

A FRAME WORK FOR TRANSPARENCY AUDIT

Section 4 of the Right Information Act, 2005 provides a comprehensive framework for promoting openness in the functioning of the public authorities.

While Section 4(1) (a) of the Act provides a general guideline for record management, so that the information could be easily stored and retained, the sub-sections (b),(c) and (d) of Section 4 relates to the organizational objects and functions. Sub-sections (b), (c) and (d) of Section 4 of the RTI Act and other related information can be grouped under six categories; namely, 1-Organisation and function, 2- Budget and programmes, 3- Publicity and public interface, 4- E. governance, 5- Information as prescribed and 6. Information disclosed on own initiative.

1. Organisation and Function:-

S. No.	Item	Details of disclosure	Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
1.1	Particulars of its organisation, functions and duties [Section 4(1)(b)(i)]	(i) Name, address and website of the Organization	State Legal Services Authority, U.T., Chandigarh, Additional Deluxe Building, Sector 9-D, Chandigarh (website- www.chdlsa.gov.in)
		(ii) Head of the Organization	Executive Chairman, State Legal Services Authority, U.T., Chandigarh
		(iii) Vision, Mission and Key objectives	<ul style="list-style-type: none">• Providing free, competent, effective and comprehensive legal services to the under-privileged sections of the Society to ensure that opportunities of securing justice are not denied to any citizen by reason of economic and other disabilities.• Widening the network of Lok Adalats and the Alternative Dispute Resolution (ADR) fora i.e. Mediation and Permanent Lok Adalat (Public Utility Services)• Evolving and implementing schemes and strategies for the downtrodden.• Organizing camps and seminars for creating legal literacy and awareness.• Providing compensation to the Victim of Crimes.

		(iv) Function and duties	Providing legal aid to socially and economically weaker sections of society under Section 12 of the Legal Services Authorities Act, 1987. To disseminate information and sensitize people about the provisions of the benefits enshrined in the Legal Services Authorities Act, 1987. To organize Permanent Lok Adalats and Special Lok Adalats intermittent in nature for disposing of all the matters in dispute which are of Civil nature or Criminal compoundable cases. Creating awareness about the various laws to the general public, connecting people with various Govt. schemes by organising camps and payment of compensation to the victims of crime under the Victim Compensation Scheme
		(v) Organization Chart	1. Member Secretary, Head of the Department. 2. Section Officer 3 Law Officer 4. Superintendent 5. Senior Assistants 6. Senior Scale Stenographers 7. Reader 8. Librarian 9. Clerks/Data Entry Operator/Ahlmad 10. Steno-Typists 11. Drivers 12. Restorer 13. Peons 14. Sweeper cum Chowkidar
		(vi) Any other details-the genesis, inception, formation of the department and the HoDs from time to time as well as the committees/ Commissions constituted from time to time have been dealt	(i) State Legal Services Authority. (ii) District Legal Services Authority. (iii) Permanent Lok Adalat (Public Utility Services) (iv) Mediation Centre
1.2	Power and duties of its officers and employees [Section 4(1) (b)(ii)]	(i) Powers and duties of officers (administrative, financial and judicial)	Sr. No. Name of the Organization/ Department/Board/Cooperation/ Institution Function and duties (in brief)

			<ol style="list-style-type: none"> 1. Member Secretary, Head of the Department. 2. Superintendent, Supervision of the Office. 3. Section Officer, Dealing with Financial Matters. 4. Law Officer, Dealing with Legal Matters including assessment of legal aid to the applicants. 5. Senior Assistants dealing with functioning of the office and other duties assigned to them. 6. Senior Scale Stenographer Dealing with day to day dictation work and attached with the Member Secretary. 7. Reader keeping record of Permanent Lok Adalat Pre-litigative and Continuous Lok Adalat
		(ii) Power and duties of other employees	<p>Sr. No. Name of the Organization/ Department/Board/Cooperation/ Institution</p> <p>Function and duties of other employees</p> <ol style="list-style-type: none"> 1. Librarian: Custodian of all the books and preparation of statistical information of the Authority. 2. Junior Assistant: to deal with functioning of office and other duties assigned to them. 3. Clerk: Dealing with functioning of Office and other duties assigned to them. 4. Steno-Typist: Dealing with typing work and other duties assigned to them. 5. Drivers: Driving of the buses and official cars, attached with Honourable Executive Chairman and Member Secretary. 6. Restorer: Attached with the Judge, Permanent Lok Adalat, District Courts, Chandigarh. 7. Peons: Delivering the Summons and the Dak of the Authority and office work. 8. Sweeper cum Chowkidar: Cleaning the office.
		(iii) Rules/ orders under which powers and duty are derived and	Acts, Rules & Regulations

