

RTI Cell, IIMC

Objectives

Main Objective of RTI Cell is to ensure effective and efficient implementation of the RTI Act, 2005 in the Indian Institute of Mass Communication as well as facilitating/ensuring the same by auditing the website of the Public Authorities of the Ministry of Information & Broadcasting & other public authorities in the panel of IIMC. For achieving the same, RTI Cell should be well informed about the RTI Act as well as the functioning of the RTI Online Portal & Transparency Software.

Functions of the Division

RTI Cell functions under Prof. Dr. Virender Kumar Bharti who is also the First Appellate Authority of the IIMC. He is assisted by Shri Ankur Kumar, Associate RTI in all the RTI related matters.

Following are the vital duties/responsibilities of the RTI Cell:

- Proactive Disclosure on Website: This is the most important component of RTI as an updated and complete proactive disclosure will not necessitate an applicant to file RTI in the first place, saving lot of time and energy for both parties. Even if an RTI is placed, the applicant can be easily guided by indicating the link where the information is already uploaded. A link titled 'RTI replies as per DoPT website' has been incorporated in the website of each Public Authority by the local NIC of the particular Public Authority to pull data using web services from the NIC-DOPT Server which hosts Online-RTI Portal. This link can be used by General Public to see all previous replies to RTI/Appeal which will further help in reducing the number of RTIs.
- Disposal of Online RTI/Appeal: RTI Application/appeal received from the applicant directly or from the Ministry is disposed off within the stipulated time. If the RTI pertains to another Public Authority then it is transferred to the Public Authority concerned under section 6(3) of the RTI Act, 2005.
- The Cell is responsible for the timely submission of RTI Quarterly Returns to the Central Information Commission (CIC).
- RTI Cell is responsible for the circulation of instructions relating to RTI issued by CIC/DoPT among all CPIOs/FAAs in the IIMC.
- RTI Cell is responsible to issue User ID and Password to every officer who joins as CPIO or First Appellate Authority in the IIMC.
- RTI Cell is responsible to see whether there are any pending RTI/Appeals inside the account of any CPIO/FAA for a long time. CPIO/FAA should be instructed that they are made aware of their responsibility to clear all RTI Requests/Appeals inside their respective accounts irrespective of whether the same has been lying pending during the tenure of previous CPIO/FAA or not.
- **Most important role of RTI Cell is successfully conducting the Annual CIC Third Party Transparency Audit of Proactive Disclosure under the RTI Act, 2005.**

● **RTI Cell, IIMC has successfully undertaken Transparency Audit in the year 2019-2020 for the following Public Authorities in due time allotted by Central Information Commission:**

1. Twenty-three (23) Public Authorities under the Ministry of Information & Broadcasting
2. Central Council of Indian Medicine under the Ministry of Ayush.
3. Stressed Asset & Stabilization Fund under the Ministry of Finance.
4. Central University of Rajasthan under the University Grant Commission.
5. Indian Institute of Science Education & Research, Tirupati under the Ministry of Education.
6. Department of Heavy Industries under the Ministry of Heavy Industries & Public Enterprises.
7. National Testing Agency under the Ministry of Education.
8. IIT Goa under the Ministry of Education.
9. IIT (ISM) Dhanbad, under the Ministry of Education.
10. Technology Information Forecasting & Assessment Council (TIFAC);Dept. of Science.

In the Year 2020-21 RTI Cell, IIMC is undertaking Transparency Audit of more than 30 Public Authorities including the Ministry of Information & Broadcasting.

The process involved in doing the Third Party Transparency audit:-

1. On receiving a request from a Public Authority, a quotation is to be sent.
2. RTI Cell, IIMC then assists the respective CPIO to fill the Self -Appraisal form on the software made by the CIC.
3. After submission of the Self-Appraisal form, RTI Cell, IIMC will request the CIC to Map the Public Authority for transparency audit to IIMC. In case the public authority is outside the nodal Ministry permission is to be taken for doing transparency audit from DoPT with prior intimation to the CIC.
4. Once the Public Authority is mapped to IIMC, RTI Cell, IIMC will scan the website of the public authority based on the duly filled Self-Appraisal form, Section 4 of the RTI Act, Allocation of Business rules 1961 & guidelines issued by the CIC &DoPT on suo-Moto Disclosure.
5. A BILL & final report with recommendation and findings are sent to the respective public authority for disbursement of the payment.
6. On confirmation of receiving the payment, the report will be submitted to the CIC, online on the software & a copy to the Public Authority.

For any information regarding the RTI/Third party Transparency Audit related matters, Please Contact:-

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