



Shri Marutrao Ghule Patil Shikshan Sanstha's

## JIJAMATA COLLEGE OF SCIENCE AND ARTS

At. Dnyaneshwarnagar, Po. Bhende (Bk). Tal. Newasa, Dist. Ahmednagar

PIN- 414605; Phone: 02427-255304 Fax: 02427-255809

Permanently affiliated to Savitribai Phule Pune University, Pune

(Id/No PU./AN/S/043/1992), **ISO 9001: 2015 Certified College**

**Winner of Pune University's Best Rural College Award & Accredited at 'B+' Grade**

**Website:** [www.jijamatacolleg.ac.in](http://www.jijamatacolleg.ac.in); **E-mail:** [principal.jijamatacollege@gmail.com](mailto:principal.jijamatacollege@gmail.com)



Late Marutraoji Ghule Patil

1930 -2002

**Principal Dr. Saswade R.R. ( M.Sc. Ph.D.)**

Reference No.JCS&A/2020-21

Dated: 01/09/2020

### **Guidelines for functioning of Right to Information Act Committee**

The College has established a Right to Information Act Committee. The committee plays a crucial role in ensuring transparency, accountability, and the implementation of the Right to Information (RTI) Act within the college.

#### **Introduction:**

The Right to Information Act Committee is an internal body within the college that is responsible for overseeing and facilitating the implementation of the RTI Act. This act, enacted by the Government of India in 2005, grants citizens the right to access information held by public authorities, promoting transparency and empowering individuals to hold institutions accountable.

#### **Structure:**

The RTI Committee of the College is typically composed of members appointed by the college administration. The exact structure may vary, but the committee usually includes the following roles:

**Public Information Officer (PIO):** A designated officer responsible for receiving and responding to RTI applications.

**Assistant Public Information Officer (APIO):** A designated officer responsible for assisting PIO.

**First Appellate Officer:** An officer who handles appeals in case the information sought by an applicant is denied or not provided satisfactorily.

#### **Functions:**

The primary functions of the Right to Information Act Committee include:

**RTI Application Processing:** The committee oversees the process of receiving and processing RTI applications from individuals seeking information from the college. The PIO, under the committee's guidance, ensures timely responses to these applications.

**Information Dissemination:** The committee facilitates the dissemination of information that falls within the purview of the RTI Act. It ensures that the required information is made available to the public in a timely and accessible manner.

**Records Maintenance:** The committee ensures the proper maintenance and preservation of records in accordance with the provisions of the RTI Act. This includes cataloging, organizing, and storing information in a manner that facilitates its retrieval and accessibility.

**Awareness and Training:** The committee may conduct awareness programs and training sessions to educate college staff, students, and the general public about their rights and responsibilities under the RTI Act. This helps in promoting a culture of transparency and accountability within the institution.

**Appeals and Grievances:** In case an applicant is not satisfied with the response received or if the requested information is denied, the committee facilitates the process of filing appeals and grievances. The appellate authority, as part of the committee, handles these appeals and ensures a fair and impartial resolution.

**Compliance Monitoring:** The committee regularly monitors the college's compliance with the provisions of the RTI Act, ensuring that the institution adheres to the prescribed guidelines and timelines for responding to RTI applications.

Overall, the Right to Information Act Committee of Dhareshwar Shikshan Sanstha's Aurangabad Arts and Science College plays a crucial role in upholding the principles of transparency, accountability, and citizen empowerment, as envisioned by the RTI Act 2005.

## **Right To Information Act 2005**

### **RIGHT TO INFORMATION ACT COMMITTEE**

#### **(Maharashtra Right to Information Act 2005)**

With reference to General Administration Dept., Govt. Circular NO. CRTI 2005/C.No.190 /05/05 dated 6<sup>th</sup> 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 15<sup>th</sup> June 2005. According to said act code 5 (1) (2), following officers has been appointed as Information Officer, Asst. Information Officer & Appellant Information Officer. This committee will be in action till further orders...



  
**PRINCIPAL**  
Jijamata College of Science & Arts  
Bhende, Tal. Newasa, Dist. A'Nagar



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**Incharge Principal Prof. Dr. Landge Patil S. R. ( M.A. Ph.D.)**

Reference No.JCS&A/2023-24

Dated: 01/11/2023

**Right to Information Act Committee**

Sr.No.	Name of the Member and Designation	Designation held according to act
1	Dr. Kale S. B. (Associate Professor)	Public Information Officer
2	Shri Ghodechor B. R. (Senior Clerk)	Assistant Public Information Officer
3	Prof. Dr. Landge Patil S. R. (Incharge Principal)	First Appellate Officer



**INCHARGE PRINCIPAL**  
Jijamata College of Science & Arts  
Dnyaneshwarnagar Tal. Newasa  
Ahmednagar