

### **Work allocated to HR-I&II and HR-III Section**

- (i) All Administrative matters pertaining to National Human Rights Commission (NHRC);
- (ii) Budget and Financial matters relating to NHRC i.e. release of grants etc;
- (iii) Appointment of Chairperson and Members of NHRC in terms of Section 3(2) of the PHR Act, 1993;
- (iv) Removal and Resignation of Chairperson and Members of NHRC;
- (v) Creation and abolition of posts in NHRC;
- (vi) Continuation of temporary posts in NHRC;
- (vii) Framing/ review/ revision of Recruitment Rules of NHRC officers & employees;
- (viii) Framing of rules regarding Salaries and Allowances and other terms of service and conditions of service of the Chairperson and Members of NHRC;
- (ix) The Protection of Human Rights Act, 1993 and framing of Rules there under;
- (x) Laying of Annual Reports and Annual Accounts of NHRC in Parliament;
- (xi) All Court cases relating to violation of Human Rights.
- (xii) Foreign deputation of NHRC Officials/Chairpersons/Members.
- (xiii) References of Human Rights violation pertaining to UN Special Rapporteurs on Torture & Extra Judicial, summary or Arbitrary Executing, working groups on enforced or Involuntary Disappearance received through PMI Geneva/MEA.
- (xiv) Reports of the Human Rights Organizations (Amnesty International, HRW/Asia, PHR etc.) and references received from Office of the United Nations High Commissioner for Human Rights (OHCHR).
- (xv) All complaints/references under 1503 Procedure (UN) received through Permanent Mission of India, Geneva.
- (xvi) Individual references received from various sources such as our Mission abroad, Human Rights Organizations, MPs, and PMO etc. on Human Rights Violations.
- (xvii) Coordination of references from National Human Rights Commission regarding allegations of violations of human rights.
- (xviii) Individual incidents requiring reports from State Governments.
- (xix) Policy vis-a-vis various International Human Rights groups/Organizations.
- (xx) Non-Governmental Organizations (national) and related activities in the field of Human Rights in India.
- (xxi) International Conferences on Human Rights.
- (xxii) Coordination activities relating to Human Rights training of security forces personnel.
- (xxiii) Prison reforms in so far as they relate to promotion of human rights of prisoners and prevention/checking violation of human rights prisoners
- (xxiv) Custodial Deaths
- (xxv) Miscellaneous Matters which includes Public Grievances, RTIs and Parliament Questions on the above mentioned subject.