

(k) have you been convicted of an offence involving moral turpitude and such conviction has not been reversed or he has not been granted full pardon in respect of such offence;
 ? Yes _____ No _____

(l) Have you served as a member or chairperson of a CWC or has served as a Social worker Member of the JJB? Yes _____ No _____ If yes, please explain (the position held and the period for which you held that position):

2] EDUCATION INFORMATION: (Please give details of your education track record (from High School to PG).

Sl. No:	Qualifications (Degree/PG) with specialization	Name of the College/ University.	Degree	Period (from -to)

[3] EMPLOYMENT HISTORY : (if applicable)[Give details of the last 3 postings (last 7 years whichever is more)]

Name of the Organisation	Position held / Designation	Period (from-to)	Address Phone: Email:	Job Responsibilities	Reasons for Leaving

Awards/Citations received: _____

Self Declaration:

I certify that the information furnished by me in this application is true and complete. I shall be liable for all civil/criminal action which may be initiated against me in the event of information now furnished if found to be false.

Signature _____

Date _____

Application Form

Position Applied For: Social Worker Member- JJB

Name of the District _____

(To be submitted to the District Welfare Officer of the district concerned)

[1] PERSONAL INFORMATION:

Name _____

Residential
Address: _____

Phone Number: _____ Mobile Number:

Email id: _____

(a) Sex: Female Male

(b) Date of Birth:

(c) Disability, if any:

(d) Have you been charge-sheeted, convicted of or pleaded guilty to an offence? Yes _____ No _____

If yes particulars thereof and present status: _____

(e) Have you been associated with any organization that has been blacklisted OR has been proved of financial fraud ? Yes _____ No _____

If yes, please explain:

(f) Are you holding a full-time occupation that may not allow the person to give necessary time to the work as of the JJ Board Social Worker /or the Chairperson/member Child Welfare Committee? Yes _____ No _____

(g) Are you associated with any Child Care Institution (CCI), directly or indirectly ? Yes _____ No _____ (if so please give details)

(h) Are you an office bearer in any political party? Yes _____ No _____

(i) have you declared insolvency ? Yes _____ No _____

(j) have you been found guilty of misuse of power vested on you under the Juvenile Justice Act in the past ? Yes_____ No_____

(k) have you been convicted of an offence involving moral turpitude and such conviction has not been reversed or he has not been granted full pardon in respect of such offence; ? Yes_____ No_____

(l) Have you served as a member or chairperson of a CWC or has served as a Social worker Member of the JJB? Yes_____ No___ If, Yes, please explain (the position held and the period for which you held that position):

2] EDUCATION INFORMATION: (Please give details of your education track record (from High School to PG).

Sl. No:	Qualifications (Degree/PG) with specialization	Name of the College/ University.	Degree	Period (from -to)

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Signature_____

Date_____

Eligibility Criteria and Criteria for Ineligibility

[1] Chairperson & Members (4) Members for the Child Welfare Committee (of whom at least one shall be a woman and another, an expert on the matters concerning children) for each District.

Name of the Position	Chairman & Members (4) Members for the Child Welfare Committee for each District
Job Chart /Responsibilities of the	Functions and responsibilities of the Committee shall include – (i) taking cognizance of and receiving the children produced before it; (ii) conducting inquiry on all issues relating to and affecting the safety and wellbeing of the children under this Act; (iii) directing the Child Welfare Officers or probation officers or District Child Protection Unit or non-governmental organisations to conduct social investigation and submit a report before the Committee; Procedure in relation to Committee. Powers of Committee. (iv) conducting inquiry for declaring fit persons for care of children in need of care and protection; (v) directing placement of a child in foster care; (vi) ensuring care, protection, appropriate rehabilitation or restoration of children in need of care and protection, based on the child's individual care plan and passing necessary directions to parents or guardians or fit persons or children's homes or fit facility in this regard; (vii) selecting registered institution for placement of each child requiring institutional support, based on the child's age, gender, disability and needs and keeping in mind the available capacity of the institution; (viii) conducting at least two inspection visits per month of residential facilities for children in need of care and protection and recommending action for improvement in quality of services to the District Child Protection Unit and the State Government; (ix) certifying the execution of the surrender deed by the parents and ensuring that they are given time to reconsider their decision as well as making all efforts to keep the family together; (x) ensuring that all efforts are made for restoration of abandoned or lost children to their families following due process, as may be prescribed; (xi) declaration of orphan, abandoned and surrendered child as legally free for adoption after due inquiry; (xii) taking suo motu cognizance of cases and reaching out to children in need of care and protection, who are not produced before the Committee, provided that such decision is taken

