

Annexure-A

Instructions for Enrollment Form

1. Enrollment Form duly filled in by the eligible candidates under the Advocates' Act, 1961 and the Bar Council of India Rules.
** Photographs shall be duly attested by a Gazetted Officer. The Enrollment Form is available on High Court Website www.jkhighcourt.nic.in and can be downloaded there under the Advocates' Corner Tab.*
2. Affix Court Stamp of Rs. 10/- on Application Form.
3. Bank Demand Draft of Rs. 600/- in favour of Secretary, Jammu and Kashmir Bar Council through High Court of Jammu & Kashmir and Ladakh, payable at R.C.C. Jammu/Srinagar (Rupees 300/- in case of SC/ST).
4. Bank Demand Draft of Rs. 300/- in favour of Secretary, Bar Council of India, New Delhi payable at R.C.C. New Delhi (Rs. 150/- in case of SC/ST).
5. Two Bank Demand Drafts of Rs. 830/- each (Total Rs. 830+830=1660/=) in favour of Chairman Jammu and Kashmir Board of School Education, Jammu/Srinagar for verification of Matriculation/SSE and 10+2/HSSE certificates. ****(or the fee prescribed by the concerned Board from time to time).***
****The verification fee for Candidates other than JKBOSE shall be as prescribed by the concerned Boards.***
6. Bank Demand Draft of Rs. 300/- in favour of Controller Examinations, University of Kashmir for verification of LLB/BA LLB Degree Certificate.
7. Bank Demand Draft of Rs. 300/- in favour of Controller Examinations, University of Kashmir for verification of Graduation Degree Certificate (if applicable).
****The verification fee for Candidates other than Kashmir University shall be as prescribed by the concerned Universities.***
8. Original Matriculation Diploma/Secondary School Examination Certificate (for Date of Birth purpose).
9. Original 10+2 Diploma/Higher Secondary School Examination Certificate (Marks Sheet).
10. Original Graduation Degree Certificate, if applicable.
11. Original BA LLB/ LLB Degree (professional) recognized by Bar Council of India.
OR
Original Provisional Degree Certificate of BA LLB/LLB (Professional).
12. Original Character Certificate of the concerned University/College.
13. Original Domicile Certificate.
14. Original Valid Category Certificate, if any.
15. Duly self attested one copy of address proof such as Aadhar Card/voter card/driving licence/passport/authenticated residence proof.
16. One set of Self Attested Photocopies of the above mentioned original documents.
17. Undertaking on an affidavit attested by Notary with e-stamp of Rs.10/-
18. Character Certificate from two Senior Advocates counter signed by the President Bar Association.
19. Two latest Photographs in an envelope (unattested).
20. The applicant is required to submit the Personal Verification Rolls through **online mode** to the Criminal Investigation Department, Headquarters on their registered Mobile Number/email address for verification of Character & Antecedents on the URL:https://.evs.k.gov.in and submit one hard copy alongwith the application form complete in all respects and photograph duly attested by Gazetted Officer.

RETIRED PERSONS ARE REQUIRED TO SUBMIT THE FOLLOWING TESTIMONIALS IN ADDITION TO ABOVE

21. Copy of Initial Appointment Order.
22. Copy of Retirement/Superannuation Order.
23. NOC/Character Certificate from concerned Department.
24. Affidavit duly attested by Judicial Magistrate 1st Class

Affix Rs. 10/
Stamp

**APPLICATION FORM
FOR ENROLLMENT AS AN ADVOCATE**

Paste recent
passport size
coloured
photograph
Attested

COURT STAMP

BAR COUNCIL OF JAMMU AND KASHMIR

Application No. _____ of _____ under
S.25 read with S. 24 of the Advocate's Act, 1961.

Name of Applicant: _____
(in full block letters, Surname first).

Permanent Address:-
R/o _____

Mohalla/Village _____

Tehsil _____ District _____

Present Address:-
R/o _____

Street/Mohalla _____

City/Town: _____ District _____

Pin: _____

Date of Birth _____

Mobile No. _____

e-mail Address, if any _____

Any other information _____

To

The Registrar General,
High Court of J&K,
Bar Council of J&K,
Srinagar/Jammu.

I, _____

S/o, D/o, _____ do hereby declare

that I am desirous of being admitted as an Advocate on the roll of

Advocates maintained by the Bar Council of J&K and want to apply for the same.

1. I am permanent resident of J&K State.
2. I hereby declare that I have completed twenty one years of age, my date of birth being _____ (original Matriculation/ H.S. Certificate to be furnished).
3. I declare that upon admission I propose to practice with in the State of J&K.
4. I am qualified to be admitted as an Advocate on the State Roll under Clause (C) of Sub Section (1) of Sub Section (2) or Sub Section (3) or Sub Section (4) of Section 24 of Section 58 of the Advocates Act, 1961 (No. 25 of 1961).
5. I declare that I was enrolled as District Pleader/ Vakil / Mukhtar / Advocate by High Court as per certificate enclosed.
6. I want to furnish the details necessary under section 24(1)(g) of the Advocates Act, 1961, read with the relevant rules of the Bar Council of India under S. 24 (C) of the Advocate's Act. The particulars thereof are given below:
 - I) Name of the University in which the degree in law was taken

 - II) Name of the degree in law: _____
 - III) The academic years of the course of instruction and the year when the degree was taken _____
 - IV) Name of the College where the course of instruction was taken and completed _____
 - IV) Whether the degree was taken by private study or actual attendance at classes _____
 - VI) The duration of the course of instruction in law whether three years or five years _____
 - VII) The medium of instruction in law, the language in the course of instruction in law _____
 - VIII) Whether proficiency test in English was passed in the course of instruction in law _____
 - IX) Other relevant particulars, if any. _____



I hold a degree in law of a University outside the territory of India, which is recognized by the Bar Council of India and the particulars are given below:-

1. The name of the University _____
2. The name of the Degree _____
3. I am barrister at Law called to the Bar in the year _____ and qualified under section 24 (1/c) I studied in the Institution _____ in the year _____

(to be filled in by the person who have undergone the three/five years course of study and taken the degree in law)

7. In my course of study for 3/5 years (have had practical training and passed the examination as required by the Bar Council of India (give particulars).
8. I enclose:

1. *Matriculation Diploma/Marks Sheet* 2. *10+2 Diploma/Marks Sheet*
3. *Graduation Degree Certificate* 4. *LLB Degree/Provisional Certificate*
5. *Character Certificate* 6. *Domicile Certificate*
7. *Valid Category Certificate*

(Original certificates) and furnish true copies of the original certificates (Particulars to be furnished).

9. I enclose certificate of good moral character and of fitness to be an Advocate on the Roll of Bar Council of J&K (particulars to be furnished).
10. I do hereby declare that (I am not/ I am) in full or part time employment of service _____
11. I declare that (I am not/ I am) engaged in any trade or business or profession.
12. I give particulars of my previous employment or service or trade or business or profession as under:
13. I have left my previous employment or service in consequence of termination service, retirement/resignation/dismissal on _____ under the following circumstances.
14. I have left my previous trade, business or profession in the year _____ by reason of _____ (the applicant is expected to answer without most frankness and contour).
15. State any other circumstance or incident affecting your character or fitness to be enrolled _____



16. I declare that I made previous application for enrollment as Advocate/Pleader/Mukhtar/Revenue agent to the Bar Council of _____ Court of on _____ the application was rejected for the reason of _____. The application was withdrawn (copy of the order of the Bar Council of Court concerned to be filled). If no such application was made it should be specifically state.
17. (a) Have your been convicted previously by any court in India (answer specifically yes or no) Give particulars as to the name of Court, the number of proceedings, the order of Judgment, whether any appeal or revision filed and the result of the same giving the date, nature of the appeal under each head (file relevant copies)
- (b) Is there any pending criminal proceeding against you, if so, give full particulars as to name of court, date of proceeding etc. _____
- (c) Have you been dismissed or suspended from service or otherwise punished while in service (give particulars) _____
- (d) Have you been adjudged as insolent by any Court (give particulars) _____
18. (a) I hereby pay/remit **Rupees six hundred only (Rs.300/- only for (SC/ST)** being the enrollment fee payable to the State Bar Council and **Rupees Three hundred only (Rs. 150/- only for SC/ST)** fee payable to Secretary Bar Council of India under section 24 (1) of the Advocate's Act, 1961.

