

**PROCEEDINGS OF THE CHAIRMAN / PRINCIPAL DISTRICT JUDGE
DISTRICT LEGAL SERVICES AUTHORITY, THOOTHUKUDI**

PRESENT : THIRU.M.SELVAM, M.L.,

Chairman / Principal District Judge
District Legal Services Authority
Thoothukudi.

Sub : District Legal Services Authority, Thoothukudi – Legal Aid Defense Counsel System (LADCS) – Approved list of selected candidates for the post of Office Assistants / Clerks, Receptionist cum Data Entry Operator & Office Peon – Received from TNSLSA – Orders – Issued – Reg.

- Ref : 1. Letter of Tamil Nadu State Legal Services Authority, Chennai in TNSLSA No.3910/S3/2022 dated 02.06.2023.
2. Email Letter received from the Tamil Nadu State Legal Services Authority, Chennai dated 21.06.2023.
3. Office Note Order of the Hon'ble Chairman / Principal District Judge, DLSA, Thoothukudi dated 19.6.2023, 20.7.2023, 3.8.2020 & 7.8.2023.
4. Proceedings of the Hon'ble Chairman / Principal District Judge, DLSA, Thoothukudi dated 19.6.2023, 20.7.2023, 3.8.2020 & 7.8.2023..
5. Orders of the Hon'ble Executive Chairman, Tamil Nadu State Legal Services Authority, Chennai dated 9.10.2023
6. Email Letter of Tamil Nadu State Legal Services Authority, Chennai in TNSLSA No.3910/S3/2022 dated 10.10.2023.

ORDER NO : 33/2023, Dated : 16.10.23

I am to state that with reference letter 6th cited the following candidates are selected and approved for Legal Aid Defense Counsel (LADCS) supporting staff under Legal Aid Defense Counsel System Modified Scheme, 2022 by the Hon'ble Executive Chairman, Tamil Nadu State Legal Services Authority, Chennai noted against each.

Sl. No.	Name of the Candidates	Name of the Post
1.	Miss.M.Palanichandrika D/o.S.Maharajan 60, 2 nd Isak street, Nazareth - 628617	Office Assistant / Clerk
2.	Mrs.A.Santha Mary. D/o, C.Antony, 5/264-A15, Sundarraj Nagar, Muthaiahpuram, Near Geetha School, Thoothukudi	Office Assistant / Clerk

3.	Tr.T.Paul Selvam S/o.Theivaperumal, 9A/10, Vedhamanickapuram, Iruvappapuram (Post), Sawyerpuram – 628251.	Office Assistant / Clerk
4.	Mrs.A.Selva Sundari D/o.R.Ayyasamy, 6/26, West Street, Servaikaranmadam (Po), Thoothukudi District - 628 103	Receptionist cum Data Entry Operator (Typist).
5.	Mrs. C.Pathira Kali W/O.Bala Sekar(Late), 6/26, West Street, Servaikaranmadam(po), Thoothukudi District – 628103.	Office Peon (Munshi/ Attendant)

Hence the above said candidates are directed to appear before the District Legal Services Authority, Thoothukudi on the Forenoon of 09.30 AM on 20.10.2023 (Friday) and to sign the contract with Secretary DLSA and to render the services as per LADCS scheme from 25.10.2023.

Chairman / Principal District Judge
District Legal Services Authority
Thoothukudi

Encl : Offer letter format.

TO:

1. Miss.M.Palanichandrika,
D/o.S.Maharajan,
60, 2nd, Isak street, Nazareth – 628617.
Cell : 8248997239.
2. Mrs.Santha Mary.A
D/o, C.Antony, 5/264-A15, Sundarraj Nagar,
Muthaiahpuram, Near Geetha School, Thoothukudi.
3. Tr.T.Paul Selvam
S/o.Theivaperumal, 9A/10, Vedhamanickapuram,
Iruvappapuram (Post), Sawyerpuram – 628251.
Cell: 7867848555
4. Mrs.A.Selva Sundari
D/o.R.Ayyasamy, 6/26, West Street, Servaikaranmadam (Post),
Thoothukudi District - 628 103.
Cell:9788130564
5. Mrs. C.Pathira Kali
W/O.Bala Sekar (Late),
6/26, West Street, Servaikaranmadam (Po),
Thoothukudi District – 628103.
Cell:7598207956

Copy To:

1. The Chief Legal Aid Defense Counsel
Legal Aid Defense Counsel System, Thoothukudi

To,

Date:

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**Sub: Offer of contractual engagement on monthly salary basis under Modified
Legal Aid Defense Counsel (LADC) Scheme, 2022 for
Districtas.....**

Sir / Madam,

With reference to your application for engagement to render services under the Legal Services Authorities Act, 1987, Regulations and Schemes made there under and the subsequent selection process, we are pleased to offer you a full-time engagement on monthly Salary basis as.....in the DLSA, purely on contractual basis and subject to the following terms and conditions:

- (a) You have read and agree to each and every condition and provision of the modified Legal Aid Defense Counsel (LADC) Scheme 2022 (hereinafter referred to as 'the Scheme').
- (b) Salary:
Consolidated pay of Rs..... per month.
- (c) Period of Contract: Initially for one year, extendable further as per the need and subject to the Scheme as may be modified without notice.
- (d) Role & Responsibilities: As per the Scheme (as modified from time to time), you will be working as Office Assistant/Clerk /Receptionist-cum-Data Entry Operator (Typist)/ Office peon (Munshi/Attendant) attached with Legal Aid Defense Counsel office under the scheme and subject to the code of ethics and other provisions as prescribed therein.
- (e) Leave of absence:days leave of absence in a year is permitted. In case of absence beyond the said period, pro-rata deduction will be made from the payable monthly Salary.
- (f) The contract can be terminated by giving one month's notice or one-month Salary in lieu of notice from either side. However, in case of unsatisfactory performance

or for any act considered derogatory / detrimental to interest of Legal Services Authorities, this contractual engagement can be terminated as per the Scheme.

- (g) If you fail to complete the period of notice or leave your duties without acceptance of notice or termination of contract, the amount due, i.e., Salary payable to the extent of notice period, will be forfeited.
- (h) You shall not have any claim / right whatsoever to continue beyond the period of engagement under the contract.
- (i) You have to compulsorily attend capacity building and training session, as per schedule, unless leave of absence is permitted.
- (j) You have to observe Code of Ethics as prescribed in the Scheme.

2. If you are agreeable to the terms and conditions as provided under the scheme, which may be modified by the National Legal Services Authority, you may convey acceptance by signing the duplicate of letter and submit the same to this office along with 2 passport size photographs.

3. In case, we do not receive your acceptance by..... the offer of contractual engagement shall stand automatically withdrawn.

Yours faithfully,

(.....)

I accept the offer and also terms & conditions mentioned herein above.

.....

Signature

Name:

Date: