



DELHI HIGH COURT LEGAL SERVICES COMMITTEE

33-38, Lawyers' Chamber, Delhi High Court, New Delhi

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NOTICE

Delhi High Court Legal Services Committee is a statutory body constituted by the State Legal Services Authority U/s. 8A of the Legal Services Authority Act, 1987. The Committee provides free legal services to the eligible persons. The Committee also conducts mediation programme for pre-litigation cases at the Crime Against Women Cell, Nanakpura, Maurya Enclave and Krishna Nagar in association with the Special Police Unit for Women and Children (Delhi Police).

The Committee hereby invites Online Applications for empanelment of lawyers and mediators.

The details of the various Panels and number of vacancies available are as below :

S.No.	Panel	No. of Vacancy	Matters to deal with
1	Criminal Panel-I	20	Empanelled advocates will be required to represent legal aid beneficiaries of DHCLSC in Criminal Petitions before the Division Bench and in Criminal Appeals wherein a person has been convicted and sentenced to more than 14 years of imprisonment/ life imprisonment/ death.
2	Criminal Panel-II	30	Empanelled advocates will be required to represent legal aid beneficiaries of DHCLSC in Criminal Petitions before the Single Bench and in Criminal Appeals wherein person has been convicted and sentenced upto 14 years of imprisonment.
3	Matrimonial Panel	10	Empanelled advocates will be required to represent legal aid beneficiaries of DHCLSC in Matrimonial cases, both Criminal and Civil.
4	Labour Panel	10	Empanelled advocates will be required to represent legal aid beneficiaries of DHCLSC in Labour cases

5	Civil Panel	20	Empanelled advocates will be required to represent legal aid beneficiaries of DHCLSC in Property cases/ Rent/ MACT/ Civil Writ Petitions and other misc. cases.
6	Jail Visiting Panel	40	Empanelled advocates will be required to visit Jail and interact with the inmates and draft jail petitions including appeals.
7	Mediator Panel	20	Empanelled advocates will be required to visit CAW Cells for conducting mediation in pre-litigation cases.

A. HOW TO APPLY

1. The candidates are advised to read the instructions contained in the advertisement carefully to ensure that they are eligible for empanelment in Delhi High Court Legal Services Committee in terms of qualification, and other specified terms and conditions.
2. Application form along with detailed instructions and terms and conditions of empanelment can be downloaded from our website (www.dhclsc.org). Applications shall be filled online only.
3. Hard copy of the application will not be entertained.
4. A candidate shall submit only one application and he/ she will be considered for empanelment to one panel only. All applications of the candidate applying for more than one Panel will be rejected.
5. The candidate must apply on the format prescribed by the Delhi High Court Legal Services Committee only. No other format will be entertained.
6. Candidate must give all required particulars in the application form and no column should be left blank else the application would be rejected.
7. The last date for submission of complete Application form is 03.03.2021. No application would be accepted after last date.
8. DHCLSC reserves the right to shortlist candidates to be called for interview.
9. Please mention your contact number and email address properly.
10. Online application shall be accepted from 10.02.2021 till 03.03.2021.

11. In case, the applicant does not get a confirmation e-mail regarding successful submission of online application form within 48 hours, he /she may contact us on dhclscompanelment2021@gmail.com.

B. INSTRUCTIONS

ELIGIBILITY CRITERIA :

1. The candidate who possesses the following eligibility and experience can apply for empanelment with Delhi High Court Legal Services Committee : -

S.No.	Panel	Eligibility
1	Criminal Panel-I	An advocate must have minimum ten (10) years experience at bar as on 31.01.2021 (excluding apprenticeship period, if any)
2	Criminal Panel-II	An advocate must have minimum five (5) years experience as on 31.01.2021 (including apprenticeship period, if any).
3	Matrimonial Panel	
4	Labour Panel	
5	Civil Panel	
6	Jail Visiting Panel	An advocate must have minimum three (3) years experience as on 31.01.2021 (including apprenticeship period, if any).
7	Mediator Panel	An advocate must have minimum five (5) years experience (including apprenticeship period, if any) and should have also received forty hours of mediator training as on 31.01.2021.

2. The advocates applying for Civil, Criminal-I, Criminal -II and Jail Visiting panel should have the experience of handling the matters of High Court for the minimum prescribed period either independently or under the Senior member of the bar.
3. The advocates applying for Criminal-I, Criminal-II, Matrimonial Panel, Labour Panel and Civil Panel have to submit copies of atleast 02 (two) orders/ judgments (passed by Hon'ble High Court of Delhi) wherein they have argued the case independently.

