



ISO 9001:2008, ISO 14001:
2004 & ISPS COMPLIANT PORT

வ.உ.சிதம்பரனார் துறைமுக பொறுப்புக் கழகம்

व.उ.चिदम्बरनार पत्तन न्यास

V.O.CHIDAMBARANAR PORT TRUST

पोत परिवहन मंत्रालय , भारत सरकार

(MINISTRY OF SHIPPING, GOVERNMENT OF INDIA)
ADMINISTRATIVE OFFICE, HARBOUR ESTATE, TUTICORIN 628 004, TAMIL NADU



SAGARMALA
PORT-LED PROSPERITY

No: GAD-OGALG-CRC-CIRCU-VI-18.

Date:07.08.2018

CIRCULAR NO. 002/18-19

Sub: Simplification of Advocate nomination with the proforma for approval of Competent Authority for cases filed by and against V.O.CHIDAMBARANAR PORT TRUST – Reg

It is observed that, the nomination of Advocate for the cases takes more time affecting the further legal processing before the court to comply with court requirements, which is strictly time bound. Hence to simplify the nomination process, a proforma for nomination will be sent to the Competent Authority by the legal section, on receipt of any court notice, legal notice, private notice, Affidavit and /or other legal document from the Concerned Department.

2. In view of the above, all the HoDs are therefore requested to ensure that upon receipt of any court notice, legal notice, private notice, Affidavit and / or other legal documents the same is forwarded to the Legal section immediately (i.e.) the very next day, with the brief details about the nature and importance of case and with reference to the previous case (if any), so that Legal section could get nomination for Legal advisers from the Competent Authority as per the applicable schedule of Legal Advisers maintained by L & DAS, and after obtaining the approval, the same will be sent to the Concerned Department for further necessary actions in the respective legal cases. This may be circulated among all the Officers and Employees for the strict compliance of the same.

3. This has been approved by the Chairman.


SECRETARY

To

All Heads of Department, VOC Port Trust – through mail.

Copy to

- (i) PA to Chairman, VOC Port Trust.
- (ii) PA to Dy. Chairman, VOC Port Trust.
- (iii) Sr.DD, EDP – to upload it in the intra net

V.O.CHIDAMBARANAR PORT TRUST
FORMAT FOR NOMINATION OF LEGAL ADVISER

No.L&DAS/LA Nomination/0001

Date:

S.NO	DESCRIPTION	DETAILS
1	Case Number	
2	Type of the case	
3	Filed before the Hon'ble Court	
4	Petitioner Name, with address	
5	Respondents Name (Details of Port as Respondent)	
6	Court / Private Notice Details	
	1. Date of filing of the case 2. Date of notice 3. First date of hearing 4. Next date of hearing 5. Next stage of hearing 6. Subject matter of notice	1. 2. 3. 4. 5. 6.
7	Prayer of the Petitioner	
8	Value of the Claim/Prayer	
9	LA whether in Panel, (if NO details to be provided)	YES / NO
10	Recommendation On Legal Adviser to be Nominated as per the nomination schedule (schedule enclosed)	
11	Recommendation On Legal Adviser to be Nominated out of the nomination schedule (In case of similar subject)	
12	Details of the connected case , if any	
13	Recommendation for the nomination of SG/AG/ASG/Sr.Counsel	
14	Vakalath to be signed by	1. 2.
15	List of Enclosures	1. Court notice <input type="checkbox"/> 2. Private Notice <input type="checkbox"/> 3. Affidavit <input type="checkbox"/> 4. Court Order <input type="checkbox"/> 5. Vakalath <input type="checkbox"/> 6. Type set <input type="checkbox"/>

Signature I

HOD

DyCPT

CPT

[Handwritten signatures]

SCHEDULE FOR LA OF NOMINATION

SL No.	Case No	Party Details		Filed Before Hon'ble Court	Filed/Notice Received on	Nominated LA	Nomination Details (File No)	Change of LA
		Petitioner	Respondent					


