



मौलाना आज़ाद राष्ट्रीय प्रौद्योगिकी संस्थान, भोपाल- 462003
(शिक्षा मंत्रालय, भारत सरकार के अधीन राष्ट्रीय महत्व का संस्थान)
MAULANA AZAD NATIONAL INSTITUTE OF TECHNOLOGY, BHOPAL- 462003
(An Institute of National importance under Ministry of Education, Govt. of India)

No. Estt/RTIC/2022/07

Date: 08/03/2022

//ORDER//

Sub: Overall Implementation of RTI Act 2005 in the Institute.

1. In supersession of previous orders on the subject and in exercise of powers conferred by Section 5 of Right to Information Act, 2005, the Competent Authority hereby appoints/designates following officers as Central Public Information Officer (CPIO) and Nodal Officer RTI under section 2(H) read with 5 and First Appellate authority (FAA) under section 19 with immediate effect:

| Sl. | Institute Designation | Designated under RTI Act | Remarks |
|-----|---------------------------------------|------------------------------------|---|
| 1. | Deputy Registrar (Establishment) | Central Public Information Officer | Shall respond to RTIs pertaining to Establishment, & Administration etc. |
| 2. | Assistant Registrar (Academic) | Central Public Information Officer | Shall respond to RTIs pertaining to academic, examinations and student affairs etc. |
| 3. | Executive Engineer (Civil) | Central Public Information Officer | Shall respond to RTIs pertaining to matters related to Works (Civil/Electricals), Building, Planning & Development etc. |
| 4. | Office Superintendent (Establishment) | Nodal Officer, RTI | Shall ensure receipt of online and offline RTIs and thereafter prompt allocation of RTI to the relevant CPIO. |

2. In case the particular CPIO is on leave/tour, the in-charge incumbent will handle the disposal of the RTI cases and if the CPIO is transferred/ retired, in that case, the RTI work automatically will be assigned to the new in-charge incumbent in his/her place. Further, Registrar shall continue to function as First Appellate authority to entertain and decide on appeals filed under Section 19(1) of the Act.

3. In terms of Section 5(4) & (5), the CPIO may seek assistance of any other officer as he/she considers it necessary for the proper discharge of his/her duties and any officer, whose assistance has been so sought shall render all assistance to the CPIO seeking his/her assistance and for the purposes of any contravention of the provisions of this Act, such other officer shall be treated as a CPIO. **Under above provision, all other officers/ staff of Institute are deemed to be CPIO (DCPIO) for any contravention in providing information.**

4. The CPIOs and all DCPIOs are to discharge their duties strictly in accordance with the provisions of RTI Act, 2005 and are therefore expected to familiarize themselves with applicable provisions.

5. This is issued with approval of the competent authority.

(Registrar)

To
All above (by name)

Copy to:

1. All Deans and Associate Deans
2. All Heads of Department
3. All Professors In charge
4. All Deputy Registrar & Assistant Registrars
5. All Sectional Heads
6. In charge, institute website for uploading on the Institute website.
7. PA to the Director
8. PA to the Registrar

(Registrar)

28/1/22