

**H.P. State Legal Services
Authority
Shimla-171009**

**State Plan of Action
For
October to December 2020**

**Activities to be carried out
by DLSAs and SDLSCs**

October, 2020

1	<p>Organization of Legal Awareness Programme for Jail Inmates on the following topics through digital modes:</p> <ul style="list-style-type: none"> ➤ Right of Prisoners and corresponding duties of the Jail custodians in ensuring the protection of their right. ➤ Plea Bargaining ➤ Standard Operating Procedure (SOP) issued by NALSA ➤ Parole ➤ Furlough, etc. <p>Secretary DLSA to also interact with Jail Inmates through digital modes with reference to any problem faced by them.</p>
2	<p>Special Legal Awareness Programme by Secretaries, DLSAs and Chairmen, SDLSCs involving public and stake holders through digital modes on the following topics:</p> <ul style="list-style-type: none"> (i) Welfare Scheme of Government, beneficiaries and any other topics of Social Importance. (ii) Domestic Violence against Women. (iii) Sexual Harassment of Women at workplace.
3	<p>Special awareness programme(s) on fundamental duties through digital platform, social media tools and other electronic media such as radio and television for disseminating information to be organized by Secretary, DLSA and Chairman, SDLSC.</p>
4	<p>Interaction with inmates of Children Home and Observation Home by Secretary, DLSA through digital modes.</p>
5	<p>Secretary, DLSA to hold sensitization and awareness programmes once in a month with PRIs in coordination with the concerned SDLSC and Block Development Officer at block level through digital modes.</p>
6	<p>Observation of “International Day of the Girl Child” on 11th October, 2020. On this occasion organise awareness camps on PC & PNDT Act through digital modes.</p>
7	<p>Observation of “World Mental Health Day” on 10th October 2020 by organising awareness programme on the Mental Health Care Act and NALSA Scheme for Legal Services to the Mentally Ill and Persons with Mental Disabilities 2015 through digital modes.</p>
8	<p>Secretary, DLSA shall organize Legal Awareness Camps on Public Utility Services in coordination with the concerned Authority through digital modes.</p>
9	<p>Sensitization programme on The Himachal Pradesh (Victim of Crime) Compensation Scheme, 2019 and the NALSA’s Compensation Scheme for Women Victims/Survivors of Sexual Assault/other Crimes – 2018. Targets be given to PLVs for identifying beneficiaries under NALSA/State Victim Compensation Schemes /Welfare Schemes and for legal aid through digital modes.</p>

10	Secretary, DLSA to organize awareness programme for the rural areas/villages about ADR mechanism at the Gram Panchayat level through digital modes.
11	To organize training programme for Legal Services Panel Lawyers as per module for training of Legal Services Panel Lawyers framed by the NALSA.
12	To organize Lessons in Law in Schools through digital modes (subject to opening of schools).
13	Inspection of Jail by the Chairman, District Legal Services Authority as per Hon'ble Supreme Court directions in Writ Petition (Civil) No.559/1994 with Writ Petition (Civil) No.133/2002.
14	Meetings of Chairperson, District Legal Services Authorities with Nodal Officers and with other stakeholders, Members through digital modes.
15	Meetings of Monitoring and Mentoring Committees through digital modes, suggesting effective steps to provide competent legal aid to the beneficiaries (subject to opening of Courts).
16	Review of monthly Impact Assessment of various Legal Services Activities/Camps, suggestions thereof
17	Secretary, DLSA to coordinate the activities carried out in Pre-litigation desks/clinics established for Motor Accident and Matrimonial dispute cases and submission of reports.
18	Capacity building programmes for members of Gram panchayat in relation to their judicial powers, sensitization and awareness about legal aid schemes/ programmes be organised at block level with help of panel/ retainer lawyers through digital modes.
19	To ensure the timely payment of bills of PLVs, Retainer lawyers and Remand Counsels and honorarium of members of Lok Adalat etc. subject to availability of funds.
20	Maintenance of Record of Legal Aid cases disposed by the Court on daily basis and steps taken to pursue further remedy of filing of appeal and submission of monthly reports to the DLSA. The Secretary, DLSA to submit monthly statement of the entire District in consolidated form.
21	Submission of Monthly institution and disposal statement of legal aided cases to the DLSA. The Secretary, DLSA to submit Monthly institution and disposal statement of the entire Civil & Sessions Division.
22	Verification of diary of the record of legal services activities, of PLVs by Secretary, DLSA at District headquarters and Chairman, Sub-divisional Legal Services Committee at Sub-divisional level and coordinating legal services activities in the rural areas/villages through them.

23	Coordinator, Mediation Centre/Secretary, DLSA shall play an active part to boost Counselling and Conciliation in every domestic violence case and affected children be taken care of by coordinating with the concerned agencies working for the welfare of children.
24	Special monthly drive through PLVs and other stakeholders to identify legal aid beneficiaries and securing legal aid to them promptly through digital modes.
25	Emphasis be on, to make Front Office as one stop centre for all court based legal services.
26	Report in all the above activities to be submitted. (Above activities are as a broad line parameter in addition to other routine legal services activities, monthly compliances of guidelines/ instructions issued from time to time etc.)

November, 2020

1	Interaction with inmates of Old Age Home(s) by Secretary, DLSA through digital modes.
2	<p>Organization of Legal Awareness Programme for Jail Inmates on the following topics through digital modes:</p> <ul style="list-style-type: none"> ➤ Right of Prisoners and corresponding duties of the Jail custodians in ensuring the protection of their right. ➤ Plea Bargaining ➤ Standard Operating Procedure (SOP) issued by NALSA ➤ Parole ➤ Furlough, etc. <p>Secretary DLSA to also interact with Jail Inmates through digital modes with reference to any problem faced by them.</p>
3	<p>Special Legal Awareness Programme by Secretaries, DLSAs and Chairmen, SDLSCs involving public and stake holders through digital modes on the following topics:</p> <ul style="list-style-type: none"> (i) Civic Sense (ii) Importance of Litigation – Mediation – Solution. (iii) Protection of Rights of Consumer under Consumer Protection Act, 2020
4	Observation of National Legal Services Day on 9th November, 2020 . Suitable programmes to organized at District and Taluk levels through digital modes.
5	Observation of “ Law Day ” on 26th November, 2020 by organising Special awareness programme(s) on fundamental duties and importance of Constitution of India through digital platform, social media tools and other electronic media such as radio and television for disseminating information to be organized by Secretary, DLSA and Chairman, SDLSC.
6	To organise Training Programme for Para Legal Volunteer(s) as per modules of training programme for Para legal Volunteer framed by the NALSA through digital modes.
7	To organise Lok Adalats by digital modes as per schedule prepared by NALSA and to circulate schedule of Monthly/ Quarterly/ Special and National Lok Adalats to be held in the territorial jurisdiction of the local bodies, in order to facilitate the identification of cases for ADR Mechanism with help PLVs and local bodies through digital modes online if COVID-19 conditions and advisories issued by the Government from time to time, persist.
8	To organize Lessons in Law in Schools through digital modes (subject to opening of schools).
9	Visit of Jail by the Chairman, District Legal Services Authority as per Hon’ble Supreme Court directions in Writ Petition (Civil) No.559/1994 with Writ Petition (Civil) No.133/2002.

10	Meetings of Chairperson, District Legal Services Authorities with Nodal Officers and other stakeholders, Members through digital modes.
11	Meetings of Monitoring and Mentoring Committees through digital modes, suggesting effective steps to provide competent legal aid to the beneficiaries (subject to opening of Courts).
12	Review of monthly Impact Assessment of various Legal Services Activities/Camps, suggestions thereof.
13	Secretary, DLSA to coordinate the activities carried out in Pre-litigation desks/clinics established for Motor Accident and Matrimonial dispute cases and submission of reports.
14	Secretary, DLSA to hold sensitization and awareness programmes once in a month with PRIs in coordination with the concerned SDLSC and Block Development Officer at block level through digital modes.
15	Secretary, DLSA to organize awareness programme for the rural areas/villages about ADR mechanism at the Gram Panchayat level through digital modes.
16	Capacity building programmes for members of Gram panchayat in relation to their judicial powers, sensitization and awareness about legal aid schemes programmes be organised at block level with help of panel/ retainer lawyers through digital modes.
17	To ensure the timely payment of bills of PLVs, Retainer lawyers and Remand Counsels and honorarium of members of Lok Adalat, etc. subject to availability of funds.
18	Sensitization programme on the following NALSA's schemes 1. NALSA (Effective Implementation of Poverty Alleviation) Scheme, 2010 2. NALSA (Child friendly Legal Services to Children and their Protection) Scheme, 2015 Targets be given to PLVs for identifying beneficiaries under the aforesaid schemes for legal aid through digital modes.
19	Maintenance of Record of Legal Aid cases disposed by the Court on daily basis and steps taken to pursue further remedy of filing of appeal and submission of monthly reports to the DLSA. The Secretary, DLSA to submit monthly statement of the entire District in consolidated form.
20	Submission of Monthly institution and disposal statement of legal aided cases to the DLSA. The Secretary, DLSA to submit Monthly institution and disposal statement of the entire Civil & Sessions Division.
21	Verification of diary of the record of daily legal services activities, of PLVs by Secretary, DLSA at District headquarters and Chairman, Sub-divisional Legal Services Committee at Sub-divisional level and coordinating legal services activities in the rural areas/villages through them.

22	Special monthly drive through PLVs and other stakeholders to identify legal aid beneficiaries and securing legal aid to them promptly through digital modes.
23	Emphasis be on, to make Front Office as one stop centre for all court based legal services.
24	Report in all the above activities to be submitted. (Above activities are as a broad-line parameter in addition to other routine legal services activities, monthly compliances of guidelines/ instructions issued from time to time etc.)

December, 2020

1	Interaction with inmates of Children Home and Observation Home by Secretary, DLSA through digital modes.
2	<p>Organization of Legal Awareness Programme for Jail Inmates on the following topics through digital modes:</p> <ul style="list-style-type: none"> ➤ Right of Prisoners and corresponding duties of the Jail custodians in ensuring the protection of their right. ➤ Plea Bargaining ➤ Standard Operating Procedure (SOP) issued by NALSA ➤ Parole ➤ Furlough, etc. <p>Secretary DLSA to also interact with Jail Inmates through digital modes with reference to any problem faced by them.</p>
3	<p>Special Legal Awareness Programme by Secretaries, DLSAs and Chairmen, SDLSCs involving public and stake holders through digital modes on the following topics:</p> <ul style="list-style-type: none"> (i) Right to Information Act. (ii) Prevention to Damage to Public Property. (iii) Protection and Maintenance of Senior Citizens and Parents.
4	Observation of “World HIV/AIDS” on 1st December, 2020 . Suitable programmes to be organized at District and Taluk levels through digital modes.
5	Observation of “Disability Day” on 3rd December, 2020 . Suitable programmes to be organized at District and Taluk levels through digital modes.
6	Observation of “Human Rights Day” on 10 th December, 2020. Suitable programmes to be organized at District and Taluk levels through digital modes.
7	To organise Training Programme for Legal Services Panel Lawyers as per modules of Training programme for Legal Services Panel Lawyers framed by the NALSA through digital modes.
8	To organise Lok Adalats by digital modes as per schedule prepared by NALSA and to circulate schedule of Monthly/ Quarterly/ Special and National Lok Adalats to be held in the territorial jurisdiction of the local bodies, in order to facilitate the identification of cases for ADR Mechanism with help PLVs and local bodies through digital modes online if COVID-19 conditions and advisories issued by the Government from time to time, persist.
9	To organize Lessons in Law in Schools through digital modes (subject to opening of schools).
10	Visit of Jail by the Chairman, District Legal Services Authority as per Hon'ble Supreme Court directions in Writ Petition (Civil) No.559/1994 with Writ Petition (Civil) No.133/2002.
11	Meetings of Chairperson, District Legal Services Authorities with Nodal Officers and other stakeholders, Members through digital modes.

12	Meetings of Monitoring and Mentoring Committees through digital modes, suggesting effective steps to provide competent legal aid to the beneficiaries (subject to opening of Courts).
13	Review of monthly Impact Assessment of various Legal Services Activities/Camps, suggestions thereof.
14	Secretary, DLSA to coordinate the activities carried out in Pre-litigation desks/clinics established for Motor Accident and Matrimonial dispute cases and submission of reports.
15	Secretary, DLSA to hold sensitization and awareness programmes once in a month with PRIs in coordination with the concerned SDLSC and Block Development Officer at block level through digital modes.
16	Secretary, DLSA to organize awareness programme for the rural areas/villages about ADR mechanism at the Gram Panchayat level through digital modes.
17	Capacity building programmes for members of Gram panchayat in relation to their judicial powers, sensitization and awareness about legal aid schemes programmes be organised at block level with help of panel/ retainer lawyers through digital modes.
18	To ensure the timely payment of bills of PLVs, Retainer lawyers and Remand Counsels and honorarium of members of Lok Adalat, etc. subject to availability of funds.
19	Sensitization programme on the following NALSA's schemes <ul style="list-style-type: none"> 1. NALSA (Legal Services to the Victims of Drug Abuse and Eradication of Drug Menace) Scheme, 2010 2. NALSA (Protection and Enforcement of Tribal Rights) Scheme, 2015 Targets be given to PLVs for identifying beneficiaries under the aforesaid schemes for legal aid through digital modes.
20	Maintenance of Record of Legal Aid cases disposed by the Court on daily basis and steps taken to pursue further remedy of filing of appeal and submission of monthly reports to the DLSA. The Secretary, DLSA to submit monthly statement of the entire District in consolidated form.
21	Submission of Monthly institution and disposal statement of legal aided cases to the DLSA. The Secretary, DLSA to submit Monthly institution and disposal statement of the entire Civil & Sessions Division.
18	Verification of diary of the record of daily legal services activities, of PLVs by Secretary, DLSA at District headquarters and Chairman, Sub-divisional Legal Services Committee at Sub-divisional level and coordinating legal services activities in the rural areas/villages through them.
19	Special monthly drive through PLVs and other stakeholders to identify legal aid beneficiaries and securing legal aid to them promptly through

	digital modes.
20	Emphasis be on, to make Front Office as one stop centre for all court based legal services.
21	Report in all the above activities to be submitted. (Above activities are as a broad line parameter in addition to other routine legal services activities, monthly compliances of guidelines/ instructions issued from time to time etc.)