by at least three members;

(xiii) taking action for rehabilitation of sexually abused children who are reported as children in need of care and protection to the Committee by Special Juvenile Police Unit or local police, as the case may be, under the Protection of Children from Sexual Offences Act, 2012;

(xiv) dealing with cases referred by the Board under sub-section (2) of section 17;

(xv) co-ordinate with the police, labour department and other agencies involved in the care and protection of children with support of the District Child Protection Unit or the State Government;

(xvi) in case of a complaint of abuse of a child in any child care institution, the Committee shall conduct an inquiry and give directions to the police or the District Child Protection Unit or labour department or childline services, as the case may be;

(xvii) accessing appropriate legal services for children;

(xviii) such other functions and responsibilities, as may be prescribed

(As per Sec 30 – JJ Act-2015)

As per Rule : 16 (JJ Rules-2016). A visit to an existing Child Care Institution by the Committee shall be considered as a sitting of the Committee.

The Committee shall hold its sittings in the premises of a children's home or, at a place in proximity to the children's home or, at a suitable premises in any institution run under the Act for children in need of care and protection.

At least one member of the Committee shall always be available or accessible to take cognizance of any matter of emergency and issue necessary directions to the Special Juvenile Police Unit or local police of the district. For this purpose the Chairperson of the Committee shall draw up a monthly duty roster of the Committee members who shall be available and accessible every day, including on Sundays and holidays. The roster shall be circulated in advance to all the police stations, the Chief Judicial Magistrate/Chief Metropolitan Magistrate, the District Judge, the District Magistrate, the Board, the District Child Protection Unit and the Special Juvenile Police Unit.

The Committee shall sit on all working days for a minimum of six hours commensurate with the working hours of a magistrate court, unless the case pendency is less in a particular district and the State Government concerned issues an order

in this regard:

Additional Functions and Responsibilities of the Committee.- In addition to the functions and responsibilities of the Committee under section 30 of the Act, the Committee shall perform the following functions to achieve the objectives of the Act, namely:

(i) document and maintain detailed case record along with a case summary of every case dealt by the Committee in **Form 15**;

(ii) maintain a suggestion box or grievance redressal box at a prominent place in the premises of the Committee to encourage inputs from children and adults alike which shall be operated by the District Magistrate or his nominee;

(iii) ensure smooth functioning of Children's Committees in the Child Care Institutions for children in need of care and protection within its jurisdiction, for realising children's participation in the affairs and management of the said Child Care Institutions;

(iv) review the Children's Suggestion Book at least once a month;

(v) send quarterly information in **Form 16** about children in need of care and protection received by it to the District Magistrate with all relevant details on nature of disposal of cases, pending cases and reasons for such pendency;

(vi) wherever required, issue rehabilitation card in **Form 14** to children in need of care and protection to monitor their progress;

(vii) maintain the following records in a register:

(a) entries of the cases listed in a day and next date and the Committee shall prepare a daily cause list of the cases before it;

(b) entries and particulars of children brought before the Committee and details of the Child Care Institution where the children are placed or the address where the children are sent;

(c) execution of bonds;

(d) movement including visits to institutions;

(e) children declared legally free for adoption;

(f) children recommended for or placed in sponsorship;

(g) children placed in individual or group foster care;

(h) children transferred to or received from another Committee;

(i) children for whom follow up is to be done;

(j) children placed in after care;