		(iv) Exercised	<table border="1"> <thead> <tr> <th>S.No.</th> <th>Introduction</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>The Legal Services Authorities Act, 1987</td> </tr> <tr> <td>2.</td> <td>Chandigarh Legal Services Authorities Rules, 1997</td> </tr> <tr> <td>3.</td> <td>State Legal Services Authority, Union Territory, Chandigarh (Transaction of Business and Other Provisions) Regulations, 1998</td> </tr> <tr> <td>4.</td> <td>State Legal Services Authority, Union Territory, Chandigarh (Recruitment and General Conditions of Group C and D Employees) Rules, 2004</td> </tr> </tbody> </table>	S.No.	Introduction	1.	The Legal Services Authorities Act, 1987	2.	Chandigarh Legal Services Authorities Rules, 1997	3.	State Legal Services Authority, Union Territory, Chandigarh (Transaction of Business and Other Provisions) Regulations, 1998	4.	State Legal Services Authority, Union Territory, Chandigarh (Recruitment and General Conditions of Group C and D Employees) Rules, 2004
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		(v) Work allocation	The work is allocated as per Point No: 1.2										
1.3	Procedure followed in decision making process [Section 4(1)(b)(iii)]	(i) Process of decision making Identify key decision making points	Providing Legal Aid to the beneficiaries. Holding Lok Adalats, organizing Legal Aid Seminar & Programmes on regular intervals, Disbursement of Compensation under Union territory of Chandigarh Victim Compensation Scheme,2018.										
		(ii) Final decision making authority	Member Secretary with the approval of Hon'ble Executive Chairman										
		(iii) Related provisions, acts, rules etc.	Legal Services Authority Act, 1987										
		(iv) Time limit for taking a decisions, if any	The decision is taken expeditiously										
		(v) Channel of supervision and accountability	Superintendent, Law Officer, Section Officer										
1.4	Norms for discharge of functions [Section 4(1)(b)(iv)]	(i) Nature of functions/ services offered	Providing Legal aid to the beneficiaries and disposing of the matters in dispute at pre-litigative stage by way of compromise in Pre Litigative Lok Adalat.										
		(ii) Norms/ standards for functions/ service delivery	Organizing legal awareness seminars and programmes for sensitizing the people belonging to weaker sections of society about aims and objectives of the Legal Services Authorities Act, 1987, implementation of NALSA Schemes, Disbursement of Compensation under Union territory of Chandigarh Victim Compensation Scheme,2018										
		(iii) Process by which these services can be accessed	Through Legal Assistance Establishment, Helpline, Front Office, NALSA Portal and Email										

		(iv) Time-limit for achieving the targets	2-3 Days
		(v) Process of redress of grievances	The legal aid is provided expeditiously by providing counsel to eligible applicants, immediate disbursement of compensation under Union territory of Chandigarh Victim Compensation Scheme, 2018 subject to availability of funds.
1.5	Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]	(i) Title and nature of the record/ manual /instruction.	Legal Services Authorities Act, 1987
		(ii) List of Rules, regulations, instructions manuals and records.	Chandigarh Legal Services Authorities Rules, 1997
		(iii) Acts/ Rules manuals etc.	State Legal Services Authority, Union Territory, Chandigarh (Transaction of Business and other Provisions) Regulations, 1998. Amendment of Rules and Regulations from time to time NALSA Rules & Regulations
		(iv) Transfer policy and transfer orders	Not Applicable.
1.6	Categories of documents held by the authority under its control [Section 4(1)(b) (vi)]	(i) Categories of documents	Legal aid files, fee bills, personal files, office record files, accounts files, RTI files, Service Books, Details of Victim Compensation cases.
		(ii) Custodian of documents/categories	<ul style="list-style-type: none"> • Law Branch- Legal Aid files, Fee Bills and Victim Compensation cases. • Establishment Branch- Personal files and Office Record files, RTI files • Accounts Branch- Accounts related files, Service books, Details of Victim Compensation disbursed.
1.7	Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]	(i) Name of Boards, Council, Committee etc.	State Legal Services Authority U.T., Chandigarh reconstituted on 22.01.2019 and Notification No.LD-2019/954 dated 23.01.2019 was issued by Chandigarh Administration.
		(ii) Composition	Hon'ble the Chief Justice of Punjab and Haryana High Court, Chandigarh is the Patron-in Chief, a senior judge of the Hon'ble High Court is Executive Chairman nominated by Hon'ble Chief Justice and eight Ex-Officio Members and five Social Workers are

			nominated as Non-Official Member.
		(iii) Dates from which constituted	19.01.1998
		(iv) Term/ Tenure	Two Years
		(v) Powers and functions	As per the Rules and Regulations of the State Legal Services Authority, U.T., Chandigarh
		(vi) Whether their meetings are open to the public?	No
		(vii) Whether the minutes of the meetings are open to the public?	No
		(viii) Place where the minutes if open to the public are available?	No
1.8	Directory of officers and employees [Section 4(1) (b) (ix)]	(i) Name and designation	Name & designation Sh Mahavir Singh, Member Secretary Sh. Rajeshwar Singh, Law Officer Sh. Vinod Kumar, Superintendent. Ms. Bindu, Senior Assistant I Ms. Sushma Devi, Senior Assistant -II Sh. Parveen Kumar, Senior Assistant -III Ms. Sunita, Senior Scale Stenographer Ms. Chahavi Sharma, Reader Ms. Indu, Junior Assistant. Sh. Kamal Kant, Junior Assistant. Sh. Rahul, Steno Typist Sh. Aman Dua, Steno Typist Mohammad Amaan, Steno Typist Sh. Sandeep Singh, Accounts Clerk Sh. Sahil Bhagania, Junior Assistant Sh. Pawan Kumar, Clerk Sh. Vijay Kumar, Clerk Sh. Deepak Kaushik, Restorer Sh. Tara Chhetri, Driver

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			Sh. Shobha Ram, Sweeper																								
			Sh. Deepak Kumar, Peon																								
		(ii) Telephone , fax and email ID	0172-2742999, 0172-2742888, Front Office:1516, 15100 Mob No :7087112348 slsa_utchd@yahoo.com nyayasahyog@chd.nic.ins																								
1.9	Monthly Remuneration received by officers & employees including system of compensation [Section 4(1) (b) (x)]	(i) List of employees with Gross monthly remuneration	<table border="1"> <thead> <tr> <th>Name & designation</th> <th>Monthly Gross Remuneration</th> </tr> </thead> <tbody> <tr> <td>Sh Mahavir Singh, Member Secretary</td> <td>₹ 1,85,339/-</td> </tr> <tr> <td>Sh. Rajeshwar Singh, Law Officer</td> <td>₹ 67,022/-</td> </tr> <tr> <td>Sh. Vinod Kumar, Superintendent.</td> <td>₹ 63,164/-</td> </tr> <tr> <td>Ms. Bindu, Senior Assistant I</td> <td>₹ 59,490/-</td> </tr> <tr> <td>Ms. Sushma Devi, Senior Assistant - II</td> <td>₹ 56,990/-</td> </tr> <tr> <td>Sh. Parveen Kumar, Senior Assistant -III</td> <td>₹ 57,787/-</td> </tr> <tr> <td>Ms. Sunita, Senior Scale Stenographer</td> <td>₹ 55,862/-</td> </tr> <tr> <td>Ms. Chahavi Sharma, Reader</td> <td>₹ 59,313/-</td> </tr> <tr> <td>Ms. Indu, Junior Assistant.</td> <td>₹ 51,801/-</td> </tr> <tr> <td>Sh. Kamal Kant, Junior Assistant</td> <td>₹ 51,260/-</td> </tr> <tr> <td>Sh. Rahul, Steno Typist</td> <td>₹ 46,257/-</td> </tr> </tbody> </table>	Name & designation	Monthly Gross Remuneration	Sh Mahavir Singh, Member Secretary	₹ 1,85,339/-	Sh. Rajeshwar Singh, Law Officer	₹ 67,022/-	Sh. Vinod Kumar, Superintendent.	₹ 63,164/-	Ms. Bindu, Senior Assistant I	₹ 59,490/-	Ms. Sushma Devi, Senior Assistant - II	₹ 56,990/-	Sh. Parveen Kumar, Senior Assistant -III	₹ 57,787/-	Ms. Sunita, Senior Scale Stenographer	₹ 55,862/-	Ms. Chahavi Sharma, Reader	₹ 59,313/-	Ms. Indu, Junior Assistant.	₹ 51,801/-	Sh. Kamal Kant, Junior Assistant	₹ 51,260/-	Sh. Rahul, Steno Typist	₹ 46,257/-
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		(ii) System of compensation as provided in its regulations	Not Applicable																																					
1.10	Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)]	(i) Name and designation of the public information officer (PIO), Assistant Public Information (s) & Appellate Authority (ii) Address, telephone numbers and email ID of each designated official.	Sh. Mahavir Singh, (Member Secretary) Appellate Authority Sh. Rajeshwar Singh, (Law Officer), CPIO Sh. Sahil (Junior Assistant) ,APIO State Legal Services Authority, U.T., Additional Deluxe Building, Sector 9, Chandigarh Ph- 0172-2742999, 0172-2742888, Email ID: slsa_utcd@yahoo.com.																																					
1.11	No. Of employees against whom	No. of employees against whom disciplinary action has been	Two																																					

