

ACTION PLAN 2026 - 2027



**Every Voice Deserves Justice
Helping the Helpless Through Legal Support**

GUJARAT STATE LEGAL SERVICES AUTHORITY



3rd Floor, GSLSA Building, Nr. Post Office,
Gujarat High Court Compound, Sola, Ahmedabad - 380 060.
Tele/Fax: 079-27664964, Fax: 079-27665296
Toll Free No.: - 1800-233-7966 / 15100
E-Mail: - msguj.lsa@nic.in,
Website: - www.gslsa.gujarat.gov.in



Hon'ble Mrs. Justice Sunita Agarwal
The Chief Justice, High Court of Gujarat &
Patron-In-Chief, GSLSA



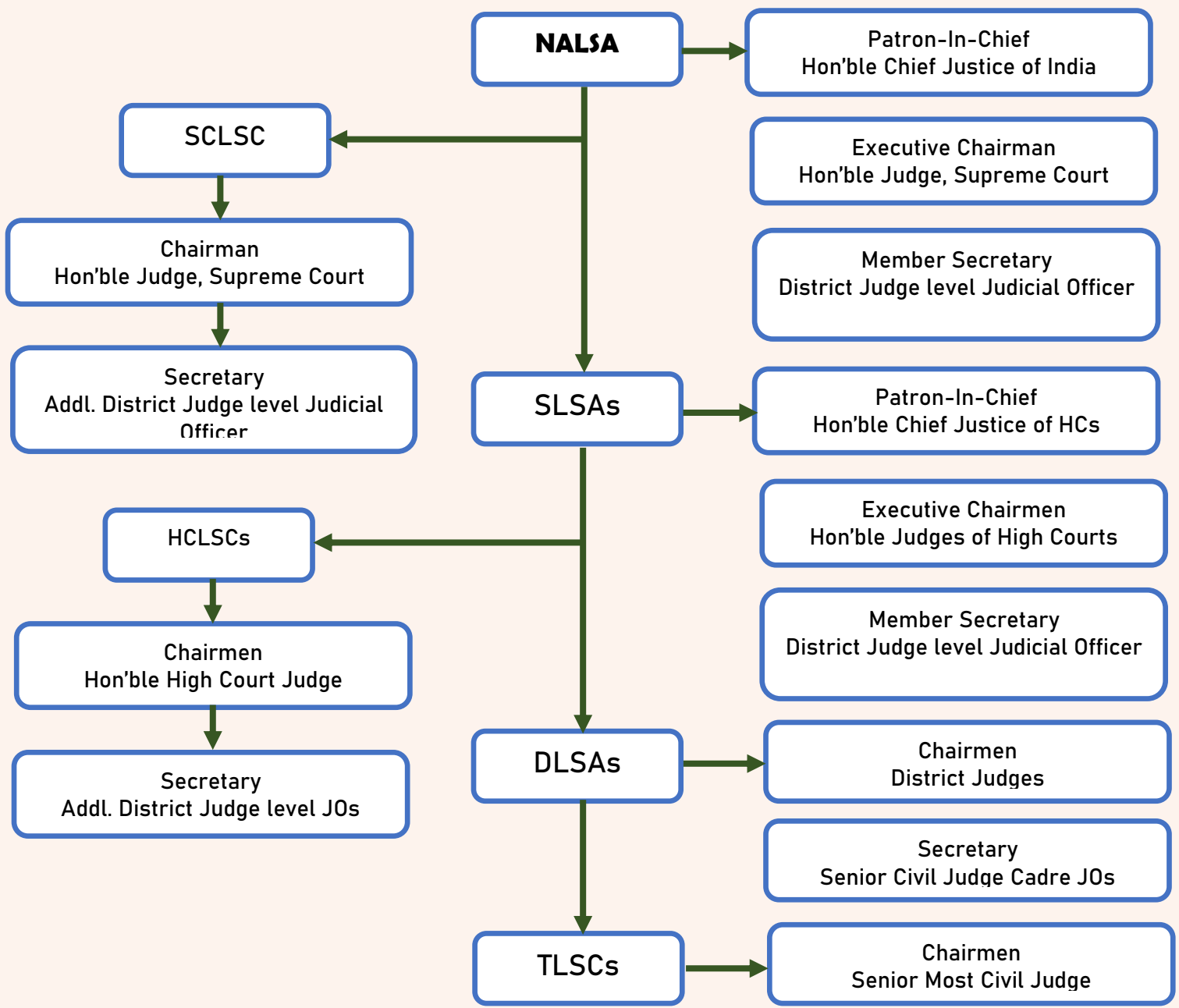
Hon'ble Mr. Justice Alpesh Y. Kogje
Judge, High Court of Gujarat &
Executive Chairman, GSLSA



Index

Sr. No.	Topic	Page Number
1	<u>Organogram of Legal Services Institution in Gujarat</u>	4
2	<u>Gujarat State Legal Services Authority (GSLSA)</u>	5
3	<u>GSLSA/DLSA – Supervisory Functions, Institutional Inspections and Administrative Oversight</u>	6
4	<u>Core Legal Awareness Themes Under NALSA / GSLSA Framework</u>	7
5	<u>NALSA and GSLSA Schemes</u>	8-11
6	<u>Objectives and Strategic Action Plan</u>	12-15
7	<u>Protection of Human Dignity: Legal Safeguards for Vulnerable and Disadvantaged Groups</u>	16-18
8	<u>GSLSA/DLSA – Institutional Co-ordination, Monitoring and Administrative Engagement Framework</u>	19
9	<u>GSLSA/DLSA – Meetings</u>	20-23
10	<u>Main Functions / Duties of Para Legal Volunteers (PLVs)</u>	24
11	<u>National Lok Adalat</u>	25
12	<u>Special Days and Observance of Action Plan April 2026 to March 2027</u>	26-60
13	<u>General Instructions</u>	61-62
14	<u>Summary of Role of DLSA under various NALSA Schemes and It's Reporting</u>	63-69
15	<u>Summary of Role of DLSA Under other NALSA Initiatives and its reporting</u>	70-75
16	<u>Summary of other reports to be sent by DLSAs</u>	76-78
17	<u>Forms and Formats</u>	79-109

ORGANOGRAM OF LEGAL SERVICES AUTHORITIES / COMMITTEES



**GUJARAT STATE LEGAL SERVICES AUTHORITY (GSLSA)
“ENSURING EQUITABLE ACCESS TO JUSTICE”**

The Gujarat State Legal Services Authority (GSLSA), established under the Legal Services Authorities Act, 1987, aims to fulfill Article 39A of the Constitution by ensuring equal justice and providing free legal aid to weaker and marginalized sections. It functions under the Patron-in-Chief, the Hon'ble Chief Justice of the Gujarat High Court.

GSLSA operates through DLSAs, Taluka Committees, Legal Aid Clinics, and Para Legal Volunteers, coordinating and supervising legal aid programmes across the State. Under Section 12 of the Act, it provides free legal services to eligible groups, including women, children, SC/STs, persons in custody, victims of atrocities, and economically weaker sections.

The Authority promotes speedy justice through Lok Adalats and ADR mechanisms like mediation and conciliation. It also conducts legal awareness programmes and implements welfare schemes for vulnerable groups.

Additionally, GSLSA offers helpline services for legal assistance and undertakes rehabilitative initiatives, including prison welfare programmes and community outreach, ensuring accessible and inclusive justice delivery.

GSLSA / DLSA

Supervisory Functions, Institutional Inspections and Administrative Oversight.

Periodic inspections shall be conducted by designated authorities to ensure institutional accountability and protection of rights across various facilities. Visits to correctional institutions shall focus on monitoring custodial conditions, identifying undertrial prisoners requiring legal aid, ensuring availability of competent defence counsel, and coordinating with LADCS advocates for expeditious bail and case progress.

The Secretary, DLSA shall undertake monthly inspections of One Stop Sakhi Centres to assess the quality and effectiveness of counselling, legal aid, and rehabilitation services, ensuring a victim-centric approach. Child care institutions, including Observation Homes, Special Homes, and Places of Safety, shall be inspected in compliance with the Juvenile Justice (Care and Protection of Children) Act, 2015, to safeguard the rights, dignity, and welfare of children.

Regular inspections of Old Age Homes shall ensure dignified living conditions, proper care, and protection of senior citizens from neglect or abuse. Similarly, Children Homes and Observation Facilities shall be monitored to evaluate infrastructure, service delivery, and compliance with statutory standards, ensuring adequate care and developmental support.

The Chairman, DLSA shall periodically supervise Juvenile Justice Boards to ensure procedural compliance and timely disposal of cases involving children in conflict with law.

All inspection activities shall be properly documented, and consolidated monthly reports shall be submitted to GSLSA, detailing inspections conducted, observations made, and actions taken. Continuous monitoring, coordination with stakeholders, and systematic reporting shall ensure transparency, accountability, and effective delivery of legal aid and welfare services.

CORE LEGAL AWARENESS THEMES UNDER NALSA / GSLSA FRAMEWORK

District Legal Services Authorities (DLSAs) shall undertake supplementary legal outreach activities in addition to monthly flagship programmes to enhance legal literacy and access to justice. Each DLSA shall submit a monthly compliance report to the Gujarat State Legal Services Authority (GSLSA) detailing the implementation of such initiatives.

GSLSA, in alignment with the National Legal Services Authority's action plan, has outlined indicative awareness programmes for district-level execution. These are not exhaustive, and the Secretary, DLSA, may exercise administrative discretion to modify or expand activities based on local socio-economic conditions, geographical factors, and district-specific needs. The primary objective is to ensure maximum outreach and effective delivery of legal services, particularly to marginalized and vulnerable sections.

Key outreach initiatives include awareness programmes on labour and workforce rights, including wages, social security, and welfare schemes. Campaigns shall promote amicable settlement of disputes through Lok Adalats and mediation. Public grievance redressal drives shall enable access to remedies for essential services.

Programmes shall also cover educational rights under the Right to Education Act, road safety and motor accident claims (including MACT procedures and compensation), and gender-based violence reporting mechanisms. Awareness on victim compensation schemes and rehabilitation support shall be emphasized.

Further, targeted campaigns shall address women's legal protections, child rights under laws such as POCSO and the Juvenile Justice Act, and welfare provisions for senior citizens, including maintenance and property rights. Initiatives shall also focus on disability rights, certification processes, statutory benefits, and ensuring inclusive access to justice.

NALSA and GSLSA Schemes – Rearticulated Version

This document provides a structured and time-sequenced synopsis of schemes introduced by the National Legal Services Authority (NALSA) and the Gujarat State Legal Services Authority (GSLSA). It delineates the thematic focus, underlying objectives, and intended beneficiaries of each scheme, while also highlighting their operational components and implementation strategies.

Each scheme is examined through its core functional domains, including legal literacy and awareness generation, outreach initiatives, grievance redressal mechanisms, mediation and dispute resolution processes, victim compensation frameworks, and rehabilitation support systems.

The framework is designed to function as a practical and operational guide for Para Legal Volunteers (PLVs), District Legal Services Authorities (DLSAs), Taluka Legal Services Committees (TLSCs), and other allied stakeholders. It facilitates effective coordination, execution, monitoring, and delivery of legal aid services, thereby reinforcing the mandate of ensuring meaningful access to justice for marginalized and vulnerable sections of society.

Year	Name of Scheme	Theme	Key Objectives	Action Plan Focus	Beneficiaries	Implementing Authority
2025	NALSA Supporting Potential and Resilience of the Unseen, Held back- and Affected (SPRUHA) SCHEME	Inclusive social justice and capacity-building	To extend comprehensive legal facilitation along with socio-economic assistance to disadvantaged and overlooked sections of society	Grassroot engagement, delivery of legal services, and structured rehabilitation interventions	Socially and economically marginalized and excluded persons	NALSA through SLSA, DLSA
2025	NALSA Scheme on Access to Justice for Victims of Human-Wildlife Conflict (HWC)	Ecological justice coupled with victim protection	To ensure legal representation and facilitate compensatory relief for individuals affected by human-wildlife conflicts	Assistance in compensation claims, awareness initiatives, and coordination with forest and administrative agencies	Persons impacted by human-animal conflict situations	NALSA through SLSA, DLSA

Year	Name of Scheme	Theme	Key Objectives	Action Plan Focus	Beneficiaries	Implementing Authority
2025	Veer Parivar Sahayata Yojana	Welfare and protection of armed forces dependent	To provide legal support and welfare assistance to families of deceased or serving defence personnel	Facilitation of pensionary benefits, service entitlements, and compensation-related assistance	Dependents and families of armed forces personnel	NALSA through SLSA, DLSA
2025	NALSA (JAGRITI)-Justice Awareness For Grassroots Information and Transparency Initiative Scheme	Legal consciousness and participatory justice	To enhance legal knowledge among citizens and strengthen their ability to access justice mechanisms	Public legal literacy drives and community-based awareness programmes	General populace, particularly vulnerable communities	NALSA through SLSA, DLSA
2025	NALSA (DAWN)-Drug Awareness and Wellness Navigation for a Drug-free India Scheme	Social reform and justice-oriented rehabilitation	To promote awareness against substance abuse and ensure access to justice through empowerment initiatives	Focused awareness campaigns and outreach among high-risk groups	Socially vulnerable and marginalized communities affected by drug abuse	NALSA through SLSA, DLSA
2025	NALSA (Samvad-Strengthening access to justice for marginalized, Vulnerable Adivasis and Denotified/Nomadic Tribes) Scheme	Dialogue-based justice and ADR promotion	To encourage amicable dispute resolution and mediation through participatory dialogue mechanisms	Legal awareness, provision of legal aid, and promotion of legal literacy	Vulnerable tribal groups including Adivasis and Denotified/Nomadic Tribes	NALSA through SLSA, DLSA
2025	NALSA-ASHA (Awareness Support, Help & Action) SOP - Eliminating Child Marriage	Protection and rehabilitation of children	To curb child marriages and ensure legal safeguarding along with rehabilitation support	Establishment of ASHA units, rescue operations, counselling services, and capacity-building initiatives	Children susceptible to child marriage and its victims	NALSA through SLSA, DLSA

Year	Name of Scheme	Theme	Key Objectives	Action Plan Focus	Beneficiaries	Implementing Authority
2024	NALSA (Child-Friendly Legal Services for Children) Scheme	Child-centric justice delivery system	To institutionalize child-sensitive procedures ensuring effective access to justice	Provision of child-friendly legal services, awareness initiatives, and coordination with Child Welfare Committees (CWCs)	Children in need of care and protection, and children in conflict with law	NALSA through SLSA, DLSA
2024	NALSA (Legal Services to Persons with Mental Illness and Persons with Intellectual Disabilities) Scheme	To safeguard legal rights and ensure welfare of persons with mental and intellectual disabilities	Guardianship facilitation, linkage with welfare schemes, and legal protection measures	Guardianship support, welfare scheme linkage, rights protection	Individuals with mental illness and intellectual disabilities	NALSA through SLSA, DLSA
2016	NALSA (Legal Services to Senior Citizens) Scheme	Protection of elderly rights and dignity	To secure legal entitlements and welfare measures for senior citizens	Assistance in maintenance claims, protection against exploitation, and legal awareness campaigns	Senior Citizens	NALSA through SLSA, DLSA
2016	NALSA (Legal Services to Victims of Acid Attacks) Scheme	Victim compensation and rehabilitation on justice	To provide legal representation along with medical and rehabilitative support to acid attack victims	Facilitation of compensation, medical assistance, and long-term rehabilitation	Survivors of acid attacks	NALSA through SLSA, DLSA
2015	NALSA (Victims of Trafficking and Commercial Sexual Exploitation)	Anti-trafficking justice and victim	To rescue, rehabilitate, and legally protect victims	Identification of victims, inter-agency coordination,	Victims of trafficking and commercial	NALSA through SLSA, DLSA

Year	Name of Scheme	Theme	Key Objectives	Action Plan Focus	Beneficiaries	Implementing Authority
	Scheme	protection	of trafficking	and rehabilitation and compensation measures	sexual exploitation	
2015	NALSA (Legal Services to the Workers in the Unorganized Sector) Scheme	Labour justice for informal workforce	To ensure protection of labour rights and welfare benefits for unorganized sector workers	Legal literacy, enforcement of labour rights, and linkage with government welfare schemes	Workers engaged in the unorganized sector	NALSA through SLSA, DLSA
2015	NALSA (Effective Implementation of Poverty Alleviation Schemes) Scheme	Social justice and economic inclusion	To facilitate effective implementation of poverty alleviation programmes and ensure access to entitlements	Awareness initiatives, grievance redressal mechanisms, and monitoring of scheme implementation	Economically weaker and marginalized populations	NALSA through SLSA, DLSA
Not Specifically Notified	Scheme for Legal Services to Disaster Victims through Legal Services Authorities	Disaster justice and humanitarian support	To provide legal assistance, compensation facilitation, and rehabilitation support to disaster-affected persons	Legal aid camps, assistance in compensation claims, and rehabilitation support services	Persons affected by natural or man-made disasters	NALSA through SLSA, DLSA, TLSC

OBJECTIVES AND STRATEGIC ACTION PLAN

OBJECTIVES

The present Action Plan is designed to secure effective, structured, and result-oriented implementation of schemes formulated under the aegis of NALSA by harmonizing scheme-specific objectives with clearly defined, time-bound activities at the State, District, and Taluka levels. It envisages the conduct of at least four core activities on a monthly basis, namely legal awareness programmes, outreach initiatives, identification of beneficiaries, and redressal of grievances, thereby ensuring continuity and consistency in the delivery of legal services.

A principal objective of the Action Plan is to ensure targeted outreach to marginalized and vulnerable segments of society, including women, children, senior citizens, persons with disabilities, victims of violence, workers in the unorganized sector, disaster-affected persons, and other disadvantaged groups, so as to uphold the constitutional mandate of equal access to justice.

The Plan further provides for systematic supervision through periodic inspections, field visits, and review meetings, with a view to monitor implementation, assess the efficacy of undertaken activities, and ensure institutional accountability at every level. It also promotes expeditious and amicable settlement of disputes through Lok Adalats, pre-litigation mediation, conciliation, and other alternative dispute resolution mechanisms, thereby reducing the burden on conventional adjudicatory processes.

In addition, the Action Plan seeks to fortify the role of Para Legal Volunteers (PLVs) by delineating their functions in the spheres of legal awareness, beneficiary identification, facilitation and handholding support, reporting, and coordination with legal services institutions. Emphasis is also laid upon systematic documentation and reporting of activities through periodic reports submitted by PLVs and Legal Services

Authorities, enabling effective monitoring, evaluation, and evidence-based policy interventions.

Overall, the Action Plan endeavors to establish a coordinated, transparent, and inclusive framework for access to justice, ensuring that the benefits of NALSA schemes are delivered to the intended beneficiaries in a timely, efficient, and meaningful manner.

STRATEGIC ACTIONS

Legal Services Institutions functioning under the Legal Services Authorities Act, 1987 shall implement the present Action Plan by undertaking comprehensive measures including provision of free legal aid, organization of legal literacy and awareness programmes, conduct of Lok Adalats and mediation proceedings, facilitation of access to victim compensation and welfare schemes, and implementation of preventive legal aid initiatives.

The Action Plan emphasizes strengthening legal awareness and access to legal aid services so as to ensure that all eligible persons are duly informed of their legal rights and are provided necessary assistance in accordance with law. It further mandates coordination with existing schemes and programmes, and adherence to the guidelines, directions, and policy frameworks issued by NALSA, GSLSA, and other competent authorities from time to time, thereby ensuring uniformity, efficiency, and legal compliance in implementation.

Moreover, GSLSA also intends to undertake noteworthy projects across the State which consists of -

- Gujarat State Legal Services Authority (GSLSA) proposes to establish Permanent Lok Adalats across all districts on a cluster basis through a

hybrid mode, with a view to optimizing resources and ensuring efficient disposal of cases with minimal manpower.

- In order to strengthen grassroots dispute resolution, GSLSA aims to institutionalize community mediation within the trade and business sectors by identifying, recognizing, and imparting structured training to such Community mediators already functioning within Chambers of Commerce and Vyapari Associations.
- The “Signal School” project, initiated on 6th March 2022 in collaboration with the Ahmedabad Municipal Corporation and the Municipal School Board, Ahmedabad, for the education of children in street situations, has received wide appreciation. Building upon its success, GSLSA intends to replicate and expand the initiative across the State in coordination with various municipalities and District Legal Services Authorities (DLSAs).
- To ensure continuous professional development and awareness, Para Legal Volunteers (PLVs) and Panel Advocates shall be encouraged to regularly access the GSLSA official website for updates on evolving policies, schemes, and best practices in legal services.
- Pursuant to deliberations held during the National Conference convened by National Legal Services Authority (NALSA), GSLSA envisages the creation of a dedicated pool of Full-Time Secretaries possessing strong administrative acumen, to enhance institutional efficiency and governance.
- With a view to strengthening the Legal Aid Defence Counsel System, GSLSA has formulated and disseminated uniform performance appraisal formats for Legal Aid Defence Counsels (LADCs). Their performance shall be periodically evaluated on both qualitative and quantitative parameters, supplemented by regular interactions to ensure accountability and improved service delivery.
- As part of its commitment to promoting Alternative Dispute Resolution (ADR), GSLSA has initiated the integration of PLVs and Panel Lawyers into mediation proceedings, subject to the consent of parties, thereby providing

practical exposure to law students and young practitioners while enhancing the reach of mediation and involving upcoming advocates in mediation process.

- Furthering its efforts in community-based dispute resolution, GSLSA has already commenced mediation initiatives within the trading community, aiming to formalize and refine existing informal mechanisms by providing structured training and recognition to practicing mediators.
- To ensure sustained capacity building, GSLSA has designed a comprehensive year-long training calendar to be implemented in hybrid mode, enabling PLVs and Panel Lawyers across the State to benefit from continuous, accessible, and high-quality training programmes.
- GSLSA further proposes the expansion of “Jagruti Units” at remotest villages across the State with the objective of enhancing legal awareness at the grassroots level, ensuring that marginalized and vulnerable sections of society are better informed about their rights, entitlements, and the availability of legal aid services.
- GSLSA also aims to impart mediation training to the maximum number of advocates across the State, with a view to strengthening the culture of Alternative Dispute Resolution (ADR) and enhancing the professional capacity of the legal fraternity.

1. Conceptual Foundation: Ensuring Dignity and Equal Protection:

Offences perpetrated against vulnerable segments of society undermine the core values of dignity, security, and equality enshrined under constitutional jurisprudence. Children, women, senior citizens, Scheduled Castes/Scheduled Tribes, and persons with disabilities frequently encounter systemic discrimination, exploitation, violence, and neglect arising from socio-economic disparities.

The Gujarat State Legal Services Authority (GSLSA), in furtherance of its mandate under the Legal Services Authorities Act, 1987, endeavors to ensure that such marginalized individuals are not deprived of access to justice. Through provision of free legal aid, counselling services, legal awareness initiatives, and institutional support mechanisms, GSLSA facilitates the realization of legal rights without financial impediments or fear of victimization.

2. Enforcement of Child Rights: Protective and Rehabilitative Framework:

Children, being inherently vulnerable due to their age and dependency, are often exposed to practices such as child marriage, child labour, and deprivation of education, abuse, and trafficking. Their limited legal awareness and capacity render them incapable of safeguarding their own interests within the justice delivery system.

GSLSA plays a pivotal role in safeguarding child rights by ensuring access to free legal representation through trained legal practitioners and by organizing legal literacy programmes within educational institutions and communities. It further assists child victims in securing rescue, rehabilitation, and compensation, ensuring that all proceedings involving children are conducted in a sensitive, child-centric, and rights-based manner consistent with principles of natural justice.

3. Protection of Women's Rights: Access to Justice and Empowerment:

Women are frequently subjected to domestic violence, dowry-related offences, sexual exploitation, workplace harassment, and human trafficking. Societal constraints, economic dependence, and stigma often act as deterrents in seeking legal remedies.

In this context, GSLSA extends comprehensive support by providing free legal advice, representation, and awareness through legal literacy campaigns. It facilitates access to statutory remedies, protection orders, and compensation schemes while promoting alternative dispute resolution mechanisms such as mediation, wherever appropriate and consistent with the safety and autonomy of the aggrieved woman.

4. Safeguarding Senior Citizens: Legal Security and Welfare:

Senior citizens often face neglect, abuse, fraudulent practices, and property-related disputes, sometimes even at the hands of family members. Factors such as advanced age, ill-health, and dependency exacerbate their vulnerability and restrict their access to justice.

GSLSA provides legal assistance and guidance to elderly persons, ensuring enforcement of their rights to maintenance, protection, and dignified living. Special legal aid camps and legal services clinics are organized to ensure prompt and effective redressal of grievances, thereby upholding their right to live with dignity.

5. Rights of Persons with Disabilities: Inclusive Access to Justice:

Persons with disabilities are frequently subjected to discrimination, neglect, abuse, and denial of basic entitlements. Inadequate accessibility and lack of awareness further aggravate their exclusion from mainstream legal processes.

GSLSA undertakes measures to ensure that persons with disabilities have equal and barrier-free access to legal services in a dignified manner. It disseminates awareness regarding welfare schemes and legal protections, while also assisting

victims of discrimination and abuse in seeking appropriate legal remedies and compensation, thereby fostering an inclusive justice system.

6. Protection of SC/ST Communities and Bonded Labourers: Combating Structural Injustice:

Members of Scheduled Castes, Scheduled Tribes, and bonded laborers continue to experience systemic exploitation, violence, and social marginalization, particularly in rural and remote regions. Fear of retaliation and lack of awareness often prevent victims from asserting their legal rights.

GSLSA intervenes by providing immediate and free legal assistance, facilitating access to relief, rehabilitation, and statutory protections. Through sustained legal awareness campaigns and continuous institutional support, GSLSA ensures that victims are accompanied throughout the legal process, enabling restoration of dignity, security, and social justice.

Concluding Perspective: Advancing Substantive Justice

The overarching objective of GSLSA is to operationalize the constitutional promise of equal justice and access to legal remedies. By strengthening legal aid delivery systems and focusing on marginalized communities, it contributes to the realization of substantive justice, ensuring that no individual is left remediless due to economic or social disadvantage.

GSLSA / DLSA – Institutional Coordination, Monitoring and Administrative Engagement Framework

Introductory Directive

The District Legal Services Authorities (DLSAs) are hereby mandated to undertake all assigned functions within their respective jurisdictions in strict conformity with the operational guidelines issued by the Gujarat State Legal Services Authority (GSLSA). The DLSAs shall ensure prompt execution, systematic record maintenance, and submission of comprehensive, evidence-based reports to GSLSA within the prescribed timelines.

The LADCs shall ensure coordinated functioning particularly during the second week of each calendar month. All activities shall be conducted on a periodic basis, and consolidated reports shall be presented in the monthly review meeting scheduled on the first working day of the month. Strict adherence to these directions is imperative to maintain uniformity, accountability, and administrative efficiency across all districts.

MEETINGS

PART - I – REVIEW, SUPERVISION AND UTRC FUNCTIONING

Meeting Title	Purpose & Functional Scope	Legal / Administrative Basis	Time Cycle	GSLSA Compliance Requirements from DLSA
Monitoring Committee Review Meeting	Evaluation and supervision of implementation of legal aid programmes with emphasis on efficiency, accountability, and timely delivery	GSLSA supervisory framework under Legal Services Authorities Act and periodic administrative instructions	Periodic (monthly / quarterly) based on activity review	Maintenance of structured records, evidence-based reporting, compliance with observations, submission of ATR on corrective measures
Monitoring and Mentoring Committee Meeting	Strengthening field-level execution through mentoring, supervisory review, performance enhancement of DLSA and PLVs, and grievance redressal mechanisms	GSLSA supervisory directions aligned with welfare schemes monitoring	Conducted alongside DCVCA meetings	Case-wise follow-up documentation, mentoring reports, corrective action records, institutional coordination with stakeholders
UTRC Review Committee Meeting	Examination of undertrial cases, identification of eligible prisoners for bail, parole, plea bargaining, and facilitation of legal assistance	NALSA UTRC guidelines and directives of Hon'ble Supreme Court for periodic undertrial review	Quarterly with interim follow-up sessions	Updated undertrial database, eligibility lists, compliance with bail directions, legal aid assignment tracking

PART - II – UTRC IMPLEMENTATION AND COORDINATION MECHANISM

Meeting Title	Purpose & Functional Scope	Legal / Administrative Basis	Time Cycle	GSLSA Compliance Requirements from DLSA
UTRC Coordination Meeting with DLSA	Ensuring effective coordination between UTRC and DLSA for legal representation, case monitoring and follow-up implementation	NALSA UTRC framework and GSLSA coordination directives	As per NALSA Schedule	Immediate action on flagged cases, appointment of panel advocates / LADCs, monitoring compliance with court directions
Pre-UTRC Review Meeting	Preliminary scrutiny of undertrial lists, segregation of priority categories, verification and validation of data	NALSA / GSLSA procedural directions for structured UTRC functioning	As per NALSA Schedule	Maintenance of updated prisoner database, classification (women, juveniles, elderly, minor offences), verification of custody period and bail eligibility
Post-UTRC Compliance Meeting	Ensuring execution of UTRC decisions and follow-up with courts and prison authorities	NALSA UTRC compliance monitoring system	As per NALSA Schedule	Filing of ATR, initiation of bail proceedings, compliance reporting, timeline-based follow-up documentation

PART - III – LEGAL AID DELIVERY AND PRISONER SUPPORT REVIEW

Meeting Title	Purpose & Functional Scope	Legal / Administrative Basis	Time Cycle	GSLSA Compliance Requirements from DLSA
Empowered Committee Meeting (Support to Poor Prisoners Scheme)	Review of scheme implementation, enhancement of legal aid services, welfare accessibility, rehabilitation and financial support for indigent prisoners	NALSA / GSLSA scheme-based directives	Monthly	Identification of eligible prisoners, facilitation of welfare benefits, assignment of legal aid, submission of scheme implementation reports with supporting documentation
LADCS Coordination Meeting with DLSA Secretaries	Review of Legal Aid Defence Counsel System (LADCS), workload distribution, performance monitoring and disposal efficiency	NALSA LADCS guidelines and GSLSA supervisory instructions	Monthly	Case disposal reports, performance monitoring, compliance verification, identification of operational gaps and training requirements
Detailed Review Meeting of LADCS	In-depth assessment of LADCS functioning, case strategy evaluation, jail visit reports, and effectiveness in bail and trial proceedings	NALSA LADCS framework and GSLSA evaluation guidelines	Quarterly / Need-based	Performance evaluation sheets, qualitative case analysis, compliance with jail visit schedules, improvement strategy for identified deficiencies

PART - IV – OUTREACH, ADMINISTRATIVE AND OPERATIONAL MANAGEMENT

Meeting Title	Purpose & Functional Scope	Legal / Administrative Basis	Time Cycle	GSLSA Compliance Requirements from DLSA
PLVs and Legal Services Functionaries Meeting	Strengthening grassroots outreach, implementation of legal awareness initiatives, target allocation, and grievance handling	NALSA PLV guidelines and GSLSA outreach directives	Monthly / Periodic	Review of PLV work diaries, village/ward outreach plans, beneficiary records, legal awareness reports with photographic evidence and attendance
DLSA Internal Administrative Meeting	Administrative planning, programme scheduling, finalization of monthly calendar, and coordination among legal aid, mediation and outreach units	GSLSA internal governance framework	Monthly / As required	Submission of finalized action plans, allocation of responsibilities, compliance review, readiness for reporting
DLSA Staff / Functionaries Operational Meeting	Strengthening office administration, coordination, record maintenance, legal aid file review and documentation processes	Administrative requirements under DLSA functioning and GSLSA directions	Weekly / Fortnightly / Monthly	Proper file maintenance, timely disposal of applications, updated registers, readiness for inspection, audit and monitoring compliance

The main functions/duties of Para Legal Volunteers (PLVs) are as follows:

1. PLVs shall identify and reach out to the poor, vulnerable and marginalized sections of society and make them aware of their constitutional and legal rights and entitlements.
2. They shall assist people in understanding the nature of their problems and disputes and encourage them to approach the District Legal Services Authority (DLSA), Taluka Legal Services Committee (TLSC) or other legal service institutions.
3. They shall keep a watch in their area regarding incidents of injustice, exploitation and violation of law, and promptly inform the competent authorities.
4. Under proper guidance, PLVs shall provide pre-mediation advice to the parties and assist them in resolving disputes through mediation.
5. On receiving information about an arrest, they shall visit the police station and ensure that the arrested person is provided legal assistance.
6. They shall make efforts to assist victims of crime and help them in obtaining compensation under Section 357-A of the Cr.P.C. (Victim Compensation Scheme).
7. With prior permission, they shall visit jails, mental health institutions and child care institutions, assess the legal needs of inmates/residents, and submit reports.
8. They shall inform the concerned legal services authorities or Child Welfare Committee (CWC) about cases of child rights violations, child labour, missing children and child trafficking.
9. They shall assist in organizing legal aid camps, legal literacy programmes and public awareness activities in their area and help in distribution of materials.
10. They shall create awareness among the general public about Lok Adalat, mediation and other Alternative Dispute Resolution (ADR) mechanisms, and encourage dispute resolution through such processes.
11. All activities undertaken by PLVs shall be properly documented. Each PLV shall submit a monthly report to the Secretary of the District Legal Services Authority and maintain a daily diary for effective monitoring and evaluation.
12. They shall ensure that publicity materials relating to legal services activities are displayed at appropriate places.
13. Under this comprehensive scheme, PLVs shall act as facilitators of legal aid, awareness and social justice.
14. PLVs shall perform their duties in accordance with the directions issued by the Secretary of the District Legal Services Authority.

NATIONAL LOK ADALAT

S.No.	Details	Date of NLA
1	1 st National Lok Adalat	14 th March, 2026
2	2 nd National Lok Adalat	11 th July, 2026
3	3 rd National Lok Adalat	12 th September, 2026
4	4 th National Lok Adalat	12 th December, 2026

Observance of Special Days April – 2026

07 th April, 2026	<ul style="list-style-type: none"> • World Health Day • Awareness Campaigns to be organized regarding Critical health issues, Public Health, Available Healthcare Services. This can be done in co-ordination District Health Authorities, Labour Department, NGOs, Health Service Provider, Hospitals, Community Centres and other such authorities.
14 th April, 2026	<ul style="list-style-type: none"> • Samrasta Divas on Babasaheb Ambedkar Jayanti. • Conducting Sessions in Various Community Rural Areas Educating them regarding their fundamental and human rights, spreading awareness regarding Equality and Equal rights amongst the all members of the society.
11 th April, 2026	<ul style="list-style-type: none"> • National Safe Motherhood Day • Creating Awareness Programs Amongst women regarding Prenatal and Postnatal Hygiene • Creating Awareness amongst the rural population regarding the need to proper healthcare and balanced diet to a would be mother.
22 nd April, 2026	<ul style="list-style-type: none"> • World Earth Day • Creating Awareness Programs regarding collective responsibility of everybody to transit to renewable energy, furthering the motto 'our power our planet' encouraging adoption of cleaner sustainable practices in daily life and business.
30 th April, 2026	<ul style="list-style-type: none"> • Anti-Child Labour Day • Organizing Awareness Programs regarding importance of providing education to children and preventing them from child labour.

1	Celebration of "World Health Day" on 07 th April, 2026 by organizing suitable programmes.
2	To organize Legal Awareness Programmes regarding Rights of Women on occasion of "National Safe Motherhood Day" on 11 th April, 2026.
3	Celebration of "Samrasta Divas" on 14 th April, 2026 on the day of Babasaheb Ambedkar Jayanti by organizing suitable programmes.
4	Between 15 th April - 19 th April, 2026 mandatorily all Full Time Secretaries must make exhaustive visits of Central / Sub Jails situated in their district and prepare comprehensive report including Legal Aid, Legal Services remission status and submit the same to the SLSA on or before 30 th April, 2026.
5	Celebration of "World Earth Day" on 22 nd April, 2026 by organizing suitable programmes for children.
6	Celebration of "Anti Child Labour Day" on 30 th April, 2026 by organizing suitable programmes for children.
7	Legal Awareness Programmes on the NALSA (Child Friendly Legal Services for Children) Scheme, 2024.
8	To organize Legal Awareness Programmes on the NALSA (Legal Services for Differently Abled Children) Scheme, 2021. (Now, NALSA Legal Services to Persons with Mental Illness and Persons with Intellectual Disabilities) Scheme, 2024.
9	To organize Legal Awareness Programmes relating to the Rights of Juveniles with the collaboration of the NGO and Government Department.
10	To organize Legal Awareness Programmes on the Sexual Harassment of women at workplace (Prevention, Prohibition & Redressal) Act, 2013.
11	To organize Legal Awareness Programmes on the subject of Legal Services Authorities Act / Services Provided by Legal Services Institutions.
12	To organize Legal Awareness Programmes on the subject of POCSO Act, particularly on Tribal Area.
13	To organize Legal Awareness Programmes in Jails through Panel Advocates and also arrange suitable Programmes to hear and to resolve the problems faced by the inmates.
14	Arrange suitable Programmes regarding Plea Bargaining as provided under Chapter

	XXI-A of the Code of Criminal Procedure with help of 3 - 4 PLV / Law Students.
15	Visit by the Chairpersons of DLSAs to Jails as per the direction of the Supreme Court issued in Writ Petition (Civil) NO. 559/1994 with Writ Petition (Civil) NO. 133/2002.
16	Full Time Secretaries of DLSAs to conduct awareness programmes on POCSO Act, either by personal visit to School Legal Literacy Clubs or through suitable virtual mode
17	Full Time Secretaries of DLSAs to conduct awareness programmes in Colleges on POCSO Act and directions contained in Judgment dated 13.06.2018, passed in Criminal Appeal No. 1153 of 2017 with Criminal Appeal No. 394 of 2018, with the help of NIRBHAYA Brigade formed in their Districts and in co-ordination with SAKHI One-Stop Center.
18	Visit by Full Time Secretaries of DLSAs to Jail Clinics.
19	Visit by Full Time Secretaries of DLSAs at Legal Assistance Centers.
20	Visit by all the Chairpersons of DLSAs to Juvenile Justice Board and all Protection Homes etc.
21	Meeting of the Monitoring & Mentoring Committee of all Legal Services Institutions of the State as set up under the NALSA's Free and Competent Legal Services Regulations 2010 at least once in a fortnight, physically or virtually.
22	Monthly meeting with all Legal Aid Panel Advocates including Retainer Advocates as well as Para Legal Volunteers along-with office bearers of respective DLSA/TLSC by the respective Chairpersons of DLSAs and TLSCs. Each TLSC to submit report to concerned DLSA and DLSA to send consolidated report to the GSLSA.
23	Submission of Fortnightly Report for Sonadhar Vs. State of Chhatisgarh and Submission of Monthly Report in Satender Kumar Antil Vs. CBI and Anr.
24	Spread Awareness about NALSA Legal Aid Helpline No. 15100
25	Meeting of LADC Mentoring and Monitoring Committee
26	To organize Legal Awareness Programmes on NALSA Veer Parivar Sahayata Yojana
Note: The Action Taken Report to be furnished to the GSLSA on or before 5 th of next month.	

