

**35th WORKSHOP ON
“RIGHT TO INFORMATION ACT, 2005: OBLIGATIONS & STRATEGIES”**

**HOTEL MAHARANI PALACE, JAIPUR (RAJASTHAN)
23-25 FEBRUARY, 2012
(RESIDENTIAL)**

WORKSHOP START TIME: 1400 Hours on 23rd February. WORKSHOP CONCLUDING TIME: 1700 Hours on 25th February.
CHECK-IN TIME : MORNING OF 23RD FEBRUARY. CHECK-OUT TIME: MORNING OF 26TH FEBRUARY

KEY WORKSHOP TOPICS:

- ◆ Important provisions of the Right to Information Act.
- ◆ Impact of RTI Act 2005 on Official Secrets Act, Public Records Act, Conduct Rules framed by public authorities for its employees, etc.
- ◆ Background to RTI Act, International Conventions, Declarations and Supreme Court judgements.
- ◆ Procedure for obtaining the information from a “public authority”. Scope of information to which the public can have access. Consequences of refusal to provide information.
- ◆ How to dispose off requests for information of “commercial confidence” or relating to a “third party” or “privacy of individuals” or involving huge volume etc.
- ◆ PIO! Please remove causes for your over work
- ◆ Role of Information Commission – powers and functions – procedure for appeal – implications of decisions taken so far by CIC.
- ◆ Need for proper maintenance, retrieval and destruction of records – Computerized System to meet requirements of Right to Information Act.
- ◆ How to face challenges posed by RTI. Duties of Transparency Officers.
- ◆ Practical day-today problems & their solutions.

CORE FACULTY: The faculty leader is Mr. K. B. Dayani, Director, IMA who has conducted about 40 programmes on RTI including in-house programmes in Indian Airlines, Airport Authority of India, BSNL, GAIL (India) Ltd., IOC, West Bengal State Electricity Board ECGC, MRPL and BHEL. Members of Central information Commission or State Information Commission are always associated with our RTI programmes.

FEE: Programme is non-residential. Fee per participant is Rs. 18,000+10.3% Service Tax = **Total Rs. 19,854.** **Concession** is applicable if three or more participants join the programme from the same office. Concessional fee is Rs. 17,000+10.3% Service Tax = **Total 18,751** per participant. **Service Tax Code No.:**AAFDPD8988DST001 (Premises Code: 810504/1862/07), **PAN No.** AAFDPD8988D.

Fee is payable by Bank Draft/Multicity Cheque or Delhi cheque drawn in favour of “**Industrial Management Academy**” payable at **New Delhi** to be sent to the Secretary at the below mentioned address.

LAST DATE: Last date for receipt of nominations is **16.02.2012**

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