





for the Welfare of Persons with Autism, Cerebral Palsy, Mental Retardation and Multiple Disabilities (Divyangjan) - Department of Empowerment of Persons with Disabilities

Ministry of Social Justice and Empowerment, Government of India

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LOCAL LEVEL COMMITTEE UNDER THE NATIONAL TRUST ACT, 1999



डा॰ कमलेश कुमार पाण्डेय बोर्ड अध्यक्ष

Dr. Kamlesh Kumar Pandey

Chairperson of the Board

राष्ट्रीय न्यास

स्वपरायणता, प्रमस्तिष्क घात, मानसिक मंदता एवं बहु-निःशक्तताग्रस्त व्यक्तियों के कल्याण हेतु

National Trust

for the Welfare of Persons with Autism, Cerebral Palsy, Mental Retardation and Multiple Disabilities



सत्यभेव जय

सामाजिक न्याय और अधिकारिता मंत्रालय, भारत सरकार Ministry of Social Justice & Empowerment, Govt. of India

Foreword

The role of Local Level Committee is very significant in appointing legal guardians for the persons with Autism, Cerebral Palsy, Mental Retardation and Multiple Disabilities. The legal guardians appointed by the LLCs are to take care of all the needs of the persons with such disabilities like routine activity, health care, opening bank account etc. This ensures their social and legal rights.

Section 13 of the Act mandates National Trust to constitute a Local Level Committee (LLC) in every district with three members i.e. District Collector as Chairman, an NGO member (registered with National Trust) and a person with disability (Divyangjan). This committee is to appoint, monitor or remove a legal guardian.

The National Trust started its new scheme management system in November, 2015. All schemes are being processed through this online system with all aspects like receipt of proposal, approval and monitoring. Through this system the working of the National Trust has become transparent and answerable. The constitution of Local Level Committee, appointment of Legal Guardians, submission of quarterly reports etc. has also become online.

Two workshops were held in Delhi in the month of April, 2017 to explain the procedure and importance of new scheme management system and also about the role of the LLCs. Video conferences for some of the states were also organized where number of fully constituted LLCs and appointment of LGs were less. In spite of these two workshops, video conference etc. the functioning of local level committees has been very minimal.

These guidelines will help in understanding the online procedure of submitting application by the common man who wants to apply guardianship for his ward, covered under the National Trust disability and at NGO and Person with Disability (Divyangjan) level, after getting recommendation letter and opening of joint bank account, appointment / removal of legal guardians and submission of quarterly report by District Collector office.

We at the National Trust office hope that these guidelines on new online system will help the LLCs to take forward the objectives of the National Trust.

With best wishes,

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(Dr. Kamlesh Kumar Pandey)



National Trust

for the Welfare of Persons with Autism, Gerebral Palsy, Mental Retardation and Multiple Disabilities

राष्ट्रीय न्यास

स्वपरायणता, प्रमस्तिष्क घात, मानसिक मंदता एवं बहु निःशक्तताग्रस्त व्यक्तियों के कल्याण हेतू



Ministry of Social Justice & Empowerment, Govt. of India सामाजिक न्याय एवं अधिकारिता मंत्रालय, भारत संस्कार

22.9.2017

Mukesh Jain

Joint Secretary & Chief Executive Officer

मुकेश जैन

संयुक्त सचिव एवं मुख्य कार्यपालक अधिकारी

MESSAGE

Providing Legal Guardianship Certificate through the Local Level Committees(LLCs) is an important role of National Trust. During the discussons with the officials of State Governments and parents of persons with intellectual and developmental disabilities, it was realized that there is a lot of confusion regarding constitution and procedure of LLCs and issuance of Legal Guardianship Certificates.

National Trust organized a series of workshops and video conferencing for creating awareness amongst the district officials and the registered organizations for smooth and effective working of LLCs. To supplement these efforts, a booklet on LLCs has been created by the National Trust which will go a long way in dispelling any confusion or misunderstanding regarding the working of LLCs.

I hope the district officials and the Registered Organizations will find it useful.





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1. Objective of the Trust

As per Section (10) of The NT Act the objects of the Trust shall be-

- To enable and empower persons with disability to live as independently and as fully as possible within and as close to the community to which they belong;
- b) To strengthen facilities to provide support to
- c) Persons with disability to live within their own families;
- d) To extend support to registered organizations to provide need based services during period of crisis in the family of persons with disability;
- e) To deal with problems of persons with disability who do not have family support;
- f) To promote measures for the care and protection of persons with disability in the event of death of their parents or guardians;
- g) To evolve procedure for the appointment of guardians and trustees for persons with disability requiring such protection;
- To facilitate the realization of equal opportunities, protection of rights and full participation of persons with disability; and
- i) To do any other act which is incidental to the aforesaid objects?

2. What is Guardianship?

A guardian is a person who is appointed to look after another person or his property. He/ She assume the care and protection of the person for whom he/she is appointed as guardian.

2.1. Category of Guardianship

- (a) Natural Guardian It denotes the natural or biological parent of the child.
- **(b)** Court Appointed Guardian As per Indian Contract Act, 1872. And existing law of minority and guardianship it is open to any person (including parents and relatives) to submit an application to the district judge within whose jurisdiction the applicant person and the child is living. There is a Mental Health Act where the District Judge dispose off the application covered for mental illness.
- (c) Testamentary Guardian Under section 60 of the Indian Succession Act, 1925 it is open to a father of a minor to appoint a guardian of a minor by writing a "will" in which it may be indicated the a certain person may become the guardian of a minor in the event of the death of the father/mother.

3. Disability as a Ground for Legal Guardianship under the NTAct

Before the National Trust Act, 1999 there was no provision in the law for appointment of the guardian for adults who are Person with Autism, Cerebral Palsy, Mental Retardation and Multiple Disabilities.

The National Trust Act 1999 for the first time enable person with the above disabilities who have a guardian to represent him/her throughout their life.

At present the ambit of the above act covers only Autism, Cerebral Palsy, Mental Retardation and Multiple Disabilities.

3.1. Why legal guardian is necessary for Person with Disability

The National Trust disability person may require legal representation in several areas of life depending upon the facts and circumstances e.g. person may need physical, medical and social care and maintenance at all times in the course of day to day living:-

- (i) Guardianship may be needed for Loans and concessions from the National Handicapped Finance Development Corporation (NHFDC) and other Govt. Housing Schemes etc.
- (ii) State Govt. Disability Pension and being a ward of Central Govt./State Govt. Employee (Family Pension).
- (iii) Guardianship may be needed for managing investments and for opening bank accounts/banking transaction/post office account etc.

4. Local Level Committee

As per Section 13 (1) of the National Trust Act 1999, the Board shall constitute a Local Level Committee for such area as may be specified from time to time.

As per section 13(2) a local level committee shall consist of-

- An Officer of the Civil Service of the Union or of the State, not below the rank of a District Magistrate or a District Commissioner of a district;
- A Representative of a Registered Organization; and
- A Person with disability as defined in Clause (t) of Section 2 of the Persons with Disabilities (Equal Opportunities, Protection of Right & Full Participation) Act, 1995 (1 of 1996).

4.1. Members of LLC

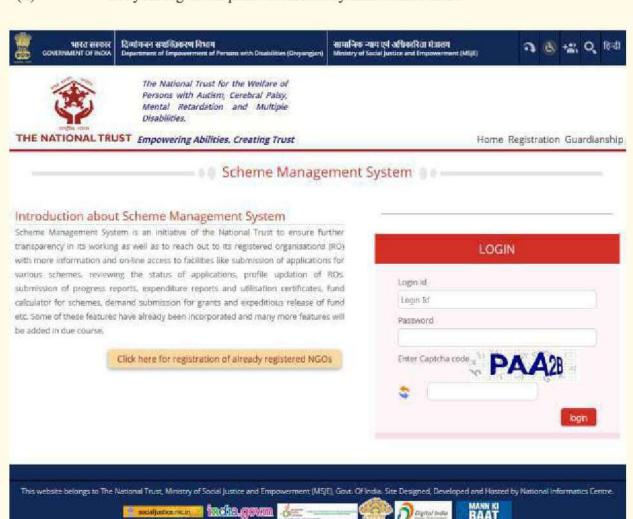
- (i) District Collector/Dy. Commissioner Chairperson
- (ii) NGO registered with National Trust Member
- (iii) Person with Disability Member
- (iv) Other specialists & parents can be co-opted if necessary

4.1.1. Role of LLC Chairperson

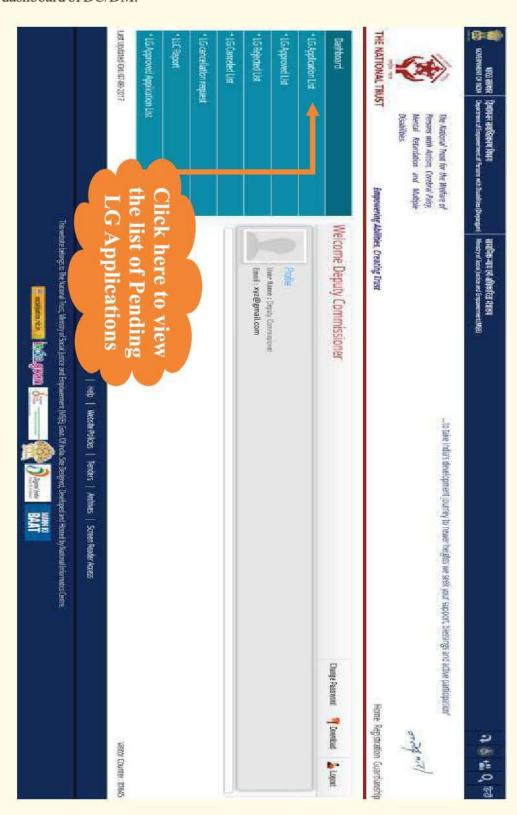
- Issue a Recommendation Letter to Registered Organization and PwD for the LLC membership.
- With the login id and password issued by the National Trust DC to check his/her dashboard for processing the LG application.
- DC/DM can call the LLC NGO/PwD for the disposing of the LG application.
- In case no LLC NGO/PwD is available in the district, DC/DM can alone take a decision on the LG application as the quorum for any meeting is 1/3rd as per NT Rule-10(1).
- While disposing the LG application DC/DM can also take the help of co-opted members i.e. civil surgeon, senior lawyer etc.
- The LLC Chairperson should submit online LLC quarterly report which is available on DC/DM dashboard by clicking on "LLC Quarterly Report".

4.1.2. Steps to be taken by DC/DM for Disposing of LG Application

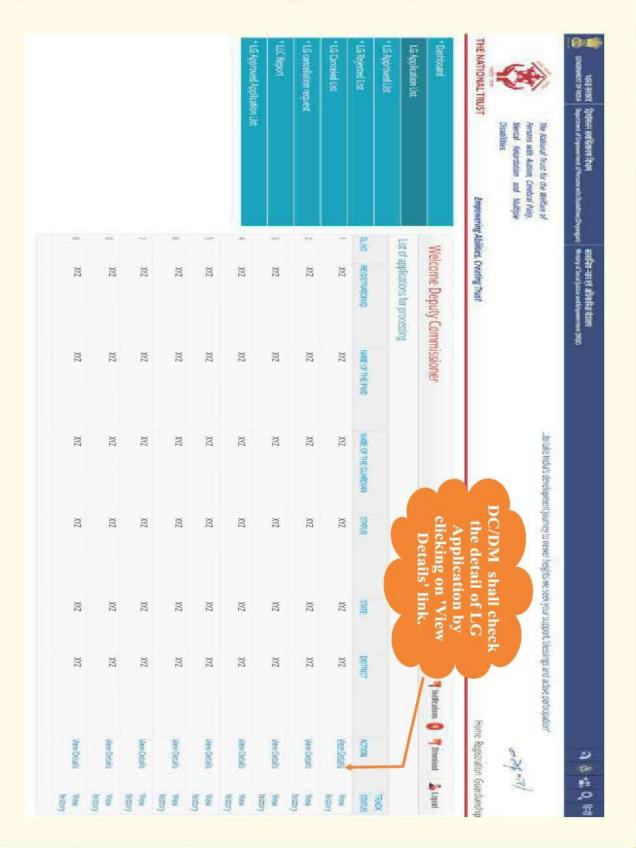
- (i) Go to the National Trust website by log IN http://www.thenationaltrust.gov.in/
- (ii) Use your log-in and password issued by the National Trust.



(iii) Click on the "LG Application List" which will show the list of applications available at the dashboard of DC/DM.



(iv) DC/DM shall check the details of the application by clicking on "View Details".

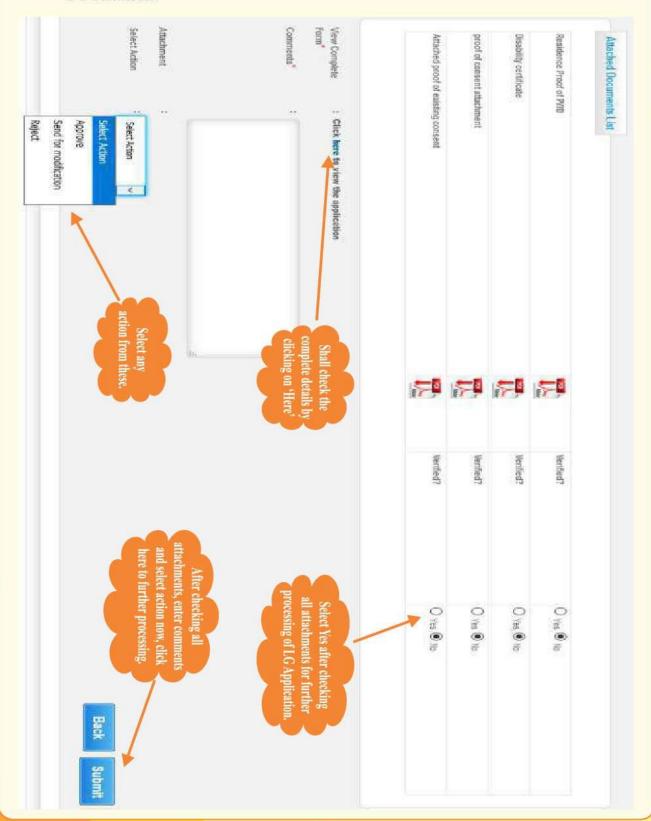


(v) DC/DM shall check all attachments of the application and after checking these select "Yes" option and for checking more details of the application click on "Click here to view the application"

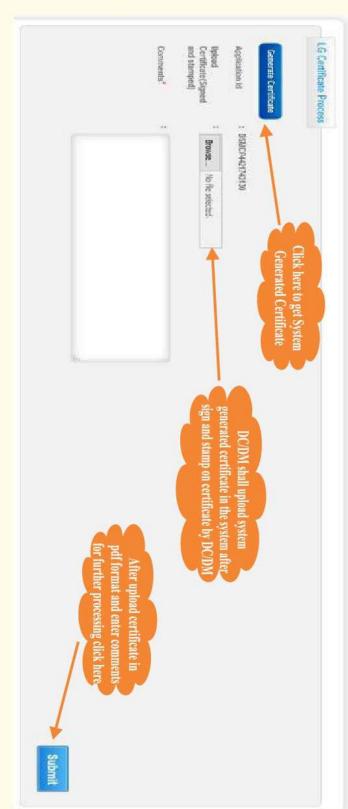


- (vi) After checking all details before taken any action record the comments in "comment box".
- (vii) DC/DM have three options i.e. "Approve, Reject and Send for modification". After selection click on "Submit" button.

(viii) If DC/DM satisfied with the content of the application and Approved then go to "Approved Application List" which is on left side of the DC/DM dashboard for getting system generated LG Certificate.



(ix) DC/DM shall click on "view/generate certificate" link for getting system generated LG Certificate.





(x) The system generated certificate should be downloaded by DC/DM office and DC/DM will sign on and affixed a rubber stamp and a dispatch number on the set certificate to be given by the office of DC/DM. The sets sign copy of the certificate has to be again uploaded in the system by again click on "view/generate certificate".



4.1.3. Role of Local Level Committee NGO Member

- If the RO is an LLC NGO member in the new Scheme Management System then few details
 of the LG Applicant will be available on the dashboard of LLC NGO member for
 scrutiny/verification of credential of the proposed guardian.
- The LLC NGO can do the home visit collect the information of the proposed guardian and give his comment in the online system comment box which will go to the dashboard of LLC Chairperson.
- LLC NGO can also remind to the office of LLC chairperson for holding the quarterly meeting as per NT act and help in disposal of online LG application.

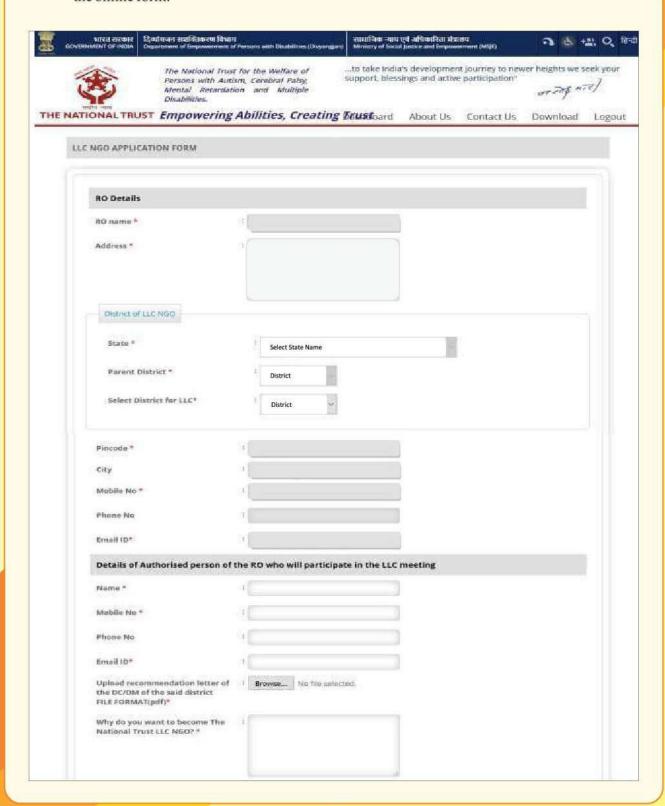
4.1.4. Steps to become Local Level Committee NGO Member

One form is to be submitted for one district (LLC) membership. If the RO wants to apply for more than one membership, it should obtain separate recommendation letter for those districts from the concerned District Collector and should fill separate form for every district.

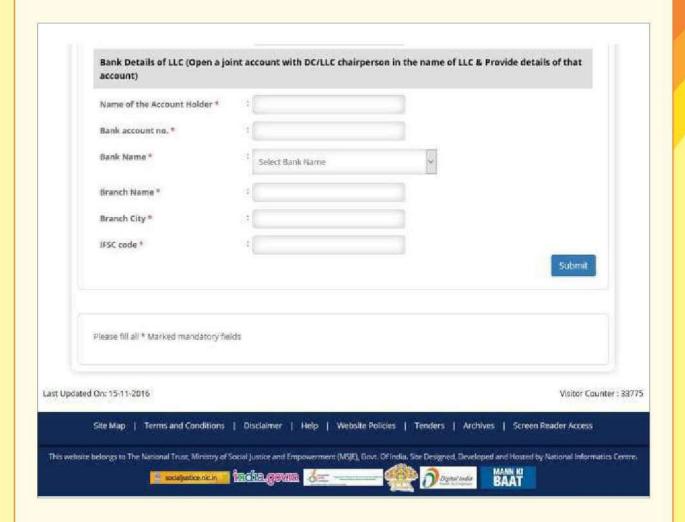
- (i) Go to the National Trust website by log IN http://www.thenationaltrust.gov.in/
- (ii) Use your log-in and password issued at the time of registration (Applicable only for RO).



- (iii) Fill the online form and upload the recommendation letter of DC/DM/LLC Chairperson.
- (iv) Fill the bank account details of Local Level Committee (no other details should be filled) in the online form.



(v) Click on submit button.



4.1.5. Format of Recommendation Letter for LLC NGO

- On the official stationary/ letter head of the DC/DM/Chairperson of the Local level committee.
- This letter should be addressed to the National Trust.
- 1. This is to inform that ----- (Name of the NGO registered with the National Trust) is a good organization and working in the National Trust Disability. I am recommending this registered organization to work as the member of the Local Level Committee.
- 2. The Name of the LLC Chairperson should be clearly mentioned along with the seal/Offical stamp, issuance of date etc.

4.1.6. Role of Local Level Committee PwD Member

- If there is LLC PwD member in the new Scheme Management System then few details of the LG Applicant will be available on the dashboard of LLC PwD member for scrutiny/verification of credential of the proposed guardian.
- The LLC PwD can do the home visit collect the information of the proposed guardian and give his comment in the online system comment box which will go to the dashboard of LLC Chairperson.
- LLC PwD can also remind to the office of LLC chairperson for holding the quarterly meeting as per NT act and help in disposal of online LG application.

4.1.7. Steps to become Local Level Committee PwD Member

First of all PwD who want to become LLC PwD member should optain a recommendation letter from the LLC Chairperson i.e. DC/DM.

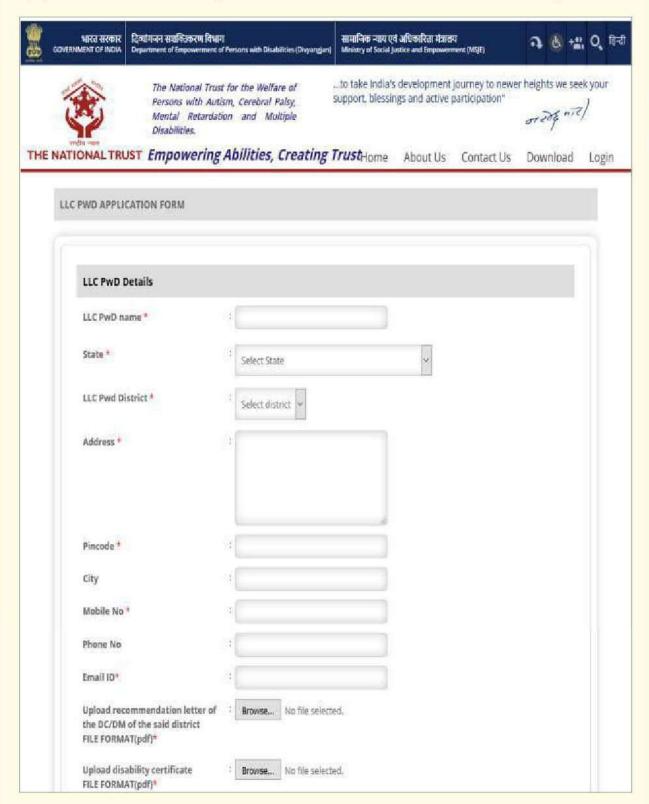
(i) Go to the National Trust website - http://www.thenationaltrust.gov.in/



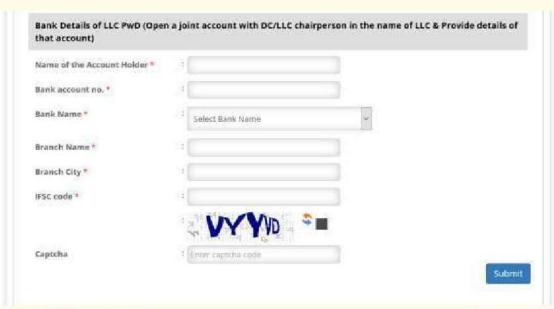
(ii) Click for Local Level Committee PwD Application.



