



## कार्यालय:- जिला विधिक सेवा प्राधिकरण, रायगढ़

Phone- (07762) 299190, E-mail dlsa.raigarh@gmail.com



// संक्षिप्त विज्ञापन //

क्रमांक / 2025

रायगढ़ दिनांक 04.03.2025

आवेदन पत्र प्रस्तुत करने की अंतिम तिथि - 25/03/2025 संध्या 05 बजे तक

राष्ट्रीय विधिक सेवा प्राधिकरण, नई दिल्ली तथा छ.ग. राज्य विधिक सेवा प्राधिकरण के दिशा-निर्देशों के परिपालन में जिला विधिक सेवा प्राधिकरण, रायगढ़ (छ.ग.) के अन्तर्गत रिक्त डिप्टी लीगल एड डिफेंस कॉसिल एवं असिस्टेंट लीगल एड डिफेंस कॉसिल के निम्नांकित पदों पर संविदात्मक भर्ती किए जाने हेतु उम्मीदवारों से निर्धारित प्रारूप में आवेदन पत्र आमंत्रित किए जाते हैं : -

1. रिक्त(संविदा) पदों का विवरण :-

क्र.	पदों का विवरण	पदों की संख्या
01	डिप्टी चीफ लीगल एड डिफेंस कॉसिल	01
02	असिस्टेंट लीगल एड डिफेंस कॉसिल	04

विस्तृत विज्ञापन एवं आवेदन पत्र आवेदित किए जाने हेतु जिला न्यायालय रायगढ़ (छ.ग.) के वेबसाईट <https://raigarh.dcourt.gov.in> का अवलोकन करें।

सही/-  
अध्यक्ष  
भर्ती चयन समिति  
जिला एवं सत्र न्यायालय  
रायगढ़ (छ.ग.)



## कार्यालय:- जिला विधिक सेवा प्राधिकरण, रायगढ़



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### //विज्ञापन//

क्र. /एल.ए.डी.सी.एस/ 2025

रायगढ़, दिनांक 04.03.2025

आवेदन जमा करने की अंतिम तिथि- 25.03.2025 शाम 05:00 बजे तक

राष्ट्रीय विधिक सेवा प्राधिकरण, नई दिल्ली तथा ४०८० राज्य विधिक सेवा प्राधिकरण के दिशा-निर्देशों के परिपालन में जिला विधिक सेवा प्राधिकरण रायगढ़, के अंतर्गत रिक्त डिप्टी लीगल एड डिफेंस कॉर्सिल एवं असिस्टेंट लीगल एड डिफेंस कॉर्सिल रायगढ़, के निम्नांकित पदों पर संविदात्मक भर्ती किये जाने हेतु उम्मीदवारों से निर्धारित प्रारूप में आवेदन पत्र आमंत्रित किये जाते हैं:-

#### 1. रिक्त (संविदा)पदों का विवरण :-

क्रमांक	पदों का विवरण	रिक्त पदों की संख्या
01	डिप्टी चीफ लीगल एड डिफेंस कॉर्सिल	01
02	असिस्टेंट लीगल एड डिफेंस कॉर्सिल	04

टीप:- 1. प्रीक्षा/साक्षातकार एवं अन्य कोई तिथि में परिवर्तन करने का अधिकार प्रधान जिला न्यायाधीश/अध्यक्ष जिला विधिक सेवा प्राधिकरण रायगढ़, के पास सुरक्षित होगा।

2. संविदात्मक पद पर नियुक्त कर्मचारी की सेवाएं नियुक्ति दिनांक से 02 वर्ष की अवधि के लिये ही होंगी। नियुक्त किये गये कॉर्सिल की उपस्थिति/कार्यप्रणाली संतोषप्रद व्यवहारिक एवं व्यवस्थित होने तथा नालसा/सालसा के निर्देशानुसार कार्यकाल आगे बढ़ाया जा सकता है अथवा कार्य संतोषप्रद नहीं होने की स्थिति में अन्यर्थी/कॉर्सिल की नियुक्ति समाप्त की जा सकती है।

3. छत्तीसगढ़ भासन द्वारा वर्तमान में संविदा के लिये सेवा शर्तों के लिए निर्धारित परिपत्र/नियम/शर्तों के प्रावधानों के अधीन शासित होंगे।

#### 2. भर्ती की पात्रता एवं शर्तें :-

#### **A Qualifications for Deputy Chief Legal Aid Defense Counsel:**

- 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.

