

No. A-33015/2/2014/HRD-I 2926
Government of India
Ministry of Commerce & Industry
(Department of Commerce)
Directorate General of Foreign Trade
Udyog Bhawan, New Delhi

Dated: 17 November, 2014

CIRCULAR

Subject: RTI Online Certificate Course conducted by the Department of Personnel and Training.

The undersigned is directed to refer to O.M. No. 1/10/2009-IR dated 07.10.2014 received from DoPT (Copy enclosed) and to say that the DoPT is conducting a certificate course on RTI for officers of the rank of First Appellate Authorities/CPIOs. This course is hosted through Centre for Good Governance, Hyderabad on the URL: rtiocc.cgg.gov.in. The CGG hosts two courses on RTI – a short duration course of 7 days and a longer version of 15 days.

- This course is open for all the citizens and is available **free of cost**.
- 2. It is requested that officers functioning as First Appellate Authorities / CPIOs (Jt.DGsFT & Dy. DGsFT) may enroll themselves on the aforesaid URL for the said online certificate course on RTI.

Encl:- DoPT's OM dated 07.10.2014



(Nirmal Kumar)
Dy. Director General of Foreign Trade
E-mail: nirmal.kumar65@nic.in
Tel. No. 011-23063918

To

1. All Jt. DGsFT & Dy. DGsFT, O/ o the DGFT (HQ), Udyog Bhawan, New Delhi.
2. EDI Section with request to upload the Circular on the Directorate's website.
3. Zonal Offices – CLA, New Delhi / Mumbai / Chennai / Kolkata
4. Notice Board.

- 36

F No.1/10/2009-IR
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel and Training

North Block, New Delhi-110001
Dated: 7.10.2014

Office Memorandum

Subject: RTI online Certificate Course conducted by the Department of Personnel and Training

The Department of Personnel and Training has been conducting an Right to Information Online Certificate Course in English since the year 2009 and in Hindi and Telugu since the year 2012. The course is hosted through Centre for Good Governance, Hyderabad on the url rtiocc.cgg.gov.in. The RTI online certificate course not only offers the benefit of away-from-classroom-learning, but also provides a platform for reinforcing one's learning through interacting with experts and fellow candidates. This course is open for all the citizens and is available free of cost.

2. The CCG hosts two courses on RTI - a short duration course of 7-days and a longer version of 15 days. The 7 days course is introductory in nature and does not have chat window/moderator facility and does not carry any certificate. However, this is treated as an eligible criterion for getting selection into the longer version 15-days course.

3. The 15-day course is more intensive with practical orientation of applying the RTI Act. This version of the course has the facility of discussion forum and moderation. On successful completion of the course, an e-Certificate will be issued.

4. It is requested that the Public Information Officers and First Appellate Authorities working in your Ministry/Department and public authorities under your administrative control may be encouraged to enroll for the said Online Certificate Course on RTI.

D/o Commerce

M
21/10/2014
All Ministries /Departments of Govt

Smt. SB
Copy to :
Chief Secretaries of the States

Archana Varma
(Archana Varma)
Joint Secretary

FTS - 34326/RTI
21/10/2014