



THE HIGH COURT OF KERALA

Kochi : 682031

Email:Csec.hc-ker@gov.in

Phone:0484 2562951

Date: 19-02-2024

No. HCKL/1826/2024-C5

OFFICIAL MEMORANDUM

Sub:- Deputation to various bodies under Kerala State Legal Services Authority - Applications inviting of -Reg.

- Ref:- 1. Notification No. 03 of 2024 dated 17/02/2024 of KeLSA(copy attached)
2. High Court O.M.No. C3-45401/2017/C5 dated.05/07/2019.
3. **High Court O. M. No. C1-35291/2023 (2) dated 13/10/2023.**

Copy of the reference cited 1st is forwarded herewith to the undermentioned officers and they are requested to obtain and forward the applications for deputation from willing and eligible candidates working in their respective jurisdiction.

The following specific directions are also issued to the District Judges/Chief Judicial Magistrates concerned.

1. The employees shall be advised to submit the detailed grounds for applying for deputation with proof in support, if any, in the application.
2. The applications shall be examined and screened with reference to the guidelines issued as per the O.M referred 2nd above and the remarks on each of the application shall be furnished. **The applications for deputation in non conformity with the guidelines of the said O.M. need not be forwarded.**
3. **If Kerala PSC ranked list is not available to fill up the resultant direct recruitment vacancy, then applications for deputation need not be forwarded.**
4. A report as to how the work of the Court will be managed during the period between the date of relief and the date of joining of substitute/fresh hand, in the event of deputation need be furnished by the District Judge/ the Chief Judicial Magistrate concerned.
5. The period of all deputations in the service of the applicant with the bodies therein should be furnished.
6. **If the employee is due for promotion within one year, which involves change of duty, then the applications for deputation need not be forwarded.**

7. Willingness once given shall not be allowed to withdrawn.
8. **Violation of the directions given in the O. M. referred 3rd will be viewed seriously.**

The applications should be accompanied with the Bio data, No Objection Certificate, Statement under Rule 144, Part I, KSRs and proforma attached along with this O.M., so as to reach this office on or before 10/03/2024.

The applications bearing false/ incomplete details or submitted not in the prescribed proforma attached along with this O. M. or received at the High Court after 10/03/2024 will not be taken into consideration.

(By Order)

Signed by Jeejo M A
 Date: 19-02-2024 14:04:09
 ASSISTANT REGISTRAR

To:- All the District Judges
 All the Chief Judicial Magistrates
 Copy to:- The IT Section, High Court (for publishing in the High Court website)

Proforma

| Name, PEN, Designation and Office of the Applicant | Date of entry in service | Date of declaration of probation in the entry cadre | Details of the previous deputation, if any | | | Grounds (valid supporting documents must be attached for specific grounds) |
|--|--------------------------|---|---|------|----|--|
| | | | Post and Institution to which the applicant was deputed | From | To | |
| | | | | | | |

Place:

Date:

Name and Signature of the Applicant

Verified by
 The District Judge/ the Chief Judicial Magistrate



KERALA STATE LEGAL SERVICES AUTHORITY

Niyama Sahaya Bhavan, High Court Compound, Ernakulam, Kochi - 682031
Tele/ Fax: 2396717, e-mail: kelsakerala@gmail.com, Website: www.kelsa.nic.in

No. 886/D/2024/KeLSA

17.02.2024

NOTIFICATION NO.3 OF 2024

The following posts in various Legal Services Institutions in Kerala will be filled up by deputation. The bio-data and statement under Rule 144 Part I K.S.R. of willing and eligible candidates, together with the No Objection Certificate from the Head of the Department shall be forwarded so as to reach this office on or before **19.03.2024.** **The basic pay of the applicant should be within 7 increment (upto 7th) stage of the basic pay of the prescribed scale for the post.**

Office of the Kerala State Legal Services Authority

| Sl No. | Name of Post | No. of post vacant | Station | Method of Appointment |
|--------|---------------------------------|--------------------|----------------------------|--|
| 1 | Assistant Gr.I (41300-87000) | 1 | Head Quarters,Ernakulam | By deputation from the category of Legal Assistant Gr II of Law Department or similar category of officers from the Judicial Ministerial Service or from any other subordinate services of the Government. |



Office of the District Legal Services Authority

| Sl. No. | Name of Post | No. of post vacant | Station | Method of Appointment |
|---------|-----------------------------------|--------------------|---|--|
| 1 | Section Officer (51400-110300) | 7 | Kanunur, Wayanad, Palakkad, Thrissur, Alappuzha, Kollam, Kozhikode. | By deputation from the category of Section Officer in the Law Department or similar category of officers from the Kerala High Court Service or from any other state services with degree in Law |
| 2 | Office Attendant (23000-50200) | 2 | Manjeri, Kozhikode | By deputation from the category of peons from any Government Departments |
| 3 | Clerk cum Typist (39300-83000) | 4 | Kasaragod, Thalassery, Thrissur, Ernakulam (The vacancy in DLSA Ernakulam arise from 01.04.2024). | By deputation from the category of Typist Gr.I from any Government Departments |

Office of the Taluk Legal Services Committee

| Sl. No. | Name of Post | No. of post vacant | Station | Method of Appointment |
|---------|-----------------------------------|--------------------|---|---|
| 1 | Secretary (41300-87000) | 21 | Kasaragod, Thalassery, Vythiri, Tirur, Koyilandy, Ottapalam, Alathur, Thalappilly, Kanayannur, North Paravur, Peermade, Devikulam, Kanjirappally, Chengannur, Ambalappuzha, Ranny, Kozhenchery, Kollam, Pathanapuram, Neyyatinkara, Thiruvananthapuram. | By deputation from the category of Legal Assistant Gr II of Law Department or similar category of officers from the Judicial Ministerial Service or from any other subordinate services of the Government |
| 2 | Clerk cum Typist (27900-63700) | 31 | Kasaragod, Perinthalmanna, Tirur, Kozhikode, Ottapalam, Alathur, Mannarkkad, Chittur, Thalappilly, Chavakad, Kochi, North Paravur, Kunnathunadu, Thodupuzha, Peermade, Devikulam, Udumbanchola, Mavelikkara, Chengannur, Kottayam, Kanjirappally, Vaikom, Meenachil, Ranny, Kozhencherry, Adoor, Karunagappally, Kunnathoor, Pathanapuram, Thiruvananthapuram, Chirayinkil. | By deputation from the category of Typist Gr.II from any Government Departments. |




Office of the ADR Centre, District Level

| <u>Sl.No.</u> | <u>Name of post</u> | <u>No. of post vacant</u> | <u>Station</u> | <u>Method of appointment</u> |
|----------------------|-----------------------------------|----------------------------------|---|---|
| 1 | Clerk (41300-87000) | 5 | Wayanad, Kozhikode, Palakkad, Mavelikara, Kottayam. | By deputation from the category of Legal Assistant Gr II of Law Department or similar category of officers from the Judicial Ministerial Service or from any other subordinate services having a DEGREE OF LAW |
| 2 | Office Attendant (23000-50200) | 1 | Wayanad | By deputation from the category of Peon of Law Department or similar category of officers from other Subordinate Services |

Office of the Permanent Lok Adalat

| <u>Sl.No.</u> | <u>Name of post</u> | <u>No. of post vacant</u> | <u>Station</u> | <u>Method of appointment</u> |
|----------------------|---|----------------------------------|-----------------------|---|
| 2 | Clerical Assistant (26500-60700) | 1 | Ernakulam, Kozhikode | In the category of LD Clerk from the State Subordinate Judicial Service or from High court services |
| 4 | Office Attendant (No Prescribed Scale) | 1 | Kozhikode | from the State Subordinate Judicial Service or from High court services |




 for Member Secretary
 (District Judge)