

वी.वी. गिरि राष्ट्रीय श्रम संस्थान

(श्रम एवं रोजगार मंत्रालय, भारत सरकार का स्वायत्त निकाय)

V.V. GIRI NATIONAL LABOUR INSTITUTE

(An Autonomous Body of Ministry of Labour and Employment, Government of India)



No. PRG/TTP/04/23

December 07, 2023

Subject: One Day Online Thematic Workshop on How to Prepare Reply of RTI Queries on December 20, 2023.

Dear Sir/Madam,

We are glad to inform you that the V.V. Giri National Labour Institute has scheduled an **One Day Online Thematic Workshop on How to Prepare Reply of RTI Queries** on December 20, 2023

This course empowers the participants to know various provisions of RTI Act 2005 and prepare an effective RTI reply.

We hope you will find this programme useful for your personnel dealing with compliance and would like to nominate your employees from your organisation to participate in this programme..

With regards,

Yours sincerely,

(Nagesh Nitla)
Programme Officer

To:

- Registrars /HOD, Universities
- Government Departments
- NGOs/Training Institutions
- Central Trade Unions

**One Day Online Thematic
Workshop on
on
How to Prepare Reply of RTI
Queries**

December 20, 2023

**V.V. Giri National Labour Institute
Sector – 24
Gautam Budh Nagar
Noida Uttar Pradesh-201301**

COURSE DIRECTOR

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COMMUNICATIONS

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RTI stands for "Right to Information." It is a legal and fundamental right that grants citizens the authority to access government-held information and documents, allows individuals to request and obtain information from public authorities, promoting transparency and accountability in government functioning.

As per report of the committee on RTI by DoPT it has been observed that number of times there is improper reply of RTI by public authorities and to address this a training programme has been started by VVGNLI on this subject.

AIM

This course empowers the participants to know the various provisions of RTI act 2005 and prepare an effective RTI reply.

OBJECTIVES

After completing the course, participants would be able to:

- Gain insights into the legal framework of the RTI Act and its implications for public authorities and citizens.
- Enhance skills in replying RTI requests, ensuring compliance, and maintaining records.
- Understand the role of the RTI Act in promoting participatory democracy and informed decision-making.

METHODOLOGY

Lectures, individual and group presentations, sharing case studies

PARTICIPATION

Government Officials trainers/teachers and instructors of vocational training institutes/centers, research institutes, organizations/institutions and Central Trade Union Leaders

DATE

December 20, 2023

The timings are 10:00 am to 05:00 pm. The programme will commence on December 20, 2023 at 10.00 a.m. and conclude on the afternoon of December 20, 2023

TRAINING DELIVERY AND METHODOLOGY

This training will be delivered in an online mode. The training will primarily make use of lectures and discussions, followed by questions and answers. Each session will be based on a structured Power Point Presentation.

NOMINATION AND ENROLMENT

The nominations of those interested in participating in this training, can be sent either through organisations or individually.

- Please fill in the linked registration form and submit it. Without registration form, nomination will not be considered.

<https://forms.gle/PV36N8jH24bA23WXA>

- The registration link should be sent through soft copy to the nominees. Link will not open if sent through photo copy. Nominees can also use link given in our website brochure.
- The nominations received will be scrutinised by the VVG NLI and those selected will be intimated individually via email. They will also be informed the log-in details to access the online programme and related training resources.
- Those who successfully complete the programme will be issued an e-certificate by VVG NLI.