



VETERANS INDIA

Regd. No. Delhi/2149/2015

(AN ALL INDIA ORGANISATION OF VETERANS LED BY EX-SERVICEMEN)

LEGAL WING OF VETERANS INDIA

1. Purpose:

The purpose of the Legal Wing is to uphold justice, legal awareness, and constitutional values, fostering a society that operates within the framework of law. Aligned with the principles of nationalism and patriotism, it aims to contribute to nation-building by ensuring legal rights and responsibilities are understood and protected.

2. Vision:

To be a stalwart in promoting legal awareness, upholding justice, and safeguarding constitutional values, creating a society where citizens are empowered with legal knowledge and contribute to the realization of BHARAT VISHWAGURU.

3. Mission:

Our mission is to provide legal support, promote legal literacy, and advocate for justice, ensuring that citizens, especially the youth, are well-informed about their rights and responsibilities. Through impactful legal initiatives, the Legal Wing aspires to contribute to the overall vision of making BHARAT VISHWAGURU by fostering a legally aware and responsible society.

4. Approach:

The Legal Wing adopts a proactive and inclusive approach, focusing on legal education, advocacy, and support. It aims to create a society where citizens not only understand the legal system but actively participate in upholding justice, aligning with the principles of nationalism and patriotism.

5. Objectives:

- (a) **Legal Awareness Programs:** Conduct programs and workshops to promote legal literacy, ensuring citizens are aware of their rights and responsibilities under the law.
- (b) **Legal Aid Services:** Provide legal aid and support to individuals who require assistance, ensuring access to justice for all sections of society.
- (c) **Constitutional Values Advocacy:** Advocate for the promotion and protection of constitutional values, fostering a society that operates within the framework of the constitution.
- (d) **Youth Legal Empowerment:** Empower the youth with legal knowledge, encouraging their active participation in legal processes and advocacy for justice.

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(e) **Policy Advocacy:** Engage in advocacy for legal reforms and policies that align with constitutional values and contribute to a just and responsible society.

6. Role and Responsibilities:

- (a) **Legal Education Coordination:** Coordinate legal education programs, ensuring widespread dissemination of legal knowledge through workshops, seminars, and online platforms.
- (b) **Legal Aid Coordination:** Facilitate legal aid services, coordinating with legal professionals and organizations to provide assistance to individuals in need.
- (c) **Constitutional Values Promotion:** Advocate for the promotion and protection of constitutional values through campaigns, awareness programs, and legal forums.
- (d) **Youth Legal Empowerment Programs:** Develop and implement programs that empower the youth with legal knowledge, encouraging their active engagement in legal processes.
- (e) **Policy Advocacy Initiatives:** Engage in advocacy for legal reforms and policies, collaborating with stakeholders to contribute to a just and responsible society.
- (f) **Collaboration with Legal Bodies:** Collaborate with legal institutions, organizations, and professionals to enhance the impact of legal initiatives and ensure comprehensive legal support.
- (g) **Promotion of Responsible Citizenship:** Encourage responsible citizenship by promoting an understanding of legal rights and responsibilities, fostering a society that actively upholds justice.

By fulfilling these roles and responsibilities, the Legal Wing aims to be a key contributor to achieving the broader objectives and goals of Veterans India, aligning with the principles of the 17 Sustainable Development Goals (SDGs) outlined by the United Nations.

7. As of our last knowledge update in January 2022, CSR activities specifically aligned with legal initiatives may not be as widespread compared to other sectors like healthcare or education. However, some organizations, including law firms, companies, and government agencies, engage in CSR activities related to legal issues and access to justice.

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Here are some examples:

(a) Law Firms:

- (i) Cyril Amarchand Mangaldas
- (ii) Shardul Amarchand Mangaldas & Co
- (iii) Khaitan & Co
- (iv) AZB & Partners
- (v) Trilegal

(b) Companies with Legal CSR Initiatives:

- (i) Infosys
- (ii) Wipro
- (iii) Tata Consultancy Services (TCS)
- (iv) Reliance Industries Limited
- (v) Hindustan Unilever Limited (HUL)

(b) Public Sector Undertakings (PSUs) and Government Agencies:

- (i) National Legal Services Authority (NALSA), Government of India
- (ii) State Legal Services Authorities (SLSA) in various states
- (iii) Ministry of Law and Justice, Government of India
- (iv) Central Bureau of Investigation (CBI), Government of India
- (v) Law Commission of India
- (vi) National Commission for Women (NCW), Government of India
- (vii) National Human Rights Commission (NHRC), Government of India

Please note that CSR activities related to legal initiatives are often intertwined with broader social and justice-related causes. Also, the involvement of organizations may vary over time. It's advisable to check the latest information and the current CSR initiatives of specific entities before approaching them for collaboration in the legal sector.

ORGANIZATION STRUCTURE AND RESPONSIBILITIES - VETERANS INDIA LEGAL WING (CENTRAL LEVEL)

8. National Vice President (LEGAL Wing)

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- (a) Role: Provide strategic leadership and vision for the central LEGAL WING.
(b) Responsibilities:
- (i) Oversee and guide all national-level LEGAL WING programs and initiatives.
 - (ii) Collaborate with other wings and organizational leadership for integrated efforts.
 - (iii) Represent the LEGAL WING at national events and forums.
9. **National General Secretary (LEGAL Wing):**
- (a) Role: Assist the National Vice President in administrative tasks and coordination within the LEGAL WING.
(b) Responsibilities:
- (i) Manage day-to-day operations of the central LEGAL Wing.
 - (ii) Coordinate communication between the central and state levels.
 - (iii) Ensure effective implementation of national-level LEGAL WING programs.
10. **National Secretaries (LEGAL Wing) - 36 (One for Each State/UT):**
- (a) Role: Support the National General Secretary in administrative duties and communication at the state level.
(b) Responsibilities:
- (i) Maintain records, documents, and communications for the respective state/UT.
 - (ii) Provide logistical support for state-level LEGAL WING events and activities.
 - (iii) Act as the primary point of contact for state-level coordination.
11. **National Senior Joint Secretaries (LEGAL Wing) - 36 (One for Each State/UT)**
- (a) Role: Represent and coordinate LEGAL WING activities at the state level.
(b) Responsibilities:
- (i) Liaise with state-level coordinators, ensuring effective communication.
 - (ii) Oversee and support state-level LEGAL WING programs.
 - (iii) Provide guidance to National Joint Secretaries.
12. **National Joint Secretaries (LEGAL Wing) - 72 (Two for Each State/UT)**
- (a) Role: Support the National Senior Joint Secretaries and assist in state-level coordination.
(b) Responsibilities:
- (i) Work closely with state coordinators for seamless communication.

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- (ii) Facilitate information exchange between the central and state levels.
- (iii) Assist in the implementation of national-level LEGAL WING initiatives.

Total Office Bearers at National Level: 148

13. Charters of Duties and Responsibilities:

- (a) Each office bearer must be an expert in LEGAL WING-related activities.
- (b) The National Vice President sets the strategic direction and vision.
- (c) The National General Secretary ensures efficient operations and communication.
- (d) National Secretaries handle state-level administrative tasks and coordination.
- (e) National Senior Joint Secretaries oversee and support state-level programs.
- (f) National Joint Secretaries assist in state-level coordination and program implementation.
- (g) This structure ensures a robust and well-coordinated approach to managing LEGAL WING activities at both the national and state levels within Veterans India

MONTHLY CALENDAR FOR VETERANS INDIA LEGAL WING ALIGNED WITH UN SUSTAINABLE DEVELOPMENT GOALS:

14. January: Legal Awareness Month

Activities:

- a) Conduct legal awareness campaigns.

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- b) Promote SDG 16 (Peace, Justice, and Strong Institutions).
15. **February: National Crime Victims' Rights Week (Third Week of February)**
Activities:
a) Workshops on victims' rights and support systems.
b) Advocate for SDG 5 (Gender Equality) and SDG 16.
16. **March: World Consumer Rights Day (March 15)**
Activities:
a) Seminars and workshops on consumer rights.
b) Advocate for SDG 12 (Responsible Consumption and Production).
17. **April: World Intellectual Property Day (April 26)**
Activities:
a) Seminars on intellectual property rights.
b) Promote innovation aligned with SDG 9 (Industry, Innovation, and Infrastructure).
18. **May: Labor Law Awareness Month**
Activities:
a) Webinars on labor laws and workers' rights.
b) Advocate for SDG 8 (Decent Work and Economic Growth).
19. **June: International Day in Support of Victims of Torture (June 26)**
Activities:
a) Raise awareness about torture prevention.
b) Support SDG 16.
20. **July: Legal Aid Week (Second Week of July)**
Activities:
a) Provide free legal aid clinics.
b) Advocate for SDG 16.
21. **August: Human Rights Awareness Month**
Activities:
a) Webinars on fundamental human rights.
b) Promote SDG 16 and universal human rights.
22. **September: Constitution Day (September 17)**
Activities:

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- a) Seminars on the significance of the constitution.
 - b) Advocate for rule of law (SDG 16).
23. **October: Cybersecurity Awareness Month**
Activities:
 - a) Workshops on cyber laws and online safety.
 - b) Promote SDG 9 and SDG 16.
24. **November: National Legal Services Day (November 9)**
Activities:
 - a) Legal aid camps in underserved areas
 - b) Advocate for equal access to justice (SDG 16).
25. **December: International Anti-Corruption Day (December 9)**
Activities:
 - a) Campaigns against corruption.
 - b) Advocate for SDG 16 and transparent institutions.

This monthly calendar ensures that Veterans India Legal Wing remains actively aligned with UN Sustainable Development Goals, contributing to peace, justice, and strong institutions while addressing various legal aspects throughout the year.

SOURCES OF FUND GENERATION FOR LEGAL WING - VETERANS INDIA

26. **Legal Consultancy Services:**

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- (a) Legal Advisory Services: Offer legal consultancy services to individuals, businesses, and organizations, with proceeds directed towards the Legal Wing.
- (b) Workshops and Seminars: Conduct legal workshops and seminars, charging participation fees.

27. Collaboration with Law Firms:

- (a) Law Firm Partnerships: Form partnerships with law firms, receiving financial support for legal initiatives.
- (b) Pro Bono Initiatives: Encourage law firms to participate in pro bono activities supporting veterans' legal needs.

28. Government Grants for Legal Aid:

- (a) Legal Aid Programs: Apply for grants from government agencies supporting legal aid programs for veterans.
- (b) Rule of Law Initiatives: Seek funding from government initiatives promoting the rule of law and justice.

29. Legal Awareness Campaigns:

- (a) **Educational Programs:** Conduct legal awareness campaigns targeting communities and organizations, seeking sponsorship from legal entities.
- (b) **Legal Literacy Events:** Organize events to enhance legal literacy, attracting sponsorships from legal institutions.

30. Online Legal Services:

- (a) Online Legal Clinics: Establish online legal clinics, charging nominal fees for virtual legal services.
- (b) Legal Webinars: Host webinars on legal topics and charge registration fees to participants.

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31. Legal Aid Fundraising Events:

- (a) Legal Charity Events: Organize legal-themed charity events, with proceeds dedicated to funding the Legal Wing.
- (b) Legal Aid Walks/Runs: Host fundraising walks or runs centered around legal aid themes.

32. Collaboration with Legal NGOs:

- (a) NGO Partnerships: Collaborate with legal non-governmental organizations (NGOs) for joint fundraising and initiatives.
- (b) Grant Applications: Apply for grants from NGOs working in the legal and justice sector.

33. Corporate Legal Partnerships:

- (a) Legal Services Sponsorships: Partner with corporations for sponsorships, specifically in the legal sector.
- (b) Corporate Legal Seminars: Organize legal seminars for corporations, charging sponsorship fees.

34. Important Dates:

- (a) Legal Aid Awareness Month: March - Launch legal aid awareness campaigns and initiate fundraising efforts.
- (b) Legal Consultancy Services Drive: May - Promote legal consultancy services and workshops.
- (c) Government Grants Application Period: July - Submit applications for grants supporting legal aid programs.
- (d) Online Legal Clinics Month: September - Emphasize online legal clinics and webinars for fundraising.
- (e) Legal Charity Event: November - Host a legal-themed charity event to raise funds.

