

No. JP/2020-21/12

30/09/2020

Dear Sir/Madam,

National Productivity Council (NPC) Jaipur is pleased to offer 2 day online e-Training Programme on **“Right to Information Act: 2005” through CISCO Webex during November 9-10, 2020**

NPC has designed a condensed training programme on Right To Information Act: 2005 to enhance the knowledge and competence levels of the government and public sector officials.. The programme aims at facilitating the participants to acquire competencies considered necessary for handling the RTI issues effectively and efficiently. The programme also enlightens participants on RTI and related aspects for organizational transparency and accountability.

The programme is designed for officials working across different functional areas of management in the organisation including administration, finance, personnel & training/HRD, Procurement, Vigilance Cell, RTI Cell, PIO/CPIO, Appellate Authority etc.

The participation fee is Rs.4100/- + 18% GST (Rs. Four Thousand One Hundred + 18% GST) per participant inclusive of programme material and professional charges. (online or offline payment)

The brochure with programme objectives, coverage, methodology, faculty, dates, venue, and financial implication is enclosed for your kind perusal.

Kindly feel free to call us at **0141-2703573, 2702935, 8826628448, 9414387196** or email us at jaipur@npcindia.gov.in, in case any clarification is required. We look forward to your continuous support and an early response.

Thanking you

Yours Sincerely

(Mukesh Singh)
Director



NATIONAL PRODUCTIVITY COUNCIL, JAIPUR

Online e-Training Programme on Right to Information Act: 2005 November 9-10, 2020

INTRODUCTION:

Ignorance of the law is not an excuse' There is a need for creating awareness of RTI in an organisation in order to bring transparency in the delivery system and avoid penal provision.

All executives irrespective of their functional allocation must be aware of the RTI angle and the accountability of public servants with respect to record keeping..

NPC has designed a condensed course on RTI to upgrade the knowledge and skills of the officials.

OBJECTIVES:

The programme aims at exposing participants

- To promote systemic changes to improve the transparency within their organisation
- To enhance competency level of the participants on the right to information act 2005.

CONTENTS:

- Overview of RTI, definition and role of different party
- Various orders related to the Right to Information Act 2005.
- 'Role of APIO, PIO, CPIO and Appellate Authority
- RTI various clauses including exemption clauses
- Case Study

TARGET GROUP:

The programme is designed for officials working across different functional areas of management including administration, finance, personnel & training/HRD, contracts, procurement, etc. from organisation. The details of the programme and their coverage are provided with brochure enclosed herewith.

FINANCIAL IMPLICATIONS:

Rs.4100/- + 18% GST (Rs. Three Thousand One Hundred + 18% GST) per participant inclusive of programme material and professional charges. (online or offline payment)

The Cheque/DD/ECS should be drawn in favour of "**National Productivity Council**" payable at New Delhi.

ECS Detail: Bank Name: **Indian Overseas Bank**, 70 Golf Link, New Delhi, Bank

Account No.: **026501000009207**, IFCS/RTGS/NEFT Code: IOB-A0000265

MICR Code: 110020007, PAN No.AAATN0402F, TAN No.:0099B

GST No.: **08AAATN0402F1Z6**

Online: Individual participants may directly pay online by registering through the respective "Register" button provided at <https://www.npcindia.gov.in/NPC/User/webinarpage>

FACULTY AND METHODOLOGY:

The faculty would include specialists from NPC & invited speakers from organizations of eminence.

Methodology of the programme would be participative in nature with a focus on principal of adult learning.. The sessions would be expert-led, participant-centered conceptual deliberations, involving case studies, individual and group exercises, and development of action plans by the participants for the implementation at the organisational levels to address the issues of RTI.

DATES:

November 9-10, 2020

Day 1: November 9, 2020 from 14:00 hrs. to 17:00 hrs.

Day 2: November 10, from 14:00 hrs. to 17:00 hrs.

REGISTRATION:

The duration of the programme would be 3.00 hrs. per day including break in between.

The Training Programme would be conducted through Cisco Webex platform. e-Certificate of participation will be issued to all participants.

Registration link would be sent to nominated participants 1 days before the scheduled session. Soft copy of study material will be provided to the participants before/after the session as needed.

Participants will be provided requisite technical support for connecting through the Cisco Webex platform

FOR FURTHER DETAILS PLEASE CONTACT:

Programme Director

National Productivity Council

(Under DPIIT, Ministry of Commerce and Industry, Govt. of India)

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