

EMANELMENT OF ADVOCATES AND ENTRUSTMENT OF CASES:

1. To be eligible for empanelment, the Advocate should have minimum 5 (Five) years of actual practice in Civil / Criminal side and an Office at the place where empanelment is sought.
2. The Circle Head is empowered to empanel an Advocate who is having minimum 2 years of actual practice in civil/criminal side on a case to case basis based on his/her experience and performance in the Panel of other Banks/FIs/PSUs/NBFCs.
3. The Circle Head is vested with the power to empanel Advocates in Bank's Panel, for its Branches. Branch-in-charge should forward the request for empanelment to R & L / Legal Section of Circle Office who in turn shall place Office Note before the Circle Head for orders.
4. While recommending for empanelment of an Advocate, the Branch / R & L Section, Circle Office should certify about the general opinion on efficiency, integrity and respectability of the Advocate, ascertained through discreet enquiries at the local area/ Bar/ Bank's valued customers, etc.
5. Efficiency, competency and integrity should be the main criteria for appointment as Bank's panel Advocate. The Advocate should be agreeable to Bank's terms and conditions regarding payment of fees, charges, submission of pleadings / petitions for approval, etc.
6. Before entrustment of cases to Advocates, Branch should seek permission of concerned follow up authority at Circle Office / Head Office. R & L Section, Circle Office / DRT Liaison Office shall ensure that cases are uniformly distributed among Panel Advocates depending on the nature of cases, complexity involved in each case, performance of Advocates, their availability, vicinity, the capacity to complete cases expeditiously, timely reporting /proper conduct of cases, etc.
7. Fee and other charges shall be as per Bank's Rules.
8. Panel Advocate should not use Bank's name, symbol etc in their letter head, sign board, name plates, pamphlets, etc such as 'Legal advisor to Canara Bank'/ 'Advocate for Canara Bank', etc.
9. Panel Advocate shall not appear / advise against any Branch / Office of the Bank, under any circumstances.
10. Inclusion of name in the Bank's panel shall not Constitute an appointment or a right for an appointment to be made by the Bank and that Bank reserves its right to terminate such engagement at any time.
11. The Bank is free to employ any Advocate of its own choice and no right exists for an empanelled Advocate to claim that he alone should be entrusted with Bank's work.



12. Bank shall review the performance of panel Advocates every year.
13. If Panel Advocate has committed professional misconduct or has indulged in any act which is against professional ethics or has facilitated fraud /perpetration of fraud, R & L Section, Circle Office shall take steps to lodge Complaint with the Bar Council concerned, for appropriate action.
14. Empanelment of an Advocate is the sole discretion of Bank and merely submitting an application for empanelment does not give right to the advocate to get empaneled in bank's panel of Advocate.

FEES PAYABLE TO ADVOCATES

I. IN DRT CASES:

Fees Payable to Advocates in Original Applications filed before DRT in NON METRO CITIES

OA Amount (In Rs.)	Non Metros
20 lakhs To 25 lakhs	Rs. 25,000/- for suit amount of Rs. 20 lakhs and Rs. 1000/- for every addition of Rs. One Lakh upto a maximum of Rs. 30000/-
25 lakhs and Above	Rs. 30,000/- + Rs. 250/- for every addition of Rs. One Lakh subject to a maximum cap of Rs. 50,000/-

Fees Payable to Advocates in Original Applications filed before DRT in METRO CITIES

OA Amount (In Rs.)	Metros (Delhi, Mumbai, Kolkata, Chennai, Bengaluru, Hyderabad and Pune)
20 lakhs To 50 lakhs	Rs. 25,000/- for Rs. 20 lakhs /- and Rs. 1000/- for every addition of Rs. One Lakh subject to a maximum cap of Rs 50,000/-
50 lakhs and Above	Rs. 50,000/- + Rs.250/- for every addition of Rs. One Lakh and subject to a maximum cap of 75,000/-

c. While entrusting the case to Advocate, 50% of the fees can be paid. When the claim petition is disposed of, the balance 50% can be paid. No junior fees is payable for handling DRT cases.



II. OTHER CASES:

The fees payable to Advocates shall be on the basis of the Schedule devised by respective Circle Offices.

ENGAGEMENT OF RETAINER BY CIRCLE OFFICES:

- a. Request for appointment of Retainers / renewal of Retainership shall be taken up by Circle Office with Legal Section, HO, so as to place the matter before the competent authority for permission / approval.
- b. The Retainers shall be engaged for a term of one year and may be renewed from year to year, in case of need. While recommending for appointment of Retainers, the availability of Law Managers / Law Officers in the Circle, volume of legal work involved, etc. should be taken into consideration.



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