

Eligibility Criteria and Criteria for Ineligibility for the position of Member and Chairperson of CWC

Name of the Position	Chairman & Members for the Child Welfare Committee for each District
Job Chart /Responsibilities of the	<p>Functions and responsibilities of the Committee shall include —</p> <p>(i) taking cognizance of and receiving the children produced before it;</p> <p>(ii) conducting inquiry on all issues relating to and affecting the safety and wellbeing of the children under this Act;</p> <p>(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.</p> <p>(iv) conducting inquiry for declaring fit persons for care of children in need of care and protection;</p> <p>(v) directing placement of a child in foster care;</p> <p>(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;</p> <p>(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;</p> <p>(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;</p> <p>(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;</p> <p>(x) ensuring that all efforts are made for restoration of abandoned or lost children to their families following due process, as may be prescribed;</p> <p>(xi) declaration of orphan, abandoned and surrendered child</p>

	<p>as legally free for adoption after due inquiry;</p> <p>(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;</p> <p>(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;</p> <p>(xiv) dealing with cases referred by the Board under sub-section (2) of section 17 of JJ(C&P) Act, 2015.</p> <p>(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;</p> <p>(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;</p> <p>(xvii) accessing appropriate legal services for children;</p> <p>(xviii) such other functions and responsibilities, as may be prescribed</p> <p>(As per Sec 30 – JJ Act-2015)</p> <hr/> <p>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.</p> <p>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.</p> <p>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</p>
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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

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	<p>progress;</p> <p>(vii) maintain the following records in a register:</p> <p>(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;</p> <p>(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;</p> <p>(c) execution of bonds;</p> <p>(d) movement including visits to institutions;</p> <p>(e) children declared legally free for adoption;</p> <p>(f) children recommended for or placed in sponsorship;</p> <p>(g) children placed in individual or group foster care;</p> <p>(h) children transferred to or received from another Committee;</p> <p>(i) children for whom follow up is to be done;</p> <p>(j) children placed in after care;</p> <p>(k) inspection record of the Committee;</p> <p>(l) record of Minutes of the meetings of the Committee;</p> <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 digitized and a software may be developed by the State Government.</p>
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Tenure	Not more than a period of three years from the date of appointment				
No. of positions available	S 1	District	Chairperson	Member	Reserved for women out of (Col.3+4)
	1	2	3	4	5
	1.	West Tripura	01	04	01
	2.	Sepahijala	01	04	01
	3.	Khowai	01	04	01
	4.	South Tripura	01	04	01
	5.	Dhalai	00	02	00
	6.	North Tripura	00	01	00
	7.	Unakoti	00	00	00
	Total		04	19	04
Remuneration for the services	The CWC Chairman & Members shall be paid an amount Rs. 2000/- per sitting which shall include sitting allowance, travel allowance and any other allowance, as the State Government may prescribe.				
Eligibility Criteria	<u>EDUCATION QUALIFICATIONS & EXPERIENCE:</u> As per Sub Section (4) of Section 27 of Juvenile Justice (Care & protection of Children) Amendment Act, 2015: (i) Shall have a Degree in child psychology or psychiatry or law or social work or sociology or human health or education or human development or medicine or special education for differently abled children from any recognized University.				

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	<p style="text-align: center;">AND</p> <p>Has been actively involved in health, education or welfare activities pertaining to children for at least <u>seven years</u>.</p> <p style="text-align: center;">OR</p> <p>ii) Should be a <u>practicing professional</u> with a degree in Child psychology or Psychiatry or Law or Social work or Sociology or Human health or education or human development or special education for differently abled children.</p>
Age Specification	Shall be above the age of 35 years and not more than 65 years on the date of notification.
Criteria for Disqualification Ineligibility:	<p>A. A person to be selected as a Chairperson or Member of the Committee—</p> <p>i) should not have any past record of violation of human rights or child rights,</p> <p>ii) should not have been convicted of an offence involving moral turpitude and if such conviction has not been reversed or has not been granted full pardon in respect of such offence;</p> <p>iii) should not have been removed or dismissed from service of the Central Government or State Government or an undertaking or corporation owned or controlled by the Central Government or State Government,</p> <p>iv) should not have ever indulged in child abuse or employment of child labour or any other violation of human rights or immoral act;</p> <p>v) should not be part of management of a child care institution in a district;</p> <p>vi) should not be holding such full-time occupation that may not allow the person to give necessary time and attention to the work of the Board or Committee as per the Act and Rules.</p> <p>vi) should not hold any office in any political party during his/her tenure.</p> <p>vii) should not be insolvent.</p>

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B. A member of the Committee shall be eligible for appointment of **maximum of two terms**, which shall not be continuous. *Provided there is no bar for a member of a CWC to apply for the position of Chairperson of the CWC.*

C. The person applying for the post of the Chairperson or member of the Committee shall submit an undertaking in the application form (as prescribed in Form 49), certifying that the applicant is not barred by any of the conditions laid down in subsection 4A of section 27 of the Act.