**(B) 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.

**Note:** Qualifications may be reasonably relaxed in case of exceptional candidate or circumstances with the approval of the Executive Chairman SLSA.

**3. मानदेय (रिटेनर फीस)**

**For Class-C (Population below 2 lacs)**

- 1.1 Deputy Chief Legal Aid Defense Counsel – 40,000 to 60,000/- each
- 1.2 Assistant Legal Aid Defense Counsel – 20,000 to 35,000/- each

**4. आवेदन पत्र प्रस्तुत करने की प्रक्रिया**

1. आवेदन पत्र इस विज्ञापन के साथ संलग्न प्रारूप में प्रस्तुत किये जा सकेंगे, पूर्णतः भरे हुए आवेदन पत्र दिनांक 25.03.2025 की सध्या 05.00 बजे तक बंद लिफाफे में जिस पर स्पष्ट रूप से आवेदित पद का नाम एवं वर्ग लिखा हो, कार्यालय प्रधान जिला न्यायाधीश/अध्यक्ष जिला विधिक सेवा प्राधिकरण रायगढ़ जिला रायगढ़ पिन कोड नम्बर-496001 के पते में स्वयं उपस्थित होकर या रजिस्टर्ड, पोस्ट, स्पीडपोस्ट के माध्यम से भेजा जा सकते हैं। अन्य किसी माध्यम से प्रेषित आवेदन पत्रों पर विचार नहीं किया जायेगा। दिनांक 25.03.2025 की सध्या 05.00 के उपरांत प्राप्त होने वाले आवेदन पत्रों पर विचार नहीं किया जायेगा।

2. आवेदन के साथ जन्मतिथि के संबंध में प्रमाण पत्र, शैक्षणिक योग्यता प्रमाण पत्र, जाति प्रमाण पत्र, स्थायी निवास प्रमाण पत्र, छ.ग. राज्य अधिवक्ता परिषद का पंजीयन प्रमाण पत्र, जिला अधिवक्ता संध्या द्वारा जारी अनुभव प्रमाण पत्र, दिव्यांगता प्रमाण पत्र इत्यादि प्रमाण पत्रों की स्वप्रमाणित (SELF ATTESTED) प्रतियां संलग्न करना अनिवार्य होगा।

3. कोरियर, ई-मेल फैक्स द्वारा प्राप्त आवेदन स्वीकार नहीं किया जावेगा। विज्ञापन प्रकाशन तिथि के पूर्व तथा निर्धारित तिथि एवं समय के उपरांत प्राप्त होने वाले आवेदन पत्रों पर विचार नहीं किया जावेगा।

4. विज्ञापन का विस्तृत अवलोकन जिला न्यायालय रायगढ़ के वेबसाईट <https://raigarh.dcourts.gov.in> में किया जा सकता है, तथा विज्ञापन में दिए आवेदन पत्र का प्रारूप का उपयोग डाउनलोड कर किया जा सकता है।

5. आवेदक, आवेदन पत्र पर अभिप्रमाणित पासपोर्ट साईज का नवीनतम रंगीन फोटो चस्पा करेगा।

6. आवेदक, आवेदन पत्र का सम्पूर्ण इन्द्राज नीले बॉल पेन/डॉट पेन से ही करेगा। अन्यथा आवेदन निरस्त किया जावेगा।

7. विज्ञापन में निर्धारित प्रारूप में ही आवेदन पत्र स्वीकार किए जाएंगा। प्रारूप से भिन्न आवेदन पत्र निरस्त किया जा सकेगा।

8. त्रुटिपूर्ण, अपूर्ण, अस्पष्ट एवं बिना हस्ताक्षर आवेदन पत्र निरस्त माना जावेगा। जिसकी सूचना आवेदक को देने हेतु बाध्यता नहीं रहेगी।

9. डाक द्वारा भेजे गये आवेदन पत्रों के विलंब से प्राप्त होने या नहीं प्राप्त होने की जवाबदारी इस कार्यालय की नहीं होगी और इस संबंध में कोई आपत्ति स्वीकार नहीं की जावेगी।

10. कोई अभ्यर्थी एक से अधिक पदों के लिये आवेदन करना चाहते हो तो प्रत्येक पद के लिए पृथक-पृथक आवेदन पत्र पृथक-पृथक लिफाफा में प्रस्तुत करना होगा। एक ही आवेदन फार्म में दो पदों के लिए किया गया आवेदन मान्य नहीं होगा। एक पद के लिए केवल एक ही आवेदन पत्र स्वीकार किया जावेगा। दिना हस्ताक्षर के प्राप्त आवेदन पत्र पर विचार नहीं किया जावेगा।

## 5. लीगल एड डिफेंस कॉसिल कार्यालय से संबंधित महत्वपूर्ण तथ्य निम्नानुसार हैं:-

### 1. Scope of Work :

Legal Aid Defense Counsel Office shall be dealing exclusively with legal aided matters in criminal matters of the District or HQ, wherein it is established. It shall be providing 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. Initially it shall not be dealing with all type of civil matters and cases of complainant, matters pending before Juvenile Justice Boards/ CWCs, wherein present counsel assignment system (Panel Lawyers) will continue to be operational for the purpose but panels shall be resized according to work based model. 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 criminal courts such as Sessions, Special and Magistrate Courts including executive courts.
- Handling Remand and Bail work.
- Providing legal assistance at pre-arrest stage as per need and also in accordance with 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.

### 2. Selection Procedure:

After due publicity including public notice, applications will be invited and a fair, transparent and competitive selection process shall be adopted by DLSA under guidance of SLSA. Legal Aid Defence Counsels shall be engaged on contract basis in each place/district initially for a period of two years with a stipulation of extension on yearly basis on satisfactory performance. The performance of each human resource shall be assessed every six months by SLSA in consultation

with DLSA concerned. The Selection of Deputy Chief Legal Aid Defense Counsels, Assistant Legal Aid Defense Counsels will be purely based on merit, taking into account 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. In the selection committee at least three senior most judicial officers posted at HQ, dealing mainly with criminal cases, preferably sessions cases shall be included. No person with conflict of interest shall be part of selection process. After approval by the Executive Chairman, SLSA, engagement contract shall be executed between the Secretary DLSA and the person so engaged. The suggested eligibility criterions are as follows:-

**a) Qualifications for Deputy Chief Legal Aid Defense Counsel:**

- 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 defence 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.

**b) 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 defence counsel.
- Ability to work effectively and efficiently with others.
- Excellent writing and research skills.
- IT Knowledge with high proficiency in work.

**Note:** Qualifications may be reasonably relaxed in case of exceptional candidate or circumstances with the approval of the Executive Chairman SLSA.

### **3. 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 defence 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 for 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,

#### **4. Termination of Services:**

Services of any legal aid defense counsel engaged in the office of 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 SLSA in writing:

- He/she substantially breaches any duty or service required in the office, or
- 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
- Charged or Convicted for any offence by any court of law, or
- Indulges in any type of political activities, or
- Found incapable of rendering professional services of the required standards, or
- Failure to attend training programmes without any sufficient cause, or
- Indulges in activities prejudicial to the working of legal aid defense counsel office, or
- Uses his/her position in legal aid defense counsel office to secure unwarranted privileges or advantages for him/herself or others, or
- Acts in breach of code of ethics, or
- Remains absent without leave for more than two weeks, or

- If services are found unsatisfactory during the six-monthly performance review by the SLSA or DLSA.

#### **5. 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 wilfully disclose or use, whether or not for the purpose of pecuniary gain, any information that he/she obtained, received or acquired during the fulfilment 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.
- 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.
- Every Personnel of the office of Legal Aid Defense Counsel shall strive to preserve the public's confidence in the office's fair and impartial execution of its duties and responsibilities.
- Legal Aid Defense Counsel shall also follow the code of ethics prescribed by Bar Council of India for lawyers.

#### **6. Entitlement to Leave:**

- Deputy Legal Aid Defense Counsel shall be eligible for 15 days' leave in a calendar year on pro-rata basis.
- Assistant Counsel 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 in excess 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.

#### **7. Role of State Legal Services Authority and District Legal Services Authority:**

- Office space planning, and providing Infrastructure for office preferably inside or in proximity to court complex.

- Providing Office furniture, Office equipment including computers, printer, internet connectivity and other equipment.
- Purchasing office supplies on need basis.
- Engaging human resource requirement for Legal aid Counsel System Office.
- Ensuring proper functioning of Legal aid Counsel System Office.
- Ensuring effective monitoring and mentoring.
- Periodical evaluation of legal services delivered through Legal aid Counsel System Office.
- Regular trainings and refresher courses for legal aid counsel engaged in Legal aid Counsel System Office.
- Renovation of office space when necessary.
- Providing Books such as Bare Acts and Commentaries for Legal Aid Defense Counsel Office
- Providing Legal Research Software.
- Timely payment of monthly honorarium to legal aid counsel and all staff engaged for Legal aid defense counsel office.
- Payment with regard to expert witnesses, if their services are taken.
- Payment for incidental expenses such as travelling expenses etc.
- Information/promotional campaigns/programmes with regard to Legal aid Defense counsel office.

