



**OFFICE OF THE DISTRICT LEGAL SERVICES AUTHORITY, ALIPURDUAR.**  
**ADVERTISEMENT NOTIFICATION NO.1/DLSA/2025**  
**DATED. 23.05.2025**

**Inviting expression of willingness to volunteer as Adhikar Mitra (Para Legal Volunteer)**  
**without expectation of monetary gain and/or subsequent absorption.**

District Legal Services Authority, Alipurduar invites applications from eligible and interested candidates for the engagement of **40(Forty) numbers of Para Legal Volunteers (Adhikar Mitra)** in terms of the National Legal Services Authority (Free and Competent Legal Services) Regulations, 2010 (as amended) and as per the guidelines of the National Legal Services Authority (NALSA).

Teachers (including retired teachers) Retired Government servants and senior citizens/M.S.W Students and teachers/Anganwadi workers/Doctors/Physicians/ Students & Law Students (till they enroll as lawyers) / Members of Non-Political, Service oriented NGOs / Clubs Members of Women Neighborhood Groups and other Self Help groups, Maitri Sangham and other Self Help Groups including marginalized/vulnerable groups / educated prisoners with good behaviour, serving long term sentences in prisons / any other person whom the District Legal Services Authority deems fit to be identified as PLVs.

**Note: Selected Para Legal Volunteers may be posted anywhere in the Alipurduar District.**

**Vacancy Details**

Name of the Block	Sl. No.	Name of the Gram Panchayet	No. of PLVs
Alipurduar-I	1	Banchukamari	01
	2	Chakowakheta	01
	3	Mathura	01
	4	Pararpar	01
	5	Patlakhawa	01
	6	Purba Kanthalbari	01
	7	Salkumar-I	01
	8	Salkumar-II	01
	9	Tapshikhata	01
TOTAL			09
Name of the Block	Sl. No.	Name of the Gram Panchayet	No. of PLVs
Alipurduar-II	1	Chaparerpar-I	01
	2	Parokata	01
	3	Samuktala	01
	4	Tatpara-I	01
	5	Turturi	01
TOTAL			05

Name of the Block	Sl. No.	Name of the Gram Panchayet	No. of PLVs
Falakata	1	Dalgaon	01
	2	Dhanirampur-II	01
	3	Guabarnagar	01
	4	Salkumar	01
TOTAL			04
Name of the Block	Sl. No.	Name of the Gram Panchayet	No. of PLVs
Kalchini	1	Jaigaon-I	01
	2	Jaigaon-II	01
	3	Malangi	01
	4	Latabari	01
TOTAL			04
Name of the Block	Sl. No.	Name of the Gram Panchayet	No. of PLVs
Kumargram	1	Chengmari	01
	2	Kamakhyaguri-II	01
	3	Kumargram	01
	4	Nwland Kumargram Sankosh	01
	5	Raydak	01
	6	Turturi Khanda	01
TOTAL			06
Name of the Block	Sl. No.	Name of the Gram Panchayet	No. of PLVs
Madarihat-Birpara	1	Birpara-I	01
	2	Birpara-II	01
	3	Bundapani	01
	4	Khairbari	01
	5	Madarihat	01
	6	Sishujumra	01
	7	Totopara Bollalguri	01
TOTAL			07
Others Legal Services Clinics (Police Stations/ Observation Homes/ Child-Care Institutions/ Shelter Homes, as the case may be)			No. of PLVs
			05

### Eligibility Criteria:

1. The applicant must be a citizen of India and above 18 years of age.
2. Minimum educational qualification Matriculation from any recognised Board.
3. Higher qualification will be given weightage Computer operation, data handling and knowledge in accounting will be preferred.

4. The applicant should have a capacity for over all comprehension and should have mindset to assist the needy in society coupled with the compassion, empathy and concern for the upliftment of marginalized and weaker sections of the society. They must have the unflinching commitment towards the cause which should be translated into the work they undertake.
5. Preferably the PLV's shall be selected, who do not look up to the income they derive from their services as Para Legal Volunteers but they should have a mind set up to assist the needy in the society.
6. The applicant must be physically and mentally fit and possess a strong commitment to uphold law and justice. The applicant should have a mind-set to assist the needy in the society, he/she must have compassion, empathy and concern for the upliftment of the marginalised and weaker sections of the society.
7. The applicant must not be involved in any criminal proceedings.

#### **How to Apply:**

1. The prescribed application form may be downloaded from the official website of the District Judge Court, Alipurduar i.e “**alipurduar.dcourts.gov.in**” and also from the Notice Board of the District Legal Services Authority, Alipurduar.
2. The filled up prescribed application (copy enclosed) along with self-attested copies of certificates in respect of age, qualification and proof of residence along with work experience (if any) should reach the **Office of the District Legal Services Authority, Alipurduar, District Judges Court Complex, Additional District Judge Court Building (1st Floor), P.O & P.S-Alipurduar, Pin-716122 on or before 23.06.2025 at 05:00 P.M.**
3. Application should reach to the Office by post or by hand within stipulated date and time.
4. The applicant should submit his / her mobile/contact number in the application for further communication, if any.
5. Incomplete applications will be rejected without assigning any reasons. No applications will be entertained after the last date fixed.

