

¹**SUPREME COURT MIDDLE INCOME GROUP LEGAL AID SCHEME**

1. This scheme is intended to provide legal services to the middle income citizen i.e. citizen whose gross maximum income per month does not exceed Rs.10,000/- and the annual income does not exceed Rs.1,20,000/-.

Definition

- (a) The scheme is known as “SUPREME COURT MIDDLE INCOME GROUP LEGAL AID SCHEME”. The scheme is a self-supporting scheme and the initial capital of the Scheme shall be contributed by the first Executive Committee.

Schedule

The schedule of fee and expenses as appended to the Scheme shall be in force and is liable to be amended by the Committee from time to time.

THE OFFICE BEARERS OF THE SCHEME – The Member of the Executive Committee of the Supreme Court Legal Aid Committee shall be Ex-Officio Members of the Scheme. The Secretary and the Treasurer for the Scheme shall be nominated by the Executive Committee of the Supreme Court Legal Aid Committee. The Executive Committee shall have the power to coopt/appoint other Members on the Committee or staff to carry out the aims and objectives of the Scheme.

The office bearers of the Scheme shall meet at least once in two months or earlier if so deemed/expedient and necessary.

2. The Scheme will be applicable for cases intended to be filed in Supreme Court.

3. The Scheme will not be applicable to cases mentioned below, falling under the jurisdiction of the Supreme Court.

- (a) Reference under Section 130A of the Custom Act, 1962.
- (b) Reference under Section 35H of the Central and Excise and Salt Act, 1944.
- (c) Reference under Section 82C of the Gold (Control) Act, 1968.
- (d) Reference under Section 7(2) of the M.R.T.P. Act, 1969.
- (e) Reference under Section 25J of the Income Tax Act, 1961.
- (f) Reference under Art-317(1) of the Constitution.

¹ Issued by Middle Income Group Legal Aid Society 109, Lawyers Chamber, Post Office Wing, Supreme Court Compound, New Delhi-110001.

- (g) Election under Part III of the President and Vice-President Act, 1952.
 - (h) Election of Members of Parliament and Members of State Legislature under the Election Law.
 - (i) Appeal under Section 55 of the M.R.T.P. Act, 1969.
 - (j) Appeal under Clause (b) of Section 130 E of the Customs Act, 1962.
 - (k) Appeal under Section 35 L of the Central Excise and Salt Act, 1944.
 - (l) Review matters.
4. The rates of fee payable to an Advocate or to a Senior Advocate (if engaged at the request of the litigant) will be such as indicated in the Schedule appended to this Scheme as applicable from time to time.
5. There will be a panel of Advocates including Advocates-on-Record under the Scheme. While drawing up the panel care be taken to include one Advocate, but not exceeding two, knowing Regional Language in the Territory of India in which the work is conducted in the Court below.
- The panel Advocates shall give an undertaking in writing that they will abide by the terms and conditions of the scheme upon assignment of a case under the Scheme.
6. Every person who desires to avail of the services of an Advocate empanelled under the Scheme will have to approach the Secretary of the Scheme by filling an application in the prescribed form annexed hereto alongwith the relevant documents.
7. It would open to the Advocate on Record who is assigned the papers, upon the request made by an applicant under the Scheme, to opine as soon as the papers are received and the learned Advocate peruses them that this is not a fit case for leave to appeal to the Supreme Court, in that view of the matter the applicant will not be entitled to the benefit of the Scheme. All learned Advocates on Record are being requested to examine the matter in the first instance and proceed to take effective steps only upon being satisfied that it is a fit case to be proceeded with. The Middle Income Group Legal Aid Committee will proceed to take the view that an applicant is entitled to legal aid unless the learned Advocate-on-Record endorses the view as stated hereinabove that, it is not a fit case for legal aid. The view expressed by the learned Advocate-on-Record will be final in so far as the eligibility of the applicant for obtaining the benefit of the Scheme is concerned. Upon such an endorsement being made either upon the case papers or in any accompanying letter, the Supreme Court Middle Income Group Legal Aid Committee shall return the papers forthwith to the applicant and deduct a sum of Rs.500/- only towards service charges. The balance amount of service charges and the

amounts which may have been deposited by the applicant with the Committee towards appropriation as fees and all expenses in the conduct of the case will be refunded.

8. The Committee will obtain a list of 3 names of Advocates in the order of preference from the panel maintained by the Committee. The applicant may indicate any 3 names both in relation to the Advocate-on-Record or the arguing Counsel or the Senior Counsel as the case may be. The Committee would attempt to honour the choice indicated.

The Committee would be at liberty assign the matter to any Advocate-on-Record/arguing Counsel, Senior Advocate of the Panel. The final right to assign the papers of the application under the scheme to any Advocate-on-Record or the arguing Counsel or Senior Counsel will remain with the Supreme Court (Middle Income Group) Legal Aid Committee.

9. Any intending litigant desirous of availing the benefit of the Scheme shall have to fill up the form prescribed and accept all the terms and conditions contained therein. The proforma shall also contain a schedule of fee and expenses as applicable from time to time. The schedule shall indicate the fee payable for various items of work and shall also indicate the court fees and the approximate expenses for preparation of the Court record. The applicant shall have to deposit the fee indicated by the Consultant-cum-Executive Lawyer, which will be in accordance with the schedule attached to the Scheme. It is only upon payment of the said amount that the Consultant-cum-Executive Lawyer will register the case as a case under the MIG Legal Aid Scheme and proceed to forward the papers to the Advocate-on-Record/Arguing Counsel/Senior Counsel on the panel, for opinion.

In relation to the approximate expenses for preparation of the Court record, the Consultant-cum-Executive Lawyer will upon a perusal of the papers determine as to what would be the approximate amount necessary for the purpose of such preparation of the court record and in accordance with the schedule indicate the same to the applicant. If, however, for any reason, the amount which is due to the learned Advocate-on-Record under the Scheme exceeds the amount indicated by the Consultant-cum-Executive Lawyer, then the applicant will be duty bound to make good the difference upon the Consultant-cum-Executive Lawyer certifying it to be so under the Scheme.

10. That the Executive Committee of the Scheme will open a S.B. Account with the UCO Bank, Supreme Court Compound, in the name of "Supreme Court Middle Income Group Legal Aid Committee". The account will be operated by any three members of the Executive Committee authorized by the Committee and the signatures of any two Members shall be sufficient to operate the account.
11. All sums received under the Scheme including grants in aid will be accounted for by a person to be nominated in that behalf and duly audited.

12. The amounts so received under the Scheme will be used to defray all the expenses including the salaries and all expenses duly approved by the Executive Committee.
13. A Contingent Fund of the Scheme will be created to meet the miscellaneous expenditure in connection with the case under Scheme by requiring the applicant under the Scheme to deposit upto the stage of admission, a sum of Rs.500/- in addition to the charges required to be deposited with the Committee, out of this contingent fund, the fee of the auditor for auditing the account, printing of forms of application, vakalatnama, affidavit of facts, binding of registers for maintaining account etc. shall be made. Thus at the time of handling over the case papers, the applicant will have to make payment of the estimated fee, expenses that are indicated by the Consultant-cum-Executive Lawyer as well as sum of Rs.500/-.
14. The amount indicated by the Consultant-cum-Executive Lawyer on the basis of the estimate details shall be deposited by the applicant in cash or by way of a Bank Draft. In the event of the learned Advocate taking the view that the case is not fit one for an appeal to the Supreme Court, then the entire amount after deducting Rs.500/- towards minimum service charges of the Committee shall be refunded to the applicant by way of Cheque.
15. The initial expenses for printing of forms and other office expenses would be borne by initial corpus of the scheme.
16. The pattern of payment of fee to the Advocates under the Scheme will be same as per the schedule as applicable from time to time.
17. On the assigning of a case to an Advocate under the Scheme the intending litigant will be directed to deposit with the Committee the fee and expenses as per schedule as assessed by the Consultant-cum-Executive Lawyer. The payment to the Advocate or the service charges payable to the Scheme as stated in the schedule shall be in cash or bank draft.

The Advocate-on-Record shall submit his bill on the basis of the amounts prescribed in the schedule with regard to printing, Court fee and his appearance fee alongwith a copy of the filing memo in token of a proof of filing the Petition/Appeal for which the claim is made. The Advocate will inform the Committee about the admission of any matter so that the client can be requested to pay the fee for processing the Appeal, without which information it will not be possible for the Committee to recover the amount from the client and pay to the Advocate on hearing of the case. The fee to the Advocate in regular matter shall be made on receipt of a bill from the Advocate at the time of the conclusion of the final hearing of the matter.

18. Once the case is assigned to an Advocate it is the responsibility of the Advocate to deal with the matter as he/she deems fit in the interest of the client and the Advocate is required to communicate directly with the litigant and the Committee will not monitor assignment and final disposal of the matter. However, the Committee will intercede upon the receipt of a complaint in writing.

19. After a complaint is received by the Committee from the litigant and/or the concerned Advocate against the litigant/Advocate then the Committee after enquiry may take such action as is deemed fit and necessary.
20. If the Advocate who is appointed under the Scheme is found negligent in the conduct of the case entrusted to him, then he will be required to return the brief together with the fee which may have been received by him from the applicant under the Scheme.

Further, the Committee would not be responsible for the negligent conduct of the case but entire responsibility will that be of the Advocate vis-a-vis the client. The name of the Advocate would, however, be struck off from the panel prepared under the Scheme.

SCHEDULE OF FEE FOR ADVOCATE ON RECORD/ADVOCATES

(a) Appearing on behalf of petitioners

- | | | |
|---|---|-----|
| 1. To fee for drafting SLP/Writ Petition/Transfer Petition including list of dates and miscellaneous application such as stay exemption, bail, condonation of delay including conferences with the client upto the admission hearing of the matter (before notice stage). | Consolidated
Rs.2,200/- | fee |
| 2. To fee for drafting rejoinder affidavit, and/or contesting matter after notice is issued by the Court and till the disposal of the matter at the notice stage including acting work and adjournment (excluding final disposal at notice stage) | Consolidated
Rs.1,100/- | fee |
| 3. To fee for hearing of the matter at final disposal stage inclusive of adjournment, if any, and/or at appeal stage. | Rs.1,650/- per day
upto a maximum of
Rs. 3,300/-. | |

(b) Appearing on behalf of Respondents

- | | | |
|--|---|-----|
| 1. To fee for drafting counter affidavit/statement of objections and all other necessary applications including application for vacating stay and appearance inclusive of all conferences upto admission stage excluding final disposal at notice stage. | Consolidated
Rs.2,200/- | fee |
| 2. Fee for hearing of matter at final disposal stage including adjournment, if any, and/or at appeal stage. | Rs.1,650/- per day
upto a maximum of
Rs. 3,300/-. | |

(c) Fee for Senior Advocates

1. To fee for settlement of SLP/Writ Petition/Transfer Petition/Counter-affidavit/Rejoinder Affidavit/ Statement of objection including conference etc. Rs.1,000/-
2. To fee for appearance at the admission stage/after notice at the rate of Rs.1,650/- per appearance upto a maximum of Rs.3,300/-.
3. Fee for appearance at final disposal/appeal stage at the rate of Rs.2,500/- per appearance upto a maximum of Rs.5,000/-.

SCHEDULE OF RATES FOR OUT OF POCKET EXPENSES

1. Cost of Stencil Rs. 4.00
2. Cutting Stencil per sheet Rs. 4.50
3. Rolling @ 0.40 ps. Per sheet (for 10 copies) Rs. 4.00
- Rs.12.50
- Typing(1+1) (0.50 ps. for each extra copy) Rs. 4.50 per page
- Steno Charges Rs. 8.00 per page
- Paper book binding Rs. 5.00 each
4. Court fee payable on petition as per the Supreme Court Rules, 1966 as amended upto date.

SCLSC-4A

**FORMS OF APPLICATION/AFFIDAVIT/VAKALATNAMA TO BE
FORWARDED TO THE SUPREME COURT LEGAL SERVICES
COMMITTEE**

Supreme Court Legal Services Committee

APPLICATION FOR LEGAL SERVICES

The Secretary,
Supreme Court Legal Services Committee,
Supreme Court Compound,
New Delhi-110 001.

1. Name(In Block Letters) _____
2. Father's Name/Husband's Name _____
3. Address:
 - (a) Residential :
 - (b) Occupational: _____
4. (a) Age and Date of Birth :
 - (b) Education : _____
5. Status Single/Married/Divorced : _____
6. Number of dependants & their
relation to the Applicant _____
7. Any other financial liabilities : _____
8. Occupation : _____
9. Income per Month
(Attach Income Certificate from
a Revenue Officer) _____
10. Other sources of Income, if any : _____
11. Sources and monthly income of member
of the family _____
12. Details and value of moveable & immovable assets held by the applicant, his
dependent and other members of his family _____
13. Any other relevant information : _____

14. Nature of legal services and advice
sought : _____
15. Whether belongs to Scheduled castes/Scheduled Tribes/Child/Women
(Please attach certificate) _____
16. Whether the matter in the respect of which legal services and advice is now
sought was filed previously in the Supreme Court/if so the result

17. Whether Opinion of any Advocate has been sought in the matter/if so the
particulars of the Advocate and his opinion

Verified that the information given above is true and correct and if it is found to be incorrect, the Committee shall be at liberty to cancel the certificate of eligibility granted under E/1 No.13.

Date:

(Signature)

Place:

Name:

Address :

AGREEMENT

I, the undersigned applicant, hereby agree that in the event of the court passing a decree of order in my favour awarding cost to be or other monetary benefit or advantage. I shall repay by way of reimbursement to the Committee all costs, Charges and expenses Secretary of the Committee to do all such acts and things as may be necessary for recovery or realization of the amount decreed or ordered to be paid to me and to reimburse the same for the above mentioned purpose.

CONSENT

I agree that my case be listed before Lok Adalat in Hon'ble Supreme Court, if at any stage it is considered by Supreme Court Legal Aid Committee that my matter can be reconciled or settled through Lok Adalat.

Date:

Office Report:

(Applicant)

In the Supreme Court of India

(Appellate/Original Jurisdiction)

S.L.P./Appeal/W.P./T.P. (Civil/Crl. _____ of 200)
_____ Petitioner(s)

Versus

_____ Respondent(s)

AFFIDAVIT OF FACTS

I, _____ Son/Daughter of
_____ Age _____ years, by
profession _____ Resident of
_____ do solemnly
affirm and state as follows :

1. I am the pairakar/one of the petitioners/appellants/respondent in the above matter and as such acquainted with the facts of the case.
2. The facts stated in paras _____ the accompanying petition are true to my knowledge and the rest are on information derived from the papers of the case and believed to be true.
3. That no Special Leave/W.P./T.P. has been filed in the above matter earlier by me in the Hon'ble Supreme Court against the impugned order/Judgment/Decree for similar relief.
4. The facts stated in the accompanying petition Misc. Petition (namely Stay/Condonation of delay/Bail/application) for filing proof of surrender/exemption from filing of the impugned order/application for substitution of L.R.S. and others misc. petition with their annexures are true and correct to my knowledge derived from the record of the case and my personal knowledge.
5. I say that the facts stated in paragraphs _____ to _____ and pages _____ to _____ of the Special Leave Petition and pages B to _____ of the List of Dates are true to my personal knowledge and the submissions made therein are based on legal advice which I received and believe to be true.
6. That the annexures being enclosed with the petition, are true copies of their respective originals.

DEPONENT

VERIFICATION

I, Deponent above named, do solemnly affirm and declare that the contents of the fore-going affidavit are true to my knowledge and no part of it is false and nothing material has been concealed.

Verified _____ this the _____ day of _____ 200__

DEPONENT

AFFIDAVIT TO BE SUBMITTED BY RESPONDENT

IN THE SUPREME COURT OF INDIA

(CIVIL/CRIMINAL APPELLATE JURISDICTION)

Special Leave Petition/Crl.A./C.A./W.P./T.P. (Civil/Crl. No. _____ of 200)

IN THE MATTER OF:

_____ Petitioner(s)

Versus

_____ Respondent(s)

AFFIDAVIT OF RESPONDENT

I, _____ Son/Daughter/Wife of _____
_____ Age _____ years, by profession _____
_____ Resident of _____

do hereby solemnly affirm and state as under :

1. That I am the Respondent/one of the Respondent in this case and as such I am fully acquainted with the facts and circumstances of the cases.
2. I have read/read over the accompanying counter affidavit and explained to me in Vernacular, and having understood the contents thereof, in reply to it. I say that the facts stated therein are true and correct to my knowledge.
3. That the Annexures filed with the counter affidavit are true copies of their respective originals.
4. That no facts, which were not pleaded in the Courts below, have been pleaded in this counter affidavit.
5. That the contents of this affidavit are true to my knowledge and belief.

Sworn & verified at _____ this the _____ days of _____ 200 .

DEPONENT

VERIFICATION

I, Deponent above named, do solemnly affirm and declare that the contents of the fore-going affidavit are true to my knowledge and no part of it is false and nothing material has been concealed.

Verified _____ this the _____ day of _____ 200 ____

DEPONENT

In the Supreme Court of India
CRIMINAL/CIVIL/APPELLATE/ORIGINAL JURISDICTION

Crl./Civil/Special Leave Petition/Appeal/W.P. No. _____ of 200

_____Appellant(s)

_____Petitioner(s)

Versus

_____Respondent(s)

V A K A L A T N A M A

I/We _____ the Appellant(s)/
Petitioner(s)/Respondent(s) in the above Suit/Appeal petition/Reference do hereby(s)
appoint and retain _____ Advocate, Supreme Court, on behalf
of the SUPREME COURT LEGAL SERVICES COMMITTEE to act and appear for
me/us in the above Suit/Appeal/Petition/Reference and on my/our behalf to conduct
and prosecute (or defend) the same and all proceedings that may be taken in respect of
any application connected with the same or any decree or order passed there in
including proceedings in taxation and Application for REVIEW to file and obtain
return of documents and to deposit and receive money on my/our behalf in the said
Suit/Appeal/petition/Reference and in Application for Review and to represent me/us
and to take all necessary steps on my/our behalf in the above matter. I/We agree to
ratify all acts done by the aforesaid Advocate in pursuance of this Authority.

Date this the _____ day of _____ 200 .

Appellant(s)/Petitioner(s)/Respondent/Caveator.

ACCEPTED

Advocate on behalf of Supreme Court Legal Services Committee,
109, Lawyers' Chambers, Post Office Wing, Supreme Court Compound,
New Delhi-110 001.

Appendix

Dates of enforcement of different provisions of the Act are tabulated below

Provisions	State/Union Territory	Date of enforcement	Notification No. and date
1	2	3	4
Whole Act except Chapter III	Whole of India	9.11.1995	S.O. 893 (E), dated 9 th November, 1995
	Sikkim	9.11.1995	S.O. 919(E), dated 9 th November, 1995
-do-	Rajasthan	20.11.1995	S.O. 942(E), 20 th November, 1995
-do-	Andhra Pradesh	28.11.1995	S.O. 941(E), 20 th November, 1995
-do-	National Capital Territory of Delhi	14.2.1996	S.O. 136(E), 14 th February, 1996
-do-	Punjab	4.3.1996	S.O. 171(E), 4 th March, 1996
-do-	Haryana	3.4.1996	S.O. 293(E), 3 rd April, 1996
-do-	Orissa	15.5.1996	S.O. 348(E), 15 th May, 1996
-do-	West Bengal	1.7.1996	S.O. 474(E), dated 1 st July, 1996
-do-	Uttar Pradesh	5.7.1996	S.O. 493(E), dated 5 th July, 1996
-do-	Madhya Pradesh	21.8.1996	S.O. 584(E), dated 21 st August, 1996
-do-	Bihar	24.9.1996	S.O. 658(E), dated 24 September, 1996
-do-	Karnataka	6.3.1997	S.O. 149(E), dated 6 th March, 1997
-do-	Tamil Nadu	6.3.1997	S.O. 178(E), dated 6 th March, 1997
-do-	Goa	31.3.1997	S.O. 280(E), dated 31 st March, 1997
-do-	Gujarat	7.4.1997	S.O. 315(E), dated 7 th April, 1997
-do-	Assam	31.7.1997	S.O. 554(E) dated 5 th August, 1997
-do-	Mizoram	22.8.1997	S.O. 598(E), dated 26 th August, 1997
Chapter III	Union Territory of Andaman and Nicobar Islands	22.8.1997	S.O. 559(E), dated 26 th August, 1997
-do-	Arunachal Pradesh	27.1.1998	S.O. 81(E), dated 27 th January, 1998
-do-	Kerela	6.2.1998	S.O. 107(E), dated 27 th

The Supreme Court Middle Income Group Legal Aid Scheme

-do-	Maharashtra	6.2.1998	January, 1998 S.O. 107(E), dated 6 th February, 1998
-do-	Union Territory of Pondicherry	10.2.1998	S.O. 122(E), dated 10 th February, 1998
-do-	Union Territory of Chandigarh	12.3.1998	S.O. 197(E), dated 12 th March, 1998
-do-	Union Territory of Dadra and Nagar Haveli	1.4.1998	S.O. 277(E), dated 1 st April, 1998
-do-	Union Territory of Lakshadweep	16.4.1998	S.O. 329(E), dated 16 th April, 1998
-do-	Tripura	23.4.1998	S.O. 342(E), dated 23 rd April, 1998
-do-	Meghalaya	4.5.1998	S.O. 377(E), dated 4 th May, 1998
-do-	Nagaland	19.6.1998	S.O. 518(E), dated 19 th June, 1998



Terms and conditions for grant of free Legal Services for filing Case in the Supreme Court.

Legal Aid in the Supreme Court

Legal Aid in the Supreme Court

There is a general perception that approaching the Supreme Court of India for legal remedies is unaffordable to the layperson. This is not true. It is with a view to providing easy and inexpensive access to the Supreme Court and giving legal advice that the **Supreme Court Legal Services Committee (SCLSC)** has been constituted under the Legal Services Authorities Act, 1987('Act').

When can you approach the SCLSC?

You can approach the SCLSC in two situations:

- You need to file or defend a case in the Supreme Court. This would include:
 - Appeals/Special Leave Petitions, Civil or Criminal, against an order of the High Court.
 - Petition for violation or enforcement of your fundamental right. This includes:
 - Habeas Corpus petitions-where a close friend or relative is missing or illegally taken away and whose whereabouts you do not know.
 - Petitions challenging the legality of government action or inaction.
 - Petitions challenging the legality of a legislation or order of government that violates your fundamental right.
 - Petition for transferring a case, civil or criminal, pending in one State to another State within India.
- You need legal advice regarding your problem.

Are there cases for which no legal aid or advice will be given?

Yes, legal aid will not be given for the following cases:

- Proceedings wholly or partly in respect of-
 - defamation; or
 - malicious prosecution; or
 - a person charged with contempt of court; and
 - perjury
- Proceedings relating to any election
- Proceedings incidental to any of the above proceedings
- Proceedings in respect of offences where the fine imposed is not more than Rs. 50
- Proceedings in respect of economic offences and offences against social laws, such as the Protection of Civil Rights Act, 1955 and the Immoral Traffic (Prevention) Act, 1956 unless in such cases the aid is sought by the victim.

Legal Aid

[However, even in the above cases, the Chairman of the SCLSC can, in an appropriate case, direct that legal aid be granted]

- Proceedings where a person seeking legal aid or advice
 - is concerned with the proceedings only in a representative or official capacity; or
 - if a formal party to the proceedings, not materially concerned in the outcome of the proceedings and his interests are not likely to be prejudiced on account of the absence of proper representation.

Is there any eligibility criteria?

Yes, there is. These are spelt out under Ss.12 and 13 of the Act. To be eligible for free legal aid for filing or defending a case in the Supreme Court, you have to satisfy two criteria.

First, you should belong to any of the following categories of persons:

- a member of a Scheduled Caste or Scheduled Tribe
- a victim of trafficking in human beings or beggar as referred to in Article 23 of the Constitution
- a woman or a child
- a mentally ill or otherwise disabled person
- a person under circumstances of undeserved want such as being victim of a mass disaster, ethnic violence, caste atrocity, flood, drought, earthquake or industrial disaster
- an industrial workman
- in custody, including custody in a protective home [Nari Niketan] or a juvenile home or a mental asylum
- in receipt of annual income less than Rs. 50,000. For this you are required to give an affidavit [This last requirement is called the means test].

However, irrespective of the means test, legal aid may be granted

- in case of great public importance; or
- in a special case, reasons for which are to be recorded in writing, considered otherwise deserving of legal aid or advice.

Second, the SCLSC must be satisfied that you have a reasonably good chance of succeeding in your case [*prima facie case*]

For seeking legal advice, the Act does not prescribe any eligibility criteria.

What should you do to obtain legal aid or advice?

For legal aid, if you satisfy the first eligibility criteria, you need to take the following steps:

1. Make an application for legal aid to the SCLSC. The forms for these can be obtained in person or through post or e-mail from the SCLSC at the address indicated below or from any of the nearest Taluk/District/State/High Court Legal Services Committees.
2. You have to submit the completed application form to the SCLSC along with full documentation. For instance, if you seek to file an appeal against the order of a High Court, you are required to submit a copy [preferably certified] of the order of the High Court, copies of orders, if any, of the courts below the High Court, copies of all the papers filed in your case before the lower court

and High Court, comments of the lawyer on the judgment. If these are in a language other than English, please try and send translated copies.

Please note that there is no fee or charge for obtaining the application form.

For obtaining legal advice, you can call at the office of the SCLSC on any working day between 10:30 a.m. and 5:00 p.m.. Or you could send in a query by post, for which you should receive a reply within fifteen days. If the query is sent by e-mail, you could expect a reply sooner. Again, **there are no charges for legal advice**.

What does the SCLSC do Next?

The SCLSC is headed by a Judge of the Supreme Court of India and has distinguished members nominated by the Chief Justice of India.

The SCLSC has a panel of competent Advocates-on-Record with certain minimum number of years of experience who handle the work of screening papers and handling the cases in the Supreme Court. In addition, the SCLSC has a full-time Legal Consultant-cum-Executive Lawyer who handles queries – both in person as well as through post. The Legal Consultant also screens papers. Although the applicant cannot get a lawyer of his or her choice, the SCLSC ensures that only competent lawyers are entrusted with these cases.

Your papers will be screened in order to determine that the eligibility criteria are satisfied. Normally, within fifteen days of the receipt of your papers, you will be informed of the decision of the SCLSC, in writing, either granting or refusing legal aid.

If you are aggrieved by an order of refusal, you could appeal to the Chairman of the SCLSC.

After you have been granted legal aid

- You will be sent an affidavit and vakalatnama by the SCLSC which will have to be signed by you and sent back to the SCLSC by post. The affidavit has to be attested by a notary or commissioner of oaths. You may need to pay not more than five rupees for this.
- However, if you are in jail, the affidavit and the vakalatnama have to be countersigned by the jail superintendent. In addition he has to give a certificate of detention in the prescribed format, which will also be sent to you by the SCLSC. This has to be returned at the earliest to the SCLSC with the affidavit and vakalatnama.
- Meanwhile, your case will be assigned to an advocate-on-record [AOR] on the panel of the SCLSC. The AOR will draft the petition and file it in the Supreme Court after the signed vakalatnama and the signed and attested affidavit [and the certificate if you are in jail] are received by the SCLSC.
- The AOR who is assigned the case will argue it on your behalf in the Supreme Court. In exceptional cases, if you make a request in this behalf and if the SCLSC feels it is justified, a senior advocate can be requested to appear on your behalf. No fees are required to be paid by you for this purpose.

- You will be informed by the SCLSC of the name of the AOR and you will receive intimation through post on the progress of your case from time to time.
- You will also be sent copies of all the documents filed on your behalf and by the opposite parties and you will be intimated from time to time if there is any other information you are required to provide.
- You will be informed of the outcome of your case and given copies of the relevant orders passed by the court.

Do you have to incur expenses at any stage?

Barring the cost of getting the affidavit attested [and even this is not applicable if you are in jail] and postage for sending papers to the SCLSC, you are not required to pay anything for any of the above services. **They are absolutely free.** The lawyers on the panel of the SCLSC are paid an honorarium of Rs.2,000 per case by the SCLSC itself.

If you have any queries, you may contact:

The Secretary,

Supreme Court Legal Services Committee,
109, Lawyers' Chambers, Post Office Wing,
Supreme Court Compound,
New Delhi-110 001.

Ph. Nos.23388313, 23381257, 23073970 e-mail : sclsc@nic.in