

GUIDELINES FOR SETTING UP OF TEMPORARY NIGHT SHELTER HOMES FOR SHELTER LESS PEOPLE IN GUWAHATI CITY AREA UNDER SOCIAL WELFARE DEPARTMENT IN PURSUANCE OF HON'BLE SUPREME COURT ORDER IN CASE WP (C) NO 196/200/PUCL-VS-UNION OF INDIA.

In order to ensure that no life is lost in the absence of night shelter and basic facilities there in, the Social Welfare Department in Govt. of Assam has notified the following premises as temporary night shelter home for persons in need in Guwahati city area :-


- 1) Yuva Niwas Santha, Narangi, Guwahati. (Accommodation of Men and women).
- 2) Indian Council for Child Welfare, Ambari, Guwahati. location-Rupnagar, near freedom fighter office.(Accommodation Women and Children).
- 3) Assam Sewa Samity, Gopinath Nagar, Guwahati-21.(Accommodation of 20 Nos of Men).
- 4) Snehalaya, Dhirenpara, Guwahati and Paltan Bazar K.B. Road (Drop in centre). (Accommodation of Children).
- 5) Eastern People Community Participation, Nawapara, Juripar, Six Mile, Guwahati.(Accommodation of Men).
- 6) North East Voluntary Association of Rural Development, Kahilipara, Dhakingaon, Guwahati-19 and Bagharbari Masjid Road, Satgaon, Guwahati.(Accommodation Men and Women).
- 7) Society for Socio Economic Development for Rural & Urban Community, Prag Academic Building, R.G. Baruah Road AIDC, Guwahati-24 (Proposed location, Jalukbari, Mouza Jalukbari, Guwahati.(Accommodation of Men).
8. Golaghat Nirman Mohila Gut (NGO), Branch Office at Barbari, Sachal VIP Road, Guwahati-22. (Accommodation of Women).

A BRIEF OUTLINES:-

1. The Social Welfare Department, in Govt. of Assam requested Health and Family Welfare Department, Assam Home Department, Guwahati Development Department, Director General of Police Guwahati, Municipality Corporation, Deputy Commissioner, Kamrup (Metro), Superintendent of Police Guwahati (Metro) and all officers in charge of the Police stations and Police out post of the city to keep strict vigil during the winter / rainy season after 8.00P.M. So that no shelter less people due to want of shelter have to pass the Night in the open air.
2. The Commissioner & Secretary; Health & Family Welfare Department, Assam has been requested to reserve 25 beds in the Guwahati Medical College & Hospital and Mahendra Mohan Choudhary Hospital Guwahati each for such shelterless sick persons.
3. The Deputy commissioner Kamrup (Metro); commissioner. G.M.C. are also been advised to take immediate necessary steps incase any person in need of night shelter is found/noticed ,he/she is to be immediately accommodated in the notified Night Shelter Home. The Deputy Commissioner Kamrup (Metro), Commissioner Guwahati Municipal Corporation and the chief Executive officer, G.M.D.A., Guwahati have also been instructed not to demolish any night shelter in existence in the Greater Guwahati area without approval of the Government.
4. All the concerned instrumentalities of the states and agencies are directed to co-operate and co-ordinate with each other to ensure that no life is lost in the absence of the night shelter.
5. The Accounts of the Night shelter Home shall have to be regularly audited by the Chartered Accountant or by the Director, Local audit, Finance Department Govt. of Assam. The auditor shall examine utilization certificate indicating the breakup of expenditure incurred during the period including the fact that the grant has been properly utilized for the purpose for which it was sanctioned.
6. Audited Accounts the (in original or photo copies attested by a Gazetted officer) in the form of income & expenditure, Receipt & payment and Balance sheet along with utilization certificate will have to be furnished to the Social Welfare Department within 1 month after closing of each financial year.
7. The Social Welfare Department Govt. of Assam, reserves the right to modify the outlines and conditions etc. for smooth functioning of the Temporary Night Shelter Homes and the same shall be binding on Homes concerned.
8. The night shelter Homes should maintain its accounts in a Nationalized/Scheduled Bank in the name & style of the Homes concerned. The accounts so maintained should be operated by jointly by two responsible office bearers.
9. Name & date of appointment of staffs (if any) should be submitted to the Director Social Welfare Assam.
10. The Homes will have to submit the list of such shelterless person who availed the benefits of night shelter homes in every month with details.

Following provisions should be there in every Temporary Night Shelter:-

1. The premises of Night Shelter should be well protected surrounded by boundary walls. There must be sign board in front of the Night Shelter premises indicating the name of the homes with address and phone number along with its accommodation capacities.
2. Immediately after arrival of the persons in need of Temporary Night Shelter, either lifted by the police/competent authority or voluntary arrival, their names along with the name & address, age, occupation etc. should be entered in the register maintained by the In-charge of the Night Shelter Home during night hours.
3. After necessary entry in the register, he/she should be given proper accommodation with basic facilities like bed and bed sheet with mattress, pillow with cover, mosquito net, quilt or rug (in winter season), Provision for fan(in summer season).
4. There must be sufficient provision for safe drinking water in each and every Night Shelter homes along with provision for hygienic latrine/urinal attached to the Night Shelter Homes where the persons in question are accommodated. There should also be provisions for required nos of bucket (medium size), mug, soap along with first-aid facilities.
5. In case of a sick person in need of Night Shelter, considering the gravity of illness, there should be provision for shifting him/her either to G.M.C. Hospital or M.M.C. Hospital or to any Govt. run nearest hospital. There should also be an attendant who will accompany the person to the hospital.
6. There must be separate provision for Male and Female in the Night Shelter Home along with separate provision for children, with a provision of watchman etc. In case of male ward a male watchman in case of female ward a female watchman. In case of child ward, watchman may be either male or female considering the necessity. This is required to avoid any security related incident.
7. Arrival and departure time with date, for persons in need of Temporary Night Shelter should invariably recorded in the concerned register. Once accommodated in the Temporary Night Shelter home, the person who avail the facilities, should not be allowed to leave the home in question without prior permission of the authority concerned of the Night Shelter Home during night time.
8. Before accommodating the person in the Night Shelter Home immediately after arrival, he or she should be properly frisked and in case, any doubt of his/her belongings arise, action should be taken as per law.
9. Any kind of Alcoholic beverages, intoxicated or any kind of such items should be strictly be prohibited in the Temporary Night Shelter Home,.
10. Campus of temporary night shelter home should invariably be Non-smoking & tobacco free zone.
11. Campus of night shelter home should be properly secured and protected area with boundary wall with a provision of Night watchmen.
12. NGO shall provide one meal from their own resource as and when required.


Director

Directorate of Social Welfare, Assam
Uzanbazar Guwahati-1.