Provided that where such person is a member of the scheduled caste or the scheduled tribe has to produce a certificate to that effect from the District Magistrate, the enrollment fee payable by him/her to the State Bar Council shall be Rs. 300/- (Rupees three hundred) only and Rupees one hundred fifty payable to Secretary Bar Council of India, New Delhi.



- (b) Demand Draft No. _____ dated _____
Amount _____ (Rs. 600/- in case SC/ST Rs. 300/-)
in favour of _____
- (c) Demand Draft No. _____ dated _____
Amount _____ (Rs. 300/- in case SC/ST Rs. 150/-) in
favour of _____
- (d) Demand draft No _____ dated _____ for Rs. _____ in
favour of Controller examination University of _____ for
verification of Graduation Degree (if applicable) and LLB/BA LLB Degree
respectively.
- (e) Demand draft No _____ dated _____ for Rs. _____ in favour
of Chairman JKBOSE Jammu/Srinagar for verification of Matriculation/
Secondary School Examination Certificate.
- (f) Demand draft No _____ dated _____ for Rs. _____ in
favour of Chairman JKBOSE Jammu/Srinagar for verification of 10+2/ Higher
Secondary School Examination Certificate.

Note: The verification fee for certificates and Degrees shall be as prescribed by the concerned Board/University.

19. I hereby declare that admitted as an Advocate, I will faithfully observe and abide by all rules made by the Bar Council of J&K and the Bar Council of India as amended from time to time for regulating the conduct of Advocates on the State Roll and the common roll of India. I have read the rules relating to standards professional conduct and etiquette printed overleaf.
20. I give my undertakings as are required.
21. I declare that the statements made in this application are true and correct to my knowledge, information and belief.
22. I undertake to furnish such other particulars as may be required of me for the purpose of this application.
23. I am herewith furnishing two copies of my passport size photographs.

Submitted

N.B. If any statement or fact stated in the application is found to be false at any time, the name of the applicant shall be liable, to be struck off the roll under provision to sub section (i) of section (25) _____ of the Advocate's Act.



CERTIFICATE OF GOOD MORAL CHARACTER
(Given by senior Advocate)

I _____
(Name of Advocate)

of _____
(Address and Profession, Occupation or Position)

certify that _____
(Name and description of the applicant)

has been known to me personally for onwards of _____ years last past. I
have had the following opportunities of judging his/her character
(that is to say) _____

_____.
I believe him/her to be a person of respectability and fit and proper person to be
admitted as an Advocate on the roll of Advocates of the Bar Council of J&K.

Dated _____ day of _____ 200 ____

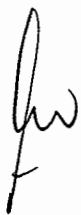
Date of enrollment as an Advocate _____

No. on the Roll _____

Signature of Advocate

Signature

President, Bar Association



Seal _____

CERTIFICATE OF GOOD MORAL CHARACTER
(Given by senior Advocate)

I _____
(Name of Advocate)

of _____
(Address and Profession, Occupation or Position)

certify that _____
(Name and description of the applicant)

has been known to me personally for onwards of _____ years last past. I
have had the following opportunities of judging his/her character
(that is to say) _____

I believe him/her to be a person of respectability and fit and proper person to be
admitted as an Advocate on the roll of Advocates of the Bar Council of J&K.

Dated _____ day of _____ 200 ____
Date of enrollment as an Advocate _____
No. on the Roll _____

Signature of Advocate

Signature
President, Bar Association

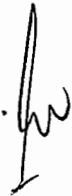


Seal _____

UNDERTAKING

- a) I do hereby undertake that if, after my admission as an Advocate accept full or part time service, or I am engaged in any trade, business or profession (unless exempted by the Bar Council (under cite rules), I shall forthwith inform the Bar Council of such employment or engagement and shall cease to practice as an Advocate.
- b) I do hereby undertake that I shall not accept any employment which, in the opinion of the Bar Council is derogatory to the status of an Advocate.
- c) I hereby declare and undertake that.
- (i) I shall upheld the constitution and the laws.
 - (ii) I shall conform to the standards of professional conduct and etiquette laid down by the Bar Council of India which I have read.
 - (iii) I shall faithfully discharge every other obligation case on me by the Advocate's Act, 1961 and the rules framed thereunder.
 - (iv) I intend to practice ordinarily and regularly within the jurisdiction of Bar Council of J&K.
 - (v) I shall inform Bar Council of any change if address of my residence or place of practice for the proper maintenance of the roll and voters list.

I declare that the facts stated above in this application are true and correct and that the documents filed are genuine, this _____ date of _____ 200__ date of



Signature

(9)

**HIGH COURT OF JAMMU & KASHMIR AND LADKAH
(Office of the Registrar General at Jammu)**

* * *

Subject:- Online submission of Personnel Verification Rolls (PVRs) of candidates seeking Advocates License -reg.

NOTIFICATION

No. 19054/2022/4 Dated 11-11-2022

It is hereby notified for information of all those candidates aspiring for Provisional Enrollment as an advocate on the Rolls of Jammu and Kashmir Bar Council that they shall henceforth submit their Personal Verification Rolls (PVR) only through the **online mode to the Criminal Investigation Department Hqrs.** for verification of Character and Antecedents on the **URL: <https://.evs.jk.gov.in>**. Manual submission of PVR's shall not be entertained in pursuance of Circular No. 18-JK (GAD) of 2022 dated 20.05.2022 issued by the Principal Secretary to the Government of Jammu & Kashmir, General Administration Department.

By Order


(Sanjeev Gupta)
Registrar General

No. 39175-89/Ra/LP Dated 14-11-2022

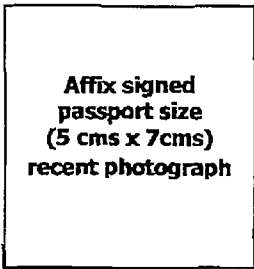
Copy forwarded to the:-

1. Principal Secretary to Hon'ble the Chief Justice, High Court of Jammu & Kashmir and Ladkah, Jammu.
2. Secretary to Hon'ble Mr/Mrs. Justice _____
.....for information of their Lordships.
3. Registrar Vigilance, High Court of J&K and Ladakh, Jammu for information.
4. Registrar Judicial, High Court of J&K and Ladakh, Jammu/Srinagar with the request to get the same pasted on the Notice Board for information of all concerned.
5. Registrar Computers, High Court of J&K and Ladakh, Jammu.
6. All Principal District & Sessions Judges, UT of J&K and UT of Ladakh with the request to get the same pasted on the Notice Board for information of all concerned.
7. Secretary to Government of Jammu & Kashmir, Department of Law, Justice & Parliamentary Affairs, Civil Secretariat Jammu.
8. SSP (Hqrs) Criminal Investigation Department, Government of Jammu & Kashmir, Jammu.
9. President J&K High Court Bar Association, Jammu/Srinagar for information of all concerned.
10. President District Bar Association, _____
.....for information of all concerned.
11. Manager, Government Press, Jammu for publication in the next issue of the Government Gazettee.
12. Incharge N.I.C, High Court of Jammu & Kashmir and Ladakh, for uploading the same on the official website of High Court for information of all concerned.
13. Incharge Library High Court Wing Jammu/Srinagar for information and keeping the record of the same.


