

VISION 2024



**Kerala State Legal Services Authority
(KeLSA)**

JUNE, 2024

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INTRODUCTION

"Access to Justice for All" encapsulates the core mission of the nation's legal services authorities. The Kerala State Legal Services Authority (KeLSA) further enriches this mission with the principle of "Equal Justice under Law," striving to bring justice closer to the common man through its various initiatives. KeLSA's efforts span a broad spectrum of projects based on NALSA schemes, aiming to bridge the gap between the legal system and the people it serves. KeLSA is committed to transforming justice from an ideal into a tangible reality for every individual in society.

Established in 1998, KeLSA operates under Sections 6 and 7 of the Legal Services Authorities Act, 1987. The Chief Justice of the High Court of Kerala serves as the Patron-in-Chief, while the senior-most judge is designated as the Executive Chairman of the State Legal Service Authority.

Kerala State Legal Services Authorities Rules, 1998 and Kerala State Legal Service Authority Regulations, 1998 guide its efforts to reach the grassroots and effectively implement its diverse projects aligned with various NALSA schemes. To achieve this, KeLSA has formed a dedicated team comprised of members as enumerated under Rule 3 of the Kerala State Legal Services Authorities Rules, 1998.

Fourteen District Legal Services Authorities operate across the state's 14 revenue districts, each led by a Chairman (the Principal District Judge) and supported by Secretaries (Civil Judge (Senior)). These authorities are based in the respective judicial district headquarters.

Additionally, there are 62 Taluk Legal Services Committees each headed by the senior-most Judicial officer of the Taluk.

ACTIVITIES OF KeLSA

KeLSA has been diligently fulfilling the objectives of the **Legal Services Authorities Act, 1987**. Beyond providing **legal aid to those entitled under Section 12 of the Act**, KeLSA has successfully organized impactful **Lok Adalats** and has actively promoted Alternate Dispute Resolution (ADR) mechanisms such as mediation and conciliation through Kerala State Mediation and Conciliation Centre. The **Permanent Lok Adalats** is also efficiently functioning under KeLSA.

In its ongoing pursuit of justice and equality, KeLSA currently operates various projects under NALSA schemes, each effectively serving society in various ways. "**SAMVADA**," themed "How to be a Civic Citizen," targets school students statewide. These sessions are designed as engaging, activity-filled classes that include socio-life skills, legal lessons, visits to police stations, court tours, and interactions with Honourable Judges of the High Court or other judicial officers.

THE VICTIM RIGHTS CENTRE (VRC) offers pro bono services to victims, helping them transition to survivors. Initially focusing on women, children, and transwomen, the program was relaunched as gender-neutral on November 7, 2023. "**SADGAMAYA**" aims to foster self-reliant citizens by spreading legal awareness and involving the public in grievance redressal mechanisms. Recognizing that children represent the future and require guidance, KeLSA established the **CHILD LEGAL ASSISTANCE PROGRAM (CLAP)** to provide children a voice in court proceedings, especially when their "best interests" are at stake. This initiative followed a judicial order and underscores the importance of considering children's perspectives in legal matters. "**RECONNECTING YOUTH**" is another initiative addressing the growing challenge of drug abuse in the State. Yet another initiative, "**GOTHRA VARDHAN**" is aimed to assist welfare of the tribal populace. "**PARIVARTHAN**" is a novel venture of KeLSA following a judicial order through which psychiatric treatment is being extended to POCSO accused while in

prisons with an aim to minimize recidivism. Project '**NILAAV**' (Nodal Initiative for Legal Assistance and Assurance for the Vulnerable) aims at rehabilitation and re-homing of destitute, geriatrics and those recovered from mental ailments.

Additionally, KeLSA offers an exclusive internship program, "**NYAYA PRAVESHKA**", designed to familiarize law students with legal services, ADR, and other relevant legal areas. This program trains students in effective research and exposes them to the functioning of courts, statutory authorities, and legal services institutions, instilling a sense of social responsibility and sensitivity towards underprivileged communities. "**Nyaya Praveshika**" is introduced at District levels too.

Recently KeLSA has launched two interventional programmes for Kerala considering the contemporary socio-legal milieu.

"**VAYONANMA**" is a programme that caters to Kerala's **burgeoning** senior citizen population. It intends to secure senior citizens' legal rights and entitlements under the Constitution and various statutes, including the Maintenance and Welfare of Parents and Senior Citizens Act 2007, so that they can live dignified lives.

"**ATHIJEEVANAM**" is yet another interventional programme, a tribute to the resilience of the people of Kerala in tiding over adversities on account of recurring natural disasters. Kerala "God's own country" has been **encountering** frequent grave natural disasters on account of global warming and climate change. "ATHIJEEVANAM" seeks to provide timely, free, and competent legal services to victims of natural disasters by coordinating rescue, relief, and rehabilitation activities with authorities under the Disaster Management Act 2005. Both these interventional programmes seek to provide effective and efficient legal services to the needy masses of Kerala, a state that has been facing recurring natural disasters every year since 2018 and in which the population of senior citizens is the highest in the country

Notably, KeLSA's intervention in a POCSO case before the Honourable High Court of Kerala led to a landmark order mandating the inclusion of POCSO laws in the curricula of State and CBSE schools in Kerala and the Union Territory of Lakshadweep. Additionally, the VRC and Samvada projects were launched in the Union Territory of Lakshadweep in February 2024.

VISION PLAN FOR KeLSA – 2024

With the objective of achieving the constitutional mandates relating to legal services and legal aid, KeLSA has embarked on a range of initiatives. These include the rehabilitation and reintegration of prisoners into society, supporting victims through the Victim Rights Centre, empowering youth with legal and civic awareness, and protecting children through the Child Legal Assistance Program.

1. SAMVADA

The Samvada project, themed “How to be a Civic Citizen,” targets school students in grades 8-12 from all boards (State, CBSE, ICSE). Registered students receive socio-life skills training from psychologists/counselors, legal lessons from trained lawyers, police station visits, court visits, and interactions with judges/judicial officers. The legal lessons cover a syllabus including the Constitution, crimes and punishment, court hierarchy, the history of the High Court of Kerala, environmental laws, traffic rules, the Senior Citizens Act, the Juvenile Justice Act, the Right to Information Act, cybercrimes, alternate dispute resolution, and peer mediation, and laws relating to animal-human conflict. Students receive a badge of honor with the tagline, “I am a Civic Citizen.” **The project is included under the NALSA (Child Friendly Legal Services to Children and their Protection) Scheme, 2015**, and extends to other courts at the district level under KeLSA's aegis.

2.VICTIM RIGHTS CENTRE (VRC)

The Victim Rights Centre provides pro bono services to women, children, and transgender individuals. Initially, the VRC guidelines exclusively defined a victim as a woman, child, or transgender individual who is a victim of circumstances. However, the guidelines have been revised to make the project gender-neutral.

- **Pro Bono Services:** The VRC functions with the pro bono services of women lawyers, NGOs approved by KeLSA, and support from government service providers, police, and the Kerala Women’s Commission. The Centre extends legal aid to victims and provides emotional support through counseling and psychological intervention with qualified psychologists and social workers

attached to approved NGOs. Law and psychology students volunteer in this project.

- **Prison Mentoring:** Women convicts in the state's prisons are mentored by a team of two women lawyers, one social worker, and one psychologist, with law and psychology students as volunteers. Mentoring is held physically and followed up virtually, with visits facilitated by welfare officers. The team also mentors inmates' families to prepare them emotionally for reintegration.
- **Sexual Assault Survivor Scheme:** This scheme operates with the help of lawyers and psychologists, and NGOs provide shelter to survivors when needed.
- **Effective Interventions:** The VRC has made effective interventions in many victim-based issues before the Honourable High Court of Kerala and other courts. A 24/7 mobile number, handled by a woman lawyer on rotation, is available. **The VRC is included in the NALSA scheme for victim protection**, with services extended throughout the state from November 7, 2023.

