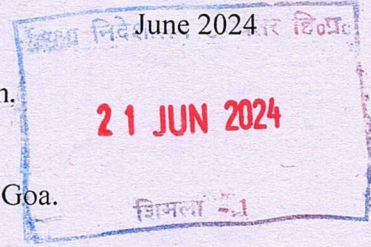


No. EDN-H (21) B (15) 47/2024-(All Type Trainings)-
Directorate of Higher Education,
Himachal Pradesh, Shimla-1
Telephone No. 0177-2653120, 2653386, 2653575, Extn. 234 Fax: 2812882
E-mail: dir.edu@rediffmail.com & genbr@rediffmail.com

To
Dated: Shimla-171001 the
All the Dy. Directors of Higher Education,
In Himachal Pradesh,
Subject: - Workshop on Right to Information act at Goa.



Please find enclosed herewith copies of Ref. No. RTI/09/24 dated 01-06-2024 received from the Director, National Academy of Human Resource Development, Office: A-456, LGF, Defence Colony, New Delhi-110024 on the subject cited above.

In this connection, you are hereby directed to make wide publicity amongst the field functionaries for above said Workshop. The willing candidates may apply for the same at their own cost on voluntary & self-training basis. The participation fee for residential participant covers the cost of lodging, boarding, meals and study material of the participants. In case of single occupancy, spouse/family members are welcome on additional all inclusive nominal charges. Further, it is informed that information related to training programme is available on www.nahrd.in.

For further information or clarification you can contact Mr. Rohit Agrawal, E-mail:rohit@nahrd.in Phone No. +91 98730 57803 and Mr. Vivek Manchanda, Email:Vivek@nahrd.in Phone No. +91 96507 45789. The nomination may be sent through Post/E-mail by providing participants' name, designation, contact number and e-mail ID alongwith Demand Draft in favour of National Academy of Human Resource Development payable at New Delhi. The participation fee is to be paid at the time of nomination.

Enclosures: 3 Pages

(Dr. Amarjeet K Sharma)
Director of Higher Education,
Himachal Pradesh, Shimla-1

Endst. No. Even Dated: Shimla-171001 the June 2024
Copy for information to;

1. The Director, National Academy of Human Resource Development, Office: A-456, LGF, Defence Colony, New Delhi refer to his/her References Number referred above.
2. The Technical Officer (Computer/IT Cell). Directorate of Higher Education, Himachal Pradesh to upload the letter on Department website.
3. Guard File.

Director of Higher Education,
Himachal Pradesh, Shimla-1

2024121345
11/6/24

Ref: RTI/09/24

01.06.2024

Public Information Officer/ I/c (RTI)
Directorate of Higher Education, H. P.
Shimla,
Himachal Pradesh-171001

WORKSHOP ON RIGHT TO INFORMATION ACT AT GOA

National Academy of Human Resource Development (NAHRD) was established to deliver competency-enhancing learning to officials of Central Govt., State Govt., Public Sector Undertakings, Autonomous Bodies, Banks, Insurance Companies, etc. We have organized a large number of workshops in the past, which have been very well attended and appreciated by officials of various organizations across the country.

A workshop on **Right to Information Act** is being organized by NAHRD from **22.09.2024 to 25.09.2024 at Goa**

The object of the workshop is to appraise the PIOs, Appellate Authorities, Nodal Officers, Law Officers and their facilitating officers about the features of RTI Act, latest judgments of the superior courts and decisions of the CIC on the subject. The program has been designed keeping in view of the mandatory requirements under the RTI Act that Govt. Departments, PSUs, Boards and Corporations should train their concerned officers on RTI for effective implementation. Needless to add that inapt handling of the RTI requests severely hampers the efficiency of the organization. After the workshop the participants shall have updated themselves in the following aspects:

- Provisions & Procedure under RTI Act, 2005
- Exemptions & Exclusions under the Act
- Personal & third party information under the Act
- Roles & functions of various officials (PIOs, Appellate Authorities, Nodal Officers, etc.)
- Improvement in the drafting skills to minimize the number of appeals
- Judgments passed by Hon'ble Supreme Court of India, Various High Courts & Information Commissions
- Handling of Online RTI applications

The workshop will be organized on highly participative lines. The training methods will include lectures, group discussions, exercises, presentations, case studies, etc.

RTI
General Branch

Sh Jagdish
13/6/24

Faculty

Sh. Mahabir Singh Kasana is a renowned trainer in the field of Right to Information. He is former Joint Director of Institute of Secretariat Training and Management, Department of Personnel and Training, Government of India. He is accredited as the master trainer by Training Division of DoPT, Govt. of India to train trainers and help public authorities for capacity building. He has developed a training package for RTI which has been distributed to all State Administrative Training Institutes. On RTI, Mr. Kasana has conducted workshops for Appellate Authorities and workshops for PIOs and APIOs. Till date he has conducted more than 400 workshops in which more than 12,000 officers from around 500 organizations have participated. He has contributed to development of various RTI Manuals under capacity building for access to information as part of UNDP project and organized International Training Program on Right to Information for Common wealth countries of Asia Region. Mr. Kasana has also authored book titled as "Right to Information Act- A Comprehensive Guide for Public Authorities to Handle RTI Matters".

Sh. Apendu Ganguly is a former Director, Ministry of Defence, Government of India. During his service with Government of India, he has handled various personnel, establishment, administrative, legal and statutory matters. He has also served as full time faculty member with Institute of Secretariat Training and Management, Department of Personnel and Training, Government of India. In addition, he is a regular visiting faculty member with Delhi Judicial Academy, Defence Headquarters Training Institute, Defence Research & Development Organization, National Institute of Financial Management, Institute of Secretariat Training and Management, Department of Personnel and Training, Government of India etc. He is having huge experience on Right to Information and has conducted a number of workshops on the present subject.

Multiple workshops organized by NAHRD have been attended and appreciated by officers of organizations that includes but not limited to Ministry of Road Transport & Highways, Ministry of Commerce & Industry, Ministry of Agriculture, LIC of India, Reserve Bank of India, Securities & Exchange Board of India, Coal India Ltd., Engineers India Ltd, FSSAI, Tariff Authority of Major Ports, Indian Oil Ltd, BPCL, IITs, NITs, IIITs, IIMs, IHMs, NHPC, Bank of Baroda, SBI, Punjab National Bank, NABARD, DFCCIL, HUDCO, HAL, JNPT, Syndicate Bank, IDBI Bank, Quality Council of India, Telecom Regulatory Authority of India, Delhi University, Export- Inspection Council of India, Spices Board, ONGC, Indian Space Research Organization, GIC of India, EXIM Bank, Delhi Metro Rail Corporation, Mumbai Metro Rail Corporation, Election Commission of India, New India Assurance Co. Ltd., North Eastern Council, India Trade Promotion Organization, IREDA, Dredging Corporation of India Ltd., TIFAC, Wildlife Institute of India, Bharat Dynamics Ltd., Directorate General of Shipping, etc.

Participation Fee:

Single Occupancy- Rs. 69,000/- plus GST @ 18% per participant

Twin Sharing- Rs. 60,000/- plus GST @ 18% per participant

Non Residential- Rs. 40,000/- plus GST @ 18% per participant

The participation fee for residential participants covers the cost of accommodation, meals & study material of the participants. Spouse/ family members are welcome on additional all-inclusive nominal charges in case nomination of the participant is on single occupancy. Twin Sharing is available only in case even number of participants of same gender from same organization. The participation fee for non-residential participants covers the cost of lunch & study material.

Venue: Resort Rio, Near Baga Beach Tambudki, Arpora, Goa 403518

Check In- 22.09.2024 (3:00 P.M.)

Check Out- 26.09.2024 (11:00 A.M.)

The workshop will commence at 9:30 A.M. on 23.09.2024 and will conclude at 5:30 P.M. on 25.09.2024. However, there will be an introductory session on 22.09.2024 after all participants have reported at the venue. In case of non-availability of rooms at Resort Rio as on date of nomination, arrangements for stay shall be made in another property.

Nominations may be sent through post/ email by providing participants' name, designation, contact number & e-mail ID along with cheque/DD in favor of National Academy of Human Resource Development payable at New Delhi. Please note that participation fee is to be paid at the time of nomination. Registration form can be obtained from our website. In case of payment through electronic mode, details are as under:

Name of the Beneficiary: **National Academy of Human Resource Development**

Bank: Kotak Mahindra Bank. A/c No. 8912179265. CA. IFSC Code. KKBK0004620

PAN: AAJFN7963N GSTIN: 07AAJFN7963N1ZF

For further information or clarification kindly contact:

Rohit Agarwal

Vivek Manchanda

Email- rohit@nahrd.in
Phone- +91 9873057803


Email-vivek@nahrd.in
Phone-+91 9650745789

Nomination once confirmed cannot be cancelled, however substitution of participant(s) is allowed. In case nominated participant is not able to attend the workshop due to any reason and no substitution is made, fees shall still be payable. In case fees have already been paid, same shall be liable to be forfeited. Participants and their accompanying guests (if any) shall be required to fulfill requirements as required by competent authorities at points of boarding and arrival. NAHRD shall not be responsible for the same. In addition, NAHRD may also require participants and their accompanying guests to fulfill certain requirement(s) which will be conveyed one week before the workshop.

Limited seats available for the present workshop and hence the nominations will be accepted on first-come-first-serve basis. Organizations are kindly requested to seek confirmation about availability before nominating. Last date for accepting nominations is **06.09.2024**.

You are requested to kindly nominate officers and executives for the present workshop at the earliest and draw maximum benefit from the opportunity.

Thanks & Regards


For NAHRD

In addition, we also request you to consider nominating officers for our other workshops (August 2024 to March 2025). Details are as under:

- **Organizational Development** from 05.08.2024 to 10.08.2024 at Singapore & Kuala Lumpur,
- **Right to Information Act** from 22.09.2024 to 25.09.2024 at Goa,
- **Prevention of Sexual Harassment of Women** from 22.09.2024 to 25.09.2024 at Goa,
- **Disciplinary Rules & Procedures** from 22.09.2024 to 25.09.2024 at Goa,
- **Handling of Court Cases** from 22.09.2024 to 25.09.2024 at Goa,
- **Goods & Services Tax (GST)** from 22.09.2024 to 25.09.2024 at Goa,
- **Indian Accounting Standards (Ind AS)** from 22.09.2024 to 25.09.2024 at Goa,
- **Contract Management & Dispute Resolution** from 22.09.2024 to 25.09.2024 at Goa,
- **Labour Laws & HR Compliances** from 22.09.2024 to 25.09.2024 at Goa,
- **GeM and Preventive Vigilance in Procurement** from 22.09.2024 to 25.09.2024 at Goa,
- **Effective Use of Artificial Intelligence** from 22.09.2024 to 25.09.2024 at Goa,
- **Cyber Hygiene & Security** from 22.09.2024 to 25.09.2024 at Goa,
- **Work Life Balance & Leadership Development** from 22.09.2024 to 25.09.2024 at Goa,
- **Recruitment Rules, Rosters, Reservation in Services and Cadre Review** from 22.09.2024 to 25.09.2024 at Goa,
- **Public Premises (Eviction of Unauthorised Occupants) Act, 1971** from 22.09.2024 to 25.09.2024 at Goa,
- **Effective Redressal of Public Grievances** from 22.09.2024 to 25.09.2024 at Goa,
- **Digital Personal Data Protection Act, 2023 and Privacy Compliance** from 22.09.2024 to 25.09.2024 at Goa,
- **Corporate Governance** from 13.11.2024 to 16.11.2024 at Goa,
- **Corporate Social Responsibility (CSR)** from 13.11.2024 to 16.11.2024 at Goa,
- **Insolvency & Bankruptcy Code (IBC)** from 13.11.2024 to 16.11.2024 at Goa,
- **Emotional Intelligence & Human Factors** from 13.11.2024 to 16.11.2024 at Goa,
- **Pay Fixation Rules** from 11.12.2024 to 14.12.2024 at Port Blair (A&N Islands),
- **Work Life Balance & Stress Management** from 11.12.2024 to 14.12.2024 at Port Blair,
- **Management of Training & Training of Trainers** from 11.12.2024 to 14.12.2024 at Port Blair (A&N Islands),
- **Rosters & Reservation in Services** from 11.12.2024 to 14.12.2024 at Port Blair,
- **Preventive Vigilance** from 11.12.2024 to 14.12.2024 at Port Blair (A&N Islands),