

DISTRICT LEGAL SERVICES AUTHORITY, AMBALA

No. 3092

Dated: 18-4-26

Notice Inviting Applications for engagement as Assistant Legal Aid Defense Counsel in DLSA Office, in District Ambala.

The applications are invited from eligible lawyers having requisite qualifications for **Contractual full time engagement** for the post of Assistant Legal Aid Defense Counsel as per Legal Aid Defense Counsel Scheme in district Ambala as mentioned below:

Sr. No	Name of District	Engagement As	No. of persons to be engaged
1	Ambala	Assistant Legal Aid Defense Counsel	02

The qualification, work profile and honorarium payable for the said post is **Annexure A**. The lawyers selected shall not be allowed to take any other private cases or any other retainership. The engagement of lawyers shall be for a period of 2 years (extendable year to year based on the performance).

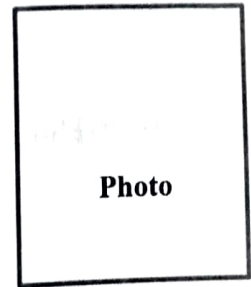
The duly filled application form (**Annexure B**) along with self-attested copies of documents be submitted through speed-post or in person latest by 11.05.2026 before 5:00 p.m. in the office of Chief Judicial Magistrate-cum-Secretary, District Legal Services Authority, Ambala.

Any incomplete or application form received after due date shall not be considered. Merely, applying for the engagement doesn't create any right or assurance in favor of the candidates.

-SD-
(Parveen)
CJM/Secretary,
DLSA, Ambala.

APPLICATION FOR ENGAGEMENT AS FULL TIME LEGAL AID LAWYER IN LEGAL AID DEFENSE COUNSEL SYSTEM

STATE _____
 DISTRICT _____
 Application No. _____
 (For Office use)



APPLICATION FOR ASSISTANT LEGAL AID DEFENSE COUNSEL

1. Applicant's Name :
2. Father/Husband's Name :
3. Date of Birth :
4. Age (as on 01-09-2025) :
5. Gender :
6. Residential Address :
7. Office Address :
8. Chamber Address (if any) :
9. Telephone no. (O) :
10. Telephone No. (R) :
11. Mobile No. :
12. Fax No. :
13. E-mail ID :
14. PAN No. :
15. AADHAR No. :
16. Educational Qualification (Please enclose self-attested copies of documents):

Course	Name of Board/University	Year of Passing	Obtained Percentage (aggregate)
Graduation			
Professional Degree LLB			
LLM			
Any other (if any)			

17. Date of Enrollment as Lawyer:
18. Enrollment No. :
 (Attach self-attested copy of enrollment certificate issued by Bar Council)
19. Experience in Bar :
 (Duration of actual practice)
(Attach an experience certificate issued by the Bar Association/Council)
 (a) Total no. of cases handled:
 (b) Nature of cases handled :

(Attach extra sheet, if required)
(c) Specialization, if any :
(The details of a few important cases, the Applicants have dealt with/handled and reported judgement if any.)

20. Whether empanelled as Central/State Government or :
Government undertaking counsel/pleader
(Indicate period & attach documents)

21. The Courts where the Applicant is
regularly practising :
(Enclose Bar Association Membership Certificate)

22. Specify whether earlier remained on the
panel of HCLSC/DLSA or TLSC :
(Indicate period, number of legal aid cases handled & result)
(attach documents)

23. Whether any disciplinary case/Complaint is/was
against the Applicant with any Bar Council : YES NO
(If yes, specify details of both disposed & pending with documents)

24. List of the documents to be attached.
1. Self-Attested copy of Certificates in support of educational qualifications.
 2. Self-Attested copy of Certificate in Enrollment issued by the Bar Council under the Advocates Act, 1961.
 3. Self-Attested copy of Photo Identity Card, Address Proof.
 4. Self-Attested copy of ITR for last 3 years (if available).
 5. Photo copies of judgments in 5 Sessions cases, represented as Defense lawyer, (for the post of Chief/Deputy Legal Aid Defense Counsel).
 6. Photocopies of at least 5 cross examinations in Sessions cases (for Chief/Deputy Legal Aid Defense Counsel).

(Signature)

DECLARATION

I hereby declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false/incorrect at any stage, my candidature is liable to be cancelled. I have read and understood the instructions and terms of the engagement and agrees to abide by those. I declare that I fulfil the eligibility conditions for the category to which I am seeking engagement. I declare that I have never been penalized by any Bar Council in any Disciplinary Proceedings. I also undertake to maintain absolute integrity and discipline as required thereunder. I agree with the remuneration structure and all the terms and conditions notified by DLSA concerned.

(Signature)

Place: _____
Date: _____

Annexure A
Qualification, Work Profile and Honorarium

Qualification and Work Profile

Sr. No. 1

Assistant Legal Aid Defence Counsel

Qualification:

1. Practice in criminal law from 1 to 3 years.
2. Good oral and written communication skills.
3. Thorough understanding of ethical duties of defence counsel.
4. Ability to work effectively and efficiently with others.
5. Excellent writing and research skills.
6. IT Knowledge with high proficiency in work.

Work Profile

- Filing of cases, conducting trials in Magistrate trial cases,
- Remand/bail and other miscellaneous work,
- legal research in legal aided cases,
- Visits to Prison and Legal aid Clinics as per directions,
- Providing assistance at pre-arrest stage to suspects,
- Assisting Chief Legal Aid Defense Counsel and Deputy Legal Aid. Defense Counsel in conduct of legal aided cases,
- Assisting in developing a defense strategy after sifting through all of the evidence collected by the prosecution and after hearing the accused's version of what happened during the alleged crime in question,
- Visiting location/area of alleged crime, having discussions with family members etc. , for effective and meaningful input for defense strategy,
- Handling queries of legal aid seekers,
- Updating legal aid seekers about the progress of their cases,
- Assisting in maintaining complete files of legal aided cases,
- Handling legal queries relating to criminal matters on telephone,
- Any other work related to legal aid assigned by Chief Legal Aid Defense Counsel,
- Any work/duty assigned by Legal Services Authority

Honorarium of LADCS staff as per category
Honorarium payable

Human Resources	Class-A	Class-B	Class-C
Assistant Legal Aid Defense Counsel	45,000	35,000	30,000

Segregation of Districts as per NALSA guidelines is as under:

Class-A Towns	Faridabad (1)
Class-B Towns	Ambala, Bhiwani, Kurukshetra,, Kaithal, Karnal, Sonapat, Jind, Sirsa, Hissar, Rohtak, Jhajjar, Palwal, Yamuna Nagar, Rewari (14)
Class-C Towns	Narnaul, Mewat, Fatehabad (3)