



INDIAN RUBBER MANUFACTURERS RESEARCH ASSOCIATION (IRMRA)

(Affiliated to DPIIT, Ministry of Commerce & Industry, Govt. of India) (ISO 9001:2015 Certified & NBQP Registered Training Institution)

No: IRMRA/TRG/2022-48

Dated: 20th January 2022

To
PIO/APIO/CPIO/Appellate Authority

Sub: 2 Days Webinar on “Transparency Audit with respect of compliance under Section 4 of RTI Act, 2005.” on 24 & 25 Feb 2022

Madam/Sir,

1. IRMRA (established in 1958) is an Autonomous body under The Department for Promotion of Industry and Internal Trade (DPIIT), [Ministry of Commerce & Industry, Govt. of India, New Delhi](#). In the last 60 years, it has rendered remarkable service to Industries, enhance skill and knowledge among the employees of Central / State government, Central public sector enterprises, Universities/Autonomous Institutions, Private Sector through training, Workshops, Seminars, and Conferences. IRMRA also provide opportunities to Administrator, Educationist, Scientists & Technologists to conduct Academic and Sponsored Research Activities.
2. As you are aware, the Central Information Commission has been constituted to perform the functions assigned to it under the RTI Act, 2005. One of the prominent functions includes monitoring of suo-motu disclosure by public authorities. It has been decided to conduct transparency audit of public authorities to make a quantitative and qualitative assessment of compliance of the mandate suo-motu disclosure under section 4 of the RTI Act.
3. As per the direction of Central Information Commissioner (CIC) and DoPT OM No 1/6/2011-IR dated 15.04.2013 and OM No. 1/34/2013-IR dated 30.06.2016, each Public Authority should get its proactive disclosure package audited by a third party every year from the respective training Institutes under each Public Authority and submit to the Central Information Commission.
4. In this regard, Public Authority readiness has to be manifold. To assist public authorities in [Self Audit before third party Audit](#), IRMRA is conducting 2 Days Webinar on “Transparency Audit with respect of compliance under Section 4 of RTI Act, 2005” on 24 & 25 Feb 2022.
5. The training programme is meant for PIO/APIO/CPIO/Appellate Authority of all respondent Public Authority to Compliance with the proactive disclosure guidelines, it's an audit by third-party and its communication to the Central information commission. Refer to Self-appraisal report of Third-Party Audit of Proactive Disclosure under the RTI Act, 2005. Under Organisation and Function - 1.12 Programmes to advance understanding of RTI (Section 26) - 1.12.3 Training of CPIO/APIO



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6. 186 PIO/APIO/CPIO/Appellate Authority of 106 Public Authorities attended these training programme on 10 – 11 Jan, 2020, 30 - 31 Jan, 2020, 13 - 14 March, 2020, 3 - 4 December, 2020, 28 - 29, Jan, 2021, 18 - 19 February 2021, 20 - 21 May 2021 & 26 - 27 August 2021. IRMRA organised 2 Days Webinar on 7 - 8, Jan, 2021 exclusively for Life Insurance Corporation of India. IRMRA organised 2 Days Webinar on 22 - 23 Sept, 2021 exclusively for Insurance Regulatory and Development Authority.
7. The Workshop fee per participant will be Rs. 9440/- (Programme fee of Rs. 8000/- + GST @ 18% = 1440/-). The crossed Demand Draft (DD) towards this non-refundable fee should be drawn in favour of "IRMRA", payable at Mumbai and should be sent along with the nomination letter.
8. An early nomination in the prescribed Pro-forma of PIO/APIO/CPIO/Appellate Authority, RTI Staff, HR or Personnel and Administration Departments shall be highly appreciated. Nominations of suitable officers in the prescribed proforma may please be sent to IRMRA.
9. Details of the 'Terms and Conditions' of the program, nomination form and other documents are enclosed to this letter. Details of the program are also available on IRMRA website. www.irmra.org.
10. All Ministries/ Departments / State Governments/ UTs / CCAs / Private organizations etc. are requested to give wide publicity to the training programme, upload this on their websites for the information of all concerned and encourage the officers to apply.

Yours faithfully,
(Dr. Rupesh Rohan)
Assistant Director
Mobile: 8291404906



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Annexure -1

Details of proposed training programme is as follows:

1. **IRMRA** encourages prospective participants and their managements to write in advance specifying any issues/problems areas which they would like to be included in course material/or and discussed during the workshop provided they are within the ambit of the subject of the program.
2. **Nomination:** Each Nomination, should be accompanied by RTGS / Bank draft and should be sent in advance along with the nomination. Payment for Defence Personnel will be received after completion of the course and submission of our pre-receipted Bills.
3. **Payment:** In advance or before commencement of training program through RTGS / Bank draft in favour of "IRMRA" payable at Mumbai.

