

**DISTRICT LEGAL SERVICES AUTHORITY
KRISHNAGIRI**

Combined Court Buildings
Krishnagiri - 635 002

Phone : 04343 – 225069
EMail:- dlsakrishnagiri@gmail.com



NOTIFICATION NO. 2 /2022

As per the direction of the Tamil Nadu Legal Services Authority No.3910/S3/2022, Dated:11.07.2022, Applications are invited for engaging qualified Advocates on contract basis for a period of Two Years with a stipulation of extension on yearly basis on satisfactory performance in **“LEGAL AID DEFENSE COUNSEL SYSTEM”** dealing exclusively with Legal Aid matter in Criminal Cases of the District or Head Quarters. It shall provide Legal Services from the early stages of criminal justice till appellate stage, and the same shall include visits to jails from catering to the legal needs of unrepresented inmates. Applications are invited for the Legal Aid Defense Counsel System, in the prescribed format, for the following categories, along with copies of all the testimonials and certificates duly self attested by the applicant.

Details of the code number, name of the Post and number of requirement are given below:

Code No	NAME OF THE POST	No. of Post	Salary per month.
01.	Chief Legal Aid Defense Counsel	01	Rs.90,000/-
02.	Deputy Chief Legal Aid Defense Counsel	01	Rs.60,000/-
03.	Assistant Legal Aid Defense Counsel	01	Rs.30,000/-
Date of Notification		15-07-2022	
Last date for submission of Application		25-07-2022 till 5:45 p.m.	

I. Scope of Work:-

Legal Aid Defense Counsel System (LADCS) is established for providing Legal aid, assistance and representation in criminal matters in line with “Public Defender System” and also for providing legal services from the early stages of criminal justice till appellate stage, which include visits to jails from catering to the Legal needs of unrepresented inmates. The following end to end legal services shall be provided through the Legal Aid Defense Counsel Office:

- Legal Advice and assistance to all individuals visiting the office.
- Representation/Conducting trial and appeals including all miscellaneous work in all sessions, Special and Magistrate Courts including executive Magistrate Courts,
- Assisting the accused at the time of remand and getting bail.
- Providing legal assistance at pre-arrest stage as per NALSA’s scheme for providing such assistance,
- Any other legal aid work related to District Courts or as assigned by the Secretary DLSA
- Periodic visit of Prisons of the district under the guidance of the Secretary, DLSA

II. Eligibility & Qualification:

The persons applying for the posts in Legal Aid Defense Counsel System (LADCS), Candidate;

1. Must be a citizen of India
2. Should not be less than 21 years as on the date of Notification and other eligibility and education qualifications as follows:

III. Code No:1 - Chief Legal Aid Defense Counsel:-

Candidate must have;

- 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 Court.

- Knowledge of computer system, preferable.

The applicant is instructed to submit the following documents.

1. B.L / L.L.B Degree Certificate.
2. Enrollment Certificate.
3. Experience / Practicing Certificate.
4. List of sessions cases conducted with case details.

III(a). Nature of work : Chief Legal Aid Defense Counsel:-

1. Conducting trials and appeals and bail matters in courts along with deputy Chief Legal Aid Defense Counsel.
2. Assigning duties of Deputy Chief Legal Aid Defense Counsel
3. Assigning duties of Assistant Legal Aid Defense Counsel for assisting him and Deputy Chief Legal Aid Defense Counsel and for legal research.
4. Ensure proper legal research, planning effective defense strategy and thorough preparation in each and every legal aided case.
5. Ensure maintenance of complete files of legal aid seekers.
6. Ensure proper documentation with regard to legal aid assistance provided, ensure maintaining of up to date record of legal aid case.
7. Will be overall in charge of administration of the office of Chief Legal Aid Defense Counsel Office.
8. Ensure quality of Legal Aid.
9. Any work/duty assigned by District legal services Authority.

IV. Code No:02 - Deputy Chief Legal Aid Defense Counsel:-

Candidate must have;

- Practice in Criminal law for at least 7 years,
- Excellent understanding of criminal law,
- Excellent oral and written communication skills,
- Thorough understanding of ethical duties of defense counsel,
Ability at work effectively and efficiently with others,
Must have handle at least 20 criminal trials in Sessions Court,
- IT Knowledge with proficiency in work.

The applicant is instructed to submit the following documents.

