

## **Introduction**

The Secretary, HCLSC is the Public Information Officer .

### **Public Information Officer**

Santosh Kumar  
Secretary  
High Court Legal Services Committee  
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### **Right to Information Act, 2005**

This High Court Legal Services Committee (HCLSC) for the present is following the provisions of Right to Information Act, 2005 (22 of 2005) which is also available on the website of the Jharkhand State Legal Services Authority.

### **Fee under the Right to Information Act, 2005**

This HCLSC for the present is following G.S.R 603(E) dated 31.07.2012 of the Ministry of Personnel, Public Grievances and Pension, Department of Personnel & Training in so far as Application Fees, Fees for providing information and Exemption from Payment of Fee.

Note :Rs. 10/- either in cash or by way of Indian Postal Order or by Money Order or Demand Draft drawn in favour of High Court Legal Services Committee. **Note: Court fee and cheques are not acceptable** as the same are not valid mode as per rules.

### **Compliance under Section 4(1)(b) of Right to Information Act, 2005**

Sl.No	Information Sought for	Information under RTI Act, 2005.
1	Name of the organization	Jharkhand High Court Legal Services Committee
2	Functions and Duties <b>the High Court Committee-</b>	<p><b>Functions and Duties of the High Court Committee-</b> Subject to the general superintendence and control of the State Authority, the High Court Committee shall exercise the following powers and perform the following functions:</p> <ul style="list-style-type: none"> <li>(a) To recommend for filing of public interest litigation in the High Court for the general benefit of a large body or class of persons who cannot be themselves take recourse of law due to penury, illiteracy or other similar reasons.</li> <li>(b) To convene and organize Lok Adalats at regular intervals in respect of High Court cases.</li> <li>(c) To receive applications for legal services in respect of cases pertaining to High Court of Jharkhand.</li> <li>(d) To ensure that the case of every applicant is promptly processes and disposed of.</li> <li>(e) To consider the cases brought before it for legal services and decide as to what extent legal services can be made available to the applicant.</li> <li>(f) To persuade the parties to appear before it and make efforts to bring about a just settlement between them and, if necessary, also refuse the legal services, if in its opinion, the conciliation has failed due to any fault on the part of the applicant.</li> <li>(g) To encourage and promote conciliation and settlement in all legal proceedings.</li> <li>(h) To take proceedings for the recovery of the costs awarded to a person to whom legal services are rendered.</li> <li>(i) To submit recommendations and suggest improvement to the State Authority in the working of these Regulations.</li> <li>(j) To prepare and submit such reports, returns and other statistics or information, as the State Authority may call for; and</li> </ul> <p>Perform and exercise such other functions and powers as may be determined by Regulations made by the State Authority from time to time.</p>
3	The powers and duties of its officers and	<p><b>Powers and Functions of the Secretary of the High Court Legal Services Committee-</b> 1. To implement the scheme to give free legal service to the eligible and</p>

	employees;	<p>weaker section.</p> <ol style="list-style-type: none"> <li>2. To workout modalities of the Legal Services Schemes and Programmes.</li> <li>3. To exercise the powers in respect of administration, house keeping, finance and budget matters.</li> <li>4. To manager properties, records and funds of the High Court Legal Services Committee.</li> <li>5. To maintain true and proper accounts including checking and auditing in respect thereof.</li> <li>6. To prepare Annual Income and Expenditure Account and Balance Sheet.</li> <li>7. To maintain up-to-date and complete statistical information including progress made in the implementation of various Legal Service Programmes from time to time.</li> <li>8. To process proposals for financial assistance and issue Utilization Certificate thereon.</li> <li>9. To organize various Legal Services Programmes and convene Meeting/Seminars and Workshops connected with legal service programmes and preparation of reports and follow up action thereon.</li> <li>10. To perform such of the functions as are assigned to him under the Schemes, formulated under the Act.</li> <li>11. To perform such other functions as may be expedient for efficient functioning of the High Court Legal Services Committee.</li> <li>12. To transmit the minutes of every such meeting of the committee along with the decisions taken, resolutions passed, directly to the State Authority.</li> </ol>
4	The procedure followed in the decision making process, including channels of supervision and accountability	<p>Legal Services Authorities Act 1987</p> <p>JHALSA Rules 2001</p> <p>JHALSA Regulations 2002</p> <p>National Legal Services Authority (Lok Adalats) Regulations, 2009</p> <p>National Legal Services Authority, (Free and Competent Legal Services) Regulation, 2010</p> <p>NALSA Letters &amp; Circulars</p> <p>JHALSA Letters &amp; Circulars</p>

5	A statement on the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice, and as to whether meetings of those boards, councils, committees and other bodies are open to the public, or the minutes of such meetings are accessible to the public	A Committee exists alongwith a list of Panel Advocates.
6.	The norms set by it for the discharge of its functions;	Legal Services Authorities Act 1987 JHALSA Rules 2001 JHALSA Regulations 2002 National Legal Services Authority (Lok Adalats) Regulations, 2009 National Legal Services Authority, (Free and Competent Legal Services) Regulation, 2010 NALSA Letters & Circulars JHALSA Letters & Circulars
7	The rules, regulations, instructions, manuals and records, held by	Legal Services Authorities Act 1987 JHALSA Rules 2001 JHALSA Regulations 2002 National Legal Services Authority (Lok Adalats) Regulations, 2009

	it or under its control or used by its employees for discharging the functions;	National Legal Services Authority, (Free and Competent Legal Services) Regulation, 2010 NALSA Letters & Circulars JHALSA Letters & Circulars				
8	The particulars of any arrangement that exists for consultation with, or representation by, the members of the public in relation to the formulation of its policy or implementation thereof;	Not Applicable				
9	A statement of the categories of documents that are held by it or under its control	<ul style="list-style-type: none"> <li>• Legal Aid Request Applications</li> <li>• Communications with the Legal Services Authorities at District Level , JHALSA &amp; SCLSC</li> <li>• Communication with Legal Services Lawyers</li> <li>• As per the functions and duties</li> </ul>				
10	A directory of its officers and employees i.e. names, designations, addresses, telephone no., mobile no., email id etc. likely to remain in public domain maintained at public costs	Sl. No.	Name of the Officer	Designation	Address	Mob. No.
		1.	Sri Santosh Kumar	Secretary	Nyaya Sadan, Near A.G. More, Doranda, Ranchi.	0651-2482980 9431100488
		2.	Sri Jalaj Kumar	Typist	Nyaya Sadan, Near A.G. More, Doranda, Ranchi.	9905110527
		3.	Sri Niranjana Kumar	P.A.	Nyaya Sadan, Near A.G. More,	8987659098

				Doranda, Ranchi.		
		4.	Sri Sanjay Kr. Sinha	Driver	Nyaya Sadan, Near A.G. More, Doranda, Ranchi.	9905511117
		5.	Sri Anmol Subhash Kachhap	Driver	Nyaya Sadan, Near A.G. More, Doranda, Ranchi.	9905782940
		6.	Sri Niranjana Kumar	Peon	Nyaya Sadan, Near A.G. More, Doranda, Ranchi.	9661520445
		7.	Sri Om Prakash Gupta	Peon	Nyaya Sadan, Near A.G. More, Doranda, Ranchi.	8877082176
11	The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes	Not applicable				
11A	Particulars of recipients of concessions, permits or authorizations granted by it;	This Committee does not grant concessions, permits or authorizations.				

12	The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations;	Sl. No.	Name of the Officer	Designation	Monthly salary
		1.	Sri Santosh Kumar	Secretary	Rs. 162152
		2.	Sri Jalaj Kumar	Typist	Rs. 66763
		3.	Sri Niranjana Kumar	P.A.	Rs. 84106
		4.	Sri Sanjay Kr. Sinha	Driver	Rs. 39040
		5.	Sri Anmol Subhash Kachhap	Driver	Rs. 39040
		6.	Sri Niranjana Kumar	Peon	Rs. 34018
		7.	Sri Om Prakash Gupta	Peon	Rs. 30083
13	The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made;	Budget allocated to the Committee for the FY 2018-19			
		Sl. No.	Head	Amount	
		1.	Pay	5000000	
		2.	LTC	100000	
		3.	TA	200000	
		4.	Office Expd.	200000	
		5.	Telephone	50000	
		6.	Liveries	15000	
		7.	Motor car, fuel & repairing	150000	
		8.	Economic help	400000	
9.	Legal charge	1000000			
14	Details in respect of the information, available to or held by it, reduced in an electronic form;	E-mail received on e-mail ID hclscranch@gmail.com			
15	The particulars of facilities available to citizens for obtaining information, including the working hours of a library or	Common waiting room. Library of JHALSA			

	reading room, if maintained for public use;	
16	The names, designations and other particulars of the Public Information Officers;	Shri Santosh Kumar, Secretary, High Court Legal Services Committee, Nyaya Sadan, Doranda, Ranchi-834002.
17	Such other information as may be prescribed; and thereafter update these publications every year;	Not Applicable