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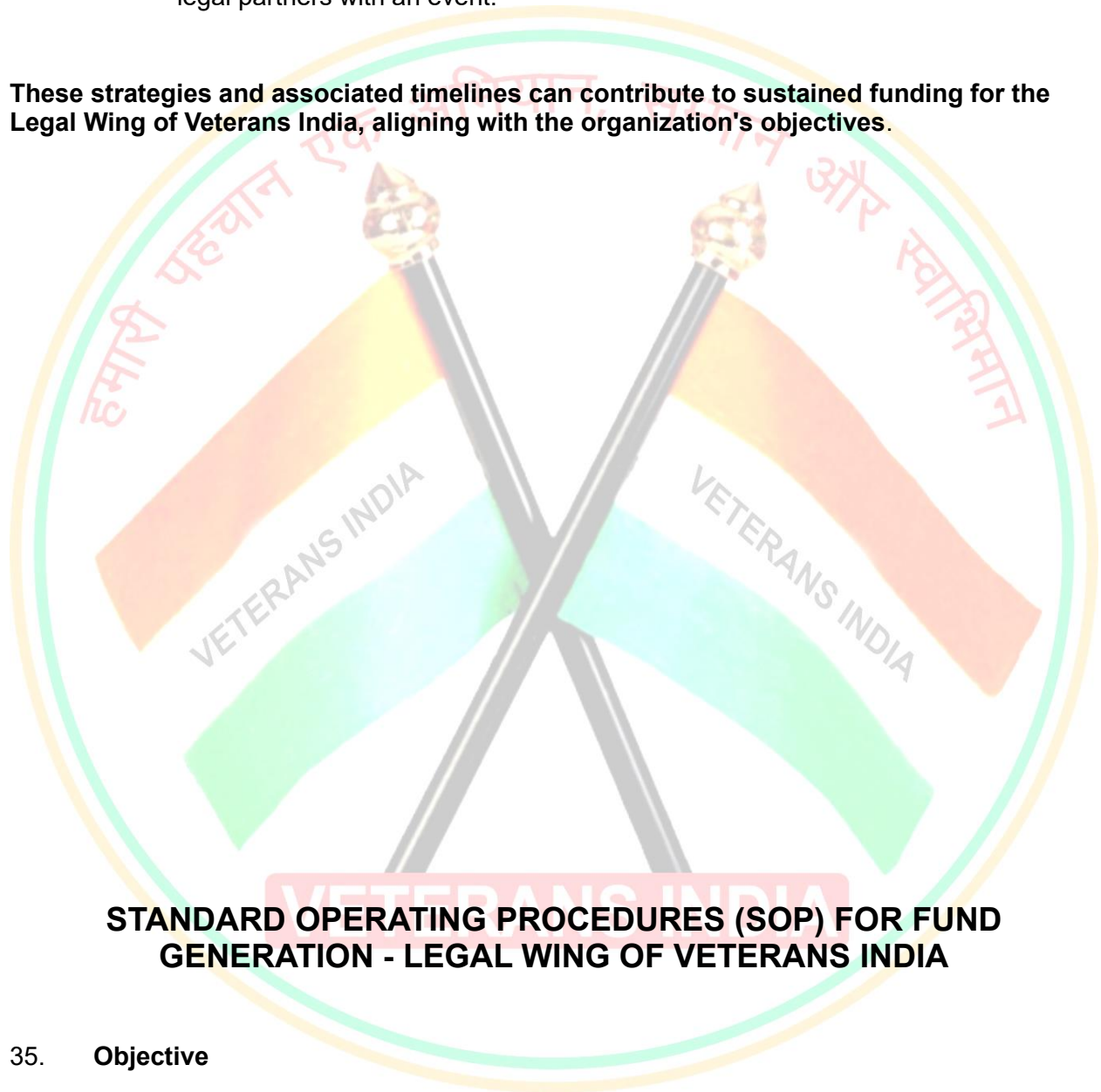
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- (f) Year-End Legal Partners Appreciation: December - Recognize and appreciate legal partners with an event.

These strategies and associated timelines can contribute to sustained funding for the Legal Wing of Veterans India, aligning with the organization's objectives.