3. EMPOWERING PEOPLE THROUGH LEGAL KNOWLEDGE: THE SADGAMAYA INITIATIVE

KeLSA has launched the SADGAMAYA project, aiming to bridge the gap between legal awareness and grievance redressal for the public. Key goals of the project include equipping the community with knowledge about relevant laws and fostering active participation in resolving personal grievances.

Implementation Strategy:

- **Special Units:** These groups, formed by local leaders, legal professionals, and students, will conduct regular awareness programs on legal topics covered by NALSA schemes.
- **Grievance Resolution:**
 - Following awareness sessions, Special Units will collaborate with Legal Service Institutions to collect grievances within a week.
 - Within two weeks, they will organize Adalats for on-the-spot resolution.
 - Participants can also utilize KeLSA's online portal chatbot for grievance redressal. Unsatisfactory outcomes can be escalated to the Task Force via the Grievance portal.

- **District Task Force:** This body, comprising government officials and legal experts, will address grievances referred by Special Units within five days. Unresolved issues will be forwarded to KeLSA's Member Secretary for final resolution within seven days.
- **Secretary, DLSA:** Will coordinate the functioning of Special Units and the Task Force.
- **Focus on Amicable Solutions:** Both Special Units and the Task Force prioritize avoiding litigation. If unavoidable, complaints are directed to the appropriate Legal Service Authority for legal aid.
- **Accessibility:** A dedicated project email ID and a toll-free 24/7 helpline will be provided for easy communication regarding grievance redressal.

4. CHILD LEGAL ASSISTANCE PROGRAMME (CLAP)

The Honourable High Court of Kerala, by a judicial order dated September 4, 2023, in OP (FC) 360/2023, accepted the proposal for an Independent Children's Lawyer scheme suggested by the Amicus Curiae in the case. The court directed KeLSA to frame a scheme for Child Legal Assistance in guardianship matters and child sexual offense cases.

- **Child Support Lawyers:** These lawyers, willing to independently represent children, will be appointed in custody matters and litigations involving child rights. Psychological support will be provided through District Resource Centres under the Women and Child Department, Government of Kerala. Child Support Lawyers will be empaneled through a prescribed selection process by KeLSA.
- **Support and Expression:** The project will extend legal and psychological support to children, facilitating their ability to express their views and concerns. This enables courts and authorities to make decisions that secure the paramount welfare and best interest of the children involved.
- **Statewide Rollout:** CLAP is implemented across the entire state by KeLSA.

5. RECONNECTING YOUTH

This initiative, rooted in Article 47 of the Constitution of India, seeks to address the escalating challenge of drug abuse in the state. KeLSA aims to spread awareness to

prevent substance abuse and provide comprehensive treatment and rehabilitation to addicted youth. Operating at school and community levels, the initiative's multifaceted approach involves awareness classes, anti-drug oaths, peer vigilance cells, counseling, and collaboration with youth organizations.

- **School Level Awareness Program:** Includes awareness classes, administration of anti-drug oaths, and compassionate counseling.
- **Public Help Line:** A proactive approach to reporting and immediate action is facilitated by a public help line number.
- **Complaint Box Stations:** These are placed within each school to encourage the reporting of drug-related concerns, fostering a safe and open environment for communication.
- **Community Outreach:** The program extends to the grassroots level in Panchayats and Municipalities by forming Anti-drug Committees and Youth Vigilance Clubs. These entities conduct anti-drug campaigns and surveys in all wards with the aid of Para Legal Volunteers to identify and support vulnerable persons and families prone to substance abuse.
- **Coordination:** KeLSA oversees and coordinates with various government departments to execute the program.

6. **GOTTHRA VARDHAN**

This KeLSA initiative aims at empowering the tribal community of Kerala. The project focuses on the following concerns of the tribal communities in the State:

- ❖ Literacy, from primary to senior education.
- ❖ Poverty alleviation.
- ❖ Medical facilities.
- ❖ Legal awareness.
- The project operates through the **Tribal Task Force (TTF)** in each district, chaired by the Chairman of the District Legal Services Authority (DLSA). Other TTF members include the District Collector, District Police Chief, District Medical Officer, District Education Officer, Secretary DLSA, Tribal Development Officer, and representatives from relevant government departments. The TTF also includes a nominated member by the Chairman if necessary.

- **Tribal Cadet Corp (TCC):** Each tribal unit will have a TCC headed by the tribal head (OoruMuppan) or a senior responsible member in their absence. The TCC will include the Ward member, Tribal Promoter, Social Worker, and a Para Legal Volunteer nominated by the Legal Service Authority. The Secretary DLSA or an authorized person by the Secretary will serve as the nodal officer for TTF and TCC in each district.
- **Support:** A special panel of lawyers, including members of the VRC District unit and active lawyers from the Legal Aid panel of the concerned DLSA, along with Para Legal Volunteers, will assist the TTF and TCC in functioning effectively.

7. PARIVARTHAN

The Mahatma's quote, "An eye for an eye blinds the whole world," forms the foundation of the reformatory theory of punishment in India. Punishment serves as societal regulation to maintain policies, regulations, and peace, with the goal of correcting offenders. Therefore, prisons in the state are termed Correctional Homes. The reformatory theory focuses on the criminal rather than the crime, aiming to alter the criminal's mindset to rehabilitate them as law-abiding citizens.

- **Judicial Proceedings:** In a judicial proceeding before the Honourable High Court, the Victim Rights Centre (VRC) assisted in counseling an adolescent accused and the survivor. The VRC suggested extending psychiatric treatment, including intense psychotherapy and pharmacological intervention, to address pedophilic disorders among POCSO accused in prisons, thus curtailing recidivism.
- **Scheme Implementation:** Accepting the VRC's suggestions, the Honourable Bench directed KeLSA to frame a scheme for psychiatric treatment for inmates accused in POCSO crimes in consultation with the Departments of Health Services and Social Justice, Government of Kerala. This scheme is to be implemented in collaboration with the Director General of Police (Prison) across all prisons and correctional homes in Kerala. The scheme is currently being framed in consultation with experts and government officials.

8. NILAAV (NODAL INITIATIVE FOR LEGAL ASSISTANCE AND ASSURANCE FOR THE VULNERABLE)

The NILAAV project is dedicated to the rehabilitation and re-homing of destitute individuals, the elderly, and those recovering from mental health conditions. KeLSA, in partnership with other legal service institutions and NGOs, works to locate the families of these individuals and facilitate their reunification. For families initially hesitant to welcome back their relatives, KeLSA provides comprehensive counseling to foster acceptance and understanding. This approach has been successful in helping families embrace and reintegrate the destitute and those recovering from mental health issues back into their homes.

9. VAYONANMA

“Mata Pitha, Guru, Daivam” the ancient adage encapsulates the primacy of parents and senior citizens in Indian culture, tradition, and values. Article 41 in part –IV further mandates public assistance in cases of “old age “ and undeserved want. Several legislations including the Maintenance and Welfare of Parents and Senior Citizens Act 2007 cater to parents and senior citizens. The preamble to the Legal Services Authorities Act, 1987 mandates the provision of “free and competent legal services to the weaker sections of the society, which includes senior citizens.

Generally, to enable all senior citizens, in Kerala to obtain all legal rights and entitlements under the Constitution, various statutes, welfare schemes, etc, this scheme is framed.

SPECIAL TEAM: There shall be a team of Lawyers and Para Legal Volunteers trained by KeLSA to ensure the service provided under the scheme. The PLVs will act as the interface between the senior citizens in the community who are unable to access the Legal Services. Where the senior citizens can't reach the Legal Services Institutions on account of their conditions, the Legal Services Institutions shall reach out to them through SCS lawyers and PLVs. Frequent Legal awareness programmes will be imparted to make the public aware of the rights of senior citizens.

10. ATHIJEEVANAM

Section 12 of The Legal Services Authorities Act 1987 mandates legal services to persons under circumstances of undeserved want, including victims of natural and manmade mass disasters like floods, drought, earthquakes, or industrial disasters, etc. This Scheme has been framed by KeLSA considering the vagaries of nature unleashed in the state with disturbing frequency in recent years on account of the phenomenon of global warming, climate change, and extreme weather conditions. To effectuate and provide “free and competent legal services” to the victims of mass natural disasters and to secure and defend their legal rights and entitlements under various laws and various welfare schemes of the government this scheme is framed. This is a tribute to the resilience of the people of Kerala to fight any adversity and to emerge as victors in every event of adversity.

STRATEGIC INTERVENTION:

In coordination with various departments of the government, NGOs, and in support of the trained Panel Lawyers and Para Legal Volunteers ensure the victims all the legal support including immediate help, rescue, relief, temporary and permanent rehabilitation, assist them to get their legal benefits, help them to reunite with families, etc.

SUPPORT TEAM:

- i. Core Group
- ii. Core Committee
- iii.** Task Force.

IMPLEMENTATION OF OTHER SCHEMES:

In the event of mass disasters, ATHIJEEVANAM shall fully synchronize with the other schemes of KeLSA, mainly the Victim Rights Centre (VRC), SADGAMAYA,

CLAP (Child Legal Assistance Programme) and its operation shall be in addition to and not in derogation of the activities under the other schemes. In other words, during times of mass disasters, this Programme shall operate simultaneously with the other schemes of KeLSA and NALSA.

11. SAKETHAM

The mandatory front office facility mandated by Regulation 4 of the NALSA (Free and Competent Legal Services) Regulations, 2010, operates under the name "Saketham" at KeLSA. This unit provides various legal services, including legal advice, drafting applications, petitions, and replies, and managing the legal aid helpline, among other services as outlined in the NALSA guidelines.

12. LADCS (LEGAL AID DEFENCE COUNSEL SYSTEM)

This new model of legal service delivery, akin to the Public Defender system, involves full-time engagement of lawyers supported by a system dedicated exclusively to legal aid in criminal matters. It covers every stage from pre-arrest, arrest, and remand to the conclusion of trial and appeal and is successfully functioning in all 14 districts of the State.

13. NYAYA PRAVESHKA

Nyaya Praveshika is a comprehensive program created to acquaint law students with the intricacies of legal services, alternative dispute resolution (ADR), and various other essential legal fields. This initiative not only trains students in proficient research techniques but also provides them with firsthand exposure to the operations of courts, statutory authorities, and legal services institutions. By immersing students in the practical aspects of the legal system, the program aims to foster a deep understanding of the profession's role within society. Additionally, "NYAYA PRAVESHKA" instills a strong sense of social responsibility and empathy towards underprivileged communities, ensuring that the future legal professionals are not only knowledgeable but also committed to advocating for social justice and equitable access to legal resources. Through this program, students gain valuable insights into the legal processes and develop the skills necessary to contribute

effectively to the legal field while remaining mindful of their ethical obligations and the societal impact of their work.

14. EARLY ACCESS TO JUSTICE PROTOCOL

Our vision is to establish a comprehensive legal aid system that ensures access to justice for all individuals at every stage of the criminal justice process, in accordance with the fair trial standard. This vision encompasses providing legal aid from the moment of arrest, through investigation, at trial, and during post-trial proceedings. Any person in custody is entitled to immediate legal aid, beginning at the first point of contact with the police, whether as a suspect, accused, or witness. This approach addresses the urgent need to safeguard against the abuse of arrest powers by the police and to enhance transparency, thereby curbing custodial violence.

While the Law mandates that police and magistrates uphold various safeguards for the accused, the early and effective representation by a legal aid lawyer is crucial for ensuring these duties are met. Early access to state-funded legal aid is essential for realizing the right to access justice, regardless of socio-economic status. The presence of a legal aid lawyer at police stations can clarify any misconceptions by the police and prevent unnecessary arrests. In bailable cases, the lawyer can apply for bail directly at the police station, preventing undue hardship to the accused and their family, such as loss of earnings or livelihood. A robust legal aid system will also reduce the time suspects spend in police stations and detention centres, thereby promoting a more just and efficient criminal justice process. Early access to Justice protocol ensures legal assistance for suspects and arrestees, providing prompt and quality legal aid through panel lawyers. The State Police Headquarters issued circular no: 36/2020 on September 19, 2020, detailing KeLSA's role in the 'Early Access to Justice' protocol

Our vision is to create a legal aid framework that not only provides timely and effective representation but also upholds the principles of fairness, transparency, and justice for all.

15. ACTIVITIES IN PRISON AND LEGAL AID FOR PRISONERS

Our vision is to ensure that all inmates receive fair, transparent, and timely legal assistance, thereby promoting justice and upholding the dignity and human rights of prisoners. Through dedicated efforts, we aim to strengthen legal services in prisons and enhance the overall justice delivery system.

This vision includes the following core objectives:

- **Empowering Inmates through Legal Education:** Providing inmates with access to Legal Aid Defense Counsels who will educate them on their rights and the corresponding duties of jail custodians to protect these rights, plea bargaining, Standard Operating Procedures (SOP) issued by NALSA, premature release of convicts, parole, furlough, and other relevant topics.
- **Strengthening Legal Services in Prisons:** Facilitating regular interactions between the Secretary of the District Legal Services Authority (DLSA) and jail inmates, including convicts and under trials, to offer legal aid and assistance. This support will cover defending cases, filing appeals, seeking bail, and navigating processes for premature release, parole, and furlough.
- **Upholding Human Rights:** Ensuring the human rights of prisoners are upheld during jail visits, with particular attention to the provision of basic facilities. The DLSA will aggressively pursue bail matters for under trial prisoners to expedite their release.
- **Effective Jail Visits and Coordination:** Conducting Jail visits to identify and report defects and deficiencies, ensuring basic facilities are guaranteed for all prisoners. The DLSA will maintain effective coordination with concerned courts and jail authorities to address the grievances of jail inmates and provide assistance for the premature release of eligible convicts.
- **Legal Awareness Programs:** Organizing legal awareness programs within jails to educate inmates about their rights and the legal processes available to them.

16. STEERING COMMITTEES FOR KeLSA PROJECTS

Steering Committees for all KeLSA projects are led by aHonourable Judge of the High Court of Kerala. This ensures the active participation and intellectual

investment of Honourable Judges in the functioning of the State's Legal Service Authority. The Member Secretary of KeLSA convenes Steering Committee meetings every two months, or as required by the Honourable Chairman of each Committee. These committees offer strategic guidance and assistance for the successful implementation of their respective projects.

17. HIGH COURT CHRONICLES E-NEWSLETTER

The High Court of Kerala has launched an e-newsletter titled "High Court Chronicles." This monthly publication, available in both English and the regional language, aims to keep the legal community and the public informed about significant legal initiatives, events, and High Court judgments. The newsletter prominently features KeLSA's monthly activities.

18. INTRODUCTION OF POCSO LAWS IN SCHOOL CURRICULUM

Following a report from the VRC, which the Honourable High Court of Kerala addressed during a bail application proceeding involving a POCSO case, the court directed the State of Kerala to incorporate POCSO laws into the school curriculum starting this academic year. The VRC's Project Coordinator and a senior member, formerly with the State Child Rights Commission, joined the Expert Committee formed by the State Government to develop teacher sensitization modules and age-appropriate school curricula. KeLSA also provided trained lawyers to educate teachers statewide using a state-approved module. Nearly 8,417 teachers across the State have been trained by KeLSA. Both the State Government and CBSE have revised their curricula, presenting new textbooks and modules to the Honourable Bench through the SCERT and CBSE. Additionally, the Honourable Bench directed the Lakshadweep Administration to adopt the revised state curriculum in State schools and updated modules in CBSE schools. KeLSA will supply resource persons to train Lakshadweep teachers before implementing the new curriculum, which includes POCSO laws. The first edition of online training for teachers was held on 26.6.24. Training for teachers to handle the curriculum on POCSO laws and also their sensitization will be held in regular intervals by Resource persons under the aegis of KeLSA.

KeLSA projects, Samvada and VRC were launched in the Union Territory of Lakshadweep in February 2024.

KeLSA had conducted a State wide consultation on the functioning of the Mental Health Review Boards and pursuant to the deliberations held at the consultation held in June 2024, KeLSA is preparing a Standard Operating Procedure to give clarity to the functioning of the Board and define the protocol to be maintained between the Board and the Mental Health Professionals as well as Mental Health Centres in the State. KeLSA will be holding legal awareness sessions for various stakeholders including Police and Medical professionals regarding the rights of persons with mental health illnesses/ailments.

The 24x7 mobile number and the dedicated mail ID of VRC is exhibited vide posters which include the rights of the victims of POCSO cases issued by 'Outreach Bodhini', a non-profit organisation approved by KeLSA to associate with VRC in all the POCSO courts in the State.

19. IMPACT ASSESSMENT OF NALSA/ KeLSA SCHEMES:

KeLSA provides free and competent legal services to the beneficiaries under Section 12 of the Legal Services Authorities Act, 1987. To assess the impact of various scheme-based programmes and activities, KeLSA proposed to conduct a half-yearly evaluation of all scheme-related activities. Such an evaluation based on valuable inputs and feedback from beneficiaries will go a long way in improving the quality of the activities under various schemes by effecting suitable modifications and corrections. The format for impact assessment is appended as **Schedule E**

VISION DOCUMENT FOR DISTRICT LEGAL SERVICES AUTHORITIES (DLSAs)
2024-2026

Introduction

The District Legal Services Authorities (DLSAs) of Kerala play a pivotal role in ensuring access to justice for all, particularly to the marginalized and underprivileged sections of society. With a commitment to providing free and competent legal aid and services, the DLSAs strive to uphold the principles of justice, equality, and fairness across the state.

Core Functions of DLSAs

The DLSAs in Kerala are entrusted with several key responsibilities aimed at fostering a just and equitable society:

- **Provision of Free Legal Aid and Services:** Ensuring that legal assistance is accessible to all, irrespective of their economic or social status.
- **Lok Adalats:** Conducting regular monthly Lok Adalats for resolving pending cases and special Lok Adalats for specific categories, thereby minimizing costs, reducing delays, and delivering speedy justice.
- **Legal Awareness:** Engaging in widespread legal awareness campaigns to educate the public, especially the beneficiaries of social legislations, about their legal rights and responsibilities.
- **Support for Undertrial Prisoners:** Providing free legal aid to undertrial prisoners and facilitating their rehabilitation and reintegration into society.
- **Legal Literacy Programs:** Organizing educational sessions in colleges, jails, and community centers, with a special focus on women and children in need of care and protection.
- **Implementation of NALSA and KeLSA Schemes:** Executing various schemes under the National Legal Services Authority (NALSA) and Kerala State Legal Services Authority (KeLSA) to address the unique needs of different districts.
- **Victim Compensation:** Awarding compensation to victims under the Victim Compensation Scheme, ensuring their right to justice and rehabilitation.

Socio-Economic Context of Kerala

Kerala, home to 2.76% of India's population, is characterized by diverse socio-economic conditions. The State has 14 DLSAs catering to a population that includes 1.10% tribals, predominantly residing in the eastern districts of Wayanad, Palakkad, and Idukki. The coastal regions are densely populated, with a significant number of people engaged in agriculture, fishing, and animal husbandry.

In recent years, Kerala has seen a significant influx of migrant workers from various parts of India. Currently, there are over 3 million domestic migrant laborers in the state,

arriving at an annual rate of 235,000. These workers, primarily from West Bengal, Bihar, Assam, Uttar Pradesh, and Odisha, often lack awareness of their labor rights and are not part of any trade union or social security network.

Tailored Approaches for Diverse Needs

Recognizing the diverse socio-economic conditions, customs, and lifestyles across districts, each DLSA in Kerala has identified specific NALSA schemes tailored to the unique needs of their communities. These activities are organized in coordination with government departments, institutions, NGOs, and social workers, ensuring early and effective access to justice for all residents.

VISION

The DLSAs of Kerala envision a society where justice is accessible to all, legal awareness is widespread, and every individual, irrespective of their socio-economic background, can exercise their legal rights. Through dedicated efforts and strategic initiatives, the DLSAs aim to bridge the gap between the law and the people, fostering a culture of justice and equality throughout the state.

This vision document outlines the strategic goals, objectives, and initiatives of the DLSAs, aimed at transforming the legal landscape of Kerala and ensuring that justice is not just a privilege for the few but a fundamental right for all.

STRATEGIC FOCUS AREAS BY DISTRICTS LEGAL SERVICES AUTHORITIES

1. THIRUVANANTHAPURAM

Core Issues: Income disparity, fisheries and workers of unorganised sector challenges, Rights of Persons with mental illness, Tribal Rights

Identified Schemes:

- NALSA (Legal Services to Workers in the Unorganized Sector) Scheme, 2015
- NALSA (Child-Friendly Legal Services to Children and their Protection) Scheme, 2015
- NALSA (Legal Services to the Mentally Ill and Mentally Disabled Persons) Scheme, 2015
- NALSA (Protection and Enforcement of Tribal Rights) Scheme, 2015

2. KOLLAM

Core Issues: Pockets of poverty, rural and coastal inequality, fisheries and workers of unorganised sector challenges, Rights of Tribals.

Identified Schemes:

- NALSA (Legal Services to Workers in the Unorganized Sector) Scheme, 2015
- NALSA (Protection and Enforcement of Tribal Rights) Scheme, 2015
- NALSA (Effective Implementation of Poverty Alleviation Schemes) Scheme, 2015

3. PATHANAMTHITTA

Core Issues: Pilgrimage season challenges, poverty, gender disparities, Drug abuse, Rights of Tribals.

Identified Schemes:

- NALSA (Protection and Enforcement of Tribal Rights) Scheme, 2015
- NALSA (Legal Services to the Victims of Drug Abuse and Eradication of Drug Menace) Scheme, 2015
- NALSA (Legal Services to Senior Citizens) Scheme, 2016

4. ALAPPUZHA

Core Issues: Waterlogging, environmental degradation, fishing community problems, Mental Health issues, Drug Menace.

Identified Schemes:

- NALSA (Effective Implementation of Poverty Alleviation Schemes) Scheme, 2015
- NALSA (Child-Friendly Legal Services to Children and their Protection) Scheme, 2015
- NALSA (Legal Services to the Mentally Ill and Disabled Persons) Scheme, 2015
- NALSA (Legal Services to the Victims of Drug Abuse and Eradication of Drug Menace) Scheme, 2015

5. KOTTAYAM

Core Issues: Aging population, migration, traditional industry challenges, Tribal Rights

Identified Schemes:

- Legal Services for Differently Abled Children Scheme, 2021
- NALSA (Legal Services to Senior Citizens) Scheme, 2016
- NALSA (Protection and Enforcement of Tribal Rights) Scheme, 2015
- NALSA (Child-Friendly Legal Services to Children and their Protection) Scheme, 2015

6. IDUKKI

Core Issues: Tribal rights, socio-economic marginalization, environmental issues, Drug Trafficking

Identified Schemes:

- NALSA (Protection and Enforcement of Tribal Rights) Scheme, 2015
- NALSA (Legal Services to the Victims of Drug Abuse and Eradication of Drug Menace) Scheme, 2015
- NALSA (Legal Services to Senior Citizens) Scheme, 2016

7. ERNAKULAM

Core Issues: Environmental issues, waste management, water pollution, Drug Menace, Labour problems, Tribal rights.

