

F.No. 15/1/2016-Estt.-IX /4182
Govt of India
Central Water Commission

4th floor, Sewa Bhawan,
R.K. Puram New Delhi-66
Dated:- 27th November, 2018.

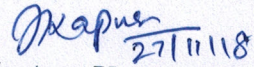
CIRCULAR

Subject: Training Circular -reg

Please find attached herewith a NAHRD's programme on 'Residential Workshop on RTI Act at Tirupati' dated 22.10.2018.

2. Hence, all the eligible and interested officials may send their nomination to this section through proper channel before 18.01.2019.
3. All officials are also advised to check their availability and other commitments before applying for a particular workshop.

Encl: As above


(Jyotsna Kapur)
Section Officer
Tel.-011-29583314

To,

All Officials of CSS , CSSS and CSCS Cadres of CWC (through CWC Website).

Ref: RTI/02/19

22.10.2018

Nodal Officer under RTI Act
Central Water Commission
Sewa Bhawan, R.K. Puram
New Delhi- 110066

RESIDENTIAL WORKSHOP ON RIGHT TO INFORMATION ACT AT TIRUPATI

National Academy of Human Resource Development (NAHRD) was established to deliver competency-enhancing learning to officials of Central Govt., State Govt., Public Sector Undertakings, Autonomous Bodies, Banks, Insurance Companies, etc. We have organized large number of workshops in the past, which have been very well attended and appreciated by officials of various organizations across the country.

A workshop on Right to Information Act is being organized by NAHRD from **14.02.2019 to 15.02.2019** at **Tirupati, Andhra Pradesh**.

The object of the workshop is to appraise the CPIOs, Appellate Authorities, Nodal Officers, Law Officers and their facilitating officers about the features of RTI Act, latest judgments of the superior courts and decisions of the CIC on the subject. The program has been designed keeping in view of the mandatory requirements under the RTI Act that Govt. Departments, PSUs, Boards and Corporations should train their concerned officers on RTI for effective implementation. Needless to add that inapt handling of the RTI requests severely hampers the efficiency of the organization. After the workshop the participants shall have updated themselves in the following aspects:

- Provisions & Procedure under RTI Act, 2005
- Exemptions & Exclusions under the Act
- Personal & third party information under the Act
- Roles & functions of various officials (CPIOs, AAs, Nodal Officers, etc.) in implementing the act
- Improvement in the drafting skills to minimize the number of appeals
- Judgments passed by Hon'ble Supreme Court of India, Various High Courts & Information Commissions
- Handling of Online RTI applications

The workshop will be organized on highly participative lines. The training methods will include lectures, group discussions, exercises, presentations, case studies, role-plays etc.

for CS (RTI)
12/11/2018
15.11.18
SO (EIX)

National Academy of Human Resource Development
Office : A-304, Ground Floor, Defence Colony, New Delhi-110024

Chief Guest & Faculty

Hon'ble Chief Information Commissioner, Andhra Pradesh Information Commission would be Chief Guest for the present workshop if the consent is obtained.

Sh. K.S. Kumar is former Director, Ministry of Defence and Ex-Officiating Director & HOD of Institute of Secretariat Training and Management, Department of Personnel and Training, Government of India. He is accredited as a Master Trainer by the Training Division of Department of Personnel & Training, Govt. of India. He is having vast experience in the field of Right to Information Act and has conducted a number of workshops on the present subject.

Sh. Mahabir Singh Kasana is a renowned trainer in the field of Right to Information. He is former Joint Director of Institute of Secretariat Training and Management, Department of Personnel and Training, Government of India. He is accredited as the master trainer by Training Division of DoPT, Govt. of India to train trainers and help public authorities for capacity building. He has developed a training package for RTI which has been distributed to all State Administrative Training Institutes. On RTI, Mr. Kasana has conducted workshops for Appellate Authorities and workshops for PIOs and APIOs. Till date he has conducted more than 400 workshops in which more than 12,000 officers from around 500 organizations have participated. He has contributed to development of various RTI Manuals under capacity building for access to information as part of UNDP project and organized International Training Program on Right to Information for Common wealth countries of Asia Region. Mr. Kasana has also authored book titled as "Right to Information Act- A Comprehensive Guide for Public Authorities to Handle RTI Matters".

Other faculty members from ISTM, Department of Personnel & Training, Government of India may also be invited as Guest Speaker(s).

