

**GOA HUMAN RIGHTS COMMISSION**  
**FIRST FLOOR, OLD DIRECTORATE OF EDUCATION BUILDING,**  
**18<sup>th</sup> JUNE ROAD, PANAJI, GOA-403 001**

**Introduction:**

The Government of India by an Ordinance provided for the constitution of the National Human Rights Commission, the State Human Rights Commission in States and Human Rights Courts w.e.f. 28th September, 1993. This Ordinance was replaced by the Parliament of India by Act No.10 of 1994 on 8th January, 1994 by the Protection of Human Rights Act, 1993, which came into force retrospectively on 28th day of September, 1993. Accordingly, the National Human Rights Commission was constituted in the year 1993 and, thereafter, the States Human Rights Commission were constituted in several States.

The Goa Human Rights Commission was constituted under section 21 of the Protection of Human Rights Act, 1993 on 04/03/2011 by the State Government for better protection of human rights and matters incidental thereto. It is a statutory autonomous body which is intended to help and ensure that the public functionaries do not violate human rights of the aggrieved parties.

## **GOA HUMAN RIGHTS COMMISSION**

### **PARTICULARS OF ORGANISATION, FUNCTIONS AND DUTIES**

**Name of the office** :- Goa Human Rights Commission

**Address** :- FIRST FLOOR, OLD DIRECTORATE OF EDUCATION BUILDING, 18<sup>th</sup> JUNE ROAD, PANAJI, GOA-403 001.

#### **The Chairperson and Members-**

- |                       |                      |
|-----------------------|----------------------|
| 1. Acting Chairperson | Shri Desmond D'Costa |
| 2. Member             | Shri Pramod V. Kamat |

#### **FUNCTIONS:**

The Commission shall perform all or any of the following functions, namely:-

- (a) Inquire, suo motu or on a petition presented to it by a victim or any person on his behalf [or on a direction or order of any court], into complaint of
  - (i) violation of human rights or abetment thereof; or
  - (ii) negligence in the prevention of such violation, by a public servant;
- (b) intervene in any proceeding involving any allegation of violation of human rights pending before a court with the approval of such court;
- (c) visit, notwithstanding anything contained in any other law for the time being in force, any jail or other institution under the control of the State Government, where persons are detained or lodged for purposes of treatment, reformation or protection, for the study of the

living conditions of the inmates thereof and make recommendations thereon to the Government;

- (d) review the safeguards provided by or under the Constitution or any law for the time being in force for the protection of human rights and recommend measures for their effective implementation;
- (e) review the factors, including acts of terrorism that inhibit the enjoyment of human rights and recommend appropriate remedial measures;
- (f) undertake and promote research in the field of human rights;
- (g) spread human rights literacy among various sections of society and promote awareness of the safeguards available for the protection of these rights through publications, the media, seminars and other available means;
- (h) encourage the efforts of non-governmental organisations and institutions working in the field of human rights;
- (i) such other functions as it may consider necessary for the protection of human rights.

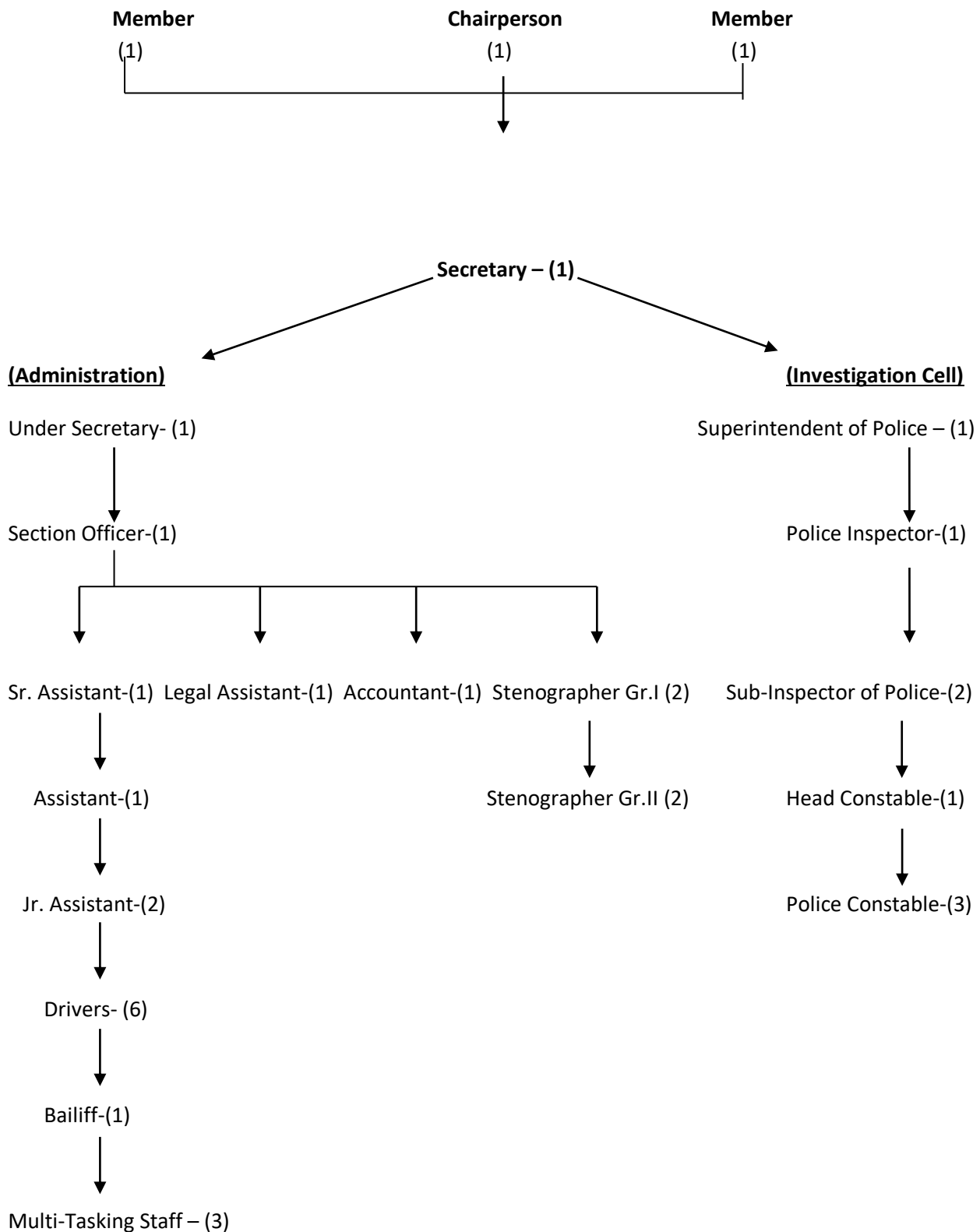
**Jurisdiction** – Within the State of Goa.

**Vision** – Transparent functioning to enable in achieving the goals envisaged.

**Objectives** – Fulfilling the mandate assigned in the Protection of Human Rights Act, 1993 and Goa Human Rights Commission (Procedure) Regulations, 2011.

**Physical Assets** - Office building and furniture provided by the State Government.

# ORGANIZATIONAL CHART OF THE GOA HUMAN RIGHTS COMMISSION



## **Powers and duties of Officers and employees**

<b>Sr. No.</b>	<b>Designation</b>	<b>Powers &amp; Duties</b>
1.	Chairperson & Members	General superintendence, direction and management of affairs of the Goa Human Rights Commission. To decide cases in respect of departments reserved for him and to preside over the full bench of the Commission.
2.	Secretary	Supervision over Administration
3.	Under Secretary	To assist the Secretary, D.D.O. of the office.
4.	Section Officer	To maintain all files and assist the Under Secretary

### Procedure for dealing with complaints or suo-motu action:-

Procedure for dealing with Complaints. —

(1) Complaints may be made to the Commission in Konkani, Marathi, Hindi or English. However, the Commission may entertain complaints in other languages in its discretion.

(2) No fee shall be chargeable on such complaints.

(3) The complaint should disclose all facts relevant to the matter complained against. The Commission may, if necessary, call for further information and may direct affidavits to be filed in support of the allegations, whenever considered necessary.

(4) The Commission, may in its discretion, entertain complaints conveyed through email or fax, followed by confirmation by the complainant.

Complaints not ordinarily entertainable— The Commission may not entertain complaints,—

(a) which are vague or anonymous or pseudonymous or trivial or frivolous in nature;

(b) which are pending before any other Commission;

(c) which raise dispute of civil nature, such as property rights or contractual obligations;

(d) which relate to service matters or industrial disputes; (e) which are not against any public servant;

(f) which do not make out any specific violation of human rights;

(g) which are covered by a judicial verdict or decision of the Commission;

(h) which are outside the purview of the Commission.

Procedure regarding complaints.— (1) The complaints shall be entered in a Register in seriatim and a proceeding number shall be allotted to the same.

(2) Every complaint shall be placed before the Commission with utmost expedition. The complaints, which require urgent consideration, shall be placed before the Commission immediately.

(3) All complaints relating to custodial death, custodial torture, custodial rape, illegal detention shall be normally heard by a Division Bench of the Commission, while the cases of other types shall be placed before a Single Bench unless otherwise directed by the Chairperson keeping in view the nature of a particular case. A Single or Division Bench, as the case may be, refer a case pending before it to Division Bench or Full Bench respectively for reasons to be recorded by it. The Chairperson may place any matter before a Division Bench or Full Bench in his discretion.

(4) The Commission may ask the parties to tender evidence on affidavits. The Commission may allow further examination and cross- -

examination of the person whose evidence has been tendered on affidavit.  
(5) If any working day is declared as a holiday by the State Government, then the cases listed for that day should be taken up on the next working day.

Preliminary consideration, issue of notice, etc.— (1) If on consideration of the complaint, the Commission dismisses the complaint in limine, the said order shall be communicated to the complainant.

(2) If on consideration of the complaint or suo-motu the Commission admits or takes cognizance and directs issue of notice to any authority calling upon it to furnish information or report, a notice shall be issued, enclosing a copy of the complaint and the order of the Commission under the signature of the Secretary/Under-Secretary.

Recording of orders or proceedings.— Orders of the Commission shall be recorded in the order sheet. Orders, which are lengthy, may be recorded on separate sheets and appended to the order sheet.

Summons.— (a) The Commission may direct to issue summons in the manner prescribed in the code to—

(i) the Complainant or any other person on his behalf to afford him a personal hearing; or

(ii) any other person who, in the opinion of the Commission, should be heard for appropriate disposal of the matter before it; or

(iii) any person to cause production of records required by the Commission; or

(iv) any person to be examined as a witness; or

(v) any person whose conduct is inquired into by it; or

(vi) any person whose reputation, in the opinion of the Commission, is likely to be prejudicially affected.

(b) The case in which summons has been issued for personal appearance of a person shall be placed before the Commission on the date shown in the summons for

**Norms set for discharge of functions in GHRC**

As per the Protection of Human Rights Act, 1993 and the Goa Human Rights Commission (Procedure) Regulations, 2011.

**The rules/regulations/ instruction/ manuals/ records held in GSHRC for discharging is functions:-**

1. The Protection of Human Rights Act, 1993.
2. The Goa Human Rights Commission (Procedure) Regulations, 2011.
3. The manual of Office procedures and GFRS and other Goa Govt. rules for dealing with routine Adm. and Accounts work.

**Categories of Documents held by the Commission.**

Files.

**Directory of the officers & employees.**

<b>Sr. No.</b>	<b>Name</b>	<b>Designation</b>
1.	Shri Desmond D'Costa	Acting Chairperson
2.	Shri Pramod V. Kamat	Member
3.	Ms. Biju Naik	Secretary
4.	Shri Prakash Redkar	Under Secretary
5.	Shri Umesh N. Desai	Section Officer
6.	Shri Jolizio A. Vales	Accountant
7.	Smt. Mithila M. Gaonkar	Sr. Assistant
8.	Shri Nitesh Ambekar	Legal Assistant
9.	Ms. Sephora Noronha	Stenographer Grade-I
10.	Presently vacant	Stenographer Grade-I
11.	Shri Umesh Naik	Assistant
12.	Presently vacant	Stenographer Grade-II



13.	Presently vacant	Stenographer Grade-II
14.	Presently vacant	Jr. Assistant
15.	Presently vacant	Jr. Assistant
16.	Shri Pravin Palyekar	Bailiff
17.	Presently vacant	Driver
18.	Shri Khushalidas Shirodkar	Driver
19.	Shri Rajesh S. Chodankar	Driver
20.	Shri Shamsundar Pillai	Driver
21.	Shri Mariano Borkar	Driver
22.	Shri Rupesh Dalvi	Driver
23.	Shri Nitiraj S. Sawal	MTS
24.	Ms. Pooja T. Naik	MTS
25.	Presently vacant	MTS

**Investigation Cell, GHRC**

<b>Sr. No.</b>	<b>Name</b>	<b>Designation</b>
1.	Presently vacant	Superintendent of Police
2.	Presently vacant	Police Inspector
3.	Presently vacant	Police Sub-Inspector
4.	Presently vacant	Head Constable
5.	Presently vacant	Police Constable
6.	Presently vacant	Police Constable
7.	Presently vacant	Lady Police Constable

**Detail of Information available in electronic form**

Website:-

[goahumanrightscommission.goa.gov.in](http://goahumanrightscommission.goa.gov.in)

Shri Prakash Redkar, Under Secretary, GHRC,  
1<sup>st</sup> Floor, Old Directorate of Education Bldg.,  
18<sup>th</sup> June Road, PANAJI, GOA 403001.

Tel: 0832-2424031/32.

First Appellate Authority  
Ms. Biju Naik, Secretary, GHRC,  
1<sup>st</sup> Floor, Old Directorate of Education Bldg.,  
18<sup>th</sup> June Road, PANAJI, GOA 403001.

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