Identified Schemes:

- NALSA (Protection and Enforcement of Tribal Rights) Scheme, 2015
- NALSA (Legal Services to Senior Citizens) Scheme, 2016
- NALSA (Legal Services to Workers in the Unorganized Sector) Scheme, 2015
- NALSA (Child-Friendly Legal Services to Children and their Protection) Scheme, 2015

8. THRISSUR

Core Issues: Aging population, urban-rural disparities, migration, Tribal Rights, Mental Health, Disputes in financial sector

Identified Schemes:

- NALSA (Protection and Enforcement of Tribal Rights) Scheme, 2015
- NALSA (Child-Friendly Legal Services to Children and their Protection) Scheme, 2015

- NALSA (Legal Services to Senior Citizens) Scheme, 2016
- NALSA (Legal Services to the Mentally Ill and Disabled Persons) Scheme, 2015

9. PALAKKAD

Core Issues: Rural economy, literacy among tribal people, Drug Trafficking

Identified Schemes:

- NALSA (Protection and Enforcement of Tribal Rights) Scheme, 2015
- NALSA (Child-Friendly Legal Services to Children and their Protection) Scheme, 2015
- NALSA (Legal Services to the Victims of Drug Abuse and the Eradication of the Drug Menace) Scheme, 2015

10. MALAPPURAM

Core Issues: Population growth, cultural diversity, urbanization, Tribal Rights.

Identified Schemes:

- NALSA (Legal Services to Senior Citizens) Scheme, 2016
- NALSA (Protection and Enforcement of Tribal Rights) Scheme, 2015
- NALSA (Legal Services for Differently Abled Children) Scheme, 2021

11. KOZHIKKODE

Core Issues: Natural disasters, agriculture, infrastructure, Tribal Rights, Rights of persons with mental illness.

Identified Schemes:

- NALSA (Protection and Enforcement of Tribal Rights) Scheme, 2015
- NALSA (Child-Friendly Legal Services to Children and their Protection) Scheme, 2015
- NALSA (Legal Services to the Victims of Drug Abuse and the Eradication of the Drug Menace) Scheme, 2015
- NALSA (Legal Services to the Mentally Ill and Disabled Persons) Scheme, 2015

12. WAYANAD

Core Issues: Tribal rights, Child Marriage among Tribals and sexual exploitation, social exclusion, land rights, Drug Trafficking,

Identified Schemes:

- NALSA (Protection and Enforcement of Tribal Rights) Scheme, 2015
- NALSA (Legal Services to the Victims of Drug Abuse and Eradication of Drug Menace) Scheme, 2015
- NALSA (Legal Services to the Mentally Ill and Mentally Disabled Persons) Scheme, 2015

13. KANNUR

Core Issues: Political violence, Economic challenges, Tribal Rights

Identified Schemes:

- NALSA (Child-Friendly Legal Services to Children and their Protection) Scheme, 2015
- NALSA (Protection and Enforcement of Tribal Rights) Scheme, 2015
- NALSA (Legal Services to Senior Citizens) Scheme, 2016

14. KASARGOD

Core Issues: Endosulfan menace, health issues, communal tensions, drug abuse, Child marriage among Tribals and sexual offences.

Identified Schemes:

- NALSA (Child-Friendly Legal Services to Children and their Protection) Scheme, 2015
- NALSA (Protection and Enforcement of Tribal Rights) Scheme, 2015
- Scheme for Legal Services to Disaster Victims through Legal Services Authorities

The DLSAs in Kerala are dedicated to advancing justice, equality, and legal awareness across the state. By addressing the specific needs and challenges of each district, and through the implementation of targeted NALSA schemes, the DLSAs aim to create a more just and equitable society. This vision document for 2024-2026 outlines the

strategic direction and key initiatives that will guide the DLSAs in their mission to provide timely, effective, and accessible legal services to all.

CONCLUSION

KeLSA's commitment to providing "Access to Justice for All" has led to significant strides in bridging the gap between the legal system and the people it serves. Through a diverse range of initiatives, including legal aid, education, and rehabilitation programs, KeLSA has successfully addressed the needs of various vulnerable groups in society. Projects like NILAAV, CLAP, and the Victim Rights Centre exemplify KeLSA's holistic approach to legal assistance, ensuring that justice is not only a theoretical ideal but a practical reality for everyone. By involving the community, leveraging partnerships, and focusing on education and awareness, KeLSA continues to foster a more inclusive and just society.

Looking ahead, KeLSA remains dedicated to its vision of equal justice under law. The introduction of innovative programs and the expansion of existing initiatives reflect KeLSA's proactive stance in addressing contemporary legal challenges. The success of KeLSA's efforts, from the integration of POCSO laws into school curricula to the impactful Samvada project, highlights the organization's effectiveness and commitment. As KeLSA moves forward, it will continue to adapt and innovate, ensuring that its mission aligns with the evolving needs of society, ultimately making justice accessible to all citizens of Kerala.

SCHEDULE A**GENERAL STANDARD OPERATING PROCEDURE TO BE READ ALONG WITH THE
SCHEME CLAP**

1. Court which includes any statutory authority, tribunal or forum shall appoint a CSL from the approved panel either suomotu or on application filed by any party to the proceeding.
2. The order appointing the CSL shall be communicated to the DLSA concerned by the court.
3. The CSL shall also issue an intimation to the DLSA concerned regarding the appointment.
4. Court on appointing the CSL shall serve necessary documents and issue necessary directions to the CSL.
5. Family Courts while appointing CSL shall serve a Referral order as per form attached as Appendix A.
6. DLSA concerned on receiving request from CSL for assistance of Expert professionals, ie social workers and /or psychologists/counselors shall coordinate with District Child Protection Unit and District Resource Centre and ensure assistance of the Expert Professionals.
7. CSL shall conduct the assessment of the child as per the work profile mentioned in the CLAP Scheme.
8. CSL shall submit the report before the Court with a brief note on the facts elicited from the child during the interaction, home environment of the parties concerned, background and surrounding of the child, relationship of the child with the parents and extended family, opinion of Expert professionals.
9. Court may at its discretion provide copies of the reports of the CSL to the parties on their application.
10. After filing the report before the Court, the CSL shall intimate the DLSA regarding the same. DLSA shall not seek for a copy of the report.
11. The CSL shall interact with the child in the venue/place decided by the court or such child friendly space at the discretion of the CSL or in extreme circumstances where the child resides.

12. DLSA being intimated about filing of the report, shall arrange and disburse timely payment of honorarium to CSL on case basis at the earliest.

