

PROCEEDINGS

Sub: Dravidian University, Kuppam – Right to Information Act, 2005, - Establishment of Legal-cum-RTI Cell-Appointing the Vice-Chancellor, as First Appellate Authority and Decentralizations of various Officers in the University as Public Information Officer (PIO's)-Modified-Orders-Issued.

Read: (1) Right to Information Act, 2005, No: 22 of 2005.
 (2) Office Memorandum No: 1/12/201-IR, GOI, Ministry of Personnel PG & Pensions Department of Personnel & Training, dated 19-05-2011.
 (3) No: DU/LC/RTI-Act,2005/PIO-Appo./2014 Dated 24.01.2014.
 (4) Vice-Chancellors Orders dated: 24.02.2015.

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The Hon'ble Vice-Chancellor is pleased to establish a Legal-cum-RTI Cell in order to effective implementation of RTI Act, 2005 in the University vide Office Memorandum 3rd read above.

Due to Establishment of above Cell, the following changes are taken place in the University with immediate effect in the existing set up as detailed hereunder.

The Hon'ble Vice-Chancellor, will act as First Appellate Authority under RTI Act, 2005, Dravidian University, Kuppam.

The Registrar, Dravidian University, Kuppam, will act as Public Information Officer-cum-Nodal Officer, Dravidian University, Kuppam.

And remaining the following Public Information Officers (PIO's) will act as Public Information Officers respective Departments and Sections.

Sl. No	Name of the University Wings	Public Information Officer	Subject Matters
1	Office of the Dean, Academic Affairs, Schools, Departments & Hostels	Dean, Academic Affairs	All matters relating to Office of the Dean, Academic Affairs, Schools, Departments & Hostels
2	Office of the Directorate of Distance Education	Director, D.D.E	All matters relating to Directorate of Distance Education
3	Office of the Controller of Examinations	Controller of Examinations	All matters relating to Examinations Section
4	University Central Library	Librarian	All matters relating to Central Library
5	Administration Section	Deputy Registrar	All matters relating to University Administration
6	Accounts Section	Assistant Registrar	All matters relating to Accounts Section
7	Engineering Section	Deputy Executive Engineer	All matters relating to Engineering Section

As per sections 4(a) & 4(b) and 5(1) & 5(2) of the RTI Act, 2005 it is to display in website of DU www.dravidianuniversity.ac.in the obligations and duties performed by each PIO, the Hon'ble Vice-Chancellor will be act as First Appellate Authority. The each Public Information Officer pertaining to Dravidian University and its Officers and Heads of the concerned shall directly furnish the information to the RTI applicants

within the stipulated time and with approval of the Competent Authority under intimation to the University Legal-cum-RTI Cell.

So, Public Information Officers have to maintain RTI I and II Registers, as per the specified format of Information Act and the progress report is to be submitted for every quarter (1. January to March, April to June, July to September and October to December) to the Legal-cum-RTI Cell so as to consolidate and send the same to the Principal Secretary to the Government, Higher Education Department, A.P. Secretariat, Hyderabad.

The Deputy Executive Engineer is requested to fix the name boards containing the name of the First Appellate Authority, Nodal Officer and Public Information Officers in the respective Offices.

It is mandatory of each and every PIO to provide time bound information to the applicant under this Act.

The amendments made above will be updated as and when it requires.

//BY ORDER//



REGISTRAR

Copy to concerned Public Information Officers

Copy submit to the Hon'ble Andhra Pradesh Information Commissioner,
Samachara hakku Bhavan. H. No: 5-4-399, Gruhanirmanana Shaka Bhavanam,
M.J. Market, Hyderabad - 1

Copy submit to the Hon'ble Principal Secretary to the Government, Higher Education
Department, A.P. Secretariat, Hyderabad.

Copy to P.S. Vice-Chancellor/P.A. to Registrar, DU for information

Copy to All Departments and Sections

Copy to Website officer, Computer Centre, with a request to update the above
Information in the University website without fail and inform the same.

Copy to the Deputy Executive Engineer, DU with a request to provide display
boards in the premises of the above mentioned Offices.

Copy to Public Relations Officer, DU for information

Copy to file