



SHAHDARA DISTRICT LEGAL SERVICES AUTHORITY
(Constituted Under the 'Legal Services Authorities Act, 1987', an Act of Parliament)

Under the Administrative Control of High Court of Delhi

Room No.35-A, Ground Floor, Karkardooma Courts, Delhi

Ph. : 22101456,9667992795 Email : shahdara-dlsa@nic.in



Ref No. DLSA/Front Office/Shahdara/2023/ 6157 - 6162

Dated: 23.12.2023

OFFICE ORDER

Pursuant to the National Legal Services Authority's "National Plan of Action for 2010-2011" stipulating for a front office where lawyers from the panel of lawyers of the particular district are required to be present during the working hours, the following roster of the lawyers is drawn up from 01.01.2024 to 31.01.2024.

S. No	Dates	Days	Name of Advocates/LSAs
1.	02.01.2024	Tuesday	Mr. Girish Khanna, 9643023544
2.	03.01.2024	Wednesday	Mr. Girish Khanna, 9643023544
3.	04.01.2024	Thursday	Mr. Girish Khanna, 9643023544
4.	05.01.2024	Friday	Ms. Lekha Bhandari, 9990745304
5.	06.01.2024	Saturday	Ms. Lekha Bhandari, 9990745304
6.	08.01.2024	Monday	Ms. Lekha Bhandari, 9990745304
7.	09.01.2024	Tuesday	Ms. Razia Sultana, 9910090012
8.	10.01.2024	Wednesday	Ms. Razia Sultana, 9910090012
9.	11.01.2024	Thursday	Ms. Razia Sultana, 9910090012
10.	12.01.2024	Friday	Ms. Abha Vijayan, 9953335792
11.	15.01.2024	Monday	Ms. Abha Vijayan, 9953335792
12.	16.01.2024	Tuesday	Ms. Abha Vijayan, 9953335792
13.	18.01.2024	Thursday	Ms. Shisba Chawla, 9811224668
14.	19.01.2024	Friday	Ms. Shisba Chawla, 9811224668
15.	20.01.2024	Saturday	Ms. Shisba Chawla, 9811224668
16.	22.01.2024	Monday	Mr. Amit Kumar Tripathi, 8383842507, 9873884822
17.	23.01.2024	Tuesday	Mr. Amit Kumar Tripathi, 8383842507, 9873884822
18.	24.01.2024	Wednesday	Mr. Amit Kumar Tripathi, 8383842507, 9873884822
19.	25.01.2024	Thursday	Mr. Manas Kumar, 9891319182
20.	27.01.2024	Saturday	Mr. Manas Kumar, 9891319182
21.	29.01.2024	Monday	Mr. Manas Kumar, 9891319182
22.	30.01.2024	Tuesday	Mr. Sumit Gupta, 9717245014
23.	31.01.2024	Wednesday	Mr. Sumit Gupta, 9717245014

Note:-

1. Legal aid Advocate on duty for Front Office will remain available in working hours of legal aid office from 10.00 AM to 5.00 PM.

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2. Advocate on duty is required to inform week in advance in case of his non-availability for any genuine reasons. Non-availability from duty of front office without any cause will be considered seriously.
3. Advocate on Front Office shall entertain all those persons who would approach District Legal Services Authority Office for legal aid or for counselling etc. & then will give report/opinion, on their request, to be considered by Secretary of Authority, draft miscellaneous applications etc. and do such duties as assigned by the Secretary related with the work of DLSA-Shahdara.
4. The Advocate on Front Office duty shall collect the **Official Mobile Phone** from Mr. Manish Kumar, LDC-cum-FOC, DLSA Shahdara in the morning and shall return the same at 05:00 PM in the evening. The LAC at Front Office shall answer all the calls received during working hours and make an entry thereof in the register. If the call is received beyond working hours, then the same shall be responded back on the next working day positively.
5. Honorarium shall be payable as per rules/ fee schedule 2017. Pro-rata deduction shall be made in the honorarium for late attendance.

@anshul
Anshul Singh,
Secretary DLSA, Shahdara,
Karkardooma Courts, Delhi.

Copy to:-

1. Ld. Principal District & Sessions Judge (Shahdara)/Chairman (DLSA)/Shahdara, Karkardooma Courts, Delhi.
2. Ld. Member Secretary, DSLSA, Central Office, Rouse Avenue Courts, New Delhi.
3. LACs concerned.
4. Accounts Section.
5. Office Order file.

@anshul
Secretary DLSA, Shahdara,
Karkardooma Courts, Delhi.

सेवा समाधान समर्पण