

F.No.3/1/2015-Admn.I(LA)  
Government of India  
Ministry of Law & Justice  
Department of Legal Affairs

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Shastri Bhawan, New Delhi  
Dated the 6<sup>th</sup> January, 2016

C I R C U L A R

SUBJECT:- Filling up of 5 vacancies of Additional Legal Adviser (Gr.II of the Service Cadre of Legal Advisers of ILS) in the Department of Legal Affairs on deputation basis

It is proposed to fill up 5 vacancies in the Grade of Additional Legal Adviser in the Department of Legal Affairs on deputation basis. The pay attached to the post of Additional Legal Adviser is Rs.37,400-67000/- with grade pay of Rs.8700/-. In addition, the incumbent will be eligible for DA, HRA and Transport Allowance as admissible from time to time. The pay will be regulated in terms of Department of Personnel & Training's O.M. No.6/8/2009-Establishment (A.II) dated 17<sup>th</sup> June, 2010 as amended from time to time.

2. The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation/department of the Central Government shall ordinarily not exceed 3 years which in special circumstances may be extended to 5 years. The age limit should not exceed 56 years on the closing date of receipt of applications.

3. The crucial date for determining the eligibility will be the last date for receipt of applications. The Departmental officers in the feeder category, according to the provisions in the ILS Rules, who are in the direct line of promotion, will not be considered for appointment by deputation.

4. The officers in the Central Government possessing the following service, educational qualification and experience are eligible for consideration for appointment as Additional LA on deputation basis :-

- (a) (i) Holding analogous post on regular basis in the parent cadre/ Department; or
- (ii) with 5 years' service in the grade rendered after appointment thereto on regular basis in posts in PB-3, Rs.15,600/- Rs.39,100/- + Grade Pay of Rs.7600/- or equivalent in the parent cadre/Department; and

(b) Possessing the following educational qualifications and experience:-

- (i) A degree in Law of a recognized University or LLB;
- (ii) Had been a member of the State Judicial Service for a period of not less than 13 years or had held a superior post in the legal department of a State for a period of not less than 13 years or a Central Government Servant who has experience in Legal Affairs for not less than 13 years or an Advocate or a Pleader who has practiced as such for at least 13 years or an Attorney of the High Court of Bombay or Calcutta who has practiced as such as an Attorney and an Advocate for a total period of at least 11 years.

5. It is requested that applications in triplicate ( of eligible officers) who possess the requisite qualifications and experience as prescribed above may be forwarded to this Department in the enclosed proforma along with their cadre clearance, vigilance clearance, certificate regarding major/minor penalty imposed during the last 10 years, integrity certificate and ACRs for the last 5 years, in original or the copies attested by an officer not below the rank of an Under Secretary to the Government of India within the 45 days of the issue of this vacancy circular. Applications received without the above documents will not be considered.

  
(Anil Kumar Joshi)

Deputy Secretary to the Govt. of India

Phone : 23384109

To

All Ministries/Departments of the Govt. of India.

BIODATA PROFORMA

1. Name and address in Block Letters:
2. Date of Birth (in Christian era) :
3. Date of retirement under Central/State Government Rules:-
4. Educational Qualifications:-
5. Whether Educational and other qualifications required for the post are satisfied (if any qualifications has been treated as equivalent to the one prescribed in the Rules, State the authority for the same):
6. 

Qualifications/experience required	Qualifications/Experience possessed by the officer
Essential	(1)
	(2)
	(3)
Desired	(1)
	(2)
7. Please state clearly whether in the light of entries made by you above, you meet the requirements of the post.
8. Details of Employment in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient

Office/Instt. Org.	Post held	From	To	Scale of pay and basic pay	Nature of duties.

9. Nature of present employment, i.e. Ad hoc or temporary or quasi permanent or permanent.
10. In case the present employment is held on deputation/contract basis, please state:
  - (i) The date of initial appointment
  - (ii) Period of appointment on deputation/contract
  - (iii) Name of the parent office/organisation.
11. Additional details about present employment please state whether working under;
  - (i) Central Government
  - (ii) State Government
  - (iii) Autonomous Organisations
  - (iv) Government Undertakings
  - (v) Universities.
12. Are you in revised scale of pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale.
13. Total emoluments per month now drawn:
14. Additional information, if any, which you would like to mention in support of your suitability for the post. Enclose a separate sheet, if the space is insufficient:
15. Whether belongs to SC/ST:
16. Remarks:

Date:

Signature of the candidate

Countersigned  
(Employer)  
(with full office address and fax  
number, if any).

Address: