

# KARNATAKA STATE LEGAL SERVICES AUTHORITY, BANGALORE

Fax No. 080-22256095  
Tel. Nos. 22256095, 22268073

No. KSLSA 2 ADM 2006

Office of the Member Secretary,  
Karnataka State Legal Services Authority,  
No. 2, Technical Education Bhavan,  
Palace Road, Bangalore-1,  
Dated: 05-06-2006.

## NOTIFICATION

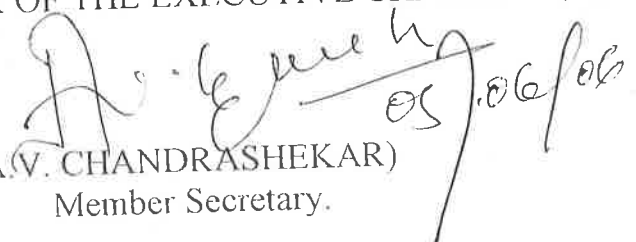
In exercise of the powers conferred under section 4(b) 5(1) and 19(1) of the Right to information Act, 2005 (Central Act No.22 of 2005), the detailed information relating to the Karnataka State Legal Services Authority is published as hereunder, for the information of general public and the Hon'ble Executive Chairman of Karnataka State Legal Services Authority has been pleased to designate the officers mentioned in column No.(xvii) of this Notification as State Information Officer, Appellate Authority and Assistant State Information Officers respectively to come in to effect immediately.

(i) the particulars of its Organisation, functions and duties.	<i>Organisation:</i> Karnataka State Legal Services Authority <i>Functions &amp; Duties:</i> 1. To create legal awareness in the people. 2. To offer free legal aid and advice for eligible persons. 3. To provide justice to the affected persons quickly and in low cost by settling cases (litigations) through Janata Nyayalayas (Lok Adalaths).
(ii) the powers and duties of its officers and employees.	Details are as at Annexure - I
(iii) the procedure followed in the decision making process, including channels of supervision and accountability.	Caseworker will open a file on receipt of proposal or process the proposal in the existing file. The Section Officer will scrutinize the proposal and place it before the Assistant Secretary. Assistant Secretary / Deputy Secretary will review the proposal in light of the existing proviso/Rules, submit to the Member Secretary. The Member Secretary will decide the course of action to be taken on proposal under the delegated powers and if necessary will submit the file to Hon'ble Executive Chairman or Hon'ble Patron – in – Chief, as the case may be for final orders.

(iv) the norms set by it for the discharge of its functions.	Depending on urgency proposal will be finalized on priority
(v) the rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions	Details are as at Annexure - II
(vi) a statement of the categories of documents that are held by it or under its control	Files and relevant Registers
(vii) 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	Member Secretary, Deputy Secretary will give information.
(viii) a statement of 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 for public.	The meetings of the General body of the State Authority & District Authority are not open to the public.  The minutes are open to the public.
(ix) a directory of its officers and employees	Directory of officers and employees in the Karnataka State Legal Services Authority. In view of the frequent changes of residential address of employees, the authority establishment be requested to note the changes.
(x) the monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations	As per the scale of pay of their post as mentioned in Schedule I of Karnataka State Legal Services Authorities Rules.

(xi) the budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made	Allotment of the budget to the Authority is under non-plan scheme of the Government of Karnataka.
(xii) the manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes	As per the Scheme of the Act and Rules framed there under.
(xiv) details in respect of the information, available to or held by it, reduced in an electronic form	Available in the website <a href="http://www.kslsa.kar.nic.in">www.kslsa.kar.nic.in</a>
(xv) 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	The Citizen may approach the officer of the Authority during working hours and working hours are as specified by the State Government. Between 10.00am and 5.30 pm on all working days.
(xvi) the names, designations and other particulars of the Public information Officer.	Sri B.Gangadhar Assistant Secretary Tel.No.28604346 @ Mobile - 9448383068
(xvii)(a) Appellate Authority under sec. 19(1) of Right to information Act.	Member Secretary, Karnataka State Legal Services Authority Tel. No. 22268073 Cell No. 9448068444
(b) Member Secretary of District Legal Services Authority u/s 5(2) of Right to information Act	At the District level in all the District Legal Services Authorities of the State of Karnataka- as State Assistant Information officers.
(c) Member Secretary of Taluka Legal Services Committee u/s 5(2) of Right to information Act	At all Taluka Levels in all the Taluka Legal Services Committees of the State of Karnataka – as State Assistant information officers.
(xviii) such other information as may be prescribed	NIL

BY ORDER OF THE EXECUTIVE CHAIRMAN,

  
(A.V. CHANDRASHEKAR)  
Member Secretary.



## ANNEXURE – I

The powers and duties of the Officers and employees of the Karnataka State Legal Services Authority

Peons	To keep the office neat and tidy To deliver the files/ tappals to the other sections/other departments
Typist	In charge of the typing work in the Section
Jr. Assistants	In charge of the work of diarising and organizing, movements, distribution of receipts/files in the Section.
Case workers (Senior Assistant / Assistant) Stenographer	To attend to the job of case working as per the duties cast on them  In charge of receipt of tappals/files by the Hon'ble Exec. Chairman, Member Secretary/Section Officer, Typing and Stenography work entrusted by the Member Secretary, Deputy Secretary and Asst. Secretary.
Section Officer	In charge of the whole Section Scrutiny of files submitted by the case worker as per the procedure prescribed and putting up note.
Assistant Secretary	Branch Officer in charge of the Sections. Scrutiny of files submitted by the Section Officers, signing of letters on behalf of the Authority.
Deputy Secretary	In charge of the all section. Report to the Member Secretary on important matters.
Member Secretary	Heading of the organization; Acts, in his capacity as Head of the Department upon the advice/directions of the Hon'ble Executive Chairman and Patron – in – Chief of the State Legal Services Authority.