4. The advocates applying for jail visiting panel should be well conversant with the High Court Rules for drafting of appeals/ petitions and parole/ furlough guidelines.
5. The candidate shall attach self attested photocopy of L.L.B. Degree and Certificate of enrolment issued by State Bar Council under the Advocates Act, 1961 and an experience certificate issued by the Bar Association along with the online application form.
6. Persons facing proceedings or adjudged guilty under the Criminal Law, Contempt of Courts Act or under the Advocates Act should not apply.
7. If it is found that the candidate does not fulfil any of the eligibility conditions, his or her candidature shall not be considered.
8. The lawyers on the existing panel of DHCLSC, who wish to continue on the panel, may apply afresh.
9. The Lawyers who have completed three terms with the DHCLSC i.e. those who have consecutively been on the three panels of DHCLSC constituted in 2009, 2013 and 2018, are not eligible to be appointed again and so may not apply. They are however requested to register themselves with the Pro Bono Panel of DHCLSC.
10. In terms of Section 9 of NALSA (Free and Competent Legal Services) Regulations, 2010 (As amended vide notification F.No. L/61/10/NALSA dated 22.10.2018), retired Judicial Officers are also eligible to apply for the panels.

C. SELECTION PROCEDURE

1. No candidate shall be called for interview unless he/ she satisfies the eligibility conditions.
2. Merely fulfilling the eligibility criteria will not confer any right on a candidate to be called for interview or selection.

3. Depending upon the requirement and number of applications received, Monitoring Committee of DHCLSC reserves the right to shortlist the candidates to be called for interview.
4. The decision of the Monitoring Committee regarding shortlisting of the candidates shall be final.
5. Shortlisted candidates will be informed through e-mail/ SMS/ telephone about the date, time and venue of Interview.
6. No individual intimation will be sent to any candidate for appearing in the interview. A list of shortlisted candidates with the date, time and venue of Interview will be displayed on the Notice Board of the Delhi High Court Legal Services Committee, Delhi High Court, New Delhi and shall also be uploaded on our website i.e. www.dhclsc.org
7. The candidate shall bring original documents at the time of interview.
8. The empanelment result will be displayed on our website www.dhclsc.org and on the notice board of the Delhi High Court Legal Services Committee.

D. TERMS & CONDITIONS FOR EMPANELMENT

1. The new panel shall be for a period of three years commencing from the date of appointment, subject to review of performance / work done by each lawyer appointed.
2. Panel Advocates will be paid honorarium as per approved Schedule.
3. DHCLSC will send the information to the panel advocates through email / SMS regarding entrustment of a legal aid case and after receiving the email/ SMS, it shall be the duty of the panel Advocates to collect the brief/copy of petition along with appointment letter from the office of DHCLSC at the earliest.
4. It shall be mandatory for panel Advocates to attend the training programmes and refresher courses organized by Delhi High Court Legal Services Committee from time to time including orientation programmes to enable empanelled lawyers to handle legal aid work, as well as training to upgrade skills. Absence from such training programmes and courses, without prior permission would be a ground for removal of the name from the panel. The

advocates and the mediators applying for empanelment should be ready to devote time for managing the front office of DHCLSC.

5. In order to ensure that there is effective check on the legal aid and services being rendered, the lawyers on the panel must report the status of the cases after each date of hearing. Failure to submit status report will be a ground for removal of the name of the lawyer concerned from the panel.
6. Arguing Counsels should be willing to visit the jails, if required, and it is mandatory for them to attend video conferencing sessions from Jail in respect of cases assigned to them.
7. Lawyers appointed on the Jail Visiting Panel will be rotated after every 3 – 6 months.
8. Empanelment shall be subject to review of performance/ work done by each lawyer by the DHCLSC.

E. REMOVAL FROM PANEL

1. If performance of the panel Advocate is found unsatisfactory or the Advocate is found to be guilty of charging or collecting or demanding any remuneration from an aided person in any form or he contravenes the Scheme of the Act, Rules and the Regulations he / she can be removed from the panel and shall also be liable for action for Professional Misconduct as per Regulation 7 of the Delhi State Legal Services Authority Regulations, 2002

Sd/-
Secretary, DHCLSC