	Disciplinary action has been proposed/taken (Section 4(2))	(i) Pending for Minor penalty or major penalty proceedings	None
		(ii) Finalised for Minor penalty or major penalty proceedings	Sh. Pardeep Gir, Peon was dismissed from service under Rule 5 (IX) of the Punjab Civil Services and Appeal Rules, 1970 on 23.12.2014. Sh. Bhim Singh, Peon was dismissed from service under Rule 5 of (IX) of the Punjab Civil Services and Appeal Rules 1970 on 17.03.2017.
1.12	Programmes to advance understanding of RTI (Section 26)	(i) Educational programmes	The Authority actively participates in the RTI Refresher/Orientation programmes organized by Chandigarh Administration from time to time and nominate officials to attend it .
		(ii) Efforts to encourage public authority to participate in these programmes	
		(iii) Training of CPIO/APIO	
		(iv) Update & publish guidelines on RTI by the Public Authorities concerned	Yes, on the website of the Authority(chdsla.gov.in)

2. Budget and Programme

S. No.	Item	Details of disclosure	Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
2.1	Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)]	(i) Total Budget for the public authority	In this regard, it is submitted that Grant in aid is received from National Legal Services Authority (NALSA) and Chandigarh Administration.
		(ii) Budget for each agency and plan & programmes	
		(iii) Proposed expenditures	
		(iv) Revised budget for each agency, if any	
		(v) Report on disbursements made and place where the related reports are available	

2.2	Foreign and domestic tours (F. No. 1/8/2012- IR dt. 11.9.2012)	(i) Budget	Not Applicable
		(ii) Foreign and domestic Tours by ministries and officials of the rank of Joint Secretary to the Government and above, as well as the heads of the Department. a) Places visited b) The period of visit c) The number of members in the official delegation d) Expenditure on the visit	The Hon'ble Executive Chairman, SLISA and Member Secretary of Authority attend All India Meet of SLISA and Annual Commendation ceremony organized by NALSA every year and if any other special programme organized by NALSA and Supreme Court in which they are invited, these are also attended. Funds for Travelling as per entitlement is spent from Grant-in-Aid received.
		(iii) Information related to procurements a) Notice/tender enquires, and corrigenda if any thereon, b) Details of the bids awarded comprising the names of the suppliers of goods/ services being procured, c) The works contracts concluded - in any such combination of the above-and d) The rate /rates and the total amount at which such procurement or works contract is to be executed.	The office of State Legal Services Authority, U.T., Chandigarh has floated e-tender for availing catering and tentage services but no successful bidder has applied for providing services of tentage. The office of State Legal Services Authority, U.T., Chandigarh has been availing services of manpower/ outsourcing staff from M/s. Golden Eagle Security Services, Sector-22, Chandigarh on approved D.C rates of Chandigarh Administration plus service charge @ 5%. -The office of State Legal Services Authority, U.T., Chandigarh entered into an agreement with M/s MSTC Ltd. on 02.08.2018 for e-auctioning for disposal of scrap/rejected, movable/immovable items of the office with service charges @ 5% excluding GST. Now the aforesaid agreement has been terminated.
2.3	Manner of execution of subsidy programme [Section 4(i)(b)(xii)]	(i) Name of the programme of activity	Not Applicable
		(ii) Objective of the programme	Not Applicable
		(iii) Procedure to avail benefits	Not Applicable
		(iv) Duration of the programme/ scheme	Not Applicable

		(v) Physical and financial targets of the programme	Not Applicable
		(vi) Nature/ scale of subsidy /amount allotted	Not Applicable
		(vii) Eligibility criteria for grant of subsidy	Not Applicable
		(viii) Details of beneficiaries of subsidy programme (number, profile etc)	Not Applicable
2.4	Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013]	(i) Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions	Non-discretionary
		(ii) Annual accounts of all legal entities who are provided grants by public authorities	The Annual accounts for the Financial Year 2019-20 as approved by the Hon'ble Executive Chairman. The Account so disclosed are further subject to approval by the Annual General Meeting of the Authority which is held regularly every year
2.5	Particulars of recipients of concessions, permits or authorizations granted by the public authority [Section 4(1) (b) (xiii)]	(i) Concessions, permits or authorizations granted by public authority	Not Applicable
		(ii) For each concessions, permit or authorization granted a) Eligibility criteria b) Procedure for getting the concession/ grant and/ or permits of authorizations c) Name and address of the recipients given concessions/ permits or authorisations d) Date of award of concessions /permits of authorizations	Not Applicable
2.6	CAG & PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]	CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the parliament.	In this regard, it is stated that Audit is carried out each year and annual reports are forwarded to NALSA but till date; as per the information received, these reports have not been laid before both the houses of parliament and copies of Annual Reports were again called. The Authority has again submitted the requisite report for doing the needful.

3. Publicity Band Public interface

S. No.	Item	Details of disclosure	Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
3.1	Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation there of [Section 4(1)(b)(vii)] [F No 1/6/2011-IR dt. 15.04.2013]	Arrangement for consultations with or representation by the members of the public (i) Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	<ul style="list-style-type: none"> • Legal Services Authorities Act, 1987 • Chandigarh Legal Services Authorities Rules, 1997 • State Legal Services Authority, Union Territory, Chandigarh (Transaction of Business and other Provisions) Regulations, 1998. • Union Territory of Chandigarh Victim Assistance Scheme 2018 • Amendment of Rules and Regulations from time to time NALSA Rules & Regulations
		(ii) Arrangements for consultation with or representation by a) Members of the public in policy formulation/ policy implementation b) Day & time allotted for visitors c) Contact details of Information & Facilitation Counter (IFC) to provide publications frequently sought by RTI applicants	a) Legal Assistance Establishment and Front Office has been set up in Sector 9, and Sector 43, Chandigarh. b) All working days in office hours. c) State Legal Services Authority, U.T., Additional Deluxe Building, Sector 9, Chandigarh. Ph- 0172-2742999, 0172-2742888, Email ID: slsa_utchd@yahoo.com, nyayasahyog@chd.nic.in As far as policy matter are concerned, the decision making authority is NALSA and all the feedback is forwarded to NALSA or Chandigarh Administration
		Public- private partnerships (PPP) (i) Details of Special Purpose Vehicle (SPV), if any	Not Applicable

		(ii) Detailed project reports (DPRs)	Not Applicable
		(iii) Concession agreements.	Not Applicable
		(iv) Operation and maintenance manuals	Not Applicable
		(v) Other documents generated as part of the implementation of the PPP	Not Applicable
		(vi) Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government	Not Applicable
		(vii) Information relating to outputs and outcomes	Not Applicable
		(viii) The process of the selection of the private sector party (concessionaire etc.)	Not Applicable
		(ix) All payment made under the PPP project	Not Applicable
3.2	Are the details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive; (i) Policy decisions/ legislations taken in the previous one year	Yes, through website, Legal Awareness Camps, Pamphlets, Booklets and electronic media through Radio & T.V. Programmes.
		(ii) Outline the Public consultation process	Not Applicable
		(iii) Outline the arrangement for consultation before formulation of policy	Not Applicable
3.3	Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]	Use of the most effective means of communication (i) Internet (website)	website- chdsla.gov.in
3.4	Form of accessibility of information manual/handbook [Section 4(1)(b)]	Information manual/handbook available in (i) Electronic format	chdsla.gov.in
		(ii) Printed format	Yes
3.5	Whether information manual/handbook available free of cost or not [Section 4(1)(b)]	List of materials available (i) Free of cost	Pamphlets/Study materials of the Authority
		(ii) At a reasonable cost of the medium	-Nil -