Multiple workshops organized by NAHRD have been attended and appreciated by officers of organizations that includes but not limited to Ministry of Road Transport & Highways, Ministry of Commerce & Industry, Ministry of Agriculture, LIC of India, Reserve Bank of India, Securities & Exchange Board of India, Coal India Ltd., Engineers India Ltd, FSSAI, Tariff Authority of Major Ports, Indian Oil Ltd, BPCL, IITs, NITs, IIITs, IIMs, IHMs, NHPC, Bank of Baroda, SBI, Punjab National Bank, NABARD, DFCCIL, HUDCO, HAL, JNPT, Syndicate Bank, IDBI Bank, Quality Council of India, Telecom Regulatory Authority of India, Delhi University, Export- Inspection Council of India, Spices Board, ONGC, Indian Space Research Organization, Directorate of Advertising & Visual Publicity, Border Security Force, GIC of India, EXIM Bank, Delhi Metro Rail Corporation, Mumbai Metro Rail Corporation, Election Commission of India, New India Assurance Co. Ltd., North Eastern Council, India Trade Promotion Organization, IREDA, Dredging Corporation of India Ltd., TIFAC, Wildlife Institute of India, Bharat Dynamics Ltd., Directorate General of Shipping, etc.

Participation Fee:

Single Occupancy -Rs. 35,000/- plus GST @ 18% per participant

Twin Sharing* -Rs. 30,000/- plus GST @ 18% per participant

*Twin Sharing is available only for organizations nominating even number of participants of same gender. The participation fee covers the cost of lodging, boarding, meals & study material of the participants. Spouse/ Family members are welcome on additional all inclusive nominal charges. Nomination on single occupancy is mandatory in case any participant wants to bring his/her spouse/ family members.

Venue:

Hotel Marasa Sarovar Premiere, Upadhyaya Nagar, Tirupati, Andhra Pradesh- 517507

Check In- 13.02.2019 (2:00 PM)

Check Out- 16.02.2019 (12:00 PM)

The workshop will commence at 9:30 A.M. on 14.02.2019 and will conclude at 6:00 P.M. on 15.02.2019.

Nominations may be send through post/ email by providing participants' name, designation, contact number & e-mail ID alongwith cheque/DD in favor of National Academy of Human Resource Devep payable at New Delhi. Kindly also provide GSTIN of your organization at the time of nomination. Please note that participation fee is to be paid at the time of nomination. Registration form can be obtained from our website. In case of payment through NEFT, details are as under:

Bank: HDFC Bank Ltd. A/c No. 13582020002980. CA. IFSC Code. HDFC0001358

PAN: AAJFN7963N

GSTIN: 07AAJFN7963N1ZF

For further information or clarification kindly contact:

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Phone-+91 9650745789

Nomination once confirmed cannot be cancelled, however substitution of participant(s) is allowed. In case nomination participant(s) is not able to attend workshop due to any reason and no substitution is made, fees shall still be payable. In case fees has already been paid, same shall be liable to be forfeited. Limited seats available for the present workshop and hence the nominations will be accepted on first-cum-first-serve basis. Organizations are kindly requested to seek confirmation about availability before nominating. Last date of accepting nominations is 01.02.2019.

You are requested to kindly nominate officers and executives for the present workshop at the earliest and draw maximum benefit from the opportunity.

In addition, we can also conduct in-house workshop on the above-mentioned subject for your organization based on your specific requirements. We also conduct third party audit as required under RTI Act. You are kindly requested to provide us with you requirements in this regard.

Thanks & Regards



For NAHRD

All upcoming workshops organized by NAHRD till February 2019 are as under:

- **Executive Development Program** (Time Management, Stress Management, Leadership Skills & Influencing Tactics) from 19.11.2018 to 21.11.2018 at Goa,
- Workshop on **Right to Information Act** from 19.11.2018 to 21.11.2018 at Goa,
- Workshop on **Companies Act, 2013** from 22.11.2018 to 24.11.2018 at Goa,
- Workshop on **Retirement Management for Retiring Officials** from 10.12.2018 to 12.12.2018 at Jaipur,
- Workshop on **Goods & Service Tax (GST)** from 11.12.2018 to 13.12.2018 at Jaipur,
- Workshop on **Noting & Drafting with Office Procedures** from 12.12.2018 to 14.12.2018 at Jaipur,
- Workshop on **Pay Fixation Rules with MACP, NPS** from 13.12.2018 to 15.12.2018 at Jaipur,
- Workshop on **NPA Management** from 14.01.2019 to 16.01.2019 at Gurgaon (in collaboration with State Bank Institute of Credit & Risk Management),
- Workshop on **Prevention of Sexual Harassment of Women at Workplace** from 17.01.2019 to 18.01.2019 at New Delhi (NAHRD is resource institute of Ministry of Women & Child Development, Government of India),
- Workshop on **Public Procurement with E-Procurement & GeM** from 17.01.2019 to 19.01.2019 at New Delhi
- Workshop on **Reservation in Services** from 12.02.2019 to 13.02.2019 at Tirupati,
- Workshop on **Disciplinary Rules & Procedures** from 12.02.2019 to 13.02.2019 at Tirupati,
- Workshop on **Administrative Decision Making** from 14.02.2019 to 15.02.2019 at Tirupati and
- Workshop on **Right to Information Act** from 14.02.2019 to 15.02.2019 at Tirupati.

Further details about these workshops can be obtained from our website. You may also contact:

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