



HIGH COURT OF ANDHRA PRADESH AT AMARAVATI

ROC.NO. 19/2022-RC

DATED: 14.07.2023

Ref: 1. High Court Notification Nos. 1/22-RC to 10/22-RC, dated 21.10.2022 issued to fill up various vacant posts in District Judiciary of Andhra Pradesh.
2. High Court Notification dated 12.07.2023 declared the provisionally selected candidates.

The High Court of Andhra Pradesh had declared the list of provisionally selected candidates for the posts of Junior Assistant, Field Assistant, Examiner, Record Assistant, Process Server, Office Subordinate, Stenographer Grade-III and Driver (Light Motor Vehicle) on 12.07.2023. In the said notification it was stated that the verification of documents would commence from 17.07.2023 to 31.07.2023.

However the schedule of the dates for verification of documents is being partially modified on account of certain technical issues.

The verification of documents of all category posts would commence from 18.07.2023 and would conclude by 31.07.2023 as per the schedule given below:

S.No.	Post	Date of Verification of documents
1.	Stenographer Grade-III & Driver (Light Motor Vehicle)	18.07.2023
2.	Junior Assistant	19.07.2023
3.	Field Assistant & Examiner	20.07.2023
4.	Record Assistant	21.07.2023
5.	Process server	22.07.2023 and 24.07.2023
6.	Office Subordinate	26.07.2023 to 31.07.2023

For some posts, same candidate has been selected in various districts such candidates have to choose the post in a particular district and all such similarly placed candidates have to approach the district court in which district he/she wish to be appointed. Such candidates have to submit FORM-1. (Appended with this instructions)

Further, all the provisionally selected candidates have to give an undertaking that they voluntarily opted the post in that particular district in the FORM-II. (Appended with this instructions)

All the selected candidates have to execute a bond at the time of joining the post stating that they would remain in the post. The other modalities of the bond would be intimated in due course. The candidates, whose academic credentials found to be in proper lines as per the notification, would get appointment letters from the District Judges concern to join the post on or before 05.08.2023.


REGISTRAR (RECRUITMENT)
14/08/23

UNDERTAKING LETTER SUBMITTED TO THE PRL., DIST

JUDGE, _____.

Honoured Sir,

I, _____, S/O _____,

(Address particular are to be mentioned).

Sir, I state that I was selected for the following posts in the following Dists.

SL NO	Hall Ticket No	NAME OF THE POST	DATE OF EXAMINATION	NAME OF THE DIST

(if more fields are required they may be added)

I herewith submit that I voluntarily opt the post of _____, in the _____ dist. (The candidate is advised to think carefully, evaluate and then give letter before opting the Post and Dist). I understood that I have voluntarily chosen this post forgoing other post/s. Further, in the event of vacancy of any other post, for which I become eligible in this District or any other opted districts, I may be permitted to shift from this post to the other post as a onetime measure.

I am aware that, I am provisionally selected for the post and I am being appointed subject to verification of antecedents. If my antecedents are found to be unfit to the post, I am informed that I would be removed from service without any notice.

Yours faithfully,

NAME:

SIGNATURE:

CELL NO:

(FORM-II At the Time of Production of the Documents By the Candidate)

TO,
THE HON'BLE PRINCIPAL DIST JUDGE,
----- DIST,
AT-----,
ANDHRA PRADESH.

FROM:

NAME:-----

ADDRESS PARTICULARS:

Sir,

I, _____, with hall ticket no. _____, appeared for the post of _____, through online examination conducted on _____ and I got selected for the said post. I herewith submit all my original documents for verification.

I submit that the documents submitted by me are true, valid and original documents that, in future course if they are found to have been created, forged or interpolated the employer i.e., the Principal Dist., Judge can remove/dismiss me from the service besides launching criminal prosecution.

The List of the Documents: (mention the description of all the documents)

Yours faithfully,

PLACE:

DATE:

SIGNATURE:

NAME:

CELL NO: