



Government of India
Ministry of Communications & IT
National Institute of Communication Finance
Ghitorni, New Delhi-110047

No: 1-1/DG/ 'A' Circular /2015-NICF

Dated: 06.06.2016

09

To,

Jt. Secretary (Admn.), DoT HQ. New Delhi.
All Sr. DDsG/DDsG/Director/ADG in DoT (HQ).
JS&FA, DoP (HQ), Dak Bhawan, New Delhi.
DDG (Fin.), DoP HQ, New Delhi.
All Head of CCA Circles
All GM/DAPs

Sub: Workshop on "RTI – Capacity Building and Awareness Generation".

NICF will organize a workshop on "RTI – Capacity Building and Awareness Generation" as per the particulars given below:

Course No. : 03071617

Duration : 2 days

Period : 21/07/2016 to 22/07/2016

Venue : NICF, Ghitorni, New Delhi-110047.

Introduction:

The workshop intends to familiarize the participants with the issues relating to Right to Information Act 2005 i.e. Preamble, Definition, Access to RTI, Aims at e-governance, Role and duties of CPIO, Right to review, Time frames, information not falling under RTI Act, Guiding principles of disclosure, Appellate power, Appeal, Penalties & CIC, Case study and latest order w.r.t. RTI, Emerging issues in RTI.

Learning Objectives:

- After completion of the workshop, participants would be able to:
- Understand the concept of Right to Information and its spirit.
 - Explain Role and Duties of Public Information Officer.
 - Describe Obligation of Public Authorities towards information keeping and disclosure of information in Public Domain.
 - Know how to implement RTI Act & CIC Decisions in Government Departments.
 - Efficiently and effectively deal with RTI Cases received in the department.

Target Population:

5/c

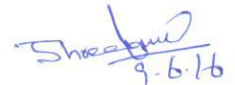
All CPIO/APIO/Appellate Authorities in DoT/DoP.

Last date of receipt of nominations : 14 /07 /2016
Course Director : Shri. Shree Ram
Contact phone numbers : 011-26502567 (O) 09868137795 (M)
Contact email id : nicfghitorni@gmail.com
Course coordinator : Shri S.C.Kapoor
9868135512 (M)
Co course coordinator : Shri R.K.Sabata
09868131138 (M)
Contact phone numbers : 011-26502567

- Head of CCA Circles/Postal units may kindly nominate suitable officers.
- The contact telephone numbers of the officers nominated must be mentioned in the nomination form to enable this office to contact the officer directly to convey information on last minute change of scheduled course if any.
- The officers nominated against the circular may be allowed to book their journey tickets.
- Officers may be requested to bring their copy of relieving order.
- All related correspondence may be sent to the course coordinator at the following address.

Shri S.C.Kapoor, Sr. Accounts Officer
O/o DG, NICF,
Mehrauli- Gurgaon Road, Ghitorni
New Delhi-110047

- NICF has arranged Hotel Africa Avenue in Delhi on payment basis by the participants. The controlling authorities are requested to sanction admissible TA advance to the officers nominated for this workshop. However participants are free to make their own arrangement.
- Transport:-All the participants are requested to make their own arrangement to reach the hotel from Airport/Railway station and vice versa.


9.6.16

(Shree Ram)
Director

Copy to:

- PPS to Secretary (T), Sanchar Bhawan, New Delhi.
- PPS to Member (Finance)/Member(S)/Member (T), Telecom Commission, Sanchar Bhawan, New Delhi.
- PSO to Adviser (Finance) Telecom Commission, Sanchar Bhawan, New Delhi.
- PPS to AS(T), DoT HQ, New Delhi.
- Sr. PPS to Administrator (USOF), DoT HQ, New Delhi.
- Director (Trg. Fin.), DoT HQ, New.
- Sh.P.P.Saha, Under Secretary, DoT HQ.



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NO. 1-7/DG/RTI CB & AG/2016/NICF

Dated: 18/07/2016

Corrigendum

Sub:-Workshop on "RTI-Capacity Building and Awareness Generation".

Kindly refer to this office A circular no 1-1/DG/'A' Circular / 2015 - NICF dated 09.06.2016 on the above subject.

1. The period for the above workshop may be read as 28.07.2016 to 29.07.2016 instead of 21.07.2016 to 22.07.2016.
2. The Target population may be read as All CPIO/APIO/Appellate Authority in DoT/DoP designated in the grade of Dy. Secretary, Dy.CCA and above instead of All CPIO/APIO/Appellate Authority in DoT/DoP.
3. All other contents will remain unchanged.

This issue with the approval of the competent authority.

S.C. Kapoor

18/7/16

(S.C. Kapoor)

Sr. Accounts Officer

Copy to:-

1. Jt. Secy. (Admn), DoT, HQ, New Delhi
2. All Sr.DDG/DDG/Director/ADG in DoT HQ
3. JS&FA, DoP HQ,/DDG(Fin)/DDG(PAF) DoP HQ,Dak Bhawan, New Delhi
4. All Heads of CCA Circles
5. All GM/DAPs.