कार्यालय जिला विधिक सेवा प्राधिकरण, रायपुर (छ.ग.)
जिला न्यायालय परिसर, रायपुर
दूरभाष कमांक 0771–2425944 **दूरभाष कमांक 0771–2420077**
E-mail : dlsa. raipur@gmail.com

//विज्ञापन//

क. 74 /एल.ए.डी.सी.एस/जि.वि.से.प्राधि./2025 रायपुर, दिनांक 29/04/2025

आवेदन जमा करने की प्रारंभिक तिथि 01–05–2025 प्रातः 10:30 बजे से
आवेदन जमा करने की अंतिम तिथि 15–05–2025 के शाम 05:00 बजे तक

राष्ट्रीय विधिक सेवा प्राधिकरण, नई दिल्ली तथा छ0ग0 राज्य विधिक सेवा प्राधिकरण के दिशा–निर्देशों के परिपालन में जिला विधिक सेवा प्राधिकरण रायपुर (छ0ग0) के अंतर्गत संचालित लीगल एड डिफेंस कौंसिल कार्यालय हेतु असिस्टेंट लीगल एड डिफेंस कौंसिल रायपुर के निम्नांकित पदों पर संविदात्मक भर्ती किये जाने हेतु इच्छुक अभ्यर्थियों से निर्धारित प्रारूप में आवेदन पत्र आमंत्रित किये जाते है :–

कमांक	पदों का विवरण	रिक्त पदों की संख्या
01	असिस्टेंट लीगल एड डिफेंस कौंसिल	03

टीपः– क. परीक्षा तिथि में परिवर्तन करने का अधिकार प्रधान जिला न्यायाधीश/अध्यक्ष जिला विधिक सेवा प्राधिकरण रायपुर (छ0ग0) के पास सुरक्षित होगा।

ख. संविदात्मक पद पर नियुक्त कर्मचारी की सेवाएं नियुक्ति दिनांक से 01 वर्ष की अवधि के लिये ही होंगी। नियुक्त किये गये कौंसिल की उपस्थिति/कार्यप्रणाली संतोषप्रद व्यवहारिक एवं व्यवस्थित होने तथा नालसा के निर्देशानुसार कार्यकाल आगे बढ़ाया जा सकता है अथवा कार्य संतोषप्रद नहीं होने की स्थिति में अभ्यर्थी/कौंसिल की नियुक्ति समाप्त की जा सकती है।

ग. छत्तीसगढ़ शासन द्वारा वर्तमान में संविदा कर्मचारियों के लिए सेवा शर्तों के लिए निर्धारित परिपत्र/नियम/शर्तों के प्रावधानों के अधीन शासित होंगे।

घ. उक्त विज्ञापन संपूर्ण रायपुर जिला क्षेत्र में कर्तव्य निष्पादन हेतु आमंत्रित किया गया है किंतु भविष्य में तालुका विधिक सेवा समिति के द्वारा लीगल एड डिफेंस कौंसिल की मांग किये जाने पर जिला मुख्यालय के लिये नियुक्त नवीन लीगल एड डिफेंस कौंसिलों को तालुका विधिक सेवा समिति भेजा जा सकता है।

भर्ती की पात्रता एवं शर्तें:–

(A) Qualification for Assistant Legal Aid Defense Counsel:

- Practice in criminal law from 0 to 3 years.
- Good oral and written communication skills.
- Thorough understanding of ethical duties of defence counsel.
- Ability to work effectively and efficiently with others.
- Excellent writing and research skills.
- IT Knowledge with high proficiency in work.

Note: Qualifications may be reasonably relaxed in case of exceptional candidates or circumstances with the approval of the Executive Chairman SLSA.

