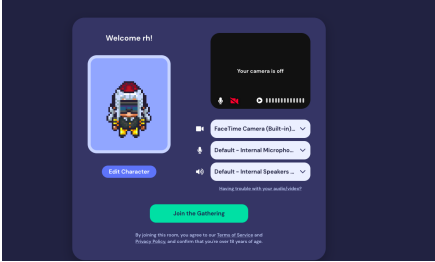

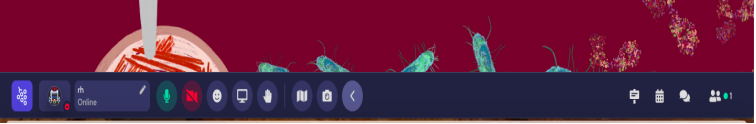
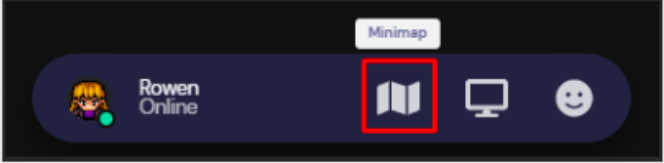


Gather.Town Basics & The Tool Kit

1. What do I need to get started?

All you need to join a Space and interact with others is a web browser, mic, and camera!

****Gather experience is better on Laptop/desktop with Google Chrome browser and headphones.**

Steps	Instructions	Picture Reference
1.	Click on the Gather.Town link provided by us which will open to the space. Choose your Avatars and join Gather	
2.	Use Arrow or letters WASD keys on your Keypad to move around	
3.	The Bottom of the page is your toolbar for audio and videos that you can personalize.	
4.	To view the Minimap on your toolbar , click the map icon located at the bottom center of your window.	

<p>5.</p>	<p>To <u>share your screen</u>, click the monitor icon located at the bottom center of your toolbar. To stop sharing your screen, click the monitor icon again.</p>	
<p>6.</p>	<p>On the Right bottom of your tool bar the <u>Participants icon</u> will show you a list of all the participants online! Click on your friends to follow them. **Please do not follow people uninvited</p>	
<p>7.</p>	<p>RETURN TO ENTRANCE: Occasionally there may be an issue with your current position due to map edits or other situations. The quickest way to resolve this is to try and <u>Respawn</u> to a entrance location of the exhibition. Select your name (the personal menu) in the toolbar, then select Respawn.</p>	

<p>8.</p>	<p>Open the Participants panel and search for the person you wish to locate. Select their name, and on their info card, select Locate on map. <i>(You can also open this info card by clicking on a person's name in their video preview.)</i></p>	
	<p>On the Keyboard</p> <p>Your audio and video connects to others as you approach them and fades out when you walk away.</p> <p>Press letter "x" to interact with glowing objects.</p> <p>Press letter "z" to dance!</p> <p>Press letter "g" to walk through people.</p>	 <p>Press letter "x" to interact with glowing objects.</p>

ENJOY!

ANNEXURE II

What Do You Do When You See An Incident Of Manual Scavenging?

Who is a manual scavenger as per the Prohibition of Employment As Manual Scavengers and Their Rehabilitation Act, 2013 ?

A “manual scavenger” is a person employed (either by an individual or organization) for directly handling (e.g.: manually cleaning, carrying, disposing) human excreta in either:

- an insanitary latrine,
- an open drain,
- a pit into which the human excreta from the insanitary latrines is disposed of,
- on a railway track or in such other spaces or premises, before the excreta fully decomposes.

Handling human excreta with or without gloves and other safety equipment is illegal. The process of handling excreta must be entirely mechanized as per the law.

What can you do on observing a person engaging in manual scavenging?

The employment of persons to do manual scavenging is illegal and the 2013 Act lists a number of authorities to whom complaints can be made. As of now the 2013 Act remains on paper. There are two things you need to do if you see manual scavenging being practiced.

- 1) File a written complaint before the jurisdictional police station and make sure an FIR is registered.

- 2) File a written complaint before all or as many of the authorities listed below . You may refer to the provisions mentioned in brackets below of the 2013 Act.
- The District Collector. (Section 19)
 - Inspectors (appointed under Section 20)
 - Vigilance Committee for each District (Appointed under Section 24 and the Chairperson District Collector)
 - State Monitoring Committee (Appointed under Section 26 and the Chairperson is Chief Minister, Social Welfare Secretary is Member Secretary)
 - Central Monitoring Committee (Appointed under Section 29 and the Chairperson is the Union Minister for Social Justice and Empowerment)
 - National Commission for Safai Karamcharis (given powers under Section 3)
 - State Commission for Safai Karamcharis (given powers under Section 32)
 - The Complaint should also be filed with the head of the Insitution in which the manual scavenging took place.

The addresses and emails of the above authorities will be available online. In case you find it difficult to send complaints, please contact the below mentioned civil society organisations.

The civil society organizations working on this include the following who can be contacted: **Kavalu Samithi on thamate2005@yahoo.co.in or obaleshkb@gmail.com; AICCTU on aicctu.karnataka@yahoo.co.in; PUCL-K through puclblr@gmail.com; Alternative Law Forum (ALF) on contact@altlawforum.org**

ANNEXURE III

A Sample Complaint Letter

Dated: 17.03.19

Dear Sir /Madam

**Subject : Incident of cleaning manhole
on the road near Koramangala Police Station**

I am Ms X, resident in Kormangala Bangalore. When I was on my way to work at 10 am in the morning on 17.03.19, I saw a person descending into a manhole on the road in front of Kormangala Police Station.

I immediately took a picture of this on my phone and have attached a print out of the same. (Annexure I)

I also made inquiry with the person who entered the manhole and he told me that his name was Y and that he was from K.R. Market, Bangalore and that he belonged to the SC community. He also said that he had been asked to go down the manhole by the management of Hotel Z which had found the drain blocked.

Going into a manhole is violative of Section 9 of the Manual Scavenging Act, 2013 as well as Section 3(j) of the Scheduled Caste and Scheduled Tribes (Prevention of Atrocities) Act, hence I request you to take immediate action against Hotel Z as well as ensure that Y is fully compensated as per the relevant law.

Warmly

X (Signature & Name)

(Address)

ANNEXURE IV

Filing an F.I.R

You can demand that the police register an FIR in all cases of manual scavenging based on your complaint under the Prohibition of Employment of Manual Scavengers and their Rehabilitation Act, 2013. It is the mandatory duty of the police to register an FIR under Section 9 of the Act.

Details FIR should have –

The FIR is based on your written complaint and hence your complaint should be as detailed as possible. You should insist that the FIR include the following details to ensure effective prosecution. You should ask for a copy of the FIR on registration.

1. Details of incident (place, date, time, description of what happened, name and address of victim)
2. Provisions of IPC, Prohibition of Employment as Manual Scavengers and their Rehabilitation Act, 2013 as well as SC/ST Atrocities Act where relevant.
3. Names of accused persons.

Details of provisions to be invoked in FIR:

1. FIRs should be filed in cases of deaths during manual scavenging under Section 304 of the IPC as well as Section 9 of the Prohibition of Employment as Manual Scavengers and their Rehabilitation Act, 2013. Section 9 is the punishment section for violation of Section 7, under which, 'any person local authority or agency which, 'engage or employ, either directly or indirectly, any person for hazardous cleaning of a sewer or septic tank'.

2. In case workers are injured, based upon the intention of the accused, FIRs should be registered under Section 307 for attempt to murder as well as Section 9 of the Prohibition of Employment As Manual Scavengers and Their Rehabilitation Act, 2013.
3. FIRs should also be registered against those who construct an insanitary latrine or directly or indirectly employ a “manual scavenger” under Section 8 of the Prohibition of Employment As Manual Scavengers and Their Rehabilitation Act, 2013.
4. If the worker belongs to the SC/ST community, the FIR should also invoke 3(j) of the Scheduled Caste and Scheduled Tribes (Prevention of Atrocities) Act, which defines as an offence making a member of the SC/ST community to do manual scavenging, or employing a member of the SC/ST community to do manual scavenging, or permitting a member of the SC/ST community to do manual scavenging.

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