

**Notification No.LADCS/Estt/02**

**Dated: 22.08.2024**



**DISTRICT LEGAL SERVICES AUTHORITY,  
COIMBATORE**

Advertisement for engaging qualified Advocates/Panel Lawyers on contract basis to work as a Legal Aid Defense Counsel in the District Legal Services Authority, Coimbatore.

As per the direction of the Tamil Nadu Legal Services Authority No.3910/S3/2022, Dated : 20.08.2024 and the Office Note Order submitted by the District Legal Services Authority, Coimbatore dated 22.08.2024, applications are invited for engaging qualified Advocates/Panel Lawyers on contract basis for the following categories in the Legal Aid Defense Counsel System, may apply for the respective categories in the prescribed format, along with copies of all the testimonials and certificates duly self attested by the applicant.

<b>Name of the Post</b>	<b>Assistant Legal Aid Defense Counsel</b>
<b>No of Posts</b>	02
<b>Salary per Month (In Rs) (Retainership fee per month):</b>	Rs.30,000/- Per Month
<b>Desired Qualification</b>	1. Practice in Criminal Law from 1 to 3 years. 2. Excellent oral and written communication skills. 3. Thorough understanding of ethical duties of Defense counsel. 4. Ability to work effectively and efficiently with Others with others. 5. Excellent writing and research skills. 6. IT Knowledge with proficiency in work.

**Nature of Work by Legal Aid Defense Counsel:-**  
**Assistant Legal Aid Defense Counsel**

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 Aid 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 in conduct of legal aided cases.
- ❖ Assisting in developing a Defense 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 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.

### **Selection Procedure:-**

Legal Aid Counsel shall be engaged on contract basis, initially for a period of two years with a stipulation of extension on satisfactory performance if, the Project continues. Engaging Advocates/Panel lawyers as Chief Legal Aid Defense Counsel, Deputy Chief Legal Aid Defense Counsel, Assistant Legal Aid Defense Counsel will be based on merits, taking into account the knowledge, skills and experience of applicants. 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 of the TNSLSA.

### **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 willfully disclose or use, whether or not for the purpose of pecuniary gain, any information that he/she obtained,

received or acquired during the fulfillment 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.

#### **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
- ❖ Uses 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 /DLSA.



**DISTRICT LEGAL SERVICES AUTHORITY,  
COIMBATORE.**

**Application for the post of Assistant Legal Aid Defense Counsel**

Application No. \_\_\_\_\_  
(For Office use)

**Affix Self  
Attested  
Passport Size  
Photo of the  
Applicant**

1. Applicant's Name :
2. Father/Husband's Name :
3. Date of Birth :
4. Age (as on 01-08-2023) :
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	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 empanelled 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).

**(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 by SLSA and District Legal Services Authority, Coimbatore.

**Place :**

**Date :**

**(Signature)**

## **HOW TO APPLY:-**

The standard form of application annexed with this notification shall be used for applying the above said post. Self attested education qualification certificates, experience certificate and two recently taken passport size photos must be annexed with the application.

## **SUBMISSION OF APPLICATION:-**

The duly filled in application in the prescribed format along with self-attested Copy of certificates and all other supportive documents should be submitted through post on or before **09.09.2024, 5.30 p.m.** to the following address.

**CHAIRMAN/PRINCIPAL DISTRICT JUDGE,  
District Legal Services Authority,  
ADR Building,  
District Court Campus,  
Coimbatore – 641018.**

Incomplete application will be rejected without assigning any reasons. No application will be entertained after the last date fixed. All communications regarding the selection process will be published only in Coimbatore District Court website. A separate communication letter will not be sent to the applicants.

## **IMPORTANT DATES:-**

Date of Notification	22.08.2024
Last date for submission of Application	09.09.2024
Eligible Candidates List for interview will be Published in website (Tentatively)	11.09.2024

**Date:**22.08.2024

**Place:** Coimbatore

Copy To :-

- 1.The System Analyst, District Court, Coimbatore  
(For publishing in District Court Website)
2. Notice Board of District Court, Coimbatore.
3. Notice board of District Legal Services Authority, Coimbatore.
4. File.

-//Sd.XXXX//-

(Tmt.G.Vijaya)

**Chairman/Principal District Judge,  
District Legal Services Authority,  
Coimbatore**



## GENERAL INSTRUCTIONS

1. Only short listed candidates will be published in court website for interview after scrutinizing the applications.
2. The *Venue, date and time of interview* will be intimated in Coimbatore District Court website. (<https://coimbatore.dcourts.gov.in>)
3. Candidates should appear for the interview with their original certificates.
4. Candidates should attend the interview at their own expenses.
5. The posts are purely contract basis and the duration is only for 2 years which may be extended based on the performance with periodical breaks as per the guideline of NALSA Legal Aid Defense Counsel System. The selected candidates cannot claim for permanency of the job.
6. The selection criteria will be as per the 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 by submitted her/him.