

**PROCEEDINGS OF THE KARNATAKA STATE ADMINISTRATIVE
TRIBUNAL, BENGALURU**

SUBJECT:-Appointment of Law Clerk-cum-Research Assistants in the Karnataka State Administrative Tribunal, Bengaluru.

READ:-1. This Office Notification No.KSAT/EST(1)/PPL-RCT/LC-cum-RA/35/2016, dated: 17.07.2021.

2. Government Order No.SiAaSuE 11 SeAaNya 2021, dated: 29.06.2021.

ORDER NO.KSAT/EST(1)/PPL-RCT/LC-cum-RA/35/2016,

DATED: 07th SEPTEMBER 2021

The following candidate is appointed as Law Clerk-cum-Research Assistant in the Karnataka State Administrative Tribunal, Bengaluru, on the terms and conditions mentioned in this order:

Sl. No.	Name of the Candidate
1.	Kum.Vijayashree.M., D/o Shivananda Meti, # 110/80, 1st Cross, Chunchagatta Main Road, Yelachenahalli, Bengaluru - 560 062. Mobile No.9972976146

TERMS AND CONDITIONS OF SELECTION:

1. The appointment of Law Clerk-cum-Research Assistant is purely on temporary and on honorarium basis.
2. Law Clerk-cum-Research Assistant will be attached to one of the Hon'ble Chairman/Members of the Karnataka State Administrative Tribunal and he/she will assist the Hon'ble Chairman/Members not only in the judicial work but also in the administrative work.
3. The duties and responsibilities of a Law Clerk-cum-Research Assistant will include:
 - (i) Reading of case files, preparation of the case including case summary and notes and chronology of events;
 - (ii) Identifying facts/issues/questions that may arise or may have to be addressed;
 - (iii) Presence in the Court during the hearing of cases, taking notes of arguments and citations;

- (iv) Research work on case law, books and articles for the purpose of assisting the Hon'ble Chairman/Members in the preparation of judgments; and
 - (v) Assisting the Hon'ble Chairman/Members to prepare speeches and academic papers.
4. The Law Clerk-cum-Research Assistant will have free access to the Court Room/Library and also to all materials including computers and internet.
 5. The Law Clerk-cum-Research Assistant will be allowed to access to the Chambers of the Hon'ble Chairman/Members with prior permission of their Lordship to whom they are attached.
 6. Appointment as Law Clerk-cum-Research Assistant is a full time assignment and during the said period he/she will not be entitled to practice as a Lawyer or to take up any employment. **The Law Clerk-cum-Research Assistant is required to give necessary intimation to the Bar Council of Karnataka for suspension of practice.**
 7. The Law Clerk-cum-Research Assistant is liable to maintain proper discipline and complete confidentiality at all times.
 8. The Law Clerk-cum-Research Assistant attached to a particular Hon'ble Chairman/Members will not be entitled to appear before that Hon'ble Chairman/Members for a period of one year from the date of termination of the assignment.
 9. The Law Clerk-cum-Research Assistant will not be entitled to appear in any case handled by the Hon'ble Chairman/Members to whom he/she was attached, regardless of whether he/she had worked on that case.
 10. The appointment as Law Clerk-cum-Research Assistant will not confer any right or preference for any employment under the Hon'ble Tribunal or the Government.
 11. Only on satisfactory completion of the assignment, a Law Clerk-cum-Research Assistant will be entitled to a Certificate issued by the Karnataka State Administrative Tribunal certifying that he/she has satisfactorily completed the assignment as Law Clerk-cum-Research Assistant in the Karnataka State Administrative Tribunal.
 12. The male Law Clerk-cum-Research Assistant shall wear a black coat and tie and a female Law Clerks-cum-Research Assistant shall wear a black coat. While on duty he/she shall also wear the badge issued by the Karnataka State Administrative Tribunal and shall carry a photo affixed identity card.
 13. A Law Clerk-cum-Research Assistant will be entitled for leave only for a total number of 12 days for one year from the date of reporting. However, he/she shall not avail leave for more than 3 days in a month.

14. The Law Clerk-cum-Research Assistant shall be available for assisting the Hon'ble Chairman/Members from 09.30 a.m. to 05.30 p.m. on all working days.
15. During the period of appointment of the Law Clerk-cum-Research Assistant will paid a monthly honorarium of **Rs.16,500/- (Rupees Sixteen Thousand Five Hundred)** only. The duration of the appointment of the Law Clerk-cum-Research Assistant shall be one year from the date of reporting to duty.
16. The Personal Secretary to the Hon'ble Chairman/Members shall maintain an Attendance Register for the Law Clerk-cum-Research Assistant and the Law Clerk-cum-Research Assistant will be paid the honorarium only on production of the certificate issued by the Personal Secretary to the Hon'ble Chairman/Members regarding attendance.
17. The Law Clerk-cum-Research Assistants shall give prior intimation to this office in case of resignation to the said post.
18. The Law Clerk-cum-Research Assistant should work in any of the Benches of K.S.A.T. according to requirement.
19. Any violation of the above mentioned terms and conditions or any breach of discipline or any misconduct by the Law Clerk-cum-Research Assistant will attract termination of appointment without any notice.
20. The appointed candidate mentioned above is required to report before the Registrar, Karnataka State Administrative Tribunal, Bengaluru, **within 15 days from the date of receipt of this appointment order** by producing all relevant original documents.

"BY ORDER OF HON'BLE THE ACTING CHAIRMAN"


(S.K.VANTIGODI)
REGISTRAR

**KARNATAKA STATE ADMINISTRATIVE TRIBUNAL
BENGALURU.**




TO:-

1. The candidate concerned.
2. The Personal Secretary to Hon'ble Acting Chairman/Members, K.S.A.T., Bengaluru, Belagavi & Kalaburagi Benches.
3. The PS to Registrar, K.S.A.T., Bengaluru.
4. The Registrars, K.S.A.T. Belagavi & Kalaburagi Benches.
5. The Deputy Registrars, K.S.A.T., Bengaluru.
6. The Account Superintendent, Accounts Section, K.S.A.T., Bengaluru.
7. Proceedings File/Official Website, K.S.A.T., Bengaluru.
8. Office copy.