



**TAMILNADU STATE LEGAL SERVICES AUTHORITY,
CHENNAI**

**DISTRICT LEGAL SERVICES AUTHORITY
VILLUPURAM**

NOTIFICATION 02/2024

Applications are invited from the qualified Candidates to work as Deputy Chief Legal Aid Defense Counsel and Assistant Legal Aid Defense Counsel on Contract basis in the **LEGAL AID DEFENSE COUNSEL SYSTEM** at District Legal Services Authority, Villupuram as per the direction of the Tamil Nadu State Legal Services Authority in TNSLSA No.3910/S3/2022 Dated 20.08.2024. For further details visit **<https://viluppuram.dcourts.gov.in>**

DETAILS OF VACANCIES :

S.No	NAME OF THE POST	No. of Post
1.	Deputy Chief Legal Aid Defense Counsel	02
2.	Assistant Legal Aid Defense Counsel	04

IMPORTANT DATES:

Date of Notification	28-08-2024
Last date for submission of Application	11-09-2024

SELECTION PROCEDURE:

The Legal Aid Defense Counsel shall be engaged on contract basis in Villupuram District. Selection of Legal Aid Defense Counsel will be purely based on merit, taking into account of the knowledge, skills, practice and experience of candidates. The selection shall be carried out by Selection committee under the Chairmanship of the Principal District & Sessions Judge (Chairman, DLSA) as envisaged in NALSA (Free and Competent Legal Services) Regulations 2010, subject to final approval by the Executive Chairman, SLSA.

ELIGIBILITY & QUALIFICATION :

The persons applying to the posts of Legal Aid Defense Counsel System (LADCS), must be a citizen of India holding necessary educational qualifications as given below;

1. Qualification for Deputy Chief Legal Aid Defense Counsel :

He / She must have;

- 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 defense counsel,
Ability to work effectively and efficiently with others,
Must have handled at least 20 criminal trials in Sessions Courts, may be relaxed in exceptional circumstances, by Hon'ble executive Chairman, SLSA,
- IT Knowledge with proficiency in work.

2. Qualification for Assistant Legal Aid Defense Counsel :

- Practice in criminal law from 0 to 3 years.
- Good oral and written communication skills.
- Thorough understanding of ethical duties of defense counsel.
- Ability to work effectively and efficiently with others.
- Excellent writing and research skills.
- IT Knowledge with high proficiency in work.

WORK PROFILES:

a) Deputy Chief Legal Aid Defense Counsel.

- Conducting trials / appeals / Remand work / Bail applications / visits to prisons etc., as assigned by Chief Legal Aid Defense Counsel.
- Filing and arguing appeals and bail applications in Courts.
- Maintaining complete case files.
- Doing legal research in legal aided cases and guiding assistant legal Aid Defense Counsel and law students attached with the office in legal research.
- Proper client interviews at various stages for quality research work and representation at remand, trial and appellate stage.
- All or any of the work of the Chief defense Counsel as per assignment,
- Any work/duty assigned by Legal Services Authority.

b) Assistant Legal Aid Defense Counsel.

- Filing of cases, conducting trials in Magistrate trial cases,
- Remand/bail and other miscellaneous work,
- legal research in legal aided cases,
- Visits to Prison and Legal aid Clinics as per directions,
- Providing assistance at pre-arrest stage to suspects,
- Assisting Chief Legal Aid Defense Counsel and Deputy Legal Aid. Defense Counsel(s) in conduct of legal aid cases,
- Assisting in developing a defense strategy after sifting through all of the evidence collected by the prosecution and after hearing the accused's version of what happened during the alleged crime in question,
- Visiting location/area of alleged crime, having discussions with family members etc, for effective and meaningful input of defense strategy,
- Handling queries of legal aid seekers,

- Updating legal aid seekers about the progress of their cases,
- Assisting in maintaining complete files of legal aided cases,
- Handling legal queries relating to criminal matters on telephone,
- Any other work related to legal aid assigned by Chief Legal Aid Defense Counsel,
- Any work/duty assigned by Legal Services Authority,

TERMINATION OF SERVICES

Services of any human resource/staff engaged in the office of Legal Aid Defence Counsel 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 the directions by SLSA in writing:

1. He/she substantially breaches any duty or service required in the office.
2. Seeks or accepts any pecuniary gains or gratification in cash or kind from the legal aid seekers or beneficiary or his friend or relative.
3. Charged or Convicted for any offence by any court of law.
4. Indulges in any type of political activities.
5. Found incapable of rendering professional services of the required standards.
6. Failure to attend training programmes without any sufficient cause.
7. Indulges in activities prejudicial to the working of legal aid defence counsel office.
8. Using his/her position in legal aid defence counsel office to secure unwarranted privileges or advantages for him/herself or others.
9. Acts in breach of code of ethics.
10. Remains absent without leave for more than two weeks.
11. If services are found unsatisfactory during the six-monthly performance review by the SLSA or DLSA.