(iii) Fill the online form and upload the recommendation letter of DC/DM/LLC Chairperson



(iv) Fill the bank account details Local Level Committee (no other details should be filled) in the online form.



4.1.8. Format of Recommendation Letter for LLC PWD

- On the official stationary/letter head of the DC/DM/Chairperson of the Local level committee.
- ☐ This letter should be addressed to the National Trust.
- (a) This is to inform that ---- (Name of the PwD with full address, telephone number and emailid etc.) as defined clause (t) of the PwD Act, 1995 is a good person and working in the National Trust Disability. I am recommending its name as the member of the Local Level Committee.
- (b) The Name of the LLC Chairperson should be clearly mentioned along with the seal/offical stamp, issuance of date etc.

4.2. Present Role of Local Level Committees – Statutory

- (a) Examines the need for Guardianship.
- (b) Finds suitable Guardian
- (c) Plans for care & Support
- (d) Acts on application of guardianship
- (e) Selection of guardian
- (f) Monitoring and Reporting
- (g) Removal of guardian (if necessary)
- (h) The decision of an LLC can be reviewed by the LLC itself or it can be challenged only in a Court of Law by way of writ jurisdiction.

4.3. General public/Applicant can apply for Legal Guardianship under the NTAct

Who may apply for Guardianship i.e. Applicant.

Section 11 of Regulations 2001 -

- Both the parents may jointly, or, in the event of the absence of one due to death, divorce, legal separation, desertion or conviction, may singly apply for guardianship of their or as the case may be his ward beyond the age of 18 years.
- In the event of death, desertion, conviction of both the parents, the siblings (including half
 and step siblings) jointly or singly (reason of single application to be explained separately)
 may apply for guardianship of a disabled member of the family.
- In the event of non-application of sub-regulation (1) and (2) above, a relative may make an application for guardianship.
- In the event of non-application of sub-regulation (1), (2) and (3), any registered organization may make an application for guardianship.
- The Local Level Committee may direct a registered organization to make an application for guardianship in case of a destitute or abandoned person.

4.3.1. Steps to follow while filling Legal Guardianship (LG) Form

- (i) Applicant go to national trust website http://www.thenationaltrust.gov.in
- (ii) Go to Home page 4th tile i.e. "Legal Guardianship (Process and information)" click on it for find Legal Guardianship form.



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Programme Schedule for 17th Annual General Meeting of National Trust to be held on 12th September, 2017 Notice For Registered Organization NEW

'Inclusive India Initiative'- Vision Document New













Click here to LG Application form (iii) Click on sidebar heading i.e. "Guardianship" which is on left side of the page for find Legal Guardianship form.



सामाजिक न्याय एवं अधिकारिता ग्रेत्रालय Ministry of Sacial Justice and Empowerment (MSJE)















Persons with Autism, Cerebral Palsy, Mental Retardation and Multiple The National Trust for the Welfare of

support blessings and active participation"

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 Associated Organisations NGO & SNAC Registration Graffitt Wall Donation Legal Guardianship Guide Me FAQE Guardianship Local Level Committee Local Level Committee Home » Legal Guardianship » Local Level Committee Introduction Local Level Committee PwD Form PDF As per section 13(2) a local level committee shall consist of-Click for Local Level Committee PwD Application Local Level Committee NGO Form PDF

- Commissioner of a district
 - As per Section 13 (1) of the National Trust Act 1999, the Board shall constitute a Local Level Committee for such area as may be specified from time to time.
- An Officer of the Civil Service of the Union or of the State, not below the rank of a District Magistrate or a District
- A Representative of a Registered Organization; and

Grievance Redressal & Feedback

Success Stories

Message from the Ministry

Protection of Right & Full Participation) Act, 1995 (1 of 1996) 3. A Person with disability as defined in Clause (I) of Section 2 of the Persons with Disabilities (Equal Opportunities,

Source- Section 13(1) and (2) of National Trust Act-1999

Trained caregivers

Registered Organisations, SNAE &

Aids and Assistive Devices Right To Information

Co-opted additional Members

LLCs have been advised to include following as co-opted members in addition to the statutory members to assist them





Disabilities, Mental Retardation and Multiple Persons with Autism, Cerebral Palsy, The National Trust for the Welfare of

support, blessings and active participation" ... to take India's development Journey to newer heights we seek your

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Grievance Redressal & Feedback

Aids and Assistive Devices Right To Information

Trained caregivers

Registered Organisations, SNAC &

News and Events

Guardianship

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Click for Legal Guardianship Application

Legal Guardianship Form PDF

What is Guardianship?

in law as incompetent to enter into contract with a person who is an adi unfit to take decisions for himself, which can be binding on him as regard minor for protecting the interests of the minor and his property. been considered unfit to represent himself except through his been the ground for appointment of guardians in all societies. This is due and mental deficiencies is unable to take care of himself or his property. From early times, the condition of minority has the person and the property of the ward. The occasion for taking care of all other person may be his minority that is, a protection of the person for whom he/she is appointed the guardian. The gu person who has not completed 18 years of age. It can also refer to guardi guardian is a person who is appointed to look after another person or his property. He or she assumes the care and guardian III. In all matters therefore, a minor has also A guardian takes decision on behalf of the o the fact that a minor person is considered others. Therefore, a minor person is treated mship of a person who because of physical ardian takes all legal decisions on behalf of