#### **8. Engagement with law schools:**

Law schools often send their students to legal Services Institutions for internship. Moreover, Clinics of Law Colleges also collaborate with Legal Services Institutions. Law students can be engaged with the Legal Aid Defense Counsel office as to give them meaningful exposure to practical aspects of criminal law including preparing a defense strategy and doing legal research in various factual scenarios. Law students may be so engaged in the following areas in Legal aid defense counsel office:

- Legal research in criminal cases,
- Visiting scenes of crimes,
- Interviewing accused and their family members and other relevant persons,
- Visits of Prisons and Legal Aid clinics,
- Associating in campaign undertaken,
- Assist in sifting through all of the evidence collected by the prosecution and providing effective input for preparing defense strategy.

The internship to law students can be offered for a period upto 3 months. The law students so engaged shall not be paid any stipend by the Legal Services Authorities but the certificate of work and period of work will be issued jointly by the Chief Defense Counsel & Secretary, DLSA.

## 9. Monitoring and Evaluation:

- The work and performance shall be closely monitored by the Secretary DLSA and a monthly review meeting will be organised under the chairmanship of the Chairman, DLSA. The Minutes of the meeting shall be send to SLSA. A quarterly review meeting with every LADCS office and the Secretary, DLSA will also be organised by the Member Secretary, SLSA and minutes shall be sent to NALSA. On half yearly basis review meeting shall be organised by NALSA. The formats for such data sharing will be shared at the time of launch. Monitoring shall be continuous process and at the end of six months the performance of every human resource shall be evaluated by the SLSA under the guidance of Hon'ble Executive Chairman, SLSA.
- Monitoring and Mentoring Committee shall monitor legal aid work of Legal Aid Defense Counsel Office.
- The Chief Legal Aid Defense Counsel shall be involved in monitoring & mentoring Legal Aid cases.

## 06. चयन सूची तथा प्रतीक्षा सूची :-

साक्षात्कार परीक्षा में प्राप्त अंको का योग कर, अंकों के आधार पर मेरिट सूची तैयार की जावेगी, जिसमें से अधिकतम अंक प्राप्त करने वाले अभ्यर्थियों की चयन सूची एवं प्रतीक्षा सूची तैयार की जावेगी। प्रतीक्षा सूची परिणाम घोशित होने की तिथि से एक माह तक प्रभाव फ़िल रहेगी।

## 07. महत्वपूर्ण टीप :-

यह सुनिश्चित किये जाने की जिम्मेदारी स्वयं आवेदक की होगी कि वे आवेदित पद के लिए निर्धारित समस्त अर्हताओं एवं भार्ती को पूरा करते हों। आवेदन करने के पहले आवेदक अपनी अर्हताओं की जांच स्वयं कर लें और अर्हता की समस्त भार्ती को पूरा करने पर ही आवेदन पत्र प्रस्तुत करें। भर्ती प्रक्रिया में शामिल किये जाने का अर्थ यह कदापि नहीं होगा कि आवेदक को अर्ह मान लिया गया है। चयन के किसी भी स्तर पर आवेदक के अनर्ह पर्ये जाने की दशा में आवेदन पत्र निरस्त कर उम्मीदवारी समाप्त मानी जावेगी। नियुक्ति के पश्चात् कोई सारवान जानकारी छुपाए जाने पर कभी भी सेवाएं समाप्त की जा सकेगी तथा यदि किसी प्रकार की लापरवाही, कदाचार या पीड़ित/पक्षकार से अभद्रता अथवा धनराशि की मांग/लेन-देन इत्यादि के संबंध में लिखित अथवा मौखिक शिकायत प्राप्त होने की दशा में संबंधित कौंसिल को कभी भी बिना पूर्व सूचना दिये सेवा से पदच्युत किया जा सकेगा।

स्थान— रायगढ़

दिनांक— 04/03/2025

प्रधान जिला न्यायाधीश/अध्यक्ष,  
चयन समिति,  
लीगल एड डिफ़ेंस कौंसिल,  
जिला विधिक सेवा प्राधिकरण रायगढ़ (छोगो)