

C7- 65742/2018

KOCHI - 682 031  
DATED - 27/07/20181 AUG 2018  
OFFICIAL MEMORANDUM

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

Ref:- 1. Letter No.C1- 5950/17 dated 23/07/2018 of the District Judge, Kottayam

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

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

4. G.O.(P) No. 3/2017/P&ARD dated 25/02/2017.

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The undermentioned officers are informed that the District Judge, Kottayam as per the letter cited, has reported one vacancy of L.D Typist 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 Typist, actual qualifying period of service as 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 Typist in the event of their transfer and for consequential re-fixation of their pay in the entry post excluding the fixation benefits enjoyed on promotion, duly countersigned by the District Judge/Chief Judicial Magistrate concerned.

(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

(P.T.O)