SCHEDULE B

STANDARD OPERATING PROCEDURE FOR THE EFFECTIVE IMPLEMENTATION OF SEXUAL ASSAULT SURVIVOR SCHEME AND PRISON MENTORING SCHEME OF VICTIM RIGHTS CENTRE UNDER THE KERALA STATE LEGAL SERVICES AUTHORITY

OBJECTIVE AND BACKGROUND

- This Standard Operating Procedure (SOP) is intended to provide guidance for the effective implementation of the **Sexual Assault Survivor (SAS) Scheme and Prison Mentoring Scheme** of the **Victim Rights Centre (VRC)** a service platform functioning under the aegis of the **Kerala State Legal Services Authority (KeLSA)**.
- For achieving the above objective, this SOP will provide guidance to:
 - (1) The Judicial Officers to identify the victims who are eligible to receive the services of VRC under the aegis of the KeLSA for the effective implementation of the Sexual Assault Survivor Scheme and Prison Mentoring Scheme of the VRC under KeLSA;
 - (2) The DLSAs and VRC Panel Lawyers to provide emotional, psychological, legal and social support and assistance to the victims identified by the Judicial Officers on need basis after contacting the victim for the purpose of effective implementation of the Sexual Assault Survivor Scheme and Prison Mentoring Scheme of the VRC under KeLSA.
- *'Victim' entitled to service of VRC is identified from a sociological perspective for the purpose of this project as a victim of circumstances and includes woman, child, transgender who have suffered any loss or injury be it physical, emotional or economic by reason of the act or omission that are in violation of the laws of the land and includes woman, child, differently abled, transgender belonging to sexual and ethnic minorities and scheduled caste and scheduled tribes in Kerala, woman convict, under trial prisoner including those remanded in prisons/jails of Kerala, child who needs care and protection and/or in conflict with law under the Juvenile Justice (Care and Protection of children) Act, 2015, child who is living with the woman prisoner in prisons/jails*

in Kerala and includes not only direct victim of crimes but also his/her/ their immediate family, kith and kin, and those who are suffering from mental illness.

- This SOP will provide guidance to the Judicial Officers to identify ‘victims of circumstances’ from the above category who are eligible to receive the services of VRC while recording statements under Sec 183 BNSS (Sec 164 Cr.P.C), dying declaration, remanding the accused, recording evidence including statement under Sec 351 BNSS (Sec 313 Cr.P.C, recording statement of persons detected and produced in missing cases and such other judicial proceedings.
- The SAS scheme of VRC seeks to empower survivors of sexual violence by providing assistance and multilateral support to the victims, including sociological, psychological and legal support, and further streamline them to their respective remedies with the cooperation of Government, inter-governmental and non-governmental organizations and thereby support them to re-integrate into the society. Its core objectives are to ensure that survivors of sexual assault have access to services which are responsive and appropriate to their needs, including sensitive, confidential and appropriate quality services of legal and medical professionals, emotional and psychological support from the system, authorities, family, friends, kith and kin. One other objective of the Scheme is to ensure that government policies and the practices of government bodies are relevant and responsive to the needs of survivors of sexual assault.
- Prison Mentoring Scheme of VRC intends to reduce recidivism and to help the prisoner rebuild her/his life with confidence and to be well equipped to face challenges as they re-enter society.

STEPS TO BE FOLLOWED

Role of Judicial Officer

1. A Judicial Officer on identifying ‘victim’ under VRC guidelines as stipulated above during any of the proceedings before it, shall inform the same to the Secretary, District Legal Services Authority concerned by an email mentioning the relevant details of the ‘victim’ along with case

number or crime number of the relevant Police Station as the case may be, for exploring the possibility of providing necessary support through VRC.

2. Magistrates shall refer all sexual assault survivors (SAS) brought before them for purpose of recording statement under Sec 183 BNSS (Sec 164 Cr.P.C) who are considered victims for the purpose of VRC, to the Secretary, DLSA concerned by an email mentioning the crime number of the relevant Police Station and relevant details of the victim including age, without disclosing the identity of the SAS.
3. A short checklist is appended towards the end of this SOP as pointer to help Judicial Officers identify a 'victim' who needs emotional, psychological and legal support of VRC.

Role of District Legal Services Authority/DLSA

- a. DLSA concerned, immediately on receiving the email or information from the Magistrate or any other authority shall contact the 'victim'/sexual assault survivor/ family and the District coordinator of VRC at DLSA and/or members of the VRC panel at DLSA for providing necessary support to the 'victim'/sexual assault survivor/ family.
- b. The District coordinator of VRC at DLSA and/ or the member of VRC panel at DLSA shall interact with 'victim'/sexual assault survivor/family and provide emotional, psychological, legal and social support on need basis including the necessary help to avail benefits of government schemes under the guidance of the Secretary, DLSA.
- c. The DLSA shall forward the details of the victim who ordinarily resides and /or if the cause of action in the litigation arises outside the Head quarters of the judicial district , to the respective Taluk Legal Service Committee(TLSC) under whose jurisdiction the victim ordinarily resides and/or where the cause of action of the litigation arises for providing emotional, psychological, legal and social support assistance on need basis including the necessary help to avail benefits of government schemes to the victim/sexual assault survivor/family through the Taluk Coordinator of VRC at TLSC and/ or the member of VRC panel at TLSC level .
- d. The District coordinator of VRC under the guidance of the Secretary, DLSA, shall coordinate with TLSC and Taluk Coordinator of VRC and/or TLSC and/ or the member of VRC panel at TLSC level where the matters have been so referred/forwarded, to ensure that necessary assistance is provided to the victim/sexual assault

survivor/family .

- e. The District coordinator of VRC and/or VRC panel member under the guidance of Secretary, DLSA shall intimate through the DLSA concerned , the details of the victims who are provided assistance on need basis through VRC at District and Taluk level , to the State Project coordinator, VRC vide email, vrckhclsc@gmail.com so as to enable the Project coordinator to coordinate the activities of VRC, for which a report shall be submitted by the District coordinator/Taluk coordinator/TLSC to the DLSA as the case may be .
- f. VRC panel of lawyers at DLSA/TLSC under the guidance of DLSA/TLSC as the case may be, can seek the assistance of Women Protection officer or/and Child Protection Officer or/and Probation Officer in the District concerned while interacting with the 'victim'/sexual assault survivor/family as the case may be .
- g. VRC panel of lawyers at DLSA/TLSC under the guidance of DLSA/TLSC as the case may be shall seek the assistance of psycho-social workers including psychologists, counselors and social workers attached to the Department of Women and Child, Government of Kerala in order to extend emotional and psychological assistance to the identified victims/SAS/family as the case may be .
- h. DLSAs shall identify and maintain a panel of Non Governmental Organisations (NGOs) in the District and Taluk level for the above purpose ,who can also effectively extend continuous social and psychological support to the needy victim/SAS/family as the case may be . The NGOs empanelled shall receive the approval of the Chairman, District Legal Services Authority.
- i. A District coordinator for the VRC panel of lawyers at the District level may be nominated from among the VRC panel lawyers of the district by the Chairman, District Legal Services Authority. A Taluk coordinator for the VRC panel of lawyers at Taluk level may be nominated from among the VRC panel lawyers of the district by the Chairman, Taluk Legal Services Committee .
- j. District coordinator, VRC shall share the reference by the Magistrate or other authorities concerned and the consequential report prepared by the VRC panel member at District and Taluk level regarding the identified victim/SAS with the Secretary, DLSA concerned, Member

Secretary, Kerala State Legal Services Authority and also mark the same to the Project coordinator, Victim Rights Centre.

- k. DLSAs may share the list of NGOs identified in each district and also the details of the District Coordinator/Taluk Coordinator and panel of VRC lawyers in each district including that in TLSC working for VRC with the Member Secretary, KeLSA and the Project coordinator, VRC.
- l. The panel of lawyers functioning for VRC at the Taluk level are to be identified and nominated by Chairman ,TLSC , recommended by Secretary, DLSA and finally approved by Chairman, DLSA.
- m. The panel of lawyers functioning for VRC at the District and Taluk Level may be removed by the Chairman ,DLSA from the Panel in event of any misconduct on the part of such member on the recommendation of the Secretary DLSA or the Chairman ,TLSC as the case may be.

CHECK LISTS FOR DLSAs AND DISTRICT COORDINATOR, VRC AND/OR VRC PANEL OF LAWYERS of DLSA/TLSC FOR PURPOSE OF PROVIDING ASSISTANCE OF VRC to the 'VICTIM' on need basis

1. Who is the victim concerned?

- A. Woman
- B. Child
- C. Transwoman
- D. Others (If 'others' specify)

2. Who is the alleged perpetrator concerned in case of sexual assault?

- A. Member of the Family
- B. Neighbour

C. Personnel at School /Institution/Place of Work/Others (If

'others', specify)

3. Mental Condition of the victim pursuant to the incident and /or SAS pursuant to the Abuse

- A. Stable and Confident

- B. Shocked, Withdrawn and Depressed
- C. Inclusive thoughts, distressing recollection of the violence, nightmares and sleep disturbances.
- D. Concealed normalcy in a state of denial

4. Physical condition of the victim pursuant to the incident and /or SAS pursuant to the Abuse

- A. Contusions, aberrations and severe bleeding (external and internal)
- B. Injury to private body parts

5. Whether the SAS in case of sexual assault was subjected to medico-forensic procedure as per Ministry of Health and Family Welfare guidelines . **

- A. Yes
- B. No

** few of **MoHFW Guidelines**

- Medical examination to be conducted with the informed consent of the SAS
- No internal examination to be conducted on the SAS
- SAS should not be subjected to insinuations of her sexual history by making noting on old tears in the hymen.
- SAS should not be subjected to expressions and comments regarding absence of injuries on the body of the SAS suggesting lack of resistance to the assault.

6. Whether the victim/SAS is getting emotional support from family, kith and kin?

- A. Yes
- B. No

7. Whether the victim/SAS is getting financial support from family, kith and kin?

A. Yes

B. No

8. Whether the victim/SAS has legal awareness regarding the rights of the victims including victim compensation schemes ?

A. Yes

B. No

9. Whether the victim/SAS is in need of legal aid?

A. Yes

B. No

10. Where is the victim/ SAS presently residing after the alleged incident/abuse?

A. With own family

B. With relatives

C. With friends

D. In Institutions

11. Whether the victim/SAS is comfortable in the present residence?

A. Yes

B. No

12. Whether the victim/SAS is literate?

A. Yes

B. No

13. Whether the victim/SAS intends to continue education if he/she is already associated with school/college/universities?

A. Yes

B. No

14. What is the declared mental health status of the victim/SAS?

A. Mental Retardation/ Autism/ Cerebral palsy/ Multiple Disabilities under the National Trust Act, 1999

B. Mental Illness as defined under clause 2 (s) of the Mental Healthcare Act, 2017

15. Whether the victim/SAS comes under the purview of disabilities stated in Rights of Persons with Disabilities Act, 2016?

A. Yes

B. No

16. Whether the victim/SAS is facing threat, hostility, disbelief and advice not to pursue the case?

A. Yes

B. No

17. If yes, from whom?

A. Own family

B. Peers

C. Police/ Medical staff during examination

D. Family and/or friends of the accused/others.

If 'others', specify.

18. Whether the victim post the alleged incident and /or SAS after the alleged abuse is apprehensive of leading a normal life post abuse?

A. Yes

B. No

19. If yes, what are the apprehensions of the victim/SAS?

A. Social stigma

B. Possibility of being again subjected to abuse/sexual abuse

C. Acceptance by family, kith and kin

20. Whether a victim/SAS who is a transgender is aware of their rights under the Transgender Persons (Protection of rights) Act, 2019

A. Yes

B. No

21. Whether the victim/SAS is subject to continuous/secondary and/orre-victimization over a period of time ?

C. Yes

D. No

21. If yes , from whom?

A. Same perpetrators

B. Own family

C. Relatives/neighbours/workplace/school

D. Friends of parents/siblings

E. If others-specify.

22.In case of POCSO survivors, whether the child falls under thecategory of CNCP (Child in need of care and protection)?

F. Yes

G. No

23.If yes, whether the POCSO survivor was produced before the CWC?

H. Yes

I. No

24.Whether statutory mandates were followed by the Police on receivingthe complaint of sexual assault in case of SAS. ?

J. Yes

K. No

CHECK LISTS FOR THE GUIDANCE OF COURTS FOR PURPOSE OF IDENTIFYING 'VICTIM' TO GET THE ASSISTANCE OF THE VRC.

1. Nature of the crime/offence alleged to have been committed by **the accused (who may also be a 'victim of circumstance')** giving emphasis to the circumstances under which the accused committed the crime. (For example, battered women syndrome, infanticide etc)
2. What is the mental status of the accused including whether the accused attempted self-harm after the alleged commission of the offence/crime?
3. Age of the accused giving emphasis to crimes involving young offenders.
4. Circumstances in which the accused is alleged to have committed the crime as discernible from available records.
5. Whether the accused is in need of de-addiction including that of alcohol/drugs and /or any similar narcotic substances.

GENERAL GUIDELINES TO DLSAs., VRC panel of lawyers

1. DLSAs and VRC lawyers should function in such a manner that it should be able to win and gain the confidence of the victim/SAS and family members.
2. Sensitivity should be displayed at all times ensuring that there is no secondary or re-victimisation of the victim/ SAS and special care should be given while handling transgender survivors.
3. DLSAs and VRC lawyers may be careful in choosing words spoken or written to see to it that those words do not undermine or shake the confidence of the victim/SAS.
4. DLSAs and VRC lawyers may desist from expressing any stereotypes or personal opinions for example; women are physically weak and need protection, women are emotional and often over react or dramatize events or a woman consuming alcohol, smoking etc. may justify unwelcome advances by men or 'has asked for it'.
5. Probono lawyers from the VRC panel will extend legal help to victim/SAS till the conclusion of the trial and in cases where litigations spill over to higher courts.
6. Extensive professional counseling and psycho therapy and/or

pharmacological interventions will be provided for victim/ SAS depending on the severity of emotional distress of the victim/SAS through counselors/psychologists attached to the Department of Women and Child, Government of Kerala and/or those working for Non Governmental Organisations (NGOs) in the District, identified and approved by the DLSA concerned.

7. Rehabilitation facilities including facilities to continue education, vocational skills will be extended to victim/SAS in order to re-integrate the survivor to the society with the help of the Governmental agencies and/or Non-governmental organizations.
8. General guidelines 1-4 above mentioned are to be followed by Judicial Officers as well while dealing with victims and sexual assault survivors.
9. DLSAs and VRC lawyers may follow the guidelines mentioned in the Handbook on Combating Gender Stereotypes published by the Supreme Court of India.
- 10.** VRC lawyers shall compulsorily attend the orientation or periodical sessions organized by KeLSA and/or DLSAs to keep them updated of the progress and changes in Victim jurisprudence.

SCHEDULE C

EVALUATION SHEET TO ASSESS THE PERFORMANCE OF THE SECRETARIES, DLSAs
MONTHLY REPORTING- FORM NO. 1

Table I- CORE FUNCTIONS

LEGAL AID AND LEGAL SERVICES OTHER THAN LADCS (Data shall be provided as per the register maintained in the office)	No: of cases in which legal aid provided in the month	
	No: of cases in which legal aid provided at the front office	
	1) Number of Monitoring committee meetings undertaken in the month 2) Number of complaints or other requests considered and decided in the meeting=	
	Units achieved	
LOK ADALATH	No: of Lok adalath organised at the instance of DLSA or KeLSA in the month	
	No: of National Lok adalath organised	
	Number of courts in the district	
	Number of pending cases considered in the Lok Adalath	
	Number of prelitigation petitions considered in Lok Adalath	
	Number of prelitigation petitions considered in National Lok Adalath	

