



KARNATAKA STATE LEGAL SERVICES AUTHORITY

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# **INTERNSHIP PROGRAMME MODULE OF KSLSA**

The Karnataka State Legal Services Authority is a Statutory Body constituted under the Legal Services Authorities Act, 1987. It is presided over by the Member Secretary, who monitors and guides the District Legal Services Authorities and Taluka Legal Services Committees in the State to achieve the aims and objectives of the Act. The objectives of the body include ensuring the smooth functioning of Lok Adalats and ADR Forums, providing legal aid and legal advice to the weaker sections of society, providing victims with compensation and promoting legal literacy in society.

As per NALSA guidelines, Karnataka State Legal Services authority is authorized to prepare a programme for the interns by making modification of the NALSA Internship programme. In order to accommodate the Law College students who are seeking Internship in Legal Services Institutions of Karnataka, the following internship programme is chalked out :

- I. Internship Programme at KSLSA
- II. Internship Programme through DLSAs

## **General Particulars :**

### **A. Purpose:**

KSLSA organises an Internship Programme for law students. The purpose of this Programme is to well acquaint law students with the workings of the Karnataka State Legal Services Authority by giving training in the field of research & referencing work and exposing them to Writ Petitions and PILs.

### **B. Eligibility:**

Students who are enrolled in a 5-year or 3-year LLB programme at any law school recognised by the Bar Council of India can apply for the internship.

### **C. Duration of Internship:**

The duration of the internship will be for a period of 21 days, or such days as approved by the Competent Authority.

### **D. Conditions Applicable:**

1. KSLSA reserves the right to select the number of interns and to revise the programme guidelines as and when it is found necessary.
2. No TA/DA or remuneration of whatever kind shall be paid by KSLSA to the law intern. The law interns shall arrange themselves for their own stay or transport during the internship programme.

### **E. Certificate of Internship:**

On satisfactory completion of internship, a Certificate of Internship shall be awarded. For satisfactory completion inter-alia 90% attendance is mandatory. This is a full time internship and to be attended physically. The interns are not expected to pursue any other course/work during the tenure of internship.

## **I. INTERNSHIP PROGRAMME AT KSLSA :**

### **A. Maximum Number of Students:**

The maximum number of interns allowed in one internship cycle at KSLSA is **10**, subject to approval of competent authority.

### **B. Procedure to Apply:**

There are two modes of submitting application. However the applications must be mailed at least 15 days prior to the starting date/internship cycle.

#### **1. Law Colleges in Karnataka having an existing relationship with the KSLSA via the college Legal Services Clinic or otherwise:**

The Principal/Dean of the institutions must send a letter addressed to the Member Secretary of the KSLSA, furnishing the details regarding the amount of students looking to intern and the dates of the internship period.

#### **2. Independent Applications:**

These are permitted from only those students whose universities are **not located in Karnataka**. The student must mail their Cover Letter and Bonafide certificate (attached below As Annexure) to email : [internshipkslsa@gmail.com](mailto:internshipkslsa@gmail.com)

### **C. Selection:**

Selection of interns will be on first come first serve basis, subject to the availability of slot and approval of the Competent Authority. All further intimations will be through email : [internshipkslsa@gmail.com](mailto:internshipkslsa@gmail.com).

#### **D. Terms & Conditions:**

- i. The office hours for interns will be all working days from 10:30 am to 4:00 pm. Students with alternate timings owing to classes or any other commitments must have informed the concerned officer and obtain their prior approval.
- ii. The Intern shall follow the rules & regulations which are in general applicable to employees of the Authority.
- iii. The Intern shall follow the confidentiality protocol of the Department and shall not reveal to any person or organization confidential information relating to the Authority, its work and policies.
- iv. The Internship is neither an employment nor an assurance of an employment with the Authority.
- v. In the event of unsatisfactory performance, the concerned intern may be advised by the KSLSA to discontinue the Internship.
- vi. If the intern decides to disengage from the Department, prior intimation should be given to this Authority.

#### **II. INTERNSHIP PROGRAMME THROUGH DLSAs :**

- A. The Internship Programme would be for a total period of 21 days or such other days as directed by KSLSA. However with a view to avoid congregation at the legal services office, the concerned DLSA or KSLSA may allot shift based timing to the interns.
- B. The list of internees who are willing to undergo internship must approach through the proper channel i.e., through their concerned law college/law school.

