

# LEGAL AWARENESS PROGRAMME

The primary mandate of the National Commission for Women (NCW) is to seek justice for women, safeguard their rights, and promote women's empowerment. The Commission monitors the proper implementation of all the legislations enacted to protect the rights of women so as to enable them to achieve equality in all spheres of life.

2. Recognizing the need to impart legal awareness to women and girls, regarding their rights, the Commission has initiated a '**Countrywide Legal Awareness Programme for Women and Girls**'. The awareness programme is implemented through Non Governmental Organizations (NGOs) and reputed institutions and aims to empower women and girls with the knowledge of their legal rights and duties, ultimately to be able to share power equally, gain full access to the means of development and to inspire a whole generation of women to work together towards achieving equality and justice.

3. After completion of almost Eight years of this programme the task of carrying it forward from state capitals to districts, towns, and **Gaon Ki Ore** is recognised as even more important. The Commission plays a catalytic role in taking the programme from cities to villages and from literate women to semi literate and illiterate women, who are facing greater constraints. NGOs, professionals, social workers, and women activists at various level help the Commission to bring legal awareness among women and girls of various sections of society.

## 4. Objectives

- To impart practical knowledge about the basic legal rights and remedies provided under various women related laws, thereby making them fit to face the challenges in real life situations.
- To make the women aware of:

- The various machineries/organs of the Justice delivery system available for redressal of their problems/grievances.
- The procedure of approaching and utilizing various channels available for the redressal of grievances i.e. the Police, the Executive and the Judiciary.
- The role of Courts in achieving gender equality, most importantly the concept of public interest litigation.
- The role of District Legal Service Authority, Free Legal Aid and Lok Adalats.
- To sensitize Women and Girls about their Rights as provided under the various laws including the Indian Penal Code, 1860; the Dowry Prohibition Act, 1961; the Prevention of Domestic Violence to Women Act, 2005 etc.

## 5. Time Frame and Participants

- The programme should be of 2 days.
- There should be atleast 60 participants in each programme/camp.
- First session of the first day should be devoted to the introduction of National Commission for Women and some basic information on other Commissions e.g. National Human Rights Commission, National Commission for SC/ST and State Women Commissions.

## 6. Syllabus for Legal Awareness Programme

With the aim to impart knowledge which may be useful in day to day life, the Commission proposes the following syllabus (the topics may be selected keeping the target group in view; issues of local importance must be included wherever appropriate).

**i) Introduction/Overview:**

The meaning of law, various social security legislations, free legal aid to the poor, Indian Evidence Act, various modes of dispute settlement mechanisms i.e. Lok Adalats, Family Courts, Mahila Courts, Crime Against Women Cells, NCW, NHRC, State Commissions etc.

**ii) Women and the Constitution:**

Apart from others, stress should be laid on 'Fundamental Rights, Constitutional Remedies (Writs), Electoral Law, Voting Rights for Women, participation in Panchayats, etc.'

**iii) Women & Family Laws:**

Marriage Law, Separation, Divorce, Maintenance, Adoption, Family Laws, Right to Property and Succession, Guardianship, unmarried mother and the legitimacy of her children.

**iv) Women in Custody:**

Arrest, grounds of arrest, kinds of offences (bailable and non-bailable), arrest warrant, powers of police, rights of arrested persons including the right to bail, the immediate procedure to be adopted in case of violation of rights available etc. may be discussed with the help of case law in a more practical manner.

**v) Criminal Law and Women:**

Offences of dowry, rape, molestation, child rape and child abuse etc. Some recently decided cases may be discussed in detail.

**vi) Procedure in Action:**

Procedure for seeking redressal to be explained alongwith visits to Police Station, Courts, Lok Adalats, field studies etc.

**vii) Rights under different laws:**

- Rights at work place  
Equal Remuneration / Minimum Wages Act / Rights under Factories Act, Maternity Benefit Act, Mines and Plantation Act, Rules of work - in such specific areas, Sexual harassment at work place.
- Reproductive Health Rights - Foeticide, Infanticide, Preconception and Prenatal Diagnostic Techniques (Prohibition of Sex Selection) Act 1994, The Medical Termination of Pregnancy Act.

**7. Local issues:**

During the programme emphasis should be laid on discussing the local issues and the social practices prevalent in the society. The specific issues like Sati, Child Marriages, Child Labour, Prostitution, Dowry System etc. should be discussed in a detailed manner.

**8. Faculty**

The awareness on the above syllabus could be imparted with the help of District Legal Service Authority, Law Professors, Retired Judges, Senior Advocates and Women Activists.

**9. Methodology**

Theoretical knowledge cannot prepare persons for challenges in real life. Thus more stress should be laid on imparting knowledge through discussion, case study, video films, case conference and street plays, interactions and meeting with social activists, visits to Lok Adalats, District Legal Service Authority, Jails, Police Stations, Family Courts, Mahila Courts, Consumer Courts etc.

## 10. Financial Assistance

The Commission provides financial assistance upto Rs.20,000/- (Rupees Twenty thousand only) and a sum not exceeding Rs.40,000/- (Rupees Forty Thousand) for North Eastern States to NGOs/VOs/Educational Institutions to organise the **Legal Awareness Programme**. The item-wise ceiling for incurring expenditure is given below:

**The total expenditure on each programme should not exceed Rs.20,000/-. The item-wise limit is as under:-**

- |   |             |
|---|-------------|
| a) Boarding & lodging for participants for 2 days @ 90 per head upto a ceiling of     | Rs. 7,000/- |
| b) Refreshment (Rs.50/- for lunch and Rs. 5/- for tea) per head subject to ceiling of | Rs. 2,000/- |
| c) Camp arrangement   | Rs. 3,000/- |
| d) Honorarium and travel for Resource persons   | Rs. 4,000/- |
| e) Material for distribution  | Rs. 1,000/- |
| f) Participants' travel & field visit   | Rs. 1,000/- |
| g) Administration & follow up   | Rs. 2,000/- |

(The NGOs have to adjust the item-wise expenditure according to circumstances. However, NCW provides funds not exceeding Rs.20,000/- for each Camp of two days duration. This limit is raised to an amount not exceeding Rs.40,000/- for North Eastern Estates.)

## 11. Organisations Eligible for Assistance

Any NGO / Voluntary Organisation registered under the Societies Registration Act, 1860 / Educational Institutions with at least three years working experience can apply.

## 12. How to apply

12.1 Eligible organisation can apply in the Format annexed (Annexure-I) with the following documents for financial assistance to hold Legal Awareness Programme:

- Certified copy of Registration Certificate
- Certified copy of Memorandum & Articles of Association
- Certified copy of Audited statement of accounts for the last three years
- Annual Report for the last 3 years
- Document giving an **Undertaking to properly conduct the Programme** and in case the programme is not organized, to return the cheque/refund the advance given by the Commission **(Annexure-II)**.
- Work done on women's issues.

12.2 The proposal should have details of the target group, geographical coverage, resource persons and tentative date of the programme.

12.3 The public representatives from the area such as MP, MLA, Local Leaders like Sarpanches / Panches, Municipal Corporators etc should invariably be invited and a list of such invitees with complete address and telephone numbers should be provided to the Commission in advance.

## 13. Terms and Conditions

- The financial assistance given by NCW will only be used for organizing Legal Awareness Programme.
- The assistance will be released in two installments. 50% of the sanctioned amount will be released after the proposal is approved by the NCW and on receipt for LAC, write-up on

programme, venue, budget estimates item-wise (Para 10), likely number of participants and relevant documents.

- The balance amount will be released after the submission of the ( i ) Utilization certificates from the Chartered Accountant, (ii) Statement of Account ( iii) Original vouchers (iv) Report of the Resource persons of the programme and (v) List of participants.
- The utilization certificate along with other documents should be submitted in a month's time from the date of organising the Legal Awareness Programme.
- No equipment/asset will be purchased out of the assistance given by NCW.
- Unspent portion of the assistance will be refunded to the NCW.
- Separate accounts of the Programme will be maintained and the same will be subjected to test check by the Commission through its representative.
- In the event of violation of any of the terms and conditions of sanction, the organization will have to refund the entire amount sanctioned, to the Commission on demand or such part thereof along with penal interest as per the government rates.
- The Commission may lay down any other condition prior to the release of the assistance.
  - Detailed Project proposal, Contents of the Programme and Programme Schedule for three days Camp with at least 60 participants.
  - Names of three Resource Persons with address and designation who will provide training/awareness to the participants

- Venue of the proposed LAC with contact Telephones / Fax / Mobile Numbers etc. and E. Mail address, if any.
- Tentative dates to organize the Camp (within one month from the date of issue of first sanction order)
- Details of assistance received or likely to be received from any other source for organizing the same LAC.
- The organizations should send a Report on the Legal Awareness Camp (LAC) after organizing it, which should furnish the details of participants, faculty, VIPs, subject covered and any other matter of interest that the organizations consider relevant.

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Proposals may be sent to :-

The Chairperson

**National Commission for Women**

4, Deen Dayal Upadhyaya Marg, New Delhi-110002

**Ph: 091-011-23237166, 23234918**

**Fax: 091-011-23236154**

**E Mail- ncw@nic.in**

**ANNEXURE – I**

**FORM OF APPLICATION FOR GRANT OF FINANCIAL ASSISTANCE  
FOR ORGANIZING LEGAL AWARENESS CAMPS**

Note: Application is to be submitted in duplicate. Incomplete application will not be entertained.

1. Name of the organization with complete postal address with Telephone No., Fax No. and E-mail ID
2. Whether registered under the Societies Registration Act, 1860, or any other Act, (to be specified) and the date of registration (please enclose a copy of the Registration Certificate)
3.
  - (i) Particulars of the present members of Executive Body/ Board of Management; date on which it was constituted and tenure
  - (ii) Name of the person and his/ her designation nominated/ authorized to act on behalf of the organization
  - (iii) Name of the Project Director, his Telephone Number, Fax Number, Mobile Number and E-Mail ID

4. Financial assistance sought with break-up of cost estimates (item-wise)
5. Time frame for completion of the project – Brief write up.
6. Is it proposed to receive grant/ funds from any other source for the same purpose or activity to which this application pertains? If so, details thereof
7. Information relating to the grants received/or likely to be received from the NCW for any other activity. (If any grant had been received in the past, details thereof with file/letter No. of the Commission – Copy).
8. Additional information if any
9. List of documents attached:
  - i) Certified copy of Registration Certificate
  - ii) Certified copy of Memorandum & Articles of Association
  - iii) Certified copy of Audited statement of accounts for the last three years
  - iv) Annual Report for the last 3 years

iv) Document giving an **Undertaking to properly conduct the Programme** and in case the programme is not organized, to return the cheque/refund the advance given by the Commission.

**UNDERTAKING**

I, (Name, Designation and name of the organisation) \_\_\_\_\_  
\_\_\_\_\_ hereby agrees/agree to be responsible for:-

- (i) Proper administering and managing of the funds exclusively for the work for which financial assistance is granted by the National Commission for Women; and
- (ii) To refund full amount with interest thereon in case LAC/Programme is not organized or in case of misuse or unauthorized use of funds for purposes other than those indicated in the Sanction Order of National Commission for Women; or for withholding or suppressing of any information regarding the funds/grants from other official sources in respect of the project for which sanction has been awarded.

Signature & Designation  
With seal/stamp

Signature  
Name  
On behalf of  
\_\_\_\_\_  
(Name of the organization and seal)  
with full address, Telephone and PAN.

Signature of Witnesses:  
1. \_\_\_\_\_  
2. \_\_\_\_\_



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## **LEGAL AWARENESS PROGRAMME**



**NATIONAL COMMISSION FOR WOMEN**  
New Delhi