

## **Introduction**

**The Deputy Secretary, JHALSA is the Public Information Officer .**

### **Public Information Officer**

**Abhishek Kumar**

Deputy Secretary

Jharkhand State Legal Services Authority

Mobile – 6203164826

Email : jhalsaranchi@gmail.com

### **Right to Information Act, 2005**

This Jharkhand State Legal Services Authority (JHALSA) 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 JHALSA 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 Jharkhand State Legal Services Authority. **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 State Legal Services Authority
2	Functions and Duties the State Legal Services Authority	<p>Functions of the State Authority as per Legal Services Authority Act, 1987 -</p> <p>(1) It shall be the duty of the State Authority to give effect to the policy and directions of the Central Authority.</p> <p>(2) Without prejudice to the generality of the functions referred to in subsection (1), the State Authority shall perform all or any of the following functions, namely : -</p> <p>(a) give legal service to persons who satisfy the criteria laid down under this Act;</p> <p>(b) conduct [Lok Adalats including Lok Adalats for High Court cases];</p> <p>(c) undertake preventive and strategic legal aid programmes; and</p> <p>(d) perform such other functions as the State Authority may, in consultation with the Central Authority, fix by regulations.</p>
3	The powers and duties of its officers and employees;	<p>Powers and Functions of the Member Secretary.—</p> <p>(1) The Member Secretary, shall under the control of the State Authority exercise all the administrative and financial powers in respect of the affairs of the State Authority are vested in the Head of Office under the Jharkhand Service Code, the Jharkhand Financial Rules and other Rules, Codes, Circulars or resolutions of the State Government.</p> <p>(2) Without prejudice to the generality of the foregoing provisions, the powers and functions of the Secretary inter-alia, shall be—</p> <p>(a) to be custodian of, and to manage the properties, records and funds of the State Authority;</p> <p>(b) to maintain or cause to be maintained, proper accounts of the State Authority;</p> <p>(c) shall get the accounts of the State Authority to be audited annually by proper Authority;</p> <p>(d) to prepare annual Budget of the State Authority and shall send it to the State Government for approval;</p> <p>(e) to work out modalities of the Legal Services Schemes and programmes approved by the State Authority and ensure their effective monitoring and implementation;</p> <p>(f) to inform the general public about the various aspects of the Legal Services Schemes and Programmes;</p> <p>(g) to lay stress on the resolution of rural dispute and to take measures to draw up schemes for legal services for settling rural disputes;</p> <p>(h) to liaise with Social Acting Groups and District Authority and Sub divisional Authority;</p> <p>(i) to maintain up-to-date and complete statistical</p>

		<p>information including progress made in the implementation of various legal services programmes from time-to-time;</p> <p>(j) to process proposals for financial assistance and issue utilization certificates thereof;</p> <p>(k) to perform such other functions as the Member Secretary may deem fit and proper for the advancements of the objects of the Act or as may be assigned to him under the Scheme by the State Authority.</p> <p>(l) to act as 1<sup>st</sup> Appellate Authority of JHALSA</p>
	<p>Abhishek Kumar, Deputy Secretary, JHALSA</p>	<ul style="list-style-type: none"> <li>✓ General administration,</li> <li>✓ Accounts and budget of JHALSA and DLSA (planning and fund allocation), Seminar, Training.</li> <li>✓ Endorsing of all Files and Daks.</li> <li>✓ Workshop and Colloquium,</li> <li>✓ All the matters relating to All India Meet of SLSAs including compliance of JHALSA,</li> <li>✓ Calendar of activities,</li> <li>✓ LADCS, LA, NLA, PLA</li> <li>✓ Topics related to Mediation,</li> <li>✓ Victim Compensation,</li> <li>✓ Schemes and Projects of JHALSA/NALSA,</li> <li>✓ NGOs and other Govt Dept, any other work assigned by Member Secretary</li> </ul>
	<p>Manish Kumar Mishra, Deputy Secretary, JHALSA</p>	<ul style="list-style-type: none"> <li>✓ Attendance of JHALSA officials,</li> <li>✓ Prisons,</li> <li>✓ UTRC,</li> <li>✓ Updating the grievance portal of NALSA. All the matters of compliance related to Jharkhand High Court and Supreme Court of India,</li> <li>✓ Pro-Bono Lawyers, Amicus Curie</li> <li>✓ 15100,</li> <li>✓ To Liaison with NALSA for status/disposal of general Complaints.</li> <li>✓ Juvenile, Obv Homes</li> <li>✓ All VC with NALSA</li> <li>✓ Internship,</li> <li>✓ Pre Litigation,</li> <li>✓ Correspondence with SLSAs</li> <li>✓ Kanoon Ki Baat</li> </ul> <p>and any other work assigned by Member Secretary.</p>

