



# DELHI STATE LEGAL SERVICES AUTHORITY

(Constituted Under the 'Legal Services Authorities Act, 1987', an Act of Parliament)

**Under the Administrative Control of High Court of Delhi**

Central Office, Patiala House Courts Complex, New Delhi - 110001

Ph. : 23384781, Fax : 23387267, Email : [dslsa-phc@nic.in](mailto:dslsa-phc@nic.in)



Ref. No. 105/DSLSA/Estt./Win.Vaca./2019/ 5723-5738

Dated : 09/12/2020

## **CIRCULAR**

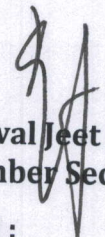
In pursuance to the approval dated 08/12/2020, all the Judicial Officers and ministerial staff / officials of Delhi State Legal Services Authority / Delhi High Court Legal Services Committee / District Legal Services Authorities/ JJBs/Permanent Lok Adalat - I & II are hereby allowed to avail winter vacations w.e.f 26.12.2020 (Saturday) to 31.12.2018 (Thursday) during the calendar year 2020 on the pattern of High Court of Delhi & its subordinate departments on the following terms and conditions:-

1. Delhi State Legal Services Authority / Delhi High Court Legal Services Committee/ District Legal Services Authorities/ Legal Service Clinic at Jail Section of this Authority at Tihar Jail shall remain open on all working days i.e. 26.12.2019 to 31.12.2019 during the winter Vacations.
2. All the employees / Officials working on contract basis with the Authority shall remain present at their respective place of posting on each working day during vacation and shall carry out necessary work as per directions of their respective Officer Incharge or duty roster for winter vacation.
3. JJBs and PLA - I & II shall remain closed during the winter vacation. However, the contractual staff of JJBs and PLA-I & PLA-II shall perform their duties at Central Office, DSLSA during said vacations.
4. No officers and officials shall be allowed to prefix or suffix any kind of leave except casual leave with the Winter Vacation. If any, employee takes leave except Casual Leave, the whole period of Winter Vacations, will be treated as leave of the kind due.
5. Secretaries of all the 11 District Legal Services Authorities shall ensure that the accused in custody are represented by the remand advocates in the courts of Duty Magistrates during the Winter Vacation. The contact number of empanelled legal service counsels who are on remand duties with the Magisterial Courts during the winter vacations may be provided for the help of Legal Aid seekers who may visit



the concerned DLSAs or DSLSA to cater their legal aid needs. They shall further ensure that front office of respective DLSAs remains open on each working day during winter vacation.

6. Secretaries concerned shall also ensure that the Legal Services Clinics functional under their control in the judicial Lockup shall also remain open during the winter vacation.
7. Ms. Sapna who is on probation shall attend the office during the winter vacation.
8. The officials posted at Jail Section are allowed to avail Commensurate Compensatory Leave during the First Quarter of the subsequent calendar year.
9. Violation of any kind of condition / instruction shall render the erring official liable to strict disciplinary action.
10. All the Secretaries /Office Incharge of all DSLSA/DLSAs/DHCLSC/JJB's/Jail Section are requested to prepare a duty roster for the contractual & regular staff and send a copy of the same to the Central Office for information and record.

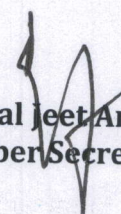
  
(Kanwal Jeet Arora)  
Member Secretary

Dated :

Ref. No. 105/DSLSEA/Estt./Win.Vaca./2019/5724 -

**Copy forwarded for information and compliance to:**

1. Ld. Chairperson of all the 11 DLSAs, Delhi/New Delhi.
2. Ld. Special Secretary, DSLSA.
3. Ld. Additional Secretary, DSLSA.
4. Secretaries of all 11 DLSAs, Delhi / New Delhi.
5. Superintendents of All 11 DLSAs with the request to circulate it among all officials under their control.
6. All the officials Posted at Central Office through Superintendent / Incharge of wing concerned.
7. Legal Service Clinic at JJB - I, II & III, Delhi / New Delhi
8. Jail Section of DSLSA, Tihar Jail
9. PLA- I & II, Mata Sundri Lane, Delhi
10. Senior Programmer to upload the same on the Web-site of DSLSA, Delhi
11. Notice Board Central Office, DSLSA, New Delhi
12. Circular File.

  
(Kanwal Jeet Arora)  
Member Secretary