

PUNJAB STATE LEGAL SERVICES AUTHORITY



Site No. 126, Sector 69, S.A.S. Nagar – 160069

Phone No. 0172-2216750, 0172-2216690

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Manjinder Singh
(District and Sessions Judge)
Member Secretary

No. PULSA/2024/ 559

Dated, S.A.S. Nagar 25/01/2024

To

All the Learned Chairpersons
District Legal Services Authorities
In the State of Punjab.

Subject:- Regarding advertisement for engagement of Counsellors for Mediation & Conciliation Centres.


Respected Sir/Madam,

Respectfully submitted that Hon'ble Executive Chairman of Punjab State Legal Services Authority has been pleased to approve the empanelment of Counsellors (three in each district) till proposed amendments/insertions/substitutions relating to appointment of Counsellors recommended in Punjab Family Courts Rules, 2010, are notified by the Punjab Government.

2. In compliance of directions of His Lordship, the State Authority has published an advertisement in the newspapers namely 'The Tribune' and 'Jag Bani', for empanelment of 3 Counsellors (Child Counsellor-1 & General Counsellors-2) for each Mediation & Conciliation Centre established at all the district headquarters, in the State of Punjab. A copy of the detailed advertisement has also been uploaded on the official website of the State Authority, A copy of the said advertisement is also enclosed herewith for publication at district level.

3. Apart from this, His Lordship has issued the following directions to the DLSAs:-

- The detailed advertisement be uploaded on the official website of the concerned respective District Courts as well as on the notice boards of District Court Complexes, ADR Centres, Judicial Courts Complexes of the Sub Divisions;
- A district level Selection Committee comprising of the following officers be constituted:-


25/01/2024

- Chairman, DLSA as Presiding Officer;
 - Judicial Officer from the Superior Judicial Services;
 - Secretary, DLSA as Member;
 - District Child Protection Officer as Member;
 - Any member having expertise in sociology/social work/psychology and adequate experience of working with NGOs in the field of Child & Matrimonial counselling.
- The Selection Committee shall select the suitable candidates for the position of Counsellors and recommend the names of suitable candidates for final approval of Hon'ble Executive Chairman;
- While selecting the candidates for different positions of Counsellors, the category wise waiting list of 1 candidate in each category i.e. Child Counsellor & General Counsellor be also prepared;
- The entire process of empanelment of the Counsellors shall be completed by 20.03.2024.


Your goodselves are, therefore, requested to ensure the compliance of aforesaid directions and recommend the names of the suitable candidates for final approval of Hon'ble Executive Chairman.

Encls.: As above.


(Manjinder Singh)
Member Secretary

Endst. No. 560 dated 25/01/2024

Copy forwarded to all the Secretaries, District Legal Services Authorities, in the State of Punjab to comply with the directions of Hon'ble Executive Chairman in letter and spirit.


(Manjinder Singh)
Member Secretary



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Advertisement No. **01/2024/PULSA**

Dated, S.A.S. Nagar **25.01.2024**

The applications are invited on prescribed format (**Annexure A**) from Indian citizens who fulfil the essential qualification and other eligibility conditions (as on 01.01.2024) for empanelment as Child Counsellor and General Counsellor(s) for the Mediation & Conciliation Centres established in all the District Judicial Courts Complexes, in the State of Punjab. The empanelment would be for a period of one year and purely on per-sitting basis. However, it may be terminated at any point of time without any prior notice.

Sr. No.	Nomenclature of the posts	Qualification and Experience	No. of Counsellors to be engaged	Honorarium
1.	Child Counsellor	Master's Degree in Sociology/Social Work/Psychology [The preference shall be given to law graduates who have requisite experience of working with NGOs and in the field of child and matrimonial counselling].	1 (in each district)	Rs. 2,000/- per sitting
2.	General Counsellor	Master's Degree in Sociology/Social Work/Psychology [The preference shall be given to law graduates who have requisite experience of working with NGOs and in the field of child and matrimonial counselling].	2 (in each district)	Rs. 2,000/- per sitting
*NOTE:- Total 03 Counsellors are to be empaneled in each district.				

JOB PROFILE OF CHILD COUNSELLOR:-

The Child Counsellor would do counselling of children and parents in matter of custody including joint custody/shared parenting. The Child Counsellor would assess whether the parents will be able to co-operate and generally agree concerning important decisions affecting the welfare of the child. He/She would also assess whether each of the parent is willing and able to facilitate and encourage a close and continuing relationship between the child and the other parent. The Child Counsellor would also assess whether the parents are able to jointly design and implement day-to-day care plan that fosters stability. The Child Counsellors would also assess the child's existing relationship with each parent, siblings and other persons who may significantly affect the child's welfare. He/she would also do counselling of children in cases/matters affecting the children.

JOB PROFILE OF GENERAL COUNSELLOR:-

The General Counsellor would do counselling in matrimonial disputes, matters relating to women and children, senior citizens etc. The General Counsellors would help couples to understand the source of their conflicts and try to resolve them. They would help address and resolve issues that couples may not realize are the core of their problems. They would analyse the behavioural patterns of couples and identify those who lead the conflict, in order to get resolved the dispute.

SELECTION CRITERIA:-

Selection shall be made on the basis of interview/interaction. Knowledge, experience and expertise in relevant field shall be assessed during the course of interview/interaction. The State Authority shall reserve the right to shortlist the applications on the basis of the criteria fixed by the Authority.

HOW TO APPLY:-

1. The candidates are required to submit their application form to the **office of Secretary, District Legal Services Authority** for the district where they want to be empaneled. The district wise details regarding addresses of the offices of Secretary, District Legal Services Authorities are as under:

NAME OF THE DISTRICT	ADDRESS	TELEPHONE NO. & EMAIL ID	WEBSITE
Amritsar	District Legal Services Authority, New Court Complex, Ajnala Road, Amritsar, 143001	+91-183-2220205 dlsa.asr@punjab.gov.in	https://amritsar.dcourts.gov.in/
Barnala	District Legal Services Authority, New Court Complex, Barnala, 148105	+91-1679-243522 dlsa.barn@punjab.gov.in	https://barnala.dcourts.gov.in/
Bathinda	District Legal Services Authority, Judicial Court Complex, Bathinda	+91-164-2212051 dlsa.btd@punjab.gov.in	https://bathinda.dcourts.gov.in/
Fatehgarh Sahib	District Legal Services Authority, Judicial Court Complex, Fatehgarh Sahib Pin Code -140406	+91-1763-232160 dlsa.fgs@punjab.gov.in	https://fatehgarhsahib.dcourts.gov.in/
Faridkot	District Legal Services Authority, District Court Complex, Faridkot Pin Code -151203	+91-1639-256299 dlsa.fdk@punjab.gov.in	https://faridkot.dcourts.gov.in/
Ferozepur	District Legal Services Authority, Courts Complex, Jhok Road, Ferozepur Cantt, Pin Code -152001	+91-1632-235034 dlsa.frz@punjab.gov.in	https://ferozepur.dcourts.gov.in/
Fazilka	District Legal Services Authority, Courts Complex, Fazilka, Pin Code - 152123	+91-1638-261500 dlsa.fzk@punjab.gov.in	https://fazilka.dcourts.gov.in/

NAME OF THE DISTRICT	ADDRESS	TELEPHONE NO. & EMAIL ID	WEBSITE
Gurdaspur	District Legal Services Authority, Judicial Court Complex, Gurdaspur. Pin Code- 143521	+91-1874-240369 dlsa.gsp@punjab.gov.in	https://gurdaspur.dcourts.gov.in/
Pathankot	District Legal Services Authority, Judicial Court Complex, Pathankot. Pin Code- 145001	+91-186-2345370 dtlsa.ptk@punjab.gov.in	https://pathankot.dcourts.gov.in/
Hoshiarpur	District Legal Services Authority, Court Complex, Hoshiarpur, Pin Code – 146001	+91-1882-224114 dlsa.hsp@punjab.gov.in	https://hoshiarpur.dcourts.gov.in/
Jalandhar	District Legal Services Authority, New Judicial Court Complex, Jalandhar, Pin Code 144001	+91-181-2235775 dlsa.jal@punjab.gov.in	https://jalandhar.dcourts.gov.in/
Kapurthala	District Legal Services Authority, District Court Complex, Kapurthala, Pin Code -144601	+91-1822-297213 dlsa.kpt@punjab.gov.in	https://kapurthala.dcourts.gov.in/
Ludhiana	District Legal Services Authority, Judicial Court Complex, Ludhiana Pin Code -141001	+91-161-2400051 dlsa.ldh@punjab.gov.in	https://ludhiana.dcourts.gov.in/
Mansa	District Legal Services Authority, Judicial Court Complex, Mansa. Pin Code -151505	+91-1652-227022 dlsa.mansa@punjab.gov.in	https://mansa.dcourts.gov.in/
Moga	District Court Complex, Moga, Pin Code 142001	+91-1636-235864 dlsa.moga@punjab.gov.in	https://moga.dcourts.gov.in/
Sri Muktsar Sahib	District Legal Services Authority, Court Complex, Sri Mukatsar Sahib, Pin code 156026	+91-1633-261124 dlsa.mksr@punjab.gov.in	https://muktsarsahib.dcourts.gov.in/
Patiala	District Legal Services Authority, Judicial Court Complex, Patiala	+91-175-2306500 dlsa.pta@punjab.gov.in	https://patiala.dcourts.gov.in/
Rupnagar	District Legal Services Authority, Judicial Court Complex, Rupnagar Pin Code -140001	+91-1881-220171 dlsa.ropar@punjab.gov.in	https://rupnagar.dcourts.gov.in/
Sangrur	District Legal Services Authority, Judicial Court Complex, Sangrur	+91-1672-230725 dlsa.sgr@punjab.gov.in	https://sangrur.dcourts.gov.in/
S.B.S. Nagar	District Legal Services Authority, Judicial Court Complex, S.B.S.Nagar	+91-1823-223511 dlsa.sbs@punjab.gov.in	https://sbsnagar.dcourts.gov.in/
S.A.S.Nagar (Mohali)	District Legal Services Authority, Judicial Court Complex, S.A.S.Nagar (Mohali)	+91-172-2219170 dlsamohali@punjab.gov.in	https://sasnagar.dcourts.gov.in/
TarnTaran	District Legal Services Authority, Judicial Court Complex, Tarn Taran	+91-1852-223291 dlsa.tt@punjab.gov.in	https://tarntaran.dcourts.gov.in/

