



## 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, 3<sup>rd</sup> Floor, Rouse Avenue District Court Complex,

Pt. Deen Dayal Upadhyaya Marg, New Delhi-200002

Email : legalaidwing-dslsa@nic.in website : [www.dslsa.org](http://www.dslsa.org)



Ref. No. 239/DSLSA/LAW-II/Emp. Specialised Panel/2022&2024/5228 To5233 Dated:03.05.2025

### **OFFICE ORDER**

In continuation of earlier Office Order vide Ref. No. 237/DSLSA/LAW-II/Emp. Specialised Panel/2022&2024/3539 to 3546 dated 27.03.2025, the following candidate is appointed on JJB Panel of DSLSA from the waiting list for w.e.f. 05.05.2025 to 26.03.2027.

Name of LSA	Enrolment No.	Mobile No	E-mail ID	Place of Posting
Ms. Neelam Pandey Dhondiyal	D/ 4937/17	9873686900	advocateneelam08@gmail.com	JJB-III, Sewa Kutir Complex, Kingsway Camp. New Delhi

### **Terms and Conditions:**

1. This empanelment shall be constituted for two years from the date of issuance of order or till further period, if required, as per discretion of Ld. Member Secretary, DSLSA.
2. LSA shall work on full time basis from 10:00 A.M. to 05:00 P.M. on working days and shall perform all such duties that may be assigned to her by the DSLSA and periodical visits to the Observation Home from time to time.
3. LSA shall compulsorily mark daily (in, break-time and out) attendance on Samarpan App. The payment of honorarium will depend on the attendance marked on the Samarpan App.
4. LSA shall follow the Charter of Duties while working in JJB.

5. Continuation on panel shall be subject to periodic review of performance/workdone of / Legal Aid Lawyer by the DSLSA.
6. In order to ensure that there is effective check on the legal services being rendered, the lawyers on the panel must submit progress report every month or as directed by DSLSA. Non-submission of the same would entail removal from the panel.
7. Empanelled Advocate will be paid fee as per Fee Schedule 2017 of this Authority for providing free and competent services in Child Welfare Committees from the date of their posting orders. Legal Services Advocate shall not be entitled to any other relief/ claim in excess of the same.
8. Upon posting, the Legal Services Advocate shall interact with the families of Juveniles for necessary rehabilitation.
9. It shall be mandatory for all empanelled Advocate to attend the training programmes and refresher course organised by Delhi State Legal Services Authority from time to time including the orientation programme to enable empanelled LSAs to handle legal services work, as well as training to upgrade skills in various aspects of performance. Absence from such training programmes and courses, without prior approval would be a ground for removal from panel.
10. Authority reserves the right to avail the services of empanelled Legal Services Advocates to perform duties in Legal Services Clinics, Jails, Observation Homes, Legal Literacy Clubs, Schools, Colleges, Child Welfare Committee, Juvenile Justice Boards, Front Office of DLSAs etc. and also for other activities/awareness programmes including presence in the functions to be organised or for which they are nominated by the Authority.
11. The empanelled Advocate shall not be employees of the Authority and therefore, shall not be eligible for any benefits available to the employees of the Authority.

**Removal from Panel:**

1. If performance of the empanelled Advocate is found unsatisfactory or the Advocate is found to be involved in charging or collecting or demanding any

remuneration from any person in any form or is found involved in any other misconduct or he/she contravenes the Scheme of the Act, Rules and the Regulations, such Advocate shall also be liable for action for professional misconduct as per Regulation 7 of the Delhi State Legal Services Authority Regulations, 2002 as well as provisions of the Advocate Act, 1961 or any other rules or regulation applicable.

2. If the advocate is found or reported to be doing any activity in contravention of the Legal Services Act, 1987 or any rules/schemes formulated by NALSA or of SLSA/DLSA, he/she may be removed summarily by the Ld. Member Secretary, DSLSA, whose decision shall be final and binding.
3. Refusal of any empanelled Advocate to take up the duty or any matter on behalf of the Authority, without proper justification or grounds, shall entail of cancellation/withdrawal.
4. Authority reserves its rights to enlarge the scope of the duty of the empanelled Advocate in order to achieve the aim and object of "The Legal Services Authorities Act, 1987" and its Rules, Regulations, etc.

**Note: Selected candidate is requested to submit the documents *i.e.* latest Experience Certificate issued by the Bar, latest passport size coloured photograph and copy of identity card alongwith joining report on 05.05.2025 in Legal Aid Wing, DSLSA.**

**-SD-  
(RAJEEV BANSAL)  
MEMBER SECRETARY**

**Copy forwarded through E-mail to:**

1. Ld. Additional Secretary, DSLSA
2. Ld. Secretary (Litigation)
3. Ld. Principal Magistrate, JJB-III, Delhi/New Delhi
4. Concerned LSA.
5. Official Website of DSLSA
6. Office File

**-SD-  
(RAJEEV BANSAL)  
MEMBER SECRETARY**

