



IIT PALAKKAD

Indian Institute of Technology Palakkad
भारतीय प्रौद्योगिकी संस्थान पालक्काड
Nurturing Minds For a Better World

Minutes of Ninth Meeting of the Committee looking into RTI Matters on 25.03.2022

ATTENDEES

Dr. Unnikrishnan C, Chairperson and Transparency Officer
Dr. Ganesh Natarajan, Nodal Officer
Dr. B. Thiagarajan, CPIO
Shri. R. Navaneethakumar, DPIO
Sh. K. V. Biju, DPIO
Ms. Arya Arvind, DPIO
Mr. Arun S, JA, RTI Cell
Mr. Vivek K. S, JA, Personnel Administration (on behalf of AR HR)

Mr. V. Shanmugam, DPIO and Dr. Asha, DPIO did not attend the meeting.

S. No.	Agenda	Discussions and Decisions
Reporting Items		
1.	Minutes of the Eighth Meeting of RTI Committee has been updated in the Section 5.1.5 of Suo Moto Disclosure Page.	
2.	The cumulative statistics of RTI Applications (Offline/Online) as on 25-03-2022 in Annexure-A was appraised to the Committee.	
Discussion Items		
1.	CPIO suggested that the latest staff & faculty list, monthly remuneration of staff and faculty may be updated in the Suo Moto Disclosure Page.	HR Section and Accounts Section may be asked for furnishing the corresponding data. Action: HR, Finance & Accounts Section
2.	RTI Quarterly Returns (Fourth Quarter of 2021-22) to be filed in CIC Portal during the Second Week of April 2022.	The returns will be filed and intimated to the Committee in the Tenth Meeting of the Committee Action: RTI Cell
3.	Transparency Officer pointed out the possibilities of contacting the Ministry for the communications pertaining to the self-appraisal for the year 2021-22	CPIO informed that the possibilities will be explored and the same will be intimated to the RTI Committee. Action: CPIO
4.	Circulation of template for the self-appraisal report for the year 2021-22	The template will be circulated during the third week of April 2022, to all the sections concerned. The suggestions from the RTI committee will be taken before the circulation. Action: RTI Cell

Dr. B. Thiagarajan
CPIO

केन्द्रीय लोक सूचना अधिकारी
CENTRAL PUBLIC INFORMATION OFFICER

Dr. Ganesh Natarajan
Nodal Officer

Annexure-A

S. No.	Particulars	Count
1	No. of RTI applications received in Online Mode	140
2	No. of RTI applications disposed in Online Mode	132
3	No. of RTI applications pending in Online Mode	8*
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	16

***Academics – 3, HR – 5**

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31/03/2022

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