



**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](mailto:shahdara-dlsa@nic.in)

Ref. No. DLSA/SHD/KKD/2024/ ~~1381~~ -1384

Dated: 29.02.2024

**OFFICE ORDER**

Pursuant to letter bearing file No. DSLSA/Misc./Legal Services Clinic/2016/10057-10067 dated 26.08.2016 regarding 'Setting up of Legal Services Clinic at District Consumer Forums' and letter reference no. 12/DSLSA/LLW/Sr. Citizens/2017/2543-2554 dated 27.02.2017 regarding 'Measures for Ameliorating the Conditions of Vulnerable Sr. Citizens' and approval of Ld. Principal District & Sessions Judge/Chairperson, DLSA Shahdara, Duty Roster of Legal Aid Advocates for **Legal Services Clinic at DC Office Complex, Nand Nagri, Shahdara, Delhi** for the month of **March-2024** is as follows:

S. No.	Dates	Days	Name of the Advocates
1.	04.03.2024	Monday	Mr. Girish Khanna, 9643023544
2.	07.03.2024	Thursday	
3.	11.03.2024	Monday	
4.	14.03.2024	Thursday	
5.	18.03.2024	Monday	Mr. Anirudh Aggarwal, 7982533878, 9871447449
6.	21.03.2024	Thursday	
7.	26.03.2024	Tuesday	
8.	30.03.2024	Saturday	

**Note:-**

1. Legal Services Advocates shall remain available at Legal Services Clinic at DC Office Complex, Nand Nagri, Shahdara, Delhi from 10.30 A.M. to 01:30 P.M from Monday to Friday as per the aforesaid duty roster.
2. The LSAs manning Legal Services Clinic shall explain the senior citizens about their rights specifically under 'Maintenance and Welfare of Parents and Senior Citizens Act, 2007, availability/eligibility of various pension/other schemes initiated by State/Central Government for them and existence and activities of legal services institutions.
3. Senior Citizens may be assisted in drafting their applications to be filed before Maintenance Tribunal/Appellate Tribunal. Pamphlets and other IEC material containing relevant information about activities carried out of District Legal Services Authorities may also be distributed to legal aid seekers visiting the said Clinic.
4. LSAs are not permitted to appear before such Tribunal/Appellate Tribunal on behalf of senior citizens.

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5. LSAs are required to inform his/her non-availability for any genuine reasons, at least a week in advance. Non-availability from duty at said Clinic without any cause shall be considered seriously.
6. LSAs may also provide free legal aid and advice to legal aid seekers for any litigation before District Consumer Redressal Forum.
7. Any other person seeking legal aid for any proceedings other than 'Maintenance and Welfare of Parents and Senior Citizens Act, 2007'/District Consumer Redressal Forum may be directed to the office of DLSA, Shahdara & North-East as per the jurisdiction.
8. LSAs are required to maintain record of visitors as well as work done in a separate register kept in the Clinic.
9. LSAs are further required to mark their attendance in a register kept in the office of DM Shahdara. They are further required to take keys of the Clinic from the said office in the morning and hand over the same to the aforesaid office after stipulated duty hours.
10. Honorarium to LSAs at Clinic shall be payable as per the rules of DSLSA/Fee Schedule, 2017.
11. LACs are directed to submit physical copy of attendance sheet marked in register.

**\*All the LAC's must maintain social distancing at any cost at DC office & take every precautions as mandated by Govt. of India & Govt. of N.C.T. of Delhi. Non-Compliance of the order & directions shall be viewed strictly.**

*@anshul*  
**Anshul Singhal,**  
Secretary, DLSA,  
Shahdara District, KKD

### Copy to:-

1. Ld. Principal District and Sessions Judge / Chairperson, District Legal Services Authority (Shahdara), Karkardooma Courts, Delhi
2. Ld. Member Secretary, DSLSA, Rouse Avenue Courts, New Delhi.
3. The District Magistrate (Shahdara), DC Office Complex, Nand Nagri, Delhi-93
4. Concerned Legal Services Advocate
5. Accounts Branch.
6. Office File.

*@anshul*  
Secretary, DLSA,  
Shahdara District, KKD