



Through email/local dak

Office of the District Legal Services Authority, Kangra at Dharamshala.

No. DLSA/SECY/04/LADCS/100/2025

Dated: 25.09.2025

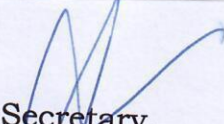
ADVERTISEMENT NOTICE

Applications are invited for filling **up One (1) post of Peon-cum-Munshi (Qualification Matriculation)** purely on temporary and on co-terminus with the tenure of Legal Aid Defense Counsels (one year) of District Head Quarter **Alternative Dispute Resolution Centre (ADR) Kanga at Dharamshala** (Proforma enclosed). The remuneration of the peon shall not be less than minimum wages as fixed by the State Government from time to time. The person so appointed shall not claim any right against such post. **The modified Scheme Legal Aid Defense Counsel System, 2022 and proforma may be downloaded by the desirous candidates from the official website of District Court Complex Dharamshala (<https://districts.ecourts.gov.in/kangra>)**

The number of vacancies mentioned in above may increase due to administrative reason.

The age of the candidate should not be below 18 years and more than 45 years as on 25th September, 2025. The applications completed in all respects, along with attested copies of certificates, should **reach in this office on or before 16.10.2025**. The incomplete applications or applications received after due date, shall not be entertained and rejected without any intimation to the candidate concerned.

All the candidates should visit the website of District Court Dharamshala (<https://districts.ecourts.gov.in/kangra>) **regularly for information / date of interview etc.**

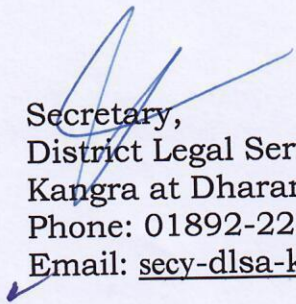

Secretary,
District Legal Services Authority,
Kangra at Dharamshala.
Phone 01892-222370
Email: secy-dlsa-kan-hp@gov.in

Endst: No. 10311-10328
Copy forwarded to:-

Dated: 25.09.2025

- 01 The Ld. Member Secretary H.P. State Legal Service Authority, Shimla for information, please. w.r.t your office letter No. HPLSA/LADCS/2025/4086-4087 dated 09.09.2025.
- 02 The Ld. District & Sessions Judge, Kangra at Dharamshala with a request to get the Advertisement Notice displayed on the Notice Board, please.
- 03 The Ld. Chairman, H.P. Waqf Tribunal Dharamshala, District Kangra with a request to get the Advertisement Notice displayed on the Notice Board, please.
- 04 The Ld. Principal Judge, Family Court, Dharamshala with a request to get the Advertisement Notice displayed on the Notice Board, please.
- 05 The Ld. Presiding Judge, Labour Court-cum-HP Industrial Tribunal, Dharamshala with a request to get the Advertisement Notice displayed on the Notice Board, please.
- 06 The Ld. President, District Consumer Commission, Kangra at Dharamshala with a request to get the Advertisement Notice displayed on the Notice Board, please.
- 07 The Ld. Additional District & Sessions Judge -I, II, III & Special Judge, POCSO Court, Kangra at Dharamshala with a request to get the Advertisement Notice displayed on the Notice Board, please.
- 08 The Ld. Additional District & Sessions Judge, Dehra & Palampur with a request to get the Advertisement Notice displayed on the Notice Board, please.

- 09 The Ld. Chief Judicial Magistrate, Kangra at Dharamshala with a request to get the Advertisement Notice displayed on the Notice Board, please.
- 10 The Ld. ACJMs & JMFCs of District Kangra a with a request to get the Advertisement Notice displayed on the Notice Board, please.
- 11 The District Public Relations Officer, Kangra at Dharamshala with a request that the above advertisement notice may be published in leading news papers of District Kangra for wide publicity, please, you are also requested to send a copy of paper containing the advertisement to this office for record and further necessary action.
- 12 The President/Vice President/General Secretary/Joint Secretary of Bar Association Dharamshala for information & request to circulate the same to all Bar Members for information & necessary action, Please.
- 13 The Assistant Programmer of District Courts Dharamshala with, direction to upload the same on website of District Courts Dharamshala.
- 14 The Peon of this office to display the notice on the Notice Board of this Authority for information of Advocates.
- 15 Guard file.


Secretary,
District Legal Services Authority,
Kangra at Dharamshala.
Phone: 01892-222370
Email: secy-dlsa-kan-hp@gov.in

APPLICATION FORM FOR THE POST OF PEON

(To be filled up in capital letter only)

Application No. _____
(For Office use)

Paste your recent
passport size
photographs here

1. Applicant's Name :
2. Father/Husband's Name :
3. Date of Birth :
4. Age (as on 25.09.2025) :
5. Gender :
6. Residential Address :
7. Telephone No. :
8. Mobile No. :
9. E-mail ID :
10. PAN No. :
11. AADHAR No. :
12. Educational Qualification (please enclose self-attested copies of documents).

Course/Qualification	Name of Board/University	Year of Passing	Obtained Percentage
10 th			
If any other (please			

specified)			

13. List of the documents to be attached:

1. Self-Attested copy of Certificates in support of educational qualification
2. Self-Attested copy of Photo Identity Card, Address Proof.

14. Work profile:

- General work of MTS, Munshi or Peon,
- Cleaning the office before the commencement of office hours,
- Ensuring that all places in the offices are kept clean,
- Bringing and serving water, beverages to the visitors in the office,
- Carrying dak, misc. work etc.
- Any other work assigned by Legal Services Authority.

15. Termination of Services:

Services of Peon 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. Charged or Convicted for any offence by any court of law, or
- iii. Remains absent without leave for more than two weeks, or

iv.If services are found unsatisfactory during the six month performance review by the SLSA or DLSA.

(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 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 Government/Private Undertaking. 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. I declare that I shall not claim any right against such post.

(Signature)

Place:

Date: