

SOUTH EASTERN RAILWAY


GM's Law Office  
11, Garden Reach Road,  
NAB (Ground Floor)  
Kolkata- 700043  
Date: 07.06.2023

**NOTIFICATION**

Empanelment of Railway Advocates in various Tribunals, Courts and other Statutory bodies over South Eastern Railway (excluding High Court) in cancellation of previous **NOTIFICATION NO. SER/01/2023 DATED: 12.01.2023.**

<b>NOTIFICATION NO. SER/02/2023</b>	<b>DATE: 07.06.2023</b>
Opening date of Application	09.06.2023
Closing date of Application	10.07.2023

1. In supersession of Railway Board's letter No. 2022/LC/15/1 dtd. 28.12.2022, the Ministry of Railways have issued a revised procedure vide Notification No. 2022/LC/15/1 dated 11.04.2023 mainly dispensing with the condition of compulsory experience of handling the Railway cases.
2. Afresh Applications are invited from the interested Advocates for empanelment as Railway Advocate for the Central Administrative Tribunal, Kolkata & Ranchi; Railway Claims Tribunal, Kolkata & Ranchi; District Courts, Sub-ordinate Courts and other Statutory Bodies over South Eastern Railway Jurisdiction.
3. Applications are to be submitted in the prescribed proforma specified at Annexure-1 and having the requisite qualifications and experience for the empanelment as specified in the Annexure-II through **online only.**
4. The applications shall be scrutinized on the basis of independent enquiry about the correctness of the information provided in the said Annexures and also conduct the physical verification of their offices, library and their sitting place.
5. The South Eastern Railway shall shortlist the applications in consultation with the Legal Adviser of the Railway Board and the final list of the name of the advocates shall be published on the official website of the South Eastern Railway for the purpose of interview/personal interaction of the advocates. Date of interview and venue will be notified through official **website of S. E. Railway (<https://ser.indianrailways.gov.in>)**
6. The South Eastern Railway shall conduct the interview, personal interaction of the advocates and finalize their result after due approval of Legal Adviser, Railway Board as per the procedure.

  
07/06/2023  
Dy. General Manager (Law)  
South Eastern Railway  
11, Garden Reach Road  
Kolkata-43

7. There shall be a separate panel for junior and senior advocates.

**8. Period, Termination, Resignation and expiry of term :**

- a) The Advocates shall be empanelled for the period of 3(three) years which may further be extended 2(Two) years on yearly basis subject to performance of the advocates as recommended by the Zonal Office and approved by the Railway Board.
- b) The Counsels may resign by assigning any reason and giving a notice of minimum period of 3(three) months.
- c) The name of the Advocate may be removed from the panel on the basis of performance review or in public interest.
- d) The final list of panel Advocates is subject to the approval of the Railway Board which shall be published in the **South Eastern Railway website i.e. (<https://ser.indianrailways.gov.in>)**.

9. In respect of Any clarification, the decision of the Railway Board shall be final.

10. The fee of the advocates shall be paid/sanctioned by the Competent Authority as per fee structure prescribed by Judicial Section, Ministry of Law & Justice, DoLA from time to time.

**11. Applications in the prescribed format (Annexure-I) may be sent**


**only by email : [lawofficersergrc40@gmail.com](mailto:lawofficersergrc40@gmail.com) .**

12. An advocate may submit only one application either for Central Administrative Tribunal or Railway Claims Tribunal or District Courts/Sub-ordinate Courts or other Statutory Bodies as per his/her choice. However, final decision for empanelment rests with the Selection Authority of Railway Administration.

13. It may please be noted that incomplete applications, applications submitted in any other format and those does not fulfil the requisite conditions shall summarily be rejected. The application should reach this office **on or before 10.07.2023 through online mode only**. No application shall be entertained beyond the prescribed date.

The contents of the notification may please be widely circulated among the Ld. Advocates.

Encl. Annexure I & II

  
(Debashis Naskar)  
Dy. General Manager(Law)  
उप महाप्रबंधक (विधि)  
Dy. General Manager (Law)  
दक्षिण पूर्व रेलवे / South Eastern Railway  
11, गार्डन रीच रोड / 11, Garden Reach Road  
कोलकाता 43 / Kolkata-43

Annexure-1.

Paste latest  
passport size  
photograph and  
sign a manner that  
part of signature  
appears on Form  
and part on the  
photograph.

Proforma for Empanelment of Advocate in CAT/RCT/District  
Court/Sub-ordinate Court (Tick whichever is applicable)

1. Applicant's Name :  
(in block letters)
2. Father's Name/Husband's Name :  
(in block letters)
3. Date of Birth :  
(dd/mm/yyyy)
4. Age (as on 01.01.2023) :
5. Gender (Male/Female) :
6. Address with Mobile No., E-mail ID :  
Landline no. with STD code etc.  
Residence  
Office  
Chamber
7. Mention the Court where the Applicant  
is interested to represent the matter.

  
07/06/2023

(2)

8. Educational Qualification

Name of the Course	Name of the Board/ University	Year of passing
L.L.B.		
L.L.M.		
Any other		

9. Enrolment number as an Advocate :

10. Date of such Enrolment :

11. Total Experience in Practice  
Experience of Railway cases  
(in years)

12. Details of Experience

Court	Total No. of cases handled	Cases won	Nature of cases handled (attach extra sheet, if required)
CAT			
RCT			
District Court			
Sub-ordinate Court			

13. Specify names of PSU/Govt.  
Department represented  
by the applicant (If any)

14. Field in which candidate has  
Conducted the cases particularly  
Civil, Criminal, Railway Land and  
other Claims Dispute labour laws  
and in writ jurisdiction.

  
Dhankar  
02/11/2023

( 3 )

15. Copies of the Income-tax returns  
for the Last three years

16. No. of cases in a year conducted  
Before the concerned court applied for

17. List of Documents to be attached :


- i) Copy of Degree of Law
- ii) Copy of the enrolment certificate issued by the Bar Council
- iii) Reported Judgements of Court in matters handled in individual capacity
- iv) Income-tax return for the last three years
- v) Experience Certificate

Date:

Place :

( Signature )

(Name in Block letters)

A handwritten signature in blue ink, possibly reading 'S. K. S.', is written above the date '27/06/2023'.

ANNEXURE-II

- 1) Qualification : i) Minimum Qualification LLB  
ii)Enrolment Certificate of practice at the BAR Issued by BAR Council.  
iii)Desirable Qualification LLM

2) Experience :

Court	Experience
Central Administrative Tribunal	Seven years experience in CAT or other equivalent judicial forum.
Railway Claims Tribunal	Seven years experience in RCT or other equivalent judicial forum.
District Court	Five years experience in District court or other equivalent judicial forum including Consumer forum.
Sub-ordinate Court	Three years experience in Sub-ordinate court or other equivalent judicial forum including Consumer forum.

- **The Experience Certificate of the Advocate shall be endorsed by the Chairman of concerned Bar Council or his nominee.**
- **The eligible applicant shall send their application to the concerned Zonal Railways.**

  
07/06/2023