

Government of West Bengal  
Office of the Superintendent of Police  
Bongaon Police District  
North 24 Parganas  
Email :- legaladvisorybgnpd@gmail.com

Memo No: /E

Dated: .03.2025

To  
The Inspector General of Police (0),  
West Bengal. Bhabani Bhaban,  
Alipore, Kolkata-700027

Sub: Publication for employment of 01 (One) number of Legal Consultants (Senior) under  
Bongaon Police District.

Ref: Memo No:285/Law Cell//ADM/CR/LC-1410/24 Dated 21.02.2025 of DIG,Legal,WB

Sir,

With reference to the above, this is requested to arrange for the advertisement of  
the following content.

WEST BENGAL POLICE DIRECTORATE  
BHABANI BHAWAN, ALIPORE  
KOLKATA - 700027

1. Applications are Invited by the Superintendent of Police, Bongaon Police District for engagement of 01 (One) number of Legal Consultants (Senior) for Bongaon Police District on contractual basis. For further details and application proforma visit <https://wbpolice.gov.in>
2. The application along with relevant enclosures should be sent addressing to The Superintendent of Police, Bongaon Police District through mail vide ID: legaladvisorybgnpd@gmail.com or through speed post within 14 days after publication of said notification.

The above mentioned Notification will be publication as soon as possible in leading 03 (Three) Newspapers (Bengali, Hindi and English). Copy of order passed by the A.D.G. & I.G.P. (Legal), W.B. P.D. arising out of Order No. 1626-H(Law)/PE/14M-91/24 dated 30.10.2024 of the Special Commissioner, Home and Hill Affairs Department, Police Establishment Branch (Law Cell), Govt. of West Bengal. is attached here with for ready reference.

*sd/-*  
Superintendent of Police  
Bongaon Police District

Memo No. 314/143/E

Dated: 03/03/2025

**Copy to:**

1. The DIG (Provisioning), W.B. Bhabani Bhaban, Alipore, Kolkata-700027 is requested to upload the order (Copy attached) in <https://wbpolice.gov.in> website .

2. OC, DCRB, BGN-PD to publish in Bongaon Police District website for information and wide publication.

*[Signature]*  
Superintendent of Police  
Bongaon Police District

## Notification

### **Engagement of Senior Legal Consultants in West Bengal Police on contractual basis.**

**Reference:** Letter No. 1626-H(Law)/PE/14M-91/24 dated 30.10.2024 of the Special Commissioner, Home and Hill Affairs Department, Police Establishment Branch (Law Cell), Govt. of West Bengal.

Bongaon Police District is going to recruit 01 (One) Legal Consultants (Senior) on contractual basis. The details regarding eligibility criteria, the nature of job, the selection procedure and other conditions of service of legal consultants are as follows:-

#### **1. Eligibility Criteria:-**

- i) Applicant must be a Law Graduate from any recognized University.
- ii) The applicant must possess a **Degree of Law** from a recognized University and be a registered legal practitioner.
- iii) Retired PP/APP and advocates having served or on government panels tendering legal advice in criminal matters may also apply.
- iv) **Age Limit:** The candidates should not be more than 64 years of age on the date of engagement.

#### **2. Responsibilities(nature of job) :-**

##### A) In matters where FIR has been registered

1. To tender legal advice to the Investigating Officers during:
  - (i) All stages of investigation i.e. from the registration of case to the filing of charge sheet. The work will also include help in drafting legal papers.
  - (ii) To provide legal advice in Bail matters and Misc. matters in various courts, including Hon'ble Supreme Court and High Courts.
2. To assist the IOs in drafting questionnaires for seeking opinions from experts, i.e. Doctors, Forensic Science Laboratories (CFSL & FSLs), etc.
3. To discuss and share case laws and prominent Judgments of the Hon'ble High Court and Apex Court, respectively.
4. To assist the IOs in interpreting the laws, statutory rules and regulations and amendments thereof.
5. To advise the IOs in preparation of the Final Report to ensure convictions.
6. To appear on Court on behalf of IO/ any police Officer in case of Exigency.

## **B) Miscellaneous Matters**

1. To assist in preparing replies to notices received from various Commissions and statutory authorities.
2. To assist in making replies to writs/SLPs and other matters of Hon'ble High Court/ Supreme Court.
3. To assist in any legal matter assigned by Unit Head.

Note: The selected candidates, i.e. the Legal Consultant, shall render only legal advice to the Investigating Officers of West Bengal Police at the Police Stations/Offices.

## **3. Other Terms and Conditions:-**

- i) The tenure of the consultants will be for one year which may be renewed annually depending on their performance.
- ii) Termination of contract: One month notice.

## **4. Selection Procedure:-**

Applications received in response to the advertisement published in leading newspapers will be scrutinized and shortlisted candidates will be called for personal interview. After final selection, names of selected Legal Consultants (Senior) will be uploaded in the website of Bongaon Police District in due course.

All willing applicants are requested to download the application form from the Bongaon Police District website and submit the filled-up form along with testimonials in the office of the Superintendent of Police within 14 days after publication of this notification. The selected candidates for interview will be communicated through the mobile no./e-mail id provided in the application form.

## Application form for the post of Legal Consultant (Senior) on contractual basis

|    |                                                                      |                                                        |                          |                        |                    |                       |                   |                                                                                              |                |
|----|----------------------------------------------------------------------|--------------------------------------------------------|--------------------------|------------------------|--------------------|-----------------------|-------------------|----------------------------------------------------------------------------------------------|----------------|
| 1  | Name of Applicant                                                    |                                                        |                          |                        |                    |                       | <b>PHOTO</b>      |                                                                                              |                |
| 2  | Father / Spouse Name                                                 |                                                        |                          |                        |                    |                       |                   |                                                                                              |                |
| 3  | Date of Birth                                                        |                                                        |                          |                        |                    |                       |                   |                                                                                              |                |
| 4  | Category belong to                                                   | UR                                                     | OBC                      | EWS                    | SC                 | ST                    |                   |                                                                                              |                |
| 5  | Nationality                                                          |                                                        |                          |                        |                    |                       |                   |                                                                                              |                |
| 6  | Religion                                                             |                                                        |                          |                        |                    |                       |                   |                                                                                              |                |
| 7  | Marital Status                                                       |                                                        |                          |                        |                    |                       |                   |                                                                                              |                |
| 8  | Permanent Address                                                    |                                                        |                          |                        |                    |                       |                   |                                                                                              |                |
| 9  | Address for correspondence                                           |                                                        |                          |                        |                    |                       |                   |                                                                                              |                |
| 10 | Mobile No                                                            |                                                        |                          |                        |                    |                       |                   |                                                                                              |                |
| 11 | Email Id                                                             |                                                        |                          |                        |                    |                       |                   |                                                                                              |                |
| 12 | Educational Qualification (Add separate sheet if required)           |                                                        |                          |                        |                    |                       |                   |                                                                                              |                |
|    | Name of the Institution<br>(1)                                       | Madhyamik/H.S/<br>Graduation/Post<br>Graduation<br>(2) | Name of the Board<br>(3) | Year of Passing<br>(4) | Total Marks<br>(5) | Marks obtained<br>(6) | Percentage<br>(7) | Name of the School/Collage/University(Annex certified copies of the Mark Sheet/Degree<br>(8) | Remarks<br>(9) |
|    |                                                                      |                                                        |                          |                        |                    |                       |                   |                                                                                              |                |
|    |                                                                      |                                                        |                          |                        |                    |                       |                   |                                                                                              |                |
|    |                                                                      |                                                        |                          |                        |                    |                       |                   |                                                                                              |                |
|    |                                                                      |                                                        |                          |                        |                    |                       |                   |                                                                                              |                |
|    |                                                                      |                                                        |                          |                        |                    |                       |                   |                                                                                              |                |
| 13 | Details of Experience if applicable (Add separate sheet if required) |                                                        |                          |                        |                    |                       |                   |                                                                                              |                |
|    | Designation and Name of the Ministry./Deptt./Org                     |                                                        |                          |                        |                    | From                  | To                | Nature of Work                                                                               | Remarks        |
|    |                                                                      |                                                        |                          |                        |                    |                       |                   |                                                                                              |                |
|    |                                                                      |                                                        |                          |                        |                    |                       |                   |                                                                                              |                |
|    |                                                                      |                                                        |                          |                        |                    |                       |                   |                                                                                              |                |
| 14 | Special achievement (If any Conviction/ Cases                        |                                                        |                          |                        |                    |                       |                   |                                                                                              |                |

### Declaration

I do hereby declare that particulars furnished above are true and correct to the best of my knowledge. I understand and agree that in the event of any information being false/incorrect/incomplete or ineligibility being detected at any time before or after the selection, my candidature is liable to be rejected. All terms and conditions of engagement as mentioned in the notice are acceptable to me

Place:

Signature:

Date:

Name:



**E- Mail to all candidate**

You are hereby requested to attend the personality test on 25.04.2025 at 10.00 hrs at Police office Bongaon Police District for selection for the post of senior legal advisor along with all relevant testimonials in original including original ID Proof.

Dress Order: - Formal Dress.

  
Superintendent of Police  
Bongaon Police District  
Superintendent of Police  
Bongaon Police District.