DISTRICT LEGAL SERVICES AUTHORITY, SALEM.

DLSA No.3850/2025 Dated : 26.09.2025.

Ref: TNSLSA No.4949/S3/2025, dated 23.09.2025.

NOTIFICATION NO. 05/2025.

Applications are invited from eligible persons for full time work on contract basis in "LEGAL AID DEFENSE COUNSEL SYSTEM' proposed and functioning in District Legal Services Authority, Salem. Details of the name of the post and number of requirements are given below.

S.No.	Human Resources	No. of Persons
1.	Assistant Legal Aid Defense Counsel	One

Important Dates:

Date of Notification	26/09/2025
Last date for submission of Application	10/10/2025

ELIGIBILITY & QUALIFICATION:

The persons applying for the posts in Legal Defense Counsel System (LADCS),

He/She,

1. Must be a citizen of India and Local resident of Salem District.

2. Should not be less than 21 years as on the date of Notification.

and others eligibility and education qualifications as follows;

Qualification for Assistant Legal Aid Defense Counsel:

- Practice in Criminal law from 0-3 years,
- Good oral and Written communication skills,
- Thorough understanding of ethical duties of a defense counsel.
- Ability to work effectively and efficiently with others.
- Excellent writing and research skills.
- IT Knowledge of computer with high proficiency in work.

PROCEDURE FOR SELECTION;

Assistant Legal Aid Defense Counsels post shall be engaged;

1. On contract basis in district initially for a period of One year with a stipulation of extension on yearly basis on satisfactory performance.

2. The selection of Assistant Legal Aid Defense Counsel will be based on merit, taking into account the educational Qualification, Computer knowledge, skills and experience of candidates.

3. 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 Hon'ble Executive Chairman, TNSLSA.

WORK PROFILE

Assistant Legal Aid Defense Counsel:

- Filing of cases, conduction 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 Chief Legal Aid Defense Counsel(s) in conduct of Legal aid cases,
- Assisting 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 of defense strategy,
- Handling quires 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.

TERMINATION OF SERVICES:

Services of any human resource including 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 the directions by SLSA in writing:

1. He/ She substantially breaches any duty or service required in the office, or
2. 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
3. Charged or convicted for any offence by any court of law, or
4. Indulges in any type of political activities, or
5. Found incapable of rendering professional services of the required standards, or
6. Failure to attend training programmes without any sufficient cause, or
7. Indulges in activities prejudicial to the working f legal aid defense counsel office, or
8. Uses his/her position in legal aid defense counsel office to secure unwarranted privileges or advantages for him/herself or others, or
9. Acts in breach of code of ethics, or
10. Remains absent without leave for more than two weeks, or
11. If services are found unsatisfactory during the six-monthly performance review by the SLSA or DLSA.

ESTIMATED SALARY:

S.No.	Human Resources (Honorarium/Monthly salary)	No. of Persons	Class A Rs.
1.	Assistant Legal Aid Defense Counsel	1	Rs.30,000/-

HOW TO APPLY:

The standard form of application annexed with this notification shall be used for apply the post along with two number of passport photographs and the applicants shall enclose self-attested photocopies of educational qualification along with experience certificate.

SUBMISSION OF APPLICATION:

The duly filled application in the prescribed format along with self-attested copy of certificates and all other supportive documents **should be submitted by post and also compulsory reached on or before 10/10/2025, at 5.00p.m.** to the following address:

CHAIRMAN / PRINCIPAL DISTRICT JUDGE,
District Legal Services Authority,
District Court Campus, Hasthampatty, Salem-636007.

Super scribe the envelope as "Application for the post of ……

In Legal Aid Defense Counsel System (LADCS) in DLSA, Salem.

The applicants should submit the mobile/contact number in their applications for further required communication, if any.

Incomplete application will be rejected without assigning any reasons. No application will be entertained after the last date fixed.

Sd/-xxxxx

Chairman/Principal District Judge,
District Legal Services Authority, Salem.

Copy To:

1. System Analyst, District court for publish in District Court Website.
2. Notice Board of District Court, Salem.
3. Notice Board of District Legal Services Authority, Salem and Taluk Legal Services Committees of Salem District.
4. The President,
   Bar Association,
   Salem/Attur/Mettur/Omalur/Sankari/Vazhapadi/Edappadi.
5. File.

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

STATE_____

DISTRICT_____

Application No. _____
(For Office use)

Photo

APPLICATION FOR ASSISTANT LEGAL AID DEFENSE COUNSEL

1. Applicant's Name :
2. Father/Husband's Name :
3. Date of Birth :
4. Age (as on 01-08-2025) :
5. Gender :
6. Residential Address :

7. Office Address :

8. Chamber Address (if any) :

9. Telephone no. (Office) :
10. Telephone No. (Residential) :
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 empaneled as Central/State Government or :
Government undertaking counsel/pleader
(Indicate period & attach documents)

21. The Courts where the Applicant is
regularly practicing :
(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.

Date :

Place : (Signature)

DECLARATION BY THE APPLICANT

(NOTIFICATION NO.5/2025, DATED 26.09.2025.)

(FOR THE POST OF ASSISTANT LEGAL AID DEFENSE COUNSEL)

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 SLSA/DLSA concerned.

(Signature)

Place:_____

Date:_____

GENERALINSTRUCTIONS:

1. Only shortlisted candidates will be called for interview after scrutinizing the applications.

2. The **Venue, Date and Time of interview** will be intimated by e-mail or by telephone to the shortlisted candidates and notified in Salem e-court website. (https://salem.dcourts.gov.in/)

3. Candidates should appear for the interview with their original certificates.

4. Candidates attending the interview will do so at their own expenses.

5. The posts are purely contract basis and the duration is for 1 year which may be extended on the performance with periodical breaks. The selected candidates cannot claim for permanency of the job.

6. The selection criteria would be as per guidelines of NALSA Legal Aid Defense Counsel System under Modified scheme, 2022.

7. The applicant will be responsible for the authenticity of information and other documents submitted.

8. The performance of the candidates will be monitored for 6 months and further confirmation will be based on their performance.