Observance of Special Days May – 2026

1 st May, 2026	<ul style="list-style-type: none"> • International Labour Day • Labour rights and entitlements under labour welfare legislations. • Safe working conditions, minimum wages and social security benefits. • Availability of Legal Aid, grievance redressal and welfare schemes for workers.
18 th May, 2026	<ul style="list-style-type: none"> • World AIDS Vaccine Day • Awareness Programs regarding AIDS Awareness, importance of getting vaccinated against AIDS.
22 nd May, 2026	<ul style="list-style-type: none"> • International Bio-diversity Day • Awareness activities of conservation of biodiversity, protection of ecosystem, sustainable use of natural resources and environmental protection.
25 th May, 2026	<ul style="list-style-type: none"> • International Missing Child Day • Awareness program regarding help that can be sought in case of a child going missing, where to contact whom to approach.
31 st May, 2026	<p style="text-align: center;">Anti-Tobacco Day</p> <ul style="list-style-type: none"> • Awareness regarding bad effect of use of tobacco, cigarettes, bidis, Pan Masala and other such harmful substances.

MAY-2026

1	Celebration of "International Labour Day" on 1 st May, 2026 by organizing suitable programmes like Legal Awareness Programmes for Labourers.
2	To organize Legal Awareness Programmes on occasion of "World Aids Vaccine Day" on 18 th May, 2026 and "International Missing Child Day" on 25 th May, 2026.
3	To organize Legal Awareness Programmes in Schools and Colleges on the occasion of "Anti-Tobacco Day" on 31 st May, 2026.
4	To organize Workshop/Seminar on the topic of "NALSA (Legal Services to the Workers engaged in the Un-organized Sector) Scheme, 2015".
5	Legal Awareness Programmes on the NALSA (Legal Services to Victims of Acid Attacks) Scheme, 2016.
6	To organize Legal Awareness Programmes/Seminars relating to the Right to Education Act in backward / remote area.
7	To organize Mediation Awareness Programmes for Advocates.
8	To organize Legal Awareness Programmes on the subject of Legal Services Authorities Act / Services Provided by Legal Services Institutions.
9	Arrange suitable Programmes regarding Plea Bargaining as provided under Chapter XXI-A of the Code of Criminal Procedure with help of 3 - 4 PLV / Law Students.
10	To Conduct training programmes for Probation Officers and Legal Services Lawyers attached to the Juvenile Justice Boards as per NALSA Training Module "SAMVEDAN".
11	Every DLSA Secretary must obtain status of application for plea of juvenility claimed by inmates and facilitate the jail inmates in preparing and prosecuting the application.
12	The Observation and Children Home Committee constituted for every DLSA must submit its report of visit of children home / remand home / safety home / shelter home in the district to the GSLSA on or before 30 th May, 2026.
13	The Full Time Secretaries of Ahmedabad Rural, Rajkot, Surat and Vadodara must submit their report of visit of Psycho-Socio Care Centre established at the respective Jails on or before 30 th May, 2026.
14	Full Time Secretaries of DLSAs to conduct awareness programmes on POCSO Act, either by personal visit to School Legal Literacy Clubs or through suitable virtual mode.
15	Full Time Secretaries of DLSAs to conduct awareness programmes in Colleges on

	POCSO Act and directions contained in Judgment dated 13.06.2018, passed in Criminal Appeal No. 1153 of 2017 with Criminal Appeal No. 394 of 2018, with the help of NIRBHAYA Brigade formed in their Districts and in co-ordination with SAKHI One-Stop Center.
16	Visit by Full Time Secretaries of DLSAs to Jail Clinics.
17	Visit by Full Time Secretaries of DLSAs at Legal Assistance Centers
18	Visit by all the Chairpersons of DLSAs to Juvenile Justice Board and all Protection Homes etc.
19	Visit by all the Chairpersons of DLSAs to Jail as per the direction of the Supreme Court issued in Writ Petition (Civil) NO. 559/1994 with Writ Petition (Civil) No. 133/2002.
20	Meeting of the Monitoring & Mentoring Committee of all Legal Services Institutions of the State as set up under the NALSA's Free and Competent Legal Services Regulations, 2010 at least once in a fortnight, physically or virtually.
21	Monthly meeting with all Legal Aid Panel Advocates including Retainer Advocates as well as Para Legal Volunteers along- with office bearers of respective DLSA/TLSC by the respective Chairpersons of all DLSAs and TLSCs. Each TLSC to submit report to concerned DLSA and DLSA to send consolidate report to the GSLSA.
22	Submission of Fortnightly Report for Sonadhar Vs. State of Chhatisgarh and Submission of Monthly Report in Satender Kumar Antil Vs. CBI and Anr.
23	Spread Awareness about NALSA Legal Aid Helpline No. 15100
24	Organize Meeting of LADC Mentoring and Monitoring Committee
Note: The Action Taken Report to be furnished to the GSLSA on or before 5 th of next month.	

Observance of Special Days June – 2026

2 nd June, 2026	<ul style="list-style-type: none"> • International Sex Workers Day • Awareness programs regarding government schemes for rehabilitation and rescue of sex workers.
4 th June, 2026	<ul style="list-style-type: none"> • International Day of Innocent Children Victim of Aggression • Awareness programs regarding government schemes for rehabilitation and rescue of innocent Children Victim of Aggression.
5 th June, 2026	<ul style="list-style-type: none"> • World Environment Day • Awareness outreach programs regarding conservation of environment, environmental rights, duties of citizens, abuse of environment.
12 th June, 2026	<ul style="list-style-type: none"> • World Day against Child Labour • Organizing Awareness Programs regarding importance of providing education to children and preventing them from child labour. • Identification of vulnerable children at workplaces and public locations. • Facilitation of rescue, rehabilitation and access to education.
15 th June, 2026	<ul style="list-style-type: none"> • World Elder Abuse Awareness Day • Awareness programs against elder abuse. • Visit to old age homes and creating awareness in senior citizen regarding their rights.
21 st June, 2026	<ul style="list-style-type: none"> • International Day of Yoga • Young camps in institutions, public spaces, old age home, juvenile justice home observational home and other relevant places • Guided sessions as per official Yoga Day • Awareness on health and mental well-being benefits. • Promote regular yoga practice for stress management.

JUNE-2026

1.	To organize Legal Awareness Programmes on occasion of "International Sex Workers Rights Day" on 2 nd June, 2026 and "International Day of Innocent Children Victim of Aggression" on 4 th June, 2026.
2.	Observance of the "World Environment Day" on 5 th June, 2026. Legal Awareness Programmes be organized for creating awareness as to various legal provisions relating to Environment Protection.
3.	Celebration of "World Day Against Child Labour" on 12 th June, 2026 by organizing suitable programmes like Legal Awareness Programmes for Child Laborers.
4.	Celebration of "World Elder Abuse Awareness Day" on 15 th June, 2026 by organizing Legal Awareness Programmes/Seminars relating to Rights of Sr. Citizen.
5.	Celebration of "International Day of Yoga" on 21 st June, 2026.
6.	Legal Awareness Programmes to be organized, with the help of PLVs, Lawyers and Police Officers, in High Schools and Colleges on Anti-ragging laws.
7.	To conduct awareness programme relating to the PIMS Rules for Presiding Officers of Commercial Courts.
8.	To organize Mediation Awareness Programmes for public.
9.	To organize Legal Awareness Programmes on the NALSA (Legal Services for Differently Abled Children) Scheme, 2021. (Now, NALSA Legal Services to Persons with Mental Illness and Persons with Intellectual Disabilities) Scheme, 2024.
10.	Legal Awareness Programmes on the NALSA (DAWN - Drug Awareness and Wellness Navigation - For a Drug Free India) Scheme, 2025 on the day of "International Day Against Drug Abuse and illicit Trafficking" on 26 th June, 2026.
11.	To organize Legal Awareness Programmes on the subject of Legal Services Authorities Act / Services Provided by Legal Services Institutions.
12.	Arrange suitable Programmes regarding Plea Bargaining as provided under Chapter XXI-A of the Code of Criminal Procedure with help of 3 - 4 PLV / Law Students.
13.	To conduct Panel Lawyers training as per NALSA's Training Module for Legal Services Lawyers.
14.	Visit by all the Chairpersons of DLSAs to Jail as per the direction of the Supreme Court issued in Writ Petition (Civil) NO. 559/1994 with Writ Petition (Civil) NO. 133/2002.
15.	Full Time Secretaries of DLSAs to conduct awareness programmes on POCSO Act, either by personal visit to School Legal Literacy Clubs or through suitable virtual mode.

16.	Full Time Secretaries of DLSAs to conduct awareness programmes in Colleges on POCSO Act and directions contained in Judgment dated 13.06.2018, passed in Criminal Appeal No. 1153 of 2017 with Criminal Appeal No. 394 of 2018, with the help of NIRBHAYA Brigade formed in their Districts and in co-ordination with SAKHI One-Stop Center.
17.	Visit by Full Time Secretaries of DLSAs to Jail Clinics.
18.	Visit by Full Time Secretaries of DLSAs at Legal Assistance Centers
19.	Visit by all the Chairpersons of DLSAs to Juvenile Justice Board and all Protection Homes etc.
20.	Meeting of the Monitoring & Mentoring Committee of all Legal Services Institutions of the State as set up under the NALSA's Free and Competent Legal Services Regulations, 2010 at least once in a fortnight, physically or virtually.
21.	Monthly meeting (physically or virtually) with all Legal Aid Panel Advocates including Retainer Advocates as well as Para Legal Volunteers along-with office bearers of respective DLSA/TLSC by the respective Chairpersons of DLSAs and TLSCs. Each TLSC to submit report to concerned DLSA and DLSA to send consolidated report to the GSLSA.
22.	Quarterly meeting (physically or virtually) of all Chairpersons of TLSCs with Chairpersons and Secretary of DLSAs for evaluating the functioning and fulfillment of Plan of Action by DLSAs & TLSCs of the previous Quarter. Report to be sent to GSLSA of the outcome of the meeting.
23.	Meeting of the Under Trial Review Committee (physically or virtually) under the Chairmanship of the Chairperson of DLSAs, as per direction of the Supreme Court issued in Writ Petition (Civil) No. 406/2013, Inhuman Conditions in 1382 Prisons.
24.	Submission of Fortnightly Report for Sonadhar Vs. State of Chhatisgarh and Submission of Monthly Report in Satender Kumar Antil Vs. CBI and Anr.
25.	Spread Awareness about NALSA Legal Aid Helpline No. 15100
26.	Organize Meeting of LADC Mentoring and Monitoring Committee
27.	To organize Legal Awareness Programme on NALSA - Scheme on Justice for Victims of Human Wildlife Conflict (HWC), 2025.
Note: The Action Taken Report to be furnished to the GSLSA on or before 5 th of next month.	

Observance of Special Days July – 2026

11 th July, 2026	<ul style="list-style-type: none">• World Population Day• Awareness programs regarding evils of high population.• Awareness and outreach programs as regard the Government Schemes which are available for small families.
17 th July, 2026	<ul style="list-style-type: none">• World Day of International Justice• Organize Awareness on rule of law, accountability and human rights protection.• Promoting Mediation and Alternative Dispute Resolution Mechanism.

JULY-2026

1.	Organization of National Lok Adalat on 11-07-2026.
2.	Legal Awareness Programmes on day of "World Population Day" on 11 th July, 2026.
3.	Celebration of "International Justice Day" on 17 th July, 2026 by organizing suitable programmes.
4.	Legal Awareness Programmes on the NALSA (Victims of Trafficking and Commercial Sexual Exploitation Scheme), 2015 on the day of "World Day against Trafficking in Persons" on 30 th July, 2026.
5.	Legal Awareness Programmes on the NALSA Legal Services to the Persons with Mental Illness and Persons with Intellectual Disabilities Scheme 2024.
6.	To organize awareness camps for girl students in Colleges and schools on protection of women and girl children from sexual harassment and on the techniques of self-defense. This programme can be organized with the technical assistance of Police and expert in self-defense.
7.	To organize Legal Awareness Programmes on the subject of Legal Services Authorities Act / Services Provided by Legal Services Institutions.
8.	To organize Mediation Awareness Programmes for Referral Judges.
9.	To organize Legal Awareness Programmes on the subject of POCSO Act, particularly on Tribal Area.
10.	Arrange suitable Programmes regarding Plea Bargaining as provided under Chapter XXI-A of the Code of Criminal Procedure with help of 3 - 4 PLV / Law Students.
11.	To conduct Para Legal Volunteers training as per NALSA's Training Module.
12.	DLSAs to send their Budget (NALSA) for the year 2026-27 to the Gujarat State Legal Services Authority by 10th July, 2026.
13.	Full Time Secretaries of DLSAs to conduct awareness programmes on POCSO Act, either by personal visit to School Legal Literacy Clubs or through suitable virtual mode.
14.	Full Time Secretaries of DLSAs to conduct awareness programmes in Colleges on POCSO Act and directions contained in Judgment dated 13.06.2018, passed in Criminal Appeal No. 1153 of 2017 with Criminal Appeal No. 394 of 2018, with the help of NIRBHAYA Brigade formed in their Districts and in co-ordination with SAKHI One-Stop Center.
15.	Visit by Full Time Secretaries of DLSAs to Jail Clinics.
16.	Visit by Full Time Secretaries of DLSAs at Legal Assistance Centers

17.	Visit by the Chairpersons of DLSAs to Jails as per the direction of the Supreme Court issued in Writ Petition (Civil) NO. 559/1994 with Writ Petition (Civil) NO. 133/2002.
18.	Visit by all the Chairpersons of DLSAs to Juvenile Justice Board and all Protection Homes etc.
19.	Meeting of the Monitoring & Mentoring Committee of all Legal Services Institutions of the State as set up under the NALSA's Free and Competent Legal Services Regulations 2010 at least once in a fortnight, physically or virtually.
20.	Monthly meeting (physically or virtually) with all Legal Aid Panel Advocates including Retainer Advocates as well as Para Legal Volunteers along-with office bearers of respective DLSA/TLSC by the respective Chairpersons of DLSAs and TLSCs. Each TLSC to submit report to concerned DLSA and DLSA to send consolidated report to the GSLSA.
21.	Submission of Fortnightly Report for Sonadhar Vs. State of Chhatisgarh and Submission of Monthly Report in Satender Kumar Antil Vs. CBI and Anr.
22.	Spread Awareness about NALSA Legal Aid Helpline No. 15100
23.	Organize Meeting of LADC Mentoring and Monitoring Committee
24.	To organize Awareness Programme on NALSA (DAWN – Drug Awareness and Wellness Navigation – for a drug free India) Scheme, 2025.
Note: The Action Taken Report to be furnished to the GSLSA on or before 5 th of next month.	

Observance of Special Days August – 2026

9 th August, 2026	<ul style="list-style-type: none"> • World Tribal Day • Awareness on constitutional safeguards for Schedule Tribes. • Sensitization on land rights, forest rights and protection from exploitation • Facilitation for welfare schemes, documentation and legal aid.
10 th August, 2026	<ul style="list-style-type: none"> • International Prisoners Justice Day • Visit to jail and inquiry about the problems of the inmates of the jail. • Organizing awareness programmes at jail regarding the rights of the inmates. • Organizing awareness outreach programs and preparing a support system for the family members of the inmates according to the provision of NALSA, SPRUHA (Support Potential and Resilience of the Unseen, Held-back and Affected) Scheme, 2025.

AUGUST-2026

1.	Legal Awareness Programmes on NALSA (Legal Services to Senior Citizens) Scheme.
2.	Celebration of "International Prisoners' Justice Day" on 10 th August, 2026 by organizing suitable programmes.
3.	Legal Awareness Programmes on the Gujarat Victim Compensation Scheme, 2019.
4.	To organize Legal Awareness camps, programmes and seminars in relation to the NALSA (SAMVAD) Scheme, 2025.
5.	Legal Awareness Programmes / Seminars on Rights of Prisoners, Rights of Juveniles.
6.	To organize Mediation Awareness Programmes for Advocates.
7.	To organize Legal Awareness Programmes on the NALSA (Legal Services to Persons with Mental Illness and Persons Intellectual Disabilities) Scheme, 2024.
8.	Arrange suitable Programmes regarding Plea Bargaining as provided under Chapter XXI-A of the Code of Criminal Procedure with help of 3 - 4 PLV / Law Students.
9.	To organize Legal Awareness Stall in Fairs/Lok Melas to raise awareness about various NALSA Schemes and Government Welfare Schemes.
10.	To organize Legal Awareness Programmes regarding rights of SC/ST.
11.	To organize Legal Awareness Programmes on the subject of Legal Services Authorities Act / Services Provided by Legal Services Institutions.
12.	Full Time Secretaries of DLSAs to conduct awareness programmes on POCSO Act, either by personal visit to School Legal Literacy Clubs or through suitable virtual mode.
13.	Full Time Secretaries of DLSAs to conduct awareness programmes in Colleges on POCSO Act and directions contained in Judgment dated 13.06.2018, passed in Criminal Appeal No. 1153 of 2017 with Criminal Appeal No. 394 of 2018, with the help of NIRBHAYA Brigade formed in their Districts and in co-ordination with SAKHI One-Stop Center.
14.	Visit by Full Time Secretaries of DLSAs to Jail Clinics.
15.	Visit by Full Time Secretaries of DLSAs at Legal Assistance Centers
16.	Visit by all the Chairpersons of DLSAs to Juvenile Justice Board and all Protection Homes etc.
17.	Visit by all the Chairpersons of DLSAs to Jail as per the direction of the Supreme Court issued in Writ Petition (Civil) NO. 559/1994 with Writ Petition (Civil) NO. 133/2002.
18.	Monthly meeting (physically or virtually) with all Legal Aid Panel Advocates including Retainer Advocates as well as Para Legal Volunteers along-with office bearers of respective DLSA/TLSC by the respective Chairpersons of DLSAs and TLSCs. Each TLSC to submit report to concerned DLSA and DLSA to send consolidated report to the GSLSA.
19.	Meeting of the Monitoring & Mentoring Committee of all Legal Services Institutions of the State as set up under the NALSA's Free and Competent Legal Services Regulations, 2010 at least once in a fortnight, physically or virtually.
20.	Submission of Fortnightly Report for Sonadhar Vs. State of Chhatisgarh and Submission of Monthly Report in Satender Kumar Antil Vs. CBI and Anr.
21.	Spread Awareness about NALSA Legal Aid Helpline No. 15100
22.	Organize Meeting of LADC Mentoring and Monitoring Committee
23.	To organize Awareness Programme on (SAMVAD - Strengthening Access to Justice for Marginalized Vulnerable Adivasis and Denotified/Nomadic Tribes) Scheme, 2025.
Note: The Action Taken Report to be furnished to the GSLSA on or before 5 th of next month.	

Observance of Special Days September – 2026

8 th September, 2026	<ul style="list-style-type: none"> • International Literacy Day • Organize awareness program on the importance of literacy for social empowerment and legal awareness. • Promotion of basic literacy and legal literacy among adults, women, and disadvantaged groups. • Legal Awareness on the rights related to education, welfare schemes and public services.
26 th September, 2026	<ul style="list-style-type: none"> • World Environmental Health Day • Awareness outreach program regarding ill effects of various kinds of environmental pollution. • Awareness regarding whom to contact in case of any kind of environmental pollution and steps to be undertaken to prevent it. • Awareness outreach programs regarding ill effects of environmental pollution on the health of the people and any government schemes for the benefit of such affected person.
27 th September, 2026	<ul style="list-style-type: none"> • International Day of the Deaf • Awareness outreach programs for early detection of deafness in a child and details of health centres where such illness could be treated. • Awareness outreach programs for governmental schemes for deaf people. • Awareness outreach programs regarding use of sign language and its coaching centres within the vicinity of the district.
29 th September, 2026	<ul style="list-style-type: none"> • World Heart day • Awareness outreach programs on how to keep your healthy in co-ordination with medical facility available in your district. • Awareness outreach programs regarding free treatment or subsidised treatment available for the illness of the heart at various hospitals.

SEPTEMBER-2026

1.	Organization of National Lok Adalat on 12-09-2026.
2.	Celebration of "International Literacy Day" on 8 th September, 2026, "Day of the Deaf" on 27 th September, 2026, World Environment Health Day on 26 th September, 2026 and "World Heart Day" on 29 th September, 2026 by organizing suitable programmes.
3.	To organize programme for Commendation of District Best PLV / Panel Lawyer by DLSA and names of District Best PLV/Panel Lawyer alongwith the concise details of the work done (not more than five pages) and reasons to be sent to GSLSA.
4.	Legal Awareness Programmes pertaining to the various Rights and Protection available to the HIV affected people. Workshop/Seminars with the collaboration of the NGO functioning in the field of HIV affected people and Government Department.
5.	To organize Legal Awareness Programmes on the subject of Legal Services Authorities Act / Services Provided by Legal Services Institutions.
6.	Arrange suitable Programmes regarding Plea Bargaining as provided under Chapter XXI-A of the Code of Criminal Procedure with help of 3 - 4 PLV / Law Students.
7.	To organize Mediation Awareness Programmes for public.
8.	To Conduct training programmes for Probation Officers and Legal Services Lawyers attached to the Juvenile Justice Boards as per NALSA Training Module "SAMVEDAN".
9.	Full Time Secretaries of DLSAs to conduct awareness programmes on POCSO Act, by personal visit to School Legal Literacy Clubs.
10.	Full Time Secretaries of DLSAs to conduct awareness programmes in Colleges on POCSO Act and directions contained in Judgment dated 13.06.2018, passed in Criminal Appeal No. 1153 of 2017 with Criminal Appeal No. 394 of 2018, with the help of NIRBHAYA Brigade formed in their Districts and in co-ordination with SAKHI One-Stop Center.
11.	Visit by Full Time Secretaries of DLSAs to Jail Clinics.
12.	Visit by Full Time Secretaries of DLSAs at Legal Assistance Centers
13.	Visit by all the Chairpersons of DLSAs to Juvenile Justice Board and all Protection Homes etc.
14.	Visit by all the Chairpersons of DLSAs at Juvenile Justice Board, all Protection Homes etc., as per the direction of the NALSA in view of case of Sampurna Behrua v/s Union of India. Report to be sent to Gujarat State Legal Services Authority of the outcome of the visit.
15.	Monthly meeting (physically or virtually) with all Legal Aid Panel Advocates including

	Retainer Advocates as well as Para Legal Volunteers along-with office bearers of respective DLSA/TLSC by the respective Chairpersons of DLSAs and TLSCs. Each TLSC to submit report to concerned DLSA and DLSA to send consolidated report to the GSLSA.
16.	Meeting of the Monitoring & Mentoring Committee of all Legal Services Institutions of the State as set up under the NALSA's Free and Competent Legal Services Regulations 2010 at least once in a fortnight, physically or virtually.
17.	Quarterly meeting (physically or virtually) of all Chairpersons of TLSCs with Chairpersons and Secretary of DLSA for evaluating the functioning and fulfillment of Plan of Action by DLSA & TLSC of the previous Quarter. Report to be sent to GSLSA of the outcome of the meeting.
18.	Quarterly meeting (physically or virtually) of the Under Trial Review Committee under the Chairmanship of the Chairperson of DLSAs, as per direction of the Supreme Court issued in Writ Petition (Civil) No. 406/2013, Inhuman Conditions in 1382 Prisons.
19.	Half yearly evaluation of the implementation of GSLSA (Legal Services to be provided at Appellate/Revisional Stage to the litigants who have availed Legal Services from the Taluka Legal Services Committee/District Legal Services Authority) Scheme, 2016.
20.	Submission of Fortnightly Report for Sonadhar Vs. State of Chhatisgarh and Submission of Monthly Report in Satender Kumar Antil Vs. CBI and Anr.
21.	Spread Awareness about NALSA Legal Aid Helpline No. 15100
22.	Organize Meeting of LADC Mentoring and Monitoring Committee
23.	To organize Awareness Programme on NALSA (JAGRITI - Justice Awareness for Grassroots information and Transparency Initiative) Scheme - 2025.
Note: The Action Taken Report to be furnished to the GSLSA on or before 5 th of next month.	

Observance of Special Days October – 2026

1 st October, 2026	<ul style="list-style-type: none"> • International Day of Elderly Person • Facilitation of maintenance claims under senior citizens law. • Legal counselling on property disputes, pensions, eviction and abuse. • Linkage with welfare schemes and protection mechanisms.
2 nd October, 2026	<ul style="list-style-type: none"> • International Day of Non-Violence • Organize Awareness sessions on Mediation and Peaceful settlement. • Promotion of Gandhian Principles of Non-Violence. • Community interaction for dialogue and reconciliation.
10 th October, 2026	<ul style="list-style-type: none"> • World Mental Health Day • Identification of persons requiring legal or protective intervention. • Facilitation for treatment access, guardianship and benefits. • Legal Counselling for families and caregivers.
17 th October, 2026	<ul style="list-style-type: none"> • Anti-Poverty Day • Awareness outreach programs regarding the government schemes available for poor people. • Awareness outreach programs NALSA (JAGRITI – Justice Awareness for Grassroots information and Transparency Initiative) Scheme – 2025.

OCTOBER-2026

1.	Celebration of "International Day of the Elderly Person" on 1st October, 2026 by organizing suitable programmes.
2.	Celebration of "International Day of Non-Violence" on 2nd October, 2026 by organizing suitable programmes.
3.	Celebration of "Anti-Poverty Day" on 17th October, 2026 by organizing suitable programmes.
4.	To organize Legal Awareness Programmes on "World Mental Health Day" on 10th October, 2024 particularly on the subject of "Persons with disabilities [Equal Protection of Rights and full participation] Act, as well as on the NALSA [Legal Services to Persons with Mental Illness and Persons with Intellectual Disabilities] Scheme, 2024.
5.	To organize Legal Awareness Programmes on the Subject of Anti-Drug Day as per scheme of NALSA (DAWN) Scheme, 2025.
6.	Arrange suitable Programmes regarding Plea Bargaining as provided under Chapter XXI-A of the Code of Criminal Procedure with help of 3 - 4 PLV / Law Students.
7.	To conduct awareness programme relating to the PIMS Rules for Presiding Officers of Commercial Courts.
8.	To organize Mediation Awareness Programmes for Referral Judges.
9.	To organize Legal Awareness Programmes on the NALSA (Legal Services for Differently Abled Children) Scheme, 2021. (Now, NALSA Legal Services to Persons with Mental Illness and Persons with Intellectual Disabilities) Scheme, 2024.
10.	To organize Legal Awareness Programmes on the subject of POCSO Act, particularly on Tribal Area.
11.	To organize Legal Awareness Programmes in Jail and JJB.
12.	Visit by Full Time Secretaries of DLSAs at Legal Assistance Centers
13.	To organize Legal Awareness Programmes on the subject of Legal Services Authorities Act / Services Provided by Legal Services Institutions.
14.	To conduct Panel Lawyers training as per NALSA's Training Module for Legal Services Lawyers Part 1 & 2.
15.	DLSAs to send their Budget Estimates (State Budget) for the year 2024-25 to the Gujarat State Legal Services Authority.
16.	Visit by all the Chairpersons of DLSAs to the Jails as per the direction of the Supreme Court issued in Writ Petition (Civil) NO. 559/1994 with Writ Petition (Civil) NO. 133/2002.
17.	Full Time Secretaries of DLSAs to conduct awareness programmes on POCSO Act, by personal visit to School Legal Literacy Clubs.
18.	Full Time Secretaries of DLSAs to conduct awareness programmes in Colleges on POCSO Act and directions contained in Judgment dated 13.06.2018, passed in Criminal Appeal No. 1153 of 2017 with Criminal Appeal No. 394 of 2018, with the help of NIRBHAYA Brigade formed in their Districts and

	in co-ordination with SAKHI One-Stop Center.
19.	Visit by Full Time Secretaries of DLSAs to Jail Clinics.
20.	Visit by all the Chairpersons of DLSAs at Juvenile Justice Board and Protection Homes etc.
21.	Monthly meeting with all Legal Aid Panel Advocates including Retainer Advocates as well as Para Legal Volunteers along-with office bearers of respective DLSA/TLSC by the respective Chairpersons of DLSAs and TLSCs. Each TLSC to submit report to concerned DLSA and DLSA to send consolidated report to the GSLSA.
22.	Meeting of the Monitoring & Mentoring Committee of all Legal Services Institutions of the State as set up under the NALSA's Free and Competent Legal Services Regulations 2010 at least once in a fortnight, physically or virtually.
23.	Submission of Fortnightly Report for Sonadhar Vs. State of Chhatisgarh and Submission of Monthly Report in Satender Kumar Antil Vs. CBI and Anr.
24.	Spread Awareness about NALSA Legal Aid Helpline No. 15100
25.	Organize Meeting of LADC Mentoring and Monitoring Committee
26.	To Organize Awareness Programme on NALSA (ASHA – Awareness, Support, Help and Action) Scheme, 2025.
Note: The Action Taken Report to be furnished to the GSLSA on or before 5 th of next month.	

Observance of Special Days November – 2026

4 th November, 2026	<ul style="list-style-type: none"> • National Education Day • Organization of awareness talks in schools and colleges on the Rights of Children to Free and Compulsory Education Act • Sensitization on Child rights and child protection laws • Awareness on Legal Provisions related thereto and child safety and reporting mechanisms • Promotion of reporting mechanism, child helplines and availability of free legal aid services
9 th November, 2026	<ul style="list-style-type: none"> • National Legal Services Day • Organization of Legal Camps and mobile legal help desks for public outreach • Promotion and awareness of mediation and ADR Mechanism • Student engagement activities such legal quizzes, street plays, poster making and awareness drives
14 th November, 2026	<ul style="list-style-type: none"> • Children's Day • Access to education, rehabilitation and welfare measures for vulnerable children • Facilitation of access to education, protection services, rehabilitation and welfare schemes • Legal Assistance and awareness under child protection laws and procedures
26 th November, 2026	<ul style="list-style-type: none"> • Constitution Day • Organize awareness program on Fundamental rights, fundamental duties and constitutional values • Practical understanding of constitutional remedies and access to justice mechanisms • Promotion of Constitutional literacy among students and the general public

NOVEMBER-2026

1.	To organize Legal Awareness Programmes / Seminars on the day of "National Cancer Awareness Day" on 7 th November, 2026.
2.	Celebration of "National Legal Services Day" on 9 th November, 2026. Suitable programmes to be organized by DLSA/TLSCs.
3.	To celebrate "Children's Day" on 14 th November, 2026 by organizing Legal Awareness Programmes relating to the Rights of Juveniles with the collaboration of the NGO and Government Department.
4.	To organize suitable programmes as per the scheme of "NALSA (Child Friendly Legal Services to Children and their Protection) Scheme, 2015". (Now, NALSA (Child Friendly Legal Services for Children) Scheme, 2024)
5.	To organize Legal Awareness Programmes/workshops/Seminar in Schools and Colleges to celebrate "International day for the elimination of violations against Women and "Constitution Day" on 26 th November, 2026.
6.	To organize Workshops/Seminars on the topic of Gujarat Victim Compensation Scheme, 2019 at District Head-quarter by all DLSAs.
7.	To organize Legal Awareness Programmes regarding rights of SC/ST, Human Rights, Children Rights, Rights of Women etc.
8.	To organize suitable awareness programmes on "Importance of Constitution and Fundamental Duties" as a part of Constitution Day Campaign.
9.	To organize Legal Awareness Programmes on the subject of Legal Services Authorities Act / Services Provided by Legal Services Institutions.
10.	To conduct Training Programmes for Para Legal Volunteers as per NALSA New Module.
11.	Arrange suitable Programmes regarding Plea Bargaining as provided under Chapter XXI-A of the Code of Criminal Procedure with help of 3 - 4 PLV / Law Students.
12.	To conduct Mediation Awareness Programmes for Advocates.
13.	Full Time Secretaries of DLSAs to conduct awareness programmes on POCSO Act, by personal visit to School Legal Literacy Clubs.
14.	Full Time Secretaries of DLSAs to conduct awareness programmes in Colleges on POCSO Act and directions contained in Judgment dated 13.06.2018, passed in Criminal Appeal No. 1153 of 2017 with Criminal Appeal No. 394 of 2018, with the help of NIRBHAYA Brigade formed in their Districts and in Co-ordination with SAKHI One-Stop Centre.
15.	Visit by Full Time Secretaries of DLSAs to Jail Clinics.

16.	Visit by Full Time Secretaries of DLSAs at Legal Assistance Centers
17.	Visit by all the Chairpersons of DLSAs at Juvenile Justice Board and Protection homes etc.
18.	Visit by all the Chairpersons of DLSAs to the Jails as per the direction of the Supreme Court issued in Writ Petition (Civil) NO. 559/1994 with Writ Petition (Civil) NO. 133/2002.
19.	Monthly meeting (physically or virtually) with all Legal Aid Panel Advocates including Retainer Advocates as well as Para Legal Volunteers along-with office bearers of respective DLSA/TLSC by the respective Chairpersons of DLSAs and TLSCs. Each TLSC to submit report to concerned DLSA and DLSA to send consolidated report to the GSLSA.
20.	Meeting of the Monitoring & Mentoring Committee of all Legal Services Institutions of the State as set up under the NALSA's Free and Competent Legal Services Regulations 2010 at least once in a fortnight, physically or virtually.
21.	Submission of Fortnightly Report for Sonadhar Vs. State of Chhatisgarh and Submission of Monthly Report in Satender Kumar Antil Vs. CBI and Anr.
22.	Spread Awareness about NALSA Legal Aid Helpline No. 15100
23.	Organize Meeting of LADC Mentoring and Monitoring Committee
24.	To organize Awareness Programme on NALSA SPRUHA (Support Potential and Resilience of the Unseen, Held-back and Affected) Scheme, 2025.
Note: The Action Taken Report to be furnished to the GSLSA on or before 5 th of next month.	

Observance of Special Days December – 2026

1 st December, 2026	<ul style="list-style-type: none"> • World HIV AIDS Day • Organize awareness program on HIV/AIDS • Rights of HIV affected People
2 nd December, 2026	<ul style="list-style-type: none"> • National Pollution Control Day • Awareness outreach program regarding ill effects of various kinds of pollution and steps that can be taken to control any kind of pollution. • Awareness regarding whom to contact in case of any kind of pollution and steps to be undertaken to prevent it. • Awareness outreach programs regarding ill effects of pollution on the health of the people and any government schemes for the benefit of such affected person.
3 rd December, 2026	<ul style="list-style-type: none"> • International Day for the Person with Disability • Awareness activities regarding rights of persons with disabilities, accessibility inclusion, legal safeguards and availability of welfare schemes and free legal aid services.
9 th December, 2026	<ul style="list-style-type: none"> • International Anti-Corruption Day • Awareness outreach programs regarding whom to contact in case of any corrupt practices is found by any person.
10 th December, 2026	<ul style="list-style-type: none"> • Human Rights Day • Awareness activities regarding fundamental human rights, constitutional values, access to justice, protection of dignity and availability of legal aid and grievance redressal mechanisms
24 th December, 2026	<ul style="list-style-type: none"> • National Consumer Day • Awareness program on Consumer rights and remedies under the Consumer Protection Act, 2019 • Grievance redressal mechanisms for unfair trade practices and deficiency in services • Promotion of Mediation and Pre-Litigation settlement of consumer disputes

DECEMBER-2026

1.	Organization of National Lok Adalat on 12-12-2026.
2.	To organize Legal Awareness Programmes on 1 st December, 2026 on occasion of "World HIV/ AIDs Day", pertaining to the various Rights and Protection available to the HIV affected people. Workshop/Seminars with the collaboration of the NGO functioning in the field of HIV affected people and Government Department.
3.	To Celebrate "National Pollution Control Day" on 2 nd December, 2026 by organizing suitable Legal Awareness Programmes.
4.	To organize Legal Awareness Programmes on 3 rd December, 2026 on "International Day for the Person with Disabilities" and on 10 th December, 2026 on occasion of "Human Rights Day".
5.	Celebration of "International Anti-Corruption Day" on 9 th December, 2026, by organizing Legal Awareness Programmes on the subject at District Head Quarters and Taluka Places.
6.	To Celebrate "National Consumer Day" on 24 th December, 2026 by organizing suitable Awareness Programmes.
7.	To organize Mediation Awareness Programmes for public.
8.	To organize Legal Awareness Programmes on the NALSA (Child Friendly Legal Services for Children) Scheme, 2024.
9.	To organize Workshops/Seminars on the topic of NALSA (JAGRITI) Scheme, 2025 at District Head-quarter by all DLSAs.
10.	To organize Legal Awareness Programmes on the subject of Legal Services Authorities Act / Services Provided by Legal Services Institutions.
11.	Legal Awareness Programmes on the Scheme for Legal Services to the Disaster Victims through the Legal Services Authority.
12.	Arrange suitable Programmes regarding Plea Bargaining as provided under Chapter XXI-A of the Code of Criminal Procedure with help of 3 - 4 PLV / Law Students.
13.	To organize Mediation Awareness Programmes for public.
14.	Full Time Secretaries of DLSAs to conduct awareness programmes on POCSO Act, either by personal visit to School Legal Literacy Clubs or through suitable virtual mode.
15.	Full Time Secretaries of DLSAs to conduct awareness programmes in Colleges on POCSO Act and directions contained in Judgment dated 13.06.2018, passed in Criminal Appeal No. 1153 of 2017 with Criminal Appeal No. 394 of 2018, with the help of NIRBHAYA Brigade formed in their Districts and in Co-ordination with SAKHI One-Stop Centre.
16.	Visit by Full Time Secretaries of DLSAs to Jail Clinics.

17.	Visit by Full Time Secretaries of DLSAs at Legal Assistance Centers
18.	Visit by all the Chairpersons of DLSAs at Juvenile Justice Board and Protection Homes etc.
19.	Visit by all the Chairpersons of DLSAs at Jail as per the direction of the Supreme Court issued in Writ Petition (Civil) NO. 559/1994 with Writ Petition (Civil) NO. 133/2002.
20.	Monthly meeting (physically or virtually) with all Legal Aid Panel Advocates including Retainer Advocates as well as Para Legal Volunteers along-with office bearers of respective DLSA/TLSC by the respective Chairpersons of DLSAs and TLSCs. Each TLSC to submit report to concerned DLSA and DLSA to send consolidated report to the GSLSA.
21.	Meeting of the Monitoring & Mentoring Committee of all Legal Services Institutions of the State as set up under the NALSA's Free and Competent Legal Services Regulations 2010 at least once in a fortnight, physically or virtually.
22.	Quarterly meeting (physically or virtually) of all Chairpersons of TLSCs with Chairpersons and Secretary of DLSA for evaluating the functioning and fulfillment of Plan of Action by DLSAs & TLSCs of the previous Quarter. Report to be sent to GSLSA of the outcome of the meeting.
23.	Quarterly meeting (physically or virtually) of the Under Trial Review Committee under the Chairmanship of all the Chairpersons of DLSAs, as per direction of the Supreme Court issued in Writ Petition (Civil) No. 406/2013, Inhuman Conditions in 1382 Prisons.
24.	Submission of Fortnightly Report for Sonadhar Vs. State of Chhatisgarh and Submission of Monthly Report in Satender Kumar Antil Vs. CBI and Anr.
25.	Spread Awareness about NALSA Legal Aid Helpline No. 15100
26.	Organize Meeting of LADC Mentoring and Monitoring Committee
Note : The Action Taken Report to be furnished to the GSLSA on or before 5 th of next month.	

Observance of Special Days January – 2027

4 th January, 2027	<ul style="list-style-type: none"> • World Brail Day • Awareness outreach programs for early detection of blindness in a child and details of health centres where such illness could be treated. • Awareness outreach programs for governmental schemes for blind people. • Awareness outreach programs regarding use of brail language and its coaching centres within the vicinity of the district.
12 th January, 2027	<ul style="list-style-type: none"> • National Youth Day • Awareness and outreach program for the welfare of the youth, how a youth can be protected from the evils of drug abuse and other such menace. • Awareness and outreach program regarding government schemes supporting under privileged youth.
24 th January, 2027	<ul style="list-style-type: none"> • National Girl Child Day • Organize awareness program on gender equality and girl child rights • Organize awareness program on PCPNDT Act and Child Protection Laws • Promotion of education and welfare schemes for girls
25 th January, 2027	<ul style="list-style-type: none"> • National Voters Day • Awareness and outreach program on importance of voting. • Awareness and outreach program regarding not to be influenced by the tactics of political parties.

JANUARY-2027

1.	To organize Legal Awareness camps, programmes and seminars in relation to the NALSA (Protection and Enforcement of Tribal Rights) Scheme, 2015. Now. NALSA (SAMVAD - Strengthening Access to Justice for Marginalized, Vulnerable Adivasis and Denotified Nomadic Tribes) Scheme, 2025.
2.	Legal Awareness Programmes on the NALSA (Legal Services to Senior Citizen) Scheme.
3.	To organize Legal Awareness Programmes relating to the Rights of Juveniles with the collaboration of the NGO and Government Department.
4.	To organize Legal Awareness Programmes/Seminar programme relating to the Rights to Education.
5.	Celebration of "National Youth Day" on 12 th January, 2027 by organizing suitable programmes.
6.	Celebration of "World Brail Day" on 4 th January, 2026 and "National voters Day" on 25 th January, 2026 by organizing suitable programmes.
7.	To organize Mediation Awareness Programmes for Referral Judges.
8.	Celebration of "National Girl Child Day" on 24 th January, 2027 by organizing suitable programmes / seminars.
9.	Legal Awareness Programmes to be organized, with the help of PLVs, Lawyers and Police Officers, in High Schools and Colleges on Anti-ragging laws.
10.	To organize Legal Awareness Programmes in Jails through Panel Advocates and also arrange suitable Programmes to hear and to resolve the problems faced by the inmates.
11.	To organize Legal Awareness Programmes on the subject of Legal Services Authorities Act / Services Provided by Legal Services Institutions.
12.	To organize Legal Awareness Programmes on the subject of POCSO Act, particularly on Tribal Area.
13.	Arrange suitable Programmes regarding Plea Bargaining as provided under Chapter XXI-A of the Code of Criminal Procedure with help of 3 - 4 PLV / Law Students.
14.	To Conduct training programmes for Probation Officers and Legal Services Lawyers attached to the Juvenile Justice Boards as per NALSA Training Module "SAMVEDAN".
15.	Full Time Secretaries of DLSAs to conduct awareness programmes on POCSO Act, either by personal visit to School Legal Literacy Clubs or through suitable virtual mode.
16.	Full Time Secretaries of DLSAs to conduct awareness programmes in Colleges on POCSO Act and directions contained in Judgment dated 13.06.2018, passed in Criminal

	Appeal No. 1153 of 2017 with Criminal Appeal No. 394 of 2018, with the help of NIRBHAYA Brigade formed in their Districts and in Co-ordination with SAKHI One-Stop Centers
17.	Visit by Full Time Secretaries of DLSAs to Jail Clinics.
18.	Visit by Full Time Secretaries of DLSAs at Legal Assistance Centers
19.	Visit by all the Chairpersons of DLSAs at Juvenile Justice Board and Protection Homes etc.
20.	Visit by the Chairpersons of DLSAs to Jails as per the direction of the Supreme Court issued in Writ Petition (Civil) NO. 559/1994 with Writ Petition (Civil) NO. 133/2002.
21.	Monthly meeting (physically or virtually) with all Legal Aid Panel Advocates including Retainer Advocates as well as Para Legal Volunteers along-with office bearers of respective DLSA/TLSC by the respective Chairpersons of DLSAs and TLSCs. Each TLSC to submit report to concerned DLSA and DLSA to send consolidated report to the GSLSA.
22.	Meeting of the Monitoring & Mentoring Committee of all Legal Services Institutions of the State as set up under the NALSA's Free and Competent Legal Services Regulations, 2010 at least once in a fortnight, physically or virtually.
23.	Submission of Fortnightly Report for Sonadhar Vs. State of Chhatisgarh and Submission of Monthly Report in Satender Kumar Antil Vs. CBI and Anr.
24.	Spread Awareness about NALSA Legal Aid Helpline No. 15100
25.	Organize Meeting of LADC Mentoring and Monitoring Committee
Note: The Action Taken Report to be furnished to the GSLSA on or before 5 th of next month.	

Observance of Special Days February – 2027

<p>20th February, 2027</p>	<ul style="list-style-type: none">• World Day of Social Justice• Awareness program on Social Justice and Legal Inclusion of marginalized and vulnerable section• Access to justice, compensation and social security and welfare schemes• Legal remedies and grievance redressal mechanisms for denial of entitlements• Special focus on Social Justice Audit Day of hospitals and schools to assess access to basic services, inclusion, non-discrimination and availability of welfare facilities
---------------------------------------	---

1.	Celebration of "World Day of Social Justice" on 20 th February, 2027 by organizing suitable programmes.
2.	To organize Workshop/Seminar on the topic of "NALSA (Legal Services to the Workers engaged in the Un-organized Sector) Scheme, 2015" at all District places.
3.	Legal Awareness Programmes on the Scheme for NALSA (Effective implementation of Poverty Alleviation Schemes) Scheme, 2015.
4.	Legal Awareness Programmes on the Scheme for Legal Services to the Disaster Victims through the Legal Services Authority.
5.	To conduct Panel Lawyers training as per NALSA's Training Module for Legal Services Lawyers.
6.	To conduct awareness programme relating to the PIMS Rules for Presiding Officers of Commercial Courts.
7.	To organize Mediation Awareness Programmes for Advocates.
8.	To organize Legal Awareness Programmes on the NALSA (Legal Services for Differently Abled Children) Scheme, 2021. (Now, NALSA Legal Services to Persons with Mental Illness and Persons with Intellectual Disabilities) Scheme, 2024.
9.	To organize Legal Awareness Programmes on the subject of Legal Services Authorities Act / Services Provided by Legal Services Institutions.
10.	Arrange suitable Programmes regarding Plea Bargaining as provided under Chapter XXI-A of the Code of Criminal Procedure with help of 3 - 4 PLV / Law Students.
11.	Full Time Secretaries of DLSAs to conduct awareness programmes on POCSO Act, either by personal visit to School Legal Literacy Clubs or through suitable virtual mode.
12.	Full Time Secretaries of DLSAs to conduct awareness programmes in Colleges on POCSO Act and directions contained in Judgment dated 13.06.2018, passed in Criminal Appeal No. 1153 of 2017 with Criminal Appeal No. 394 of 2018, with the help of NIRBHAYA Brigade formed in their Districts and in Co-ordination with SAKHI One-Stop Centre.
13.	Visit by Full Time Secretaries of DLSAs to Jail Clinics.
14.	Visit by Full Time Secretaries of DLSAs at Legal Assistance Centers
15.	Visit by the Chairpersons of DLSAs to Jails as per the direction of the Supreme

	Court issued in Writ Petition (Civil) NO. 559/1994 with Writ Petition (Civil) NO. 133/2002.
16.	Visit by all the Chairpersons of DLSAs at Juvenile Justice Board and Protection Homes etc.
17.	Monthly meeting (physically or virtually) with all Legal Aid Panel Advocates including Retainer Advocates as well as Para Legal Volunteers along-with office bearers of respective DLSA/TLSC by the respective Chairpersons of DLSAs and TLSCs. Each TLSC to submit report to concerned DLSA and DLSA to send consolidated report to the GSLSA.
18.	Meeting of the Monitoring & Mentoring Committee of all Legal Services Institutions of the State as set up under the NALSA's Free and Competent Legal Services Regulations 2010 at least once in a fortnight, physically or virtually.
19.	Submission of Fortnightly Report for Sonadhar Vs. State of Chhatisgarh and Submission of Monthly Report in Satender Kumar Antil Vs. CBI and Anr.
20.	Spread Awareness about NALSA Legal Aid Helpline No. 15100
21.	Organize Meeting of LADC Mentoring and Monitoring Committee
22.	To organize Awareness Programme on NALSA (DAWN - Drug Awareness and Wellness Navigation - for a drug free India) Scheme, 2025.
Note: The Action Taken Report to be furnished to the GSLSA on or before 5 th of next month.	

Observance of Special Days March – 2027

1 st March, 2027	<ul style="list-style-type: none"> • Zero Discrimination Day • Organize awareness program on Right to equality, dignity and non-discrimination under constitutional and statutory laws • Legal safeguards against discrimination based on caste, gender, disability, health care status, age or socio-economic condition
3 rd March, 2027	<ul style="list-style-type: none"> • World Wildlife Day • Awareness and outreach program on NALSA – Scheme on Justice for Victims of Human Wildlife Conflict (HWC), 2025. • Awareness outreach program regarding protection of wild life and against evils of poaching.
8 th March, 2027	<ul style="list-style-type: none"> • International Women's Day • Awareness and outreach program regarding Rights of Women, Dowry, and Domestic Violence. • Awareness regarding availability of free legal aid to women.
10 th March, 2027	<ul style="list-style-type: none"> • No Smoking Day • Awareness and outreach program regarding ill effects of smoking. • Awareness and outreach program regarding ill effects of passive smoking. • Awareness and outreach program regarding de-addiction centres. • Awareness regarding SANGATHI Campaign.
15 th March, 2027	<ul style="list-style-type: none"> • World Consumer Rights Day • Awareness regarding rights of the consumer. • Awareness regarding benefits given to consumer by the Government and Consumer forums.
21 st March, 2027	<ul style="list-style-type: none"> • World Forestry Day • Awareness outreach programs regarding conservation of forest, environmental rights, duties of citizens, abuse of environment. • Awareness outreach program regarding ill effects of deforestation and benefits of afforestation.
24 th March, 2027	<ul style="list-style-type: none"> • World TB Day • Organize awareness program on Prevention, early detection and treatment of Tuberculosis (TB) • Rights of TB patients to free diagnosis, treatment and nutritional support • Availability of Government Schemes, grievance redressal and legal aid support for TB-affected persons

1.	Organization of National lok adalat (Tentative - the actual date will be informed by this authority after confirmation from NALSA)
2.	Celebration of "International Women Day" on 8th March, 2027 by organizing suitable programmes to be organized at DLSAs/TLSCs.
3.	To organize Legal Awareness Programmes on 15 th March, 2027 on occasion of World Consumer Rights Day.
4.	Celebration of "Zero Discrimination Day" on 1 st March, 2027, "World Wildlife Day" on 10 th March, 2027, "No Smoking Day" on 13 th March, 2027, "World Forestry Day" on 21 st March, 2027 and "World TB Day" on 24 th March, 2027 by organizing suitable programmes.
5.	Legal Awareness Programmes on the NALSA (Victims of Trafficking and Commercial Sexual Exploitation Scheme), 2015.
6.	To organize Workshops/Seminars on NALSA (Legal Services to Victims of Acid Attacks) Scheme.
7.	To organize Legal Awareness Programmes on the subject of Legal Services Authorities Act / Services Provided by Legal Services Institutions.
8.	Arrange suitable Programmes regarding Plea Bargaining as provided under Chapter XXI-A of the Code of Criminal Procedure with help of 3 - 4 PLV / Law Students.
9.	To organize Mediation Awareness Programmes for public.
10.	Full Time Secretaries of DLSAs to conduct awareness programmes on POCSO Act, either by personal visit to School Legal Literacy Clubs or through suitable virtual mode.
11.	Full Time Secretaries of DLSAs to conduct awareness programmes in Colleges on POCSO Act and directions contained in Judgment dated 13.06.2018, passed in Criminal Appeal No. 1153 of 2017 with Criminal Appeal No. 394 of 2018, with the help of NIRBHAYA Brigade formed in their Districts and in Co-ordination with SAKHI One-Stop Centre.
12.	Visit by Full Time Secretaries of DLSAs to Jail Clinics.
13.	Visit by Full Time Secretaries of DLSAs at Legal Assistance Centers
14.	Visit by the Chairpersons of DLSAs at Jail as per the direction of the Supreme Court

	issued in Writ Petition (Civil) NO. 559/1994 with Writ Petition (Civil) NO. 133/2002.
15.	Visit by Chairpersons of DLSAs at Juvenile Justice Board and Protection Homes etc.
16.	Monthly meeting (physically or virtually) with all Legal Aid Panel Advocates including Retainer Advocates as well as Para Legal Volunteers along-with office bearers of respective DLSA/TLSC by the respective Chairpersons of DLSAs and TLSCs. Each TLSC to submit report to concerned DLSA and DLSA to send consolidated report to the GSLSA.
17.	Meeting of the Monitoring & Mentoring Committee of all Legal Services Institutions of the State as set up under the NALSA's Free and Competent Legal Services Regulations, 2010 at least once in a fortnight, physically or virtually.
18.	Quarterly meeting (physically or virtually) of all Chairpersons of TLSCs with Chairpersons and Secretary of DLSA for evaluating the functioning and fulfillment of Plan of Action by DLSAs & TLSCs of the previous Quarter. Report to be sent to GSLSA of the outcome of the meeting.
19.	Quarterly meeting (physically or virtually) of the Under Trial Review Committee under the Chairmanship of the Chairperson of DLSAs, as per direction of the Supreme Court issued in Writ Petition (Civil) No. 406/2013, Inhuman Conditions in 1382 Prisons.
20.	Half yearly evaluation of the implementation of GSLSA (Legal Services to be provided at Appellate/Revisional Stage to the litigants who have availed Legal Services from the Taluka Legal Services Committee/District Legal Services Authority) Scheme, 2016.
21.	Submission of Fortnightly Report for Sonadhar Vs. State of Chhatisgarh and Submission of Monthly Report in Satender Kumar Antil Vs. CBI and Anr.
22.	Spread Awareness about NALSA Legal Aid Helpline No. 15100
23.	Organize Meeting of LADC Mentoring and Monitoring Committee
24.	To organize Awareness Programme on NALSA Veer Parivar Sahayata Yojana
Note: The Action Taken Report to be furnished to the GSLSA on or before 5 th of next month.	

GENERAL INSTRUCTIONS

1. All Legal Services Institutions are requested to follow the directions issued by Hon'ble Supreme Court as well as Hon'ble High Court with regard to Legal Aid / Legal Services.
2. All Legal Services Institutions are requested to follow the instructions/provisions mentioned in the Schemes framed by NALSA /GSLSA / State with the following instructions.
 - a) Identify Talukas / places in the district that are relevant and most in need of strategic intervention in case of each individual scheme.
 - b) Constitute teams of PLVs and panel lawyers for working on each of the scheme in the respective districts.
 - c) Identify government departments and district authorities responsible for implementing government schemes on the subject matter in question.
 - d) Request the concerned department, Divisional Commissioner or District Collector to nominate one officer as the nodal officer who would be responsible for ensuring the convergence of NALSA's schemes with the policies, schemes and guidelines of the government on the subject matter. In the absence of a regular officer to fulfil this role, ensure that a retired officer is appointed to take all these responsibilities. This post of a nodal officer can also be assigned to an NGO working on the scheme, an academicians or an expert in the field. Remuneration for such officer may be fixed, as determined by the Executive Chairman of each SLSA.
 - e) Conduct sensitization programmes/skills training for the team members with the help of the Nodal officer, NGOs, academicians or any other persons having special knowledge/skills on the subject matter
 - f) Identify NGOs working at the district level on various aspects of each scheme. Assess their utility and send proposals for accreditation of such NGOs to NALSA.
 - g) Continue providing legal services to those entitled under Section 12 of the Legal Services Authorities Act in districts other than those identified to benefit from these schemes.
3. Gujarat State Legal Services Authority may hold Mega Legal Services Camp (As per NALSA New Module) in identified District. DLSA of identified District will make necessary arrangements as per directions of NALSA new module of Legal Services Camp.

