

February, 2024

1.	Mass awareness of general/litigant public and other stakeholders and also coordination with Local Bodies Police, Banks, Insurance Companies, Financial Institutions, NGOs and other Government Departments for effective identification and settlement of cases by involving Para Legal Volunteers/Legal Services Panel Lawyers for the upcoming National Lok Adalat to be held on 09.03.2024
2.	Meeting/Interaction of Secretaries, District Legal Services Authorities and the Chairmen, District Legal Services Authorities/Sub Divisional Legal Services Committees with Bar Association, Stakeholders, Banks, Insurance Companies, Financial Institutions, NGOs and other Government Departments on day to day basis regarding maximum identification of cases. The emphasis should be on Low Amount Cheque Bounce and MACT cases at Pre and Post litigation stage(s) for the upcoming National Lok Adalat on 09.03.2024 . Targets may be given to PLVs for identification of cases for National Lok Adalat and also to mobilize general public to bring maximum numbers of cases for the National Lok Adalat.
3.	The Chairperson(s) to supervise the identification of cases being referred by the Courts with in their respective divisions for the National Lok Adalat.
4.	Video Conferencing of Chairperson(s), District Legal Services Authorities with all Judicial Officers of the Civil and Sessions Divisions regarding progress in identification of cases for National Lok Adalat, may be convened on regular interval.
5.	To sensitize Administrative/Revenue Officers, Block Development Officers at Sub Divisional Headquarters by the Chairmen, Sub Divisional Legal Services Committees about the availability of translated judgments of the Hon'ble Supreme Court in Hindi on e-SCR Portal in order to disseminate to the public at large during public programmes organized by the concerned Government Departments in their respective Sub Divisional level. The Secretaries, District Legal Services Authorities will act as nodal Officer for the purpose
6.	All District Legal Services Authorities shall spread effective Legal Awareness amongst PRIs, Para Legal Volunteers, Asha/Anganwadi workers, Police Officers etc. about the legal Aid Defense Counsel System established in their respective District by virtual mode.
7.	To organise Vidhik Saksharata Shivir (Legal Awareness Camp)/Workshops for educating the Sex Workers about their right vis-a-vis <ul style="list-style-type: none">➤ The legality of sex work➤ Right and obligation of the Police➤ What is permitted/prohibited under the law➤ How they can get access to the Judicial System to enforce their right and prevent unnecessary harassment at the hands of traffickers or police
8.	A. Secretaries, District Legal Services Authorities to organize Legal Awareness Programme for Jail Inmates by associating Legal Aid Defense Counsels through virtual mode on the following topics: <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

	<ul style="list-style-type: none"> ➤ Pre-mature release of convicts. ➤ Parole, Furlough etc. ➤ Provisions of Juvenile Justice Act particularly relating to age of juvenility, determination of juvenility by courts and the relevant documents necessary for proving juvenility. ➤ Strengthening of Legal Services in Prisons <p>B. Secretary DLSA to interact with Jail Inmates, convicts/under trials and provide them legal Aid/Assistance as may be required for defending the case, filing appeal or seeking bail, pre-mature release, parole, furlough etc.</p> <p>C. The Human Rights of prisoners must be taken care of while visiting jail(s).</p> <p>D. Bail(s) matter of Under Trial Prisoners should be aggressively pursued by the District Legal Services Authority.</p> <p>E. While conducting inspection of jails, the Secretary must see to it that the basic facilities are guaranteed to all the prisoners.</p> <p>F. Effective coordination with concerned Courts/ Jail Authority in their respective District to solve grievances of Jail Inmates, convicts/under trials with reference to problem(s) if any faced by them and apprise/assist eligible convicts for pre-mature release as per rules by accessing to the descriptive roll (portal 'Kaara-Correction')/directions issued by the Hon'ble Supreme Court from time to time in the matter of SMWP(CRIMINAL)NO4/2021 titled IN RE POLICY STRATEGY FOR GRANT OF BAIL/SPECIAL LEAVE TO APPEAL(CrI.)NO.529/2021 titled SONADHAR VS STATE OF CHATTISGARH</p> <p>G. Record of Legal Aid/Assistance provided to them be maintained.</p> <p>H. Defects and Deficiencies pointed out during such inspection be also mentioned in the report.</p>
9.	<p>A. Special Drive be taken for identification of victims of crime under NALSA's Compensation Scheme for Women Victims/Survivors of Sexual Assault/other Crimes – 2018/ The Himachal Pradesh (Victim of Crime) Compensation Scheme, 2019 by giving wide publicity of the scheme(s) and identification of beneficiaries with the help of Panchayati Raj Institutions, BDOs, Para Legal Volunteers.</p> <p>B. Report be made how many beneficiaries were identified</p>
10	Observation of “World Day of Social Justice” on 20th February, 2024 . Suitable programmes to be organized at District and Sub-Division level.
11.	Interaction with Inmates of Old Aged Home(s) by Secretaries, DLSAs. Welfare of Old Aged of such Homes to be looked into during these interaction(s) and apprise them about Welfare Schemes of Central Government as well as State Government. Helping them to connect with Government Welfare Scheme(s)
12.	Special Legal Awareness Programme(s) by Secretaries, DLSAs and Chairmen, SDLSCs involving public, staff, Panel Lawyers, Mediators, Para Legal Volunteers and other individuals working to provide citizen centric services on NALSA Legal Services Mobile App and salient features of application.
13.	To organise Training Programme for Para Legal Volunteers as per modules of Training programme for Para Legal Volunteers framed by the NALSA by associating Senior Legal Services Panel Lawyer (s) of their respective District as a Resource person.

14.	<p>Sensitization programme on the following NALSA's schemes</p> <ol style="list-style-type: none"> 1. NALSA (Legal Services to Senior Citizens) Scheme, 2015 2. NALSA (Victim of Trafficking and Commercial Sexual Exploitation) Scheme, 2015 <p>Targets be given to PLVs for identifying beneficiaries under the aforesaid schemes for legal aid through digital modes.</p>
15.	<p>Chairman, District Legal Services Authority to take efforts to boost up Mediation activities by holding meeting(s) with Judicial Officers and Trained Advocate Mediators in their jurisdiction to clear the backlog of the pending cases of Mediation. To impress Judicial Officers to refer more and more cases for mediation in order to utilize the services of Trained Mediators.</p>
16.	<p>To strengthen the Court Annexed Mediation, the Secretary/Co-ordinator to sensitize the general masses/litigants encourage them to refer their cases to enhance the Mediation process. Fortnightly programme be organized for litigant public. Secretary, DLSA to coordinate the activities carried out in Pre-litigation desks/clinics established for Motor Accidents and Matrimonial dispute cases and boost up Pre-litigation cases of Motor Accidents, Matrimonial disputes Domestic Violence Cases.</p>
17.	<p>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.</p>
18.	<p>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.</p>
19.	<p>Meetings of Chairperson, District Legal Services Authorities with Nodal Officers and with other stakeholders, Members.</p>
20.	<p>Meetings of Monitoring and Mentoring Committees, suggesting effective steps to provide competent legal aid to the beneficiaries.</p>
21.	<p>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.</p>
22.	<p>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.</p>
23.	<p>Review of monthly Impact Assessment of various Legal Services Activities/Camps, suggestions thereof.</p>
24.	<p>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.</p>
25.	<p>Reports in all the above activities to be submitted. (Above activities are as broad line parameters in addition to other routine legal services activities, monthly compliances of guidelines/ instructions issued from time to time etc.).</p>