

**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 “**Right to Information Act**” scheduled from 02.09.2021 to 04.09.2021 - Nominations called for- Reg.

Ref: Lr. No. T2/CPA/57/2021, Dated: 04.08.2021 received 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 of the participants for three days Physical Training Program on “Right Information RTI Act” from 02.09.2021 to 04.09.2021 being conducted by Dr. MCRHRDI, Hyderabad.

S. No	Name of the Programme	Duration & Dates of the Programme	Last date for submitting nomination to O/o CTE	Name of the Course coordinator	Level and type of Participants
1	Right to Information Act	02.09.2021 to 04.09.2021 (Three days)	14.08.2021	Dr. K. Suresh Kumar, Jr. Faculty, Centre for Public Administration, Dr. MCRHRDI, Mobile: +919948119421, Email- sureshkumark@mcrhrdi.gov.in / rti.mcrhrdicpa@gmail.com	1 st Appellate Authorities/ Public Information Officers/Asst. Public Information Officers and other Offices who deal RTI matters

In this connection, the secretary, SBTET, Hyderabad, the O/o CTE, Hyderabad and all the Principals of Govt. Polytechnics of Telangana State are hereby informed to circulate the same among 1st Appellate Authorities/ Public Information Officers /Asst. Public Information Officers and other Officers who deal RTI matters and forward nominations for the above Physical Training Programme in the proforma enclosed to this office, to take further action in this matter. They may send the nomination to mail ID: adtrg.ts@gmail.com on or before 14.08.2021 in order to submit to Dr. MCRHRDI, Hyderabad on or before 21.08.2021.

The receipt of this memo shall be acknowledged.

(This has the approval of the CTE, Telangana)

Encl: Annexure I & II

Signed by A Swamy
Date: 11-08-2021 13:53:19
Reason: Approved
FOR COMMISSIONER

To,
The Principals of all Govt. Polytechnics under control
of Department of Technical Education, Telangana State.
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 Secretariat Departments,
Head of Departments
Telangana

Letter No. T2/CPA/57/2021, Date:04.08.2021

Sir/Madam,

Sub: Dr MCRHRDIT – Centre for Public Administration – Training Programmes on **Right to Information Act to 1st AAs/PIOs/APIOs/Staff of HoDs / Secretariat Departments in Hyd.** – from 02.09.2021 to 04.09.2021–Nominations invited – Regarding

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The Centre for Public Administration, Dr MCRHRDIT is organizing three day training programmes on “Right to Information Act”, sponsored by the Department of Personnel & Training, New Delhi under the Centrally Sponsored Scheme on RTI, is to be conducted from 02.09.2021 to 04.09.2021.

2. A brief information about the aim of the programme and level of participants to be nominated for the programme are given at Annexure - I.

3. The schedule of the Programme includes input on the topics, such as (a) Salient features of RTI Act; (b) Circulars / OMs / GOs / Instructions issued by Government on implementation of the Act; (c) Proactive Disclosure by Public authorities (d) Exemptions to RTI Act (e) Important Case law on RTI Act (f) Records Management in the context of effective implementation of RTI Act etc.

4. **We invite nominations of 1st Appellate Authorities / Public Information Officers / Asst. Public Information Officers / any other officer involved in implementation of RTI Act from your Department / Organization and Other Public authorities under the control of your Department for attending the above mentioned training programme.** You may send 1 or 2 nominations for the above mentioned training programme. Nominations may please be sent in the prescribed form enclosed (Annexure II), by Post / e-mail to the concerned Course Coordinators mentioned above. This is not a compulsory residential programme. However food and accommodation will be provided to the participants who wish to stay in campus. The Last date for receipt of nominations for each of the above mentioned training programmes are indicated in the Annexure - I. Early communication of nominations will facilitate this Institute to make the necessary pre-training arrangements. Please arrange to nominate employees who are **vaccinated** with at least one dose

5. **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	Right to Information Act
2	Duration	Three days
3	Dates	02.09.2021 to 04.09.2021
4	Aim	To equip the participants with knowledge and skills for effective implementation of RTI Act
5	Level and type of Participants	1 st Appellate Authorities / Public Information Officers / Asst. Public Information Officers and other Officers who deal RTI matters
6	Last date for receipt of nominations	21.08.2021
7	Contact Details of Course Coordinators	Dr. K. Suresh Kumar Jr. Faculty, Centre for Public Administration, Dr MCRHRDIT Mobile: Ph: +91 99481 19421 sureshkumark@mcrhrdi.gov.in / rti.mcrhrdicpa@gmail.com

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	