

TERM OF REFERENCE (TOR)

Engagement of Legal Expert – Urban Development Directorate, Uttarakhand

The Urban Development Directorate, Government of Uttarakhand, handles litigation and legal matters relating to Urban Local Bodies, municipal administration, service and establishment matters, environmental issues, Solid Waste Management, sanitation, municipal laws, contracts, taxation and other matters before the Hon'ble Supreme Court of India, Hon'ble High Court of Uttarakhand, National Green Tribunal (NGT) and other judicial/quasi-judicial forums.

It is proposed to engage a Legal Expert to provide dedicated legal research, drafting, litigation-support and legal advisory services to the Directorate. The objective of the engagement is to strengthen the legal capacity of the Directorate by ensuring:

- Timely and legally sound advice on matters referred by the Directorate, including timely preparation, vetting and submission of counter-affidavits, rejoinders and other pleadings before the concerned courts/tribunals. Effective preparation and scrutiny of pleadings and legal submissions;
- Proper coordination with Government Counsel/Standing Counsel;
- Systematic monitoring of court cases and judicial orders;
- Timely compliance with directions of Courts/Tribunals; and
- Identification and prevention of recurring legal and litigation issues.

1. Minimum Qualification and Experience

Essential Qualification

- (i) LL.B. degree from a recognised University/Institution.
- (ii) Candidates possessing LL.M. or additional qualification in Constitutional, Administrative, Environmental, Service or Municipal Law may be preferred.
- (iii) The candidate should possess valid Bar Council enrolment, wherever applicable to the nature of professional work.

Essential Experience

Minimum 10 years of relevant professional experience after obtaining the LL.B. degree in legal practice, legal consultancy or legal advisory work, including at least 3 years of experience in matters before the High Court. The experience should preferably include at least two of the following areas:

- (i) Service Law – Government service matters, recruitment, promotion, seniority, disciplinary proceedings, pension etc.;
- (ii) Environmental/NGT Law – NGT cases, SWM, pollution, waste management, environmental compensation etc.;
- (iii) Municipal/Administrative Law – Municipal Acts, ULB matters, taxation, contracts, bye-laws and administrative law.

2. Desirable Experience

Preference may be given to candidates having:

- (i) Experience before the Hon'ble High Court and/or NGT;
- (ii) Experience in Government litigation;
- (iii) Experience of working with Government Departments, ULBs, PSUs or statutory authorities;
- (iv) Experience in drafting counter-affidavits, rejoinders and compliance affidavits;
- (v) Experience in service-rule interpretation and drafting of Government Rules/Bye-laws; and
- (vi) Experience in municipal/urban-development matters.

3. Remuneration and Tenure

The selected candidate shall be engaged at a fixed consolidated remuneration of ₹75,000/- per month. The initial period of engagement shall be one year, extendable on the basis of satisfactory performance, continued requirement and approval of the competent authority. The engagement shall be purely contractual and shall not confer any right to regular appointment, absorption or other Government service benefits.