

फा.सं / FILE NO:A-33039/1/2016-RTI

भारत सरकार / GOVERNMENT OF INDIA

सचिवालय प्रशिक्षण तथा

प्रबन्ध संस्थान

INSTITUTE OF SECRETARIAT TRAINING & MANAGEMENT

(आईएसओ 9001:2008 संस्था / AN ISO 9001:2008 INSTITUTION)

कार्मिक एवं प्रशिक्षण

विभाग / DEPARTMENT OF PERSONNEL & TRAINING

प्रशासनिक ब्लॉक, ज.ने.वि.

परिसर (पुराना) / ADMINISTRATIVE BLOCK, JNU CAMPUS (OLD),

ओलोफ पाल्मे मार्ग, नई

दिल्ली - 110067/ OLOF PALME MARG, NEW DELHI – 110067

दूरभाष / TELEPHONE - 011- 26103392 ;

टेलीफैक्स / FAX - 011-26104183

दिनांक / Date: 16th January, 2017

To

1. All Ministries/Departments of the Govt. of India
2. All Attached Office of the Govt. of India
3. The Comptroller and Auditor General of India, New Delhi
4. All Union Territory Administrations
5. All Subordinate Offices of the Govt. of India.
6. All Autonomous Bodes/PSUs

Subject: One-Day Seminar on Right to Information Act, 2005 on

27/03/2017.

Sir/Madam,

I am directed to refer to ISTM's circular of even number dated 15th June 2016 inviting the nominations of eligible officers for One Day Seminar on RTI 2005. The details of the seminar Eligibility requirements and facilities available were given at Annexure I attached with this circular. Subsequently the above 8th Seminar was rescheduled on 26th September 2016 a later on for 17th October 2016 vide ISTM's circular of even number dated 1st September 2016.

2. Due to administrative reasons the above Seminar has been rescheduled and merged with the 9th Seminar. Accordingly, the rescheduled 8th and 9th Seminar on Right to Information 2005 will now be held on 27th March 2017 and the last date of receipt of nomination stands extended to 24th February 2017.

3. All other terms and conditions mentioned in this Institutes letter of even no. dated 15th June, 2016 will remain same. However, a copy of the same is attached.

Yours faithfully,

(H.Govind)
Deputy Director and Course Director

ANNEXURE-I

THE INSTITUTE

Established in 1948, ISTM is a premier training institute under the administrative control of the Ministry of Personnel, Public Grievances and Pensions (Department of Personnel & Training) Government of India, and a lead resource center in the country for strengthening professional capabilities of civil servants. It has been imparting training to officers of Central Government, State Government, Public Sector Undertakings and Autonomous Bodies etc. As partner to reforms in governance, ISTM endeavors to conduct training courses in the emerging areas for capacity building. Since the enactment of the Right to Information Act 2005, ISTM is involved in the area of Right to Information. Considering its importance, ISTM has so far organized more than 60 workshops on Right to Information, for Appellate Authorities, PIOs and Trainer Development Programmes in RTI. ISTM faculty have developed a very strong knowledge base in the area of Right to Information.

THE BACKGROUND

The Seminar has been designed in pursuance of the recommendations of the Administrative Reforms Commission that all government functionaries should be imparted minimum of one-day training on RTI within a year. The aim of the course is to generate awareness about the various provisions of RTI and to enable the government functionaries to delineate their role in the effective implementation of the Act.

LEVEL OF PARTICIPANTS

The course is intended for officers of the level of Section Officers and above of Ministries/ Departments and their Attached and Sub-ordinate offices, Autonomous Bodies and PSUs.

COURSE CONTENTS

The Seminar has been designed in such a way that each Section of the Act is critically examined to impart complete understanding of the law; and issues relating to the implementation of the Act will be discussed in detail.

METHODOLOGY

The course will be highly interactive and participative in nature. The methodology involves inputs and discussion.

HOSTEL ACCOMMODATION

FOR THE OUTSTATION PARTICIPANTS THE INSTITUTE HAS MODEST HOSTEL FACILITIES ON "FIRST-COME-FIRST-SERVED" BASIS AT HOSTEL BLOCK NO. 1, OLD JNU CAMPUS, ENTRANCE FROM NEW MEHRAULI ROAD, NEW DELHI. Family members of the participants are NOT allowed to stay in the hostel with the participants. For details relating to the tariff and availability of accommodation at the ISTM Hostel, the participants may contact Hostel Warden at the address given below:-

SHRI PARVEEN PRAKASH AMBASHTA DEPUTY DIRECTOR INSTITUTE OF SECRETARIAT
TRAINING AND MANAGEMENT, DEPARTMENT OF PERSONNEL AND TRAINING,
HOSTEL BLOCK NO.1, OLD JNU CAMPUS, OLOF PALME MARG, NEW DELHI – 110 067.

TEL: (011) – 26185316/ FAX- 011-26104188

NOMINATION

Hard copies of nomination forms in the prescribed format duly completed and signed by the Sponsoring Authority should reach the concerned course coordinator at the following addresses:

SH. H.GOVIND
DEPUTY DIRECTOR
INSTITUTE OF SECRETARIAT TRAINING & MANAGEMENT
ROOM NO. 107, ADMINISTRATIVE BLOCK, JNU CAMPUS (OLD),
OLOF PALME MARG, NEW DELHI-110067

The Fax No., Telephone Number and Complete address of the Sponsoring Authority (including PIN Code) may also please be furnished for facility of communication. Candidates whose nominations are accepted by Institute of Secretariat Training & Management will be informed accordingly. LAST DATE FOR RECEIPT OF NOMINATIONS IS 24TH FEBRUARY 2017.