STANDARD OPERATING PROCEDURES (SOP) FOR FUND GENERATION - LEGAL WING OF VETERANS INDIA

35. Objective

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To establish effective strategies and guidelines for fund generation, ensuring sustainable financial support for the Legal Wing of Veterans India.

- (a) Legal Consultancy Services:
 - (b) Procedure: Offer specialized legal services to the public.
 - (c) Guidelines: Set competitive service fees; allocate a percentage to the Legal Wing.
 - (d) Important Dates: Continuous engagement; promote during Legal Awareness Month (March).
36. **Corporate Legal Partnerships:**
 - (a) Procedure: Establish partnerships with corporations for legal sponsorships.
 - (b) Guidelines: Develop sponsorship packages with clear benefits for sponsors.
 - (c) Important Dates: Conduct corporate legal seminars in May and seek sponsorships.
37. **Legal Aid Fundraising Events:**
 - (a) Procedure: Organize legal-themed charity events.
 - (b) Guidelines: Plan events, collaborate with event management, allocate funds raised to the Legal Wing.
 - (c) Important Dates: Legal Charity Event in November.
38. **Government Grants for Legal Aid:**
 - (a) Procedure: Apply for grants supporting legal aid programs.
 - (b) Guidelines: Develop comprehensive grant proposals highlighting impact.
 - (c) Important Dates: Grant application period in July.
39. **Online Legal Services:**

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- (a) Procedure: Establish online legal clinics and webinars.
 - (b) Guidelines: Charge nominal fees for online legal services and webinar participation.
 - (c) Important Dates: Emphasize in Legal Awareness Month (March) and September.
40. **Collaboration with Legal NGOs:**
- (a) Procedure: Partner with legal non-governmental organizations.
 - (b) Guidelines: Collaborate on joint fundraising events and grant applications.
 - (c) Important Dates: Ongoing collaboration; grant applications in December.
41. **Legal Awareness Campaigns:**
- (a) Procedure: Conduct legal awareness campaigns targeting communities.
 - (b) Guidelines: Seek sponsorships from legal institutions for campaign materials.
 - (c) Important Dates: Legal Awareness Month (March).
42. **Year-End Legal Partners Appreciation:**
- (a) Procedure: Acknowledge and appreciate legal partners.
 - (b) Guidelines: Host an appreciation event, express gratitude for their support.
 - (c) Important Dates: December.
43. **Review and Evaluation:**
- (a) Periodic reviews of fund generation strategies, assessing effectiveness.
 - (b) Regularly update SOPs based on changing legal and financial landscapes.

These SOPs provide a structured framework for the Legal Wing to generate funds, aligning efforts with the broader goals of Veterans India. Adjustments may be made based on ongoing evaluations and changing circumstances

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STANDARD OPERATING PROCEDURES (SOP) - LEGAL WING OF VETERANS INDIA

44. Objective:

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To establish a comprehensive framework for the Legal Wing of Veterans India, ensuring effective operations aligned with the organization's mission and goals.

45. **Legal Consultancy Services:**
 - (a) Procedure: Offer legal advice and services to veterans and the public.
 - (b) Guidelines: Prioritize pro bono services for veterans; charge reasonable fees for others.
 - (c) Important Dates: Ongoing; emphasize during Legal Awareness Month (March).
46. **Veterans Legal Aid Clinics:**
 - (a) Procedure: Establish legal aid clinics across States/UTs.
 - (b) Guidelines: Collaborate with law schools and legal professionals; provide free legal services.
 - (c) Important Dates: Launch clinics by April; periodic legal aid camps.
47. **Legal Awareness Campaigns:**
 - (a) Procedure: Conduct campaigns to educate the public on legal rights.
 - (b) Guidelines: Leverage social media, conduct seminars, and distribute informational materials.
 - (c) Important Dates: Legal Awareness Month (March) and throughout the year.
48. **Collaboration with Legal NGOs:**
 - (a) Procedure: Partner with legal non-governmental organizations.
 - (b) Guidelines: Collaborate on legal advocacy projects and awareness campaigns.
 - (c) Important Dates: Ongoing collaboration; joint events.
49. **Legal Seminars and Workshops:**

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- (a) Procedure: Organize seminars on legal issues relevant to veterans.
 - (b) Guidelines: Invite legal experts as speakers; address current legal concerns.
 - (c) Important Dates: Quarterly legal seminars; focus on specific legal topics.
50. **Legal Assistance Hotline:**
- (a) Procedure: Establish a helpline for legal assistance.
 - (b) Guidelines: Ensure 24/7 availability; prioritize urgent cases.
 - (c) Important Dates: Launch hotline services by June.
51. **Government Advocacy:**
- (a) Procedure: Advocate for veterans' legal rights at the governmental level.
 - (b) Guidelines: Engage in policy discussions, submit proposals, and lobby for legal reforms.
 - (c) Important Dates: Continuous advocacy; highlight during Government Relations Month (September).
52. **Legal Wing Annual Report:**
- (a) Procedure: Compile an annual report on Legal Wing activities.
 - (b) Guidelines: Summarize cases handled, legal aid provided, and impact achieved.
 - (c) Important Dates: Annual report publication by December.
53. **Review and Evaluation:**
- (a) Periodic reviews of legal services provided and impact achieved.
 - (b) Regularly update SOPs based on evolving legal landscapes and organizational needs.

These SOPs provide a structured approach for the Legal Wing to carry out its functions, ensuring a consistent and impactful contribution to the goals of Veterans India. Adjustments may be made based on ongoing evaluations and changing circumstances.

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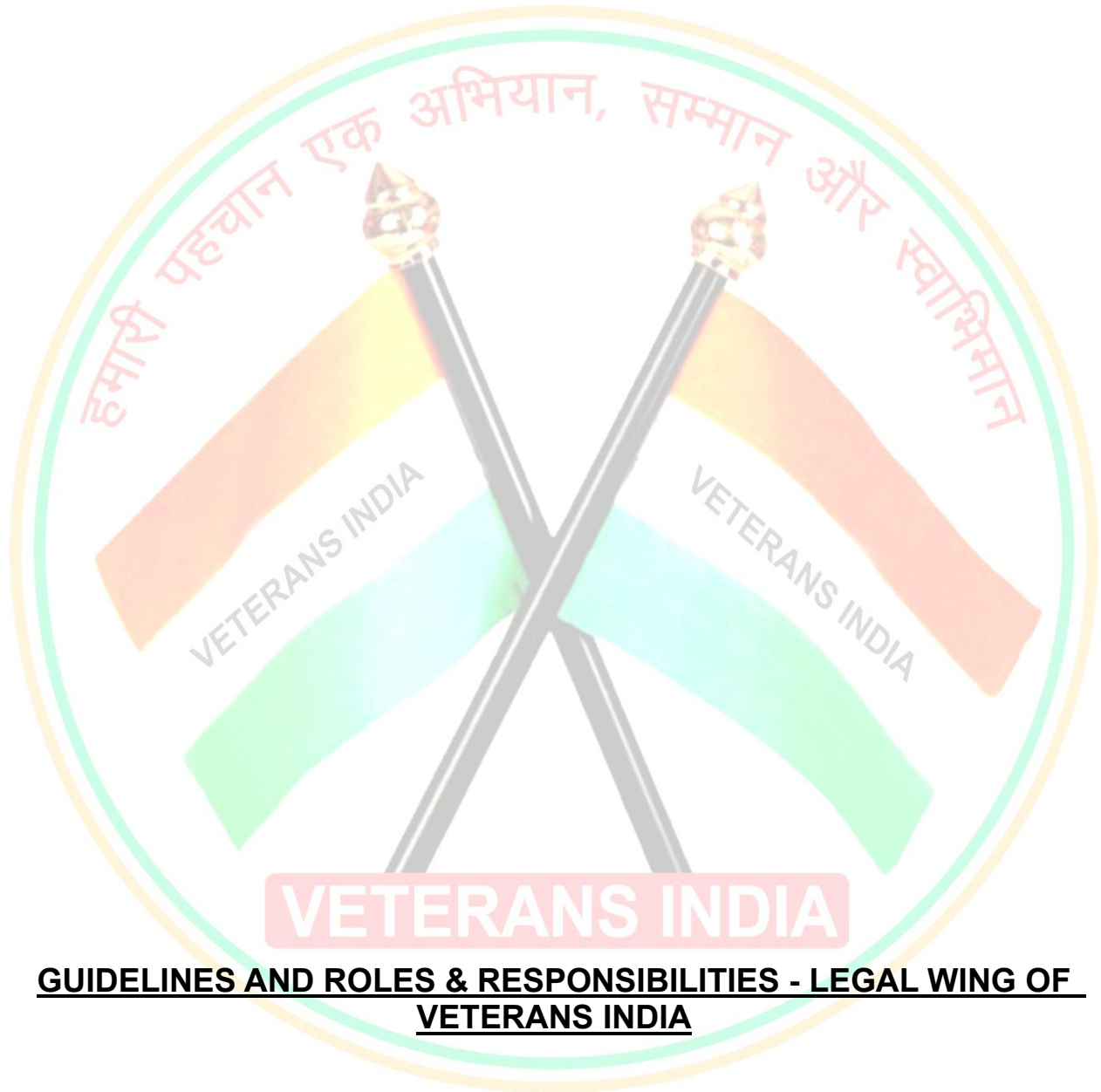
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GUIDELINES AND ROLES & RESPONSIBILITIES - LEGAL WING OF VETERANS INDIA

54. Objective:

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To define the framework, responsibilities, and guidelines for the effective functioning of the Legal Wing within Veterans India, ensuring alignment with the organization's mission and objectives.

55. **Vice President - Legal Wing:**

- (a) Responsibilities: Oversee and coordinate all legal activities; represent Legal Wing in the central committee.
- (b) Guidelines: Ensure legal initiatives align with the broader goals of Veterans India.
- (c) Important Dates: Regular reporting during Executive Committee Meetings.

56. **General Secretary - Legal Wing:**

- (a) Responsibilities: Administrative coordination, communication, and documentation for the Legal Wing.
- (b) Guidelines: Maintain records of legal activities, handle official correspondence.
- (c) Important Dates: Regular updates during Legal Wing meetings.

57. **State/UT Secretaries (36):**

- (a) Responsibilities: Oversee legal activities in their respective regions; act as a liaison between the central Legal Wing and regional units.
- (b) Guidelines: Conduct legal awareness events; collaborate with local legal professionals and NGOs.
- (c) Important Dates: Quarterly progress reports; coordinate with central Legal Wing.

58. **Senior Joint Secretaries (36):**

- (a) Responsibilities: Assist State/UT Secretaries; step in if needed; provide guidance on legal matters.
- (b) Guidelines: Ensure smooth coordination within their assigned region.
- (c) Important Dates: Regular communication with State/UT Secretaries

59. **Joint Secretaries (72):**

- (a) Responsibilities: Support the State/UT Secretaries; actively participate in legal initiatives.
- (b) Guidelines: Contribute to legal awareness campaigns; assist in organizing legal clinics.

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(c) Important Dates: Periodic updates on local legal activities.

60. **Legal Wing Annual Legal Summit:**

- (a) Responsibilities: Organize a national legal summit to discuss legal issues affecting veterans and propose recommendations.
- (b) Guidelines: Collaborate with legal experts, NGOs, and government representatives.
- (c) Important Dates: Plan and execute the summit annually; timing to be decided during the annual planning meeting.

61. **Legal Aid Volunteers Recruitment Drive:**

- (a) Responsibilities: Conduct recruitment drives for legal aid volunteers within the Legal Wing.
- (b) Guidelines: Seek volunteers with legal expertise and a passion for supporting veterans.
- (c) Important Dates: Conduct drives quarterly.

62. **Legal Awareness Month:**

- (a) Responsibilities: Lead legal awareness campaigns during March.
- (b) Guidelines: Engage in seminars, webinars, and media outreach to educate the public.
- (c) Important Dates: Intensify legal awareness activities during March.

63. **Legal Wing Annual Report:**

- (a) Responsibilities: Compile and present an annual report summarizing Legal Wing activities.
- (b) Guidelines: Include achievements, challenges, and recommendations for the upcoming year.

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(c) Important Dates: Submit the report by December for review and publication.

64. **Review and Evaluation:**

- (a) Conduct regular reviews to assess the impact of legal initiatives.
- (b) Adapt guidelines based on feedback, evolving legal landscapes, and organizational needs.



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