(k) inspection record of the Committee;

(l) record of Minutes of the meetings of the Committee;

	<p>(m) correspondence received and sent;</p> <p>(n) any other record or register which the Committee may require.</p> <p>(viii) All information listed in clause (vii) of this rule may be digitised and a software may be developed by the State Government.</p>
Tenure	3 years
No. of positions available and the Remuneration for the services.	The CWC Chairman & Members shall be paid an amount Rs. 1500/- per sitting which shall include sitting allowance, travel allowance and any other allowance, as the State Government may prescribe.
Eligibility Criteria	<p><u>EDUCATION QUALIFICATIONS & EXPERIENCE:</u></p> <p>As per Sub Section (4) of Section 27 of Juvenile Justice Act, 2015:</p> <p>(i) Any person who has been actively involved / having a minimum of <u>seven years of experience of working with children in the field of education, health, or welfare activities, or should be a practicing professional with a degree in child psychology or psychiatry of social work or sociology or human development or in the field of law or a retired judicial officer.</u> (as per Rule 15 (3) of JJ Model Rules, 2015)</p>
Age Specification	35 years above but not more than 60 years
Criteria for Disqualification / Ineligibility:	<p><u>As per Rule 88 of the JJ Model Rules-2016 and the JJ Act-2015</u></p> <p>Any individual cannot be selected / does not qualify for selection if he/she</p> <p>(i) has been holding such full-time occupation that may not allow the person to give necessary time and attention to the work of the Board or the Committee as per the Act and rules;</p> <p>(ii) has been associated with any Child Care Institution (CCI), directly or indirectly, during his tenure as a member of the Board or Committee or have any other conflict of interest.</p> <p>(iii) holds any office in any political party during his tenure, or</p> <p>(iv) has been insolvent</p> <p>(v) has been found guilty of misuse of power vested on him under this Act;</p> <p>(vi) has been convicted of an offence involving moral turpitude and such conviction has not been reversed or he has not been granted full pardon in respect of such offence;</p> <p>(vii) No person shall be appointed for a period of more than 3 years as the member of the committee</p>

Eligibility Criteria and Criteria for Ineligibility

[2] JJB Social worker members (out of which one shall be a woman) for 10 erstwhile districts jurisdiction.

Name of the Position	JJB Social worker members (out of which one shall be a woman)
Job Chart /Responsibilities of the	<p>The functions and responsibilities of the Board shall include—</p> <p>(a) ensuring the informed participation of the child and the parent or guardian, in every step of the process;</p> <p>(b) ensuring that the child's rights are protected throughout the process of apprehending the child, inquiry, aftercare and rehabilitation;</p> <p>(c) ensuring availability of legal aid for the child through the legal services institutions;</p> <p>(d) wherever necessary the Board shall provide an interpreter or translator, having such qualifications, experience, and on payment of such fees as may be prescribed, to the child if he fails to understand the language used in the proceedings;</p> <p>(e) directing the Probation Officer, or in case a Probation Officer is not available to the Child Welfare Officer or a social worker, to undertake a social investigation into the case and submit a social investigation report within a period of fifteen days from the date of first production before the Board to ascertain the circumstances in which the alleged offence was committed; 14</p> <p>(f) adjudicate and dispose of cases of children in conflict with law in accordance with the process of inquiry specified in section 14;</p> <p>(g) transferring to the Committee, matters concerning the child alleged to be in conflict with law, stated to be in need of care and protection at any stage, thereby recognising that a child in conflict with law can also be a child in need of care simultaneously and there is a need for the Committee and the Board to be both involved;</p> <p>(h) disposing of the matter and passing a final order that includes an individual care plan for the child's rehabilitation, including follow up by the Probation Officer or the District Child Protection Unit or a member of a non-governmental organisation, as may be required;</p> <p>(i) conducting inquiry for declaring fit persons regarding care of children in conflict with law;</p> <p>(j) conducting at least one inspection visit every month of residential facilities for children in conflict with law and recommend action for improvement in quality of services to the District Child Protection Unit and the State Government;</p> <p>(k) order the police for registration of first information report for offences committed against any child in conflict with law, under this Act or any other law for the time being in force, on a complaint made in this regard;</p> <p>(l) order the police for registration of first</p>

