**PROCEEDINGS OF THE CHAIRMAN, DISTRICT LEGAL SERVICES AUTHORITY, JAGTIAL.**

**Present: Smt. C. Ratna Padmavathi,**
Prl. District & Sessions Judge-cum-Chairperson.
District Legal Services Authority, Jagtial.

**SUB:-Contract Basis** - Appointment of **Office Peon (Munshi/Attendant) on Contract Basis** to work in the office of Legal Aid Defense Counsel System (LADCS) Jagtial - Orders – Issued - Reg.

**REF:** 1. Letter ROC No.826/TSLSA/2023, dated 19-04-2023 and letter ROC No.3756/TSLSA/2022, dated 27-04-2023 of Telangana State Legal Services Authority, Hyderabad.
2. Modified Scheme, 2022 of Legal Aid Defense counsel System.
3. Notification No.1, dated 18-07-2025 of District Legal Services Authority, Jagtial.

Order Dis. No.634/DLSA/JGL/2025 Date: 26.08.2025

The Chairperson, District Legal Services Authority, Jagtial is pleased to pass the following orders to engage **Office Peon (Munshi/Attendant)** in the Office of the Legal Aid Defense Counsel System(LADCS) Jagtial.

**Sri Alagurthi Satish Kumar, S/o Alagurthi Laxmi Narsaiah,** R/o H.No.4-4-223/A, Gandhinagar, Jagtial proper and District, is appointed as **Office Peon (Munshi/Attendant)** in the Office of the Legal Aid Defense Counsel System(LADCS) Jagtial.

The above appointment is made for a period of one year from the date of appointment and the same will be continued as per the instructions of the Telangana State Legal Services Authority, Hyderabad that are being issued from time to time. The individual is entitled for a monthly remuneration of Rs.14,000/- (Rupees Fourteen thousand only) per month subject to the guidelines relating to appointments made on contract basis issued by the Telangana State Legal Services Authority, Hyderabad time to time.

The remuneration of **Office Peon (Munshi/Attendant)** is appointed on Contract Basis will be drawn and paid from NALSA funds. The appointee shall report before the Hon'ble Chairperson, District Legal Services Authority, Jagtial within (07) days from the receipt this proceedings. The remuneration will be drawn and paid to the individual from the date of his joining duty.

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The **Office Peon (Munshi/Attendant)**, so appointed shall attend the following duties:-

- Cleaning the office before the commencement of office hours,
- Ensuring that all places in the office are kept clean,
- Bringing and serving water, beverages to the visitors in the office,
- Carrying goods etc.,
- Any other work assigned by Legal Services Authority.

The **Office Peon (Munshi/Attendant)** is eligible for 12 days casual leave per year.

The Contract employee is informed that, their services are purely temporary basis, if their services are found to be not satisfactory, will be terminated at any time without notice and without assigning any reason by the undersigned.

26/8/23

**Prl. District & Sessions Judge-cum-Chairperson,**
**District Legal Services Authority,**
**Jagtial.**

To
The individual.
Copy submitted to :-
The Member Secretary, Telangana State Legal Services Authority, Hyderabad.