

Dear Sir/Madam,

Subject: Two Days Online Training on “Good Governance and Transparency through RTI Act 2005” from 9th to 10th September, 2021 at 11:00 AM –5:00 PM (Indian Time). - Request for Nominations.

National Productivity Council is an autonomous organization under the Ministry of Commerce and Industry, Govt. of India. NPC plays a catalytic role in productivity promotion by undertaking consultancy, training and research assignments in frontier areas of management and technology oriented disciplines. National Productivity Council is organizing a **Two-Day Online Training on “Good Governance and Transparency through RTI Act 2005” from 9th to 10th September, 2021 at 11:00 AM –5:00 PM (Indian Time).**

About Online Training:

The prime objective of Good Governance is to promote transparency and to create accountability among public servants, in order to contain corruption. In this connection GOI has enacted a Law called “Right to Information” in 2005. The Act provides for a practical regime of right to information for citizens to secure access to information under the control of public authorities, in order to promote transparency and accountability in the working of every public authority, the constitution of a Central Information Commission and State Information Commission and for matters connected therewith or incidental thereto. It has also helped the public authorities to streamline their information systems and office productivity.

The Two-Day Online training is going to deal with the principles of Good Governance and the provisions under the RTI Act along with the role of various stakeholders in promoting transparency in administration of Public Authorities.

Course Objective:

The Two-Day program will enable the participants to:

- **Understanding the basic provisions of the RTI 2005 Act.**
- **Prepare Govt officials /PIOs/FAAs better handle RTI applications from the Citizens**
- **Streamline office procedures with modern IT Practices for better Records Management.**

Online Training Day Wise Course Coverage:

Day/Date	Session - I (11:00 AM to 1:00 PM)	Session - II (2:00 PM to 5:00 PM)
Day - 1 (9th-Sep- 2021)	1. Good Governance 2. Definition of Good Governance 3. Elements of good Governance 4. Principles of Good Governance 5. Initiatives for Good Governance in India 6. Challenges to Good Governance	7. Objectives of RTI Act 2005 8. Transparency and Accountability in RTI Act 2005 9. Role of Public Authority to promote transparency in RTI Act 2005 Q & A

<p>Day - 2 (10th- Sep- 2021)</p>	<p>10. Role of Public Information Officer in promoting Transparency in RTI Act 2005</p> <p>11. Critical role of Public Information officers to protect the confidentiality as per Act</p>	<p>12. Role of State / Central Information Commission in promoting transparency in administration</p> <p>13. Penal provisions if the Public Information Officer failed to respond to the Transparency Act</p> <p>14. Powers and privileges of Citizens under RTI Act 2005</p> <p>15. Roles and Responsibilities of External Stakeholders in promoting transparency in RTI Act 2005</p> <p>16. Suggestions of Information Commission to further promote Transparency in Administration</p> <p style="text-align: center;">Q & A</p>
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TARGET GROUP

The online training is designed for officials working across different functional areas of management including administration, finance, personnel & training/HRD, etc. from State and Central Governments Departments/Ministries, Public Sector Units, Private, Financial Institutions and/or Academic and/or Research Institutions.

We are sure that your organization would take advantage of this opportunity by sponsoring delegates to the Online Training. Nomination indicating the name(s) of the participants, designation, e-mail id, and phone/mobile number etc. along with a crossed cheque/demand draft of participation fees is **Rs5000/- (Rupees Five Thousand Only) inclusive of GST 18 %Per Participant.**

PAYMENT DETAILS:

- Participation Fees per Participant per Programme to be paid by DD/Cheque in the name of NATIONAL PRODUCTIVITY COUNCIL payable at NEW DELHI
- PAN No: AAATN0402F, GSTIN: 07AAATN0402F1Z8
- ECS Payment Details: Indian Overseas Bank, 70, Golf Link, New Delhi Branch; A/c No. 026501000009207, NEFT/RTGS/IFSC No. IOBA0000265
- **In case of ECS Payment, the payment details should be intimated accordingly along with UTR number**

Duration: 9th to 10th September, 2021

Time: 11:00 AM – 5:00 PM (Indian Time)

FeePer Participant: Rs 5000/- (All Inclusive)

The attendees will be provided e-Certificate towards participation.

For any other query, kindly contact Ms. Ashmita on Mobile: +91-9711554021, Phone:- 011-24607319 and email- ashmita.rathi@npcindia.gov.in

Thanks & Best Regards,

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