

Minutes of meeting of Secretary General, NHRC with Nodal Officers of States/UTs held on 27.04.2023 at 03:00 PM regarding online submission of reports/intimations by States/ UTs Authorities using HRCNet Portal (<https://hrcnet.nic.in>)

Shri Devendra Kumar Singh, Secretary General, NHRC has chaired a meeting on 27.04.2023 at 3:00 P.M with Nodal Officers (Human Rights) nominated in the offices of Chief Secretaries, Director Generals (Police) and Director Generals (Prisons) in States/UTs regarding online submission of Action Taken Reports/ Intimations of deaths in custody/ encounters using HRCNet Portal. NHRC Officers Shri Surajit Dey, Registrar(Law), Shri Srinivas Kammath, Joint Registrar(Law), Shri Indrajeet Kumar, DR(Law) and Shri Sanjeev Sharma, Senior Systems Analyst were also present in the meeting.

Shri Surajit Dey, Registrar(Law), NHRC welcomed the participants to the meeting for discussing the benefits of using HRCNet Portal for online submission of reports/ intimations and invited them to share the issues being faced by them in using it.

Shri Devendra Kumar Singh, Secretary General, NHRC in his opening remarks appreciated the efforts made by States/ UTs Officers for submitting more than 600 reports in short period of 3-4 days and for their participation in the meeting. He mentioned the problems being faced by the Commission and Authorities due to offline submission of reports/ intimations and how these can be addressed by switching over to online system.

Sh. Sanjeev Sharma, SSA made a presentation for explaining the steps to be taken by Authorities for uploading of ATRs/ Intimations and further creating user-ids for other offices in districts using HRCNet Portal. Mr. Sharma apprised the Nodal Officers that the Commission is sending its communications conveying the directions from email-id nhrc.india@nic.in and requested that due attention may be paid to emails received from this email-id.

2. During the meeting, Nodal Officers for Human Rights in States/ UTs presented the status of pending cases, reports

uploaded online, user-id availability and their views on the online reports submission system.

3. After the discussion following points were noted for action to be taken by Nodal Officers(HR) and officers of NHRC:

- i) If any Nodal Officer(HR) does not have User-id for using HRCNet Portal, then an email containing details (name, designation, official .nic/.gov email-id, mobile no., landline phone no., office address with pin code) may be sent at email-id ssa.nhrc@nic.in. IT Cell, NHRC will create login-id/password and inform through email.
- ii) User-ids for sub-ordinate offices may be created by respective Nodal Officers (HR) in the States/ Uts.
- iii) All Nodal Officers (HR) agreed to adopt the online system and assured that all pending reports will be uploaded very soon and user-ids for offices under them will also be created.
- iv) It was decided that from 01st May 2023, all reports and intimations will be submitted online by concerned authorities of States/ Uts.**
- v) Soft copy of presentation made in the meeting will be shared with Nodal Officers through email.
- vi) Provision may be made for uploading reports on cases closed by NHRC with directions to submit reports.
- vii) Technical issues such as garbled text and non-display of incident/ complaint will be resolved as and when pointed out.
- viii) As pointed out by some Nodal Officers, it was agreed that copies of communications conveying directions of the Commission to district authorities etc. will also be marked to the Nodal Officers.
- ix) It was decided that a review meeting with Nodal Officers (HR) may be scheduled after 01 month. In addition, a meeting also be scheduled within 01 week for Nodal Officers who have not attended the meeting on 27.04.2023 or attendance was by uninformed junior officials who could not present the status properly.

The Meeting ended with thanks to the chair.
