



**OFFICE OF THE PROJECT DIRECTOR
ASSAM STATE AIDS CONTROL SOCIETY
KHANAPARA GUWAHATI 22**

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ASACS/NACP-IV/IEC/S&D/2013/89/156 /5144

Dated Guwahati the 5/2/21

From: **Anurag Goel, IAS**

Principal Secretary to the Govt. of Assam
Health and Family Welfare Department &
Project Director
Assam State AIDS Control Society
Khanapara Assam

To: (1) The Member Secretary, Assam State Legal Services Authority
(2) The Director, Human Rights Law Network, Guwahati
(3) The President, Assam Network of positive People
(4) The Team Leader, North East Technical support Unit, NACO

Sub: Signed Minutes of the core committee meeting held on 4th November 2020 between ASACS, ASLSA, HRLN and ANP Plus.

Ref: Letter no ASACS/NACP-IV/IEC/S&D/2013/89/125 dated 23/09/2020

Sir/ Madam,

This is in reference with the core committee meeting held on 4th November 2020 between Assam State AIDS Control Society (ASACS), Assam State Legal Service Authority, (ASLSA), Human Rights Law Network, (HRLN) and Assam Network of Positive People, (ANP+), Please find herewith the signed minutes (enclosed/ attached) by all officials who were part of the meeting.

It is therefore, requested to all to take necessary action on each and every resolution taken and start the activities at the earliest while keeping the undersigned updated at all levels.

Enclosed/attached: as stated

(Anurag Goel IAS)

Project Director
Assam State AIDS Control Society
Khanapara, Ghy-22

Memo No: ASACS/NACP-IV/IEC/S&D/2013/89/156-A /5145-46

Dated Guwahati the 5/2/21

Copy for kind information to:

1. All District AIDS Control Officers, DACO Assam
2. Programme officers, ASACS
3. Office Copy

Sd/-

(Anurag Goel IAS)

Project Director
Assam State AIDS Control Society
Khanapara, Ghy-22

Meeting Minutes

Signed on: 5/2/21

Duration: One day meeting held on 4th November 2020

Participants: Key officials of Assam State Legal Service Authority (ASLSA), Assam State AIDS control Society (ASACS) and other Stakeholders

Agenda: To respond to various legal issues of infected and affected population under HIV program in Assam, in pursuance to the resolution taken in last meeting of setting up legal aid service desk in each ART center in coordinating with District Legal Service Authority (DLSA).

Venue: Office of the Member Secretary ASLSA, Guwahati, 78100.

Members present: List enclosed at Annexure 1

The meeting started with a warm welcome and key note on the objectives of the meeting by AD GIPA, ASACS Manab Das followed by speech of Hon'ble **Member Secretary, ASLSA**

After an inflexible discussion on various points and receiving inputs from all the key officials and stakeholders, the meeting resolved thus on the following issues:

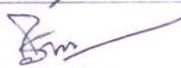
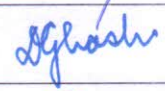
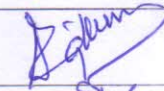
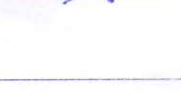
Sl. No	Issues	Resolutions
1	Necessary information on dissemination of services with contact details in all the centers / facilities	ASLSA will provide all the details of DLSA and IEC Mainstreaming Division, ASACS will print and circulate to all the facilities and NGOs
2	Nomination of Supervisory Authority at State Level under ASLSA	Circular with necessary terms of reference will be issued by ASLSA and will be also uploaded in their as well as ASACS website
3	Nomination of Nodal Officer at district level	
4	Nomination of Representative from Assam Network of Positive People in the state level monitoring team	The Assam Network of Positive People will nominate a person from the PLHIV Community preferably with sound educational background, who will be responsible to keep a track of all the cases reported and place reminders as and when needed
5	Nomination of People in each district as a focal contact person (FP) for the client to collect the First Information under ASACS	ASACS will choose and select counselors from any stand-alone facility in each district and will officially nominate them through a circular
6	Services needed through the DLSA related to the PLHIV and HRG/Key Population	The list of probable services and assistance required by the PLHIV and HRG/ KP will be drafted by ASACS and other stakeholders to be included in the

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		terms of reference(TOR) of the Circular issued for guidance with scope to be modified time to time
7	Dedicated Legal Aid Clinic (LAC) under DLSAs for PLHIV and Key Populations in all the districts	ASLSA will select and issue necessary orders in this regard.
8	Training of all DLSA by ASLSA	ASACS will organize zone wise trainings with all the DLSA wherein one nominated officer from ASLSA will be the resource person for the HIV AIDS Act for all the trainings along with representative from ASACS and NETSU.
9	Training of All Facilities and NGOS involved with HIV including the Focal Person (FP) at the district level.	ASACS will share all the contact details of the district wise facilities and NGOs DLSA will provide the training on legal issues which can be supported by the legal service authority HRLN may nominate representative for the District level trainings ASACS will centrally organize the trainings at the district level along with ASLSA and any budgetary part will be taken care by ASACS
10	Online monitoring of cases from time to time	Team NETSU will prepare an online google sheet and will include all the DLSA and Focal Person along with State Level officers and monitoring will be done on real time basis.
11	Orientation meeting of all the Secretaries of District Legal Service Authority (DLSA)	ASACS will Budget, Plan and organize 05 zonal level meeting with the secretaries of DLSA in the FY 2021-22. Team NETSU and ASACS will jointly take the session highlighting the HIV AIDS ACT 2017.
12	Awareness campaigns and meetings on legal aid in the state and district level	DLSA, HRLN Representative and Nominated Focal person of the respective district will be the resource person to take the session and ASACS will centrally organize the meetings at state and district level in coordination with ASLSA and necessary fund required will be budgeted by ASACS and ASLSA as feasible
13	Client response to any Issues/ If the issue is serious	► First information report FIR to be prepared by Focal Person (FP) Considering the level of seriousness of the issue the FP will try to resolve through proper counseling with both the teams ► The Focal Person will prepare a brief note and send it to the DLSA to initiate

		the legal aid as per provisions of the Act. The HRLN will render complete information on the procedures from filing of the cases, with timelines and possible outcomes.
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Signature of all participants and Chairperson/s:

Sl. No	Name of the Officer	Designation	Signature
1	Sri N. S . Baruah	Member Secretary, ASLSA	
2	Sri. Siddhartha Pratim Moitra	Secretary H C Legal Service Committee	
3	Smt. Tripti Ari	Deputy Secretary, ASLSA	
4	Smt. Ayushree Shravan	Under Secretary, ASLSA	
5	Smt. Debashmita Ghosh	Director HRLN, Guwahati	
6	Sri. Sauradeep Dey	Advocate HRLN Guwahati	
7	Dr. Ela Rajkhowa	Deputy Director, STI, ASACS	
8	Sri. Pankaj Choudhury	TL, North East Technical Support Unit, NACO	
9	Sri. Mehbub Rehman Sarkar	AD LS and In charge CST Division, ASACS	
10	Sri. Rajib Sarma	AD Doc & Pub, In charge IEC Division, ASACS	
11	Sri. Manab Surjya Das	AD, GIPA and In charge M/S Division, ASACS	
12	Smti. Rashmi Rekha Bhuyan	AD BSD Division, ASACS	
13	Smti. Jahnabi Goswami	President, Assam Network of Positive People	
14	Sri. Sanjib Chakraborty	SC North East Technical Support Unit, NACO	
15	Sri. Jintumoni Kalita	Member Assam Network of Positive People	

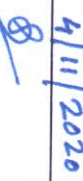


Project Director
Assam State AIDS Control Society
Khanapara, Guwahati-22

Programme: Meeting with ASLSA on setting up of Legal Service desk in ART Centers

Date: 4th November, 2020

Venue: ASLSA office, Panbazar

Sl No	Name of the Participant	Designation	Organization	Contact Details	Signature
1	N. S. Sarma	Member Secy, ASLSA	ASLSA	7002727713	 04/11/2020
2	Tripti Atri	Deputy Secretary	ASLSA	94350-83170	 04/11/2020
3	Pankaj kr Choudhury	Team leader NETSV	NETSV	9859503506	 04/11/2020
4	Rashmi Redda Bhuyan.	Asst. Director	Assam SACS	94355-15574	 04/11/2020
5	Dr E/o Kojhar	Deputy Director	Assam SACS	8986511709	 04/11/2020
6	Mehboob Rahman Sarkar	Asstt. Director (Ls), ASACS	Assam SACS	9864191155	 04/11/2020
7	Abanmita Ghosh	Director HRLN, gky	HRLN	9864080358 9401596815	 04/11/2020
8	Souradeep Dey	Advocate, HRLN, gky	HRLN	7002752778	 04/11/2020
9	Sanyal Chakraborty	State Coordinator NETSV	NETSV	8011017650	 04/11/2020
10	RATIB SARMA	Asstt Director ASACS	ASACS	9864421607	 04-11-2020
11	Jaharabi Goswami	President	ANP +	9706050252	 04-11-2020
12	Jyoti Momi Kalita-	Pres Councilor	ANPL	8899942931	 04-11-2020

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Annexure 1

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Sl No	Name of the Participant	Designation	Organization	Contact Details	Signature
13					
14	Girdhanta Pratim Moha	Secy. H C Legal Service Committee	Gauhati High Court	9835521182	Banerjee
15	Manab Das	AO (GIPM) ASACS	ASACS	9864471593	N D J
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certified
by