1. B.L / L.L.B Degree Certificate.
2. Enrollment Certificate.
3. Experience / Practicing Certificate.
4. List of sessions cases with case details.

IV(a). Nature of work :Deputy Chief Legal Aid Defense Counsel:-

1. Conducting trials/ appeals/ Remand work/ Bail applications as assigned by Chief Legal Aid Defense Counsel.
2. Filing and arguing appeals and bail applications in Courts.
3. Maintaining complete case files.
4. Doing legal research in legal aided cases and guiding Assistant Legal Aid Defense Counsel and law students attached with the office in legal research.
5. Proper client interviews at various stages for quality research work and representation at remand trial and appellate stage.
6. Any work/duty assigned by Legal Services Authority

V. Code No:03 - Assistant Legal Aid Defense Counsel:-

Candidate must have;

- Practice in criminal law from 1 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 proficiency in work.

The applicant is instructed to submit the following documents.

1. B.L / L.L.B Degree Certificate.
2. Enrollment Certificate.
3. Experience / Practicing Certificate.
- 4.

V(a). Nature of work -Assistant Legal Aid Defense Counsel

1. Conducting legal research in legal aided cases.
2. Visits to Jail Clinics twice in a week.
3. Providing assistance at pre-arrest stage to suspects.
4. Assisting Chief Legal Aid Defense Counsel and deputy Legal Aid Defense Counsel in conduct of legal aided cases.
5. 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.

6. Visiting location/area of alleged crime, having discussions with family members etc, for effective and meaningful input for defense strategy.
7. Handling queries of legal aid seekers.
8. Updating legal aid seekers about the progress of their cases.
9. Assisting in maintaining complete files of legal aided cases.
10. Handling legal queries relating to criminal matters on telephone.
11. Any other work related to legal aid assigned by Chief Legal Aid Defense Counsel.
12. Any work/Duty assigned by Legal Services Authority

VI. Code of Ethics:-

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

1. No personnel shall act in any matter in which he/she has a direct or indirect personal or financial interest.
2. 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.
3. 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.
4. 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, 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.
5. Personnel within the office of Legal Aid Defense Counsel **shall not engage in any outside activity or act as an independent practitioner.**
6. Legal Aid Defense Counsel shall devote his/her full time to his/her duties for the office of the Legal Aid Defense Counsel and shall not engage in private practice of law during the term of Employment.
7. Every personnel of the office of Legal Aid Defense Counsel shall drive to preserve the public confidence in the office's fair and impartial execution of its duties and responsibilities.

8. Legal Aid Defense Counsel shall also follow the code of ethics prescribed by the Bar Council of India for lawyers.

VII. Selection Procedure:-

Legal Aid Defense Counsels and other posts shall be engaged;

1. On contract basis in district initially for a period of two years with a stipulation of extension on yearly basis on satisfactory performance subject to the continuation of the project.
2. Selection of Chief Legal Aid Defense Counsel, Deputy Chief Legal Aid Defense Counsel, and Assistant Legal Aid Defense Counsel will be based on merit, taking into account of the Knowledge, Skills, Practice and experience of the candidates.
3. 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 Hon'ble Executive Chairman, TNSLSA.

VIII. Termination Of Services:

Services of any human resources/staff engaged in the office of Legal Aid Defense Counsel System can be terminated at any time, **without any prior notice** in the following cases:

1. He/she substantially breaches any duty or service required in the office.
2. Seeks or accepts any pecuniary gains from the legal aid seekers or beneficiary or his friend or relative.
3. Charged or Convicted for any offence.
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 defense counsel office.
8. Using his/her position in legal aid defense 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.

IX. Submission Of Application:-

The standard form of application annexed with this notification shall be used for applying the above mentioned post. Two number of passport size photographs, self-attested photocopies of documents pertaining to Academic Qualification, Experience Certificate obtained from the court and the Office Bearers of the Bar Association and List of cases handled by the Applicant, shall be submitted in the prescribed format as per the **Annexure A and B**.

The duly filled up application in the prescribed format along with self-attested copy of certificates and all other supportive documents, testimonials should be submitted/reached in person (or) by post on or before **5:45 p.m., on 25-07-2022** to the following address.

