

## **Delhi Electricity Regulatory Commission**

Viniyamak Bhawan, C-Block, Shivalik, Malviya Nagar, New Delhi-110017

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### **“Engagement of Advocates in Legal Aid Advisory Cell of DERC”**

#### **1. Introduction**

In order to create awareness of the legal rights and to guide the consumers for redressal of their grievance in appropriate and timely manner, the Commission has proposed to constitute a legal advisory cell to provide legal assistance to the consumers of Electricity of Delhi and engage advocates in different areas of Delhi, who can be approached by any consumer from any part of Delhi for free legal advice

DERC therefore invites application for engagement of six (6) Advocates in the legal aid advisory cell for providing legal aid/guidance to the Electricity consumers of Delhi.

#### **2. The scope of work for the Legal-Aid Advocates would be as under:**

- a) Providing legal and procedural guidance/ aid to the Consumers/ intending Complainants after taking into consideration the facts of their case as well as all documents that may be produced by said Consumers/ intending Complainants.
- b) Advising the Consumers/ intending Complainants regarding the manner in which the Complaint may be filed and the compliances, if any, that may be required from them for ensuring the acceptability and maintainability of Complaint.
- c) The advice so provided by the Legal-Aid Advocate to the Consumers/ intending Complainant shall be in writing in the form as may be devised by the Commission.

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- d) Such written advice shall be provided by the Legal-Aid Advocate to Consumer/ intending Complainant within 48 hours of their meeting subject to Consumer/ intending Complainant providing all relevant information to the Legal-Aid Advocate. Further, one copy of the said written advice shall be provided by the Legal-Aid Advocate to the Supervising Advocate as may be retained by DERC.
- e) The responsibility of the Supervising Advocate shall be to review the advice provided by the Legal-Aid Advocates and ascertain the correctness of such advice and whether the timelines have been adhered to by the Legal-Aid Advocate. The Supervising Advocate shall also provide legal assistance to the consumer as required from time to time.
- f) The Supervising Advocate shall directly report to Executive Director (Law), DERC. A monthly report of the performance of the Legal-Aid Advocates shall be prepared by the Supervising Advocate and the same shall be provided to Executive Director (Law), DERC for further action/ instructions, if any.
- g) During the course of their retainership, the advocates shall not be allowed to represent the Consumers/ intending Complainants or the Discom with respect to which forum they have been retained.
- h) The Legal-Aid Advocates and Supervising Advocate shall be free to carry out their private practice as long as the same does not conflict with the requirements of the present initiative.

**3. Qualification & Experience:-**

<b>Name of the position</b>	<b>No. of vacancies</b>	<b>Essential Qualification</b>	<b>Desirable qualification</b>	<b>Consolidated monthly fee</b>
Legal- Aid Advocate	Five (5)	LL.B from a recognized University; Experience at Bar of not less than three (3) years.	Experience in handling electricity related matters.	Rs.50,000/-
Supervising Legal- Aid Advocate	One (1)	LL.B from a recognized University; Experience at Bar of not less than five (5) years.	Experience in handling electricity related matters.	Rs. 50,000/-

**General terms and conditions:-**

- a) The advocate shall provide legal assistance from their residence/office in Delhi for at least 80 hours per month, subject to a minimum of 15 hrs. of legal assistance per week.
- b) In case the Legal-Aid Advocate is not available on any day, he will put an advance notice at his office/residence from which he provides the legal assistance .
- c) No TA/DA shall be payable.
- (d) The number of Legal Aid Advocate may increase or decrease at the time of interview / formation of panel as per requirement of DERC.

**4. Duration of contract:-**

Five Legal Aid Advocates shall be retained for a period of one (1) year and one (1) Advocate, having experience at the Bar for not less than five (5) years shall be retained by DERC for an initial period of two (2) year as a Supervising Advocate.

**5. Payment Terms:-**

The Legal-Aid Advocate shall be paid lump sum monthly remuneration fee of Rs. 50,000/- after completion of the month. TDS shall be deducted as per Income Tax rules.

**6. Termination of contracts**

The assignment may be terminated earlier by either side by giving one month's notice, or one month's fee in lieu thereof, provided, in case of disciplinary action, the notice period shall not apply to DERC.

**7. Submission of Undertaking:-**

The candidate shall give an Undertaking as per the Annexure.

**8. General Instructions**

- a) Relaxation in essential qualifications / experience can be considered in deserving cases at the discretion of the Commission.
- b) All candidates should have fulfilled the minimum eligibility on the date of application. Further, merely fulfilling the minimum qualifications or the eligibility criteria does not entitle a candidate to be necessarily considered or called for written examination / interview. More stringent criteria may be applied for short-listing the candidates to be called for interview.
- c) Engagement under this assignment shall be only on requirement of DERC for a limited period only. Such engagement shall not bestow any rights whatsoever to claim for regular engagement or continued contractual engagement in DERC.

- d) DERC reserves the right not to engage all or any of the above engagement proposals.
  - e) Only shortlisted candidates will be called for an interview with the Selection Committee.
  - f) Incomplete application or application submitted in a different format is liable to be summarily rejected.
  - g) Canvassing in any form shall be a disqualification for engagement.
- 9.** Interested and eligible candidates may kindly send their applications in the prescribed format, duly supported with attested copies of Degree / Certificate, age proof, work experience, last pay certificates or last three months Salary Slip or IT Statements, Form-16 (for verification purpose) etc. to the Secretary, DERC, Viniyamak Bhawan, C-Block, Shivalik, Malviya Nagar, New Delhi – 110 017 by **15<sup>th</sup> May 2018**. The envelope containing the application shall be superscribed as “Application for engagement as Legal Aid Advocate”.

## Format for Application

### I. GENERAL INFORMATION

01. Name of the Candidate :
02. Date of Birth :
03. Father's Name :
04. Permanent Address :
05. Contact address :
06. Telephone No. :
- Mobile No. :
- Email id :

### II. (a) Academic /Professional Qualifications :-

Details of qualifications, in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient:				
Degree	University	Institute	Field/ Specialization	Year of Passing

### (b) Experience :-

Details of employment, in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient:				
Office / Institute /	Post Held	From	To	Nature of duties

### (c)

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	
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**(use additional sheets if required)**

Date

Signature of the Candidate

**APPLICATION FOR ENGAGEMENT OF ADVOCATES IN LEGAL AID ADVISORY  
CELL OF DERC**

**UNDERTAKING**

1. I certify that all statements made in this application are true, complete and correct to the best of my knowledge and belief.
2. I certify that I am eligible for engagement of Legal Aid Advocate vis-à-vis the qualifications or experience / pay equivalence prescribed for the said post.
3. I certify that no prosecution for criminal charge is pending against me in any court of law.
4. I certify that no punitive action was taken against me for any misconduct during my present / previous employment in private sector organization / Govt. Organization.
5. I certify that I have never been convicted, charge sheeted or ever had a vigilance case/ punishment and major/ minor penalties imposed on me during my present / previous employment or otherwise .

Note: Please enclose copy of last relieving Order / Certificate from Private Sector.

SIGNATURE OF CANDIDATE

NAME OF THE CANDIDATE

PLACE:

DATE: