



NUTAN COLLEGE OF ENGINEERING AND RESEARCH

DTE Code- EN-6419

Under Administrative Support of Pimpri Chinchwad Education Trust
(Approved by A.I.C.T.E, New Delhi, Govt. of Maharashtra & Affiliated to DBATU, Lonere)
"Vishnupuri", Talegaon Dabhade, Tal-Maval, Dist-Pune-410507
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Ref. No./NCER/office/RTI

Date: - 24/12/2019

MINUTES OF MEETING

RIGHT TO INFORMATION CELL (A.Y. 2019-20) R.T.I.

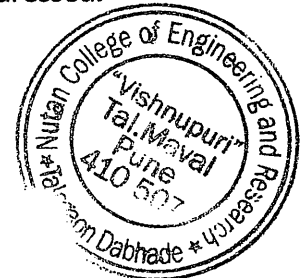
The Meeting of the college level steering committee on RTI was held on 20/12/2019 at 2.00 pm in the conference room of NCER.

The following members were present.

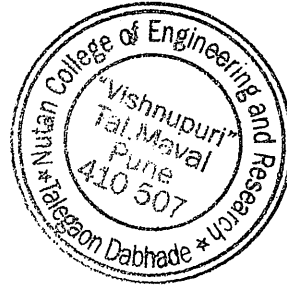
Sr. No.	Name	Position Held	Contact Number	Email -id
1	Dr. Girish Desai	1 st Appellate Authority	9422302523	directorpcet@gmail.com
2	Mr. Ravindra Bhegade	Public Information Officer	9823585807	rkbhegade@rediffmail.com
3	Mrs. Prabha Khandebharad	Asst. Public Information Officer	9890473475	ncerpune@gmail.com


Minutes of meeting of Right to Information Cell :

1. With reference to General Administration Dept. Govt. Circular No. CRTI 2005/C.No.190/05/05 dated 06th August 2005, to show transparency in public sector work and to get more & more information related to work, Maharashtra Right to Information Act 2005 has been formed in force with effect from 15th June 2005. According to said act code 5 (1) (2), hence the above officers have been appointed as Information officer, Asst. Information Officer & Appellant Information officer. This committee will be in action till further orders.
2. At the outset, Chairperson welcomed all the members of the Committee. He informed that as per the guidelines issued by RTI Act 2005, all the educational institutions must represent Right to Information Cell and in this context, this committee has been set. He described the role of Committee members and said everyone has a responsibility to contribute to the cause. Further, he welcomed suggestions from all members to make it effective.
3. The committee had discussions at length and the following discussion / suggestions were made:
 - (i) Action taken on previous minutes of meeting was discussed. It was ensured that on college website provision was made for stakeholders to apply for RTI.
<https://www.ncerpune.in/>
 - (ii) A drop box must be placed in the office premises.
 - (iii) Display at website and college premises of the RTI Cell and Communication Personnel.
 - (iv) In depth responsibilities of each member in RTI cell were addressed.



4. As per action taken report is concerned committee noted that no complaint has been received from any stake holders till date. It was emphasized that in order to create awareness and continuous sensitization among the stake holders, it is essential to place banners/posters/notices defining committee members and contact information at prominent places in the campus.




Principal
Principal
Nutan College Of Engineering & Research
Talegaon Dabhade, Pune-410 507