

**SCHEME FOR ENGAGING LEGAL RESEARCHER  
IN RAJASTHAN HIGH COURT (AMENDMENT, 2021)**

Whereas sanction of 102 Legal Researcher on fixed honorarium basis, for their attachment, two each with Hon'ble High Court Judges and 4 with Hon'ble the Chief Justice has been issued by the Government of Rajasthan, with a view, that the attached Legal Researcher's may assist Hon'ble Judge in Judicial work e.g. Searching out case Law, articles, papers, taking down notes of arguments and preparing notes about facts of the case etc. as also in administrative work, and preparing of speech / articles etc. which add and enrich knowledge and experience of concerned Legal researcher also.

Therefore, to obtain services of best incumbents, and with a view to keep transparency in the mode, and modality of engaging such Legal Researcher; providing qualification / method of selection, brief job chart, general conditions of job etc. Hon'ble Chief Justice, while exercising power conferred vide Article 229 of the Constitution of India, hereby provides following guidelines:-

**1. Title:**

The guidelines provided herein after shall be called "Scheme for engaging Legal Researcher in Rajasthan High Court."

**2. Definitions:**

Unless there is anything repugnant in the subject or context-

- (i) Chief Justice means Hon'ble Chief Justice of Rajasthan High Court.
- (ii) Judge means Hon'ble Judge of Rajasthan High Court.
- (iii) Legal Researcher means Legal Researcher recruited under this Scheme.
- (iv) Schedule means schedule given at the end of these guidelines.
- (v) Website means official website of Rajasthan High Court.  
(At present it is <http://hcraj.nic.in>)
- (vi) Universities / Colleges / Institutions shall mean the Universities / Colleges / Institutions established by law in India.

**3. Term and nature of engagement:**

- (i) *Legal Researcher shall be engaged on pure temporary contractual basis initially for a term of one year but with extension for further period of 4 years or till the retirement of concerned Hon'ble Judge whichever is earlier subject to his/her performance to the satisfaction of Hon'ble Judge with whom he/ she is attached, which shall not entail person concerned to claim any regular appointment.*
- (ii) Four Legal Researcher shall be attached with Hon'ble the Chief Justice and two each with Hon'ble Judge.



- (iii) Premature discharge of the assignment given to Legal Researcher without any notice shall be Lawful, provided that the Hon'ble Judge with whom concerned Legal Researcher is attached, makes recommendation in writing to the Hon'ble Chief Justice.
- (iv) A Legal Researcher intending to leave assignment at pre-mature stage shall be required to give prior notice of three months, or residuary term of assignment, which ever is less.

4. **Method of Selection:**

- (i) *Legal Researcher shall be selected by notifying requirement as and when the vacancy would arise. Requirement would be notified Hon'ble Judge wise and applications would also be invited Hon'ble Judge wise in online mode from the eligible candidates. The proforma of abridged advertisement shall be as prescribed in Schedule-I.*
- (ii) *Notice for last date of submission of on-line application forms, and letters of offer shall be published on the official website.*

5. **Examination Fee:**

Every candidate shall pay Rs.100/- as examination fee through online mode.

6. **Selection of Legal Researcher :**

- (i) *Online applications for appointment of Legal Researcher will be placed before the Hon'ble Judge concerned. Under the directions of Hon'ble Judge concerned, shortlisting of the applications may also be done on the basis of academic carrier and extra curricular achievements of the incumbents.*
- (ii) *Selection of the Legal Researcher will be made by Hon'ble the Chief Justice or the Hon'ble Judge concerned after interviewing the candidates for assessing their suitability.*

7. **Age and Nationality:**

- (i) A candidate must not have attained the age of 33 years on 1<sup>st</sup> January preceding the last date fixed for submission of the online application.
- (ii) He/She must be citizen of India.

8. **Qualifications:**

- (i) A candidate must be a fresh law graduate or post graduate in law from Universities/ College/ Institutions established by law in India.
- (ii) A candidate must have basic knowledge of computer.

9. **Disqualification:**

- (i) A candidate must not be a practicing advocate nor engaged/appointed elsewhere, on honorarium/payment basis.



- (ii) A candidate must not have more than one wedded spouse, nor should be married to such a person, who already had a living spouse at that time.
- (iii) A candidate should not be involved in any criminal case, whether convicted or against whom criminal trial is pending.

**10. Character:**

A candidate must be a person of integrity, honesty and good moral character, for which he will submit certificate of two responsible persons, at the time of interview.

**11. Honorarium:**

- (i) A fixed honorarium of **Rs. 50,000/-** per month without any dearness or other allowance/ perquisite, shall be paid to the Legal Researcher.
- (ii) Proportionate reduction of honorarium shall be made for unauthorized absence, so also for absence beyond permissible period of leave.

**12. Attendance and Leave:**

- (i) A Legal Researcher shall be entitled to one casual leave on completion of one calendar month, and un-availed casual leave will accumulate, uptill calendar year.
- (ii) The Hon'ble Judge with whom the Legal Researcher is attached, shall be competent authority to sanction his leave.
- (iii) Private Secretary of Hon'ble Judge to whom such Legal Researcher is attached shall maintain account of attendance and casual leave of the Legal Researcher, and will send its intimation on last working day of each calendar month to the Bill Section, for preparing bill of honorarium.

**13. Duties of Legal Researcher:**

- (i) Without adversely affecting generally of the job i.e. to assist Hon'ble Judge in discharge of Judicial and Administrative functions, the Legal Researcher shall perform following duties, under direct control of Hon'ble Judge with whom he is attached:
  - (a) To read the case files, and prepare the case i.e. case summary and notes and chronology of events of such a comprehensive nature, that it may give to the Hon'ble Judge a complete view of the mater, including the legal questions involved, and the latest case-law having bearing on the case either ways,
  - (b) to search and research legal points and principles under control and guidance of Hon'ble Judge,
  - (c) to search out case law, articles, papers and other relevant material required in discharge of judicial/administrative work,
  - (d) to take down notes of arguments and to prepare notes of cases,

- (e) to identify facts, issues and questions that may arise in the course of arguments, or as may be relevant for judgment,
- (f) to maintain record of judgments by the Hon'ble Judge alongwith the point of law decided in that particular case. and to maintain it in such a manner, as to be very conveniently retrievable, as and when needed by the Judge, for any purpose whatever,
- (g) maintenance of record of administrative *correspondence*, administrative files, and, if specifically entrusted, of particular judicial file(s),
- (h) to perform whatever is directed, in the course of imparting training to him, with regard to procedure and substantive law,
- (i) to assist Hon'ble Judge in preparing any speech/academic paper.

**14. Duty Hours:**

It is full time job, and Legal Researcher may be required to attend residential office of concerned Hon'ble Judge, in addition to normal duty during office hours. He/She may be required to attend office/residential office even on gazetted/ local holidays. However, the time schedule shall be mutually adjusted by Hon'ble Judge concerned, so as to make convenient working of the Legal Researcher as well as the Hon'ble Judge concerned.

**15. Conduct during and after term of assignment:**

- (i) A Legal Researcher shall maintain devotion to duty, and high standard of moral during the term of assignment. He/She will not disclose any fact which comes to his/her knowledge on account of such official attachment, during or after completion of term of assignment, unless such disclosure is legally required in discharge of lawful duties.
- (ii) The Legal Researcher will not accept any other assignment during term of assignment as Legal Researcher.
- (iii) He/She will not practice for a period of 3 years before Hon'ble Judge, with whom he/she was attached, nor will ever handle a case, with relation to which he/she has discharged any duty, in any manner, as Legal Researcher.
- (iv) He/She will not leave headquarter without seeking permission from Hon'ble Judge concerned.
- (v) He/She will not avail leave without getting it sanctioned. In any case of emergency, he/she will immediately contact and convey Private Secretary of Hon'ble Judge concerned, of his/her inability to attend office.



**16. Undertaking:**

Before taking over assignment, Legal Researcher shall submit an undertaking in formats, as may be prescribed in *Schedule-II & Schedule-III* from time to time, before Registrar (Administration) of the Rajasthan High Court, Jodhpur/Bench Jaipur.

**17. Certificate:**

- (i) On successful completion of term of assignment, a certificate by the Registrar General shall be issued, in form prescribed in *Schedule-IV*.
- (ii) If the assignment is terminated due to pre-mature discharge by High Court, or due to voluntarily giving up assignment, by Legal Researcher concerned, no such certificate shall be given.

**18. Publication of the Scheme :**

- (i) The scheme shall be uploaded on website and intimation of uploading may be given to the Registrars/ Institutions/ Universities/ Colleges.
- (ii) Hon'ble Chief Justice may, direct publishing of this scheme in any other additional manner also.

By the Orders of Hon'ble the Chief Justice

  
28.4.21  
REGISTRAR (ADMN.)

Date: 29/04/2021

No. I/A(iii)(a)(1)(5)/2018(Sep-I)/ 587

Copy to :-

1. The Registrar -cum- Principal Secretary to Hon'ble the Chief Justice.
2. All the Private Secretaries to Hon'ble Mr./Dr./Mrs./Miss/Kumari Justice, Rajasthan High Court, Jodhpur and Jaipur Bench, Jaipur.

  
28.4.21  
REGISTRAR (ADMN.)

Copy also forwarded to the followings for information and necessary action:-

1. The Registrar (Admn./ Exam/Writs/Vig./ Rules/Class./CPC/ OSD), Rajasthan High Court, Jodhpur/ Jaipur Bench, Jaipur.
2. Concerned Joint Deputy Registrar/ Deputy Registrar, Rajasthan High Court, Jodhpur/ Jaipur Bench, Jaipur.
3. Senior Librarian, Rajasthan High Court, Jodhpur/ Jaipur Bench, Jaipur.
4. DIO, Computer Cell, Rajasthan High Court, Jodhpur for uploading on official website of High Court.
5. Concerned AOJ/AOs, Rajasthan High Court, Jodhpur/ Jaipur Bench, Jaipur.

  
28.4.21  
REGISTRAR (ADMN.)

**RAJASTHAN HIGH COURT  
ABRIDGED ADVERTISEMENT**

Online applications are invited from eligible candidates having requisite qualifications for Contractual engagement as Legal Researcher for deputing with Hon'ble the Chief Justice / Hon'ble Mr. Justice ..... for a period of one year under the Scheme for engaging Legal Researcher. Maximum age of the candidate as on 1<sup>st</sup> January of year ..... must not be more than 33 years.

Time limit for filling-in Online Application form:-

S.No.	Details	Dates
1	Time limit for applying online	From 01:00 PM of .....(.....) to 05:00 PM of .....(.....)
2	Time limit for deposition of Examination Fee	From 01:00 PM of .....(.....) to 05:00 PM of .....(.....)

Note:-

- Candidates can apply directly through online mode by sitting at their home/ cyber cafe, with the computer connected with internet.
- Candidates can also apply for the post through various e-mitra kiosks, where candidate has to pay requisite e-mitra services charges for filling of the application.
- Candidates must carry their scanned photo image and signature image in soft format, which shall be used while filling the application.  
(a) Photo size should be between: 10 KB to 25 KB.  
(b) Signature file size should be between: 10 KB to 25 KB.
- Provide correct personal e-mail ID and mobile number while filling the form.
- Candidate shall fill the complete application form and finally shall pay the required fee.
- Application / Examination Fee can be paid online (through net banking/ debit card or credit card etc.).
- This is to be noted that, application shall be completed only when candidate's "UNIQUE APPLICATION NUMBER" is generated after paying the fee.
- Candidates are required to take print out of the application form, this is to be kept by candidate himself.
- The Scheme for engaging Legal Researcher in Rajasthan High Court can be downloaded from the official website of Rajasthan High Court (<http://hcraj.nic.in>.)
- Candidates shall have to bring all the original documents at the time of interview.

Date:

Registrar General  
Rajasthan High Court



UNDERTAKING

I \_\_\_\_\_ son of \_\_\_\_\_ resident of \_\_\_\_\_  
\_\_\_\_\_ having been assigned job of  
Legal Researcher do hereby undertake and affirm that during the engagement as  
Legal Researcher, I shall not practice in any court of law or engage myself in any  
professional pursuit.

Date

Signature

(Name of Candidate)

A handwritten signature in black ink, consisting of a circular symbol followed by a stylized name, written over a horizontal line.

UNDERTAKING

I \_\_\_\_\_ son of \_\_\_\_\_ resident of \_\_\_\_\_  
\_\_\_\_\_ having been assigned job of  
Legal Researcher to get practical training and to assist Hon'ble Judge in discharge of  
Judicial/ Administrative/ Official/ Semi Official functions, do hereby submit my  
undertaking and affirm as under;

That I have carefully read the **SCHEME FOR ENGAGING LEGAL  
RESEARCHER IN RAJASTHAN HIGH COURT** and have fully understood the  
provisions contained therein. I understand and do undertake that I am bound by the  
provisions contained in the above said scheme and that I will abide by the provisions  
of it.

Date

Signature

(Name of Candidate)

Verified  
(Registrar General)





CERTIFICATE

To whom so ever it may concern

It is to certify that Mr./Mrs./Miss./ ..... Son/  
Daughter/Wife of ..... resident of .....  
..... had performed job and successfully participated in  
training as Legal Researcher w.e.f.....to..... He was attached to Hon'ble Mr.  
Justice....., Hon'ble Chief Justice/ Hon'ble Judge of Rajasthan  
High Court and his/ her performance was found to be satisfactory/ good/outstanding.

Date :

REGISTRAR GENERAL.



## LETTER OF OFFER

Upon selection of Mr./Mrs./Miss .....Son/ Wife/  
Daughter of..... resident of ..... as Legal  
Researcher under the provisions of Scheme for engaging Legal Researcher in  
Rajasthan High Court, offer to join within seven days from the date of receipt of this  
letter is being made broadly on following terms & conditions:-

1. That it is pure temporary contractual assignment for a period of one year which shall not entail you to claim any regular appointment.
2. Premature discharge of the assignment without notice shall be lawful provided Hon'ble Chief Justice / concerned Hon'ble Judge makes written recommendation.
3. A fixed honorarium of **Rs.50,000/-** per month without any dearness or other allowance/perquisite, shall be paid to you. However, proportionate reduction shall be made on account of unauthorized absence so also, absence beyond permissible period of leave.
4. You shall be entitled to one casual leave on completion of one calendar month and un-availed casual leave will be accumulated till determination of term of engagement.
5. The provisions contained in Scheme for engaging Legal Researcher in Rajasthan High Court are binding upon you.
6. On successful completion of term of assignment, a certificate by the Registrar General shall be issued.
7. You will maintain devotion to duty, and high standard of moral, during the term of assignment. You will not disclose any fact which comes to your knowledge on account of such official attachment, during or after completion of term of assignment, unless such disclosure is legally required in discharge of lawful duties.
8. Your principal duties are as follows:
  - (a) To read the case files, and prepare the case, i.e. case summary and notes and chronology of events of such a comprehensive nature, that it may give to the Hon'ble Judge a complete view of the matter, including the legal questions involved, and the latest case-law having bearing on the case either ways,
  - (b) to search and research legal points and principles under control and guides of Hon'ble Judge,
  - (c) to search out case law, articles, papers and other relevant material required in discharge of judicial/administrative work,
  - (d) to take down notes of arguments and to prepare notes of cases,
  - (e) to identify facts, issues and questions that may arise in the course of arguments, or as may be relevant for judgment.



(f)to maintain record of judgments by the Judge alongwith the point of law decided in that particular case, and to maintain it in such a manner, as to be very conveniently retrievable, as and when needed by the Judge, for any purpose whatever,

(g)maintenance of record of administrative corresponding, administrative files, and, if specifically entrusted, of particular judicial file(s),

(h)to perform whatever is directed, in the course of imparting training to you, with regard to procedure and substantive law,

(i)to assist Hon'ble Judge in preparing any speech/academic paper.

9.You will not be entitled to practice as a lawyer or to take any employment during the term of assignment. If already enrolled, you will intimate Bar Council of Rajasthan for suspension of Enrollment.

10.That you shall wear a black coat (and in case of male, tie also) during court hours.

11.That you will carry a photo affixed identity card with you so that free access to court room, computer cell and library can be given.

12. *That you will not practice for a period of 3 years before Hon'ble Judge with whom you were attached, nor will ever handle a case, with relation to which you have discharged any duty, in any manner, as Legal Researcher*

13.Breach of any term / condition or any *indiscipline* by you shall attract termination of assignment without notice.

**REGISTRAR GENERAL.**

