



## HIGH COURT OF ANDHRA PRADESH AT AMARAVATI

**ROC No. 19/2022-RC**

**DATE:30.08.2023**

The High Court of Andhra Pradesh issued notifications vide Notification Nos. 1/2022 to 10/2022, dated 21.10.2022 to fill up vacant posts of Non Technical posts viz., Junior Assistant, Field Assistant, Examiner, Record Assistant, Process Server Office Subordinate (Attender) and technical posts viz., Stenographers grade-III, Typists, Copyists and Drivers . Online Examinations were conducted from 21.12.2022 to 02.01.2023. The response sheet and key were published on 04.01.2023.

On 29.03.2023, 02.05.2023, 12.05.2023 and 12.07.2023 the High Court published the list of candidates who were found to have become eligible for provisional selection to the posts of Junior Assistant, Field Assistant, Examiner, Record Assistant, Process Server Office Subordinate (Attender), Stenographers grade-III and Drivers. In the said notifications dated 29.03.2023, 02.05.2023 and 12.05.2023 itself, it has been mentioned that a second/third list would be published in due course after obtaining vacancy data (in place where the selected candidates have not joined) and second list published on 12.07.2023.

In consonance with the above notifications the third list is being published to fill up remaining all categories of vacant posts vide Annexures I to VII. The candidates are directed to abide by the following conditions:

1. The results of the provisionally selected candidates are being declared subject to verification of documents and antecedents. If the antecedents of the candidates are found to be adverse, such candidates will be removed/ dismissed from service without serving any notice.
2. Non-locals to the District are considered up to 20% of total vacancies in the given category of the Districts and they are declared to have been selected provisionally under non local quota.

*S. K. Venkateswaraiah*  
30/8/23.

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3. The candidates who are shown in the third list under Economically Weaker Section Category have to produce the latest EWS certificate as per the notification, issued by the officer not below the rank of Tahsildar of the Mandal concerned at the time of the verification of the documents.

The BC candidates who are selected under OC category shall produce their caste certificate issued by the officer not below the rank of Tahsildar of the Mandal concerned at the time of the verification of the documents.

4. The BC candidates who are selected under BC category shall produce latest Non Creamy Layer certificate so also their caste certificate issued by the officer not below the rank of Tahsildar of the Mandal concerned at the time of the verification of the documents.
5. It has been mentioned in the notification itself that care must be taken at the time of uploading document that once application is submitted, under no circumstances the candidate will be permitted to edit the application. The candidates will not be permitted to produce documents which are contrary to the documents submitted earlier. The candidates under no circumstance will be permitted to switch over from one community category to another saying that they have recently secured EWS certificate, Non-Creamy Layer certificate or Sports Certificate.
6. The qualification for the posts of Office Subordinate and Driver is 7<sup>th</sup> pass and Intermediate fail. The candidates who are selected for the post of Office Subordinate (Attender) shall produce Original TC (7<sup>th</sup> pass, 10<sup>th</sup> pass or fail or Intermediate or equivalent exam fail TC) at the time of verification. If the selected candidate, for the posts of Office Subordinate and Driver, are later found to have possessed more qualification than what is asked for in the notification, during police verification or otherwise, such candidates will be summarily removed from the post besides launching criminal prosecution.

S. K. Kulkarni  
30/8/23.

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The candidates are directed to approach the Chief Administration Officer of the District in which he/she declared to have been provisionally selected. The verification of documents would commence from 04.09.2023 and conclude on 06.09.2023. The candidates whose certificates found to be in proper/correct lines shall report to the duty on or before 13.09.2023.

The instructions mentioned above are in continuation of the instructions mentioned in the notifications dated 29.03.2023, 02.05.2023 and 12.05.2023 and not in derogation of any other instructions published earlier.

The documents verification (category wise) is as follows:

S.No.	Post	Date of verification of documents
1	Junior Assistant - Annexure-I	04.09.2023
2	Field Assistant- Annexure-II	04.09.2023
3	Examiner- Annexure-III	05.09.2023
4	Record Assistant - Annexure-IV	05.09.2023
5	Process Server- Annexure-V	06.09.2023
6	Office Subordinate- Annexure-VI	06.09.2023
7	Driver(LMV)- Annexure-VII	05.09.2023

  
**REGISTRAR (RECRUITMENT)**  
30/8/23.

(FORM- 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:

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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.

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.

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

Yours faithfully,

PLACE:

SIGNATURE:

DATE:

NAME:

CELL NO: