

I/71393/2021

**GOVERNMENT OF TELANGANA
DEPARTMENT OF TECHNICAL EDUCATION**

**OFFICE OF THE
COMMISSIONER OF TECHNICAL EDUCATION
TELANGANA :: HYDERABAD**

Sub: Technical Education – T & P Section - Training Programme on **“Proactive Disclosure on Information under RTI Act”** from September and October, 2021 - Nominations called for- Reg.

Ref: Lr. No. T2/CPA/58/2021, Dt:03.08.2021 from the Director General (FAC), Dr. MCRHRDI, Hyderabad.

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Vide reference cited above, the Director General, (FAC), Dr.MCRHRDI, Hyderabad requested this office to send the nominations for the two days Physical Training (Optionally Residential) on “Proactive Disclosure on Information under RTI Act” from September and October, 2021 being conducted at Dr. MCRHRDI, Hyderabad.

S. No	Name of the Programme	Duration	Last date for submitting nomination to O/o CTE	Name of the Course coordinator	Level and type of Participants
1	Proactive Disclosure on Information under RTI Act	03.09.2021 to 04.09.2021 (Two days)	13.08.2021	Smt. K. Soumya Rani, Faculty, CPA Mobile: +91 9248032079 soumyarani@mcrhrdi.gov.in/rti.mcrhrdicpa@gmail.com,	State level (Secretariat Dept./HoDs/Corporations etc.): Officers who are connected with and responsible for preparation/updation of Information Handbook (Section 4(1)(b) Manual under RTI Act) of the respective Public Authority/PIO/APIO/ any other Officer looking after implantation of RTI Act.
2	Proactive Disclosure on Information under RTI Act	28.10.2021 to 29.10.2021 (Two days)	28.09.2021	Sri. Srinivas Madhav, Sr.Faculty, CPA. Mobile: +91 9247159343 srinivasmadhav@mcrhrdi.gov.in / rti.mcrhrdicpa@gmail.com	District Level: Head of the District administrative unit /PIO/APIO

In this connection, the Secretary, SBTET, Hyderabad, the O/o CTE, Hyderabad and the Principals of all Government Polytechnics are hereby informed to nominate -

- State level (Secretariat Dept./HoDs/Corporations etc.): Officers who are connected with and responsible for preparation/updation of Information Handbook (Section 4(1)(b) Manual under RTI Act) of

I/71393/2021

the respective Public Authority/PIO/APIO/any other Officer looking after implantation of RTI Act.

- District Level: Head of the District administrative unit /PIO/APIO

and forward the nominations for the Physical (Optionally Residential) training programme conducted by Dr.MCRHRDI, Hyderabad, on or before the dates mentioned above to this office through mail ID: adtrg.ts@gmail.com.

The receipt of this memo shall be acknowledged.

(This has approval of the CTE, Telangana, Hyderabad)

Encl: Annexure I & II

Signed by A Swamy

Date: 09-08-2021 11:19:12
For COMMISSIONER
Reason: Approved

To,
The Principals of all Government Polytechnics under
control of the Department of Technical Education, Hyderabad.
The Secretary, SBTET, T.S., Hyderabad.
The O/o Commissionerate of Technical Education, T.S., Hyderabad.



**Dr. MCR HUMAN RESOURCE DEVELOPMENT INSTITUTE OF TELANGANA
GOVERNMENT OF TELANGANA**

Road No.25, Jubilee Hills, Hyderabad - 500 033. Fax : 040 – 23557584

From
The Director General (FAC) &
Prl. Secretary to Govt.

To
All the District Collector & Magistrates,
Heads of Departments and
Secretariats of Telangana State

Letter No. T2/CPA/58/2021, dt:03.08.2021

Sir/Madam,

Sub: Dr MCRHRDIT – Centre for Public Administration – **Two day Workshops on “Proactive Disclosure of Information under RTI Act”** – Nominations invited – Regarding.

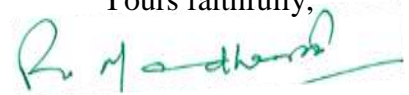
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You are well aware that a decade of the time has passed ever since the enactment of the “Right to Information Act”. The RTI Act has laid down certain obligations to Public Authorities, of them, preparation and updating of “Proactive Disclosure” of information under Section 4(1)(b) of the Act is top priority but which is not being complied by the Public Authorities in it’s true spirit. In this context, the Centre for Public Administration, Dr MCRHRDIT is organizing a series of two day Workshops on “**Proactive Disclosure of Information under RTI Act**”, sponsored by the Department of Personnel & Training, New Delhi under Annual Programme on ‘Improving Transparency and Accountability in Government through Effective Implementation of RTI Act’ for the year 2020-21, among them two Workshops are scheduled in the months of September & October, 2021, on the below mentioned dates:-

S.No.	Dates of the Programme	Course Coordinator	Contact details
1	03.09.2021 to 04.09.2021	Smt. K. Soumya Rani, Faculty, CPA	Mobile: +91 9248032079 soumyarani@mcrhrdi.gov.in/ rti.mcrhrdicpa@gmail.com
2	28.10.2021 to 29.10.2021	Sri Srinivas Madhav Sr. Faculty, CPA	Mobile: +91 9247159343 srinivasmadhav@mcrhrdi.gov.in / rti.mcrhrdicpa@gmail.com

2. The target group for the Workshop is the Officers who are connected with and are responsible for preparation / updation of Information Handbook (Section 4(1)(b) Manual under RTI Act) of the Department / administrative unit of the Department.
3. A brief information about the aim of the workshop, level of participants to be nominated and contact details of the Course Coordinator etc. are given at Annexure - I.
4. **We invite 2 to 3 nominations of officers from your Department / administrative unit of your Department at district level, as indicated in the Annexure – I, for attending the above mentioned workshop.** Nominations may please be sent in the prescribed form enclosed (Annexure II), by Post / e-mail, directly to the Course Coordinator. Early communication of nominations will facilitate this Institute to make the necessary pre-training arrangements.
5. This is **optionally residential programme**. Please indicate requirements of accommodation in the Institute's campus, in the nomination form enclosed. **Please arrange to nominate employees who are vaccinated with at least one dose.**
6. The nominated officers should not be relieved until “confirmation of nomination” is received from this Institute.

Yours faithfully,



(Dr Ravulapati Madhavi)

Assoc. Prof. of Law &
Head, Centre for Public Administration
for Director General

Encl : Annexure I & II

Dr. MCR HRD Institute of Telangana
Road No.25, Jubilee Hills, Hyderabad - 500033

Annexure - I

Programme Details

S.No.	Item of Programme	Details
1	Title of the Programme	Proactive Disclosure on Information under RTI Act
2	Duration	Two days
3	Dates	1. 03.09.2021 to 04.09.2021 2. 28.10.2021 to 29.10.2021
4	Aim	To equip the participants with knowledge and skills for review and updation of the Information Handbook (Section 4(1)(b) Manual under RTI Act) of the respective Department / administrative unit of the Dept.
5	Level and type of Participants	State level (Secretariat Dept. / HoDs / Corporations etc.) Officers who are connected with and are responsible for preparation / updation of Information Handbook (Section 4(1)(b) Manual under RTI Act) of the respective Public Authority/ PIO/ APIO/ any other Officer looking after implementation of RTI Act District level Head of the District administrative unit / PIO / APIO
6	Last date for receipt of nominations	1. 21.08.2021 (03.09.2021 to 04.09.2021) 2. 08.10.2021 (28.10.2021 to 29.10.2021)

Dr. MCR HRD Institute of Telangana
Road No.25, Jubilee Hills, Hyderabad - 500 033.

Annexure-II

Nomination Form

S.No.	Item	Details
1	Name of the officer nominated	
2	Date of Birth	
3	Designation in present post	
4	Cadre	
5	Academic qualifications	
6	Professional qualifications	
7	Contact details	Mobile No. e-mail ID
To be filled by the sponsoring authority		
Certified that		
a)	The particulars given above are correct	
b)	Due care has been taken about the training needs of the officer nominated with reference to his/her present/future duties vis-à-vis contents of the course	
c)	The officer, if nomination is confirmed, will be relieved on full time basis to attend the training programme.	
Address for communication to the Nominating authority		
	Name	
	Full postal Address	
	Landline No.	
	Fax No.	
	Mobile No.	
	E-mail ID	
Signature of Nominating Authority with Seal		
	Reference No. of the Nominating authority	