

HIGH COURT OF MADHYA PRADESH, JABALPUR

ORDER

No. 1528 /Confdl/2025  
II-2-74/09 (Pt.-5)

Dated 17<sup>th</sup> November, 2025

The Madhya Pradesh State Legal Services Authority, Jabalpur is organizing 2 days' Training Programme for Secretaries, District Legal Services Authorities (DLSA's) of the State from 18<sup>th</sup> – 19<sup>th</sup> November, 2025 at Madhya Pradesh State Judicial Academy, Jabalpur.

Judicial Officers/ Registry Officers of the High Court of M.P. whose name and posting figure in the endorsement are directed to participate in the aforesaid training programme.

BY ORDER OF HON'BLE CHIEF JUSTICE

  
17/11/2025

(RAJENDRA KUMAR SHARMA)  
PRINCIPAL REGISTRAR (VIGILANCE)

Endt. No. 1529 /Confdl/2025  
II-2-74/09 (Pt.-5)

Dated 17<sup>th</sup> November, 2025

Copy forwarded to :-

1. The Principal Secretary, Government of M.P., Law & Legislative Affairs Department, Vindhyachal Bhawan, Bhopal for information.
2.
  1. Shri Dharminder Singh, Registrar General, High Court of M.P., Jabalpur
  2. Shri Hemant Joshi, Special Judge SC/ST (P.A.) Act, Sehore
  3. Shri Sachin Sharma, Additional Director, M.P. State Legal Services Authority, Jabalpur
  4. Smt. Archana Singh, Registrar-cum-Secretary, High Court Legal Services Committee, Jabalpur
  5. Shri Harsh Singh Bahrawat, Registrar (Administration), High Court of M.P., Jabalpur
  6. Shri Surya Prakash Sharma, Registrar (Information & Technology), High Court of M.P., Jabalpurfor information with a direction to deliver lecture in the aforesaid Training Programme scheduled from 18<sup>th</sup> – 19<sup>th</sup> November, 2025 at

Madhya Pradesh State Judicial Academy, Jabalpur as per enclosed session plan.

**The nominated Judicial Officer (s) is/are directed to observe following instructions :-**

- To arrange Board Diary in such a manner that no case should be listed on the dates, on which they are directed to attend this programme. In case, cases have been fixed for the said dates, Summons should not be issued and if Summons is issued, the parties should be informed about the change in dates.
  - T.A / D.A of nominated Judicial Officer will be borne by the respective District establishment, as per their entitlement.
  - Please intimate the Registry after attending the Programme.
3. The Principal District and Sessions Judge, Sehore for information and necessary action.
  4. The Registrar-cum-Secretary, High Court Legal Services Committee, Jabalpur for information and necessary action.
  5. The Registrar (Administration), High Court of M.P., Jabalpur for information and necessary action.
  6. The Registrar (Information & Technology), High Court of M.P., Jabalpur for information and necessary action.
  7. The Director, M.P. State Judicial Academy, Jabalpur for information and necessary action.
  8. The Member Secretary, M.P. State Legal Services Authority, Jabalpur for information and necessary action in reference to letter No.3419, dated 14.11.2025.
  9. The Secretary to the Registrar General, High Court of M.P., Jabalpur for information and necessary action.

Note: Vide the Registry Endorsement No.Reg(I.T.)(S.A.)/2018/368, dated 01/03/2018, all the concerned are informed to download copy of this order.

(RAJENDRA KUMAR SHARMA)  
PRINCIPAL REGISTRAR (VIGILANCE)

*[Signature]*

*[Signature]*  
15/11/2025



**MADHYA PRADESH STATE LEGAL SERVICES AUTHORITY, JABALPUR**  
**02 DAYS TRAINING PROGRAMME**  
**OF SECRETARIES, DISTRICT LEGAL SERVICES AUTHORITY**

**Venue: MPSJA, Jabalpur**  
**(18<sup>th</sup> & 19<sup>th</sup> November, 2025)**

DAY ONE : 18.11.2025 (Tuesday)		
Session	Time	Topic/Details
Inaugural Session	09:30 AM – 10:00 AM	<b>Inauguration of the Two Days Training Programme.</b>  Overview of objectives, structure and expected outcomes.
Session - I	10:00 AM – 11:15 AM	<b>Field Work, Coordination with Different Departments, Legal Literacy Camps and Follow-up.</b> <ul style="list-style-type: none"><li>• Coordination with District Administration, Police, Social Welfare, Education, Health Departments and other organization.</li><li>• Planning and on ground execution of Legal Literacy and Awareness Camps at various places including those in schools and colleges.</li><li>• Public outreach methods, beneficiary identification and follow-up systems.</li><li>• Documentation and reporting of field outcomes.</li></ul> By: Ms. Giribala Singh President, District Consumer Forum, Bhopal
Tea Break 11:15 AM – 11:30 AM		



<b>Session – II</b>	<b>11:30 AM – 01:00 PM</b>	<b>Alternative Dispute Resolution (ADR) with Special Focus on Mediation, Community Mediation and Lok Adalats.</b> <ul style="list-style-type: none"> <li>• Concept and importance of ADR and effective use of ADR for maximizing disposal of cases.</li> <li>• Conduct and effective management of Lok Adalats.</li> <li>• Concept of mediation and community mediation : From the perspective of DLSAs.</li> <li>• Follow-up of settled matters and documentation of results.</li> </ul> <p>By: <b>Ms. Giribala Singh</b> President, District Consumer Forum, Bhopal</p>
<b>Lunch Break 01:00 PM – 02:00 PM</b>		
<b>Session – III</b>	<b>02:00 PM – 03:30 PM</b>	<b>Group Presentation on Organizing Legal Literacy Camps: Pre-Camp, On-Ground &amp; Post-Camp Activities.</b> <p>By: <b>All participants</b></p>
<b>Session – IV</b>	<b>03:30 PM – 04:00 PM</b>	<b>Role and Responsibilities of Secretaries, DLSAs.</b> <ul style="list-style-type: none"> <li>• Administrative and supervisory duties.</li> <li>• Coordination with SLSA and other departments, Office management.</li> <li>• Effective communication and official correspondence.</li> </ul> <p>By: <b>Shri Dharminder Singh</b> Registrar General, High Court of Madhya Pradesh</p>
<b>Tea Break 04:00 PM – 04:15 PM</b>		
<b>Session – V</b>	<b>04:15 PM – 05:00 PM</b>	<b>Institutional Role of District Legal Services Authorities in the functioning of MACT Claimant Deposit and Reimbursement Dashboard.</b> <p>By: <b>Shri Surya Prakash Sharma,</b> Registrar (Information &amp; Technology), High Court of M.P.</p>

<b>DAY TWO : 19.11.2025 (Wednesday)</b>		
<b>Session</b>	<b>Time</b>	<b>Topic / Details</b>
<b>Session –VI</b>	<b>09:45 AM – 11:15 AM</b>	<b>Implementation of NALSA Schemes and Legal Awareness Programmes – Best Practices and Innovations.</b> <ul style="list-style-type: none"> <li>• Overview of NALSA Schemes and implementation by DLSAs.</li> <li>• Role of Legal Aid Functionaries: <ul style="list-style-type: none"> <li>➤ Panel Lawyers: Quality representation and timely aid.</li> <li>➤ Para-Legal Volunteers (PLVs): Community facilitators and follow-up agents.</li> <li>➤ LADCS: Structured criminal legal aid and coordination with DLSA.</li> </ul> </li> <li>• Innovative practices and success stories.</li> </ul> <p>By: <b>Shri Hemant Joshi</b>  <b>Special Judge SC/ST (P.A.) Act, Sehore</b></p>
<b>Session – VII</b>	<b>11:15 AM – 11:45 AM</b>	<b>Usage of e-office and learning with iGOT Karmayogi.</b> <p>By: <b>Shri Ashish Shukla</b>  <b>Senior Technical Director, NIC</b></p>
<b>Tea Break 11:45 AM – 12:00 PM</b>		
<b>Session – VIII</b>	<b>12:00 PM – 01:30 PM</b>	<b>Victim Compensation, Rehabilitation and Assistance under NALSA Scheme and POCSO Act.</b> <ul style="list-style-type: none"> <li>• Framework of the M.P. Victim Compensation Scheme and NALSA's Compensation Scheme for Women Victims/Survivors of Sexual Assault/other Crimes - 2018.</li> </ul>

		<ul style="list-style-type: none"> <li>• Coordination with Police, Prosecution and District Authorities.</li> <li>• DLSA responsibilities for timely processing and monitoring of claims.</li> <li>• Special focus on POCSO cases – legal aid, psychological and rehabilitative support.</li> <li>• Discussion on guidelines of Hon'ble Courts.</li> </ul> <p>By: <b>Ms. Suman Shrivastava</b>  <b>Member Secretary,</b>  <b>MPSLSA</b>  <b>&amp;</b>  <b>Shri Sachin Sharma</b>  <b>Additional Director, MPSJA</b></p>
<b>Lunch Break 01:30 PM – 02:30 PM</b>		
<b>Session – IX</b>	<b>02:30 PM – 03:30 PM</b>	<p><b>Monitoring, Evaluation, Financial Management and Reporting Mechanisms.</b></p> <ul style="list-style-type: none"> <li>• Monitoring and evaluation of DLSA activities.</li> <li>• Financial management – budgeting, utilization and audit compliance.(NALSA Funds and State Funds)</li> <li>• Ensuring accountability and timely submission of data to SLSA.</li> <li>• Use of technology in Legal Services: Various portals, Helpline No. 15100.</li> </ul> <p>By: <b>Ms. Suman Shrivastava</b>  <b>Member Secretary,</b>  <b>MPSLSA</b>  <b>&amp;</b>  <b>Shri Harsh Singh Bahrawat</b>  <b>Registrar (Administration),</b>  <b>High Court of M.P.</b></p>
<b>Tea Break 03:30 PM – 03:45 PM</b>		

<b>Session – X</b>	<b>03:45 PM – 04:30 PM</b>	<b>Legal Aid for Jail and Undertrial Prisoners</b> <ul style="list-style-type: none"> <li>• Implementation of various guidelines and directions of Hon'ble Supreme Court of India &amp; Hon'ble High Court of Madhya Pradesh.</li> <li>• Coordination with Jail Authorities and LADCs.</li> <li>• Functioning of Undertrial Review Committees.</li> <li>• Monitoring and reducing undertrial pendency.</li> </ul> <p>By: <b>Smt. Archana Singh</b>  <b>Registrar-cum-Secretary,</b>  <b>High Court Legal Services Committee</b>  <b>Jabalpur</b></p>
<b>Valedictory Session</b>	<b>04:30 PM – 05:00 PM</b>	<b>Open interaction, Closing remarks and participant feedback.</b> <p>By: <b>Officers of MP SLSA</b></p>

