



Legal Cell SOP

[Home](#) / [Manuals](#) / [Legal Cell SOP](#)

Version 1.0 | Effective 2026

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Manuals

-  [Membership Rule Book](#) >
-  [Election Rule Book](#) >
-  [State & District Chapter Manual](#) >
-  [HR & Administrative Manual](#) >

OFFICIAL LEGAL DIRECTORATE SOP

LEGAL CELL SOP

All India Digital Media Journalist & Content Creator Association (AIMJCCA)

Version: 1.0 | **Document Ref:** AIMJCCA/SOP/LEG-2026/07 | **Approved by:** National Legal Cell

SECTION 1

1. Purpose & Jurisdiction of Legal Cell

1.1 This Standard Operating Procedure (SOP) defines the operational guidelines, intervention protocols, emergency legal response, and advocate panel workflows for the National Legal Cell of AIDMJCCA.

1.2 The Legal Cell provides legal guidance, documentation support, institutional representation, and defense coordination exclusively to active, verified members who face wrongful harassment, frivolous FIRs, unlawful detention, or physical intimidation while discharging bona fide journalistic or content creation duties.

SECTION 2

2. Tiered Legal Support Mechanism

Legal assistance is categorized into four structured intervention levels based on case gravity:

Support Level	Nature of Incident	Intervention Provided	Response Window
Level 1: Advisory & Notice	Legal notice receipt, defamation threats, platform takedowns	Legal notice drafting, reply vetting, compliance advice	24–48 Hours
Level 2: Administrative Liaison	Police summons, ground harassment, credential denial	Formal representation to SP/DCP/DIPR, advocate guidance	Same Day (6–12 Hours)

-  Press ID & Verification Manual >
-  Training & Certification Manua >
-  Legal Cell SOP >
-  Branding & Logo Usage Manual >

Table of Contents

- Manuals
1. Purpose & Jurisdiction of Legal Cell
2. Tiered Legal Support Mechanism
3. Case Intake & Verification Protocol
4. Panel Advocate Onboarding & Legal Aid Fund
5. Media Trial & Public Statements Policy

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Support Level	Nature of Incident	Intervention Provided	Response Window
Level 3: Emergency Defense	Frivolous FIR, wrongful detention, equipment seizure	Bail assistance, on-ground panel advocate deployment	Immediate (1–2 Hours)
Level 4: Constitutional Writs	Press freedom violations, FIR quashing, PIL litigation	High Court / Supreme Court Section 482 / Article 226 Petitions	Council Approval Basis

SECTION 3

3. Case Intake & Verification Protocol

- **Submission via Member Portal:** Affected members must submit an emergency SOS or ticket with case documents (FIR copy, summons, notice, audio/video proof).
- **Fact-Checking Vetting:** The Legal Cell examines source materials, raw unedited footage, and published content to confirm that reporting complied with journalistic standards and truthfulness.
- **Conflict & Validity Check:** Active membership status, dues clearance, and absence of prior disciplinary suspension must be confirmed prior to allocation.

NON-ADMISSIBLE CASES (ZERO SUPPORT)



The Legal Cell will strictly deny assistance in cases involving: (a) Blackmail, extortion, or paid propaganda; (b) Communal disharmony or hate speech under relevant penal laws; (c) Personal property, marital, or commercial disputes unrelated to journalism; (d) Willful fake news creation.

SECTION 4**4. Panel Advocate Onboarding & Legal Aid Fund**

- **District Legal Panel:** Formation of pro bono and subsidized retainer legal panels comprising Bar Council registered advocates in every state capital and major district.
- **Legal Defense Corpus:** Creation of a dedicated emergency defense fund overseen by the National Treasurer to finance emergency bail filings for distressed ground journalists.
- **Direct Advocate Liaison:** The assigned panel advocate receives case summaries directly through the internal Legal CRM to avoid communication lag.

SECTION 5**5. Media Trial & Public Statements Policy**

5.1 Restraint on Sub-Judice Matters: Members undergoing trial must not publish provocative social media commentary that prejudices court proceedings or violates judicial decorum.

5.2 Official Legal Briefings: Only the Chief Legal Officer and the National President are authorized to address press conferences or publish legal communiqués regarding ongoing association litigations.



FOR ALL INDIA DIGITAL MEDIA JOURNALIST & CONTENT CREATOR ASSOCIATION (AIDMJCCA)

Rupesh Kumar Singh

National President

APPROVAL DATE

01 May 2026

Empowering and uniting India's digital journalists, content creators, and media professionals through legal protection, ethical standards, and community growth.



RESOURCES

- Constitution
- Code of Ethics
- Rules & Regulations (Bylaws)
- FAQs
- Privacy Policy
- Terms & Conditions
- Disclaimer & Grievance
- Refund Policy

MANUALS

- Membership Rule Book
- Election Rule Book
- State & District Chapter Manual
- Press ID & Verification Manual
- HR & Administrative Manual
- Training & Certification Manual
- Legal Cell SOP
- Branding & Logo Usage Manual

QUICK LINKS

- Home
- About
- Become Member
- Event
- Members
- Blog
- Press Releases
- Contact

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