



HIGH COURT, MADRAS

Notification No.256/2023

ROC.No.32/2023-Con.Esst.I.

Applications are invited from eligible candidates for filling up of 75 vacancies of Research Law Assistant to the Hon'ble Judges, High Court, Madras (both in the Principal Seat at Madras and at Madurai Bench of the Madras High Court, Madurai), on adhoc basis, for a period of one year.

Before filling up the Application Form the candidates are requested to go through the Guidelines for appointment of Research Law Assistant to the Hon'ble Judges in the official website of the Madras High Court & Recruitment portal of Madras High Court (viz., www.hcmadras.tn.nic.in & www.mhc.tn.gov.in/recruitment/login) and satisfy himself / herself that he/she is eligible in all respects for the post.

1. Eligibility criteria:-

- (i) The Candidate must not have attained the age of 30 years as on the 1st of January or July, that precedes the last date fixed for submission of applications.
- (ii) He/She must be a citizen of India.
- (iii) The Candidate should be a Graduate in Law (under 10+2+3+3, 10+2+5, 10+2+4+3 or any other recognized pattern at the decision of the committee) from recognized Universities in the Indian Union, and should be recognized by the Bar Council of India for admission as an Advocate or Attorney of an Indian Court.
- (iv) Only candidates who have passed all their Examinations within the duration of their Course are eligible to apply.

- (v) Only candidates who have obtained their Law Degree not earlier than five years as on the date of Notification, are eligible to apply for the assignment of Research Law Assistant.
- (vi) Candidates pursuing a Post-Graduate Degree in Law, or any other Degrees or Programmes requiring their compulsory attendance elsewhere, are not eligible to apply for the assignment of Research Law Assistant.

2. Place of posting:-

Selected Candidates will be posted either in the Principal Seat at Madras or at Madurai Bench of the Madras High Court, Madurai and are also liable to be transferred vice versa in case of administrative exigencies.

3. Nature of work:-

The assignment as a Research Law Assistant is on a full-time basis. Research Law Assistants are expected to assist their Hon'ble Judges not only in Judicial work, but in Administrative work as well. The duties and responsibilities of a Law Clerk will include:

- (i) Preparing brief summaries of fresh admission matters;
- (ii) Preparing synopsis of regular hearing matters;
- (iii) Sitting in Court during the hearing of regular matters, and noting down all the arguments;
- (iv) Carrying out research work and assisting the Judge in preparation of draft judgments;
- (v) Assisting the Judge in preparing speeches and academic papers;
- (vi) Preparing headnotes of the judgments authored by the Judges, if required; and

(vii) Performing any other work as directed by the Judge.

In addition, a Law Clerk attached with the Registry shall undertake tasks as directed by the supervising authority.

4. Disqualification:-

No person shall be qualified for assignment as Research Law Assistant to the Hon'ble Judges;

- (i) If he/she has been removed or suspended from its roll by the Bar Council or was found guilty of professional misconduct by the Bar Council under the provisions of Advocates Act, 1961 (Central Act 25 of 1961) or orders of the court or Judicial forum, (or)
- (ii) If any disciplinary proceedings or penalty or punishment has been imposed or contemplated by the Bar Council or any Disciplinary authority or Court, which in the opinion of the Hon'ble High Court, renders him/her unsuitable for appointment in Judicial Service, (or)
- (iii) If he/she has been temporarily or permanently debarred or disqualified by the High Court or the Union Public Service Commission or any State Public Service Commission or any other Recruitment Agency, Board or Commission from appearing for examinations/interview or selections conducted by it, (or)
- (iv) If dismissed or removed or stigmatic termination from services by, Central Government or High Court or any State Government or Statutory or Local authority or from any employment, (or)
- (v) If named or described but not specifically named in FIR / facing criminal proceedings, charges, accused in private complaint / convicted / proceedings closed / dropped / discharged / acquitted / quashed by Court of Law which in the opinion of High Court not suitable, (or)

- (vi) If he/she has entered into, or contracted marriage or living in relationship with a person having a spouse living, or who, having a spouse living, has entered into or contracted a marriage or living in relationship with any person, (or)
- (vii) (a) If, he/she influences or attempts to influence, or obtains or attempts to obtain, any favour in any form at any state of Selection Process;
- (b) If impersonates by or for the candidate;
- (c) If makes or submits any forged document in support of his / her candidature;
- (d) If he / she conceals any material information or provides any false information or makes false/wrong claim at any stage of selection process, or
- (e) If he/she attempts to enlist support or canvases in any form for his/her candidature or selection, through persons of influence or offices of Government / High Court.

5. Mode of Selection:-

(i) The eligible candidates will have to appear for viva voce at Principal Seat at Chennai or Madurai Bench of Madras High Court.

(ii) No TA/DA will be paid to the candidates for attending the viva voce.

