

Central Information Commission
2nd Floor, "B" Wing,
August Kranti Bhavan
Bhikaji Cama Place
New Delhi-110066

File No. 2/3/2007/CIC/ADMN/Par

28th December, 2015

Office Order

The standard rates for outsourcing legal work Advocates in the absence of regular Court Masters in the Commission:-


(i)	For dealing with file, making analysis, brief or at very stage if entrusted more than once	Rs.500/- (per file)
(ii)	Drafting of notice/show cause notice in pursuance of any order or decision (routine written notices for hearing not included).	Rs. 300/- (per notice)
(iii)	Attending hearing and/or making brief of the arguments.	Rs.1,000/- (per hearing)
(iv)	Analyzing issues from legal perspective and giving a considered opinion.	Rs.1,000/- (per opinion)
(v)	Preparation of para-wise comments, affidavit-in-reply in respect of Writ Petition or preparation of petition/compliant to be submitted before any court.	Rs.1,000/- (per case)
(vi)	Liaison/briefing with standing counsel and finalizing affidavits/petitions etc. after discussing with the standing counsel (within Delhi) for each trip/visit.	Rs.500/- (plus Travelling expenses subject to separate approval as per Govt. Rules)
(vii)	Liaison/briefing with standing counsel and finalizing affidavits/petitions etc. after discussing with the standing counsel (outside Delhi).	Rs.2,000/- (@ per day) Plus TA/DA and actual expenses incurred for Lodging as admissible to a Group "A" Officer.

2. The gross payment of outsourcing legal work in all the above heads shall not exceed Rs.35, 000/- per month.

3. The payment as above includes submission of a typed copy/print version of work entrusted to them and the Commission may require submission of the work as aforesaid in soft form so that editing and correction is easier.


4. This order accordingly modifies earlier order no. 2/3/2007-CIC-Admn dt. 11th August, 2009.

This issues with the approval of Chief Information Commissioner.


(S.P. Beck) 28.12.15
Joint Secretary (Admn.)

Copy to:-

- (i) PPS to CIC
- (ii) PPS to IC
- (iii) PPS to Secretary
- (iv) PA to AS
- (v) PAO (CAT), C-1 Hutments, Dalhousie Road, New Delhi
- (vi) S.O. (Cash), Central Information Commission


(S.P. Beck) 28.12.15
Joint Secretary (Admn.)