

January, 2025

1.	<p>To organise, in physical mode, Vidhik Saksharata Shivir (Legal Awareness Camp) for workers, daily wagers, or persons of underserved wants such as victims of mass disaster, ethnic violence, flood, draught, etc. at District Legal Services Authority level at a public place(s) (up to 75 participants) by associating Legal Aid functionaries, Members of Panchayati Raj Institutions, Asha/Anganwadi Worker, Police Officers, NGO representatives, government officials of District Administration especially disaster management authorities and Labour Officers for Spreading awareness on Empowerment through legal awareness, disaster relief knowledge, compensation rights and access to government schemes.</p> <p>Highlight the number of programs conducted and participants attended.</p> <p>Please ensure that the number of persons identified as beneficiaries during awareness programme under the Government schemes for legal aid be mentioned.</p>
2.	<p>Conduct surveys to identify homeless or destitute persons, victim of trafficking and trafficking hotspots and to facilitate rehabilitation of the trafficking survivors, legal aid, and access to basic amenities. Coordinate with the Health Department to provide medical checkups, counseling, and mental health support for trafficking survivors. Additionally, collaborate with the Directorate of Women and Child Development and the District Headquarters to arrange shelter for these individuals in government-run homes and provide them with vocational training.</p> <p>Highlight the number of homeless persons and trafficking victims identified and document the beneficiaries availing various government schemes for legal aid and rehabilitation.</p>
3.	<ul style="list-style-type: none">➤ Special drive for monitoring of Jail reform issues-including issues of appeal of convicts, screening of potential juvenile, bail bond issues of UTPs, and other matters relating to inmates, plea bargaining, parole furlough remission, premature release (Monitoring of Database)➤ While conducting Jail visit/inspection, they may organize awareness programme for Jail inmates and educate them with various provision and law relating to Juvenile Justice. The relevant provisions regarding age of juvenility determination in court proceedings must be discussed with them.➤ The detailed reports regarding the number of prisoners who have been provided legal assistance should mention the type of assistance, aid, or advice provided during inspection/visit.➤ The report should include about the applications filed for furlough remission etc. which are pending with competent authorities and since when these are pending.➤ Record of Legal Aid/Assistance provided be maintained.
4.	<p>Observation of “Girl Child Day” on 24th January, 2025. Suitable programmes to be organized at District and Sub-Division level.</p>
5.	<p>Observation of “Republic Day” on 26th January, 2025. Suitable programmes to be organized at District and Sub-Division level.</p>
6.	<p>a. Legal Services Unit for Children to organize awareness programme in collaboration with Child Care Institutions (including special homes for</p>

	<p>children with disabilities) and Government Department in their respective District on the following Topic: Legal rights, duties, entitlements and remedies for children, including for children with disabilities; transgender children; children who are rescued from trafficking, child labour, child marriage and other forms of abuse; children who are denied educational opportunities etc.</p> <p>b. These programme may be organized in coordination with the District Social Welfare Officer, District Legal-cum-Probation Officer, CWC, Child Protection Committees at District Headquarter. LSUCs shall ensure that such programmes are organized in a manner which is accessible and easily comprehensible by children with disabilities.</p> <p>c. These programme may be conducted in physical mode (upto 75 participants).</p> <p>d. Highlight the number of programme conducted and participant who attended the camps.</p> <p>e. Submit the report in the format C as appended with NALSA (Child-Friendly Legal Services of Children) Scheme, 2024 to this authority.</p> <p>f. Additionally, LSUC shall follow the direction contained in the Schemes.</p>
7.	Special Legal Awareness Programme(s) by Secretaries, DLSAs and Chairmen, SDLSCs involving public, 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 and NALSA Helpline No 15100 through virtual mode.
8.	Legal Services Unit for Children of District Legal Services Authority, Hamirpur and Una may organize awareness programme on NALSA (Child-Friendly Legal Services of Children) Scheme, 2024 for students of schools/Colleges in their respective District Headquarter.
9.	To organise Training Programme for Legal Services Panel Lawyers i.e. Remand Counsels, Retainer Lawyers, Panel Lawyers as per modules of Training programme for Legal Services Panel Lawyers framed by the NALSA by associating Senior Advocate(s) of their respective District as a Resource person.
10.	Sensitization programme on the following NALSA's scheme through virtual mode ➤ NALSA (Legal Services to Victims of Acid Attacks) Scheme, 2015 Targets be given to PLVs for identifying beneficiaries under the aforesaid schemes for legal aid through digital modes.
11.	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 Officials to refer more and more cases for mediation in order to utilize the services of trained Mediators.
12.	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 Accident and Matrimonial dispute cases and boost up Pre-litigation cases of Motor Accident, Matrimonial dispute Domestic Violence Cases.

13.	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.
14.	Inspection of Jail by the Chairman/Secretary, 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.
15.	Meetings of Chairperson, District Legal Services Authorities with Nodal Officers and with other stakeholders, Members.
16.	Meetings of Monitoring and Mentoring Committees, suggesting effective steps to provide competent legal aid to the beneficiaries
17.	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.
18.	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.
19.	Review of monthly Impact Assessment of various Legal Services Activities/Camps, suggestions thereof.
20.	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.
21.	Reports in all the above activities to be submitted. (Above activities are as a broad line parameters in addition to other routine legal services activities, monthly compliances of guidelines/ instructions issued from time to time etc.).
22.	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 Officials to refer more and more cases for mediation in order to utilize the services of trained Mediators.

February, 2025

1.	<p>a. Meeting Interaction of Ld. Chairmen Secretaries, District Legal Services Authorities and the Chairmen, Sub Divisional Legal Services Committees with Bar Associations), Banks, Insurance Companies, Financial Institutions, NGOs and other Government Departments on weekly 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 08.03.2025. Stress should also be made for identification of the Land Acquisition Cases, Family Matters, Compoundable Criminal Cases etc.</p> <p>b. 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 at Pre and Post litigation stages) for the National Lok Adalat.</p> <p>c. Report be made how many cases identified by for upcoming National Lok Adalat on weekly basis (category wise).</p> <p>d. Ld. Secretaries to hold meetings with Superintendents of Police for identification of compoundable cases.</p>
2.	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.
3.	<p>Sensitization programme on NALSA (Effective Implementation of Poverty Alleviation Schemes) Scheme, 2015.</p> <p>a. One awareness-cum-sensitization programme for economically weaker section of the society in collaboration with concerned Department may be conducted in physical form in the District (upto 75 participants).</p> <p>b. Please ensure that the number of persons identified as beneficiaries under the aforementioned scheme is also mentioned in the relevant reports.</p>
4.	Observation of “ World Day of Social Justice ” on 20th February, 2025 . Suitable programmes to be organized at District and Sub-Division level.
5.	<p>Special Legal Awareness Programme by Secretaries, DLSAs and Chairmen, SDLSCS involving public and stake holders on the following topics through digital modes:</p> <p>(i) The provisions of Chapters XI and XII of the M.V. Amendment Act and M.V. Amendment Rules, 2022</p> <p>(ii) NALSA Legal Services Mobile App and salient features of application.</p>
6.	<p>➤ Special drive for monitoring of Jail reform issues-including issues of appeal of convicts, screening of potential juvenile, bail bond issues of UTPs, and other matters relating to inmates, plea bargaining, parole furlough remission, premature release (Monitoring of Database)</p> <p>➤ While conducting Jail visit/inspection, they may organize awareness programme for Jail inmates and educate them with various provision and law relating to Juvenile Justice. The relevant provisions regarding age of juvenility determination in court proceedings must be discussed with them.</p> <p>➤ The detailed reports regarding the number of prisoners who have been provided legal assistance should mention the type of assistance, aid, or advice provided during inspection/visit.</p>

	<p>➤ The report should include about the applications filed for furlough remission etc. which are pending with competent authorities and since when these are pending.</p> <p>Record of Legal Aid/Assistance provided be maintained.</p>
7.	<p>g. Legal Services Unit for Children organized awareness programme in collaboration with Child Care Institutions (including special homes for children with disabilities) and Government Department in their respective District on the following topic: Legal rights, duties, entitlements and remedies for children, including for children with disabilities; transgender children; children who are rescued from trafficking, child labour, child marriage and other forms of abuse; children who are denied educational opportunities etc.</p> <p>h. These programme may be organized in coordination with the District Social Welfare Officer, District Legal-cum-Probation Officer, CWC, Child Protection Committees at Sub Divisional Headquarter. LSUCs shall ensure that such programmes are organized in a manner which is accessible and easily comprehensible by children with disabilities.</p> <p>i. These programme may be conducted in physical mode (upto 75 participants).</p> <p>j. Highlight the number of programme conducted and participant who attended the camps.</p> <p>k. Submit the report in the format C as appended with NALSA (Child-Friendly Legal Services of Children) Scheme, 2024 to this authority.</p> <p>l. Additionally, LSUC shall follow the direction contained in the Schemes.</p>
8.	<p>All Legal Services Unit for Children of District Legal Services Authority, except Hamirpur and Una may organize awareness programme on NALSA (Child-Friendly Legal Services of Children) Scheme, 2024 for students of schools/Colleges in their respective District Headquarter.</p>
9.	<p>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 Advocate(s) of their respective District as a Resource person.</p>
10.	<p>Sensitization programme on the following NALSA's scheme through virtual mode</p> <p>➤ NALSA (Legal Services to Victims of Acid Attacks) Scheme, 2015</p> <p>Targets be given to PLVs for identifying beneficiaries under the aforesaid schemes for legal aid through digital modes.</p>
11	<p>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</p>
12	<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 Officials to refer more and more cases for mediation in order to utilize the services of trained Mediators.</p>
13	<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</p>

	<p>public.</p> <p>Secretary, DLSA to coordinate the activities carried out in Pre-litigation desks/clinics established for Motor Accident and Matrimonial dispute cases and boost up Pre-litigation cases of Motor Accident, Matrimonial dispute Domestic Violence Cases.</p>
14	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.
16	Inspection of Jail by the Chairman/Secretary, 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.
17	Meetings of Chairperson, District Legal Services Authorities with Nodal Officers and with other stakeholders, Members.
18	Meetings of Monitoring and Mentoring Committees, suggesting effective steps to provide competent legal aid to the beneficiaries
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	Review of monthly Impact Assessment of various Legal Services Activities/Camps, suggestions thereof.
22	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.
23	Reports in all the above activities to be submitted. (Above activities are as a broad line parameters in addition to other routine legal services activities, monthly compliances of guidelines/ instructions issued from time to time etc.).
24	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 Officials to refer more and more cases for mediation in order to utilize the services of trained Mediators.

March, 2025

1.	<p>a. The Chairperson, District Legal Services Authority to supervise and emphasize the identification of cases by the Courts located within his Division for the upcoming National Lok Adalat on 08.03.2025.</p> <p>b. The emphasis should be on low amount cheque bounce and MACT cases at Pre and Post litigation stage(s). Stress should also be made for identification of Land Acquisition Cases, Family Matters, Compoundable Criminal Cases etc. A meeting with Superintendent of Police for identification of Compoundable Criminal Cases may be held.</p> <p>c. Daily Status report regarding cases identified for National Lok Adalat be sent to this Authority.</p> <p>d. Meeting/Interaction of Ld. Chairman/Secretary, District Legal Services Authority and the Chairmen, Sub Divisional Legal Services Committees with Bar Association(s), Banks, Insurance Companies, Financial Institutions, NGOs and other Government Departments for their co-operation in the identification of cases for National Lok Adalat.</p> <p>e. 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.</p>
2	<p>To organize special awareness campaign in the Old Age Homes in the light of NALSA (Legal Services for Senior Citizens) Scheme, 2016 and also apprised them about the benefit of legal rights, maintenance, residence and Government Schemes. Emphasis should be made on the facilities being made available to them in such homes.</p>
3.	<p>Organize awareness programme for migrants and internally displaced persons/communities. at slum, labor hubs and temporary shelters in coordination with concerned department on the following topics:-</p> <ul style="list-style-type: none">a. Rights under labor laws and the Interstate Migrant Workmen Act, 1979.b. Entitlements under the National Food Security Act, 2013.c. Access to identity documents, education, healthcare, and housing. <p>During awareness programme, they may offer counselling on issues such as employment contracts, unpaid wages, housing disputes, and liaise with government agencies to streamline access to welfare schemes.</p> <p>Please ensure that the number of persons identified as beneficiaries under the aforementioned scheme is also mentioned in the relevant reports.</p>
4.	<p>Observance of International Women's Day on 08.03.2024</p>
5.	<p>Sensitization programme on the following NALSA's scheme through physical mode</p> <p style="text-align: center;">NALSA (Legal Services to Disaster Victims Through Legal Services Authorities), Scheme, 2010</p> <p>Targets be given to PLVs for identifying beneficiaries under the aforesaid schemes for legal aid and report be made how many legal assistance/aid/advice given by the concerned DLSA/SDLSC</p>
6.	<p>To increase the acceptance of the Transgender Community in the society and to ensure</p>

	<p>this community avail the benefits of legal rights and schemes of government, organize Special Awareness Campaign for Transgender Community on the Transgender Persons (Protection of Rights) Act, 2019 and other welfare schemes in coordination with concerned department</p> <p>For the members of the transgender community, it is to be ensured that they get benefit of legal rights and schemes available to them. For above mentioned purpose establish co-ordination with concerned department all necessary cards viz. transgender card, identity cards such as voter card, Aadhar Card, rations card, etc told to be issued.</p>
7.	To organise Training Programme for Legal Services Panel Lawyers i.e. Remand Counsels, Retainer Lawyers, Panel Lawyers, Legal Aid Defence Counsels and PLVs on NALSA Portal
8.	Chairmen, District Legal Services Authorities 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 upon Judicial Officers to refer more cases for mediation in order to utilize the services of Trained Mediators.
9	<p>To strengthen the Court Annexed Mediation, the Secretary/Co-ordinator to sensitize the general masses/litigants to encourage them to refer their cases for mediation. Awareness programmes may be organized for litigant public in this regard.</p> <p>The Secretary, DLSA to coordinate the activities carried out in Pre-litigation Desks/Clinics established for Motor Accident, Matrimonial Disputes and Domestic Violence Cases and boost up Pre-litigation Procedure in such matters.</p>
12.	Verification of diary of the record of daily legal services activities of PLVs by Secretaries, DLSAs at District headquarters and Chairmen, Sub- divisional Legal Services Committees at Sub-divisional level and coordinating legal services activities in the rural areas/villages through them.
10.	Inspection of Jail by the Secretaries, District Legal Services Authorities as per Hon'ble Supreme Court directions in Writ Petition (Civil) No.559/1994 with Writ Petition (Civil) No.133/2002.
11.	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.
12.	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.
13.	Review of monthly Impact Assessment of various Legal Services Activities/Camps, suggestions if any.
14.	To ensure the timely payment of bills of Legal Aid Defense Counsels, PLVs, Retainer lawyers and Remand Counsels and honorarium of members of Lok Adalat etc.
15.	<p>Reports in all the above activities to be submitted.</p> <p>(Above activities are as a broad line parameters in addition to other routine legal services activities, monthly compliances of guidelines/ instructions issued from time to time etc.).</p>