

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

**State Plan of Action
For
January to March 2021**

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

January, 2021

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) Bonded Labour (iii) Persons with Disabilities, (iv) Road Safety and Accidents
4	Observation of Republic Day on 26 th January, 2021
5	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.
6	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.
7	To organize Lessons in Law in Schools through digital modes (subject to opening of schools).
8	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.
9	Meetings of Chairperson, District Legal Services Authorities with Nodal Officers and other stakeholders, Members through digital modes.
10	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).
11	Review of monthly Impact Assessment of various Legal Services Activities/Camps, suggestions thereof.
12	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.
13	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.

14	Secretary, DLSA to organize awareness programme for the rural areas/villages about ADR mechanism at the Gram Panchayat level through digital modes.
15	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.
16	Sensitization programme on the following NALSA's schemes 1. NALSA (Victim of Trafficking and Commercial Sexual Exploitation) Scheme, 2015. 2. NALSA (Legal Services to Senior Citizen) Scheme, 2016. Targets be given to PLVs for identifying beneficiaries under the aforesaid schemes for legal aid through digital modes.
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	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.
20	Special monthly drive through PLVs and other stakeholders to identify legal aid beneficiaries and securing legal aid to them promptly through digital modes.
21	Emphasis be on, to make Front Office as one stop centre for all court based legal services.
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	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.)

February, 2021

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) Legal needs of the people. (ii) Criminal Conspiracy and Juvenile Delinquency (iii) Gender in equality
4	Observation of “World Day of Social Justice” on 20 th February, 2021.
5	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.
6	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.
7	To organize Lessons in Law in Schools through digital modes (subject to opening of schools).
8	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.
9	Meetings of Chairperson, District Legal Services Authorities with Nodal Officers and other stakeholders, Members through digital modes.
10	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).
11	Review of monthly Impact Assessment of various Legal Services Activities/Camps, suggestions thereof.
12	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.
13	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.
14	Secretary, DLSA to organize awareness programme for the rural areas/villages about ADR mechanism at the Gram Panchayat level through

	digital modes.
15	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.
16	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.
17	Sensitization programme on the following NALSA's schemes 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.
18	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.
19	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.
20	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.
21	Special monthly drive through PLVs and other stakeholders to identify legal aid beneficiaries and securing legal aid to them promptly through digital modes.
18	Emphasis be on, to make Front Office as one stop centre for all court based legal services.
19	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.)

March, 2021

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> <ol style="list-style-type: none"> 1. Rasing Materialism and Declining Moral Values. 2. Child Abuse, Child Labour and Child Rights 3. Domestic Violence against Women
4	Observation of “ International Women’s Day ” on 8 th March, 2021.Special Programme be organized on women rights and violence against women including Sexual Harassment at Workplace, Victim Compensation Scheme, Labour Laws, Domestic Violence Act, P.C. and P.N.D.T. Act, etc.
5	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.
6	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.
7	To organize Lessons in Law in Schools through digital modes (subject to opening of schools).
8	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.
9	Meetings of Chairperson, District Legal Services Authorities with Nodal Officers and other stakeholders, Members through digital modes.
10	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).
11	Review of monthly Impact Assessment of various Legal Services Activities/Camps, suggestions thereof.
12	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.
13	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.
14	Secretary, DLSA to organize awareness programme for the rural areas/villages about ADR mechanism at the Gram Panchayat level through digital modes.
15	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.
16	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.
17	Sensitization programme on the following NALSA's schemes 1. NALSA (Effective Implementation of Poverty Alleviation)Scheme, 2015 2. 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.
18	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.
19	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.
20	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.
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