

**Call for Nominations for the Three- Day Training of Trainers (TOT) Programme on Right to Information Act, 2005**

(Sponsored by Rajiv Gandhi National Institute of Youth Development (RGNIYD))

Organised by the Department of Politics & International Studies, School of Social Sciences & International studies

 The Department of Politics & International Studies, School of Social Sciences & International Studies, Pondicherry University in collaboration with Rajiv Gandhi National Institute of Youth Development, Sriperumbudur (RGNIYD) is organising a three-day training of trainers (TOT) workshop on RTI Act 2005 at Pondicherry University Campus, Kalapet, Puducherry 605 014 from February 12th to 14th 2018.

 **About the Training Workshop**

This is an initiative to spread awareness of RTI Act 2005 in accordance with the spirit Section 26(1) (a) of the RTI Act 2005. Eminent trainers and Professors with Training reputation from among National Institutions are drafted for imparting training. A Training Kit will be provided to all participants.

**Target Group**

 NCC/NSS Coordinators of affiliated colleges, youth animators from Nehru Yuva Kendra and student representatives of elected bodies of Universities and Colleges are the target group of the three days TOT Programme. The workshop is completely sponsored by the RGNIYD and hence no course fee will be charged. Certificate of completion of the training programme will be issued to every participant after completing the three-day programme.

**Travel Assistance, Food and Accommodation for Outstation participants**

For local participants (who are from a distance less than 75 Kms) working lunch will be provided along with tea during session breaks. For outstation participants, accommodation and food will be provided free of charge at our University Guest House/ University facilities. Since limited rooms are available outstation participants will be selected on ‘first come first served basis”, we will be able to support the accommodation to a limited number of outstation participants.

If the travel is to be performed by Air, then the travel expense may be borne by the sponsoring institution. All other outstation participants (who are from a distance of more than 75 km from Kalapet Campus of Pondicherry University) will be paid second class sleeper fare for the shortest distance to and from Pondicherry University, Kalapet Campus. All participants are advised to be accompanied by either a laptop or an android enabled mobile phone, since a training session is to be held on how to file Online RTI Applications/First and Second Appeals.

**Nomination of Participants by the Principals/ Heads of the Institutions**

 In this regard, the Principals of affiliated colleges of the University have been requested to depute **one** personnel from your college for three days from 12th to 14th February 2018 belonging to following categories:

1. NSS Coordinator
2. NCC Coordinator

In addition, nominations are also being called for from Nehru Yuva Kendra (NYK) from in and around Puducherry Union Territory.

**Please find enclosed the form of a nomination**. The same may be duly filled and returned by email as early as possible on or **before February 7th, 2018**

**Invitation to Principals/heads of the Institution to the Inaugural Session on 12th February 2018, 12:00 to 1:00**

The inaugural session to be held on 12th February 2018 will be chaired by the Hon’ble Vice Chancellor, Pondicherry University and Her Excellency Dr. Kiran Bedi, Lieutenant Shri.Bimal Julka, Central Information Commissioner will be gracing the inaugural function. We cordially invite the Principals of the Colleges for the inaugural session. Please let us also know if you as the Head of your institution could attend the inaugural session scheduled to be held on Feb 12th, 2018 Pondicherry University. Kindly confirm your participation by an email/WhatsApp or text message to 9488510376. The Head of the Institutions may please support their travel expenses from their respective institutions. The venue for the inaugural session will be the Council Hall, Pondicherry University. Time:12 to 1:00 PM. Please send your conformation for attending the workshop by way of email to rtiworkshop2018@gmail.com

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**Last Date for sending Nomination**

Please return the form of nomination duly filled by email **before February 7th (Wednesday)** **either as a word document or as a scanned document**. Please do not hesitate to contact us in case of any further queries.

The formal invitation would be sent by email to the participants **on 8th February 2018.**

A form of Nomination is given below as a word document. The same may be downloaded and filled and sent to the email rtiworkshop2018@gmail.com.

Enclosed Attachment – Form of Nomination to be filled by the Principal/ Head of the Institution/ Nehru Yuvakendra and returned on or before 07.02.2018.

**Contact Details**

Workshop Coordinator: Dr.N.K.Kumaresan Raja

Email: rtiworkshop2018@gmail.com

Mobile Phone/ Whatsapp: 9488510376

Accommodation: Dr.S.Jeeva

Mobile Phone/ Whatsapp: 9698748273

Student Participants Liaison Assistance

Ms. Narmatha

Mobile Phone:9486500307

Whatsapp 7598821125



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Organized by the Department of Politics & International Studies, School of Social Sciences & International Studies, Pondicherry University

(Feb 12th to 14th)

Form of Nomination to be sent by email to rtiworkshop2018@gmail.com before 07.02.2018 by the Head of the Institution/Principal ( Either as a Word document or a scanned copy by email)

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| **Name of the Institution** |  |
| **Year of Establishment** |  |
| **Details of the Nomination for the three-day Workshop** |
| **Name of the NCC/NSS/ Coordinator** |  |
| **Designation** |  |
| **Mobile Number of the nominee** |  |
| **Email of the nominee** |  |

**For Outstation Participants Only**

Shortest Distance to Pondicherry University in kms:

Accommodation required ( Yes/No):

Principal/ Head of the Institution

**NOTE:** Please fill up the details and send the same by email to rtiworkshop2018@gmail.com before 07.02.2018.