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भारत सरकार/GOVERNMENT OF INDIA
मत्स्यपालन, पशुपालन और डेयरी मंत्रालय (मत्स्यपालन विभाग)
MINISTRY OF FISHERIES, ANIMAL HUSBANDRY AND DAIRYING
DEPARTMENT OF FISHERIES
केंद्रीय मत्स्य नौचालन एवं इंजीनियरी प्रशिक्षण संस्थान (सिफनेट)
CENTRAL INSTITUTE OF FISHERIES NAUTICAL & ENGINEERING TRAINING (CIFNET)
फाईन आर्ट्स एवन्यू, कोच्ची- 682 016 / FINE ARTS AVENUE, KOCHI -682 016

F.No.1/2018/RTI-CIC

Dated: 02.08.2021

OFFICE ORDER

Subject: Suo motu disclosure under the Right to Information Act – instructions –reg.

The suo motu disclosure under Section 4 of the RTI Act 2005, in respect of this Institute, has to be completed on priority basis. A Committee is constituted for this purpose which shall be headed by Shri C D Joshy, Senior Instructor (Electronics)/RTI Nodal Officer, as its Chairman. Shri Mohan Kumar M.S, Instructor (Drawing) and Smt Cini A.S, Junior Translation Officer shall function as Members of this Committee, under the Nodal Officer. Shri K.V Antony, Instructor (Computer) shall provide the required technical assistance to the above Committee.

The above Committee shall decide about the requirement of information, to be made under suo motu disclosure under RTI Act 2005. The Senior Instructor (Electronics) as Chairman of the Committee will issue necessary Note/Requisition, to all concerned, for obtaining/collecting/compiling the required information. The Committee shall ensure that the work relating to the suo motu disclosure under the RTI Act 2005 is completed, with the approval of the Competent Authority, in all aspects, within fifteen days from the date of issue of this Order. The Committee shall exclusively function for the above purpose on a daily basis, from 3.30 pm to 5.30 pm. The Chairman of the Committee shall also submit a compliance report, immediately after the above stipulated period.

Further to the above, the said Committee shall also be involved in the updating process of the suo motu information, under the RTI Act 2005, from time to time, as and when required.

This Order shall be strictly adhered to.

DIRECTOR