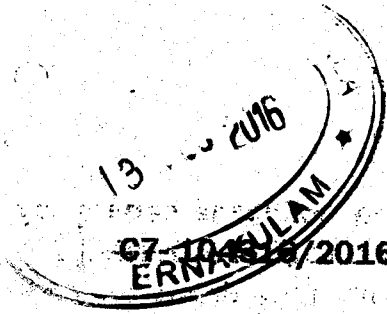


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THE HIGH COURT OF KERALA

KOCHI - 682 031

DATED - 08/12/2016

OFFICIAL MEMORANDUM

Sub:- Inter District/Departmental transfer - vacancy of lower division typist in the Civil Judicial Wing of Thiruvananthapuram district - Regarding.

Ref:- 1. Letter No.C1- 7/2016 dated 05/11/2016 of the District Judge, Thiruvananthapuram.

2. G.O.(P)36/91/P&ARD dated 02/12/1991.

3. G.O.(MS) 4/61/PD, dated 02/01/1961.

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The undermentioned officers are informed that the District Judge, Thiruvananthapuram as per the letter cited, has reported one vacancy of lower division typist to be filled up by way of inter district/departmental transfer. They are, therefore, requested to obtain and forward the applications for transfer to the Civil Judicial Wing of Thiruvananthapuram 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 lower division typist, actual qualifying period of service as lower division typist and total service in all posts together in the district.

They are further directed to give necessary instructions to all concerned on the following:-

- (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 who received regular promotions shall furnish a declaration to the effect that they agree, to be reverted to the entry post of lower division typist in the event of their transfer and for consequential re-fixation of their pay in the lower division typist post, excluding the fixation benefits enjoyed on promotion as U.D. typist, duly countersigned by the District Judge/Chief Judicial Magistrate concerned.

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(3) The applicants should have completed the qualifying service for seeking inter district transfer as prescribed in para 4 (1) of the G.O. cited 2<sup>nd</sup>. Period of service in other posts in Judicial Department in the present district can also be considered for this purpose. The period of leave under Appendix XII A and period of deputation in other districts will not be reckoned as service for the purpose.

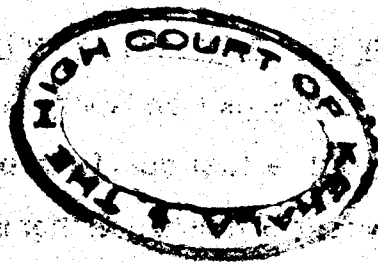
(4) The applicants shall furnish their complete service details such as date of joining in the Judicial Department and post, date of joining as lower division typist, period of Leave Without Allowance under Appendix XII A, period of deputation, period of actual service in the present district etc. in the application.

(5) Subsequent request for cancellation of the sanctioned transfer shall not be entertained except for compelling circumstances.

(6) The applications received prior to the date of this O.M will not be taken into consideration.

Incomplete applications and the applications received in the High Court after 30/01/2017 will not be entertained.

(By Order)



*Handwritten signature*

Assistant Registrar

To

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

Copy to: 1. The District Judge, Thiruvananthapuram.  
2. The IT Section, High Court. (for publishing in the High Court Web Site)