: As above

To

All District Judges. (except the District Judge, Kottayam)  
All Chief Judicial Magistrates.

Copy to

The District Judge, Kottayam.  
The IT Section, High Court (for publishing in the High Court Web Site).

**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 the Clerical cadre <u>as on</u> <u>12/07/2022</u>	Period of deputation/ LWA under Appendix XII A/ XII B/ XII C, Part I, KSRs in the Clerical cadre	Qualifying service in the Clerical Cadre which can be reckoned for inter-district transfer
(1)	(2)	(3)	(4)	(5)	(6)

Signature of the Applicant

Verified and Countersigned  
District Judge / Chief Judicial Magistrate