जिला विधिक सेवा प्राधिकरण, करौली

(जिला एवं सेशन न्यायालय, करौली)

(फोन नं. 07464–294026, ईमेल–dlsa25karauli@gmail.com)

क्रमांक: डालसा/विज्ञप्ति/2025/217 दिनांक: 17.12.2025

–:: विज्ञप्ति ::–

NOTICE INVITING APPLICATIONS FOR ENGAGEMENT AS FULL TIME LEGAL AID LAWYERS IN LEGAL AID DEFENSE COUNSEL OFFICE IN KARAULI DISTRICT OF RAJASTHAN UNDER RAJASTHAN STATE LEGAL SERVICES AUTHORITY

The State Legal Services Authority, established under the Legal Services Authorities Act. 1987 with mandate to provide free and competent legal services to the underprivileged and disadvantaged sections of the society to ensure that opportunities for securing justice are not denied to any citizen by reason of economic or other disabilities and to secure that the operation of the legal system promotes justice on a basis of equal opportunity to all.

Realising the need to ponder over the reforms required in the Legal Aid Movement of India a new model of Legal Services Delivery, the 'Legal Aid Defense Counsel System' (LADCS), in line with public defender system, is introduced by NALSA As envisaged, LADCS involve full time engagement of lawyers with support system, dealing exclusively with legal aid work in criminal matters at every stage starting from the pre-arrest, arrest & remand stage to the conclusion of trials and appeals etc. It will enhance the availability and accessibility of Legal Aid in a timely manner and help in creating a mechanism to provide qualitative and competent legal services in a professional manner to underprivileged and disadvantaged section of the society.

As per the Modified Scheme 2022 Legal Aid Defense Counsel System of the National Legal Services Authority. Each Legal Aid Defense Counsel Office may have 01 Chief Legal Aid Counsel, 03 Deputy Chief Legal Aid Defense Counsels, 06 Assistant Legal Aid Defense Counsels (number of positions depending upon legal aid work in the district). This system will have the effect of enhancing the responsiveness of the Legal Aid Mechanism in country and will ensure accountability on the part of the Legal Aid providers.

The Legal Aid Defense Counsel System will also provide a unique opportunity for Law Students to learn from the best. The Chief Legal Aid Defense Counsel will be given the liberty to engage law students as interns, to give them exposure to practical aspects of criminal law including preparation of defense strategy and doing legal research in various factual scenarios.

Under the aegis of NALSA, Rajasthan State Legal Services Authority has established LADCS offices in all Judicial Districts of Rajasthan. Applications are being invited for DLSA KARAULI for additional defense advocates in these DLSs as per given hereunder.

Therefore, applications are invited from eligible lawyers having requisite qualifications for Contractual full time engagement for the posts of Deputy Chief Legal Aid Defense Counsels as per scheme in Karauli district proposed herein. Depending upon actual need vis-a-vis Legal Aid work in the District, as projected by the DLSA concerned, the following are the no. of LADC to be engaged:-

S.No.	District Name	No. of Required Man Power for DEPUTY LADC POST	Total
1	KARAULI	02	02

Note:- The Lawyers so engaged will not be allowed to take any other private cases or any other retainership.

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The Honorarium (Retainer ship fee) payable to LADC shall be within following slabs:-
as per the Guidelines

The Scheme of engagement along with Application Form (Performa enclosed) may be downloaded from the official website of DLSA KARAULI. Candidates desirous of applying for LADC are advised to go through the Scheme before embarking to fill-in the Application Form. The duly filled in Application Form along with self-attested copies of documents has to be submitted to the office of DLSA Karauli on **before 18 December 2025 by 02.00 PM**. Any application received after due date shall not be considered. It is made clear that no application is to be sent to the office Rajasthan State Legal Services Authority. The applications are to be sent to the Secretary of concerned DLSA.

Note: Applying for engagement as LADC will not create any right/ assurance whatsoever.

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करौली

क्रमांकः डालसा/2025/5795–5812

दिनांकः 17.12.2025

प्रतिलिपि निम्नांकित को सूचनार्थ एवं आवश्यक कार्यवाही हेतु सादर प्रेषित हैः–

1. श्रीमान् सदस्य सचिव महोदय, राजस्थान राज्य विधिक सेवा प्राधिकरण, जयपुर।
2. श्रीमान् जिला एवं सेशन न्यायाधीश महोदय, करौली।
3. श्रीमान् जिला कलक्टर महोदय, करौली।
4. श्रीमान् जिला पुलिस अधीक्षक महोदय, करौली।
5. श्रीमान अध्यक्ष महोदय, तालुका विधिक सेवा समिति हिण्डौन सिटी/श्रीमहावीरजी/टोडाभीम करौली को अपने कार्यालय के नोटिस बोर्ड पर चस्पा करवाने तथा संबंधित बार संघ को उक्त विज्ञप्ति उपलब्ध करवाई जाने हेतु प्रेषित है।
6. सिविल न्यायाधीश एवं न्यायिक मजिस्ट्रेट सपोटरा/नादौती को अपने कार्यालय के नोटिस बोर्ड पर चस्पा करवाने हेतु प्रेषित है।
7. अध्यक्ष अभिभाषक संघ करौली/हिण्डौन सिटी/श्रीमहावीरजी/टोडाभीम/सपोटरा/नादौती को विज्ञप्ति की प्रति प्रेषित कर लेख है कि विज्ञप्ति को अपने नोटिस बोर्ड पर चस्पा कर समस्त अधिवक्तागण को विज्ञप्ति के संबंध में सूचित करें।
8. जिला सूचना एवं संपर्क अधिकारी करौली को विज्ञप्ति की प्रति प्रेषित कर लेख है कि उक्त विज्ञप्ति को स्थानीय समाचार पत्रों में प्रकाशित करवाए।
9. सिस्टम ऑफिसर जिला न्यायालय करौली को विज्ञप्ति की प्रति प्रेषित कर लेख है कि विज्ञप्ति को जिला न्यायालय करौली की बेवसाइट पर अपलोड कर सूचना इस कार्यालय को भिजवाए।
10. विज्ञप्ति/संबंधित पत्रावली।

सचिव
जिला विधिक सेवा प्राधिकरण,
(अपर जिला एवं सेशन न्यायाधीश)
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GUIDELINES FOR ENGAGEMENT AS FULL TIME LEGAL AID LAWYERS IN LEGAL AID DEFENSE COUNSELS IN DLSAs

1. Scope of Work:

Legal Aid Defense Counsel Office shall be dealing exclusively with legal aided matters in criminal matters of the District or 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.

2. 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 two 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. The eligibility criterions are as follows:-

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a) **Qualifications for Chief Legal Aid Defense Counsel:**

- Practice in Criminal law for at least 10 years,
- Excellent oral and written communication skills,
- Excellent understanding of criminal law,
- Thorough understanding of ethical duties of a defence counsel,
- Ability to work effectively and efficiently with others with capability to lead,
- Must have handled at least 30 criminal trials in Sessions Courts, aforesaid condition of handling of 30 criminal cases can be relaxed in appropriate circumstances,
- Knowledge of computer system, preferable.
- Quality to lead the team with capacity to manage the office.

b) **Qualifications for Deputy Chief Legal Aid Defense Counsel:**

- Practice in Criminal law for at least 7 years,
- Excellent understanding of criminal law,
- Excellent oral and written communication skills,
- Skill in legal research,
- Thorough understanding of ethical duties of defence counsel,
- Ability to work effectively and efficiently with others,
- Must have handled at least 20 criminal trials in Sessions Courts, may be relaxed in exceptional circumstances, by Hon'ble executive Chairman, SLSA,
- IT Knowledge with proficiency in work.

c) **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.

