



GOVERNMENT OF PUDUCHERRY
LAW DEPARTMENT

CITIZEN'S CHARTER-2024

ADDRESS:

LAW DEPARTMENT, GOUBERT AVENUE,
CHIEF SECRETARIAT, PUDUCHERRY-1.

Website ID: <https://law.py.gov.in>

CITIZEN'S CHARTER-2024

GOVERNMENT OF PUDUCHERRY LAW DEPARTMENT

VISION:

Law Department is committed to deliver standard and quality legal framework in the Union territory of Puducherry for effective implementation of Government policies in conformity with the provisions of the Constitution of India and other laws in force in the country. It is also committed to promote administration of justice that ensures easy access and timely delivery of justice to all the Union Territory of Puducherry.

MISSION:

The Mission of the Department is to function as a vibrant institution of the Union territory of Puducherry to render high quality legal services (legislative as well as advisory) to the Secretariat Departments for their proper and effective functioning and ensure effective services to the public through its line agencies. Hence, it is the endeavor of the Department to provide a just, transparent, accountable and humane system of governance.

Ensuring adequacy of Courts and Judges. Modernization of Courts and procedure, policy for judicial reforms and legal aid to the poor for improved justice delivery system.

THE POLICY:

- To reduce the backlog of pending cases before the various Courts at all levels.
- To provide speedy justice to the people at their doorsteps.
- Lok Adalats are being frequently conducted by UT Plaza at District headquarters.
- To bring accountability and transparency in the State administration and the political system by enacting legislations to establish effective institutions to eradicate the menace of corruption in public life.
- To protect the Government interest in Litigation matters and for this purpose, panel of Law Officers have been appointed to appear and defend the cases in the Hon'ble Supreme Court, New Delhi, Hon'ble High Court of Judicature at Madras and Central Administrative Tribunals and various Courts subordinate to Hon'ble High Court of Judicature at Madras.
- To strengthen and upgrade the infrastructure of the Law Department as well as the Judicial Department in the Union Territory of Puducherry.
- To update and revise the existing laws, in order to make them vibrant and relevant as per the needs of the time to frame new laws to upload and strengthen the statutes in the State.
- The report of the Law Commission of India are being examined so as to update and revise the State Laws keeping in view of the reports / recommendations.
- To codify the State Laws and preserve and maintain all statutory Acts, statutes, rules, regulations, notifications and orders.
- Identification of Obsolete Laws for being removed from the Statute Book.
- The Department acts as a bridge between the two pillars of the State i.e. the Legislature of the UT of Puducherry and the Executives.
- To get the State Laws translated in Tamil.

FUNCTIONING OF THE DEPARTMENT:

The Law Department functions as an Administrative Secretariat for Judicial Department, Family Court and Union Territory of Puducherry Legal Services Authority. The Directorate of Prosecution is a wing of the Law Department. The Activities of Law Department are as follows:-

- (i) Tendering legal advice to all Government Departments. Drafting Bills to be introduced in the Puducherry Legislative Assembly and vetting of all statutory rules, orders, notifications, regulations, etc. referred to it by the department.
- (ii) Translating the Legislative Bills to be introduced in the Legislative Assembly from English to Tamil.
- (iii) Scrutinizing all pleadings/counters in respect of all litigation matters coming up before the local Courts in the Union Territory of Puducherry, the Central Administrative Tribunal, Madras Bench, the Hon'ble High Court of Judicature at Madras, the Hon'ble Supreme Court of India and various Courts, in which the Government is a party.
- (iv) Preparation of panel of Law Officers viz., Advocates for appointment as Public Prosecutor, Additional/Assistant Public Prosecutor(s), Special Public Prosecutor(s), Government Pleader(s), Additional Government Pleader(s) for the Courts subordinate to Hon'ble High Court of Judicature at Madras in the Union Territory of Puducherry and Law Officers viz., Public Prosecutor/Additional Public Prosecutor(s), Government Pleader/Additional Government Pleader(s)/Special Government Pleader for Government of Puducherry at Hon'ble High Court of Judicature at Madras/Hon'ble CAT Madras Bench and Advocate on Record in Supreme Court of India/Standing Counsel(s), Panel of Advocates for appearance before the Hon'ble Supreme Court of India, New Delhi on behalf of the Government of Puducherry and appointment and renewal of Notaries under the Notaries Act, 1956.

INTEROPERABLE CRIMINAL JUDICIAL SYSTEM (ICJS):

E-PROSECUTION:

State Admin : Director of Prosecution

District Admin : Public Prosecutors & Other Prosecutors

SANCTIONED STRENGTH OF POSTS IN LAW DEPARTMENT, PUDUCHERRY

Sl.No.	Name of Post	No. Of Posts
1	Secretary (Law)	01
2	Deputy Secretary (Law)	01
3	Under Secretary (Law)	01
4	Law Officer	01
5	Dy. Law Officer	01
6	Assistant Library Information Officer	01
7	Legal Assistants	04
8	Translator Grade-I	01
9	English / Tamil Translator	01
10	Private Secretary	01
11	Stenographer Grade-II	01
12	Assistant	01
13	Upper Division Clerk	02
14	Driver Grade-I (Law Department)	01
15	Driver Grade-II (Services placed at Judicial Dept., Mahe)	01
16	Driver Grade-II (Services placed at Judicial Dept., Yanam)	01
17	MTS (General)	05
18	Part-time Sanitary Assistant	01
Total posts:-		26

SANCTIONED STRENGTH OF POSTS IN THE DIRECTORATE OF PROSECUTION, PUDUCHERRY

Sl.No.	Name of Post	No. Of Posts
1	Director of Prosecution	01
2	Deputy Director of Prosecution	01
3	Assistant Public Prosecutor	03
4	Legal Assistants	01
5	Stenographer Grade-I	01
6	Stenographer Grade-II	01
7	Lower Division Clerk (Attached to the O/o the Govt. Pleader at Hon'ble High Court Madras)	01
8	MTS (General) - 01 Post attached to the O/O the Govt. Pleader at Chennai.	02
Total Posts:		11

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1. The functions of the Law Department are broadly outlined in the Rules of Business of the Government of Puducherry, 1963 and the Business of the Government of Puducherry (Allocation) Rules, 1963.

2. The other functions of the Law Department also includes:-
 - Administering the Court case Monitoring System
 - Issue of Rate Reasonableness Certificate and settlement of fee bills
 - The Under Secretary (Law) is the Competent Authority under the Notaries Act, 1952.
 - The Under Secretary (Law) is the Appropriate Authority under the Pre-Conception and Pre-Natal Diagnostic Techniques Act, 1994

3. The following Schemes are being implemented by the Law Department, Puducherry
 - Voluntary Internship Scheme for the Law Graduates of UT of Puducherry, 2020.
 - The Government of Puducherry Grant of Stipend to Junior Advocates Scheme Rules, 2020.

INTERNAL COMPLAINTS COMMITTEE:

Secretary (Law) has been designated as Chairperson for Internal Complaints Committee (ICC) under the Sexual Harassment of Women at Work Place (Prevention, Prohibition & Redressal) Act, 2013 in the Law Department, Puducherry.

GRIEVANCE REDRESSAL:

Public may approach the officers of the Department for redressal of their grievances, if any, in the Law Department during office hours between 04.00 p.m., & 05.00 p.m., on all working days, in person and they may also contact:

Tmt. Jhanaz Raffi @ Jhansi
UNDER SECRETARY TO GOVERNMENT (LAW)
Goubert Avenue, Chief Secretariat, Puducherry-1
PHONE (O) 2336592, 2233256, FAX: 2227551

NODAL OFFICERS AND LIAISON OFFICERS:

Sl. No.	Name of the Officer & Designation	Subject	Designation
1.	Tmt. Jhanaz Raffi @ Jhansi, Under Secretary (Law)	Uploading of Central Acts and Rules in the India Code Portal	Chief Nodal Officer
		1. For monitoring the Public Grievance petitions received through "Puduvaikural" / "Centralized Public Grievance Redressal and Monitoring System" (CPGRAMS) websites" 2. Petition Monitoring System in the L.G. Portal (lgredressal.py.gov.in) 3. Updation of particulars in the e-Samiksha portal.	Nodal Officer
		Court Cases Monitoring System (eCCMSWeb)	Authorised User @ Portal
		Updation of Law Department website	Web Information Manager

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2.	Tmt. Manimegalai Govindaradjou, Law Officer, Law Department, Puducherry.	Training programmes conducted by the AR wing	Nodal Officer
		e-HRMS viz., Manav Sampada, an e-tool for Human Resource Management.	Liaison Officer
		Maintenance of Post Based Roster For Furnishing particulars sought from Department of Social Welfare, Puducherry	
3.	Thiru K. Syed Shaffy, Law Officer,	Grievance Petition in respect of Persons with Disability.	Grievance Redressal officer
4.	Thiru D.Prabakaran, Assistant, Law Department, Puducherry.	Updation of Law Department website	Assistant Web Information Manager

CONCLUSION:

This Charter makes only a perfunctory though sincere attempt to outline the basic activities of this Department and of the connected services rendered by it. The citizens are requested to utilize the Departmental website to access more information on various aspects of services rendered by this Department. Feedback/suggestions on the Charter may be sent to.-

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