



**OFFICE OF THE DISTRICT LEGAL SERVICES AUTHORITY
KANGRA AT DHARAMSHALA**

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No.: DLSA/Secy/04/Panel/13/2026/-
Dated: 14-May, 2026

OFFICE ORDER

In compliance to letter No.: HPSLSA/LAC/2026/-1733-1734, dated 27.04.2024 of the HP SLSA Shimla, a Legal Aid Help Desk in Mulaqati area is established in Lala Lajpat Rai District & Open-Air Correctional Home, Dharamshala and to render services in the Mulaqat Legal Aid Help Desk, the following roster will be observed by the Assistant Legal Aid Defence Counsel(s), DLSA, Kangra at Dharamshala and Para Legal Volunteers **w.e.f. 15.05.2026 to 30.06.2026:-**

Sr. No.	Name of Jail Visiting lawyers (ALADCs)/PLVs and Jail Official	Duty Roster
1.	Jail Visiting Lawyers (Assistant Legal Aid Defence Counsels), DLSA, Kangra at Dharamshala	Every Monday to Saturday (in addition to their Prison Legal Aid Clinic duties on Monday, Wednesday, Thursday & Saturday)
2.	Smt. Isha Devi, Community PLV	Every Wednesday, Friday & Saturday (in addition to her Prison Legal Aid Clinic on every Wednesday and Saturday)
3.	Smt. Reena Chaudary, PLV	Every Monday, Tuesday & Thursday

4.	Shri Lekh Ram Thakur, Assistant Superintendent of Jail, Lala Lajpat Rai District & Open-Air Correctional Home, Dharamshala, H.P. Prison Official for coordination (if required)	Every Monday to Saturday
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All the concerned are directed to follow the roster strictly.

The Mulaqat Legal Aid Help Desk shall function on following terms:-

1. The Legal Aid Help Desk Clinic will function under supervision of the Ld. Chairman (District & Sessions Judge) and Secretary of District Legal Services Authority, Kangra at Dharamshala.
2. Honorarium @750/- per day will be given to the Para Legal Volunteer(s) for performing duties on the aforesaid days.
3. The Assistant Legal Aid Defence Counsel(s) and Para Legal Volunteers will maintain record of interaction sheets (enclosed as **Annexure-A**) and submit report to this Authority **well before 1st of each succeeding month**. However, the **first report** for the month of **May, 2026** be submitted to this Authority by **20th May, 2026**.
4. The services of Para Legal Volunteer(s) are purely on voluntary basis and shall not confer any right on the persons nominated.

5. *The Jail Visiting Lawyer/Para Legal Volunteers will remain present in this clinic from Monday to Saturday (10:00 a.m. to 12:00 noon & 02:00 p.m. to 05:00 p.m.).*
6. *In absence of the Assistant Legal Aid Defence Counsel(s) due to their duties in Courts, the designated Assistant Superintendent of Jail shall ensure coordination in the Mulaqat Legal Aid Help Desk*


Chairman (District & Sessions Judge),
District Legal Services Authority,
Kangra at Dharamshala, (H.P.)

Endst. No.: 169- 178

Dated: 11.05.2026
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Copy to :-

1.) The Ld. Member Secretary, H.P. State Legal Services Authority, Shimla for kind information with reference to letter No. HPSLSA/LAC/2026/-1733-1734, dated 27.04.2026.

2.) The Superintendent of Jail, Lala Lajpat Rai District & Open-Air Correctional Home, Dharamshala for information and necessary action.

3.) Shri Lek Shri Lekh Ram Thakur, Assistant Superintendent of Jail, Lala Lajpat Rai District & Open-Air Correctional Home, Dharamshala, H.P. for information and necessary action.

4.) The Senior Assistant of this office for information & necessary action.

5.) All the Assistant Legal Aid Defense Counsel(s), ADR Centre, Dharamshala for information and necessary action.

6.) The Assistant Programmer, District Court Dharamshala with a direction to upload the same on website of District Court Dharamshala.

7.) The Data Entry Operator of this office to submit **first report** for the month of **May, 2026** on or before **22nd May, 2026** and further submit **monthly report to H.P. SLSA, Shimla on or before 05th of every month.**

8.) Smt. Isha Devi, Community PLV, District Jail, Dharamshala and Smt. Reena Choudhary, PLV, SDLSC Dharamshala for information & necessary action.

9.) Guard file.


Chairman (District & Sessions Judge),
District Legal Services Authority,
Kangra at Dharamshala, (H.P.)