



**PT. DEEN DAYAL UPADHAYAYA UNIVERSITY OF HEALTH SCIENCES,
KUTAIL, KARNAL.**

Memo No.: DDUHS/Rec./2026/ 1790

Dated: 5/10/26

PUBLIC NOTICE

INVITATION OF APPLICATIONS FOR EMPANELMENT OF ADVOCATES

Applications/resumes are invited from eligible and experienced practicing advocates for empanelment with Pt. Deen Dayal Upadhyaya University of Health Sciences, Kutail, Karnal, for conducting, contesting and defending court cases and other legal matters on behalf of the University in the following categories:

Sr. No.	Category/Court	Number of advocates proposed to be empanelled
1.	Subordinate Civil Courts at District level	2
2.	Appellate Courts at District level	2
3.	Hon'ble Punjab and Haryana High Court, Chandigarh	3
4.	Hon'ble Supreme Court of India	2

Period of empanelment

The empanelment shall remain valid for a period of **three years from the date of issuance of the empanelment order**, subject to satisfactory professional performance, compliance with the prescribed terms and conditions and the right of the University to discontinue the empanelment in accordance with the applicable provisions.

Eligibility and supporting documents:-

The application must possess a recognized degree in law, be duly enrolled with the concerned State Bar Council/Bar Council of India, as applicable, and have a **minimum of three year of professional experience as a practicing advocate**, calculated from the date of enrolment with the Bar Council. Documentary proof of such experience must be submitted with the application.

The application/resume must be accompanied by self-attested copies of the following documents:-

1. Detailed and updated resume;
2. Law degree and other relevant educational qualification certificates;
3. Bar Council enrolment certificate;
4. Certificate/proof of current practice and standing at the Bar;
5. Details of professional experience and the courts in which the applicant regularly practices;
6. List/details of important cases handled by the applicant;
7. Details of previous or existing empanelment with any Government Department, University, Board, Corporation, Council, Autonomous Body or other public authority, if any;
8. Experience in handling service, recruitment, administrative, educational, medical education and university-related matters, if any;
9. PAN Card and valid identity/address proof;
10. Two recent passport-size photographs;
11. Valid mobile number and email address; and
12. An undertaking that the applicant shall not appear advice or act in any matter against the interests of the University during the period of empanelment and shall immediately disclose any actual or potential conflict of interest.

Submission of applications

The complete application/resume, along with all relevant supporting documents, must reach the University **within seven days from the date of publication of this notice**, i.e. on or before 12/10/26 up to 5:00 PM, through either of the following modes:



**PT. DEEN DAYAL UPADHAYAYA UNIVERSITY OF HEALTH SCIENCES,
KUTAIL, KARNAL.**

1. Through email:

The application and supporting documents may be sent simultaneously to:

- legal@uhskarnal.ac.in
- registrar@uhskarnal.ac.in

The subject line of the email must be “**Application for Empanelment as Advocate – [Name of Court/Category]**”

2. By post:

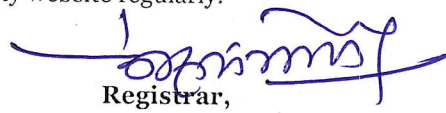
The application may be sent to **The Registrar**, Pt. Deen Dayal Upadhyaya University of Health Sciences, Kutail, Karnal, Haryana-132037

The envelope must be clearly superscribed “**APPLICATION FOR EMPANELMENT AS ADVOCATE – [NAME OF COURT/CATEGORY]**”

An applicant seeking empanelment in more than one category must clearly mention each category in the application and submit documents demonstrating relevant experience for each category.

General conditions:-

1. Mere submission of an application shall not confer any right to empanelment.
2. The University reserves the right to shortlist applicants based on their professional standing, experience, suitability and the requirements of the University.
3. Shortlisted applicants may be called for personal interaction before the Empanelment Committee.
4. The University may verify the credentials, experience and professional conduct of any applicant from the concerned authorities.
5. Incomplete applications and applications received after the prescribed closing date shall be liable to be rejected.
6. Empanelment shall not be treated as an appointment or employment under the University and shall not guarantee allocation of any minimum number of cases.
7. Assignment of cases shall be made by the Legal Cell with the approval of the competent authority, considering the nature, urgency and complexity of each matter.
8. Professional fees and admissible expenses shall be payable as per the rates and terms approved by the competent authority from time to time.
9. All files, instructions, pleadings and professional bills relating to court cases shall be routed through the Legal Cell of the University.
10. An empanelled advocate shall not accept or conduct any matter against the interests of the University during the period of empanelment.
11. The University reserves the right to accept or reject any or all applications, increase or decrease the number of advocates to be empanelled, or cancel the process at any stage without assigning any reason.
12. Any corrigendum, clarification or further information concerning this notice shall be published only on the University website. Applicants are advised to visit the University website regularly.


Registrar,
Pt. DDU-UHS, Kutail, Karnal