4. E. Governance

S.No.	Item	Details of disclosure	Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
4.1	Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]	(i) English	English
		(ii) Vernacular/ Local Language	Hindi
4.2	When was the information Manual/Handbook last updated? [F No. 1/6/2011-IR dt 15.4.2013]	Last date of Annual updation	10 th January, 2020
4.3	Information available in electronic form [Section 4(1)(b)(xiv)]	(i) Details of information available in electronic form	Names of Panel advocates, Mediators, Para Legal Volunteers, Schemes of NALSA, Photo Gallery, Photo glance Information about the Authority, Achievements, details of Legal Fees, Activities, Statistical Information updated, Forthcoming Programmes, RTI details, Functions, various enactments, schemes, FAQ's, Results and recruitments
		(ii) Name/ title of the document/record/ other information	chdlsa.gov.in
		(iii) Location where available	chdlsa.gov.in

4.4	Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]	(i) Name & location of the faculty	Front Office Legal Assistance Establishment State Legal Services Authority, U.T., CHD
		(ii) Details of information made available	Legal Aid/Assistance/Advice and Counselling.
		(iii) Working hours of the facility	On all working days (during office hours)
		(iv) Contact person & contact details (Phone, fax email)	State Legal Services Authority, U.T., Chandigarh Ph-0172-2742999, 0172-2742888, Front Office:1516, 15100,7087112348 slsa_utchd@yahoo.com
4.5	Such other information as may be prescribed under section 4(i) (b)(xvii)	(i) Grievance redressal mechanism	Yes
		(ii) Details of applications received under RTI and information provided	40 (in year 2019-2020)
		(iii) List of completed schemes/ projects/ Programmes	N.A.
		(iv) List of schemes/ projects/ programme underway	N.A.
		(v) Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	N.A.
		(vi) Annual Report	Yes, sent regularly
		(vii) Frequently Asked Question (FAQs)	-Nil -
		(viii) Any other information such as	-Nil -
		a) Citizen's Charter	-Nil -
		b) Result Framework Document (RFD)	-Nil -
c) Six monthly reports on the	-Nil -		
d) Performance against the benchmarks set in the Citizen's Charter	-Nil -		
4.6	Receipt & Disposal of RTI applications & appeals [F.No 1/6/2011-IR dt.	(i) Details of applications received and disposed	40(in year 2019-2020)
		(ii) Details of appeals received and orders issued	3 (in year 2019-2020)

	15.04.2013]		
4.7	Replies to questions asked in the parliament [Section 4(1)(d)(2)]	Details of questions asked and replies given	The reply to the Questions asked is immediately sent

5. Information as may be prescribed

S. No.	Item	Details of disclosure	Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
5.1	Such other information as may be prescribed [F.No. 1/2/2016-IR dt. 17.8.2016, F No. 1/6/2011-IR dt. 15.4.2013]	(i) Name & details of (a) Current CPIOs & FAAs (b) Earlier CPIO & FAAs from 1.1.2015	Sh. Mahavir Singh, (Member Secretary)/ Appellate Authority Sh. Rajeshwar Singh, (Law Officer), CPIO Earlier to 2015 Sh Lal Chand(Member Secretary) Appellate Authority Sh. Rajeshwar Singh, (Law Officer), CPIO
		(ii) Details of third party audit of voluntary disclosure (a) Dates of audit carried out (b) Report of the audit carried out	Not applicable
		(iii) Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD (a) Date of appointment (b) Name & Designation of the officers	Not applicable

		(iv) Consultancy committee of key stake holders for advice on suo-motu disclosure (a) Dates from which constituted (b) Name & Designation of the officers	Not applicable
		(v) Committee of PIOs/FAAs with rich experience in RTI to identify frequently sought information under RTI (a) Dates from which constituted (b) Name & Designation of the Officers	Not applicable

6. Information Disclosed on own Initiative

S. No.	Item	Details of disclosure	Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
6.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	Name of Panel advocates, Schemes of NALSA, Photo Gallery, Photo glance, Criteria for Entitlement of free legal Aid, Details of organisation, various enactments ,Rules and Regulations of the Authority, Details of Mediation & PLA(PUS), Details of Para Legal Volunteers and Mediators, upcoming programmes, Activities, Statistical Information, FAQ's, Results and recruitments.	Full compliance is made by putting the information on the website
