

Right to Information
Odisha State Legal Services Authority
Sec-I, CDA, Markat Nagar, Cuttack-14.

(i) The Particulars of Organizations, Functions and Duties.

The Odisha State Legal Services Authority (OSLSA) has been constituted under the Legal Services Authorities Act, 1987 to provide free Legal Services to the weaker sections of the society and to organize Lok Adalats from time to time for amicable settlement of long pending cases in different Courts of the State. To organise Legal Awareness Camps at intervals in the nooks and corners of the States for the purpose creating awareness amongst the common people of the Society. For the purpose of conducting such activities in the District Legal Services Authorities and Taluk Legal Services Authorities have been constituted under the direct control of the OSLSA.

Free Legal Services

- Payment of court fee, process fees and all other charges payable or incurred in connection with any legal proceedings.
- Providing Advocate in legal proceedings.
- Obtaining and supply of certified copies of orders and other documents in legal proceedings.
- Preparation of appeal, paper book including printing and translation of documents in legal proceedings etc.
- Pre litigation settlement by mediation/conciliation etc.

Eligible Persons for getting Free Legal Services

- Women and children.
- Members of SC/ST.
- Industrial Workmen.
- Victims of trafficking in human beings or beggars.
- Victims of mass disaster, violence, flood, drought, earthquake, industrial disaster etc.
- Disabled persons.
- Persons in custody.
- Persons whose annual income does not exceed Rs.3,00,000/-.
- Persons living with HIV or AIDS,

- Transgender, Senior Citizens (above 60 years age)

Free Legal Services can be availed from:

- Supreme Court Legal Services Committee, 109, Lawyers Chambers, Supreme Court of India, New Delhi for Supreme Court Cases.
- State Legal Services Authority constituted in all the States of the State.
- High Court Legal Services Committee situated at High Court Complex in Orissa High Court premises.
- District Legal Services Authority situated in the District Courts Complex in every District of the State.
- Taluk Legal Services Committees situated in every Sub-division (Civil Court Campus) of the State.

Lok Adalat

Lok Adalat is a forum where the disputes/cases pending in the court of law or at pre-litigation stage are settled/compromised amicably. Lok Adalat has been given statutory status under the Legal Services Authorities Act, 1987. An award made by the Lok Adalat is deemed to be decree of a civil court and is final and binding on all parties and no appeal lies before any higher court against it.

Nature of Cases to be referred to Lok Adalats

Any case pending before any court.

Any dispute which has not been brought before any court and is likely to be filed before any court.

Provided that any matter relating to an offence not compoundable under the law shall not be referred to/settled in Lok Adalat.

Permanent Lok Adalat

Permanent Lok Adalat established under Sub-section(1) of Section 22 B for the purpose of to provide Public Utility Service in the following means;

- (i) Transport service for the carriage or passengers or goods by air, road or water; or
- (ii) Postal, telegraph or telephone service; or
- (iii) Supply of power, light or water to the public by any establishment; or
- (iv) System of public conservancy or sanitation; or
- (v) Service in hospital or dispensary; or
- (vi) insurance service and includes any service which the Central Government or the State Government, as the case may be, may, in the

public interest, by notification, declare to be a public utility service for the purposes of this Chapter.

- (vii) Education or educational institutions; or
- (viii) Housing and real estate service.
- (ix) Services of Banking Institutions and other Financial Institutions;
- (x) Services under Mahatma Gandhi National Rural Employment Guarantee Act, 2005;
- (xi) New connection of LPG and supply of LPG or Refills and its connected matters;
- (xii) Services relating to issuance of Aadhar Card, Ration Card, Voter I.D. Card and Below Poverty Line (BPL) Card;
- (xiii) Services relating to the Old Age Pension , Widow Pension and Unemployment Allowances;
- (xiv) Services under the Public Distribution System in the State; and
- (xv) Mobile Phone and Internet service.

How to get the Case referred to the Lok Adalat for Settlement

- Case pending before the courts:
- If the parties agree to settle the dispute in Lok Adalat or
- One of the parties make an application to the court or
- The court is satisfied that the matter is an appropriate one for settlement in Lok Adalat.
- Any dispute at pre-litigative stage.
- The State Legal Services Authority or District Legal Services Authority as the case may be, on receipt of an application from any one of the parties to any pre-litigation stage matter refer such matter to the Lok Adalat for amicable settlement.

Functions / Duties

- OSLSA Rules, 1996
- Permanent Lok Adalat
- As per the Gazette of Law Department.

(ii) The Powers and Duties of its Officers and Employees.

The officers and employees discharge their functions as prescribed under Odisha State Legal Services Authority Rules, 1996 along with its Amendments from time to time.

(iii) The Procedure followed in the Decision-making Process, including Channels of Supervision and Accountability.

As per the provisions of the Legal Services Authorities Act 1987 and Odisha State Legal Services Authority Rules, 1996

(iv) The Norms set by it for the Discharge of its Functions.

As per the provisions of the Legal Services Authorities Act 1987 and Odisha State Legal Services Authority Rules, 1996

(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) Legal Services Authorities Act, 1987.
- b) Odisha State Legal Services Authority Rules, 1996.
- c) Orissa State Legal Services Authority Regulation, 1996.
- d) Permanent Lok Adalat (other terms and conditions of appointment of Chairman and other persons) Rules, 2003 and its subsequent Amendment Rules.
- e) NALSA (Legal Aid Clinics) Regulation, 2011.
- f) NALSA Schemes (10 Nos).
- g) Permanent and Continuous Lok Adalat with conciliation and counselling centre Scheme

(vi) A directory of its officers and employees

Sl. No.	Name of the officer	Designation	Telephone No.
01	Shri Sudipta Acharya	Member-Secretary	0671-2307678
02	Sri Smruti Ranjan Mohapatra	Deputy Secretary	0671-2304389
03	Sri Srujan Saraswat	Assistant Secretary	0671-2302271
04	Smt. Sujata Palar	Accounts Officer	0671-2302177
05	Sri Abhiram Lenka	Superintendent-L-I	0671-2301522
06	Sri Ranjan Kumar Jena	Superintendent-L-II	0671-2307188
07	Vacant	Personal Assistant	---
08	Mr. Mirza safiq Baig	Senior Assistant	0671-2307188
09	Sri Jasobanta Sahoo	Senior Assistant	0671-2301522
10	Sri Debiprasad Swain	Senior Assistant	0671-2307188
11	Vacant	Senior Steno	---
12	Vacant	Senior Grade Typist	---
13	Vacant	Junior Steno	---
14	Vacant	Junior Clerk	---
15	Sri Niranjana Mahala	Diarist	---
16	Sri Kailash Ch. Nayak	Driver	---

17	Sri Ashok Ku. Mohapatra	Driver	---
18	Sri Nishakar Ojha	Driver	---
19	Sri Laxman Nayak (Contractual)	Driver	---
20	Sri Gangadhar Jena (Contractual)	Project Operator	---
21	Sri Rajendra Nayak	Helper	---
22	Sri Pravakar Sharma	Peon	---
23	Sri Gadadhar Bhol	Peon	---
24	Sri Ramesh Chandra Pradhan	Peon	---
25	Sri Kangali Behera	Peon	---

(vii) The Monthly Remuneration received by each of its Officers and Employees, including the System of Compensation as provided in its Regulations.

The monthly remuneration is paid as per the pay scale mentioned against each officer and employee of OSLSA.

Sl. No.	Name of Officers	Designation	Telephone No.	Scale of Pay as per 7th Pay Commission
01	Shri Sudipta Acharya	Member-Secretary	0671-2307678	
02	Sri Smruti Ranjan Mohapatra	Deputy Secretary	0671-2304389	39530-54010
03	Sri Srujan Saraswat	Assistant Secretary	0671-2302271	27700-44770
04	Smt. Sujata Palar	Accounts Officer	0671-2302177	56100-177500
05	Sri Abhiram Lenka	Superintendent-L-I	0671-2301522	47600-151100
06	Sri Ranjan Kumar Jena	Superintendent-L-II	0671-2307188	44900-142400
07	Vacant	Personal Assistant	---	44900-142400
08	Mr. Mirza safique Baig	Senior Assistant	0671-2307188	35400-112400
09	Sri Jasobanta Sahoo	Senior Assistant	0671-2301522	35400-112400
10	Sri Debi Prasad Swain	Senior Assistant	0671-2307071	35400-112400
11	Vacant	Senior Steno	---	35400-112400
12	Vacant	Senior Grade Typist	---	25500-81100
13	Vacant	Junior Steno	---	25500-81100
14	Vacant	Junior Clerk	---	19900-63200
15	Sri Niranjana Mahala	Diarist	---	21700-69100
16	Sri Kailash Ch. Nayak	Driver	---	35400-112400
17	Sri Ashok Ku. Mohapatra	Driver	---	25500-81100
18	Sri Nishakar Ojha	Driver	---	21700-69100
19	Sri Laxman Nayak (Contractual)	Driver	---	8880-14330

20	Sri Gangadhar Jena (Contractual)	Project Operator	---	9000-14500
21	Sri Rajendra Nayak	Helper	---	16600-52400
22	Sri Pravakar Sharma	Peon	---	18000-56900
23	Sri Gadadhar Bhol	Peon	---	16600-52400
24	Sri Ramesh Chandra Pradhan	Peon	---	18000-56900
25	Sri Kangali Behera	Peon		18000-56900
Nyaya Sanjog				
01	Vacant (Contractual)	Jr. Clerk	---	8880-14330
02	Sri Dinabandhu Behera	Peon	---	8070-13020

(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. People can get information telephonically or they can visit OSLSA between 10.00 AM to 5.30 PM on any working day for obtaining information.

(viii) The Names, Designation and Other particulars of the Public Information Officers.

Shri Smruti Ranjan Mohapatra,

Public Information Officer for Odisha State Legal Services Authority,

Sec-I, CDA, Markat Nagar, Cuttack-14,

Phone No.0671-2307031.

[E-mail- oslsa1997@gmail.com](mailto:oslsa1997@gmail.com), oslsa@nic.in

Shri Ranjan Kumar Jena,

Asstt. Public Information Officer for Odisha State Legal Services Authority,

Sec-I, CDA, Markat Nagar, Cuttack-14,

Phone No.0671-2307031.

[E-mail- oslsa1997@gmail.com](mailto:oslsa1997@gmail.com), oslsa@nic.in

Appellate Authority

Shri Sudipta Acharya,

Member Secretary

Sec-I, CDA, Markat Nagar, Cuttack-14,

Phone No.0671-2307031.

[E-mail- oslsa1997@gmail.com](mailto:oslsa1997@gmail.com), oslsa@nic.in