Honorarium (Retainership Fee) मानदेय:–

For Class-A towns (Population more than 10 lacs)

1. Assistant Legal Aid Defense Counsel – 35000/- each

आवेदन प्रस्तुत करने की प्रकिया

1. विज्ञापन के साथ संलग्न प्रारूप में आवेदन पत्र पूर्णतः साफ सुथरे अक्षरों में पूरित करते हुए बंद लिफाफे में जिसके ऊपर आवेदित पद का नाम मोटे अक्षरों में उल्लेखित हो, को **माननीय प्रधान जिला न्यायाधीश/अध्यक्ष, जिला विधिक सेवा प्राधिकरण, ए0डी0आर0 भवन जिला न्यायालय परिसर रायपुर जिला–रायपुर (छ0ग0), पिन–492001** अंकित करते हुए **दिनांक 15–05–2025 की शाम 05:00 बजे तक कार्यालय, जिला विधिक सेवा प्राधिकरण ए0डी0आर0 भवन जिला न्यायालय परिसर रायपुर में रखे गए ड्रॉप बॉक्स के माध्यम से प्रस्तुत किया जाएगा। अन्य किसी भी माध्यम से प्रस्तुत आवेदनों पर विचार नहीं किया जाएगा।**

2. आवेदन पत्र के साथ **जन्मतिथि के संबंध में प्रमाण पत्र, शैक्षणिक योग्यता संबंधी प्रमाण पत्र, जाति प्रमाण पत्र, स्थायी निवासी प्रमाण पत्र, की अभिप्रमाणित अथवा स्वप्रमाणित छायाप्रतियां संलग्न करना अनिवार्य होगा।**

3. ई–मेल, फैक्स, कोरियर अथवा पंजीकृत डाक के द्वारा प्रेषित आवेदन पत्र स्वीकार नहीं किये जायेंगे। केवल बंद लिफाफे में आवेदन, कार्यालय, जिला विधिक सेवा प्राधिकरण

ए0डी0आर0 भवन जिला न्यायालय परिसर रायपुर में रखे गए ड्रॉप बॉक्स के माध्यम से ही स्वीकार किये जा सकेंगे।

4. अभ्यर्थी/आवेदक को चाहिए कि वे विज्ञापन में दिये गये निर्देशों तथा आवेदन पत्र में वांछित सभी जानकारियों को अत्यंत सावधानीपूर्वक सही एवं पूर्ण जानकारी भरें। आवेदन पत्र में त्रुटि तथा अपूर्णता के आधार पर आवेदक को बिना सूचना दिये चयन के किसी भी स्तर पर आवेदन निरस्त किया जा सकेगा।

5. विज्ञापन का विस्तृत अवलोकन जिला न्यायालय रायपुर की वेबसाईट https://raipur.dcourts.gov.in अथवा जिला न्यायालय रायपुर/कार्यालय जिला विधिक सेवा प्राधिकरण रायपुर के नोटिस बोर्ड में किया जा सकता है।

6. आवेदक, आवेदन पत्र में अभिप्रमाणित पासपोर्ट साईज का नवीनतम रंगीन फोटो चस्पा करेगा।

7. विज्ञापन में निर्धारित प्रारूप में ही आवेदन पत्र स्वीकार किये जाएंगे। प्रारूप से भिन्न आवेदन पत्र पर विचार नहीं किया जाएगा।

8. त्रुटिपूर्ण, अपूर्ण, अस्पष्ट एवं बिना हस्ताक्षरित आवेदन पत्र निरस्त माना जाएगा। जिसकी सूचना आवेदक को देने हेतु कार्यालय की बाध्यता नहीं होगी।

लीगल एड डिफेंस कौंसिल सिस्टम से संबंधित अन्य महत्वपूर्ण तथ्य निम्नानुसार है :–

01. Scope of Work :

Legal Aid Defense Counsel Office shall be dealing exclusively with legal aided matters in criminal matters of the District of HQ, wherein it is established. It shall be providing legal services from the early stages of criminal justice till appellate stage, and the same shall include visits to jails from catering to the legal needs of unrepresented inmates. Initially it shall not be dealing with all type of civil matters and cases of complainant, wherein present counsel assignment system (Panel Lawyers) will continue to be operational. The following end to end legal services shall be provided through the Legal Aid Defense Counsel Office:

