



Minutes of Fourth Meeting of the Committee looking into RTI Matters

29-10-2021

ATTENDEES

Dr. Unnikrishnan C, Chairperson and Transparency Officer
Col. S. Chakraborty (Retd.), Nodal Officer
Dr. B. Thiagarajan, CPIO
Ms. Thasnin Harish C. M, DPIO
Sh. Biju K.V, DPIO
Mr. Arun S, JA, RTI Cell

Shri. F. Navaneethakumar, DPIO, Sh. V. Shanmugam, DPIO and the Staff from Personnel Section did not attend the meeting.

Sl. No.	Agenda	Discussions and Decisions
Action Taken Report on the Discussions of the Second Meeting		
1.	Pending RTI Applications/Appeals to be replied by different sections	All the pending queries with the Personnel Section have been addressed.
Discussion Items		
1.	Pending RTI Applications/Appeals to be replied by different sections	One RTI application is pending with the Academic Section Action: Academic Section
2.	Summary for RTI Applications received and disposed of until October 2021 (through Online Mode)	CPIO presented the summary to the committee
3.	Updating of Record of Degrees awarded for 2021 in the Institute's Website	It was informed that amendments are being done in the Record of Degrees and will be uploaded once the document is finalized Action: Academic Section
4.	Filing of RTI Returns for the Second Quarter of 2021-22 (July to September 2021)	CPIO informed that the filing of returns has been completed and the same has been updated in the Suo Moto Disclosure Page of the Institute's Website.
5.	Updating the HOD details on Suo Moto Page of the Institute's Website.	CPIO informed that the details have been updated
6.	Details pertaining to the grievances received through the CPGRAMS Portal	Nodal Officer suggested to give the statistics of CPGRAMS in the next RTI Committee meeting. It was however decided that the details of CPGRAMS may not be included in the meetings as it is not in the ambit of RTI.
7.	Publication of GATE Cut-off marks for the M. Tech. Admissions	Transparency Officer suggested to publish the GATE last rank details for various M. Tech. Admissions, so that the number of RTI queries may come down. AR (Academics) agreed to the same and confirmed that the details will be provided to RTI Cell as and when a round of admission is completed. Action: Academic Section and RTI Cell

Dr. B. Thiagarajan
CPIO

Col. S. Chakraborty (Retd.)
Nodal Officer

कुलसचिव / Registrar

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