CODE OF ETHICS:

Personnel engaged in the office of Legal Aid Defense Counsel shall observe the following code of ethics:

- No personnel shall act in any matter in which he/she has a direct or indirect personal or financial interest.
- No personnel shall willfully disclose or use, whether or not for the purpose of pecuniary gain, any information that he/she obtained, received or acquired during the fulfillment of his/her official duties and which is not available to members of the general public.
- No personnel within the office of Legal Aid Defense Counsel shall make use of his/her office or employment for the purpose of promoting or advertising any outside activity.
- No personnel within the office of Legal Aid Defense Counsel shall engage in any outside activity or act as an independent practitioner.
- No personnel within the office of Legal Aid Defense Counsel shall solicit, agree to accept or accept, whether directly or indirectly, any gift, favour, service or other thing of value under circumstances from which it might be reasonably inferred that such gift, service, or other thing of value was given or offered for the purpose of influencing him/her in, or rewarding him/her for, the discharge of his/her official duties.

SALARY DETAILS :

1.	Monthly Honorarium (Retainership) of Deputy Chief Legal Aid Defense Counsel	Rs. 60,000/-
2.	Monthly Honorarium (Retainership) of Assistant Legal Aid Defense Counsel.	Rs 30,000/-

HOW TO APPLY :

The standard form of application annexed with this notification shall be used for applying the above said post. Self attested education qualification certificates, experience certificate and two recently taken passport size photos must be annexed with the application. Medical fitness certificate must be submitted at the time of Joining/Selection.

SUBMISSION OF APPLICATION:

The duly filled in application in the prescribed format along with self-attested copy of certificates and all other supportive documents should be submitted either through post or in person on or before **11.09.2024, 5.00 p.m.** to the following address;

**THE CHAIRMAN/PRINCIPAL DISTRICT JUDGE,
District Legal Services Authority,
District Court Campus,
Villupuram – 605602.**

Incomplete application will be rejected without assigning any reasons. No application will be entertained after the last date fixed.

**Chairman/Principal District Judge,
District Legal Services Authority,
Villupuram.**

**Place : Villupuram
Date : 28.08.2024**

Copy to :

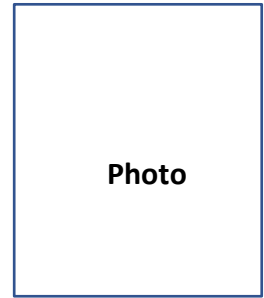
1. Hon'ble Principal District Court, Villupuram (for displaying in Notice Board)
2. System Analyst, District Court, Villupuram (for publish in District Court Website)
3. District Legal Services Authority, Villupuram (for displaying in Notice Board)
4. The Chairman, Taluk Legal Services Committee, Kallakurichi, Tindivanam, Gingee, Ulundurpet, Thirukoilur, Vanur, Sankarapuram, Vikravandi, Thiruvannainallur (for displaying in Notice Board)
5. File.

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

STATE _____

DISTRICT _____

Application No. _____
(For Office use)



**APPLICATION FOR CHIEF/DEPUTY/ASSISTANT LEGAL AID DEFENSE COUNSEL
(Use Separate application for each post)**

1. Applicant's Name :
2. Father/Husband's Name :
3. Date of Birth :
4. Age (as on 01-09-2024) :
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

against the Applicant with any Bar Council : YES NO

(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 Defense lawyer, (for the post of Chief/Deputy Legal Aid Defense Counsel).
6. Photocopies of at least 5 cross examinations in Sessions cases (for Chief/Deputy Legal Aid Defense 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 fulfil the eligibility conditions for the category to which I am seeking engagement. I declare that I have never been penalised by any Bar Council in any Disciplinary Proceedings. 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.

(Signature)

Place: _____

Date: _____