- Legal Advice and Assistance to all individuals visiting the office,
- Representation/Conducting trial and appeals including all miscellaneous work in all criminal courts such as Sessions, Special and Magistrate Courts including executive courts,
- Handling Remand and Bail work,
- Providing legal assistance at pre-arrest stage as per need and also in accordance with NALSA's scheme for providing such assistance,
- Any other legal aided work related to District Courts or as assigned by the Secretary DLSA,
- Periodic visit of Prisons of the district under the guidance of the Secretary, DLSA.

02. Selection Procedure:

After due publicity including public notice, applications will be invited and a fair, transparent and competitive selection process shall be adopted by DLSA under guidance of SLSA. Legal Aid Defence Counsels shall be engaged on contract basis in each place/district initially for a period of one years with a stipulation of extension on yearly basis on satisfactory performance. The performance of each human resource shall be assessed in every six months by SLSA in consultation with DLSA concerned. Selection of Chief Legal Aid Defense Counsel, Deputy Chief Legal Aid Defense Counsels, Assistant Legal Aid Defense Counsels will be purely based on merit, taking into account the knowledge, skills, practice and experience of candidates. The selection shall be carried out by Selection committee under the Chairmanship of the Principal District & Sessions Judge (Chairman, DLSA) as envisaged in NALSA (Free and Competent Legal Services) Regulations 2010, subject to final approval by the Executive Chairman, SLSA. In the selection committee at least three senior most judicial officers posted at HQ, dealing mainly criminal cases, preferably sessions cases, will also be included. No person with conflict of interest shall be part of selection process. After approval by

the Executive Chairman, SLSA, engagement contract will be executed between the Secretary DLSA and the person so engaged.

03. Work Profiles:

A. Assistant Legal Aid Defense Counsel

- 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 defence 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,

04. Termination of Services:

Services of any legal aid defense counsel engaged in the office of Legal Aid Defense Counsel can be terminated at any time without any prior notice in the following cases by the Chairman, DLSA on recommendation of the Secretary DLSA or on directions by SLSA in writing:

- He/she substantially breaches any duty or service required in the office, or
- Seeks or accepts any pecuniary gains or gratification in cash or kind from the legal aid seekers or beneficiary or his friend or relative, or
- Charged or Convicted for any offence by any court of law, or
- Indulges in any type of political activities, or
- Found incapable of rendering professional services of the required standards, or
- Failure to attend training programmes without any sufficient cause, or
- Indulges in activities prejudicial to the working of legal aid defense counsel office, or
- Using his/her position in legal aid defense counsel office to secure unwarranted privileges or advantages for him/herself or others, or
- Acts in breach of code of ethics, or

- Remains absent without leave for more than two weeks, or
- If services are found unsatisfactory during the six monthly performance review by the SLSA or DLSA.

05. Code of Ethics:

Personnel engaged in the office of Legal Aid Defense Counsel shall observe the following code of ethics:

- No personnel shall act in any matter in which he/she has a direct or indirect personal or financial interest.
- No personnel shall wilfully disclose or use, whether or not for the purpo of pecuniary gain, any information that he/she obtained, received of acquired during the fulfilment of his/her official duties and which is not available to members of the general public.
- No personnel within the office of Legal Aid Defense Counsel shall make use of his/her office or employment for the purpose of promoting or advertising any outside activity.
- No personnel within the office of Legal Aid Defense Counsel shall engage in any outside activity or act as an independent practitioner.
- No personnel within the office of Legal Aid Defense Counsel shall solicit, agree to accept or accept, whether directly or indirectly, any gift, favour, service, or other thing of value under circumstances from which it might be reasonably inferred that such gift, service, or other thing of value was given or offered for the purpose of influencing him/her in, or rewarding him/her for, the discharge of his/her official duties.
- Legal Aid Defense Counsel shall devote his/her full time to his/her duties for the office of Legal Aid Defense Counsel and shall not engage in private practice of law during the term of employment.

