

## ANNEXURE-1

Application for engagement of Legal Consultants in Asansol Durgapur Police Commissionerate under West Bengal Police

Affix recent  
passport size  
Photograph

1. Name of the Applicant:

2. Address with contact Number:

3. E-mail ID:

4. Age as on closing date:

5. Educational Qualification:

6. Experience (Specify in brief)

7. Application along with copies of supporting documents viz. Educational Qualification, Matriculation Certificate continuing the date of birth, experience, Bar Council certificate etc may be sent to the Office of the Commissioner of Police, Asansol Durgapur through e-mail vide:-cpadpc@gmail .com

### DECLARATION

This is to certify that facts given by me on application form are true from best of my knowledge. I understand that if any part of it is found to be false, this application will be cancelled.

Signature of the Applicant

WEST BENGAL POLICE DIRECTORATE  
BHABANI BHAWAN, ALIPORE, KOLKATA-27.

ORDER

**Subject :** Engagement of Senior Legal Consultants in West Bengal Police on contractual basis: regarding eligibility criteria, the nature of job, the selection procedure and other conditions of service of legal consultants.

**Reference.:** No 1625-H(Law)/PE/14M-91/24 dtd. 30.10.2024 of Home & Hill Affairs Department, Police Establishment Branch (Law Cell), Govt. of West Bengal.

**1. Eligibility Criteria :-**

- i) Applicant must be a Law Graduate from any recognised University.
- ii) The applicant must possess a Degree of Law from a recognized University and be a registered legal practitioner.
- iii) Retired PP/APP and advocates having served or on government panels tendering legal advice in criminal matters may also apply.
- iv) Age Limit: The candidates should not be more than 64 years of age on the date of engagement.

**2. Responsibilities( nature of job) :-**

**A) In matters where FIR has been registered**

1. To tender legal advice to the Investigating Officers during:  
(i) All stages of investigation i.e. from the registration of case to the filing of charge sheet. The work will also include help in drafting legal papers.  
(ii) To provide legal advice in Bail matters and Misc. matters in various courts, including Hon'ble Supreme Court and High Courts.
2. To assist the IOs in drafting questionnaires for seeking opinions from experts, i.e. Doctors, Forensic Science Laboratories (FSL & FSLs), etc.
3. To discuss and share case laws and prominent judgments of the Hon'ble High Court and Apex Court, respectively.
4. To assist the IOs in interpreting the laws, statutory rules and regulations and amendments thereof.
5. To advise the IOs in preparation of the Final Report to ensure convictions.

**B) Miscellaneous Matters**

1. To assist in preparing replies to notices received from various Commissions and statutory authorities.
2. To assist in making replies to writs/SLPs and other matters of Hon'ble High Court/Supreme Court.

**Note:** The selected candidates, i.e. the Legal Consultant, shall render only legal advice to the Investigating Officers of West Bengal Police at the Police Stations/Offices.

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**3. Other Terms and Conditions :-**

- i) The tenure of the consultants will be for one year which may be renewed annually depending on their performance.
- ii) Termination of contract : One month notice.

**4. Selection Procedure :-**

Applications received in response to the advertisement published in leading newspapers will be scrutinized and shortlisted candidates will be called for a personal interview. The interview will be conducted by a three-members Committee i.e. for (i) Commissionerate (CP, an officer in the rank of DCP and a Legal Adviser/ or any eminent Lawyer), for (ii) District (SP, an officer in the rank of Addl. SP and a Legal Adviser/ or any eminent Lawyer) and for (iii) Other units (an officer in the rank of DIGP, SP and a Legal Adviser/ or any eminent Lawyer).

After final selection names of Legal Consultants (Senior) must be communicated to ADG & JGP (Legal), WBPD.

This issues with the approval of Director General & Inspector General of Police, West Bengal



Additional Director General  
& Inspector General of Police (Legal),  
West Bengal