

**F.No.A-44/21/2023-Admn.I
Government of India
Archaeological Survey of India
Administration-I**

**Dharohar Bhawan
24, Tilak Marg, New Delhi-01
Dated the 28th April, 2023**

CIRCULAR

Subject: Engagement of YOUNG LEGAL PROFESSIONALS IN ARCHAEOLOGICAL SURVEY OF INDIA on contract basis

The Archaeological Survey of India (ASI) under the Ministry of Culture is the premier organization for the archaeological research and protection of the cultural heritage of the nation. Maintenance of ancient monuments and archaeological sites and remains of national importance is the prime concern of the ASI. For the maintenance of ancient monuments and archaeological sites and remains of national importance, the entire country is divided into 37 Circles under the 5 Regional Directorate offices. The Archaeological Survey of India regulates the AMASR ACT 1958 and its Rules 1959, also regulates Antiquities and Art Treasures Act 1972 and its Rules 1973, although regulates the Contract Labor (Regulation and Abolition) Act 1970 and its Rules 1971. There are more than 1400 court cases in all over India before the Supreme Court, High Courts, Tribunals and District Courts etc. and they may arise in the areas of arbitration on contractual disputes, Service matters, land acquisition matters and compensation thereto, criminal matters, intellectual property rights, encroachments, illegal constructions in Prohibited and Regulated areas of the centrally protected monuments.

The Archaeological Survey of India (ASI) intends to engage 15 Young Legal Professionals purely on contract basis at the Circle offices/Regional Directorate offices/ASI Head Quarters for a period of one year, if otherwise not extended for curtailed. The contractual engagement shall be on need basis and shall not confer any right or privileges for regular appointment. The details of qualification, experience and selection procedure are as under: -

A. ESSENTIAL QUALIFICATION FOR YOUNG LEGAL PROFESSIONAL:

- i. A degree in Law from a recognized University/National Institute.
- ii. Enrolled with any State Bar Council to practice as an advocate.

DESIRABLE QUALIFICATION:

- i. Knowledge of Indian History, Archaeology, Antiquity is preferred.
- ii. Knowledge of concerned state's regional language is preferred.
- iii. Candidate having experience of working in Government/Autonomous organizations/PSU will be preferred.


28/4/23

- iv. Candidate having experience in dealing with cases of Ancient Monuments and Archaeological Sites and Remains Act (AMASR) Act 1958, Antiquity and Art Treasures (AAT) Act 1972 and the Contract Labor (Regulation and Abolition) Act 1970 will be preferred.

B. AGE LIMIT:

He / She must be below the age of 40 years on 1/3/2023

C. EXPERIENCE:

- i. Possesses at least 3 years' experience in handling court cases in High Court/CAT/Supreme Court and on labor related issue on continuous basis. He/ She should be well versed in dealing with legal matters in different courts of law.
- ii. The candidate should be proficient in working on MS Word and other computer applications.

D. DURATION OF ENGAGEMENT:

- i. The period of engagement will be initially for a period of one year, which may, at the discretion of the competent authority be further extended by one more year or curtailed.
- ii. He / She can be terminated without notice by the competent authority, if at any time the conduct, performance, activities of the individual are found detrimental to the interests of the department.

E. SELECTION PROCEDURE:

- i. Young Legal Professional will be selected based on merit i.e., marks secured in the written examination.
- ii. No TA/DA will be provided for attending the written examination.

F. REMUNERATION AND OTHER CONDITIONS:

- i. The consolidated remuneration for Young Legal Professional shall be **Rs. 70,000/- p.m.** respectively.
- ii. No other allowance will be payable. However, if the Young Legal Professional travel out of the Headquarters, He / She will be entitled to TA/DA in terms of guidelines issued by the Ministry of Culture.
- iii. The assignment is on full time basis and the Young Legal Professional will be required to attend the office on all working days and on holidays, if required.
- iv. The Young Legal Professional will be required to maintain decorum, discipline as expected of a Central Govt. officer.
- v. Rest of the terms and conditions of engagement shall be governed by the guidelines issued by the Ministry of Culture.

A handwritten signature in blue ink, followed by the date 28/1/23.

G. PLACE OF POSTING:

The Young Legal Professional candidate should work at the following offices-

I. Head Quarter office: -

New Delhi : 2 Nos.

II. Regional Directorate offices:

Delhi, Bangalore, Bhopal, Mumbai, and Kolkata : 5 Nos.

III. Circle Offices:

Agra, Bhopal, Bhubaneshwar, Chandigarh,
New Delhi, Dharwad, Hampi and Vadodara : 8 Nos.

Total : 15 Nos.

H. LEAVE:

- i. The Young Legal Professional shall be entitled to avail 08 days of leave in a calendar year.
- ii. The un-availed leave can neither be carried toward to next year nor he/she shall be entitled to leave encashment.

I. NATURE OF WORK INCLUDES:

- i. Vetting legal replies on the active cases in a proactive and timely manner.
- ii. Tracing/following up on replies with respective circles offices.
- iii. Assessment and gap analysis of the existing policies and drafting inputs on new policies from a legal point of view.
- iv. Vetting of RTI relies from the legal point of view for ASI.
- v. Drafting/vetting deeds and documents as and when required by any department/Committee of ASI.
- vi. Handling notices and other legal queries as and when referred.
- vii. Drafting and vetting of various legal documents/notices/agreements/leading etc. as and when referred by ASI.
- viii. Regular updating of the LIMBS portal.
- ix. Provide related support to ASI till the execution of final agreements/disposal of the case.
- x. Rendering legal advice to offices of the ASI as and when required.
- xi. To co ordinate with Govt. Counsels who have been assigned to handle work before the Judicial forums.
- xii. To coordinate with the Govt. Counsel and approve all draft petitions/replies etc. before the juridical forums.
- xiii. Any other work and duties assigned from time to time.


23/1/23

J. **HOW TO APPLY:**

Interested eligible candidates are instructed to apply in the prescribed proforma (Please see Annexure) with the latest passport size photograph along with self-attested copies of educational qualifications and other relevant certificates to the **Director General, Archaeological Survey of India, Dharohar Bhavan, 24, Tilak Marg New Delhi-01.**

- K. The application completed in all respects must reach within 15 days from the date of advertisement. Incomplete application will be summarily rejected, and the onus of rejection would be on the candidate themselves.
- L. Envelop of the application should be superscribed with **“Application for the Post of Young Legal Professional”**

Sh. M. Jena,
Director (Administration)
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(M Jena)
Director (Admn)

To

www.asi.nic.in (Website Section for uploading on ASI's website)

APPLICATION FOR THE POST OF YOUNG LEGAL PROFESSIONAL

Paste a recent passport
size photograph

1. **Name in full (in Block Letters) :** -----

2. (a) **Date of Birth :** ----- (Date) -----(Month) ----- (Year)
(Self-attested copy of proof of age to be attached)
(b) **Age as on** ----- **Year**----- **Months** ----- **Days**-----

3. **Phone No. :** ----- (Mob) -----(Landline) -----

4. **Father's/Husband Name** : -----

5. **Permanent Address** : -----
----- **Pin** -----

6. **Address for correspondence** : -----

----- **Pin** -----

7. **Whether SC/ST/OBC/GEN :** -----
(IF SC/ST/OBC, documentary proof to be attached)

8. Nationality: -----

9. (a) Educational Qualifications:

Name of the Institution/ Board/University	Year of Passing	Subjects studied	Division/% of marks obtained

(b) Professional /Technical Qualifications:

Name of the Institution/ Board/University	Year of Passing	Subjects studied	Division/% of marks obtained

10. (a) Name of the Bar Council in where enrolled as an Advocate:-----

(b) Enrollment number and date of enrollment:.....

11. Work Experience in the relevant field(s) :

Name & address of employer	Period of Service	Designation of post & scale of pay	Total length of service	Nature of work & level of responsibilities

(A brief write-up to be given at the end indicating the relevant of the past experience to the post applied for)

12. Languages known with proficiency : -----

13. Whether presently in any job, If yes, then whether job is in Govt./PSU/Autonomous Institutions/Private:

14. Whether permanent/temporary/ad-hoc in the present job : -----

15. Any other relevant information : -----

Declaration & Certificate

I hereby declare that all the statements made in this application are true and correct to the best of my knowledge and belief. If any of the particulars furnished by me are found to be incorrect or suppressed, my candidature is liable to be rejected at any stage during or after selection process. Further, I understand that this position is purely temporary on contract basis and if it is found after my appointment that the particulars furnished by me are incorrect or suppressed, my engagement is liable to be terminated without any notice.

Place : ----- Signature of the Candidate:-----

Date : ----- Name of the Candidate :-----