4. Gujarat State Legal Services Authority, to fulfil the object of Legal Services Authorities Act, 1987 and to achieve the goals of various schemes of NALSA, may organize any other or further programme/programmes at the level of State Legal Services Authority or at District Level, in identified District. DLSA of identified District will make necessary arrangements.

SUMMARY OF ROLE OF DLSA UNDER VARIOUS NALSA SCHEMES AND IT'S REPORTING

SR. NO.	NAME OF THE SCHEMES	ROLE OF DLSA	NAME OF UNIT	REPORTS TO BE PREPARED	TIMELINE FOR REPORTS	FORMAT OF REPORT
1	NALSA (LEGAL SERVICES TO DISASTER VICTIMS THROUGH LEGAL SERVICES AUTHORITIES) SCHEME, 2010	DLSA provides immediate legal aid to disaster victims, sets up help desks, assists in documentation, coordinates with authorities, ensures relief reaches vulnerable groups, resolves disputes, supports compensation claims, monitors scheme implementation, conducts awareness programs, and trains Para Legal Volunteers for outreach and support in disaster-affected areas.	N/A	AS AND WHEN THE WORK IS DONE THE SHORT SUMMARY OF THE WORK IS PREPARED TO SEND IT TO THE HIGHER AUTHORITY	N/A	N/A
2	NALSA (VICTIMS OF TRAFFICKING AND COMMERCIAL SEXUAL EXPLOITATION) SCHEME, 2015	Ensuring the protection, rehabilitation, and reintegration of victims. DLSAs coordinate with law enforcement and NGOs to identify and rescue victims, ensure timely legal aid, and assist in filing FIRs, claims for compensation, and legal proceedings. They facilitate access to shelter homes, medical care, psychological counselling, vocational training, and livelihood support. DLSAs also raise awareness, monitor the functioning of protective homes, and ensure victims' rights are upheld throughout the criminal justice process, promoting dignity and justice for survivors.	To create a team of panel lawyers and social workers to spread awareness of various schemes to the said victims. Develop a sound Management Information Sysytem (MIS) to record every activity under the scheme.	Develop a sound Management Information Sysytem (MIS) to record every activity under the scheme.	N/A	N/A

3	NALSA (LEGAL SERVICES TO THE WORKERS IN UNORGANIZED SECTOR) SCHEME, 2015	DLSAs identify such workers, organize legal awareness and literacy camps at workplaces, construction sites, and rural areas, and assist them in availing social welfare schemes and entitlements. They provide legal aid for issues like wages, compensation, harassment, or unjust termination. DLSAs also coordinate with labour departments and NGOs, facilitate pre-litigation settlement of disputes, and ensure registration of workers under relevant labour laws, securing their legal and social rights effectively.	Set up Legal Service Unit at Every Tribunal and Appellate Tribunal established under Maintenance and Welfare of Parents and Senior Citizens Act, 2007	N/A	N/A	N/A
4	NALSA (LEGAL SERVICES TO SENIOR CITIZENS) SCHEME , 2016	DLSAs organize legal awareness camps and door-to-door outreach to educate elderly persons about their rights under laws such as the Maintenance and Welfare of Parents and Senior Citizens Act, 2007. They provide free legal aid, help in filing maintenance applications, and ensure access to old age pensions and healthcare schemes. DLSAs also coordinate with old age homes, police, and welfare departments, and establish legal aid clinics to provide prompt assistance and grievance redressal to senior citizens.	N/A	N/A	N/A	N/A

5	NALSA (LEGAL SERVICES TO VICTIMS OF ACID ATTACK) SCHEME, 2016	DLSAs ensure free legal aid, assist in filing FIRs and compensation claims, coordinate with hospitals for free treatment, create awareness, and monitor implementation of victim compensation schemes to support rehabilitation, dignity, and justice for acid attack survivors.	DLSA and TLSC to designate one panel lawyer as legal service officer under the scheme and depute sufficiency number of PLVs for support to the victims of acid attack. SLSA shall set up legal service clinic where the victims of burns are given treatment under the scheme	N/A	N/A	N/A
6	NALSA (LEGAL SERVICES TO PERSONS WITH MENTAL ILLNESS AND PERSONS WITH INTELLECTUAL DISABILITIES) SCHEME , 2024	The DLSA is tasked with implementing all activities under the Scheme, primarily through the Legal Services Unit (LSUM) in each district. The Secretary, DLSA must facilitate LSUM visits to mental health establishments, collect, collate, and review monthly data (Format A), issue regular reports to the SLSA (Formats B and C), and address any grievances or complaints concerning LSUM functioning Additionally, DLSA is responsible for coordinating panel lawyers, para legal volunteers, and legal aid duty counsel to ensure interventions respect the rights, wishes, and autonomy of individuals with mental illness or intellectual disabilities through the justice process .	Legal Services Unit for Persons with Mental Illness & Persons with Intellectual Disabilities called 'Manonyay' (LSUM) in each District, to be headed by the Secretary, DLSA	Format B [To be submitted by the DLSA to the SLSA within one month of the constitution of the LSUM, and upon every subsequent deputation or removal of any person from the unit] FORMAT C: REPORTING FROM DLSA TO SLSA [To be submitted by the DLSA to	Format B within one month of constitution of LSUM and every time there is a change in LSUM & Format C every two months	Format B and Format C as given in the scheme

				the SLSA every two months]		
7	NALSA (CHILD FRIENDLY LEGAL SERVICES FOR CHILDREN) SCHEME, 2024	the DLSA ensures legal services clinics at JJBs and CWCs, inspects child care institutions, trains and deploys child-rights advocates and paralegals, and promotes child-sensitive legal aid, outreach, and awareness to uphold children's rights in justice processes.	The SLSA will set up a Legal Services Unit for Children (LSUC) in each district, to be headed by the Secretary, DLSA.	Format B [To be submitted by the DLSA to the SLSA within one month of the constitution of the LSUM, and upon every subsequent deputation or removal of any person from the unit] FORMAT C: REPORTING FROM DLSA TO SLSA [To be submitted by the DLSA to the SLSA every two months]	Format B within one month of constitution of LSUM and every time there is a change in LSUM & Format C every two months	Format B and Format C as given in the scheme
8	NALSA'S COMPENSATION SCHEME FOR WOMEN VICTIMS/SURVIVORS OF SEXUAL ASSAULT/ OTHER	The DLSA to work as per the directions given in the Gujarat Victim Compensation Scheme, 2019				

	CRIMES 2018					
9	NALSA (SAMVAD - STRENGTHENING ACCESS TO JUSTICE FOR MARGINALIZED VULNERABLE ADIVASIS AND DENOTIFIED/NOMADIC TRIBES) SCHEME, 2025	DLSAs under the SAMVAD Scheme establish SAMVAD Units, identify tribal populations, and provide legal education on rights and entitlements. They offer immediate legal aid, use PLVs and local tools for outreach, integrate welfare schemes, conduct awareness programs, and support vulnerable groups like inmates and children needing protection.	Each DLSA to constitute SAMVAD Unit in their district	Taluka Legal Service Committee shall prepare QUARTERLY Taluk Action Taken Report and send it to DLSA in ANNEXURE-B. The DLSA (SAMVAD UNIT) shall compile the data received by TLSC and send the District Action Taken Report to SLSA in Annexure-C.	FOR TLSC BY 10TH OF THE FIRST MONTH AFTER THE END OF THE QUARTER AND FOR DLSA BY 15TH OF THE FIRST MONTH AFTER THE END OF THE QUARTER	ANNEXUR E- B FOR TLSC AND ANNEXUR E -C FOR DLSA

10	<p>NALSA (JAGRITI- JUSTICE AWARENESS FOR GRASS-ROOTS INFORMATION AND TRANSPARENCY INITIATIVE) SCHEME, 2025</p>	<p>the District Legal Services Authority (DLSA) plays a crucial role in spreading legal awareness at the grassroots level. It organizes legal literacy camps, promotes access to legal aid, disseminates information about citizen rights and government welfare schemes, and ensures last-mile connectivity of justice services. DLSAs also collaborate with local institutions to bridge the gap between legal frameworks and marginalized communities through innovative outreach methods.</p>	<p>Each DLSA to constitute JAGRITI Unit in their district at district and taluka level.</p>	<p>TalukaJAGRITI UNIT shall prepare MONTHLY Report and send it to DLSA in FORMAT-B. The DLSA (JAGRITI UNIT) shall send the QUARTERLY Report to SLSA in FORMAT-C.</p>	<p>FOR TALUKA UNIT MONLTLY REPORT TO DLSA AND FOR DISTRICT UNIT QUARTERLY TO SLSA</p>	<p>FORMAT-B FOR TALUKA UNIT AND FORMAT - C FOR DISTRICT UNIT</p>
11	<p>NALSA (DAWN - DRUG AWARENESS AND WELLNESS NAVIGATION - FOR DRUG FREE INDIA) SCHEME, 2025</p>	<p>DLSAs play a crucial role in spreading legal awareness on drug abuse prevention, organizing de-addiction camps, and ensuring access to rehabilitation services. They collaborate with health departments, NGOs, and educational institutions to conduct outreach programs, especially for youth and vulnerable communities. DLSAs also ensure legal aid to drug victims and promote community-based approaches to achieve a drug-free and healthier society.</p>	<p>Legal Services Unit DAWN - DRUG AWARENESS AND WELLNESS NAVIGATION, to be headed by the Secretary, DLSA</p>	<p>Format A [To be submitted by the DLSA to the SLSA within one month of the constitution of the DAWN UNIT] FORMAT B: REPORTING FROM DLSA TO SLSA [To be submitted by the DLSA to the SLSA every month]</p>	<p>Format A within one month of constitution of DAWN UNIT & Format B every two months</p>	<p>Format A and Format B as given in the scheme</p>

12	NATIONAL LEGAL SERVICES AUTHORITY (LEGAL SERVICES FOR DIFFERENTLY ABLED CHILDREN) SCHEME, 2021	The DLSA's role, under the 2021 scheme, is to provide free and accessible legal services to children with disabilities. This includes ensuring legal representation, promoting inclusive education, and raising awareness about available support, ultimately ensuring children with disabilities have equal access to justice.	Legal Awareness Camps be linked with NALSA (Child Friendly Legal Services to Children and their Protection) Scheme, 2015	N/A		
13	NALSA VEER PARIVAR SAHAYATA YOJNA 2025	DLSA facilitates immediate legal aid, documentation support, and welfare scheme access to families of martyred armed forces personnel under NALSA Veer Parivar Sahayata Yojana	CONSTITUTE LEGAL SERVICE CLINIC AT STATE AND DISTRICT SAINIK BOARDS AND COORDINATION COMMITTEE AT DISTRICT LEVEL	WEEKLY REPORT OF THE LSC TO DLSA IN FORMAT A MONTHLY REPORT OF DLSA TO SLISA IN FORMAT B BY 10TH OF EACH MONTH. INTER STATE REFERRAL DATA TO BE MAINTAINED IN FORMAT D	QUARTERLY	Format B
14	NALSA -Scheme on Access to Justice for Victims of Human-Wildlife Conflict (HWC), 2025	DLSA facilitates immediate legal aid, documentation support as per scheme			MONTHLY	As per format received from NALSA
15	NALSA (SPRUHA) Scheme, 2025 Supporting Potential and resilience of the	DLSA facilitates immediate legal aid, documentation support as per scheme		Format B Every Month	MONTHLY	Format B

SUMMARY OF ROLE OF DLSA UNDER OTHER NALSA INITIATIVES AND IT'S REPORTING

SR. NO.	NAME OF THE SCHEMES	ROLE OF DLSA	NAME OF UNIT	REPORTS TO BE PREPARED	TIMELINE FOR REPORTS	FORMAT OF REPORT
1	SCHEME FOR PARA-LEGAL VOLUNTEERS	Under the PLV scheme, the District Legal Services Authority (DLSA) supervises Para-Legal Volunteers (PLVs), providing them with training and guidance. DLSAs utilize PLVs to spread legal awareness, assist in Lok Adalats, and connect marginalized communities with legal aid services. They also manage PLV database and recognize outstanding service.	N/A	MAINTAIN A LIST OF PARA LEGAL VOLUNTEERS. A monthly report of the existing PLVs, PLVs newly recruited and the training given to the PLVs shall be submitted by the DLSA to the SLSA. MONTHLY ACTIVITY REPORT OF PLVs.	MONTHLY	N/A
2	NATIONAL LEGAL SERVICES AUTHORITY (LEGAL AID CLINICS) REGULATIONS , 2011	District Legal Services Authorities (DLSAs) establish, manage, and supervise Legal Aid Clinics to provide free legal services. They ensure clinics are staffed by trained paralegals and lawyers, promote legal awareness, and facilitate access to justice for marginalized and disadvantaged communities.	N/A	legal aid clinics shall be under the direct administrative control of the District Legal Services Authority. Attendance register, legal aid register. The State Legal Services Authority shall collect monthly reports from the District Legal Services Authorities, law colleges and law universities on the functioning of legal aid clinics.	MONTHLY	N/A

3	<p>NALSA STANDARD OPERATING PROCEDURES ON ACCESS TO LEGAL AID SERVICES TO PRISONERS AND FUNCTIONING OF THE PRISON LEGAL AID CLINICS, 2022</p>	<p>The District Legal Services Authority (DLSA) of every district shall establish a Prison Legal Aid Clinic (PLAC) within the premises of every prison under its jurisdiction. DLSA ensures regular functioning of Prison Legal Aid Clinics by appointing trained Panel Lawyers and Para Legal Volunteers. It coordinates with prison authorities, monitors legal aid delivery, conducts awareness programs for inmates, and submits monthly reports to ensure timely and effective legal assistance to prisoners. DLSA Secretary will visit and inspect the Prison Legal Aid Clinics at least once a month.</p>	<p>N/A</p>	<p>Monthly Report of working of prison legal aid clinic to be prepared by DLSA and be kept in FORMAT-A and quarterly report of the said clinic to be sent to SLSA in Format-B & C</p>	<p>monthly and quarterly</p>	<p>format A, B and C</p>
4	<p>Legal Aid Defense Counsel Scheme 2022</p>	<p>District Legal Services Authorities (DLSAs) are responsible for selecting, appointing, and overseeing full-time legal aid defense counsels. They ensure quality legal representation in criminal cases, manage performance evaluations, and coordinate legal aid services within their districts</p>	<p>LEGAL AID DEFENCE COUNSEL</p>	<p>The work and performance shall be closely monitored by the Secretary DLSA and a monthly review meeting will be organised under the chairmanship of the Chairman, DLSA. The Minutes of the meeting shall be sent to SLSA. Evaluation Statement (B Statement) to be submitted monthly and statistical data in format A and B monthly.</p>	<p>monthly</p>	<p>Format A & b Evaluation Statement in Format B</p>

5	Early Access to Justice at Pre-Arrest, Arrest and Remand Stage	District Legal Services Authorities ensure that individuals at pre-arrest, arrest and remand stages are informed of their right to free legal aid, with duty lawyers dispatched to police stations, awareness materials displayed, mobile outreach deployed, and periodic monitoring conducted to facilitate early and effective legal assistance.	N/A	quarterly report as per the the direction	quarterly	as called for
6	"Legal Services Camp Module"	To ensure access to justice for all, regardless of economic or other disabilities	N/A	Detailed report of the camp	at the end of the camp	in detailed format
7	GUIDELINES FOR TRAINING THE DESIGNATED JUVENILE / CHILD WELFARE OFFICERS ATTACHED TO EVERY POLICE STATION AND THE MEMBERS OF THE SPECIAL JUVENILE POLICE UNIT ESTABLISHED UNDER SECTION 63 OF THE JUVENILE JUSTICE (CARE AND PROTECTION	District Legal Services Authorities to organise training programmes once in every six months for police officers, Juvenile/Child Welfare Officers and members of Special Juvenile Police Units.	N/A	Detailed report of the training	at the end of the training	in detailed format

	OF CHILDREN) ACT, 2000.					
8	ENSURING ACCESS TO JUSTICE FOR WIDOWS LIVING IN SHELTER HOMES	to create a mechanism to provide Legal Services at Shelter Homes where Widowed women reside.	The District Legal Services Authority shall constitute a team of five members consisting of 4 Para Legal Volunteers (PLVs) and 1 Panel Lawyer. Preferably team shall be comprised of women PLVs and Panel Lawyers, if feasible one representative of DWCD and SCW as well. Credible NGOs already working in the field may be also associated with the team.	submit quarterly reports in the format annexure 'A'	quarterly	annexure-A

9	<p>NALSA STANDARD OPERATING PROCEDURES ON THE PROCESS OF PREMATURE RELEASE, PAROLE AND FURLOUGH OF PRISONERS, 2022</p>	<p>The DLSA, in collaboration with the Prison Superintendent, shall periodically organise legal awareness camps in all prisons in the district to educate prisoners about the State's premature release policy. DLSA shall appoint jail visiting lawyers and paralegals assigned to the PLAC to assist the convict prisoners in preparation of their applications. The concerned DLSA shall issue a roster as soon as possible after receiving the list of eligible convicts in the format given in the scheme. The coordination committees at the district level shall meet once in three months to discuss the issues in working of this SOP and monitor it's working. 2. The DLSA Secretary shall present a report to the members on the working of this SOP.</p>		<p>The DLSA shall send quarterly report to the SLSA mentioning the following details: a. Number of convict prisoners assisted in premature release applications and the status of applications. b. Number of convict prisoners assisted in parole applications and the status thereof. c. Number of convict prisoners assisted in furlough applications and the status thereof.</p>	<p>The Minutes of the Meeting of all coordination committee meetings shall be sent to the SLSA within 15 days of the conduct of the meeting</p>	<p>in detailed format</p>
10	<p>STANDARD OPERATING PROCEDURE (SOP) for UNDER TRIAL REVIEW COMMITTEES (UTRCs)</p>	<p>The office of Secretary, DLSA, with the aid of empaneled panel lawyers, Retired Judicial Officers and law students trained as PLVs, if required and available, shall draw list of UTPs/Convicts eligible for consideration by the UTRC out of Data sent to him</p>	<p>UTRC shall keep track of the follow up action in recommended cases as detailed in Annexure-A (Column No.24- 26) & Annexure-B (Column No.18-20)</p>	<p>Information regarding UTP/Convicts who are recommended for release Format C And D</p>	<p>quarterly</p>	<p>format C & D</p>

11	<p>NALSA (ASHA-Awareness, Support, Help and Action) Standard Operating Procedure-Towards Eliminating CHILD MARRIAGE, 2025</p>	<p>DLSAs form ASHA units to conduct awareness campaigns, provide legal aid, enable rescue and rehabilitation, coordinate stakeholders, and enforce protections against child marriage.</p>	<p>ASHA UNIT</p>	<p>ASHA unit shall conduct monthly meetings at the end of each month to assess the mentorship needs of victims of child marriage and monitor the rehabilitation and action taken on the cases of child marriage within that month. The Minutes of the Meeting shall be recorded for record purposes. ASHA unit shall half-yearly submit the records maintained to their respective SLSAs.</p>		<p>HALF-YEARLY</p>		<p>AS PER THE FORMATS PROVIDED IN CLAUSE 8 OF THE SCHEME</p>
12	<p>NATIONAL LEGAL SERVICES AUTHORITY (NALSA) Campaign Document: SAATHI "Survey for Aadhaar and Access to Tracking & Holistic Inclusion"</p>	<p>DLSA conducts surveys to identify eligible beneficiaries without Aadhaar, facilitates Aadhaar enrolment, ensures access to welfare schemes, and promotes inclusion through legal awareness.</p>	<p>SAATHI UNIT</p>	<p>Annexure - A : Weekly Report by SAATHI Unit DLSA to SLSA</p>	<p>Annexure - B: Aadhar Registration Camps Details Annexure - E: Survey Form</p>	<p>Annexure -C: Legal Aid and Documentation Support</p>	<p>Monitoring and Reporting to SLSA - 09/08/2025</p>	<p>ANNEXURE-A,B,C,E</p>

SUMMARY OF OTHER REPORTS TO BE SENT BY DLSAS			
Sr. No.	Name of Report	Period	Details of Report
1	Statistical Information to NALSA (A to J) 5th of Every Month	Monthly	Statements related to Continuous Lok Adalat, National Lok Adalat, Permanent Lok Adalat, Mediation, Legal Aid, Legal Literacy Camp, PLV, Legal Aid Clinic, Victim Compensation, Training for PLV, Panel Lawyer
2	Monthly Activity Report to NALSA 5th of Every Month	Monthly	Activity done by DLSAs during the month
3	Information of Poor Prisoners to NALSA 5th of Every Month	Monthly	Information of Prisoner who have not been released due to non-payment of fine
4	Disposal in E-Lok Adalat to NALSA 5th of Every Month	Monthly	Information of Cases disposed off in E-Lok Adalat (Virtual Lok Adalat)
5	C. J. Conference Quarterly Report to High Court 5th of Every Month	Quarterly	Information of Activities carried out by DLSAs
6	Annual Report to NALSA 5th of Every Month	Yearly	Annual Report of ALL Activities i.e. Lok Adalat, Legal Literacy Camp, LADC, PLV, Panel Lawyer, NALSA Schemes etc
7	Lok Adalat Action Plan from DLSA	Every Lok Adalat	Information of Cases likely to be taken up in the coming Lok Adalats
8	Mediation Monthly Data to MCPC 5th of Every Month	Monthly	Information of Cases Referred, Settled, Not Settled, Non-Starter
9	PIMS Monthly Data 5th of Every Month	Monthly	Information of Cases Referred, Settled, Not Settled, Non-Starter
10	Tele - Nyay Bandhu 5th of Every Month	Monthly	Information of Cases handled by Panel Lawyers, Pro-Bono Lawyers

SUMMARY OF REPORTING TO BE DONE BY DLSA UNDER THE DIRECTIONS OF HON'BLE THE SUPREME COURT OF INDIA IN ITS VARIOUS JUDGEMENTS

SR. NO.	NAME OF REPORT	PERIOD	DETAILS OF REPORT
1	Suhas Chakma WP 1082 of 2020	Quarterly	Information of Convicts who have sentenced for 07 or more years of Imprisonment who preferred an appeal
2	Satendra Antil	Monthly	Information of UTP granted bail but not released due to various reasons.
3	Sonadhar WP(C) No. 529	Fortnightly	Information of UTP who are in Custody despite of Grant of Bail
4	WP (PIL) 7/2024	AS AND WHEN CALLED FOR	UNCLAIMED COMPENSATION AMOUNT
5	WP 295-2012 S. RAJASEEKARAN VS. UNION OF INDIA (HIT AND RUN DIRECTIONS)	DLSA TO CONVENE MEETING OF MONITORING COMMITTEE EVERY TWO MONTHS AND QUARTERLY REPORTS TO BE SENT TO SLSA	HIT AND RUN ACCIDENT REPORT

REPORTING OF DETAILS OF ACCOUNTS			
SR. NO.	NAME OF REPORT	PERIOD	DETAILS OF REPORT
1	MER LADC (Salary of LADC)	Monthly	Information of Salary of LADCs
2	MONTHLY EXPENDITURE REPORT (NALSA GRANT)	MONTHLY	NALSA GRANT
3	ACTIVITYWISE EXPENTITURE REPORT	QUARTERLY	ALL GRANTS
4	NALSA GRANT REQUIREMENT	QUARTERLY	NALSA GRANT
5	CHIEF JUSTICE CONFERENCE INFORMATION ACCOUNTS	QUARTERLY	AS PER INFORMATION CALLED FOR
6	STATE GRANT REQUIREMENT	QUARTERLY	STATE GRANT
7	EXPENDITURE INFORMATION OF STATE GRANT FOR A.G. RAJKOT RECONCILIATION	QUARTERLY	AS PER INFORMATION CALLED FOR

Forms / Formats

“Justice at Your Doorstep – Quick and Effective Resolution of Public Utility Problems”

APPLICATION FORM

To,

The Learned Member Secretary,
Gujarat State Legal Services Authority,
Ahmedabad.

Subject: Request for Legal Aid / Counselling

Sir,

It is most respectfully submitted that the applicant is as follows:

Name: _____ Age: _____

Father's / Husband's Name: _____

Gender: _____ Mobile No.: _____

Address: _____

Ward No.: _____ Police Station: _____

District: _____ Resident of: _____

The applicant requires assistance regarding the following problem / dispute / public utility service:

(Provide brief details of the problem)

Whether the applicant has previously filed any complaint/application in this regard before any institution / police station / court or other authority?

Yes No

The applicant may kindly be provided appropriate legal assistance / advice in accordance with law on the above matter.

Signature: _____

Date: _____

Enclosures (Documents):

1. Self-attested copy of identity proof (such as Aadhar Card / Voter ID / Driving License / Ration Card, etc.)
 2. Copies of other relevant documents / photographs / videography (if the applicant wishes to submit)
-

Public Utility Services Include:

1. Transport services for passengers or goods by air, road, or water
 2. Postal, telegraph, or telephone services
 3. Supply of electricity or water
 4. Public sanitation or public health systems
 5. Health-related services in hospitals or dispensaries
 6. Insurance services
 7. Banking and financial institution services
 8. Housing services
 9. LPG services
 10. Educational institutions
 11. Housing and real estate services
-

Note: Submit this application via mail ID msguj.lsa@nic.in

DISTRICT LEGAL SERVICES AUTHORITY

Month: _____ Year: _____

Consolidated Inspection Report under JJ Act (Government Homes)

Name and Address of Observation Home / Children Home / Special Home

Inspection Questionnaire

Sr. No.	Questions	Remarks / Current Status
1	What is the total area of the building? How many rooms are there? What are their sizes? What facilities are available in each room and how many children reside there?	
2	Whether adequate arrangements are available in the home for children for winter bedding, blankets, clothing, etc.?	
3	For what purposes are the available rooms being used?	
4	Whether open/closed space is available for children's sports and recreation? If yes, which games are regularly conducted?	
5	Whether children are sent to school? If yes, in which schools are they admitted and what is their attendance percentage? If not, reasons thereof?	
6	What is the daily meal menu (morning to evening)? How is quality and availability ensured? Whether fruits, milk, etc. are provided? If yes, in what quantity and frequency?	

7	What are the arrangements for cleanliness of the building and toilets? How many toilets are available for children?	
8	Whether normal and warm clothing are available for children? If not, reasons thereof?	
9	Whether proper arrangements are available for counselor / psychologist / legal advice for children?	
10	Whether regular medical examination of children is conducted? If yes, when was the last examination done? Has any child suffered from illness in the last 6 months?	
11	During the last one year, who conducted inspections of this home and how frequently?	
12	Any other facts you wish to mention	

DISTRICT LEGAL SERVICES AUTHORITY

Month: _____ Year: _____

Consolidated Inspection Report under JJ Act

(Non-Government / NGO Operated Homes)

Name and Address of Observation Home / Children Home / Special Home

Inspection Questionnaire

Sr. No.	Questions	Remarks / Current Status
1	What is the total area of the building? How many rooms are there? What are their sizes? What facilities are available in each room and how many children reside there?	
2	Whether adequate arrangements are available in the home for children for winter bedding, blankets, clothing, etc.?	
3	For what purposes are the available rooms being used?	
4	Whether open/closed space is available for children's sports and recreation? If yes, which games are regularly conducted?	
5	Whether children are sent to school? If yes, in which schools are they admitted and what is their attendance percentage? If not, reasons thereof?	
6	What is the daily meal menu (morning to evening)? How is quality and availability ensured? Whether fruits, milk, etc. are provided? If yes, in what quantity and frequency?	

7	What are the arrangements for cleanliness of the building and toilets? How many toilets are available for children?	
8	Whether normal and warm clothing are available for children? If not, reasons thereof?	
9	Whether proper arrangements are available for counsellor / psychologist / legal advice for children?	
10	Whether regular medical examination of children is conducted? If yes, when was the last examination done? Has any child suffered from illness in the last 6 months?	
11	During the last one year, who conducted inspections of this home and how frequently?	
12	Any other facts you wish to mention	

Inspection Proforma for Government / Non-Government Shelter Homes / Child Care Homes / Observation Homes

1. General Information

Sr. No.	Particulars	Current Status
1	Name, designation and mobile number of inspecting officer	
2	Date of inspection	
3	Name of institution	

4. Details of Shelter Home / Child Care Home / Observation Home

Sr. No.	Particulars	Current Status
4.1	Name of the Home	
4.2	Full address of the Home	
4.3	Whether the institution/home is registered under the Juvenile Justice Act, 2000? Under Section 8 - Observation Home Under Section 9 - Special Home Under Section 34 - Children's Home Under Section 37 - Shelter Home	
4.4	Date of renewal	
4.5	Whether the home is being operated at the approved location at the time of inspection?	
4.6	If not, whether permission for change of address has been obtained from the department?	
4.7	Current postal address of the home	
4.8	Office phone number	
4.9	Email ID	

5. Staff Position

Sr. No.	Particulars	Current Status
5.1	Name and mobile number of President/Secretary	
5.2	Name and mobile number of Superintendent/In-charge	

5.3 Staff Position as per JJ Rules, 2011 (for 50 children)

Post	Sanctioned Posts	Current Status (Name & Mobile No.)
Superintendent (In-charge Officer)		
Counselor (Part-time)		
Probation Officer / Child Welfare Officer / Case Worker		
House Mother / House Father		
Teacher (Full-time or Part-time)		
Doctor (Part-time)		
Paramedical Staff (Part-time)		
Store Keeper-cum-Clerk		
Art & Craft / Music Teacher (Part-time)		
Physical Instructor / Yoga Trainer (Part-time)		
Hostel Warden		
Cook		
Supporting Staff		
Home Manager		
Total		

6. Physical Infrastructure of the Home

Sr. No.	Particulars	Current Status
6.1	When was the last inspection conducted and by whom?	
6.2	Availability of bathroom, toilet and sanitation facilities in the institution (provide details)	
6.3	Whether kitchen, dining hall and store room are available in the institution (full details)	
6.4	Whether the institution was found clean and well-maintained during inspection (provide details)	
6.5	When were the children medically examined (date & name of doctor)?	
6.6	Monthly visits of doctor for health check-up (attach report)	
6.7	If it is a girls' home, whether female staff is available? If yes, number and details	
6.8	Whether separate accommodation is arranged for boys and girls	
6.9	Availability of first aid kit and fire safety equipment (with details)	
6.10	Adequate lighting, ventilation and arrangements for cooling in summer and warmth in winter	
6.11	Availability of safe drinking water and hygienic toilets as per standards	
6.12	Inspection of food storage and supply system; availability of alternative power supply	
6.13	Whether a counsellor is appointed for children; provide details and previous reports	
6.14	Whether emergency contact details of officials/staff are displayed	
6.15	Number of children rehabilitated in last 6 months	

	(with details)	
6.16	Whether flooring is safe and suitable to prevent accidents	
6.17	Whether details of facilities are displayed on notice board	
6.18	Whether management committee meetings are held regularly under JJ Act	
6.19	Whether complaint box is available and accessible to children	
6.20	Details of complaints made by children in last 3 months	
6.21	Whether Child Committee is formed; if yes, date of formation	
6.22	Names of Chairperson and members of Child Committee	
6.23	Whether management committee monitors individual case files of children	
6.24	Details of training and skill development programs conducted in last 6 months	
6.25	Details of children linked with rehabilitation schemes (e.g., CM scheme)	
6.26	Whether children are registered on Child Tracking Website; details	
6.27	Availability of diet scale for children (details)	
6.28	Daily schedule of children (details)	

7. Number of Residents

Sr. No.	Particulars	Current Status
7.1	Total sanctioned capacity of children (boys/girls)	
7.2	Number and list of children present at the time of inspection	

8. Grants Received from Central/State Government

Sr. No.	Particulars	Current Status
8.1	Grants received from Central/State Government	
8.2	Utilization certificate and expenditure details	

9. Documents

Sr. No.	Particulars	Status
9.1	Individual case files of children maintained	
9.2	Probation Officer's report	
9.3	Medical files	
9.4	Inward-Outward register	
9.5	Stock/Store register	
9.6	Child Committee / Management Committee register	
9.7	Visitor register with details (name, address, contact, remarks)	
9.8	Training register	
9.9	Admission register (details of children, entry date, identification, authority, etc.)	
9.10	Monthly/Quarterly report file	
9.11	Material distribution register	

DISTRICT LEGAL SERVICES AUTHORITY (DLSA)
Inspection Proforma for One Stop Center (Under Nirbhaya Scheme)

1. Basic Details

Sr. No.	Particulars	Current Status
1	Inspecting Authority (DLSA)	
2	Date of Inspection	
3	Name of Institution	
4	Name of One Stop Center	
5	Date of Establishment	
6	Full Address of One Stop Center	
7	Telephone Number / Email ID	
8	Name & Mobile Number of Center Administrator	

9. Staff Position

Sr. No.	Designation	Name	Mobile Number
9.1	Center Administrator		
9.2	Case Worker		
9.3	Police Assistance Officer		
9.4	Counselor		
9.5	Computer Assistant		
9.6	Security Personnel		

10. Details of Facilities Being Provided

Sr. No.	Particulars	Current Status
10.1	Whether facilities are available to rescue women in distress/emergency situations and connect them with related service providers? (Yes/No - provide details)	
10.2	1. Whether immediate medical facility is being provided to the victim woman? 2. Whether medical examination of the victim is being conducted? 3. Whether first aid/medical arrangement is available or not?	
10.3	Whether legal assistance is being provided to the victim woman? (Yes/No)	
10.4	Whether action is being taken to register FIR with police in relation to the incident reported by the victim woman?	
10.5	Whether psycho-social counseling is being provided to the victim?	
10.6	Whether trained counselors are available at the center? (Details)	
10.7	Days of visit of panel advocate	
10.8	Days of work assigned to paralegal volunteers	
10.9	1. Whether shelter facility is available to the victim? 2. Whether shelter is clean, safe, and has toilet/bathroom/water and adequate bedding arrangements? 3. Whether daily-use items are provided to the victim? 4. Whether nutrition/food facility is available to the victim?	
10.10	Whether management committee is constituted? (Provide details)	
10.11	Whether staff has been trained? (Details)	
10.12	When and by whom was the last inspection conducted? (Details)	
10.13	Whether monthly progress reports are being sent to the District Collector?	
10.14	Other facilities	

11. Documents

Sr. No.	Particulars	Status
11.1	Incoming Register	
11.2	Register of various assistance provided	
11.3	Police action-related register	
11.4	Medical counseling register	
11.5	Whether report files are maintained properly?	

12. Data of Last Month

Sr. No.	Particulars	Details
12.1	Number of victims who approached for assistance	
12.2	Number of victims provided night shelter	
12.3	Number of cases where FIR of victim was registered at the center	
12.4	Number of cases where statements of victim were recorded at the center	
12.5	Number of women who sought legal advice and were provided assistance	
12.6	When was the last payment made to staff and volunteers?	

FORMAT - A
INSPECTION FORM: PRISON LEGAL AID CLINIC

[To be completed by the Secretary, DLSA on his/her monthly inspection]

1. Date and time of Inspection:

2. Name of the Prison: _____

3. Type of Prison:

Central
 District
 Sub
 Women
 Special
 Open

4. No. of prisoners on date of visit:

Convicts: _____ Undertrials: _____ Detenues: _____ Others: _____

Male: _____ Female: _____ Transgender: _____

5. Details of legal services providers [PLAC Functionaries] assigned to the Prison Legal Aid Clinic:

S. No.	Name	Category (Jail Visiting Lawyer/ Convict PLV/ Community PLV)	Whether received induction training [Y/N]	Days & timings of their visits
1.				
2.				
3.				
4.				
5.				
6.				
7.				

6. Schedule of Functioning of the PLAC: *[Mention days and timing when the clinic is operational]*

7. Details of the Legal Aid Applications received/ prepared at Prison Legal Aid Clinic (PLAC) and forwarded to Legal Services Institutions (LSIs) in the last month:

No. of Legal Aid Applications prepared at the PLAC: _____					
LSI	Applications forwarded to the LSI	Applications where a Legal Aid Lawyer has been appointed	Cases where intimation of appointment of lawyer sent by the LSI to the Prison Superintendent	Cases where intimation of appointment of lawyer communicated to the prisoner	Legal Aid Applications pending
DLSA					
HCLSC					
SCLSC					
Total					

8. Checklist on PLAC functioning as per NALSA's SOP

S. No	Tick [√] as Applicable	Remarks/If non-compliant, action to be taken
1)	Infrastructure: <input type="checkbox"/> Location of PLAC: <input type="checkbox"/> Office of the Superintendent <input type="checkbox"/> Office area of prison <input type="checkbox"/> Common area inside prison premises <input type="checkbox"/> Other area, pl specify	
	<input checked="" type="checkbox"/> Infrastructure at PLAC: <input type="checkbox"/> a separate room, <input type="checkbox"/> sufficient number of tables and chairs, <input type="checkbox"/> computer and printers, <input type="checkbox"/> internet access, <input type="checkbox"/> one set of basic law books (bilingual).	
	<input type="checkbox"/> Proper space for lawyers to interact with prisoners in a confidential manner.	
	<input type="checkbox"/> Functional e-court kiosk in the prison premises for use of prisoners.	

