



राष्ट्रीय प्रौद्योगिकी संस्थान हमीरपुर

हमीरपुर (हि.प्र.)-177005

**NATIONAL INSTITUTE OF TECHNOLOGY**

**HAMIRPUR (H.P.)-177005**

[An Institute of National Importance under Ministry of Education (शिक्षा मंत्रालय)]

**OFFICE OF THE REGISTRAR**

### NOTIFICATION

In supersession of Notification No. NIT/HMR/Admn./F-16/Vol-33/ 2020 /672-95 dated 29/01/2020, a **RTI Cell** of the following members is hereby constituted for the timely follow up & disposal of the various RTI matters as per RTI Act - 2005:-

1	Registrar	Chairperson
2	First Appellate Authority (FAA)	Member
3	Transparency Officer	Member
4	Central Public Information Officer (CPIO)	Member
5	Nodal Officer (Legal Cell)	Member Convener
6	Assistant Public Information Officer (APIO)	Member Convener (AR Admin)

#### Following are the duties and the responsibilities of the RTI Cell:

- i) Proactive disclosures under Section-4
- ii) Systemic changes that can be introduced to reduce the number of queries on a particular area/process.
- iii) Formulation of FAQs on information that can be accessed by Information Seeker.
- iv) Maintaining lists of CPIOs, FAAs and link officers.
- v) Annual Report of the CIC.
- vi) Preparation of periodic monitoring reports regarding disposal of RTI requests/Appeals and compliance of CIC instructions

This issues with the prior approval of Competent Authority.

  
10/06/24  
**REGISTRAR**

Dated:- 10/06/2024.

No. NIT/HMR/Admn./F-16/Vol-38/2024/- 5343 - 75

Copies to:-

1. Director for kind information please.
2. All Deans/ HODs/HOCs /CW (H) for information.
3. All above members of RTI Cell for information.
4. All Branch Officers for information.
5. Faculty In-charge (CC) for information and necessary action.
6. Meeting Assistant.