

GOVERNMENT OF TAMILNADU,
DEPARTMENT OF ENVIRONMENT & CLIMATE CHANGE

No.1, Jeenis Road, Panagal Building,
Ground Floor, Saidapet, Chennai-600 015

Dated: 12.12.2024

Notification

Subject: Advertisement for the engagement of Legal Consultant in the Department of Environment & Climate Change, Government of Tamil Nadu on a temporary basis – regarding.

1. Applications are invited for the engagement of two (02) Legal Consultants in the Department of Environment & Climate Change, Government of Tamil Nadu (herein referred as Department) on payment of a consolidated monthly remuneration of Rs. 60,000/-.
2. The engagement of Legal Consultants is of a **temporary (on contractual basis) nature** and can be cancelled at any time by the Department without assigning any reason. Department shall have powers to terminate any or all the Legal Consultants at any time without assigning any reason(s). Absence from duty for a continuous period of 8 days, without any information or any valid reason shall lead to automatic termination of contractual engagement.
3. **Eligibility:** The qualifications, experience, and remuneration of Legal Consultant are as under:

Legal Consultant	Qualifications and Experience	Remuneration per month (INR)
No. of Posts - 2	<u>Essential:</u> <ol style="list-style-type: none">1. Bachelor's Degree in Law (LL.B) or equivalent from a recognized university and/ or Institute in India, recognized by the Bar Council of India and having experience of more than three (03) years.2. Enrolled as an Advocate with the Bar council of India or any State Bar Council, under the provisions of the Advocates Act, 1961.3. Must be having experience in legal drafting.	60,000/- (Sixty Thousand only)

	<u>Desirable:</u>	
	<ol style="list-style-type: none"> 1. Experience of handling cases related to environment, forests, biodiversity and Wildlife etc. in a Government of India or State Government Department/Board. 2. Possessing a Diploma/ Certificate of Specialization in related subjects/ fields from a recognized University/ Institution. 	

Preference would be given to (i) Candidates having scored 60% (Sixty percent) and above marks/CGPA equivalent in the LLB exam and (ii) Candidates having studied in full time LL.B Course.

- 4. Period of engagement:** a) The initial tenure of engagement for a person as Legal Consultant would be up to a period of three years (1+1+1) (subject to performance and presence of the professional in the subject concerned being highly useful). Continuation of the Legal Consultant beyond three years will be considered based on assessment of performance and contribution to the Department, with the approval of Competent Authority.
- b) As the posts are temporary in nature and purely contractual, in no case any request for promotion by any Legal Consultant shall be entertained.
- 5. Age Limit:** The maximum age limit for the engagement of Legal Consultant shall be 45 years.
- 6. Procedure:**
- a) The Department has laid down the Terms of Reference for engagement of the two Legal Consultants as given in Annexure-1.
 - b) The Department will issue an advertisement for inviting application prescribed in the format (Annexure – II) for engagement of two (02) Legal Consultants in the Newspaper.
 - c) All applications received in response to the vacancies advertised will be scrutinized and shortlisted as per requirement and in the light of these guidelines.
 - d) The Shortlisted candidates will be intimated for written examination/ Interview or both as suggested by the committee formed by the Director, Department of Environment & Climate Change.
- 7. Leave:** Legal Consultant shall be eligible for 12 days leave in a single year of consultancy. The leave shall accrue to them on completed month basis calculated from their date of joining on pre-rata basis. Legal Consultant shall not draw any remuneration in case of his/her absence beyond 12 days in a year (calculated on pro- rata basis). Un-availed leave

in tenure of single year cannot be carried forward to next tenure of 1 year. The intervening Saturday, Sunday or Gazetted Holidays during a spell of leave shall not be counted against the 12 leaves.

8. Admissibility of TA/ DA: No TA/ DA shall be admissible for attending written examination/ interview. Legal Consultant will be allowed TA in connection with the official work as per the provisions of the Department after joining.

9. Attendance and working days: The working hours of the Legal Consultant shall be same as regular Government employees working in the Department. No extra remuneration shall be allowed for working beyond office hours or on Saturdays/ Sundays/ Gazetted Holidays.

10. Notice Period: In the event, if the Department decides to terminate the services of a Legal Consultant or the Legal Consultant is willing to get relieved from his/ her services in the Department, the Department/ Legal Consultant shall provide at least thirty (30) days prior written notice of the termination/ resignation date to the Legal Consultant/ Department, as the case may be. During the notice period, the Legal Consultant shall continue to provide all services in full and in a proper manner and shall cooperate with the Department and put his/her best efforts to safeguard the interests of the Department.

11. Conflict of interest:

- a) Every Legal Consultant shall be expected to display utmost honesty, secrecy, sincerity and good conduct while discharging his/her duties. In case services of Legal Consultant is found to be in conflict with the interests of the Government or unsatisfactory, his/her engagement will be liable for discontinuation without assigning any reason.
- b) During the period of assignment with the Department, each Legal Consultant will not divulge any information gathered by him/her during the period of his/her assignment to anyone who is not authorized to know the same.
- c) Selected candidates shall provide integrity certificate by two references known to them.
- d) A self-undertaking shall be provided by the candidate to the effect that he/she has no criminal record or criminal case in any Court, pending against him/her
- e) The candidates shall submit copy of their education qualification and experience details along with the supporting documents.

12. Other Conditions of Service:

- a) The appointment of Legal Consultant would be on full time basis and they would not be permitted to take up any other assignment during the period of Consultancy with the Department.
- b) The Legal Consultant shall not, except with the previous sanction of Department in the Bonafide discharge of his duties, publish a book or a compilation of articles or

participate in a radio broadcast or contribute an article or write a letter to any newspaper (s) or periodical (s), either in his/ her own name or anonymously or pseudonymous in the name of any other person, if such book, article, broadcast, uses any information that he/ she may gather as part of this Consultancy assignment.

