OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE EAST-DISTRICT, KARKARDOOMA COURTS: DELHI.

NOTICE

Applications are invited on the prescribed proforma as per Schedule-I & II, from the candidates, who fulfil the eligibility criteria as per the guidelines (Annexure-A), for engagement of 01 (one) Law Researchers for District Judge Commercial Courts of East District, Karkardooma Courts, Delhi on purely short-term contractual basis for a period of one year.

Applications duly filled in the prescribed proforma should be submitted in the General Branch, East District, Karkardooma Courts Complex, Delhi on all working days between 10:00 AM to 05:00 PM latest by 04.12.2025 through Receipt and Issue Branch, East District, 3rd Floor Karkardooma Court Complex, Delhi. Applications received after due date and time shall not be entertained.

(MANU WEDWAN)
Officer In-charge, General Branch (East)
For Principal District & Sessions Judge (East)

No. 5458-93/Genl. Br. (E)/Law-Researchers/KKD/2025 Dated: 21 NOV 2025

Copy forwarded for information and necessary action to :-

1. The Registrar General, Hon'ble High Court of Delhi, New Delhi.
2. The Principal District & Sessions Judges, Central, West, New Delhi, South-East, South, South-West, North, North-West, North-East, Shahdara Districts & Rouse Avenue/Tis Hazari/Patiala House/Saket/Dwarka/Rohini/Karkardooma/Rouse Avenue Court Complexs, Delhi/New Delhi.
3. The Principal Judge, Family Courts (Hqs), Dwarka Court Complex.
4. Controlling Officer, East District, Karkardooma Courts Complex, Delhi.
5. The Hony. Secretaries of all Bar Associations at Delhi High Court, Karkardooma, Saket, Tis Hazari, Rohini, Dwarka, Rouse Avenue and Patiala House Court Complexes with request to affix on notice board.
6. Nodal Officers (Website), all the District Court Complexes, Delhi/New Delhi with a request to upload the same on the respective websites. KKD
7. PS to Ld. Principal District & Sessions Judge, East District, Karkardooma Courts Complex, Delhi.
8. DDO/Account Officer/Assistant Accounts Officer, East District, Karkardooma Court Complex, Delhi.
9. The Public Relation Officer, East Court Complex, Delhi.
10. Care Taking Branches of all District Court Complexes, at Delhi/New Delhi with request to affix on notice boards.

Officer In-charge, General Branch (East)
For Principal District & Sessions Judge (East)

Annexure "A"

(1)

HIGH COURT OF DELHI

Guidelines for Engagement of Law Researchers for the District Judges [Commercial Courts] in Delhi, 2023

Hon'ble the Chief Justice, High Court of Delhi, on the recommendations of the Hon'ble Judges of the Hon'ble Ease of Doing Business Committee of this Court has been pleased to approve the following Guidelines for Engagement of Law Researchers for the District Judges [Commercial Courts] in Delhi.

1. Short title and commencement

These Guidelines shall be called Guidelines for Engagement of Law Researchers for the District Judges [Commercial Courts] in Delhi, 2023. They shall come into force immediately.

2. Entitlement for the Services of Law Researchers:

Every District Judge [Commercial Court] in Delhi shall be entitled to have the services of one Law Researcher.

3. Eligibility Conditions for engagement as LR:

(i) The candidate for engagement as Law Researcher should be a graduate in law from a recognized law school/ college/ university/ institute established by law in India, recognized by the Bar Council of India, having not less than 55% Marks in the aggregate and eligible for enrolment as an Advocate with the Bar Council.

(ii) The candidate must have good working knowledge of computers.

(iii) Preference may be given to candidates having Post Graduation Degree in Law or other relevant experience.

4. Age and Nationality:

(i) The candidate must be a citizen of India.

(ii) The candidate must not be above 32 years of age as on the date of making the application for engagement.

5. Disqualifications:

(i) A candidate must not be engaged, or appointed/ employed elsewhere on honorarium/ payment/salary basis during the course of engagement as Law Researcher.

(ii) A candidate should not have been convicted or involved in any criminal case, relating to any offence involving moral turpitude.

(iii) A candidate must not be facing any disciplinary proceeding before the Bar Council of India and/ or the Bar Council of the State concerned or any other authority.

