

Calander for Monitoring of Mandatory Provisions under SC/ST (PoA) Act & Rules

Month	Date	Activity	Rule	Responsible Officer
January	20	The District Magistrate and the officer-in-charge of the prosecution at the District level, shall review the position of cases registered under the Act and submit a monthly report on or before 20 th day of each subsequent month to the Director of Prosecution and the State Government. This report shall specify the actions taken/proposed to be taken in respect of investigation and prosecution of each case.	4(4)	DM/DP
	20	SC/ST Protection Cell at the State head quarter under the charge of Director General of Police/Inspector General of Police submit a monthly report to the state government/ nodal officer on action taken.	8(1)xi	SC/ST Protection Cell
	31	The District Magistrate and the Director of Prosecution/in-charge of the prosecution shall review the month of January and July, the performance of Special Public Prosecutors so specified or appointed and submit a report to the State Government.	4(2)	DM/DP
	31	High power vigilance and monitoring committee shall meet at least twice in a calendar year, in the month of January and July to review the implementation of the provisions of the Act, relief and rehabilitation facilities provided to the victims and other matters connected therewith, prosecution of cases under the Act, role of different officers/agencies responsible for implementing the provisions of the Act and various reports received by the State Government.	16(2)	SVMC
February	20	The District Magistrate and the officer-in-charge of the prosecution at the District level, shall review the position of cases registered under the Act and submit a monthly report on or before 20 th day of each subsequent month to the Director of Prosecution and the State Government. This report shall specify the actions taken/proposed to be taken in respect of investigation and prosecution of each case.	4(4)	DM/DP
	20	SC/ST Protection Cell at the State head quarter under the charge of Director General of Police/Inspector General of Police submit a report to the state government nodal officer on action taken.	8(1)xi	SC/ST Protection Cell
March	20	The District Magistrate and the officer-in-charge of the prosecution at the District level, shall review the position of cases registered under the Act and submit a monthly report on or before 20 th day of each subsequent month to the Director of Prosecution and the State Government. This report shall specify the actions taken/proposed to be taken in respect of investigation and prosecution of each case.	4(4)	DM/DP
	20	SC/ST Protection Cell at the State head quarter under the charge of Director General of Police/Inspector General of Police submit a report to the state government nodal officer on action taken.	8(1)xi	SC/ST Protection Cell
	31	The district level committee shall meet at least once in three months.	17(3)	DVMC
	31	Forward a report to the Central government about the measures taken for implementing provisions of the act and various schemes/plans framed by it during the previous calendar year.	18	State Government
	31	The Home Secretary and the Social Welfare Secretary to the State Government, Director of Prosecution the officer in-charge of Prosecution and the Director General of Police shall review by the end of every quarter the position of all investigations done by the investigating officer.	7(3)	State Secretary Home, Social Welfare, DPP, OIC Prosecution, DGP
	31	Quarterly Review by nodal officer	9	State Government
April	20	The District Magistrate and the officer-in-charge of the prosecution at the District level, shall review the position of cases registered under the Act and submit a monthly report on or before 20 th day of each subsequent month to the Director of Prosecution and the State Government. This report shall specify the actions taken/proposed to be taken in respect of investigation and prosecution of each case.	4(4)	DM/DP
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May	20	The District Magistrate and the officer-in-charge of the prosecution at the District level, shall review the position of cases registered under the Act and submit a monthly report on or before 20 th day of each subsequent month to the Director of Prosecution and the State Government. This report shall specify the actions taken/proposed to be taken in respect of investigation and prosecution of each case.	4(4)	DM/DP
	20	SC/ST Protection Cell at the State head quarter under the charge of Director General of Police/Inspector General of Police submit a report to the state government nodal officer on action taken.	8(1)xi	SC/ST Protection Cell
June	20	The District Magistrate and the officer-in-charge of the prosecution at the District level, shall review the position of cases registered under the Act and submit a monthly report on or before 20 th day of each subsequent month to the Director of Prosecution and the State Government. This report shall specify the actions taken/proposed to be taken in respect of investigation and prosecution of each case.	4(4)	DM/DP
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	30	The Home Secretary and the Social Welfare Secretary to the State Government, Director of Prosecution the officer in-charge of Prosecution and the Director General of Police shall review by the end of every quarter the position of all investigations done by the investigating officer.	7(3)	State Secretary Home, Social Welfare, DPP, OIC Prosecution, DGP
	30	Quarterly Review by nodal officer	9	State Government
July	20	The District Magistrate and the officer-in-charge of the prosecution at the District level, shall review the position of cases registered under the Act and submit a monthly report on or before 20 th day of each subsequent month to the Director of Prosecution and the State Government. This report shall specify the actions taken/proposed to be taken in respect of investigation and prosecution of each case.	4(4)	DM/DP
	20	SC/ST Protection Cell at the State head quarter under the charge of Director General of Police/Inspector General of Police submit a report to the state government nodal officer on action taken.	8(1)xi	SC/ST Protection Cell
	31	The District Magistrate and the Director of Prosecution/in-charge of the prosecution shall review the month of July, the performance of Special Public Prosecutors so specified or appointed and submit a report to the State Government.	4(2)	DM/DP
	31	SC/ST Protection Cell at the State head quarter under the charge of Director General of Police/Inspector General of Police submit a report to the state government nodal officer on action taken.	8(1)xi	SC/ST Protection Cell
	31	High power vigilance and monitoring committee shall meet at least twice in a calendar year, in the month of January and July to review the implementation of the provisions of the Act, relief and rehabilitation facilities provided to the victims and other matters connected therewith, prosecution of cases under the Act, role of different officers/agencies responsible for implementing the provisions of the Act and various reports received by the State Government.	16(2)	SVMC

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August	20	The District Magistrate and the officer-in-charge of the prosecution at the District level, shall review the position of cases registered under the Act and submit a monthly report on or before 20 th day of each subsequent month to the Director of Prosecution and the State Government. This report shall specify the actions taken/proposed to be taken in respect of investigation and prosecution of each case.	4(4)	DM/DP
	20	SC/ST Protection Cell at the State head quarter under the charge of Director General of Police/Inspector General of Police submit a report to the state government nodal officer on action taken.	8(1)xi	SC/ST Protection Cell
September	20	The District Magistrate and the officer-in-charge of the prosecution at the District level, shall review the position of cases registered under the Act and submit a monthly report on or before 20 th day of each subsequent month to the Director of Prosecution and the State Government. This report shall specify the actions taken/proposed to be taken in respect of investigation and prosecution of each case.	4(4)	DM/DP
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	30	The Home Secretary and the Social Welfare Secretary to the State Government, Director of Prosecution the officer in-charge of Prosecution and the Director General of Police shall review by the end of every quarter the position of all investigations done by the investigating officer.	7(3)	State Secretary Home, Social Welfare, DPP, OIC Prosecution, DGP
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October	20	The District Magistrate and the officer-in-charge of the prosecution at the District level, shall review the position of cases registered under the Act and submit a monthly report on or before 20 th day of each subsequent month to the Director of Prosecution and the State Government. This report shall specify the actions taken/proposed to be taken in respect of investigation and prosecution of each case.	4(4)	DM/DP
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November	20	The District Magistrate and the officer-in-charge of the prosecution at the District level, shall review the position of cases registered under the Act and submit a monthly report on or before 20 th day of each subsequent month to the Director of Prosecution and the State Government. This report shall specify the actions taken/proposed to be taken in respect of investigation and prosecution of each case.	4(4)	DM/DP
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December	20	The District Magistrate and the officer-in-charge of the prosecution at the District level, shall review the position of cases registered under the Act and submit a monthly report on or before 20 th day of each subsequent month to the Director of Prosecution and the State Government. This report shall specify the actions taken/proposed to be taken in respect of investigation and prosecution of each case.	4(4)	DM/DP
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	31	The district level committee shall meet at least once in three months.	17(3)	DVMC
	31	The Home Secretary and the Social Welfare Secretary to the State Government, Director of Prosecution the officer in-charge of Prosecution and the Director General of Police shall review by the end of every quarter the position of all investigations done by the investigating officer.	7(3)	State Secretary Home, Social Welfare, DPP, OIC Prosecution, DGP
	31	Quarterly Review by nodal officer	9	State Government
	31	The state government shall... by the end of every quarter, review the law and order situation, functioning of different committees, performance of Special Public Prosecutors, Investigating Officers and other Officers responsible for implementing the provisions of the Act and the cases registered under the Act.	3(1) ix	
Annual		The Central Government shall, every year, place on the table of each House of Parliament a report on the measures taken by itself and by the State Governments in pursuance of the provisions of this section	SC/ST (PoA) Act 21(4)	Central Government to parliament
Once in three years (if counting from 1995, then in 2013)		The State Government on the recommendation of the District Magistrate shall prepare for each District a panel of such number of eminent senior advocates who has been in practice for not less than seven years, as it may deem necessary for conducting cases in the Special Courts. The panel shall be notified in the Official Gazette of the State and shall remain in force for a period of three years.	4(1)	State Government
		The State Government, in consultation with the Director Prosecution/incharge of the prosecution, a panel of such number of Public Prosecutors as it may deem necessary for conducting cases in the Special Courts, shall also be specified. The panel shall be notified in the Official Gazette of the State and shall remain in force for a period of three years.	4(1)	State Government
How to monitor and ensure implementation of mandatory provisions of the Act				
Representation to the officials responsible for convening and conducting respective meetings, reviews and submitting reports				
File RTI applications to respective officers requesting copies of review reports, minutes of the meetings, and reports submitted to the authorities				
Representation to higher authorities if such meetings, reviews and submission of reports are not done by the respective officer responsible				