**CHAIRMAN/ PRINCIPAL DISTRICT JUDGE,
District Legal Services Authority,
Combined Court Building , Krishnagiri-635 002.**

The applicant should mention the Code Number at the top of the envelope and to furnish the Mobile Number and E-Mail ID in their applications for further communication. Individual communication regarding the date, time of certificate verification and interview will not be sent to the applicants by post. The details will be made available on our district court website <https://districts.ecourts.gov.in/dlsakrishnagiri>. Applicants will be informed of the above facts only through E-Mail communication and they should watch the above website in this regarding.

Incomplete application will be rejected without assigning any reasons. No application will be entertained after **5:45 p.m., on 25-07-2022**.

Date : 15-07-2022
Place : Krishnagiri

Chairman/Principal District Judge
District Legal Services Authority
Krishnagiri

Copy to:-

1. The Bar Association, Krishnagiri, Hosur, Denkanikottai, Uthangarai and Pochampalli.
2. The United Bar Association, Hosur
3. All the Judicial Officer in this District(To Publish in the Notice Board)
4. The Public Relation Officer(with a request to give wide publicity of the above notification/this NEWS in English and Tamil News Papers)
5. System Analyst , District Court to publish in District Court Website
6. Notice board of District Legal Services Authority, Krishnagiri
7. District Employment Officer, Krishnagiri(for publication).

விண்ணப்படிவம்
சட்ட உதவி எதிர்காப்பு வழக்கறிஞர் முறைமை
(Legal Aid Defense Counsel System)
மாவட்ட சட்டப்பணிகள் ஆணைக்குழு, கிருஷ்ணகிரி

		சமீபத்தில் எடுக்கப்பட்ட பாஸ்போர்ட் அளவிலான புகைபடம் ஒட்டவும்		
1	விண்ணப்பிக்கும் பதவியின் பெயர்	:		
2	விண்ணப்பதாரரின் பெயர்.	:		
3	தந்தை /கணவர்/பெயர்	:		
4	பிறந்த தேதி	:	தேதி	மாதம்
		:		வருடம்
5	தேசிய இனம்(Nationality)	:		
6	தகவல் தொடர்புக்கு குறிப்பிடவும்:-	:		
6(அ)	தொலை பேசி எண்	:		
6(ஆ)	அலைபேசி எண்	:		
6(இ)	மின்னஞ்சல் முகவரி	:		
7	பாலினம்	:		
8	பார் கவுன்சில் பதிவு எண், பதிவு செய்த தேதி மற்றும் வருடம்	:		
9	வழக்கறிஞராக பணிபுரிந்த வருடங்கள் (தமிழ் நாடு மற்றும் புதுச்சேரி பார்கவுன்சில் வழக்கறிஞராக தொழில் புரிய இடைக்கால தடை விதித்திருப்பின் அதற்கான விவரத்தையும், எதிரிடை அறிவிப்பு பெற்றிருப்பின் அதன் விவரங்களையும் குறிப்பிடவும்)	:		
10	தாய் மொழி	:		
11 (அ)	கல்வித்தகுதி (பார்கவுன்சில் பதிவுசான்றிதழ், சட்டப்படிப்பு சான்றிதழ் மற்றும் இதர கல்விசான்றிதழ்களின் சுயசான்றொப்பமிட்ட நகல்களை இணைக்கவும்	:	ஏறு வரிசைப்படி கல்வித்தகுதி விவரங்களை குறிப்பிடவும் 1. 2. 3. 4.	