6. Honorarium:-

(i) Each Research Law Assistant shall be paid a consolidated amount of Rs.30,000/- (Rupees Thirty Thousand Only) per month as Honorarium for their assignment, as per G.O(Ms.).No.2343, Home(Courts-I) Department, dated 27.11.2018.

(ii) Research Law Assistant shall not be entitled to any other allowances or perks.

7. Instructions to the candidates:-

- (a) Candidates are required to take a printout of the Application Form from the Official website of the Madras High Court (**www.hcmadras.tn.nic.in**) and submit their applications duly signed with full particulars.
- (b) Except the Application Form hosted in the official website of the Madras High Court, no other application form should be made use of by the candidates.
- (c) Candidates should enclose self attested copies of all Educational Certificates including the statement of marks obtained in Law Degree.
- (d) Candidates should **not** send Original Testimonials.
- (e) The duly filled-in applications should be submitted through Registered Post with Acknowledgement Due and superscribed on the envelope as "Application for the post of Research Law Assistant to the Hon'ble Judges", and addressed to The Registrar General, High Court, Madras-600 104, on or before **08.12.2023**.
- (f) The filled in Application Form (Soft copy) should also be sent through e-mail at mhclawclerkrec@gmail.com on or before **08.12.2023**.
- (g) Candidates should submit their application by two means, viz. through e-mail on or before **08.12.2023** and through post on or before **08.12.2023**. Omission of any one method will lead to rejection of application.
- (h) The right to call for appearance before the Hon'ble Committee is reserved.

- (i) Incomplete applications, applications not in the prescribed form and applications received after the due date, will be summarily rejected and no further correspondence in this regard will be entertained.

If any dispute or questions arise relating to the disqualification / suitability of the candidates or interpretation of the Guidelines / Notification, the decision of the Hon'ble the Chief Justice, High Court, Madras is final.

HIGH COURT, MADRAS.
DATED: 24.11.2023.


REGISTRAR GENERAL

Note :-

- 1) The number of vacancies notified are only approximate and are liable for increase or decrease with reference to vacancy position at any point of time before finalization of selection.
- 2) The Guidelines for appointment of Research Law Assistant to the Hon'ble Judges is available in the official website of the High Court, Madras viz., www.hcmadras.tn.nic.in. Candidates are required to acquaint themselves with the Guidelines before submitting the application.
- 3) All the Principal All the Principal District Judges / District Judges / Chief Judges are requested to display this Notification in their respective Notice Boards and also to the Courts under their control and all the Registrars / Principals of Law Universities / Colleges and the Secretaries of the Bar Council / Associations are requested to display this Notification in their respective Notice Boards, so as to enable the eligible Candidates, to submit their applications to this Registry within the last date prescribed and mentioned above.

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1. All the Registrars, High Court of Madras & Madurai Bench of the Madras High Court, Madurai.
 2. The Secretary, Bar Council of Tamil Nadu / Pondicherry.
 3. The Secretary, Madras Bar Association, High Court of Madras.
 4. The Secretary, Madras High Court Advocates' Association, High Court of Madras.
 5. The Secretary, Law Association, High Court of Madras.
 6. The Secretary, Madras High Court Women Lawyers' Assn., High Court of Madras.
 7. The Secretary, Madras High Court Madurai Bench Advocates' Association, Madurai.
 8. The Secretary, Madurai Bench of the Madras High Court Advocates' Association, Mdu.
 9. The Secretary, Madurai Bench of the Madras High Court Bar Association, Madurai.
 10. The Secretary, Woman Advocates' Association, Madurai Bench.
 11. The Secretary, Madurai Bar Association of Madurai Bench of Madras High Court, Mdu.
 12. All the Presiding Officers, City Courts, Chennai.
 13. All the Principal District Judges/Chief Judges, Tamil Nadu & Puducherry.
 14. The Vice Chancellor, The Tamil Nadu Dr. Ambedkar Law University, 'Poompozhi', No.5, P.S.K.R. Salai, Chennai – 600 028 / "Perungudi Campus", M.G.R. Salai, Near Taramani [MRTS] Railway Station.
 15. The Vice Chancellor, Pondicherry University.
 16. The Principal, Dr. Ambedkar Government Law College, Pudupakkam Kancheepuram District / Pattaraiperumpudur, Tiruvallur District.
 17. The Principal, Government Law College, Madurai/ Tirunelveli/ Chengalpattu/ Coimbatore/Tiruchirappalli & Pondicherry.
 18. The Director of Legal Studies, Directorate of Legal Studies, Purasawalkam High Road, Kilpauk, Chennai - 600 010.
 19. The Head of the Department, Department of Legal Studies, University of Madras, Chepauk, Chennai - 600 005.
 20. The Tamil Nadu National Law University, Dindigul Main Road, Navalurkottapattu, Tiruchirappalli - 620 027.
 21. The Private Law Colleges and Law Schools/Universities in Tamil Nadu / Pondicherry & other States.
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