

BAR COUNCIL OF INDIA

(Statutory Body Constituted under the Advocates Act, 1961)

21, Rouse Avenue Institutional Area, New Delhi - 110 002

BCI:D:529 /2017(Council)

January 28, 2017

To,

**All the Secretaries of all the
State Bar Councils**

Sir/Ma'am(s)

The General Body of the Bar Council of India in its meeting held on 27.12.2016 while considering the Item No. 503/2016 passed the following resolution and the resolution passed by General Body is quoted below:-

"Hon'ble Members have raised a very important question with regard to verification of newly passed out candidates and the pre-enrolment of their certificates from the various Boards and Universities.

The Council after consideration and thorough discussion resolves to issue the following directions to the State Bar Councils:-

1. The State Bar Councils/Enrolment Committees of the State Bar Councils shall require the Xerox as well as the original certificates of the candidates applying for enrolment. Following certificates shall be required to be submitted alongwith the enrolment forms:-

(a) Certificate of concerned Board for Secondary/10th examination.

(b) Certificate of concerned Board for Senior Secondary or intermediate examination.

(c) Certificate of graduation, if any or/and the LL.B. degree or the provisional certificates of these Degrees granted by the University as well as the mark-sheets of all the three or five year of LL.B. examinations.

The office of State Bar Councils shall charge a sum of Rs. 2500/- for verification of the said certificates from the candidates at the time of submission of the enrolment forms only.

The office of State Bar Councils shall send the Xerox copies of certificates to the concerned Board/Universities for verification of the genuineness of the certificates submitted by the candidates. This will be done within a period of five days from the date of submission of the enrolment form with a note and request to the concerned Boards and Universities to send the reply within a period of 10 days from the date of receipt of such request/requisition letters.

The enrolment should be done only after the receipt of the reply/response from the

The office of State Bar Councils as and when receives the result of verification provided the same verifies the genuineness of the mark-sheets and degrees of the concerned candidate shall, if required call the candidates for interview and thereafter if the enrolment Committee decides to enroll him/her, the certificate of enrolment shall be sent to the concerned Advocate by speed-post on the address given by the candidate in his/her enrolment form. However, before sending the certificate of enrolment, the office of State Bar Councils shall be required to ascertain the address of the candidate (through SMS or email) or atleast the candidate should be intimated about the fact that the certificate of enrolment is going to be sent to him through speed-post on the address given by him in his enrolment form.

In case, the candidate expresses his desire to receive the certificate of enrolment by-hand from the office of State Bar Council, the office will be obliged to deliver the same to the candidate by-hand. The State Bar Councils are required to send the details of the candidates enrolled by them to the Bar Council of India within a period of 10 days from the date of enrolment. The State Bar Councils are also required to intimate the Bar Council of India whether the candidate has been enrolled provisionally or whether his/her certificates have been properly verified from the concerned Board/University.

It is made clear that in case any sort of negligence on the part of the office of the State Bar Council, the Secretary and the concerned staff of the State Bar Council shall be personally responsible and liable for the negligence and the appropriate proceedings for negligence/misconduct would be initiated against them.

If any Board or University fails to verify and respond to the letter/requisition for verification, then in that case, the office of State Bar Council shall make a request to University Grants Commission(U.G.C.), and the Vice-Chancellor of University to take action against the erring staff of the Board/University.

Resolved accordingly."

This is for your information and compliance.

Yours sincerely,

Srimanto Sen
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Secretary