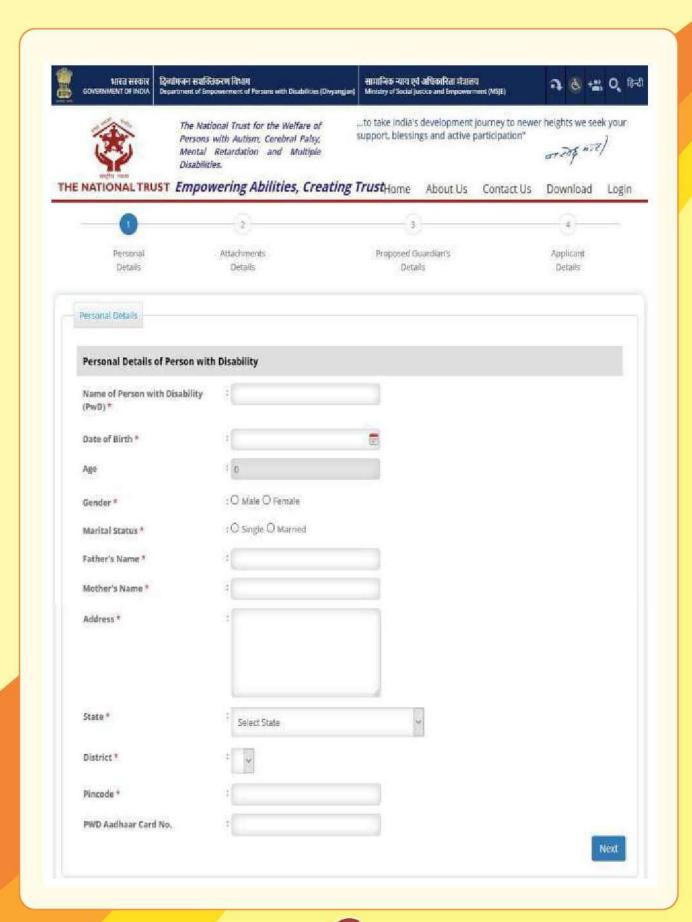
Source -Guardianship and Wards Act, 1890, Indian Contract Act-1872, Medial Health Act 1987

Special situation of persons with Autism, Cerebral Palsy, Mental Ret rdation and Multiple disabilities.

throughout their lives. However, in cases of cerebral palsy and multiple guardianship because of the availability of enabling mechanisms and/ or scientific facilitations which enable such they have acquired 18 years of age, they may not always be capable of r Persons with autism, cerebral palsy, mental retardation and multiple disabilities are in a special situation as even after persons to function with varying degrees of independence for their own betterment. Therefore, they may require someone disabilities, there may be a need for only limited lanaging their own lives or taking legal decisions represent their interests in the legal areas

\pplication form Click here to

- (v) Before start filling and opening LG form please see the left side the draft pdf form of the LG and arrange the documents accordingly and then start filling the LG form for applicant.
- (vi) Normally, applicant should have details/Scan copy of the following document before starting to fill up LG form and each document should not have more than 5 MB size and format of document should be pdf which is as under:-
- (a) Proof of Residence of PwD.
- (b) Disability Certificate issued by competent authority.
- (c) Details of Movable and immovable property of the PwD.
- (d) Combined photo of Proposed guardian with PwD.
- (e) Attach proof of consent.
- (f) Attach proof of residence of proposed guardian.
- (vii) Select following undertaking by the applicant that the proposed Guardian is:-
- (a) A citizen of india
- (b) Is not of unsound mind or is currently undergoing treatment for mental illness.
- (c) Does not have a history of criminal conviction.
- (d) Is not a destitute and dependent on others for his own living (proof of income source to be attached)
- (e) Has not been declared insolvent or bankrupt.
- (viii) Fill final page of the LG form which contains the details of Applicant (Proposed Guardian and PwD should be of same district/place).
- (ix) Before submitting please take a print out of the entire form and recheck complete details within 10 minutes and then immediately submit form.
- (x) After submission of the form whose print the applicant has already taken the system generated Application ID number and contact number of the LLC Chairperson i.e. DC/DM office will be available to the applicant. For future correspondence with this applicant id number.



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which the PwD has			Property (Select this option in ca the immovable property	se of No Immovable property) Other Information

roposed Guardian *	Individual or Both Guardian O Organisatio	n	
ase the proposed guardian is a pare	nt, then the name of the other parent mu	ist also be included.	
Individual or Both Guardian's D	etail		
Guardian's Name *	2		
Name of other parent	:		
Address *	*		
State *	Select State	~	
District-*	ž 😺		
Pin code *			
UID No	:		
AadhaaR Card No.			
Relationship of PwD with Proposed Guardian *	: O Parent () Relative () Registered	Organization () Any Other	
Email ID *	:		
Contact Details *			
If Any Other Email, please specify	1		
Combined photo of proposed guardians with PwD (jpg.png) *	3 Browse No file selected.		
Consent of the person proposed to be appointed Guardian. *	: O Yes O No		
Attach proof of consent *	2 Browse No file selected.		
Consent of the existing Guardian, if any *	: O Yes O No		
Attach proof of residence of proposed Guardian. *	Browse No file selected.		
Undertaking by the applicant that the proposed Guardian is:*	*		
A citizen of india			
\beth is not of unsound mind or is current	y undergoing treatment for mental illness.		
Does not have a history of criminal c	onviction.		
Is not a destitute and dependent on	others for his own living (proof of income so	urce to be attached)	

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Guardianship Application is normally required to be filed jointly by eithor both the Parents or all the siblings as the case may be. Please confirm whether this application is joint or not.*		Beation
Aadhaar Card No.		
UID No.	T.	
Contact No.*	1	
Address*	1	
Second Witness Name*	:	
Aadhaar Card No.	1	
Contact No*	1	
Address*	1	
First Witness Name*	#[
Tick the obligations for which Guardianship is to be given*		are Management of immovable property
Relationship of PwD with Applicant,*	: O Parent O Relative/relative ins O Any Other	sans related by blood,adoption,marriage) () Registered Organization
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Pincoda*	3	
District *	: []	
State *	Select State	×
Address*	:[
Name of Applicant *	4	

4.3.2. Steps to Download Legal Guardianship Certificate

After uploading LG certificate by DC/DM a system generated alert will go on email id of the applicant and applicant can download LG certificate by following steps:-

(i) Go to the National Trust website http://www.thenationaltrust.gov.in/

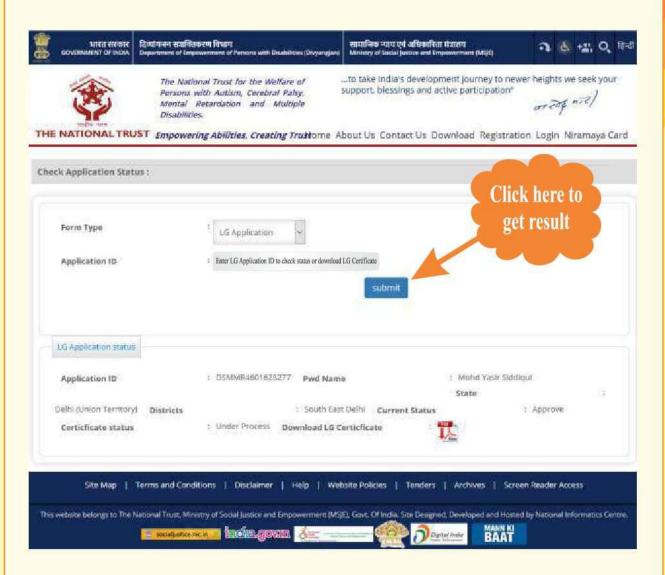


- (ii) Go to the Home page and click on "Login".
- (iii) Go to login page and click on "Registration".

(iv) After click on Registration some links will be visible on the page. One of them will be "LG/LLC PwD/LG Certificate Status" then a form will be display which contains Form Type and LG Application ID.



(v) The applicant should select "LG Application" in the list of Form Type and insert Application Id number in the application id field and submit it.



(vi) After submitting the form LG application status with certificate will be visible. For download LG certificate click on "PDF icon".

4.4. Frequently Asked Questions (FAQs)

4.4.1. FAQs on Legal Guardianship & LLC

Q1. Is it mandatory and absolutely necessary that a legal guardian be appointed for each person with disability?

Ans: Though it is not mandatory to apply for legal guardianship of a person with disability, since the National Trust Act, 1999 has made provision for such appointment it is always advantageous to apply for legal guardianship under the provisions of the said Act. Such occasion may arise when a person with disability has to deal with issues related to himself, his interests and his properties and since he/she may not always be able to take appropriate decisions in those respects, it would be in the best interests if represented by a legal guardian in such matters. Elaboration of Section 14(3) of NT Act read with Form B under National Trust Rules.

Q2. Does the Local Level Committee have any inherent powers as the Courts have?

Ans: A friend of a person with disability cannot apply for guardianship but he can be appointed as a guardian if a parent or a sibling or a relative recommends / applies for the appointment of such a person as legal guardian.

Elaboration of Section 14(1) of National Trust Act.

Q3. Can a society apply for guardianship of a person with disability?

Ans: Under Section 14(2) of the National Trust Act, 1999, it is open to a registered organization to be the Local Level Committee for appointment of a guardian for a person with disability. The registered organization may apply to a registered society, trust or association of persons who have been registered under Section 12 of the-National Trust Act by the Board. Such an organization must fulfil the criteria laid down for them to make such application.

Q4. Can a minor act as a guardian?

Ans: A "minor" is a person who has not completed 18 years of age. Such minor cannot act as guardian of a person with disability under the National Trust's Regulations.

Q5. Can an application for guardianship be made for a ward who lives abroad?

Ans: No. It would not be possible for a Local Level Committee to appoint a guardian who is living abroad since applicability of National Trust Act is the whole of India under Section 1(2) of the Act. As per Section 17(1)(iii)(a) of National Trust Rules the person whose name has been suggested for appointment as guardian should be a citizen of India. Further under the Trust's Regulation 12(6), both the guardian and the ward must be living within the jurisdiction of the Local Level Committee.

Q6 What is the position of a 'testamentary guardian' appointed under a 'Will'?

Ans: It is open to a parent to appoint a guardian for his minor child (who may also be a person with disability) under a 'Will' or other testamentary instrument. Where such testamentary guardian has been appointed there is intended to be the legal guardian under the National Trust Act. The LLC may take into consideration the facts and circumstances of the testamentary guardianship.

- Q7. Can separate guardians be appointed for the care of the person and for the care of the property of a person with disability?
- Ans: Yes, it is possible that guardians are appointed separately for the care of the person and for the care of the property of the person with disability. However, the Local Level Committee will look into all the facts and circumstances of the case before taking such a decision.
- Q8. Can a foreigner apply for guardianship?
- Ans: No, a person who is not a citizen of India cannot apply for guardianship of a person with disability in India under the Trust's Rules Section 17(1)(iii)(a).
- Q9. What will happen if the guardian is convicted by a court of law and sent to prison or develops serious incapacity to discharge his duties or develops interests adverse to that of the ward or leaves the district permanently or becomes bankrupt?
- Ans: In all of these circumstances, the guardian will be liable to be removed and the Local Level Committee will have to appoint another guardian. It may also place the ward in the charge of an eligible person or institution till a guardian is appointed on regular basis.

4.4.2. FAQs on scope of LLC with regard to Legal Guardianship

Q1. What is the jurisdiction of a Local Level Committee?

Ans: The territorial jurisdiction of a Local Level Committee is defined under Section 13(1) of the National Trust Act, 1999. The Local Level Committee may be constituted for such 'area' as may be specified by the Board from time to time. This area may be comprised of one or more districts. It is also open to the Board to alter the area specified by it, thus, the territorial jurisdiction of the Local Level Committee will extend over the area so specified by the Board. Applicants for guardianship and their wards will have to belong to those areas and be residing there.

Q2. Does the Local Level Committee have any inherent powers as the Courts have?

Ans: National Trust Act, 1999 has not bestowed any inherent powers to LLCs akin to those exercised by the courts. However, LLCs may reconsider and amend their own orders if they feel that the ends of justice have not been achieved through their earlier orders. This is possible as part of natural justice.

Q3. Can a Local Level Committee vary the powers of a guardian after appointing one?

Ans: The Local Level Committee can vary the powers of a guardian after having appointed him but this will depend upon the developments and the circumstances of a given case and should be properly illustrated.

Q4. Can the Local Level Committee ask for "security" from the proposed guardian to ensure that he fulfills his obligations?

Ans: A Local Level Committee can ask for security to be provided by a proposed guardian to ensure that the guardian will fulfill his obligations and in case of any breach thereof, the guardian will be liable to the Committee for a given sum of money. Normally, such security is given by way of guarantees/undertaking or bonds, which can be enforced.

Q5. Can a Local Level Committee appoint a guardian without any formal application before it?

Ans: Where a Local Level Committee finds that a guardian has to be appointed for a person with disability for whom no formal application for guardianship has been made, it may under Regulation 13(4) ask a registered organization to initiate the process of guardianship for such person. Such person may be a vagrant, destitute or an abandoned person with disability.

Q6. What about suits filed to restrain Local Level Committee from granting applications for guardianship?

Ans: A Local Level Committee will be bound by any restraint order passed by any Court restraining it from granting an application for guardianship. Until the restraint order is revoked, a Local Level Committee is not free to proceed further with the guardianship case and has to keep it in abeyance.

Q7. Since Local Level Committee has no powers of Court, will it have any power over third parties? Can it summon other persons or take evidence as courts can do?3

Ans: In order to consider applications for guardianship impartially and fairly, a Local Level Committee may call for other persons and take their evidence or hear them depending upon the facts and circumstances of the case. In the event a third person called by the Committee does not appear, it will have to do without the appearance of such person as it has no powers to enforce such presence. The Committee can also take affidavits by way of evidence from witnesses and applicants and allow cross-examination by objectors to guardianship applications.

Q8. How does Local Level Committee serve notice, as summons?

Ans: Though the Local Level Committee cannot issue a summons to a person as is the procedure of a regular court, it can send a letter requesting a person to appear before it, or produce any documents or tender evidence.

Q9. Can a Local Level Committee ask for production of the person with disability before it?

Ans: A Local Level Committee can ask for production of a person with disability before it in order to assess the needs of such person.

Q10. Can a Local Level Committee appoint a guardian for property outside its jurisdiction?

Ans: Yes, a Local Level Committee can appoint a guardian for managing property of a person with disability even if such property is outside its jurisdiction. However, it will have to be clarified by the Committee as to how the guardian will manage such property and submit reports and inventories to the Local Level Committee, which has appointed the guardian.

Q11. When there is a dispute about the property of a person with disability and there are other claimants, what can the Local Level Committee do?

Ans: It will be necessary for the Committee in cases of disputes between parties in regard to immovable properties to ask the contending parties to get the disputes over property resolved by a Civil Court of Law. Till then, appointment of guardian to manage the disputed property will have to be kept in abeyance.

Q12. When a Local Level Committee finds fraud or other offence against guardian, can it complain to the Area Magistrate for criminal action?

Ans: It is open to the Local Level Committee to complain to the area magistrate to take action if any act of criminal nature such as fraud, forgery, defalcation or breach of trust is discovered in a given case. Alternatively, the Committee can request the aggrieved person to institute such complaint and report to the Committee.

4.5. Actions to be taken by DC/DM Office in constitution /working of LLC

- Issue a recommendation letter in favor of NGO registered with National Trust saying "This is a good NGO and working in the field of disability and I recommend this NGO for Local Level Committee".
- 2. In case no NGO is registered in the district, find a good NGO working in the field of disability and motivate that NGO to get registered with the National Trust. After registration, give the NGO a recommendation letter for LLC NGO membership.
- Till then, DC office can recommend RO from the neighbouring district if the RO is willing to work as LLC NGO for that district. Issue Recommendation letter for that NGO also.
- 4. Find a suitable person with disability (Divyangjan) as per PwD Act and issue a recommendation letter to that person also as per the language given above.
- Open a joint bank account with NGO/PwD member in the name of "Local Level Committee –
 District name" and if there is no NGO/PwD member alone DC/DM can be signatory to run
 the "Local Level Committee District name" Account.
- Ask recommended NGO and PwD to fill online form for LLC membership. NGO can fill the
 online from with the login ID and password issued at the time of registration with National
 Trust. PwD can directly fill the form.
- 7. Bank account details of Local Level Committee are to be filled in the online form by both the recommended members i.e. NGO and PwD member.
- 8. Instruct your office to follow up with recommended NGO and PwD member if they have completed the formalities of online form.
- The proposed Guardian and person with disability (Divyangjan) should be of same district, not only for the smooth femalely of the system but it is physically & emotionally in the interest of PwD.

4.6 Funding Pattern for Local Level Committee

In view of changed scenario and demand of fund by the DC/DM office for smooth functioning of Local Level Committee to meet out expenses, the National Trust Board in its 74th meeting held on 23rd June, 2017 approved the funding pattern. The main contents are as under:-

- Rs.200/- per Legal Guardian appointed through the new Scheme Management System and after uploading the certificate
- 2. Rs.250/- for each quarter (Rs.1000/- for a year) to each LLC for online submission of Quarterly Reports in the prescribed format.
- 3. Rs.500/- for field visit/enquiry in each case for Legal Guardianship done by LLC NGO or PwD member as per need of the case and as per directions of LLC Chairperson after uploading the Guardianship Certificate in the new scheme management system.

The funds will be released in the Local Level Committee account only.

4.7 Contact Details

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