- Every Personnel of the office of Legal Aid Defense Counsel shall strive to preserve the public's confidence in the office's fair and impartial execution of its duties and responsibilities.
- Legal Aid Defense Counsel shall also follow the code of ethics prescribed by Bar Council of India for lawyers.

06. Entitlement to Leave:

- Assistant Counsel Legal Aid Defense Counsel shall be eligible for 12 days' leave in a calendar year on pro-rata basis.
- No remuneration for the period of absence in excess of the admissible leave will be paid to the human resource of Legal Aid Defense Counsel Office.
- Un-availed leave shall neither be carried forward to next year nor encashed.

07. Role of State Legal Services Authority and District Legal Services Authority:

- Office space planning, and providing Infrastructure for office preferably inside or in proximity to court complex.
- Providing Office furniture, Office equipment including computers, printer, internet connectivity and other equipment.
- Purchasing office supplies on need basis.
- Engaging human resource requirement for Legal aid Counsel System Office.
- Ensuring proper functioning of Legal aid Counsel System Office. Ensuring effective monitoring and mentoring.

- Periodical evaluation of legal services delivered through Legal aid Counsel System Office.
- Regular trainings and refresher courses for legal aid counsel engaged in Legal aid Counsel System Office.
- Renovation of office space when necessary.
- Providing Books such as Bare Acts and Commentaries for Legal Aid Defense Counsel Office
- Providing Legal Research Software. Timely payment of monthly honorarium to legal aid counsel and all staff engaged for Legal aid defense counsel office.
- Payment with regard to expert witnesses, if their services are taken.
- Payment for expenses incidental such as travelling expenses etc.
- Information/promotional campaigns/programmes with regard to Legal aid Defense counsel office.

08. Engagement with law schools:

Law schools often send their students to legal Services Institutions for internship. Moreover, Clinics of Law Colleges also collaborate with Legal Services Institutions. Law students can be engaged with the Legal Aid Defense Counsel office as to give them meaningful exposure to practical aspects of criminal law including preparing a defense strategy and doing legal research in various factual scenarios. Law students may be so engaged in the following areas in Legal aid defense counsel office:

- Legal research in criminal cases,
- Visiting scenes of crimes,
- Interviewing accused and their family members and other relevant persons,

- Visits of Prisons and Legal Aid clinics,
- Associating in campaign undertaken, Assist in sifting through all of the evidence collected by the prosecution and providing effective input for preparing defense strategy.

The internship to law students can be offered for a period upto 3 months. The law students so engaged shall not be paid any stipend by the Legal Services Authorities but the certificate of work and period of work will be issued jointly by the Chief Defense Counsel & Secretary, DLSA.

09. Monitoring and Evaluation:

- The work and performance shall be closely monitored by the Secretary DLSA and a monthly review meeting will be organised under the chairmanship of the Chairman, DLSA. The Minutes of the meeting shall be send to SLSA. A quarterly review meeting with every LADCS office and the Secretary, DLSA will also be organised by the Member Secretary, SLSA and minutes shall be send to NALSA. On half yearly basis review meeting shall be organised by NALSA. The formats for such data sharing will be shared at the time of launch. Monitoring shall be continuous process and at the end of six months the performance of every human resource shall be evaluated by the SLSA under the guidance of Hon'ble Executive Chairman, SLSA.
- Monitoring and Mentoring Committee shall monitor legal aid work of Legal Aid Defense Counsel Office. The Chief Legal Aid Defense Counsel shall be involved in monitoring & mentoring of Legal Aid cases of the district.

चयन सूची तथा प्रतिक्षा सूचीः–

साक्षात्कार परीक्षा में प्राप्त अंको का योग कर, अंकों के आधार पर मेरिट सूची तैयार की जावेगी, जिसमें से अधिकतम अंक प्राप्त करने वाले अभ्यर्थियों की चयन सूची एवं प्रतिक्षा सूची तैयार कर अनुमोदन हेतु छ0ग0 राज्य विधिक सेवा प्राधिकरण प्रेषित किया जावेगा। प्रतिक्षा सूची, अंतिम परिणाम जारी होने के 01 वर्ष तक प्रभावशील होगी।

अन्य महत्वपूर्ण टीप :–

यह सुनिश्चित किये जाने की जिम्मेदारी स्वयं आवेदक की होगी कि वे आवेदित पद के लिए निर्धारित समस्त अर्हताओं एवं शर्तों को पूरा करते हों। आवेदन करने के पहले आवेदक अपनी अर्हताओं की जांच स्वयं कर लें और अर्हता की समस्त शर्तों को पूरा करने पर ही आवेदन पत्र प्रस्तुत करें। भर्ती प्रकिया में शामिल किये जाने का अर्थ यह कदापि नहीं होगा कि आवेदक को अर्ह मान लिया गया है। चयन के किसी भी स्तर पर आवेदक के अनर्ह पाये जाने की दशा में आवेदन पत्र निरस्त कर उम्मीदवारी समाप्त मानी जावेगी। नियुक्ति के पश्चात् कोई सारवान जानकारी छुपाए जाने पर कभी भी सेवाएं समाप्त की जा सकेगी तथा यदि किसी प्रकार की लापरवाही, कदाचार या पीड़ित/पक्षकार से अभद्रता अथवा धनराशि की मांग/लेन–देन इत्यादि के संबंध में लिखित अथवा मौखिक शिकायत प्राप्त होने की दशा में संबंधित कौंसिल को कभी भी बिना पूर्व सूचना दिये सेवा से पदच्युत किया जा सकेगा। उक्त भर्ती प्रकिया के दौरान किसी को भी सूचना के अधिकार अधिनियम के अंतर्गत जानकारी प्रदान नहीं की जायेगी। भर्ती प्रकिया पूर्ण होने के उपरांत केवल 03 माह तक ही सूचना के अधिकार अधिनियम के तहत जानकारी प्रदान की जायेगी। यदि विज्ञापन प्रारूप एवं भर्ती प्रक्रिया इत्यादि में किसी प्रकार के संशोधन की आवश्यकता हो तो इस संबंध में शुद्वि पत्र प्रकाशित किया जाएगा।

स्थान– रायपुर
दिनांक–29–04–2025

अनुमोदित

24/4/25

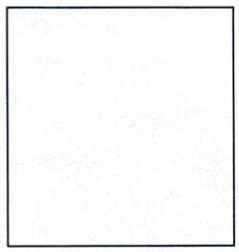
प्रधान जिला न्यायाधीश/ अध्यक्ष,
चयन समिति,
लीगल एड डिफेंस कौंसिल,
जिला विधिक सेवा प्राधिकरण रायपुर (छ0ग0)

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

STATE - CHHATTISGARH

DISTRICT - _____

Application No. - _____
(For Office use)



APPLICATION FOR DEPUTY/ASSISTANT LEGAL AID DEFENSE COUNSEL

1.	Applicant's Name	:	_____
2.	Father/Husband's Name	:	_____
3.	Date of Birth	:	_____
4.	Age (as on 01-08-2022)	:	_____
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**	**Years of Passing**	**Obtained Percentage (aggregate)**
Graduation			
Professional Degree LLB			
LLM			
Any other (if any)			

17. Date of Enrolment as Lawyer : _____

18. Enrolment No. : _____
(Attach self-attested copy of enrolment 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 : _____

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 document) : _____

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

24. **List of the documents to be attached.**

1. Self-Attested copy of Certificates in support of educational qualifications.
2. Self-Attested copy of Certificates 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 20 Sessions cases, represented as Defense Lawyer, (for the post of 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 agree to abide by those. I declare that I fulfill 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 there under. I agree with the remuneration structure and all the terms and conditions notified SLSA/DLSA concerned.

Place : _____

Date : _____

(Signature)