D. A person associated with an organization receiving foreign contribution shall not be eligible to be a Chairperson or member of the Committee.

E. Any person working in the implementation of the Act in any Non Government Organisation or any organisation, performing such functions which may cause conflict of interest in discharge of their duties as the Chairperson or member of the Committee shall not be eligible for appointment as the Chairperson and member of the Committee.

Explanation: For the removal of doubt, it is hereby clarified that, this may include but is not limited to any of the following situations within the territorial jurisdiction of the Committee:

- (a) any family member is a member of any non-governmental organisation;
- (b) close relation is a member of any non-governmental organisation ;
- (c) dealing with cases of non-governmental organisations or persons working in a district for rescue and rehabilitation;
- (d) a person representing a person who runs a Child Care Institution or member of the Board or Trust of any non-governmental organisation.

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Eligibility Criteria and Criteria for Ineligibility

For JJB Social worker members

Name of the Position	JJB Social worker members
Job Chart /Responsibilities of Social worker member	<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>order the police for registration of first 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;</p> <p>(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</p> <p>(n) Any other function as may be prescribed. [As per Sec 8 (3) of the JJ Act-2015]</p> <p><u>As per Rule 6 (7) of the JJ Rules -2016</u></p> <p>i. 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.</p> <p>ii. 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.</p>
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	<p>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.</p> <p>As per Rule (7) JJ Rules-2016:</p> <p>(iii) 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;</p> <p>(iv) 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;</p> <p>(v) ensure smooth functioning of 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>(vi) review the Children's suggestion book at least once in a month;</p> <p>(vii) 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>iii. 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	Not more than a period of three years from the date of appointment.

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No. of positions available	Sl	District	Social Worker Member	Reserved for women out of (Col.6)
	1	2	6	7
	1.	West Tripura	02	01
	2.	Sepahijala	02	01
	3.	Khowai	02	01
	4.	South Tripura	02	01
	5.	Dhalai	02	01
	6.	North Tripura	00	00
	7.	Unakoti	01	01
	Total		11	06
Remuneration for the services	The JJB Social worker members of shall be paid an amount Rs. 2000/- per sitting which shall include sitting allowance, travel allowance and any other allowance, as the State Government may prescribe.			
Eligibility Criteria	<p>Shall be a practicing professional with a degree in the field of child psychology or psychiatry or sociology or law;</p> <p style="text-align: center;">OR</p> <p>Has been actively involved in health, education, or welfare activities pertaining to children for <u>at least seven year.</u></p>			
Age Specification	Shall not be less than 35 years of age and shall not more than 65 years of age as on the date of notification.			

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<p>Criteria for Disqualification / Ineligibility:</p>	<p>A) A person to be selected as a Social Worker Member of the Board –</p> <ul style="list-style-type: none"> i) should not have any past record of violation of human rights or child rights; ii) should not have been convicted of an offence involving moral turpitude and if such conviction has not been reversed or has not been granted full pardon in respect of such offence; iii) should not have been removed or dismissed from service of the Central Government or State Government or an undertaking or corporation owned or controlled by the Central Government or State Government; iv) should not have ever indulged in child abuse or employment of child labour or any other violation of human rights or immoral act; v) should not be holding such full-time occupation that may not allow the person to give necessary time and attention to the work of the Board or Committee as per the Act and Rules. vi) should not hold any office in any political party during his/her tenure. vii) should not be insolvent. viii) should not be associated with any Child care Institutions, directly or indirectly, during his tenure as a member of the Board or have any other conflict of interest ; <p>B) A social worker member of the Board shall be eligible for appointment of maximum of two terms.</p>
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FORM 49

[RULE 15(4A)]

**AFFIDAVIT BY THE PERSON APPLYING FOR CHAIRPERSON OR MEMBER
OF THE COMMITTEE**

I applying for the position of
Chairperson/Member of Child Welfare Committee
....., hereby certify that I am not barred by any of
the conditions laid down in Section 27(4A) of the Juvenile Justice (Care & Protection
of Children) Amendment Act, 2021, i.e.,

- (i) I do not have any past record of violation of human rights or child rights,
- (ii) I have not 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,
- (iii) I have not been removed or dismissed from service of the Government of India or State Government or an undertaking or corporation owned or controlled by the Government of India or State Government,
- (iv) I have never indulged in child abuse or employment of child labour or immoral act or any other violation of human rights or immoral acts, or
- (v) I am not part of management of a child care institution in a District.;

2. If found otherwise by the State Government, I shall be liable for punitive action.

(Signature of the person)

Name :

Date: