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# **JHARKHAND STATE LEGAL SERVICES AUTHORITY'S SCHEME, 2016 FOR STUDENTS LEGAL LITERACY CLUBS IN THE SCHOLS & COLLEGES**

Prepared by

**Jharkhand State Legal Services Authority**

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This Booklet is also available on official website of JHALSA "[www.jhalsa.org](http://www.jhalsa.org)"

**JHARKHAND STATE LEGAL  
SERVICES AUTHORITY'S SCHEME, 2016  
FOR  
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# **JHARKHAND STATE LEGAL SERVICES AUTHORITY'S SCHEME, 2016 FOR STUDENTS LEGAL LITERACY CLUBS IN THE SCHOOLS**

## **A. Objectives:**

Children are supremely important national asset. It is the duty of every Civilization and Government to nurture the children and their childhood and provide an environment where they may grow to be fullest of their potential.

Child is the future citizen. He/She should be made aware of the laws of the land. Our Constitution provides for Fundamental Rights and Duties and our Children should know them at the earliest. With a view to inculcate legal knowledge, skill and aptitude, the concept of Students Legal Literacy Club has come in to being. These Student Legal Literacy Clubs together with Legal Cadet Corps Scheme will bring about the desired result and future generation will be fully aware with their legal rights and duties. Legal awareness means legal empowerment. Jharkhand State Legal Services Authority aims to establish strong and vibrant relationship with the students through these Legal Literacy Clubs.

## **B. Constitution:**

In every High School and college in the State of Jharkhand, there shall be set up a Student Legal Literacy Club comprising selected students of Class-IX and above in schools and Second year and below in Colleges as members and the number of the members shall be not less than 10 and not exceeding 25. More than one club may be set up in a High School/College, if so required,. The Club shall run under the guidance of a teacher called "Teacher-in-Charge" to be nominated

*Jharkhand State Legal Services Authority's Scheme, 2016 for Students Legal Literacy Clubs in the Schools & Colleges* by the Headmaster/Principal. This club shall function in association with the In charge of Legal Cadet Corps of the School/College, in charge of National Service Scheme (NSS) and under the overall supervision of the Headmaster / Principal of the respective High School/College. A proforma regarding constitution of the club is at Appendix- 'A'. Each club shall bear an index number to be assigned by the Jharkhand State Legal Services Authority (here in after referred to as JHALSA). The School/College shall spare accommodation inside the school/college premises and SLSA shall ensure other required infrastructure for functioning of the Club in close co-ordination with the Education Department.

### **C. Legal Literacy classes for the Members of the Club:**

There shall be organized at least one Legal Literacy Class in a fortnight in every high school/college where the Club has been established. The Judicial Officers (Sitting as well as Retired)/Advocates/Mediators/Police Officers & Forest Officers of the District Legal Services Authority/JHALSA will take those classes for briefing the members of the Club as well as the teacher in charge about the modus operandi of legal services by the SLSA, Pre-litigation settlements of disputes, Lok Adalats and ADR generally. Focus will be on the laws and welfare schemes of the Government relating to the women, Children, Labourers, people below the poverty line, or suffering from mental or physical disabilities and people otherwise remaining disadvantaged or marginalized in the society. The School/College Authorities shall extend due cooperation and logistic support to the SLSA in organization and conduct of those Legal Literacy Classes. The programme of such classes shall be chalked out by the SLSA at least one month before hand and intimated to the Headmaster /Principal of the concerned School to enable the latter to circulate the same among the members of the club as well as the Teachers in-charge. As far as practicable, these classes shall be organized on holidays or any working day without any detriment to the conduct of the regular classes in the schools and without affecting the education of the member students. The JHALSA may consider payment of honorarium to the external resource persons who are engaged in the Legal Literacy Club.

#### **D. Preparation and distribution of books and reading materials:**

The JHALSA will prepare booklets, reading materials, leaflets, pamphlets etc. in local language with contents appropriate to the objective of the scheme and functioning of the club and cause distribution of the same to the members of the Clubs for the purpose of their self awareness and mass awareness. The JHALSA may take help of the State Government's different departments such as, Education, Health and Family Welfare, Social Welfare Development, Forest & Environment, Law, Labour & Employment and other departments, and may also take help of the Government of India's different departments as well as UNDP, UNFPA and other voluntary organizations to share with them the expenditure to be incurred in preparation of the materials and meeting the other expenditure. Those Government Departments and N.G.Os may also render help in providing these materials, or collaborate with the JHALSA in organizing and sponsoring different legal aid programmes under the scheme.

#### **E. Functions & Activities of the Club:**

The Primary function of the Student Legal Literacy Club is to Spread Legal Literacy and prepare the students for conducting awareness in their neighborhood and act as a bridge between the persons in need of Legal Services and JHALSA. The functions and activities of the clubs shall include the following:-

- a) To identify persons in their neighborhood who deserve legal aid or assistance and who are in need of protecting their rights conferred by law, and to refer those persons, with recommendation of the Teacher-in-Charge, to JHALSA or District Legal Services Authority for receiving Legal Aid.
- b) To distribute Legal Aid application forms free of cost to those who need legal assistance (these forms will be made available to the clubs at the instance of Legal Services Institutions).
- c) To spread legal literacy and awareness by setting up Rallies, making door-to-door visits in the neighboring areas, forming small groups of villagers

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for inter face, making Road shows, distributing leaflets, pamphlets, study materials etc. containing information regarding modus operandi of Legal Services, Pre-litigation settlement of disputes, Lok Adalat etc., various Government schemes on Poverty Alleviation, Health, Employment, and other social security measures.

- d) To observe important Days like World Environment Day, World Day against Child Labour, Women's Day, Disability Day, Mental Health Day, Children's Day, National Legal Services Day, Anti-Tobacco Day etc., and spread message in the public about the aim and object of those Days.

**F. Maintenance of Registers:**

The club shall maintain four separate Registers for the purposes as follows:-

- i) MEMBERSHIP REGISTER - to reflect the names of the Club members in every Academic year starting from 2016-17 onwards with signature of all the members as well as the name and signature of the Teacher-in-Charge. A copy of the entry in the Register for every Academic year shall be forwarded by the Teacher-in-Charge to the JHALSA through the respective Headmaster of the school within a fortnight after commencement of the Academic Session.
- ii) RESOLUTION REGISTER - to contain all the Resolutions passed by the Club with their respective dates, signature of the Teacher-in-Charge of the Club. Every such resolution should be countersigned by the Headmaster of the School.
- iii) ACTIVITIES REGISTER - to contain a brief description of the activities undertaken by the club with date, place, number of members participated etc. A brief report about the activities / programmes undertaken by the Club shall be sent by the Teacher-in-Charge to the JHALSA as soon as possible.
- iv) DESPATCH REGISTER - to reflect the letters and correspondences issued by the Club to different quarters. The Registers will be supplied to the Clubs by the JHALSA or its District units or the State Government. It shall

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be the duty of the Teacher-in-Charge to maintain those registers fairly and properly. Any officer of the JHALSA or DLSA , shall have power to inspect the Registers maintained by the Club.

**G. Supervision, Evaluation & Cash Award:**

The JHALSA shall exercise supervisory function over the activities of the Clubs operating in jurisdiction, maintain a separate register to reflect the details such as, members of the club, name of the Teacher-in-Charge, name of the Headmaster, brief mention of the activities undertaken or organized by the Club, number and details of the persons in need of legal services referred to by the individual clubs to SLSA, etc. The action taken report under the scheme shall be submitted to the JHALSA as per the proforma vide Appendix-B at the end of each month whereafter the JHALSA may submit consolidated report in this respect to the National Legal Services Authority.

The JHALSA shall assess and evaluate the work done by the individual clubs and may institute cash award not exceeding Rs.10,000/- per year for the Best Legal Literacy Club, Rs 7500/- for the First Runner Up and Rs 5,000/- for the second runner up.

JHALSA shall give certificate and trophy to the Best Student at the School/College Level.

**H. Extra Curricular Activities :**

Jharkhand State Legal Services Authority shall make arrangement for Excursion Tours, Visits to Courts and other outdoor activities for the members of Legal Literacy Clubs. All expenditure shall be borne by the jharkhand State Legal services Authority. District level, Regional level and state level Seminars/Workshops for the members shall be organized by JHALSA. At least one excursion tour in six months and one Seminar/Workshop in three months on the subjects relating to Children, Women, differently abled persons, Tribals and Poverty alleviation shall be organized. The members and teachers in charge of the Legal Literacy Clubs may be invited in the Seminars/Workshops organized by JHALSA at Ranchi from time



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to time and the travel /lodging/fooding expenses shall be borne by JHALSA.

### **I. Saving:**

Notwithstanding anything contained herein before, the JHALSA shall have power to alter any of the provisions or to introduce any new provision in the scheme or to issue guidelines to supplement or complement to the existing provisions for the purpose of effective and efficient functioning of the Clubs in general or any particular Club.

## **Appendix A**

### STUDENTS LEGAL LITERACY CLUB JHARKHAND STATE LEGAL SERVICES AUTHORITY

1. Name of the Club :
2. Date of Establishment :
3. Name of the School with details :
4. Name of the Headmaster :
5. Name of the Teacher-In-Charge :
6. Number of Members :

S. No	Name of the Member(s)	Class and Section
1		
2		
3		
4		
5		
6		
7		
8		

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<b>S. No</b>	<b>Name of the Member(s)</b>	<b>Class and Section</b>
9		
10		
11		
12		
13		
14		
15		
16		
17		
18]		
19		
20		
21		
22		
23		
24		
25		

*Signature*  
**Member Secretary JHALSA**

**Appendix B**

Subject: - Action Taken Report in relation to Students Legal Literacy Club.

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- (i) Month under Report :.....
- (ii) No. of programmes organized / activities undertaken by the Clubs.  
:.....

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(iii) No. of applications for Legal services referred by the Clubs to SLSA for legal assistance :.....

(iv) No. of applicants provided with legal aid / assistance by SLSA out of those as referred by the Clubs) :.....

Please specify:

a) Legal Aid provided :.....

b) Legal Advice/ Counseling rendered:.....

c) Disputes settled amicably on the basis of conciliation / Mediation.:.....

(v) Other information if any:.....

*Signature*

**Member Secretary, JHALSA**

NAME AND ADDRESS OF THE CLUB:

CLUB INDEX : JHALSA/LLC/2016/ACTIVITIES REGISTER

S.No	Date	Brief Description of the Activities Undertaken

*Full Signature of the Teacher in Charge*

NAME AND ADDRESS OF THE CLUB:

CLUB INDEX : JHALSA/LLC/2016/RESOLUTION REGISTER

S.No	Date	Details of the Resolution Passed

*No. of Members present*

*Full Signature of the Teacher in Charge*

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NAME AND ADDRESS OF THE CLUB:

CLUB INDEX : JHALSA/LLC/2016/

MEMBERSHIP REGISTER OF THE CLUB

MEMBERS OF THE CLUB FOR THE YEAR 2016-17

Club Name:

Club Index: JHALSA/LLC/2016/

S. No	Name of the member	Class and Section
1		
2		
3		
4		
5		
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7		
8		
9		
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12		
13		
14		
15		
16		
17		
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19		
20		

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<b>S. No</b>	<b>Name of the member</b>	<b>Class and Section</b>
21		
22		
23		
24		
25		

*Signature*

No ...../Dated...../

Copy forwarded to the Member Secretary, Jharkhand State Legal Services Authority,

*Full Signature of the Teacher in Charge*

NAME AND ADDRESS OF THE CLUB:

CLUB INDEX : JHALSA/LLC/2016/

DESPATCH REGISTER OF THE CLUB





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