NEFT/IFSC: ICIC0001887

ICICI Bank Ltd (Current Account) A/C no: 188701000046

GST No. 27AAAAT7089F1Z6

PAN No. AAAAT7089F

4. Substitution of nominees is permitted.
5. **Admission Procedure:** Admission will be made on first come first served basis only. Intimation regarding admission of the nominee to the program will be communicated as soon as possible after the receipt of nomination.
6. **Programme Duration & Schedule:** It will be a two-day Technical Workshop. Timing will be 10.00 AM to 5.00 pm daily. There will be 4 sessions each day. Each session will be of 75 minutes duration.
7. **Reporting Time:** The participants are to report for registration at 9:00 AM at Venue (online)
8. **Tea/Coffee Break** 11:15 AM to 11:30 AM & 03:15 PM to 03:30 PM
9. **Lunch** 01:00 PM to 02:00PM
10. **Course Faculty:** We have our own regular Faculty. Eminent professionals in the field (Retired / Serving) from Central / State Govt/ PSU / expert from Private sector. All our faculty members have rich experience since they are mostly retired Joint Secretary level officers.
11. Expert faculty from industry will cover two topics each in forenoon and afternoon sessions. Delivery mode is in form of lectures audio / video presentation, group exercises, role plays, games, question and answer sessions.
12. **Methodology:** Our main emphasis is on having full involvement of the participants in the subject matter under discussion. Our faculty members deliver lectures intercepted by discussion with participants on each topic so as to ensure that they get full grasp of the subject



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and have clear concept of the rules and their application. Case studies, group discussion, exercises etc. are held.

13. **Certification:** The participants will be awarded certificates on completion of the course without any absenteeism on last day of training programme.
14. **Change of Schedule:** The aforesaid Program shall be conducted as per schedule and will not be changed / postponed or cancelled except for reasons unforeseen & beyond our control.
15. **Further Information:** It is hereby reaffirmed that the aforesaid Program shall be conducted as Per schedule and will not be changed / postponed or cancelled except for reasons unforeseen & beyond our control. You can call the Central Line 022-67873222 for any queries regarding the Workshop. Further enquiries and correspondence regarding admission and other matters relating to the program may be addressed:

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+91-8291404906
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IRMRA (Accreditation and Recognition)

ISO/IEC 17025:2005: NABL Accredited

ISO: 9001:2015 Certified

BIS for various Tyre & Non-Tyre Testing

NBQP Regd. for LMS training

BMO Accreditation by QCI

DGMS Accredited

DSIR Recognized SIRO

CEMILAC Approved

RSDC approved training centre



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Public Authorities attended training programme

Annexure -2

Office of Development Commissioner, Cochin Special Economic Zone	International Advanced Research Centre for Powder Metallurgy and New Materials (ARCI), Hyderabad
Agricultural & Processed Food Products Export Development Authority	Semiconductor Technology and Applied Research Centre (STARC)
Airport Authority of India, New Delhi	Joint Plant Committee, Kolkata
Board of Apprenteship Training (WR), Mumbai	Life Insurance Corporation of India (CO)
Brahmaputra Valley Fertilizer Corporation Limited, Namrup, Assam	Indian Medicines Pharmaceutical Corporation Limited
Central Drugs Standard Control Organisation Zonal FDA Bhawan, Mumbai	Ministry of Environment, Forest & Climate Change, Regional Office, Nagpur
Central Drugs Testing Laboratory, Mumbai	Ministry of Health and Family Welfare
Central Forensic Science Laboratory/CBI/New Delhi, New Delhi	Nagaland University
Central Institute of Higher Tibetan Studies, Sarnath, Varanasi	National Centre for Sustainable Coastal Management (NCSCM), Chennai
Central Institute of Psychiatry, Ranchi	National Council for Promotion of Urdu Language, New Delhi
Central Referene Library	National Institute of Homoeopathy, Kolkata
Centre for High Technology, Noida	National Institute of Siddha, Chennai
Centre for Plasma Physics - Institute for Plasma Research, Assam	National Scheduled Castes Finance and Development Corporation, Delhi
Director I/C & Appellate Authority, Central Drugs Testing Laboratory, Chennai	National Skill Development Corporation
Sree Chitra Tirunal Institute for Medial Science & Technology, Thiruvananthapuram	North Eastern Indira Gandhi Regional Institute of Health and Medical Sciences (NEIGRIHMS), Mawdiangdiang, Shillong
Dy. Drug Controller (India)	Northern Coalfields Limited
Fishery Survey of India	Office of Executive Council of Insurers, Mumbai
ICAR - National Bureau of Animal Genetic Resources, Karnal	Oil and Natural Gas Corporation Limited, New Delhi
ICAR-Directorate of Groundnut Research, Junagadh, Gujarat	Pharmacopoeia Commission for Indian Medicine & Homoeopathy
ICAR-National Bureau of Agriculturally Important Microoganism, Mau	Regional Office for Health & Family Welfare, Ahmedabad
IIIT Vadodara, Gandhinagar	IRMRA, Thane
Indian Institute of Technology, Indore	Directorate General of Shipping, Mumbai
India Meteorologist Department	Tariff Commission, New Delhi
Indian Institute of Astrophysics, Bangalore	Telecom Consultants of India Ltd.
Indian Institute of Technology, Jodhpur	Tezpur University (A Central University)
Indian Institution of Technology Palakkad	The Automotive Research Association of India (ARAI), Pune
Indian Rubber Manufacturers Research Association	The Rubber Board, Kottayam
Institute of Pesticide Fomulation Technology, Gurugram, Haryana	The Rubber Board, Kottayam
Institute of Plasma Research, Gandhinagar, Gujarat	The Shipping Corporation of India Ltd.
Wildlife Crime Control Bureau	Vikram Sarabhai Space Centre, ISRO, Thiruvananthapuram