- C. The maximum number of students allowed to intern with DLSAs at a time will be 20 in number. Hence the Law Colleges must obtain prior approval of internship schedule with particulars of students with DLSAs and KSLSA. It will be the direction of Chairman of DLSA to select the number of interns and to revise the internship schedule as and when found necessary.
- D. The interns would be required to spend about **18 days** in the District Legal Services Authority. The remaining **3 days** has to be spent at the office of KSLSA. If the interns are not willing to visit office of KSLSA for various reasons, they may continue their internship at DLSA itself.
- E. While interning 18 days with District Legal Services Authority, the interns would be required to perform the following activities as per the directions of concerned Member Secretary of DLSA:
- 1. Day One:** The interns shall study the Legal Services Authorities Act, NALSA Schemes along with the relevant laws on the said subject.
  - 2. Day Two to Ten :** The interns shall submit their written assignment on the Legal Services Authorities Act and Schemes. Thereafter they shall visit the District Courts including Magisterial Courts, Sessions Courts, Civil Courts, Industrial Tribunals, Labour Courts and Family Courts for observing the Court proceedings.
  - 3. Days Eleven to Sixteen :** Subject to the convenience and working time, the interns shall visit the Jail Clinics of their choice, observation homes, Juvenile Justice Boards, Mental Hospital and Drug Rehabilitation Centre etc. They shall also render services in the Legal Services Clinics of DLSA.

- 4. Days Seventeen and Eighteen :** The Interns shall spend their day in the office of DLSA attending any legal aid activity assigned by the Member Secretary, DLSA.
- F. If the interns are willing to visit office of KSLSA, it shall be intimated in advance by Member Secretary, DLSA. At the office of KSLSA, the intern would be required to perform the following activities as per the directions of Member Secretary, KSLSA:
- 1. Day One:** A detailed presentation of the Legal Services Activities observed by the Intern along with their suggestions for improving the system in writing.
  - 2. Days Two & Three:** The Interns shall spend their time in the office of KSLSA by visiting each branch and attending the legal aid activity assigned by the Member Secretary, KSLSA.
- G. The interns shall be regular and prompt in attending the internship programme. The staff co-ordinator from the concerned college shall monitor and keep track of student's attendance during the programme.
- H. The interns shall strictly follow covid-19 protocol during the Internship programme. If they are having any symptoms of Covid-19, they shall mandatorily refrain themselves from attending the Internship Programme.
- I. During the Internship Programme, the Member Secretaries of DLSAs shall assist the interns to get access to the Jail Clinics, FSLs, CWCs, Observation Homes, JJ Boards, Mental Hospital, Drug Rehabilitation Centre as the case may be *vide* a letter issued by them to the authorities.
- J. While visiting the Jail clinics, observation homes, the internee would be required to interact with the inmates to find out if they are represented by a counsel – whether



- private or through legal services lawyers, find out the difficulties of inmates; look at issue of production before the court/JJBs and observe the working of the legal services clinic established and the legal services lawyers and PLVs attached with the same and report to the Secretary, DLSA if any problem is noticed.
- K. While visiting the JJBs, FSLs, CWCs, Courts, the interns would be required to observe the working of the said institutions and also look at the role of the legal services lawyers in these institutions.
- L. Each intern shall maintain a day to day record in the internship diary in such form as may be stipulated by the University. The Internship diary must be signed and sealed by the person under whom the internship is being undertaken and same shall be evaluated by the staff coordinator. Interns would be required to maintain a daily diary of the work done by them and the same would be signed by the Secretary, DLSA with whom the intern is attached.
- M. The interns would be required to make their own boarding and lodging arrangements as well as for local travel both within the district to intern at DLSAs and KSLSA.
- N. Only if the interns under goes internship programme as per the schedule, he/she shall be entitled for Internship Certificate from KSLSA/DLSA as the case may be.

Sd/-  
**(H. SHASHIDHARA SHETTY)**  
Member Secretary,  
KSLSA, Bengaluru

## **ANNEXURE**

### **CERTIFICATE TO BE OBTAINED FROM COLLEGE/INSTITUTION**

**(To be given on Letter Head / To be signed by the concerned  
HOD/Principal)**

Dated:

To,  
The Member Secretary  
Karnataka State Legal Services Authority  
Nyaya Degula Building, Siddaiah Road, Bengaluru

Sub: Issuing NOC and bonafide Certificate for KSLSA  
Internship Programme – reg.

This is to certify that <Name and Student ID>is a bonafide student of <Programme and Year> at <Institution Name>. <Institution>has no objection to the student doing the Internship Programme in the Karnataka State Legal Services Authority for the period from \_\_\_\_\_ to \_\_\_\_\_. It is also certified that they are not registered for any course requiring attendance in the class during the said period.

(Signature and Seal)