



**Minutes of Fifteenth Meeting of the Committee looking into RTI Matters on 30-09-2022**

**ATTENDEES**

Dr. Ganesh Natarajan, Nodal Officer  
Dr. B. Thiagarajan, CPIO  
Dr. Asha Gopalan, DPIO  
Mr. R. Navaneethakumar, DPIO  
Mr. K. V. Biju, DPIO  
Ms. Thasnin Harish C. M., DPIO  
Ms. Arya Arvind, DPIO  
Mr. Arun S, JA, RTI Cell

Dr. Unnikrishnan C, Chairperson and Transparency Officer and Mr. V. Shanmugam, DPIO did not attend the meeting.

S. No.	Agenda	Discussions and Decisions
<b>Action Taken on the Discussion Items of the Fourteenth Meeting</b>		
1.	Nomination of Training Institutes to carry out Transparency Audit for the year 2021-22.	GKCIET, Kolkata was nominated as the Training Institute for carrying out the Third Party Audit for the year 2021-22.
2.	Displaying of the STQC certificate on our website.	The STQC Certificate has been published in the Suo-Moto Web page of our Institute's website.
<b>Reporting Items</b>		
1.	Mr. Md. Abdur Rajjaque, Deputy Registrar and Nodal Officer from GKCIET conducted the Third Party Audit of IIT Palakkad for the year 2021-22 on 18-09-2022 and the report has been submitted to the CIC on the same day.	
2.	IIT Palakkad has scored 814 out of 817 in the audit. The report has been updated in the Section 5.1.2. of the Suo Moto Disclosure Page of the institute's website.	
3.	The suggestion of the auditor that a transfer policy document be made for the institute as per the section 1.5.4 for the internal transfer of employees and be made available in the said section, was reported to the Committee.	
4.	The suggestion of the auditor that the section 1.6.1 may be updated with any standard documents that the institute may have apart from the existing ones, was reported to the Committee.	
5.	The cumulative statistics of RTI applications received and the status of their disposals as in Annexure-A, as on 30-09-2022 was reported to the Committee.	

The Nodal Officer congratulated the CPIO and Mr. Arun S, JA of the RTI Cell for the meticulous and advance completion of the Third-Party Audit for the year 2021-22.

The Committee suggested that the employees may be advised to approach the Internal Grievance Cell for any sort of grievances.

Dr. B. Thiagarajan  
CPIO  
केन्द्रीय लोक सूचना अधिकारी  
CENTRAL PUBLIC INFORMATION OFFICER

  
Dr. Ganesh Natarajan  
Nodal Officer

**Cumulative statistics of RTI Applications (Offline/Online) as on 30-09-2022**

Sl. No.	Particulars	Count
1	No. of RTI applications received in Online Mode	209
2	No. of RTI applications disposed in Online Mode	204
3	No. of RTI applications pending in Online Mode	5*
4	No. of Appeals received	14 (13 Disposed of)
5	No. of Appeals in which documents are awaited from the applicant	01
6	No. of RTI applications received through Offline Mode	23
7	No. of RTI applications disposed in Offline Mode	23
8	No. of RTI applications pending in Offline Mode	00
9	No. of Hearings at the level of FAA	02

\*HR-3, Academics and HR-1, Awaiting supporting document from the applicant-1