

# OFFICE OF THE DISTRICT LEGAL SERVICES AUTHORITY, JAGATSINGHPUR

## ADVERTISEMENT: FOR SELECTION OF PARA LEGAL VOLUNTEERS

Advertisement No. 01 Dated, the 14th day of February, 2025

Applications are invited from the interested local residents to act as Para Legal Volunteer (PLV)/ Nyaya Adhikar Mitra under District Legal Services Authority, Jagatsinghpur for a period of one year term from the date of appointment. The applicants must have the following eligibility for being selected as Para legal volunteers:

### **Eligibility Criteria:**

1. He/ She must be a citizen of India.
2. He/ She shall be literate, at least passed matriculation examination or its equivalent examination or above with a capacity for overall comprehension.
3. He/ She should be able to speak, read and write Odia.
4. He/ She should be a major having completed the age of 18 years on the date of advertisement.
5. He/ She should be of good moral character.
6. Preferably PLVs shall be selected from persons, who do not look up to the income they derive from their services as PLVs, but they should have a mind-set to assist the needy in the society coupled with the compassion, empathy and concern for the upliftment of marginalised and weaker sections of the society.
7. Applicants shall belong to Jagatsinghpur, Balikuda, Biridi, Naugaon and Raghunathpur Block only.

### **GROUPS from whom Para-Legal Volunteers can be selected**

- Teachers (including retired teachers)
- Retired Government servants and senior citizens.
- M.S.W students and teachers.
- Anganwadi Workers.
- Doctors/Physicians.
- Students & Law Students (till they enrol as lawyers).
- Members of non-political, service oriented NGOs and Clubs.
- Members of Women Neighbourhood Groups, Maithri Sanghas and other Self Help Groups including of marginalized/vulnerable groups.
- Educated prisoners with good behaviour, serving long term sentences in prisons.
- Any other person whom the District Legal Services Authority or Taluk Legal Services Committee deems fit to be identified as PLVs.

### **Disqualifications of Para-Legal Volunteers and their removal.**

The PLVs shall be disqualified and removed from the panel if he/she:

- Fails to evince interest in the Scheme.
- Has been adjudged insolvent.
- Has been accused of an offence.
- Has become physically or mentally incapable of acting as PLVs.
- Has so abused his/her position or misconducted in any manner as to render his/her continuance prejudicial to the public interest.
- If she/he is an active political enthusiast of a political party.

## Procedure for submission of Application-

The application form duly signed along with the required documents and self-attested true copies of certificates in a closed envelope must reach the Office of the Chairman, District Legal Services Authority, Jagatsinghpur, 1<sup>st</sup> floor, Collectorate building, Jagatsinghpur on or before 01.03.2025 either by Post or in person during the office hours on each working day.

N.B.:-

- (i) The Envelope containing the application and other required documents should be super scribed with the words "APPLICATION FOR SELECTION OF PARA LEGAL VOLUNTEERS" on its top.
- (ii) The applicants are required to submit their application being duly filled in and signed by their own hand furnishing the required particulars as per the format given below.
- (iii) Noncompliance of any of the requirements mentioned in the advertisement shall entail rejection of his/her application out-rightly. Application if found defective and/or incomplete in any respect and received in the office after the last date by any means, shall be summarily rejected.
- (iv) In case of receipt of large number of applications, the Selection committee of District Legal Services Authority reserves the right to short list the candidates.

### Method Of Selection:

The Para legal volunteers shall be selected through an interview/ personality test. The Selection Committee is entitled to use its discretion and shortlist the number of candidates for interview & pending upon the number of application received The basis of screening of elimination will be decided by the Selection Committee after getting the application.

In case of any objection regarding selection of Para legal volunteers, the decision of the Chairman, District Legal Services Authority, Jagatsinghpur shall be final and binding on all concerned. List of the shortlisted for interview will be notified in the office Notice Board as well as be uploaded in the District Court website:- <https://districts.ecourts.gov.in/india/odisha>.

1. There is no provision of salary or remuneration or wages for the Para Legal Volunteer except honorarium fixed by the District Legal Services Authority from time to time.
2. No TA/DA will be provided to the applicant or appearing in the interview.

### LIST OF DOCUMENTS TO BE SUBMITTED ALONGWITH THE APPLICATION: -

- (a) Copy of self-attested H.S.C. Examination Certificate or any equivalent certificates in support of date of birth.
- (b) Copy of Self-attested mark sheet of the H.S.C. Examination or equivalent examination or above.

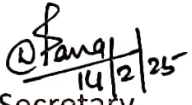


- (c) Copy of Self-attested examination certificates as well as mark sheets to prove any other qualification, if any.
- (d) Two self-attested colour Passport size recent photographs (One is to be affixed in the application on the space provided).
- (e) One Self-addressed envelope.
- (f) Copy of self-attested Caste Certificate issued by the appropriate Authority in respect Of Candidates belonging to Schedule Caste/Schedule Tribes and SEBC categories.
- (g) Copy of self-attested Medical Certificate showing the percentage of physical disability issued by the appropriate authority in respect of physically handicapped candidate only.

Sd/-  
Chairman,  
District Legal Services Authority,  
Jagatsinghpur

Memo No. 2794 / Dated. 14.02.25

Copy of the Advertisement forwarded to the Notice Board of District Legal Services Authority, Jagatsinghpur/ Notice Board of the District Court, Jagatsinghpur/Notice Board of the District Bar Association, Jagatsinghpur / Notice Board of Superintendent, Special Jail, Jagatsinghpur.

  
Secretary,  
District Legal Services Authority,  
Jagatsinghpur

## FORMAT OF APPLICATION

(For selection of PLV under the District Legal Services Authority, Jagatsinghpur)

1. Name of the Candidate (In Capital Letters):
2. Name of the Father / Husband:
3. Gender:
4. Marital Status ( Married /Unmarried) :
5. Permanent Address:
6. Present Address (For Communication purpose):
7. Date of Birth (Give supporting document):
8. Contact No:
9. E-Mail ID:
10. Whether belongs to SC/ST/OBC or others (Please specify with supporting document):
11. Educational Qualification (Give Supporting document):
12. Computer Knowledge, If any (Give supporting document):
13. Work Experience / profession If any (Give supporting Document):
14. Place of preference to work at Block/ Panchayat:
15. Express Willingness to work as PLV:

Affix Self Signed  
recent colour  
passport Size  
Photograph

I, Sri/Smt/Miss.....  
S/O,D/O,W/O.....of village/ Town .....  
P.O....., P.S....., Dist.....pledge to work  
voluntarily as a Para legal Volunteer for fellow citizens and fortunate neighbourers. I shall provide  
all my support and assistance to any seekers of justice and help them to achieve equal justice. I  
shall work with honesty, dignity, sincerity for strengthening our constitution and for upliftment  
of the weaker, downtrodden and disadvantaged sections of the society.

DECLARATION

I hereby declare that the statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand that the work of PLV does not carry any salary, remuneration or wages except honorarium fixed by NALSA from time to time. In the event of any false information found at any stage, or if I fail to evince interest in the scheme, or has been adjudged insolvent, or has been accused of any offence, or has become physically or mentally incapable of acting as Para Legal Volunteer, or has so abused my position by committing misconduct in any manner or has affiliated myself to any political party either partially or fully, therefore, I do agree that my enrolment is liable to be cancelled/ terminated instantly.

Yours faithfully, Date:

Place:

(Full signature of the Applicant)