		<p><b>Nirmal Kumar Bharti US 2</b></p> <ul style="list-style-type: none"> <li>✓ Liaison with DLSAs for Data Compilation,</li> <li>✓ Website updation.</li> <li>✓ Monitoring of proper functioning of Electricity, Light, Water, Lift, Invertor, Solar etc</li> <li>✓ Assistance in all Programmes</li> <li>✓ Monitor Stocks</li> <li>✓ Liaison with HCLSC for Data and other correspondence</li> <li>✓ Monitoring the work of Cleaning and Gardening of JHALSA Campus</li> <li>✓ Monitoring of Dispensary</li> <li>✓ Ensuring compliance of statistical data</li> </ul> <p>any other work assigned by Member Secretary.</p>	
		<p><b>Deepak Kumar Sahu US 1</b></p> <ul style="list-style-type: none"> <li>✓ Attendance of PLVs, Sweepers and other staff</li> <li>✓ Placing all Emails</li> <li>✓ Assistance in all Programmes</li> <li>✓ Monitor Assets of JHALSA</li> <li>✓ Ensure receipt of all statistical data from DLSAs</li> <li>✓ All kinds of preparation of News Letter</li> <li>✓ Library</li> <li>✓ Monitoring of Register of COST Fund of Accounts</li> <li>✓ and any other work assigned by Member Secretary.</li> </ul>	
4	The procedure followed in the decision making process, including channels of supervision and accountability	<p>Legal Services Authorities Act 1987  JHALSA Rules 2001  JHALSA Regulations 2002  NALSA Schemes, 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	<p>A General Body exists with Members nominated by State Government in consultation with Hon'ble Chief Justice, High Court of Jharkhand .</p>	

	public, or the minutes of such meetings are accessible to the public	
6.	The norms set by it for the discharge of its functions;	Legal Services Authorities Act 1987 JHALSA Rules 2001 JHALSA Regulations 2002 NALSA Schemes, Letters & Circulars
7	The rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging the functions;	Legal Services Authorities Act 1987 JHALSA Rules 2001 JHALSA Regulations 2002 NALSA Schemes, 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	Legal Aid Request Applications Correspondences with the Legal Services Institutions As per the functions and duties

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	<table> <tr> <th>Sl</th><th>Name of staff</th><th>Mobile</th></tr> <tr> <td>1.</td><td>Ms. Kumari Ranjan Asthana, Member Secretary</td><td>0651-2482392</td></tr> <tr> <td>2.</td><td>Sri Abhishek Kumar, Deputy Secretary</td><td>6203164826</td></tr> <tr> <td>3.</td><td>Sri Manish Kumar Mishra, Deputy Secretary</td><td>0651-2482392</td></tr> <tr> <td>4.</td><td>Sri Nirmal Kumar Bharti, Under Secretary</td><td>9431911111</td></tr> <tr> <td>5.</td><td>Sri Deepak Kumar Sahu, Under Secretary</td><td>9650677040</td></tr> <tr> <td>6.</td><td>Roshan Lal Sr.PA</td><td>0651-2482392</td></tr> <tr> <td>7.</td><td>Md. Shakeel PA</td><td>0651-2482392</td></tr> <tr> <td>8.</td><td>Ravindra Lal Sahu, SO</td><td>0651-2482392</td></tr> <tr> <td>9.</td><td>Promila Surin, SO</td><td>0651-2482392</td></tr> <tr> <td>10.</td><td>Mukesh Singh, SO</td><td>0651-2482392</td></tr> <tr> <td>11.</td><td>Vikash Kr. Srivastava, Asst.</td><td>0651-2482392</td></tr> <tr> <td>12.</td><td>Urmila Bhartia Accountant cum Budget planner</td><td>0651-2482392</td></tr> <tr> <td>13.</td><td>Pramod Kumar UDC</td><td>0651-2482392</td></tr> <tr> <td>14.</td><td>Md. Seraj Ansari TO</td><td>0651-2482392</td></tr> <tr> <td>15.</td><td>Ramesh Kr. Sah Driver</td><td>0651-2482392</td></tr> <tr> <td>16.</td><td>Prem Khalkho Driver</td><td>0651-2482392</td></tr> <tr> <td>17.</td><td>Habibullah Ansari Peon</td><td>0651-2482392</td></tr> <tr> <td>18.</td><td>Sudhir Lakra LDC</td><td>0651-2482392</td></tr> <tr> <td>19.</td><td>Nagendra Mandal Night Guard</td><td>0651-2482392</td></tr> </table>	Sl	Name of staff	Mobile	1.	Ms. Kumari Ranjan Asthana, Member Secretary	0651-2482392	2.	Sri Abhishek Kumar, Deputy Secretary	6203164826	3.	Sri Manish Kumar Mishra, Deputy Secretary	0651-2482392	4.	Sri Nirmal Kumar Bharti, Under Secretary	9431911111	5.	Sri Deepak Kumar Sahu, Under Secretary	9650677040	6.	Roshan Lal Sr.PA	0651-2482392	7.	Md. Shakeel PA	0651-2482392	8.	Ravindra Lal Sahu, SO	0651-2482392	9.	Promila Surin, SO	0651-2482392	10.	Mukesh Singh, SO	0651-2482392	11.	Vikash Kr. Srivastava, Asst.	0651-2482392	12.	Urmila Bhartia Accountant cum Budget planner	0651-2482392	13.	Pramod Kumar UDC	0651-2482392	14.	Md. Seraj Ansari TO	0651-2482392	15.	Ramesh Kr. Sah Driver	0651-2482392	16.	Prem Khalkho Driver	0651-2482392	17.	Habibullah Ansari Peon	0651-2482392	18.	Sudhir Lakra LDC	0651-2482392	19.	Nagendra Mandal Night Guard	0651-2482392
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11	The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes	Not applicable																																																												
11 A	Particulars of recipients	This Authority does not grant concessions, permits or authorizations.																																																												

	concessions, permits or authorizations granted by it;				
12	The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations;				
		<b>Sl No.</b>	<b>Name of staff</b>	<b>Present Pay Scale</b>	<b>Level</b>
		1	Ms. Kumari Ranjana Asthana, Member Secretary	163030-219090	J-6
		2	Sri Abhishek Kumar, Deputy Secretary	111000-163030	J-3
		3	Sri Manish Kumar Mishra, Under Secretary	111000-163030	J-3
		4	Sri Nirmal Kumar Bharti, Under Secretary	77840-136520	J-1
		5	Sri Deepak Kumar Sahu, Under Secretary	77840-136520	J-1
		6	Roshan Lal Sr. PA	9300-34800	8
		7	Md. Shakeel PA	9300-34800	8
		8	Ravindra Lal Sahu, Section Officer	9300-34800	8
		9	Promila Surin, Section Officer	9300-34800	8
		10	Mukesh Singh, Section Officer	9300-34800	8
		11	Vikash Kr. Srivastava, Asst.	9300-34800	8
		12	Urmila Bhartia Accountant-cum-Budget Planner	9300-34800	7
		13	Pramod Kumar Assistant	9300-34800	4
		14	Md. Seraj Ansari Telephone Operator	5200-20200	2
		15	Ramesh Kr. Sah Driver	5200-20200	5
		16	Prem Khalkho Driver	5200-20200	4
		17	Habibullah Ansari Peon	5200-20200	2
		18	Sudhir Lakra LDC	5200-20200	2
		19	Nagendra Mandal Night Guard	5200-20200	2
13	The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures	<b>Sl. No.</b>	<b>Heads</b>	<b>Allotment received during 2024-25 (Rs.)</b>	

and reports on disbursements made;	1	Salary	5,23,22,000.00
	2	Training Allowance	10,00,000.00
	3	L.T.C.	12,00,000.00
	4	T.A.	33,00,000.00
	5	Office Expenses	80,00,000.00
	6	Machine & Tools	1,10,00,000.00
	7	Advertisement/Awar eness/Seminar	70,00,000.00
		Supply and Materials	10,00,000.00
	8	Library	10,00,000.00
	9	Telephone	5,00,000.00
	10	Liveries	40,000.00
	11	Training Exp.	60,00,000.00
	12	Electricity Exp.	22,00,000.00
	13	Generator (fuel)	5,00,000.00
	14	Motor vehicle (fuel & repair)	17,00,000.00
	15	Financial help (Court fee & Process fee)	1,70,00,000.00
	16	Legal Charges (Mediation fee, Advocate fee)	10,50,00,000.00
	17	Medical Reimbursement	20,00,000.00
	18	Purchase of New Vehicle	49,00,000.00
	19	Professional Service	12900000
	<b>Total</b>	<b>23,85,62,000.00</b>	
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 jhalsaranchi@gmail.com	
15	The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use;	Common waiting room.	



16	The names, designations and other particulars of the Public Information Officers;	Sri Abhishek Kumar, Deputy Secretary, Jharkhand State Legal Services Authority, Nyaya Sadan, Doranda, Ranchi-834002.
17	Such other information as may be prescribed; and thereafter update these publications every year;	Not Applicable

Sl	Name of Non Judicial Officer/Officials
1.	Roshan Lal, Sr.PA
2.	Md. Shakeel, PA
3.	Niranjan Kumar, PA (On deputation to HCLSC)
4.	Ravindra Lal Sahu, SO
5.	Promila Surin, SO
6.	Mukesh Singh, SO
7.	Vikash Kr. Srivastava, Assistant
8.	Urmila Bhartia, Accountant cum Budget planner
9.	Pramod Kumar, Assistant
10.	Md. Seraj Ansari , TO
11.	Ramesh Kr. Sah, Driver
12.	Prem Khalkho, Driver
13.	Habibullah Ansari, Peon
14.	Sudhir Lakra, LDC
15.	Nagendra Mandal, Night Guard

PLVs

1	Sri Madhurendra Kumar
2	Sri Ritesh Lakra
3	Ms.Rupamani Lakra
4	Sri Mukteshwar Pahan
5	Sri Budhir Kumar
6	Sri Manejar Kumar Thakur
7	Sri Awal Lakra