Note:

- Any candidate interested to apply in more than one district may submit the separate applications in the offices of the respective districts.
- The offices of Secretary, District Legal Services Authority have been established in all the Districts of the State except Malerkotla.

2. The candidates are required to submit the application form (**Annexure A**) along with the attested copies of documents from Gazetted Officer i.e. I D. Proof, Proof of date of birth, certificates of Educational Qualification matric and above, Experience certificates, and other relevant documents relied upon.

Age:

A candidate must not exceed the age of 62 years as on the last date of receipt of application and must be a citizen of India. However, the condition of upper age limit may be relaxed by the Competent Authority in case of deserving candidate.

Last date to apply:

The last date for submission of application is **29.02.2024 till 05:00PM.**

Note:

Any application received after the late date shall not be entertained under any circumstances. The offices of District Legal Services Authorities shall not be responsible for any kind of delay including of postal/courier services.

Important Instructions

1. No TA/DA will be payable to the candidates for appearing in the interaction/interview.
2. All announcements regarding the empanelment process will be made on the official websites of the respective District Judicial Courts as well as through the offices of District Legal Services Authorities of the districts.
3. The candidates are advised to keep on visiting the official websites of the District Judicial Courts of the respective District and also to get in touch with the office(s) of the District Legal Services Authorities of the respective district(s).
4. Punjab State Legal Services Authority and the Offices of the District Legal Services Authorities shall not be responsible for any kind of lapse on the part of candidate as to missing any information posted by the authority regarding empanelment related announcements.

Dated: **25.01.2024**

Sd/-
Member Secretary

APPLICATION FOR ENGAGEMENT FOR CHILD COUNSELLOR /GENERAL COUNSELLORAPPLICATION FORM

Photograph

DISTRICT: _____

NAME OF THE POSITION APPLIED FOR: _____

1.	Name	:			
2.	Father's/Husband's Name	:			
3.	Date of Birth (along with proof)	:			
4.	Age as on Date c. 01.01.2024	:			
5.	Permanent Address and Home District	:			
6.	Correspondence Address	:			
7.	Mobile No. and E-mail Id	:			
8.	Educational Qualification	:			
	Degree/Course	Name of Board/University/Institute	Year of Passing	Obtained Percentage (aggregate)	
9.	Experience (if any)	:			
10.	Identity proof (AADHAR, PAN)	:			
11.	Present Occupation	:			

12.	Nationality/ Gender	:
13.	Religion	:
14	Any other accomplishment (s), the candidate may like to inform	:
15	Whether any Criminal case has been registered against the applicant? If yes, the details thereof	:
16	Whether the applicant has ever been charge-sheeted for any criminal offence or in any departmental proceedings? If yes, the details thereof	:
17	Whether the applicant has been convicted by any competent court for any criminal offence? If yes, the details thereof	:
18	Does the applicant has more than one living spouse?	:
19.	Does the applicant attract any of the disqualification listed in the vacancy circular?	:

➤ List of the documents to be attached:-

- Attested copies of documents in support of educational qualifications from Gazetted Officer
- Attested copies of documents in support of Identity proof (AADHAR/PAN) from Gazetted Officer
- Attested copies of documents in support of Date of Birth from Gazetted Officer
- Attested copies of documents in support of Experience from Gazetted Officer
- Attested copies of any other relevant document in support of his/her application from Gazetted Officer

Place:

Signature of the Candidate

Date:

I undertake that I have not concealed any material information. I further undertake that in case at any stage, I have been found guilty of concealing any material information, my candidature/ subsequent appointment be cancelled with immediate effect.

Signature of the Candidate

Note: The Application form alongwith relevant documents are to be submitted in the office of District Legal Services Authority of that District(s) where the applicant wants to apply.

Performa for Pre-Lok Adalat held on 22.08.2023 (for special Court NI Act)

Sr. No.	Category of cases	Taken up cases	Cases settled	Cases fixed for National Lok Adalat scheduled to be held on 09.09.2023
01	Cases with cheque value between Rs. 1 Lakh to 2 Lakh			