6. Terms and Nature of Engagement:

(i) The Law Researcher shall be engaged on purely short term contractual basis for a period of one year extendable by another term of one year under the orders of the concerned Principal District and Sessions Judge, on the recommendations of the concerned District Judge [Commercial Court].

(ii) The contractual engagement shall not confer upon the Law Researcher any right/ claim for regular appointment or continuance in service beyond the actual period of engagement.

(iii) A Law Researcher may be prematurely discharged with immediate effect without assigning any reason by the concerned Principal District and Sessions Judge on the recommendations of the concerned District Judge [Commercial Court] or otherwise.

(iv) A Law Researcher intending to prematurely leave the engagement, shall be required to give at least one month's prior notice in writing to the concerned Principal District and Sessions Judge. The Principal District & Sessions Judge, may, in exercise of his discretion, waive off this requirement of one month's notice in appropriate cases / extenuating circumstances.

7. Remuneration:

Every Law Researcher shall be paid a fixed monthly honorarium of Rs. 50,000/- or such honorarium as may be revised from time to time. The Law Researcher shall not be entitled to any other allowance or perks.

8. Attendance and Leave:

(i) The Law Researcher may be granted such leave of absence as may be approved by the concerned Principal District and Sessions Judge on the recommendations of the concerned District Judge [Commercial Court] with whom the Law Researcher is attached, subject to a maximum fraction of 12 days casual leave per year, vis-à-vis the period of engagement.

(ii) The Law Researcher shall not proceed on leave without approval from the concerned District Judge [Commercial Court], except that in case of emergency he may proceed on leave after giving prior intimation.

(iii) The Law Researcher may be granted special casual leave of 10 days in the month of June and Special Casual Leave of 5 days during the winter vacation, in exercise of his discretion by the concerned Principal District and Sessions Judge on the recommendation of the concerned District Judge (Commercial Court) with whom the Law Researcher is attached.

(iv) The Law Researcher may be granted extraordinary medical leave up to a maximum period of 10 days on half remuneration, in extreme cases, at the discretion of the concerned Principal District and Sessions Judge, on the recommendation of the concerned District Judge (Commercial Court.)

(v) No stipend shall be paid to the Law Researcher for unauthorized absence, as also for days of leave exceeding the permissible leave.

(vi) The Reader of the concerned Court shall maintain a record of attendance of the Law Researcher and shall accordingly intimate the Administration and Accounts Branches on last working day of each calendar month.

9. Experience Certificate:

The Law Researcher may be issued an experience certificate on completion of a minimum period of six months' of engagement by the concerned District Judge [Commercial Court] with whom the Law Researcher has worked subject to the approval of the concerned Principal District and Sessions Judge.

10. Conduct during and after term of Engagement:

(i) The Law Researcher shall maintain absolute devotion to duty and a high standard of morals during the term of engagement. He shall maintain the highest standard of integrity commensurate with the responsibilities entrusted to him. The Law Researcher shall maintain utmost secrecy in respect of matters which come to his notice by virtue of the engagement, and shall ensure that no information, document or any other thing is disclosed, parted with or disseminated to others, in any manner. The Law Researcher will not disclose any fact which comes to his knowledge on account of such official attachment, even after completion of term of engagement, unless such disclosure is legally required to be made, in discharge of lawful duties. The Law Researchers shall conduct himself/herself with dignity and behave courteously with litigants, court staff and lawyers.

(ii) The Law Researcher shall not accept any other assignment during the term of engagement. He shall not practise as an Advocate in any Court of Law or Tribunal or any other Authority during the course of the engagement as Law Researcher.

(iii) The Law Researcher shall not appear before the District Judge [Commercial Court] with whom he has been attached for a minimum period of one year after the completion of engagement.

(iv) The Law Researcher, for a period of three years after the completion of the engagement, shall not appear in a case handled by the District Judge [Commercial Court] with whom he has been attached, regardless of whether he worked on that case or not, during the period that he worked with the District Judge [Commercial Court].

(v) The Law Researcher shall obtain a "No Dues Certificate" from all the branches of the District Courts on completion of tenure of engagement, or on leaving the engagement prematurely.

(vi) The Law Researcher will follow the dress code as provided under Chapter IV of Part VI of the Bar Council of India Rules.

11. Access available to a LR:

During the period of engagement, the Law Researcher shall have access to the Court room, and, at the discretion of the District Judge [Commercial Court] concerned, if necessary, the chamber of the Judge, Library and the Residential Office of the District Judge [Commercial Court].