11	இதர கூடுதல் தகுதிகள் ஏதுமிருப்பின் : (ஆ) அதற்கான சான்றிதழ்களின் சுயசான்றொப்பமிட்ட நகல்களை இணைக்கவும்		
12	நிரந்தர முகவரி :		
13	வழக்கறிஞராக பணியாற்றிய இடம் மற்றும் பணியாற்றிய வருடங்கள்(இணைப்பு-A வில் கண்டுள்ளபடி வழக்கறிஞர் அனுபவச்சான்றை இணைக்கவும்)		
14	அமர்வு நீதிமன்றங்களில் நடத்திய வழக்குகளின் எண்ணிக்கை (இணைப்பு -B யில் கண்டுள்ளபடி வழக்கு விவர பட்டியலை வழங்கவும்)		
15	விண்ணப்பதாரர் கைது செய்யப்பட்டவர்/ பிணையில் விடுவிப்பு செய்யப்பட்டுள்ளவர்/ முதல் தகவல் அறிக்கையில் பெயர் பதிவு செய்யப்பட்டவர்/ அரசு அல்லது தனிநபர் மூலம் குற்றவியல் நடவடிக்கை நிலுவையில் உள்ளவர்/ வழக்கு ரத்து செய்யப்பட்டவர்/ குற்றபத்திரிக்கையில் பெயர் உள்ளவர்/ குற்றத்திற்காக தண்டிக்கப்பட்டவர் (ஒழுக்கக்கேடு அல்லது வேறுஏதேனும் குற்றம்) என்றால் ஆம் என்று கூறி விவரங்களை தெரிவிக்கவும்	ஆம்	இல்லை
16	விண்ணப்பதாரரின் கணவர்/மனைவி/ உறவினர் எவரேனும் நீதித்துறையில் பணிபுரிகிறார்களா? சட்டப்பணிகள் ஆணைக்குழுவில் பணிபுரிகிறார்களா? ஆம் எனில் விவரங்களை தெரிவிக்கவும்.	ஆம்	இல்லை

உறுதிமொழி

நான் அளித்த மேற்கண்ட தகவல்கள் அனைத்தும் உண்மையானது மற்றும் சரியானது ஆகும் என நான் உறுதி அளிக்கிறேன்.

இடம் :
நாள் :

விண்ணப்பதாரரின் கையொப்பம்

Post Code :

APPLICATION FORM
(Legal Aid Defense Counsel System)
DISTRICT LEGAL SERVICES AUTHORITY, KRISHNAGIRI

Recent Passport Size Photo of the Applicant
--

1	Name of the post applied for	:			
2	Name of the applicant.	:			
3	Name of the Father/Husband	:			
4	Date of Birth	:	DD	MM	YYYY
5	Nationality	:			
6	Contact Details:-	:			
6(a)	Telephone Number	:			
6(b)	Mobile Number	:			
6(c)	EMail ID	:			
7	Sex	:			
8	Bar Council Enrollment Number date and Year	:			
9	Number of Years standing at the Bar (the period of suspension of Bar or adverse notice received from the Bar Council of Tamil Nadu and Puducherry or Punishment imposed, if any should be specifically stated)	:			
10	Mother Tongue	:			
11(a)	Educational Qualification (self attested copy of enrollment certificate, B.L/L.L.B degree certificate and any other related certificates to be enclosed)	:	To be mentioned in ascending order 1. 2. 3.		
11(b)	Any other Additional Qualification (experience certificates with self attested to be enclosed)	:			

12	Permanent Address	:		
13	Place and duration of practice (Experience, certificate as mentioned in 'Annexure A' to be attached)	:		
14	No.of Sessions Cases conducted in Session Courts(give details of Cases as mentioned in 'Annexure B')	:		
15	Is the applicant ever been arrested/ detained /Released on bail/ Named in the FIR/ Criminal proceedings pending / Compromised / Quashed /referred by Police / Charge sheeted / prosecuted in any criminal case/ Private complaint/ Convicted for offence (involving in moral turpitude or any other offence). If yes state the details.	:	Yes	No
16	Is there any spouse / relative working in the Judicial Department, Legal Services Authority, if it is so, furnish the details.	:	Yes	No

DECLARATION:-

I declare that all the details furnished above are true to the best of my knowledge.

Place :

Date :

Signature of the Applicant

Annexure – A

Certificate of Experience at the Bar, Character and Conduct

This is to certify that Mr/Mrs/Ms.....Son/
Daughter/ Wife of(Address and Designation/ Advocate as
may be applicable) has been practicing as Advocate in the Sessions Court, Since
(Mention date). As such He/She has completed (Mention No of Years) practice as on
15-07-2022

His/Her Character and conduct are

This certificate is issued after verifying the records available with the office of the
undersigned.

Date:

Sessions Judge/Assistant Sessions Judge,
Krishnagiri

ANNEXURE – B

Details Of Criminal Trial in Sessions court conducted/handled by the applicant

S. No	Case. No	Parties name on whose behalf appeared	On the file of	Pending / Disposed	Stage of case / date of Judgement	Remarks

I, hereby declare that the particulars furnished in this Annexure are true, correct and complete to the best of my knowledge and belief.

I hereby, declare that I am in **active practice continuously** for years

Signature of Applicant

Counter Signature of
Certifying Authority

Date :

Place: