

September, 2021

1.	<p>Secretaries, District Legal Services Authorities to organize Legal Awareness Programme for Jail Inmates on the following topics:</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 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>Effective coordination with Jail Authority in their respective District to solve grievances of Jail Inmates, convicts/under trials with reference to problem(s) faced by them if any.</p> <p>Record of Legal Aid/Assistance provided be maintained</p>
2.	<p>To organize awareness programme for victim on :-</p> <ul style="list-style-type: none"> • Addressing Legal issues relating to victims particularly under NALSA's Compensation Scheme for Women Victims/Survivors of Sexual Assault/other Crimes - 2018/ They Himachal Pradesh (Victim of Crime) Compensation Scheme, 2019 or any other laws. • Rehabilitation and other related issues • Helping them to connect with Government Welfare Scheme(s) • To identify the victim and provide them immediate relief to overcome their adverse misfortune and cope up with the damages and injuries caused. <p>Targets be given to PLVs for identifying beneficiaries under the aforesaid schemes for legal aid.</p>
3.	<p>Observation of International Literacy Day on 8.9.2021 by organizing suitable programme with the concerned department/stakeholders.</p>
4.	<p>Observation of International Day for Preservation of the Ozone Layer on 16.9.2021 by organizing suitable programme with the concerned department /stakeholders..</p>
5.	<p>Interaction with inmates of Children Home(s) and Observation Home by Secretary, DLSA. Welfare of Children of such Homes to be looked into during these interaction(s) including education and to find out inmates of Juvenile, Children Home(s) and Observation Home, who are not pursuing their education and follow-up actions.</p>
6.	<p>Special Legal Awareness Programme(s) by Secretaries, DLSAs and Chairmen, SDLSCs involving public and stake holders on the following topics:</p> <ul style="list-style-type: none"> (i) NALSA Legal Services Mobile App and salient features of application. (ii) Garbage disposal norms and public awareness as directed by

	National Green Tribunal.
7.	<p>Legal Awareness Programme(s) by Secretaries, DLSAs and Chairmen, SDLSCs involving Police officers, stakeholders, beneficiaries and Remand Counsel(s) deputed for providing legal assistance at Pre-Arrest, Arrest and Remand stage on the following topics</p> <ul style="list-style-type: none"> ➤ Maximizing the Early Access to suspects at Pre-Arrest Stage ➤ Early Access to Justice at Pre-Arrest, Arrest and Remand stage ➤ Rights of the arrested persons ➤ Jurisprudence of Section 41 to 41 (D) of Code Of Criminal Procedure ➤ Duties and functions of Legal Aid Counsel under H.P. Legal Aid Counsel Scheme, 2003. <p>Emphasis be made on extending Legal Services at Pre-Arrest stage, Arrest and Remand Stage in coordination with Police.</p>
8.	<p>To organize National Lok Adalats on various subject by way of virtual as well as hybrid mode scheduled to be held on 11.09.202. Special Lok Adalat for Motor Vehicle Challans be organized under the guidance of Chairman, District Legal Services Authority in each District on the date(s) as may be fixed by Chairman, DLSA in their respective District. The object of such Lok Adalat is to wipe out the pendency of Motor Vehicle Challans.</p>
9.	<p>To organize Lessons in Law in Schools on Fundamental Duties.</p>
10.	<p>To organise Training Programme for Legal Services Panel Lawyers as per modules of Training programme for Legal Services Panel Lawyers framed by the NALSA.</p>
11.	<p>Secretary, DLSA to organize awareness programme for the rural areas/villages about ADR mechanism at the Gram Panchayat level. To identify legal Aid Beneficiary in coordination with Panchayati Raj Institutions, Local bodies, etc. and providing legal aid to the beneficiary so identify promptly.</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/Coordinator to sensitize the general masses/litigants encourage them to refer their cases to enhance the Mediation process. Fortnightly programme be organized for litigant 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 Prelitigation cases of Motor Accident, Matrimonial dispute Domestic Violence Cases</p>
14.	<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>

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.).