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25/8/22

Sanjay Singh-I, HJS  
Member Secretary



**U.P. STATE LEGAL SERVICES AUTHORITY**  
(Constituted under the Legal Services Authorities Act, 1987)

To  
The District Judge/Chairperson,  
District Legal Services Authority,  
1.Agra, 2.Aligarh, 3.Allahabad, 4.Ambedkar Nagar, 5.Azamgarh, 6.Bagpat,  
7.Balrampur, 8.Bhadohi 9.Bijnor, 10.Badaun, 11.Chandauli, 12.Chitrakoot,  
13.Etah, 14.Faizabad, 15.Fatehpur, 16.Gautam Budh Nagar, 17.Ghaziabad,  
18.Hardoi, 19.Jalaun, 20.Kannauj, 21.Kanshi Ram Nagar, 22.Kanpur Dehat,  
23.Lakhimpur Kheri, 24.Lucknow, 25.Mahrajganj, 26.Mahoba, 27.Mau,  
28.Meerut, 29.Mirzapur, 30. Muzaffar Nagar, 31.Pratapgarh, 32.Raebareli,  
33.Rampur, 34. Saharanpur, 35.Shrawasti, 36.Sitapur, 37.Sonbhadra,  
38. Sultanpur, 39.Unnao and 40.Varanasi.

No: 3153 /SLSA-99/2019 (Halder/Ri)

Dated: August, 25 2022.

Sub: Regarding publication of advertisement and inviting applications for engagement of Chief /Deputy/Assistant Legal Aid Defense Counsel for establishment and functioning of Legal Aid Defense Counsel System (LADCS).

Madam/Sir,

As your good selves are well aware that Legal Aid Defense Counsel System (LADCS) is to be established in your district, for which, NALSA has shared a draft of advertisement, format of application form and guidelines (copy enclosed) for inviting applications for engagement of Chief /Deputy/Assistant Legal Aid Defense Counsel,

The relevant points, regarding engagement of eligible candidate on the above mentioned posts, in the light of enclosed NALSA guidelines, are as follows:-

- 1- At the initial stage, post of Chief/Deputy/Assistant Legal Aid Defense Counsel (LADC) would be filled up in each district as per qualifications mentioned in the enclosed guideline. Number of posts of Deputy and Assistant Legal Aid Defense Counsels are mentioned in the letter no. 2490/SLSA-99/2019(halder), dated 03-07-2022 (copy enclosed) previously sent to NALSA.

Third Floor, Jawahar Bhawan Annex, Lucknow-226001 (U.P.)

Phone (O) : 2285395, 2286260 Fax : 0522-2285260, 2287972 E-mail : upslsa@up.nic.in Website : www.upslsa.up.nic.in  
Toll Free No. 1800 449 0234

Sanjay Singh-1  
H.J.S.  
Member Secretary



## U.P. STATE LEGAL SERVICES AUTHORITY

(Constituted under the Legal Services Authorities Act, 1987)

To  
The Member Secretary  
National Legal Services Authority  
New Delhi

Dated: July 01, 2023

No.: 24/98/SLSA-99/2019 (haider)

Sub.: Regarding assessment of human resource requirement for the selected districts for the establishment of LADCS.

Sir,

It is humbly submitted that, as per NALSA directives, Legal Aid Defense Counsel System (LADCS) will be established in the districts of Uttar Pradesh. It is to bring to your kind notice that for the initiation of the pilot project LADCS, initially this Authority proposes to have requirement of human resources in all selected LADCS as under:

1. For districts: Agra, Aligarh, Allahabad, Gaurambudh Nagar, Ghazipur, Lucknow, Saharanpur and Varanasi.

Sl. No.	Post	No. of requirement
1.	Chief Legal Aid Defense Counsel	01
2.	Deputy Chief Legal Aid Defense Counsel	02
3.	Assistant Legal Aid Defense Counsel	03
4.	Office Assistants/Clerks	01
5.	Receptionist-cum-Data Entry Operator	01
6.	Office Peon	01

2. For remaining 33 districts.

Sl. No.	Post	No. of requirement
1.	Chief Legal Aid Defense Counsel	01
2.	Deputy Chief Legal Aid Defense Counsel	01
3.	Assistant Legal Aid Defense Counsel	02
4.	Office Assistants/Clerks	01
5.	Receptionist-cum-Data Entry Operator	01
6.	Office Peon	01

In the light of above, the report regarding human resource requirement is being submitted for your kind perusal and necessary action.

Yours faithfully,

With regards

(Sanjay Singh-1)  
Member Secretary



No. LADCS/2022/

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State Legal Services Authority, \_\_\_\_\_  
Date: 24<sup>th</sup> August 2022

**NOTICE INVITING APPLICATIONS FOR ENGAGEMENT AS FULL  
TIME LEGAL AID LAWYERS IN LEGAL AID DEFENSE COUNSEL  
OFFICE IN \_\_\_\_\_ DISTRICTS OF THE STATE UNDER SLSA**

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. Please visit website \_\_\_\_\_ for full details.

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.

Each Legal Aid Defense Counsel Office may have 01 Chief Legal Aid Counsel, 1 to 3 Deputy Chief Legal Aid Defense Counsels, 2 to 10 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.

SLSA under the aegis of NALSA ([www.nalsa.gov.in](http://www.nalsa.gov.in)) is in process of implementation of LADCS in the \_\_\_\_\_ Districts namely \_\_\_\_\_

Applications are invited from eligible lawyers having requisite qualifications for Contractual full time engagement for the posts of Chief Legal Aid Counsel, Deputy Chief Legal Aid Defense Counsels, Assistant Legal Aid Defense Counsels as per scheme in each district proposed herein. The number of engagement positions may vary from district to district, depending upon actual need as projected by the DLSA concerned. The Lawyers so engaged therein will not be allowed to take any other private cases or any other retainership.

The Scheme of engagement along with application form may be downloaded from the official website of SLSA (<http://> ) and also from Notice board of DLSA concerned. The duly filled application form along with self-attested copies of documents may be submitted to DLSA, wherein the candidate desires to apply through speed post or in an envelope personally in the office of the Secretary, DLSA on or before **5<sup>th</sup> September 2022 by 17.00 Hrs.** Any application received after due date shall not be considered.

Note: Applying for engagement does not create any right/ assurance whatsoever.

Member Secretary  
SLSA

Member Secretary  
SLSA



## **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:

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

**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<sup>ble</sup> 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,
- 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
- iv. Indulges in any type of political activities, or
- v. Found incapable of rendering professional services of the required standards, or