information report for offences committed against any child in need of care and protection, under this Act or any other law for the time being in force, on a written complaint by a Committee in this regard;
(m) conducting regular inspection of jails meant for adults to check if any child is lodged in such jails and take immediate measures for transfer of such a child to the observation home; and
(n) any other function as may be prescribed.
[As per Sec 8 (3) of the JJ Act-2015]

As per Rule 6 (7) of the JJ Rules -2016

The Board shall sit on all working days for a minimum of six hours commensurate with the working hours of a Magistrate Court, unless the case pendency is less in a particular district and the State Government issues an order in this regard

(8) When the Board is not sitting, a child in conflict with law may be produced before an individual member of the Board. For the said purpose, one member of the Board shall always be available or accessible to take cognizance of any matter of emergency and necessary directions required to deal with the emergency situation shall be given by such member to the Special Juvenile Police Unit or the local police of the district. The Principal Magistrate shall draw up a monthly duty roster of the members who shall be so available and accessible every day, including on Sundays and holidays. The roster shall be circulated in advance to all the police stations, the Chief Judicial Magistrate/ Chief Metropolitan Magistrate, the District Judge, the District Magistrate, the Committees, the District Child Protection Unit and the Special Juvenile Police Unit.

As per Rule (7) JJ Rules-2016:

(v) inspect Child Care Institutions for children in conflict with law, issue directions in cases of any noticeable lapses, suggest improvements, seek compliance and recommend suitable action, including against any employee found in dereliction of duty to the District Child Protection Unit;
(vi) maintain a suggestion box or grievance redressal box in the premises of the Board at a prominent place to encourage inputs from children and adults alike which shall be operated by the nominee of the Principal Magistrate;
(vii) ensure smooth functioning of

	<p>Children's Committees in the Child Care Institutions for children in conflict with law, for realising children's participation in the affairs and management of such Child Care Institutions;</p> <p>(viii) review the Children's suggestion book at least once in a month;</p> <p>(ix) ensure that the Legal cum Probation Officer in the District Child Protection Unit and the State or District Legal Aid Services Authority extends free legal services to a child; and</p> <p>(x) deploy, if necessary, the services of student volunteers or non-governmental organisation volunteers for para-legal and other tasks such as contacting the parents of child in conflict with law and collecting relevant social and rehabilitative information about the child.</p>
Tenure	<p><u>3 years</u></p> <p>Term of Members of the Board. As per Rule 5(1) The term of the social worker member of the Board shall not be more than for a period of three years from the date of appointment.</p>
No. of positions available and Remuneration for the services.	<p>2 Social worker members per JJB (out of which one shall be a woman).</p> <p>The JJB Social worker members of shall be paid an amount Rs. 1500/- per sitting which shall include sitting allowance, travel allowance and any other allowance, as the State Government may prescribe.</p>
Eligibility Criteria	<p>Any person who has been actively involved in health, education, or welfare activities pertaining to children <u>for atleast seven years or a practicing professional with a degree in child psychology, psychiatry, sociology or law.</u></p>
Age Specification	<p>35 years above but not more than 60 years</p>
Criteria for Disqualification / Ineligibility:	<p>No person shall be eligible for selection as a member of the Board, if he—</p> <p>(i) has any past record of violation of human rights or child rights;</p> <p>(ii) has been convicted of an offence involving moral turpitude, and such conviction has not been reversed or has not been granted full pardon in respect of such offence;</p> <p>(iii) has been removed or dismissed from service of the Central Government or a State Government or an undertaking or corporation owned or controlled by the Central Government or a State Government;</p> <p>(iv) has ever indulged in child abuse or employment of child labour or any other violation of human rights or immoral act.</p> <p>(As per Sec 4:(3) (4) of the JJ Act-2015)</p>