#### **Selection Process:**

1. After receiving the applications, those will be shortlisted after scrutiny.
2. Shortlisted candidates will be called for an interview.
3. Selection of 40(forty) PLVs will be purely based on merit, taking into account of their educational qualification, relevant skills, suitability to render voluntary and pro bono service and overall experience.
4. The selection shall be carried out by a Selection Committee subject to final approval of the Ld. Chairman, DLSA, Alipurduar.

5. Selected candidates will undergo mandatory training before deployment.
6. Date of interview will be notified later in the official notice board of the District Legal Services Authority, Alipurduar as well as in the official website

**“alipurduar.dcourts.gov.in”**

7. List of eligible candidates will be notified in the Official Notice Board as well as in the official website.
8. In case of any dispute, the decision of the Ld. Chairman, DLSA, Alipurduar shall be final and binding on all concerned.
9. Canvassing directly or indirectly will disqualify the candidate.
10. No TA/DA will be provided for appearing in the interview.

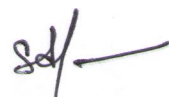
**Honorarium of PLVs/Adhikar Mitra:**

The work of PLVs does not carry any salary, remuneration or wages except honorarium at the rate of Rs.750/- (Rupees Seven Hundred Fifty) per day, if engaged in voluntary service.

**Termination from Empanelment:**

Empanelment of any Para Legal Volunteer (Adhikar Mitra) engaged in the office of DLSA, Alipurduar can be terminated at any time without any prior notice in the following cases by the Ld. Chairman, DLSA, Alipurduar.

1. He / she substantially breaches any duty or service required in the office, or
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, or
3. Charged or Convicted for any offence by any court of law, or
4. Indulges in any type of political activities, or
5. Found incapable of rendering services of the required standards, or
6. Failure to attend training programmes without any sufficient cause, or
7. Indulges in activities prejudicial to the working of DLSA, Alipurduar, or
8. Using his/her position in Legal Services Institutions to secure unwarranted privileges or advantages for him/herself or others, or
9. Remains long absent without prior intimation, or
10. If otherwise gainfully employed.



Secretary (In-Charge)  
District Legal Services Authority  
Alipurduar

**Secretary 1/2**  
District Legal Services Authority  
Alipurduar

**Copy forwarded for information and necessary action to:**

- 1) The Ld. District & Sessions Judge, Alipurduar.
- 2) The District Magistrate, Alipurduar.
- 3) The Superintendent of Police, Alipurduar.
- 4) The Judge-in-Charge of Nazareth Department, District Judges Court, Alipurduar.
- 5) The District Informatica Officer, NIC, Alipurduar.
- 6) The Secretary, Bar Association, Alipurduar.
- 7) The Superintendent, District Correctional Home, Alipurduar.
- 8) All Pradhans of Gram Panchyats through the BDO Alipurduar-I/Alipurduar-II/  
Falakata/Kalchini/Kumargram/Madarihat-Birpara Block.
- 9) The Chairman, Alipurduar / Falakata Municipality/ Jaigaon Development Authority.
- 10) The System Assistant, District Judges' Court, Alipurduar for publishing a copy in the District Court website.



Secretary (In-Charge)  
District Legal Services Authority  
Alipurduar

**Secretary** 1/c  
**District Legal Services Authority**  
**Alipurduar**



**APPLICATION TO SERVE AS ADHIKAR MITRA (PARA LEGAL VOLUNTEER)**

To,  
The Ld. Secretary,  
District Legal Services Authority, Alipurduar

Photo

**SUB: APPLICATION TO SERVE AS ADHIKAR MITRA (PARA LEGAL VOLUNTEER)**

1. Full Name (Black letters): \_\_\_\_\_
2. Name of Father / Husband : \_\_\_\_\_
3. Date of Birth (Supported by documents): \_\_\_\_\_
4. Sex (Male/Female/ Others): \_\_\_\_\_
5. Nationality: \_\_\_\_\_ 6. Marital Status(Yes/ No): \_\_\_\_\_
7. Address (with Postal Address): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
6. Contact No: \_\_\_\_\_ 7. AADHAR No. \_\_\_\_\_
8. E-mail Id: \_\_\_\_\_
9. Whether belongs to SC/ ST/OBC or others (Yes or No) (Supported by documents): \_\_\_\_\_
10. Educational Qualification (Supported by documents):

Course	Name of Board/ University	Name of Course & Year of Passing	Obtained Percentage (Aggregate)
Matriculation			
Computer Knowledge			
Higher Qualification (if any)			
Any Other Qualification			

11. Experience (in social activity) (Supported by documents): \_\_\_\_\_

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12. Whether any disciplinary case/ Complaints/was against the applicant(Tick):      **YES**                      **NO**  
(if yes, specify details of both disposed & pending supported by documents)

13. Whether involved in any Criminal Cases (Tick):                      **YES**                      **NO**  
(If yes, furnish full and complete details)

### **DECLARATION**

I do hereby declare that the statements made in this application are true, complete and correct to the best of my knowledge and belief.

Yours faithfully,

Date:

Place:

(Full Signature of the Applicant)