Registrar General

Annexure-I

Name:
Parent Department:
Present Department
Designation:
Employee ID:



(To be filled in block letters)

1. The furnishing of false information or suppression of any factual information in the Attestation Form would entail disqualification, and is likely to render the candidate unfit for employment under the government. If suppression of any factual information comes to notice at any time during the service of a person, his services would be liable to be terminated without any further notice.
2. If detained, arrested, prosecuted, bound down, fined, convicted, debarred, acquitted etc. subsequent to the completion and submission of this form, the details should be communicated immediately to the authorities to whom the Attestation Form has been sent early, failing which it will be deemed to be a suppression of factual information.
3. (a) Name in full : (First Name) (Middle Name) (Last Name) (Surname)
(b) Sex
(c) Alias (if any):
(d) Category:
(e) Blood Group
(f) Name at birth, if different and any other names, surnames used at any stage:
4. (i) Present Address
 - a. House No./Name :
 - b. Locality/Street :
 - c. Town/Village :
 - d. Police Station :
 - e. Post Office :
 - f. District :
 - g. State/UT :



(ii) Permanent Address

a. State/UT

b. District:

c. House No/Name

d. Locality / Street:

e. Town/Village

f. Police Station

g. Post Office:

(iii) Please mention original native place, if the family has migrated after 01.01.1990:

a. State/UT

b. District

c. House No/Name

d. Locality / Street

e. Town/Village

f. Police Station

g. Post Office:

(iv) Domicile certificate details:

(v) Educational Qualification (Academic/Technical) showing places of education with years in school, colleges and universities since 15 years of age Name of school / college /Date university (with full address)

Name of school / college /University (with full address)	Date of entering	Date of leaving	Examination passed
			Matric
			10+2
			Graduation
			Professional Course (LLB)

- 5. Mobile numbers used during last 5 years:-
- 6. Email and social media/web based portal accounts:-
- 7. Registration number of vehicles owned/used:-
- 8. Bank / post office account numbers:-
- 9. PAN numbers:-
- 10. Aadhar number:-
- 11. Passport number:-

12

12. Date of Birth :

13. Place of birth (village/town, district, state, country) :

14. Nationality :

15. Religion :

16. Details of postings and promotions earned from the date of appointment (applicable for re-verification cases) :

(a) Posting

Office & Place	From	To

(b) Promotion

Office & Place	From	To

17. Joining Details

i. Recruiting Agency	
ii. Date of Appointment	
iii. Initial Joining Department	
iv. Date of Joining	
v. Employee initial cadre State/Div./District	
vi. Gaz./Non-Gaz./Class-IV	
vii. Order No.	
viii. Initial Joining Office	
ix. Designation	
x. Permanent/Temporary Employee	

18. Salary Details

Current Pay Band		PAN No.	
Grade Pay		Basic Pay	
Personal/Special Pay		GPF/PRAN No.	
Dearness Allowance/ Dearness Pay COLA YES/NO		Deduction Type GPF/CPF(NPS)	
Total Salary (including Allowance)			
Name of Salary Bank Branch		Saving A/c No.	
Entitlement of Pension (Defined benefit/NPS)			
Contribution to NPS (Employer + Employee)			
Accumulations under NPS (including earnings from investment of contribution):			

19. Employee Office details

Employee office details
Current designation

Current Post

Current Cadre:
State /Div/District

Current office

20. Whether Govt. accommodation allotted in Jammu/Srinagar:

Details of accommodation, if hired (Y/N)

21. Particulars of family members.

Relation	Name	Occupation	Present address
Father			
Mother			
Wife/ Husband			
Son(s)			
Daughter(s)			
Brother(s)			
Sister(s)			
Step son(s)			
Step daughter(s)			

22. Particulars of In-Laws:

Relation	Name	Occupation	Present address
Father-in-law			
Mother-in-law			
Brother-in-law (s)			
Sister-in-law (s)			

23. Particulars of places (with period of stay) where you have resided for more than one year at a time during the preceding 5 years. In case of stay abroad (including Pakistan/PoK), particulars of all places where you have resided for more than one year after attaining age of 18 years:

From	To	Full address including Village, Police Station, Post Office, Town, House and Street No., Contact No., etc.



24. Please furnish details of your foreign visits for the last five years:

From	To	Country visited, purpose of visit, details of host with whom he/she stayed

25. Details of personal contact with Government officials of foreign countries:

Name, Designation & Country of official	Meeting circumstances

26. Please furnish details of the foreign visits of your spouse for the last five years:

From	To	Country visited, purpose of visit, details of host with whom he / she stayed

27. Details of persons (other than family members) residing with you:

Name	From	To	Relevant contextual information

28. Details of family members (Indian and Non-Indian) working in foreign missions or in foreign organization including foreign concerns in India & Abroad:

Name & relation	Current address	Nationality	Place/ Country of birth	Occupation / employer details	Additional relevant information

29. Details of children studying / living / working abroad :

Name Relationship	Details of course being pursued, college / university; employer details and residential address

30. Details of previous employment under Central or State Government or a Semi Government or a Quasi Government body or an autonomous body or a Public Sector Undertaking or a Private firm or public projects :

Period		Designation, emoluments & nature of employment	Full name & address of employer	Reasons for leaving previous service
From	To			

If you had left service on giving three months notice under Article 230 of the J&K CSR Volume-I, or any similar corresponding rules, were any disciplinary proceedings framed against you, or had you been called upon to explain your conduct in any matter at the time you gave notice of termination of service, or at a subsequent date(s), before your service actually terminated?

- 31. (a) Have you ever been arrested? **Yes/No** (If yes give details)
- (b) Have you ever been prosecuted? **Yes/No** (If yes give details)
- (c) Have you ever been kept under detention? **Yes/No** (If yes give details)
- (d) Have you ever been bound down? **Yes/No** (If yes give details)
- (e) Have you ever been fined by a court of law? **Yes/No** (If yes give details)
- (f) Have you ever been convicted by a court of law? **Yes/No** (If yes give details)
- (g) Have you ever been charged before a court of law with an offence for which you were convicted, conditionally discharged, placed on probation or acquitted? **Yes/No** (If yes give details)

- 32. (a) Whether discharged/expelled/withdrawn from any training programme in Government / Private institution? **Yes/No** (If yes give details)
- (b) Have you ever been debarred from any examination or rusticated by any University or any other Educational authority/institution? **Yes/No** (If yes give details)
- (c) Have you ever been debarred / disqualified by any Public Service Commission/Staff Selection Commission for any of its examination/selection? **Yes/No** (If yes give details)
- (d) Is any case or inquiry / departmental proceeding pending against you in any court of law (including civil litigation) or with any other authority. (If yes give details)

33. Have you ever been a Prisoner of War or held in enemy country for any duration? If so, give details

34. Are you an Arms license holder? If so, give details of license and Arms in possession:

35. Details of outstanding loans, borrowings and financial liabilities of self and spouse :

36. (a) Details of membership of cultural or social organizations associated with or assisted by a foreign mission or organization :

(b) Details of membership of family members and close relatives of cultural / social organization which is associated with foreign mission or organization:

(c) Details of membership of or association with prescribed / prohibited / banned organization viz JeI:

(d) Details of membership of club/society/association/trust/charity and similar bodies:

37. (a) Details of membership of any political party / organization and participation in any political activity:

(b) Details of membership of family members / close relatives any political party / organization and participation in any political activity:



38. Details of legal proceedings against / prosecution of family members and close relatives:

39. Details of family members / close relatives having been prisoner of war or held in any enemy country for any duration:

40. Name, address and contact numbers of two responsible person of your locality or two references to whom you are known:

Declaration :

I certify that the foregoing information is correct and complete to the best of my knowledge and belief.

I am duly aware that by providing false information or suppressing material information while filling this form, the authorities have full right to terminate my appointment letter/order and I am also liable for appropriate criminal/civil/legal action as a consequence.

I am not aware of any circumstances which might impair my fitness for employment under Government.

(Signature of the candidate/employee)
each page to be signed

Place:
Date:

