

NORKA-ROOTS
Head Office: Norka Centre, 3rd Floor, Thycaud P.O, Thiruvananthapuram-695014.

PROCEEDINGS OF THE CHIEF EXECUTIVE OFFICER, NORKA-ROOTS
(Present Shri.Ajit Kolasserry)

Order No.ROOTS/1276/2024-WAD1(A) DATED 18/07/2024

Sub: -NORKA-ROOTS - Appointment of NORKA Legal Consultants - Orders issued - Reg.

Ref: - 1. Go (RT) No. 302/2013/NORKA dated 22/10/2013

2. GO (MS) No.07/2018/NORKA dated 02/11/2018

3. GO (MS) No.15/2019/NORKA dated 23/09/2019

4. Notification dated 29/03/2023 inviting applications for NORKA Legal Consultants.

5. Minutes of the meeting held by Selection committee dated 29/09/2023,
10/11/2023, 07/12/2023, 08/12/2023

As per the Government Order referred 1 & 2, the Pravasi Legal Aid Cell (PLAC) was established to provide legal assistance and advice to distressed NRKs facing legal issues with passports, visas, employment, social matters, and legal cases, particularly for those imprisoned in Gulf Cooperation Council (GCC) countries without willful default. The cell also conducts legal awareness programs, offers translation help, and collaborates with Malayalee Cultural Organizations to support distressed NRKs. Many Keralites, unfamiliar with the laws, procedures, culture, and language of their host countries, are vulnerable to exploitation by unscrupulous middlemen and employers, often ending up as illegal migrants by taking jobs without proper documentation or overstaying their visas. Without legal assistance, these workers frequently face imprisonment and severe mistreatment, which PLAC aims to mitigate by providing necessary legal help.

Vide Government order referred 2nd above guidelines were issued to engage Legal Liaison Officers under Pravasi Legal Assistance Scheme and vide reference 3rd cited Government changed the designation of 'Legal Liaison Officer' to 'Norka Legal Consultant'. In the aforementioned order, referred as 2nd cited interalia, constituted the Selection Committee for the selection of NORKA Legal Consultants, and the Chief Executive Officer, NORKA-ROOTS was authorized to execute agreements with the selected NLC's. As such eleven NORKA Legal Consultants was engaged in six countries under Pravasi Legal assistance Scheme for a period of 2 years. Later, the tenure of engagement was further extended until the selection and empanelment of new NORKA Legal Consultants.

Following this, notifications inviting applications for NORKA Legal Consultants were issued. The Selection Committee prepared the list of candidates based on their biodata, achievements, guidelines

parameters, and interview performance, as detailed in the 4th and 5th of the references cited and approved the list of NORKA Legal Consultants under Pravasi Legal Aid Cell as listed below.

In the above circumstances, the following candidates are selected as Norka Legal Consultant for the country/place noted against each of them for a period of two years as per the terms and conditions prescribed in the Government Order referred as 2nd paper above

SI No	Name and Abroad Address	Region	Enrolment No.	Address in Kerala
1.	Shamsudheen Olassery Ain Shams, Al Fayha, Jeddah, Saudi Arabia	Jeddah	K/553/2002	Swargam Thiruvannur PO Calicut 29 Kerala
2.	Thomas P M Al Zahara Commercial Markets. Est, Al Khobar, 31952 Dammam, Saudi Arabia	Dammam	K/207/2001	Palananiyil House, Madabam Kaithapram P . O Sreekandapuram Kannur District
3.	Rajesh Sagar KWIDL PO Box 394 Safat 13004 Kuwait	Kuwait	K/258/1996	Rachana Thekkenada P.O Vaikom Kottayam Pincode- 686141
4.	Sabu Retnakaran Baitulhikma Law Firm Abu Dhabi PO 7928 Dubai	Abu Dhabi	K/711/1995	Deepthi Ponpara Vithura PO Thiruvananthapuram
5.	Saleem Cholanukathu Nawal Al Hosani Advocates & Legal Consultants PO Box No.32713 Dubai PO Box 53259 Abudhabi	Abu Dhabi	K/847/1993	Thazhekkad West PO Perinthalmanna Malappuram
6.	Manu G Building 7, Room No.17 Sheikh Colony , Al Qusais , Deira, Dubai, UAE	Dubai/Sharjah	K/473/1996	TC 5/952 House No 17, Devapalan Nagar Peroorkada P O Trivandrum
7.	Anala Shibu Room No. 209 Dari Residence	Dubai/Sharjah	K/953/2004	Sabarmathi Kayakulam Puthupally P O

	Muhaiznah 4 Dubai UAE		Alappuzha- 690527
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Selected NLC's are entitled for the following benefits.

- i. Consolidated honorarium of Rs. 1,20,000 per annum, covering all expenses like telephone charges, travel, office, and miscellaneous costs, paid in four equal quarterly installments.
- ii. Additionally, Rs. 10,000 per case entrusted by NORKA Roots will be paid quarterly upon settlement of the issue

Selected NORKA Legal Consultants shall execute an agreement with NORKA Roots.


CHIEF EXECUTIVE OFFICER

To

NORKA Legal Consultants

Copy to:

1. Principal Secretary, NORKA- Department (with C/L)
2. Selection Committee Members
3. PA to Resident Vice Chairman, NORKA-ROOTS
4. Website/ Stock file