



**OFFICE OF DISTRICT LEGAL SERVICES AUTHORITY  
MEDCAHL MALKAJGIRI DISTRICT**

**NOTIFICATION No. 03/2025,**

**CALLING FOR APPLICATIONS FOR THE POST OF  
DEPUTY CHIEF LEGAL AID DEFENCE COUNSEL AND  
ASSISTANT LEGAL AID DEFENCE COUNSEL**

**FOR SETTING UP  
"LEGAL AID DEFENSE COUNSEL SYSTEM"**

**LAST DATE FOR RECEIPT OF APPLICATIONS : 30/04/2025 BY 5:00 PM,**

**Dis. No. 391 /DLSA/MM/2025**

**Dt: 19/04/2025.**

As per the Legal Aid Defense Counsel System – Modified Scheme, 2022 formulated by National Legal Services Authority, for providing legal aid, assistance and representation in criminal matters in line with "Public Defender System", to implement the Scheme of Incremental Expansion of Legal Aid Defence Counsel System as per LADCS Modified Scheme, 2022 in second phase.

**1. The scope of work :**

Legal Aid Defense Counsel Office shall be dealing exclusively with legal aid matters on criminal side in the District Head Quarters, wherein it is established. The Counsel appointed shall involve fulltime with the system and they are not allowed to take any private cases or any other retainer ship. The Legal Aid Defense Counsels are required to scrupulously perform the work profiles and follow the code of ethics as enumerated in the "Legal Aid Defense Counsel System-Modified Scheme-2022 ".

The following end to end legal services shall be provided through the Legal Aid Defense Counsel Office:

- Legal Advice and Assistance to all individuals visiting the office,
- Representation/Conducting trial and appeals including all miscellaneous work in all Sessions, Special and Magistrate Courts including executive courts.
- Handling Remand and Bail Work
- Providing Legal Assistance at pre-arrest stage as per NALSA's scheme for providing such assistance
- Any other legal aided work related to District Courts or as assigned by the Secretary, DLSA.
- Periodic visit of Prisons of the district under the guidance of the Secretary, DLSA.

## 2. Vacancy of Posts :

As per the directions of Hon'ble Executive Chairman, TLSA, following posts will be filled up on tenure basis for a period of two years on monthly salary, with a stipulation of extension on yearly basis upon satisfactory performance.

Details of the posts called for is as follows:-

Posts called for	No. of Vacancy
Deputy Chief Legal Aid Defense Counsel	2
Assistant Legal Aid Defense Counsel	3

## 3. Selection procedure :

After the receipt of applications, a fair, transparent and competitive selection process will be adopted by DLSA in line with the process involving selection of panel advocates under the Chairmanship of the Principal District and Sessions Judge (Chairman, DLSA) as envisaged in NALSA (Free and Competent Legal Services) Regulations 2010 and TLSA Standard Operating Procedures for selection and working of Panel Lawyers/Retainer Lawyers/Remand Advocates/Duty Lawyers /Stipend Advocates/Monitoring And Mentoring Committees In The DLSAs And The TLSCs subject to final approval by the Executive Chairman, TLSA.

## 4. Qualifications :

The following separate qualifications are prescribed for the Legal Aid Defense Counsels are:

### **ELIGIBILITY FOR DEPUTY CHIEF LEGAL AID DEFENSE COUNSEL:**

- Practice in Criminal law for at least 7 years,
- Excellent understanding of criminal law,
- Excellent oral and written communication skills,
- Skill in legal research,
- Thorough understanding of ethical duties of defence counsel,
- Ability to work effectively and efficiently with others,
- Must have handled at least 20 criminal trials in Sessions Courts,
- IT Knowledge with proficiency in work.

**ELIGIBILITY FOR ASSISTANT LEGAL AID DEFENSE COUNSEL:**

- Practice in Criminal law from 1 to 3 years,
- Good oral and written communication skills,
- Thorough understanding of ethical duties of defence counsel,
- Ability to work effectively and efficiently with others,
- Excellent writing and research skills,
- IT Knowledge with proficiency in work.