12. Process and Method of Selection:

(i) The recruitment / selection process for Law Researchers for District Judges [Commercial Courts] for each district of Delhi shall be separately initiated by the concerned Principal District and Sessions Judge.

(ii) A notice shall be issued, inviting applications in the Form specified in Schedule I, for engagement of requisite number of Law Researchers for District Judges [Commercial Courts] in the given district, which shall be published on the website of the District Court and on the notice board of the concerned District Court Complex and in such additional manner as the concerned Principal District and Sessions Judge may deem fit and proper.

(iii) The office of the concerned Principal District and Sessions Judge shall shortlist the candidates on the basis of the applications so received, in accordance with the eligibility criteria stipulated in these guidelines.

(iv) The Selection Committee for selection of Law Researchers shall comprise of the Principal District and Sessions Judge (Chairperson), the Principal Judge (Family Court) and the senior most District Judge [Commercial Court] of the concerned district.

(v) The final selection shall be made on the basis of personal interview of the shortlisted candidates, conducted by the Selection Committee and the final merit list shall be prepared and published on the website.

(vi) The short listed candidates shall be called for personal interview by the Selection Committee and the final merit list shall be prepared along with a suitable waiting list.

(vii) The final selected candidates as per the merit list shall be given engagement/ appointment letters by the concerned Principal District and Sessions Judge, on verification of requisite documents.

(viii) A waiting list shall also be prepared which shall be valid for a period of one year and in case any of the selected candidates does not join or prematurely leaves the engagement or is prematurely discharged, the candidate (s) in the waiting list, in the order of merit shall be offered engagement for the remaining period.

(ix) The appointed Law Researchers shall be assigned to the District Judges [Commercial Courts] in the district by the concerned Principal District and Sessions Judge. The concerned Principal District and Sessions Judge may transfer Law Researchers from one Commercial Court to another within the district.

(x) The Law Researcher shall function under the direct control and supervision of the concerned District Judge [Commercial Court] and overall administrative control of the concerned Principal District and Sessions Judge.

13. Duties and Responsibilities:

A Law Researcher will be expected to render assistance to the concerned District Judge [Commercial Court] not only in respect of judicial functions, but also in the administrative functions of the District Judge [Commercial Court], as may be assigned to him.

14. Duty Hours/ Place:

(i) The duty hours of Law Researcher shall be the Court working hours for the Delhi District Courts. However, the Law Researcher may be required to perform duties even after Court working hours as per the directions of the concerned District Judge [Commercial Court]. The Law Researchers may also be required to attend the office/ residential office of the District Judge [Commercial Court] to whom he is attached even on gazetted/ local holidays. The Law Researcher may be posted with any of the District Judges [Commercial Courts] in the concerned District.

15. Undertaking/ Declaration:

The selected candidate, before joining as Law Researcher, shall sign an Undertaking/ Declaration as prescribed in Schedule-II.

16. Residuary Clause:

In respect of any matter not specifically provided under these Guidelines, the decision thereon taken by the Chief Justice, High Court of Delhi, shall be final and binding.

By Order

(RAVINDER DUDEJA)
Registrar General

(1)

Schedule - I

APPLICATION FORM
[For Law Researcher for
District Judges (Commercial Courts)]

Please attach Recent Photograph

Applicant's Profile

1	Name	
2	Father's / Husband's Name	
3	Postal Address	
4	Phone No. (Residence)	
5	Mobile No.	
6	Date of Birth (dd/mm/yyyy)	
7	E-mail address	
8	Qualifications (with percentage of Marks obtained)	
9	Experience	
10	Whether having good working knowledge of computers	
11	No. and date of enrolment as an Advocate and where enrolled	
12	Present employer, if any	
13	Any other relevant information	

Place : _____

Date : _____

Signature

Note: Relevant documents pertaining to educational qualification(s), experience, publication(s), etc., be attached.

Schedule-II

UNDERTAKING/ DECLARATION

I, ... s/d/w/o ....., r/o ..... do hereby declare and undertake that I have read and understood the Guidelines for engagement of Law Researchers for the District Judges [Commercial Courts] in Delhi and will abide by the provisions contained therein during the course of my engagement as Law Researcher and also after expiry of the term of the said appointment. I further declare that the provisions of Guideline No. 5 of the aforesaid Guidelines are not attracted in my case.

Signature .....

Name .....