- c) Official (Government) e-mail id and access to intranet system would be provided to Legal Consultant with the approval of the Director.

13. Eligible and willing candidates may submit their applications in the prescribed Proforma attached at Annexure-II along with the supporting documents **on or before 31st December, 2024 , 5.00 PM** by Speed Post / Register Post to The Director, Department of Environment & Climate Change on the following address (On the envelope it shall be mentioned as “*Application for the post of Legal Consultant*”): ***The Director, Department of Environment & Climate Change, Government of Tamil Nadu, No.1, Jeenis Road, Panagal Building, Ground Floor, Saidapet, Chennai-600 015*** and the Candidates are also have to fill the Google Form in the following link:

https://docs.google.com/forms/d/e/1FAIpQLSf_ecsGpRzwssj8V5rxSAJYCBkQBKQ_N3VC23cDnVyoLv-fGUA/viewform?usp=dialog

Note:

- The applications received after the **31st December, 2024, 5.00 PM** will not be entertained and incomplete applications will merely be rejected.
- Application format shall be downloaded from the DoE website (www.environment.tn.gov.in).
- The Department reserves the right to postpone/ cancel the appointment process at any stage without assigning any reason thereof.
- The selected candidates shall not claim for permanent posting as the selection is purely on temporary basis.

**Sd/-Director,
Department of Environment and
Climate Change**

**Terms of Reference for engagement of Legal Consultant in the Department of
Environment & Climate Change**

Statement of Objectives:

To assist the Department in handling and monitoring all legal issues and judicial cases and preparation of material for briefing(s) about the cases to the Government Advocates/Standing Counsel appearing on behalf of the Department before various courts.

Outline of the tasks to be carried out:

1. Assisting the Department on all matters wherever legal issues are involved.
2. Assisting the Department in handling issues related to law to ensure effective implementation of the related Laws and Framework.
3. Assisting in formulation of Legislation, Review and Amendments of the Acts, Rules and Notifications.
4. Assisting the Department in court cases pending before the Supreme Court of India, High Court of Madras & its Madurai Bench, National Green Tribunal (NGT) and its Benches and other Courts and Judicial Forums.
5. Drafting and filing of affidavits, applications, appeals, special leave petitions, transfer petitions, para-wise replies, etc. for submission in various Courts/ Tribunals.
6. Attending in Court proceedings on dates of hearing in Supreme Court of India, High Courts, NGT and its Benches and other Courts and Judicial Forums, as and when required.
7. Pro-actively monitoring all legal issues and judicial cases and assist in briefing about the cases.
8. Assisting the Government Counsels/ Standing Counsels during the hearing before the Supreme Court of India, various High Courts, NGT and its Benches and other Courts and Judicial forums.
9. Maintaining status report of all ongoing Court cases and tracking the dates of next hearing etc. to suitably alert the officers concerned and to ensure timely and effective action.
10. To follow up all cases, case files and tracking court hearings.

- 11.** Coordination with the officials of State on legal matters.
- 12.** Coordination with the Subordinate offices etc.
- 13.** Streamlining of all court cases and developing a more efficient legal monitoring system.
- 14.** Updation of information/ data in the CCMS software of Government of Tamil Nadu.
- 15.** Assisting in answering RTI applications and Parliament/Assembly Questions where legal issues are involved.
- 16.** Undertaking any other task and responsibility as assigned by the competent authority.

APPLICATION FORM

(Please fill in BLOCK Letter only)

Affix self-
Attested
Photograph

Application for the Post of:

Personal Details:

Name in CAPITAL LETTERS		
Surname	First name	Middle name

Father's / Mother's name	Spouse's name

Nationality	State of Domicile	Gender		
		Male	Female	Transgender

Date of Birth (DD / MM / YYYY)			Age (as on 13.12.2024)		
Yrs.	Months	Days			

Local Address / Address for communication	Permanent Address
Pin	Pin
Tel. No. / Mobile No. :	
E-mail :	
Home Town	

Qualification	College / University / Institution	Name of the Degree	Duration of Degree	Year of Passing	% of Marks / CGPA
SSLC (10 th STD)					
Higher Secondary (+2)					
U.G					
P.G					
Other Qualification					

Details of Educational Qualification (Self attested certificate copies to be enclosed):

Details of Certificates / Documents if any: (Self – attested copies)

Sl. No.	Name of the Certificate	Certificate No.	Date of issue	Duration of course

Work Experience (Self attested certificate copies to be enclosed):

Name of the Organization / (GOVT./PSU/ PVT/ COURTS)	Post(s) held / Practice	(Mandatory to fill up all columns)							Total no. of Years & Months	Scale of pay / Gross salary (if employed)	Job Responsibility
		From		To							
		DD	MM	YYYY							

Publications, if any:

List of self – attested documents to be attached along with the application form: -

- i. Date of Birth Proof: Copy of Birth Certificate or 10th Certificate
- ii. Copy of Proof of Educational Qualification
- iii. Copy of Experience Certificate (s)
- iv. Other relevant Certificates (if any)
- v. Self-attested Photo ID proof

Declaration:

I hereby declare that all statements as mentioned in this application are true and correct to the best of my knowledge and belief. I understand that in the event of any particulars or information given above being found false or incorrect, or if at any stage it is found that I do not possess the prescribed qualification / experience for the post, my candidature will be rejected ab-initio. If any shortcoming(s) is / are detected even after appointment, my service may be terminated. I also certify that I am not facing any charge of, nor have ever been convicted for, any act of moral turpitude or economic offence.

Place:

(Signature)

Date:

NAME IN BLOCK LETTERS