2)	Visibility of PLAC: <ul style="list-style-type: none"> <input type="checkbox"/> Information about PLAC timing and location in common areas inside the prison. <input type="checkbox"/> Display inside prison <input type="checkbox"/> Communication through public announcement system 	
	<ul style="list-style-type: none"> <input type="checkbox"/> Display of name and schedule of visits of JVLs and PLVs inside the PLAC. 	
	<ul style="list-style-type: none"> <input type="checkbox"/> Display of information about NALSA's 'Legal Services Management System' portal in the PLAC and the visitor's area/room. 	
3)	Documentation & Reporting: <ul style="list-style-type: none"> <input type="checkbox"/> Maintenance of record of PLAC as per NALSA's Handbook of Formats 2020 by the PLAC functionaries. 	
	<ul style="list-style-type: none"> <input type="checkbox"/> Maintenance of attendance registers for PLVs/JVLs 	
	<ul style="list-style-type: none"> <input type="checkbox"/> Compliance by PLVs to submit: <ul style="list-style-type: none"> <input type="checkbox"/> Grievances and requests of prisoners; <input type="checkbox"/> Duty reports. 	
4)	Awareness & Outreach: <ul style="list-style-type: none"> <input type="checkbox"/> Legal awareness programmes organised as per topics listed in the NALSA SOP. <i>No. of programmes conducted: _____</i> <i>No of prisoners attended: _____</i> Topics covered: <ol style="list-style-type: none"> i. ii. 	
	<ul style="list-style-type: none"> <input type="checkbox"/> Display of posters on rights and entitlements of prisoners inside the prison. 	
5)	Complaints & Grievance Redressal: <ul style="list-style-type: none"> <input type="checkbox"/> Set up of a complaint box in the PLAC. <input type="checkbox"/> Information to prisoners about the complaint box. 	
	<ul style="list-style-type: none"> <input type="checkbox"/> Date of observance of the monthly Grievance Redressal Day: _____ <input type="checkbox"/> Prisoners informed about the Grievance Redressal Day. 	

9. Feedback on PLAC processes

[To be completed after interacting with the PLAC functionalities]

S. No	Points for interaction with the PLAC functionalities <i>Tick [✓] as Applicable</i>	Remarks
1)	Processing of legal aid application: <input type="checkbox"/> Applications for legal aid are sent within 24 hours.	
	<input type="checkbox"/> A legal aid lawyer is appointed by the LSI within 48 hours of the request.	
	<input type="checkbox"/> Intimation letters regarding appointment of legal aid lawyers is received at the prison/PLAC.	
	<input type="checkbox"/> Information on appointment of the legal aid lawyer is updated in the registers and online database.	
2)	Legal Services to prisoners: <input type="checkbox"/> A case table is organised for newly admitted prisoners.	
	<input type="checkbox"/> Requests for legal aid received during the case table submitted to concerned LSI within 24 hours.	
	<input type="checkbox"/> Follow-ups with prisoners seeking time to consider whether or not to take legal aid lawyer, till the time a lawyer is engaged by him/her.	
	<input type="checkbox"/> PLVs/JVLs inform the Prison Superintendent about any prisoner needing urgent medical attention.	
	<input type="checkbox"/> PLVs/JVLs inform the Prison Superintendent about prisoners whose family members have statedly not been informed about their detention.	
	<input type="checkbox"/> PLVs/JVLs take measures to provide assistance (such as translator, basic necessities etc.) for prisoners belonging to other state/country.	
	<input type="checkbox"/> PLVs/JVLs inform the Secretary, DLSA about probable minors lodged in the prison.	
3)	Legal Services for filing cases in High Court/Supreme Court: <input type="checkbox"/> PLVs/JVLs inform prisoners about the right and process to challenge orders dismissing/rejecting bail, judgement of conviction, order on sentence etc. before the Sessions Court/High Court/Supreme Court.	
	<input type="checkbox"/> Record of applications sent to HCLSC/SCLSC maintained in a register/database.	
	<input type="checkbox"/> The HCLSC/SCLSC send intimations to the PLAC/prison regarding the appointment of a lawyer.	

10. Feedback on Legal Services being provided by PLAC Functionaries

[To be completed after interacting with prisoners]

S. No	Questions for prisoners <i>Tick [√] as Applicable</i>	Remarks
1)	Q. Are prisoners being regularly informed by the JVLs and PLVs about the following: <ul style="list-style-type: none"> <input type="checkbox"/> Right to avail legal aid irrespective of their financial status; and <input type="checkbox"/> Right to complain and seek redressal, if a legal aid lawyer asks for money or if the prisoner is dissatisfied with the services of a legal aid lawyer? 	
2)	Q. Is a case table being organised by the PLAC for newly admitted prisoners to help them understand and navigate procedures in prison and courts? <ul style="list-style-type: none"> <input type="checkbox"/> Yes <input type="checkbox"/> No 	
3)	Q. Is there any prisoner who is not represented by a lawyer? <ul style="list-style-type: none"> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Details of such prisoners:</i>	
4)	Q. Is there any prisoner who was seemingly a minor at the time of commission of offence? <ul style="list-style-type: none"> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Details of such prisoners:</i>	
5)	Q. Does any prisoner require information on the whereabouts of his/her child or children who are outside, or who may need support? <ul style="list-style-type: none"> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Details of such prisoners:</i>	
6)	Q. Are prisoners who are represented by legal aid lawyers, being regularly informed about the status of their case by the PLAC functionaries? <ul style="list-style-type: none"> <input type="checkbox"/> Yes <input type="checkbox"/> No 	
7)	Q. Are prisoners receiving written case updates from their legal aid lawyers or LADC? <ul style="list-style-type: none"> <input type="checkbox"/> Yes 	

	<input type="checkbox"/> No	
8)	<p>Q. Are prisoners aware about the Complaint Box and the Grievance Redressal Day?</p> <input type="checkbox"/> Yes <input type="checkbox"/> No	
9)	<p>Q. Does any prisoner require a copy of the judgment/order to enable him/her to file a review/appeal/revision?</p> <input type="checkbox"/> Yes <input type="checkbox"/> No <p><i>Details of such prisoners:</i></p>	
10)	<p>Q. Is the LADC/legal aid lawyer appointed by the concerned LSI regularly interacting with the prisoners?</p> <input type="checkbox"/> Yes <input type="checkbox"/> No	

FORMAT – B

INSPECTION AND EVALUATION REPORT OF THE PRISON LEGAL AID CLINIC¹

*[To be filled by the Chairman, DLSA during the quarterly inspection of the
Prison Legal Aid Clinic]*

Abbreviation Key:

PLAC: Prison Legal Aid Clinic SOP: NALSA's SOP on Access to Legal Aid Services to Prisoners and Functioning of the Prison Legal Aid Clinics, 2022 PLV: Para Legal Volunteer
JVL: Jail Visiting Lawyer

1. Name of District and Name of Prison:

2. Date and Time of Inspection:

3. Details of Legal Services Providers deputed at the Prison Legal Aid Clinic:

S. No	Category of Legal Services Provider	Number of such providers			
		Male	Female	Transgender	Total
	NOTE: To be filled on the basis of information displayed inside the PLAC				
3.1.	Jail Visiting Lawyer				
3.2.	Community Para Legal Volunteer				
3.3.	Convict Para Legal Volunteer				
	Grand Total				

¹ To evaluate the compliance of NALSA's Standard Operating Procedures on Access to Legal Aid Services to Prisoners and Functioning of the Prison Legal Aid Clinics, 2022.

4. Set up and Functions of a Prison Legal Aid Clinic (PLAC) [Part A - SOP]

S. No	Parameter	Status	Evaluation ('1' mark if 'Yes' and '0' if 'No')
NOTE: Following parameters to be marked on the basis of observation, display and record.			
1)	Is a Prison Legal Aid Clinic (PLAC) established in the prison?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
2)	Is the PLAC located in a common area with open and unfettered access for prisoners and not in Office Area of Prison/ Office of Prison Superintendent?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
3)	Does the PLAC have infrastructure such as - a separate room, sufficient tables and chairs, a computer and printer, internet access and basic law books (IPC, CrPC, Jail Manual)?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
4)	Is the relevant information regarding PLAC (timing, location) displayed in the common areas inside prisons?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
5)	Whether the schedule of visits of Jail Visiting Lawyers (JVLs) and Para Legal Volunteers (PLVs), deputed to the PLAC, along with their names, displayed at the PLAC?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
6)	Is information on PLAC shared through notice board or public announcement system inside the prison?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
7)	Is the PLAC functional for the number of days specified in the SOP?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
8)	Are prescribed number of JVLs deputed for the PLAC as specified in the SOP?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
9)	Whether women JVLs deputed for women enclosures/prisons?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
10)	Whether transgender JVL deputed for transgender enclosures?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
11)	Whether convict PLVs are deputed to the PLAC?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
12)	Whether community PLVs deputed to the PLAC?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
13)	Whether total no. of PLVs deputed to the PLAC are as per the SOP?	<input type="checkbox"/> Yes <input type="checkbox"/> No	

NOTE: Following parameters to be marked on the basis of interaction with prisoners and perusal of record maintained at PLAC.			
14)	Do JVLs make the number of visits to the PLACs as per the mandate in the SOP?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
15)	Whether the JVLs visit the PLAC for at least 03 hours on the assigned days?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
16)	Whether the JVLs visit the Women's Enclosure as per the mandate in the SOP?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
NOTE: Following parameters to be marked on the basis of interaction with JVLs/PLVs.			
17)	Whether payment of honorarium to JVLs is made timely?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
18)	Whether payment of honorarium to PLVs is made within 2 weeks of submission of vouchers?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
19)	Whether PLVs submit reports, grievance, request of prisoners to the DLSA within one week of their receipt?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
20)	Whether PLVs were provided training within the first month of their deputation at the PLAC?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
21)	Whether students from colleges/universities are assisting in the functioning of the PLAC?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
NOTE: Following parameters to be marked on the basis of inspection of records maintained at PLAC.			
22)	Whether formats for documentation and reporting prescribed in NALSA's Handbook of Formats (for e.g. attendance register; work register; reporting etc.), used by JVLs?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
23)	Whether formats for documentation and reporting prescribed in NALSA's Handbook of Formats (for e.g. Legal Aid Clinic: Work Register, Attendance Register, Case Progress Tracker, Reporting) used by Community PLVs?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
24)	Whether formats for documentation and reporting prescribed in NALSA's Handbook of Formats (for e.g. Legal Aid Clinic: Case Progress Tracker; Reporting) used by Convict PLVs?	<input type="checkbox"/> Yes <input type="checkbox"/> No	

25)	Whether records are maintained by JVLs and PLVs in the computer system at the PLAC?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Total Assessment Points			_____/25

5. Processing of Applications for Legal Aid and the role of PLAC in facilitating appointment of Legal Aid Lawyer [Part B – NALSA SOP]

S. No	Parameter	Status	Evaluation ('1' mark if 'Yes' and '0' if 'No')
NOTE: Following parameters to be marked on the basis of interaction with prisoners.			
5.1.	Are JVLs, PLVs and Secretary, DLSA regularly informing prisoners about their: <ul style="list-style-type: none"> - right to avail legal aid irrespective of their financial status; - right to complain and seek redressal if a Legal Aid Lawyer asks for money or if they are dissatisfied with the services of a Legal Aid Lawyer. 	<input type="checkbox"/> Yes <input type="checkbox"/> No	
NOTE: Following parameters to be marked on the basis of the monthly inspection report of Secretary, DLSA and PLAC records.			
5.2.	Is a prisoner's application for legal aid sent/given to the LSI, within 24 hours of the request being received?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
5.3.	Whether the Legal Aid Lawyer is appointed by the LSI within 48 hours of the request being received?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
5.4.	Whether the intimation regarding appointment of Legal Aid Lawyer along with his/ her contact details shared with the PLAC in each case?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
5.5.	Whether details of the date of application, date of appointment of a Legal Aid Lawyer and details of Legal Aid Lawyer appointed, regularly updated by the PLV in the designated registers and computer systems (where available)?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Total Assessment Points			_____/05

6. PLAC's Role in providing Legal Aid Services and Legal Assistance to Vulnerable Groups in Prisons [Part C – NALSA SOP]

S. No	Parameter	Status	Evaluation (‘1’ mark if ‘Yes’ and ‘0’ if ‘No’)
NOTE: Following parameters to be marked on the basis of interaction with prisoners.			
6.1.	Whether Case-Table interaction is held between the PLAC functionaries and the prisoners after their admission in the prison, as per the SOP?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
6.2.	Whether prisoners are explained the offences for which they have been sent to judicial custody, their rights and duties and day to day processes of the prison?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
6.3.	Whether a Legal Aid application is submitted within 24 hours of the prisoner's request for legal aid, made during the case-table interaction?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
6.4.	Whether the PLVs do a regular follow-up every two days with prisoners who seek time to consider whether they want a Legal Aid Lawyer or not, till the time such prisoners have engaged a lawyer?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
NOTE: Following parameters to be marked on the basis of interaction with JVLs/PLVs.			
6.5.	Whether PLVs/JVLs inform Prison Superintendent about such cases where the prisoners convey that their family members have not been informed of their arrest and whether necessary assistance is provided to such prisoners, as prescribed in the SOP?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
6.6.	Whether PLVs/JVLs inform the Prison Superintendent about prisoners requiring urgent medical attention?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
6.7.	Whether, in case of foreign nationals, necessary assistance such as services of translator etc. are provided in case the prisoners want some legal assistance?	<input type="checkbox"/> Yes <input type="checkbox"/> No	

6.8.	Whether in cases of probable juveniles being lodged in Prisons, necessary assistance is provided to them to move applications, raising the plea of juvenility?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
6.9.	How many applications for claiming juvenility have been moved on behalf of inmates in the last quarter?	No. of such applications: _____	<i>[NO MARKS TO BE ASSIGNED]</i>
6.10.	Whether assistance is provided to the prisoners who are concerned about the safety and well-being of their children/family outside?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
6.11.	Whether PLVs/JVLs interact with the 17 categories of vulnerable prisoners outlined in the NALSA SOP during their visit to prison?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Total Assessment Points			_____/10

7. PLAC's Role in Providing Legal Information to Prisoners and their families [Part D – NALSA SOP]

S. No	Parameter	Status	Evaluation ('1' mark if 'Yes' and '0' if 'No')
NOTE: Following parameters to be marked on the basis of interaction with prisoners.			
7.1.	Are prisoners getting regular updates on their cases from the PLAC functionaries?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
7.2.	Are prisoners getting written updates on their case status from the legal aid lawyer/legal aid defence counsel?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
7.3.	Are prisoners aware of the e-court kiosk installed in the prison premises?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
7.4.	Is the e-court kiosk functional?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
7.5.	Are prisoners aware of the e-prison module, NALSA's LSMS portal and NALSA Helpline etc.?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Total Assessment Points			_____/05

8. PLAC's Role in Raising Legal Awareness among Prisoners and Grievance Redressal [Part E- NALSA SOP]

S. No	Parameter	Status	Evaluation ('1' mark if 'Yes' and '0' if 'No')
NOTE: Following parameters to be marked on the basis of observation.			
8.1.	Whether posters are put at prominent places in the prison about legal rights of the prisoners?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
8.2.	Has a complaint box been set-up in the PLAC?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
NOTE: Following parameters to be marked on the basis of interaction with prisoners.			
8.3.	Are legal awareness programmes conducted regularly in the prison?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
8.4.	Is the Grievance Redressal Day held every month, as per the SOP?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
8.5.	Whether confidentiality is maintained during redressal of grievances of the prisoners?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	Total Assessment Points		_____/05

9. Legal Assistance in Filing of Petitions/Jail Appeal in the High Court/Supreme Court by Convict Prisoners [Part F- NALSA SOP]

S. No	Parameter	Status	Evaluation ('1' mark if 'Yes' and '0' if 'No')
NOTE: Following parameters to be marked on the basis of interaction with prisoners.			
9.1.	Do PLAC functionaries inform the prisoners: i. Whose bail application is rejected; or ii. Who is convicted by the trial court; regarding their right to challenge the order dismissing the bail application or	<input type="checkbox"/> Yes <input type="checkbox"/> No	

	the judgement of conviction/order on sentence, by way of appropriate proceedings before the Sessions Court/High Court/Supreme Court and the process of filing the same?		
9.2.	Are lawyers appointed by the HCLSC/SCLSC regularly interacting with their clients/prisoners?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
9.3.	Is a copy of the judgment/order made available to the prisoner to enable him/her to file an appeal, revision etc.?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
NOTE: Following parameter to be marked after inspection of PLAC record.			
9.4.	Is a record of applications sent to HCLSC/SCLSC kept in a designated register and computer system?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
NOTE: Following parameter to be marked on the basis of interaction with JVLs/PLVs.			
9.5.	Does the HCLSC/SCLSC regularly send an intimation to the PLAC/prison regarding the appointment of the lawyer?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	Total Assessment Points		_____/05

10. Strengthening Communication of Prisoners with their Lawyers [Part H- NALSA SOP]

S. No	Parameter	Status	Evaluation ('1' mark if 'Yes' and '0' if 'No')
NOTE: Following parameters to be marked on the basis of observation.			
10.1.	Is adequate space available for JVLs to interact with their clients in a confidential manner?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
10.2.	Are the rules for lawyers to seek visitation/interviews with their clients displayed outside the prison?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
10.3.	Is a Video Conferencing facility available in the Prison to enable	<input type="checkbox"/> Yes <input type="checkbox"/> No	

	lawyers (legal aid and private) to communicate regularly with their clients in prison?		
10.4.	Is information about the Video Conferencing facility publicised in the prisons for knowledge of lawyers and prisoners?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
10.5.	Are lawyers empanelled with the High Court/Supreme Court Legal Services Committees availing the Video Conferencing facility to interact with prisoners?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	Total Assessment Points		/05

11. Action Points for the DLSA to Address Gaps in Compliance with the SOP

S. No		Action Points
11.1.	Set up and Functions of a Prison Legal Aid Clinic (PLAC) [Part A - SOP]	
11.2.	Processing of application for legal aid and Role of PLAC in Facilitating Appointment of legal aid lawyer [Part B - NALSA SOP]	
11.3.	PLAC's Role in providing Legal Aid Services and Legal Assistance to Vulnerable Groups in Prisons [Part C - NALSA SOP]	
11.4.	PLAC's Role in Providing Legal Information to Prisoners and their families [Part D - NALSA SOP]	
11.5.	PLAC's Role in Raising Legal Awareness among Prisoners and Grievance Redressal [Part E- NALSA SOP]	
11.6.	Legal Assistance in Filing of Petitions/Jail Appeal in the High Court/Supreme Court by Convict Prisoners [Part F- NALSA SOP]	
11.7.	Strengthening Communication of Prisoners with their Lawyers [Part H- NALSA SOP]	
11.8.	Any other remarks.	

12. Summary of Assessment Points

S. No		Points received	Maximum Points
12.1.	Set up and Functions of a Prison Legal Aid Clinic (PLAC) [Part A - SOP]		25
12.2.	Processing of application for legal aid and Role of PLAC in Facilitating Appointment of legal aid lawyer [Part B - NALSA SOP]		5
12.3.	PLAC's Role in providing Legal Aid Services and Legal Assistance to Vulnerable Groups in Prisons [Part C - NALSA SOP]		10
12.4.	PLAC's Role in Providing Legal Information to Prisoners and their families [Part D - NALSA SOP]		5
12.5.	PLAC's Role in Raising Legal Awareness among Prisoners and Grievance Redressal [Part E- NALSA SOP]		5
12.6.	Legal Assistance in Filing of Petitions/Jail Appeal in the High Court/Supreme Court by Convict Prisoners [Part F- NALSA SOP]		5
12.7.	Strengthening Communication of Prisoners with their Lawyers [Part H- NALSA SOP]		5
	Total Assessment Points		60