	Percentage of success in pending cases	
	Percentage of success in pre litigation matters	
	Units achieved	
VICTIM COMPENSATION	No: of applications/recommendations pending at the beginning of the month	
	No: of applications/ recommendations recieved in the month	
	No: of cases in which the inquiry has been completed	
	No: of applications disposed off in the month	
	No: of cases in which the amount is allotted from KeLSA but not disbursed from DLSA	
	Total units achieved	
LADCS (Data shall tally with the data contained in the register)	Number of appeals filed through LADCS other than that of prisoners	
	Number of Appeals preferred by prisoners through LADCS	
	Number of other legal aid provided to prisoners	
	Evaluation of LADCS (data to be furnished)	
	Number of police stations in which the LADCS is engaged to provide legal aid under early access to justice protocol	
	Units achieved	

Early access to Justice Protocol (Data Shall be as per the register maintained)	Number of Police stations in the district	
	Number of police stations in which the lawyers are engaged	
	Reporting by the lawyers	
	Number of cases in which the legal aid is provided under the protocol	
	Units achieved	
Activities under NALSA SCHEMES (shall also be reported. The data shall be as per the register maintained and there shall be sanction proceedings of the chairman concerned on the program)	Name of the schemes identified for the district	
	Outreach activities	
	New projects (noval projects under the above scheme)	
	Camps under the above schemes	
	Legal awareness programs under the above schemes	
	Clinics under the above scheme	
	The number of parcipants, number of beneficiaries and expenditure incurred for each program	
	Units achieved	
Activities under KeLSA Schemes (SAMVADA, CLAP, VRC, SADGAMAYA, RECONNECTING YOUTH, GOTHRA VARDHAN, NILAAV etc.)	Furnish details of the activities, number of prgrammes, numbe of beneficiaries, expenditure incurred etc under each scheme	
	Units Achieved.	
ACTIVITIES IN PRISONS	Number of awareness programmes in prisons.	

	Number of legal aid clinic in prsions	
	Number of UTPs released at the intervention of DLSA	
	Steps taken for the Premature release of prisoners	
	Steps taken for granting parole for the prisoners	
	Steps taken for rehabilitation and employment of prisoners	
	Mentoring of prisoners	
	Legal aid and other support rendered for the dependants of prisoners	
	Number of visit in jails made by the secretaries	
	Total Units Achived	
COMPLIANCE OF DIRECTIONS ON THE JUDICIAL SIDE (excluding the orders and recommendations to pay victim compensation)	Specify the directions and the steps taken for the compliance of the directions	
	Units achieved	
MEDIATION	Number of cases in which the mediation report not filed on time	
	The date on which the meeting with mediators and core committee meeting are convened in the month	
	The number mediators who failed to attend the meeting	

	Steps taken for ensuring the presence of mediators in the meeting and for improving their performance in mediation	
	Matters considered in the meetings	
	Units achieved	
REMARKABLE INTERVENTIONS/ SUCCESS STORIES DURING THE MONTH(to be stated briefly)		
	Units achieved	
CAPACITY BUILDING PROGRAMMES FOR PANEL LAWYERS AND PLVs	<u>For lawyers</u> Details of the programme	
	<u>For PLVs</u> Details of the programme	
	Units achieved	
LSMS & LCMS	Number of cases entered in the month	
	Number of cases pending	
	Units achieved	
15100 HELP LINE to be assessed as per the data available at the website	Number of calls attended during the month	
	Number of calls pending	
	Units Achieved	

Table II NON CORE FUNCTIONS

OTHER ACTIVITIES including awareness programmes other than those are mentione in Table-1		
Meetings conducted with panel lawyers and LADCS	Details and purpose of the meeting	
	Units achieved	
Meetings conducted with PLVs and their evaluation of performance	Details and purpose of the meeting	
	Number of PLVs engaged for activties during the month	
	Number of PLVs filed monthly reports on time	
	Steps taken for improving the performance of PLVs	
	Complaints if any recieved against the PLVs and details of action taken in the matter	
	Units achieved	

TABLE III- AUDIT & ADMINISTRATION

NALSA fund pending at the end of the previous month	
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Total Expenditure incurred during the previous month which falls under the NALSA FUND	
Total amount due to be disbursed under the head of NALSA Fund	
Reasons if any, for not disbursing the amount	
STATE fund pending in different heads at the end of the previous month	
Total Expenditure incurred during the previous month which falls under the different heads of STATE FUND	
Total amount due to be disbursed under the different heads of STATE Fund	
Reasons if any, for not disbursing the amount	
Details of audit pending and ongoing in DLSA and TLSCs	
Reasons if any, for not completing the audit of accounts	
Expenditure incurred for the audit	
Date on which previous monthly statement is submitted	
If there is delay in submitting the statement, extent of delay and reasons if any, for the delay	
Date on which previous monthly activity report (MAR) is submitted	

If there is delay in submitting the report, extent of delay and reasons if any, for the delay	
Date on which previous monthly statistical statement is submitted	
If there is delay in submitting the statement, extent of delay and reasons if any, for the delay	
Date on which Previous months Monthly Reconciliation Statement (MRS) is submitted	
If there is delay in submitting the statement, extent of delay and reasons if any, for the delay	
Date on which the last UTRC meeting is conducted	
Date on which the UTRC report is submitted to KeLSA	
If there is delay in conducting the meeting or submitting report, extent of delay and the reasons if any, for the delay	
Supreme court Server: Date on which the data furnished to KeLSA for submission of report to Supreme Court	
Extent of delay, if any in submitting the report	
Report on strengthening of Juvenile Justice: Last date on which the report is submitted	
Extent of delay, if any, in submitting the report	

Date on which the monthly statement is submitted	
Extent of delay, if any in submitting the statement	
Date of which the last quarterly honorarium statement is furnished	
Extent of delay, if any in furnishing the statement.	
Other matters if any	
Total Units Achieved	

Remarks of Member Secretary, KeLSA

CORE FUNCTIONS	
NON CORE FUNCTIONS	
AUDIT OF ACCOUNTS AND ADMINISTRATION	
OTHER MATTERS	

Remarks of the Director ADR on the matters concerning mediation

CORE FUNCTIONS	
NON CORE FUNCTIONS	

AUDIT OF ACCOUNTS AND ADMINISTRATION	
OTHER MATTERS	

SCHEDULE D

Evaluation of the performance of the legal aid lawyers, LADCAS			
Case No. & Name of the Court			
Section of the offence			
Name of the defense lawyer under LADCS who appeared for the accused			
Whether the accused is in custody or not;			
Total number of postings of the case			
Total number of Postings the Lawyer did not appear, if any;			
State whether there is any instance which lead to the adjournment of the case due to the fault on the part of defense lawyer, if any;			
Knowledge of law of the defense lawyer with particular reference to the case in which he appeared			
Excellent	Good	Satisfactory	Poor
Performance of law of the lawyer with particular reference to the case in which he appeared			
Excellent	Good	Satisfactory	Poor
Suggestions if any to the improve the performance of the defense lawyer			
General remarks			

Name of the Judicial Officer

Date

SCHEDULE -E**IMPACT ASSESSMENT EVALUATION**

1. NAME OF THE SCHEME :
2. NALSA/KeLSA :
3. NAME OF PROGRAMME :
4. DATE :
5. VENUE :
6. BENEFICIARY GROUP :
7. NO. OF PARTICIPANTS :
 - 1) DEPARTMENTS :
 - 2) OFFICIALS :
 - 3) BENEFICIARIES :
8. FEEDBACK OF PARTICIPANTS :
9. FOLLOW UP ACTIONS TAKEN :
10. FOLLOW UP PROGRAMMES :
11. FEEDBACK OF OFFICIALS :
12. NO. OF PLP's FILED :
13. NO. OF LITIGATIONS FILED :
14. NO. OF CASES SETTLED
 - THROUGH ADR :
 - 1) LOK ADALAT :
 - 2) MEDIATION :
15. EVALUATION OF IMPACT BY
SECRETARY, DLSA :
16. EVALUATION OF IMPACT BY
MEMBER SECRETARY, KeLSA :

