

CHAPTER II

Particulars of Organization, Functions and Duties

The main functions of Law Department are basically legal matters by nature of work of the State Government. The Officers of the Law Department are borne from the Meghalaya Legal Service and the ministerial staff belongs to the Meghalaya Civil Secretariat Service.

The basic function and duties of Law “B” Department are as follows:-

(i) Legislation and Subordinate Legislation

(ii) Judicial Administration.

8. Conduct of State cases, appeals, etc. in all Courts including High Court and Supreme Court,
9. Investment of Magisterial & Judicial powers on all M.C.S. Officers and other officers of Government during election,
10. Engagement of lawyers/Defence Counsel on behalf of the accused,
11. Conduct of Government cases in various courts including Supreme Court, High Court and District Courts,
12. Matter relating to implementation, judgment and orders including Supreme Court Judgment/Orders passed by High Court of other State Government,
13. Mercy petitions, pardon and commutation of sentences of convicts,
14. Appointment of Special Judge and constitution of Special Courts/Tribunal under different Act/Rules.

(iii) Legal Opinion and Advice.

15. Tendering legal opinion and advice to all Departments etc. of the Government of Meghalaya,
16. Drafting and vetting or deeds, agreements and other instruments.

(iv) Budget and Financial Administration.

17. Payment of fees and other expenses of Government Lawyers in the District Court/High court Advocates including Supreme Court.

4.

Organizational structure diagram at various levels are as follows:-

IN SECRETARIAT LEVEL

Officers

Secretary-cum-Legal Remembrancer

Additional Secretary-cum-Senior Additional Legal Remembrancer

Joint Secretary- cum – Additional Remembrancer

Deputy Secretary- cum-Joint Legal Remembrancer

Under Secretary- cum – Deputy Legal Remembrancer

Law Officer

The Law Department is divided in two branches, namely:-

Law (A) Department

Law (B) Department

Sub-Ordinate offices and other bodies under Law (B) Department;

1. Meghalaya State Legal Services Authority.
2. Meghalaya State Law Commission.

Office timing;

Summer-10:00A.M. to 5:00 P.M.

Winter- 10:00A.M. to 4:30 P.M.