

OFFICE OF THE DISTRICT LEGAL SERVICES AUTHORITY, DIMA HASAO, HAFLONG

ADVERTISEMENT

DATE: 23-07-2024

Applications are invited from eligible lawyers having requisite qualifications for contractual full time engagement for the posts of Chief Legal Aid Counsel, Deputy Chief Legal Aid Counsels, Assistant Legal Aid Counsels laid down by NALSA under the Office of the District Legal Services Authority, Dima Hasao for the following number of posts initially for a period of two (02) years with a stipulation of extension on yearly basis on satisfactory performance.

Sl No.	Name of posts	No. of vacant posts	Pay Scale (In Rupees)
01	Chief Legal Aid Defense Counsel	01	Rs. 65,000 - 80,000/-
02.	Deputy Chief Legal Aid Defense Counsel	01	Rs. 40,000/ - 60,000/-
03.	Assistant Legal Aid Defense Counsel	04	Rs. 20-000/ - 35,000/-

1. ELIGIBILITY CRITERIA:

Sl No.	Name of posts	Qualification/Eligibility Criteria
01.	Chief Legal Aid Defense Counsel	<ul style="list-style-type: none">• Practice in Criminal Law for at least 10 years.• Excellent oral and written communication skills.• Excellent understanding of criminal law.• Thorough understanding of ethical duties of a defense counsel.• Ability to work effectively and efficiently with others with capability to lead.• Must have handled at least 30 criminal trials in Sessions Courts.• Knowledge of computer system, preferable.• Quality to lead the team with capacity to manage the office.
02.	Deputy Chief Legal Aid Defense Counsel	<ul style="list-style-type: none">• 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.• IT knowledge with proficiency in work.

03.	Assistant Legal Aid Defense Counsel	<ul style="list-style-type: none"> • 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.
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2. SELECTION PROCESS:

Mode of selection with respect to the above mentioned posts shall be through Personal Interview/ Viva-voce only.

3. HOW TO APPLY:

The applicant will have to submit duly filled in application form as issued by NALSA with the head "APPLICATION FOR ENGAGEMENT AS FULL TIME LEGAL AID LAWYER IN LEGAL AID DEFENSE COUNSEL SYSTEM".

The following list of documents are to be attached along with the application forms:

1. Self-Attested copy of Certificates in support of educational qualifications.
2. Self-Attested copy of Certificates 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. Attach an experience certificate issued by the Bar Association/Council.
6. Photo copies of judgements in 5 Sessions cases, represented as Defense lawyer, (for the post of Chief/Deputy Legal Aid Defense Counsel).
7. Photo copies of at least 5 Cross Examinations in Sessions cases (for the post of Chief/Deputy Legal Aid Defense Counsel).
8. Candidates are required to fill up the application form along with all relevant documents mentioned in Sl. No. 16,18,19 (a), (b), (c), 20,21,22,23 along with Sl No. 24 (01 to 06).
9. Completed applications along with all testimonials as mentioned above can be sent through speed post or in an envelope personally in the "Office of the District Legal Services Authority, Dima Hasao, Haflong" on or before **29-07-2024**.
10. Any application received after the due date shall not be considered.
11. Incomplete applications will be summarily rejected without assigning any reason.
12. The application for engagement does not create any right/assurance whatsoever.

List of eligible candidates, date, time and venue and mode for conducting the selection procedure will be published in the Official website of the Dima Hasao District Judiciary.

4. TERMS AND CONDITIONS:

1. The admission of candidates at all stages of the selection process will be purely provisional at any time before or after the selection process, if it is found that a candidate does not

fulfill any of the eligibility conditions, his/her candidature shall stand cancelled without any notice.

2. In order to access the qualifications of the Chief Legal Aid Defense Counsel they must have handled at least 30 Criminal Trials in the Sessions Courts and in this regard they have to submit the list of cases along with case numbers for proper verification of the same.
3. In order to access the qualifications of Deputy Chief Legal Aid Defense Counsel they must have handled at least 20 Criminal Trials in the Sessions Courts and in this regard they have to submit the list of cases along with case numbers for proper verification of the same.
4. The lawyers if engaged with the office of the Legal Aid Defense Counsel System under DLSA, Dima Hasao will not be allowed to take any other private cases or any other retainership.
5. The applicant must clearly mention on the envelope against the post he/she has applied for.
6. The Selection Board will not be responsible for any postal delay in delivering the applications and those applications will be summarily rejected without any notice.
7. The list of the eligible candidates and list of rejected candidates will be uploaded in the official website of Dima Hasao District Judiciary with the date of interview.
8. No individual call letter will be sent to the eligible candidates. They will be communicated via e-mail and SMS. However, the list of candidates to be called for Personal Interview/Viva-voce will be uploaded in the official website of the Dima Hasao District Judiciary and candidates may download the same from the official website.
9. No TA/DA etc. shall be paid to the candidates for participating in the Personal Interview.

5. CONDITIONS LAID DOWN FOR TERMINATION OF SERVICES:

Services of any legal aid defense counsel engaged in the office of the Legal Aid Defense 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 directions by ASLSA in writing:

- i. He/She substantially breaches any duty or service required in the office.
- ii. Seeks or accepts any pecuniary gains or gratification in cash or kind from the legal aid seekers or beneficiary or his friend or relative.
- iii. Charged or Convicted for any offence by any court or law.
- iv. Indulges in any type of political activities.
- v. Found incapable of rendering professional services of the required standards.
- vi. Indulges in activities prejudicial to the working of legal aid defense counsel office.
- vii. Using his/her position in legal aid defense counsel office to secure unwarranted privileges or advantages for him/herself or others.
- viii. Failure to attend training programmes without any sufficient cause.
- ix. Acts in breach of code of ethics.
- x. Remains absent without leave for more than two weeks.
- xi. If services are found unsatisfactorily during the six monthly performance review by the ASLSA or DLSA.



6. CODE OF ETHICS FOR THE PERSONNEL ENGAGED IN THE OFFICE OF LEGAL AID - DEFENSE COUNSEL:

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

- i. No personnel shall act in any matter in which he/she has a direct or indirect personal or financial interest.
- ii. 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.
- iii. 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.
- iv. No personnel within the office of Legal Aid Defense Counsel shall engage in any outside activity or act as an independent practitioner.
- v. 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.
- vi. Legal Aid Defense Counsel shall devote his/her full time to his/her duties for the office of Legal Aid Defense Counsel and shall not engage in private practice of law during the term of employment.

7. ENTITLEMENT TO LEAVE FOR THE OFFICE PERSONNEL OF LADCS:

- Chief Legal Aid Defense Counsel and Deputy Legal Aid Defense Counsel shall be eligible for 15 days leave in a calendar year on pro-rata basis.
- Assistant Legal Aid Defense Counsel shall be eligible for 12 days leave in a calendar year on pro-rata basis.
- No remuneration for the period of absence 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 encashed.

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District & Sessions Judge
-cum- Chairman, DLSA,
Dima Hasao, Haflong

Memo No. DLSA/DH/2024/707-709/Estt.

Dated: 23-07-2024

Copy to: -

1. The Member Secretary, Assam State Legal Services Authority, Guwahati-01, for kind information.
- ✓ 2. The System Officer, Dima Hasao District Judiciary. He is asked to upload the advertisement in the official website.
3. Notice Board, Office of the District & Sessions Judge, Dima Hasao.
4. Office file.

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23/07/2024

District & Sessions Judge
-cum- Chairman, DLSA,
Dima Hasao, Haflong
Chairman
District Legal Service Authority
Dima Hasao, Haflong