

N. 06/03/2022-DRT
Government of India
Ministry of Finance
Department of Financial Services

3rd floor, Jeevan Deep Building,
10, Sansad Marg, New Delhi,
Dated : 27th June, 2024.

Circular

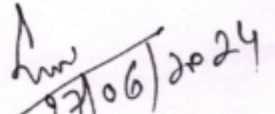
Applications are invited for engagement of Law Researcher on contact basis in DRT-1, DRT-2, DRT-3, Delhi, DRT-1, DRT-2, DRT-3, Chandigarh and DRT Jaipur from suitable candidates, who fulfill the eligibility conditions as per enclosed guidelines. It may kindly be noted that, it is a contractual arrangement in nature and it does not bestow any right to employment with or under the Government. The period of contract initially will be one year and that may be extended upto 3 years. The form of application is enclosed (Annexure – I).

2. Duties and functions, remuneration, leave and other terms conditions of Law Researcher will be governed as per the enclosed guidelines (Annexure - II).

3. Interested Candidates who are eligible for engagement as Law Researcher may submit their application in the prescribed format at the following address latest by 8th August, 2024 along with attested photocopies of relevant documents/certificates :

The Under Secretary (DRT)
Department of Financial Services
3rd Floor, Jeevan Deep Building
10, Sansad Marg, New Delhi - 110001

4. The applications received without supporting documents, photograph, unsigned and incomplete in any manner, shall be summarily rejected.


(S.D. Sharma)
Under Secretary to the Govt. of India
Tel: 23748750

APPLICATION FOR THE POST OF LAW RESEARCHER IN DRTs

Personal Information:

1. Name of the Applicant: _____
2. Father's Name : _____
3. Date of Birth : _____
4. Registration/Enrolment as an advocate with Bar Association: _____
5. E-mail address: _____
6. Mobile Number: _____
7. Permanent Address: _____
City _____ State _____ PIN _____
Code _____
8. Correspondence Address: _____
City _____ State _____ PIN _____
Code _____
9. Choice of station for engagement (tick the your choice)
 - i) Debts Recovery Tribunal -1, Delhi ()
 - ii) Debts Recovery Tribunal -2, Delhi ()
 - iii) Debts Recovery Tribunal -3, Delhi ()
 - iv) Debts Recovery Tribunal -1, Chandigarh ()
 - v) Debts Recovery Tribunal -2, Chandigarh ()
 - vi) Debts Recovery Tribunal -3, Chandigarh ()
 - vii) Debts Recovery Tribunal, Jaipur ()

Current
Passport size
photograph to
be pasted and
signed across

:2:

10. Details of Educational Qualification :

S.No	Name of the Examination	Board/University	Year of Passing	Marks obtained (Percentage)

11. Knowledge of computer applications. Please elaborate:

12. Additional Information: Is there any additional information you would like to provide that may support your application?

13. Experience (including legal internship), if any.

14. Published Research Paper/Article/ Write up, if any

By signing below, I certify that the information provided in this application is true and complete to the best of my knowledge. I also undertake that I do not have relation with any officials of DRTs mentioned in para 9 above.

Place:

Date:

Signature of Applicant

Guidelines for Engagement of Law Researcher on contract basis in Debts Recovery Tribunals (DRTs)

The following are the guidelines for engagement of Law Researcher in DRTs :

(i) Essential Qualifications :

a. The candidate must be a Law Graduate having a Bachelor Degree in Law (including integrated Degree Course in Law)/LLM with 55% minimum marks from any College/University/Institution established by law in India and recognized by the Bar Council of India for enrolment as an Advocate.

b. The candidate must have the sound knowledge of computer application including retrieval of desired information from various search engines/processes.

(ii) Age Limit :

The candidate must not be below the age of 21 years and not above 30 years as on the last date of receipt of applications.