**5. Salaries :**

The Legal Aid Defense Counsel will be paid salary as per the "Legal Aid Defense Counsel Systems – Modified Scheme-2022" which is as follows:-

<b>Post</b>	<b>Monthly Salary (in Rs.)</b>
<b>Deputy Chief Legal Aid Defense Counsel</b>	<b>Rs.50,000/-</b>
<b>Assistant Legal Aid Defense Counsel</b>	<b>Rs.30,000/-</b>

**6. Leave entitlement :**

- Chief Legal Aid Defense Counsel and Deputy Legal Aid Defense shall be eligible for 15 days' leave in a calendar year on pro-rata basis.
- Assistant Counsel Legal Aid Defense Counsel and other staff shall be eligible for 12 days' leave in a calendar year on pro-rata basis.
- No remuneration for the period of absence in excess of the admissible leave will be paid to the human resource of Legal Aid Defense Counsel Office. Un-availed leave shall neither be carried forward to next year nor en cashed.

**7. Termination of service :**

Services of any human resource/staff including 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:

- He/she substantially breaches any duty or service required in the office.
- Seeks or accepts any pecuniary gains from the legal aid seekers or beneficiary or his friend or relative.
- Charged or Convicted for any offence.
- Indulges in any type of political activities.
- Found incapable of rendering professional services of the required standards.

- Failure to attend training programmes without any sufficient cause.
- Indulges in activities prejudicial to the working of legal aid defense counsel office.
- Using his/her position in legal aid defense counsel office to secure unwarranted privileges or advantages for him/herself or others.
- Acts in breach of code of ethics.
- Remains absent without leave for more than two weeks.

**NOTE:** The Person appointed as a Deputy Chief Legal Aid Defense Counsel/Assistant Legal Aid Defense Counsel shall perform his/her duty with utmost good faith and subject to monitoring by the District Legal Services Authority and Telangana State Legal Services Authority.


The applications complete in all respects accompanied by self attested copies of relevant academic records, testimonials etc., shall reach the **Chairman, District Legal Services Authority, Medchal-Malkajgiri District Court Complex,** on or before 30/04/2025 by 5:00 PM.

Applications sent through post shall be super scribed as **"APPLICATION FOR APPOINTMENT AS DEPUTY CHIEF LEGAL AID DEFENSE COUNSEL" AND "ASSISTANT LEGAL AID DEFENSE COUNSEL"**.

Applications received beyond the date so fixed will be rejected.

**Authority reserves its right to reject incomplete applications or applications for want of furnishing full information as per the notification or if it is found that the information furnished are false.**

**NOTE:** The incomplete applications without required documents are liable to be rejected.

  
**CHAIRMAN / PR. DISTRICT JUDGE**  
**DISTRICT LEGAL SERVICES AUTHORITY**  
**MEDCHAL-MALKAJGIRI.**

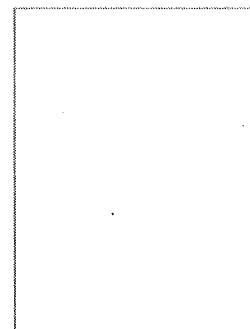
**APPLICATION FOR ENGAGEMENT AS FULL TIME LEGAL AID LAWYER IN LEGAL  
AID DEFENSE COUNSEL SYSTEM**

STATE \_\_\_\_\_

DISTRICT \_\_\_\_\_

Application No. \_\_\_\_\_

(For Office use)



**Photo**

**APPLICATION FOR CHIEF/DEPUTY/ASSISTANT LEGAL AID DEFENSE COUNSEL**

1. Applicant's Name :
2. Father/Husband's Name :
3. Date of Birth :
4. Age (as on 01-08-2022) :
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 practising  
(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 : YES NO  
against the Applicant with any Bar Council :  
(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).  
5. Photo copies of judgments in 5 Sessions cases, represented as Defence lawyer, (for the post of Chief/Deputy Legal Aid Defence Counsel).  
6. Photocopies of at least 5 cross examinations in Sessions cases (for Chief/Deputy Legal Aid Defence Counsel).

(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 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/DLSA concerned.

(Signature)

Place: \_\_\_\_\_

Date: \_\_\_\_\_