3. **Work Profiles :**

a) **Chief Legal Aid Defense Counsel**

- Conducting trials and appeals and bail matters in courts along with deputy chief & assistant legal Aid Defense Counsels,
- Assigning duties to deputy legal Aid Defense Counsels in the office,
- Assigning duties of Assistant legal Aid Defence Counsel for assisting him and Deputy Chief legal Aid Defense Counsel and for other work including legal research,
- Ensure proper legal research, planning effective defence strategy and thorough preparation in each and every legal aided case,
- Ensure maintenance of complete files of legal aid seekers,
- Ensure proper documentation with regard to legal aid assistance provided, ensure maintaining of up to date record of legal aided cases,

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- Will be overall in charge of administration the office of Legal Aid Defense Counsel Office.
- Ensure quality of legal aid,
- Consultation and ensuring updation of the case progress to the client and his/her relative(s),
- Any work/duty assigned by Legal Services Authority.

b) Deputy Chief Legal Aid Defense Counsel.

- Conducting trials/ appeals/ Remand work /Bail applications/visits to prisons etc., as assigned by Chief Legal Aid Defense Counsel.
- Filing and arguing appeals and bail applications in Courts.
- Maintaining complete case files.
- Doing legal research in legal aided cases and guiding assistant legal Aid Defense Counsel and law students attached with the office in legal research.
- Proper client interviews at various stages for quality research work and representation at remand, trial and appellate stage.
- All or any of the work of the Chief defence Counsel as per assignment,
- Any work/duty assigned by Legal Services Authority.

c) 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,

4. 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:

i. He/she substantially breaches any duty or service required in the office, or

ii. 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

iii. Charged or Convicted for any offence by any court of law, or

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iv. Indulges in any type of political activities, or
v. Found incapable of rendering professional services of the required standards, or
vi. Failure to attend training programmes without any sufficient cause, or
vii. Indulges in activities prejudicial to the working of legal aid defense counsel office, or
viii. Using his/her position in legal aid defense counsel office to secure unwarranted privileges or advantages for him/herself or others, or
ix. Acts in breach of code of ethics, or
x. Remains absent without leave for more than two weeks, or
xi. If services are found unsatisfactory during the six monthly performance review by the SLSA or DLSA.

5. Code of Ethics:

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

i. No personnel shall act in any matter in which he/she has a direct or indirect personal or financial interest.

ii. No personnel shall wilfully disclose or use, whether or not for the purpose of pecuniary gain, any information that he/she obtained, received or acquired during the fulfilment of his/her official duties and which is not available to members of the general public.

iii. 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.

iv. No personnel within the office of Legal Aid Defense Counsel shall engage in any outside activity or act as an independent practitioner.

v. 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.

vi. 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.

vii. 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.

viii. Legal Aid Defense Counsel shall also follow the code of ethics prescribed by Bar Council of India for lawyers.

6. Entitlement to Leave:

- Chief Legal Aid Defense Counsel and Deputy Legal Aid Defense Counsel shall be eligible for 15 days' leave in a calendar year on pro-rata basis.
- Assistant Counsel Legal Aid Defense Counsel shall be eligible for 12 days' leave in a calendar year on pro-rata basis.

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- 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.

7. **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.

8. **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.

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9. 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.

10. Honorarium (Retainership fee):

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

1.	Chief Legal Aid Defense Counsel	₹ 70,000 to 1,00,000/-
2.	Deputy Chief Legal Aid Defense Counsel	₹ 50,000 to 75,000/- each
3.	Assistant Legal Aid Defense Counsel	₹ 25,000 to 45,000/- each

For Class-B towns (Population more than 2 lacs but below 10 lacs)

1	Chief Legal Aid Defense Counsel	₹ 65,000 to 80,000/-
2	Deputy Chief Legal Aid Defense Counsel	₹ 40,000 to 60,000/- each
3	Assistant Legal Aid Defense Counsel	₹ 20,000 to 35,000/- each

For class-C (Population below 2 lacs) or Rest of the towns

1	Chief Legal Aid Defense Counsel	₹ 60,000 to 70,000/-
2	Deputy Chief Legal Aid Defense Counsel	₹ 30,000 to 50,000/- each
3	Assistant Legal Aid Defense Counsel	₹ 20,000 to 30,000/- each

Note: In case of any case of any discrepancy, please refer to approved scheme by NALSA.

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