(iii) Method of Selection:

a. Shortlisted candidate will be called for interview by the respective DRTs.

b. Candidate called for interview will submit an undertaking that he/she is not having any relation with any Officials of the DRTs.

c. The candidate shall appear for personal interview before the Selection Committee **reconstituted** for the respective DRT on the date fixed for this purpose along with the relevant information/documents as stated in the Application Form.

d. Engagement of the Law Researcher shall be done by the respective Selection Committee of DRT after assessing their suitability in the interview.

e. Offer of Engagement will be valid for a period of one month from the date of issue of such engagement letter. Thereafter, the offer of engagement may be treated as withdrawn.

(iv) Duties and Functions of Law Researcher :

- a. Reading of the case files, preparation of the case including case file and notes and chronology of the events.
- b. Identifying facts/issues and questions that may arise or may have to be addressed.
- c. Presence in the Court during the hearing of the cases, taking notes of arguments and citation.
- d. Research work on case law, books and articles for the purpose of assisting the Presiding Officer in preparation of judgments.
- e. Assisting the Presiding Officer to prepare speeches and academic papers.
- f. The Law Researcher will have free access to the Court Room and library and also to computer and internet. If necessary, he/she will be allowed access to the Chamber of the Presiding Officer (PO) with the permission of the respective PO.
- g. Prepare brief summary of cases as per direction of PO, DRT.
- h. Attend the Court during hearing or regular matters and take notes of the facts and arguments.
- i. This being a full time assignment, during the period of engagement, the Law Researcher will not be entitled to practice as advocate or to take any other employment.
- j. The Law Researcher attached to a particular DRT will not be entitled to appear before the same Tribunal for a period of three years from the date of termination of his engagement.

(v) Terms and Conditions :

- a. The candidate must have absolute integrity, honesty and good moral character for which he/she will submit certificate of two responsible persons. He should not be involved in criminal case whether convicted or against whom criminal trial is pending.
- b. He/She shall maintain utmost secrecy in respect of matters which come to his notice by virtue of the assignment and shall ensure that no information, document or any other thing is leaked out because of mishandling of papers or his deliberations with other or in any manner. He shall not disclose any fact which comes to his knowledge on account of such official attachment even after completion of term of assignment unless such disclosure is legally required in discharge of lawful duties.
- c. The Legal Researcher will not accept any other assignment during term of assignment. He/she shall not practice as an advocate in any court of law during the course of his assignment. He/she may intimate the respective Bar Counsel for suspension of practice.
- d. He/she shall maintain punctuality in attending to his/her duties and complete confidentiality at all times.
- e. He/she shall not leave headquarter without seeking permission from the respective POs.

- f. The assignment as Law Researcher will not confer any right or preference for any employment under any court or government.
- g. The timing of duty for the Law Researcher will be the official timing of the DRT. He/She will also mark their attendance on daily basis, based on which honorarium will be paid to him/her.
- h. The Law Researcher shall wear a black coat and tie and while on duty he/she shall also wear a badge issued by DRT and shall carry a photo affixed identity card. The identity card will be returned to the DRT at the time of termination of contract.

(vi) Nature of Engagement :

- a. It is a contractual arrangement in nature and it does not bestow any right to employment with or under the Government.
- b. The period of contract initially will be one year and that may be extended upto 3 years with the approval of the Presiding Officer (PO) of the respective DRT. Extension of contract will be allowed for a yearly basis in one time.
- c. Experience Certificate will be issued by the respective PO after completion of contract period. No Experience Certificate will be issued if the Law Researcher withdraws his/her service before the contact/extended period of contract.
- d. There is option to give up the contract by giving one month's advance written notice by the concerned PO and similarly by the Law Researcher.

(vii) Leave :

- a. Law Researcher may be permitted 12 days paid leave in a year, subject to maximum of three days leave in a month.
- b. No honorarium shall be paid for unauthorized absence as also for days exceeding permissible leave.
- c. The PO with whom the Law Researcher is attached shall be the Competent Authority to sanction his/her leave.

(viii) Fixed Honorarium :

The Law Researcher may be paid a monthly fixed remuneration which will be Rs. 30,000/- (Thirty Thousand only). The honorarium may be paid from the head of professional fee of the respective DRT.

(ix) Termination of Contact :

In case of termination of contract, concerned PO of DRT may be the competent authority to issue order in this regard under intimation to this Department.