



Minutes of Eighth Meeting of the Committee looking into RTI Matters on 25.02.2022

ATTENDEES

Dr. Unnikrishnan C, Chairperson and Transparency Officer
Dr. Ganesh Natarajan, Nodal Officer
Dr. B. Thiagarajan, CPIO
Mr. V. Shanmugam, DPIO
Ms. Arya Arvind, DPIO
Mr. Arun S, JA, RTI Cell
Mr. Vivek K.S, JA, Personnel Administration

Shri. R. Navaneethakumar, DPIO and Sh. K. V. Biju, DPIO did not attend the meeting.

Sl. No.	Agenda	Discussions and Decisions
Action Taken Report on the discussion of the Seventh Meeting		
1.	It is suggested that one of the Resident Psychologists be included as DPIO.	Office Order has been issued and login credentials have been informed to the DPIO.
2.	OM for the Transparency Audit for the year 2021-22 is anticipated from the CIC at any time. The individual section should be prepared with the data for the same.	Yet to receive the OM from the CIC.
3.	The draft format of the requisite data for the transparency audit shall be shared with the committee.	The format can be concluded only upon the receipt of Official Communication from CIC.
Reporting Items		
1.	Dr. Ganesh Natarajan has been designated as Nodal Officer.	
2.	Officers dealing with RTI has been updated in the Sections 1.10.1, 1.10.2 and 5.1.4.	
3.	Meeting of RTI Committee minutes has been updated in the Section 5.1.5.	
4.	Cumulative statistics of RTI Applications (Offline/Online) as on 24-02-2022 as per Annexure A	


Dr. B. Thiagarajan
CPIO


Dr. Ganesh Natarajan
Nodal Officer

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Annexure A

Sl. No.	Particulars	Count
1	No. of RTI applications received in Online Mode	126
2	No. of RTI applications disposed in Online Mode	119
3	No. of RTI applications pending in Online Mode	7
4	No. of Appeals received	10 (9 Disposed of)
5	No. of RTI applications received through Offline Mode	16
6	No. of RTI applications disposed in Offline Mode	10
7	No. of RTI application pending in Offline Mode	6

Academics - 6

HR-1

RTI Cell-1

ICSR-1

HR, Academics, ICSR - 2

DO, Dr. Sneha - 1

Placement Cell - 1


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