## ANNEXURE – II

(v) The rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions:

(a) **Acts:**

1. The Legal Services Authorities Act 1987 (No. 39 of 1987)  
(As amended by the Legal Services Authorities (Amendment) Act. 2002)
2. The Karnataka State Legal Services Authorities Rules 1996
3. The Karnataka State Legal Services Authority Regulations 1997.

(b) **Rules:**

1. Conditions of service of the employees of the State Authority, High Court Legal Services Committee or District Legal Services Authority or Taluka Legal Service Committee:-

**(1) The Provision of :**

- (a) The Karnataka Civil Service Rules,
- (b) The Karnataka Financial Code, 1958
- (c) The Karnataka Civil Service (Classification Control and Appeal) Rules, 1957,
- (d) The Karnataka Civil Service (General Recruitment) Rules, 1977,
- (e) The Karnataka Civil Services (Conduct) Rules, 1966,
- (f) The Karnataka Civil Services (Probation) Rules, 1977.
- (g) The Karnataka Government Servants (Seniority) Rules, 1957.
- (h) The Karnataka Government Servants (Medical Attendance) Rules, 1963,
- (i) The Karnataka Civil Services (Performance Reports) Rules, 1994.
- (j) Rules made or deemed to have been made under the Provisions of the Karnataka Civil Services Act, 1978, (Karnataka Act 14 of 1990),
- (k) The Karnataka Civil Service (Kannada Language Examinations) Rules, 1974 and
- (l) all other rules relating to conditions of service applicable to Government servants, shall *mutatis mutandis* apply to the employees of the State Authority, High Court Legal Services Committee or District Authority or Taluk Legal Services Committee and the Departmental Examinations required to be passed by the employees specified in column (2) of Schedule -- II shall be those specified in the corresponding entries in column (3) of the said Schedule.

**(c) Instructions, Manuals and others.**

1. The Manual of Contingent Expenditure
2. The Departmental Promotion Committees.
3. The Criminal Procedure Code.
4. The Civil Procedure Code.
5. Reservation for Ex-Servicemen.
6. Reservation roster for Scheduled Castes, Scheduled Tribes and other Backward Classes.

**(VI) A statement of the categories of documents that are held by it or under its control:**

Following documents of Group – A & B Officers and Group-C & D Officials:

1. Service Registers,
2. Annual Performance Reports
3. Assets & Liabilities statements of the officers and officials of the State Authority except the judicial officers who are on deputation.



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Palace Road, Bangalore-1,

Dated: 05-06-2006.

**NOTIFICATION**

In exercise of the powers conferred by Sub-Section (1) & (2) of Section 5 & Section 19 of the Right to Information Act, 2005 (Act No.22 of 2005), the Hon'ble Executive Chairman, Karnataka State Legal Services Authority is pleased to designate the officers and official of the Karnataka State Legal Services Authority as Appellate Authority, State Public Information Officer, State Assistant Public Information Officers respectively with immediate effect as per address and telephone Nos. given below.

Sl. No.	Designation	Complete office address	Office telephone No.	Designated	Jurisdiction
1.	Member Secretary	No.2, Technical Education Bhavan, Palace Road, Bangalore-560 001.	22256095 22268073 Fax: 22256095	Appellate Authority	To carry out function/duties as assigned to it under Section 19 of the Act.
2.	Assistant Secretary	No.2, Technical Education Bhavan, Palace Road, Bangalore-560 001.	22203068	State Public Information Officer	As per provisions contained in section 5(1) of the Act.
3.	Member Secretary of District Legal Services Authority	District Court Complex in all the Districts- District level		State Assistant Public Information Officers	As per provisions contained in Section 5(2) of the Act.
	Member Secretary of Taluka Legal Services Committee	Taluka Court Complex in all the Taluks - Taluka level		State Assistant Public Information Officers	As per provisions contained in Section 5(2) of the Act.

BY ORDER

  
(A.V.CHANDRASHEKAR) 5/6  
Member Secretary

Copy forwarded to

1. the Registrar General, High Court of Karnataka, Bangalore

p.t.o

2. all the Members of the Karnataka State Legal Services Authority
3. the Chief Secretary to Government of Karnataka
4. the Addl.Chief Secretary to Government of Karnataka
5. the Secretary to Govt., Department of Law, Justice & Human Rights
6. the Member Secretary, National Legal Services Authority, Block No.12/11, **Jamnagar House, Shahjahan Road, New Delhi - 110 011.**
7. all the Chairmen and Member Secretaries of District Legal Services Authorities in the State of Karnataka
8. all the Chairmen and Member Secretaries of Taluka Legal Services Committees in the State of Karnataka.
9. the Member Secretary, High Court Legal Services Committee, High Court buildings, Bangalore.
10. all the Deputy Commissioners of the Districts in the State of Karnataka.
11. all the Superintendent of Police of the Districts in the State of Karnataka.
12. the Compiler, Karnataka Gazette, Govt. of Karnataka - with a request to publish the same in the ensuing gazette.
13. Office copy
14. for publication in the office Notice Board.