



INDIAN RUBBER MANUFACTURERS RESEARCH ASSOCIATION (IRMRA)

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

Ref No: IRMRA/RTI/AUDIT/2023/3/673

Mumbai,

To,
Transparency Officer/FAA/CPIO
Department of Higher Education
North Eastern Hill University
North Eastern Hill University, Shilong

Sub: 2 Days Training Program on “Transparency Audit with respect of compliance under Section 4 of RTI Act, 2005.” on 19 - 20 Oct, 2023 & 14 – 15 Dec, 2023 at IRMRA, Thane West, Maharashtra.

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 Training Program on “Transparency Audit with respect of compliance under Section 4 of RTI Act, 2005.” on 19 - 20 Oct, 2023 & 14 – 15 Dec, 2023 at IRMRA, Thane West, Maharashtra.
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.
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 & 24 - 25 November 2022

7. IRMRA has conducted Third Party Transparency Audit of following organizations' websites with respect to compliance of proactive disclosure under Section 4 of RTI Act, 2005 of Director General Shipping, Mumbai and Executive Council of Insurers (Department of Financial Services), Pharmacopoeia Commission for Indian Medicine & Homoeopathy (PCIM&H), IIIT Vadodara, The Asiatic Society Agricultural and Processed Food Products Export Development Authority, Madras Fertilizer Ltd.(MFL), Bank of India, United India Insurance Co. Ltd., Union Bank of India, State Bank of India, All India Institute of Physical Medicine And Rehabilitation, Mumbai, National Book Trust, IIT, Indore., IIT Hyderabad, IIT, Ropar, Indian Institute of Technology, Kharagpur, IIT Goa, Central Pulp & Paper Research Institute, Quality Council of India, National Council for Cement and Building Materials, Indian National Academy of Engg. Shree Chitra Triunal Institute for Medical Sciences and Technology, The Institute of Advanced Study in Science & Technology, Survey of India, Satish Dhawan Space Centre-SHAR, Sriharikota, Mahanadi Coalfields Limited, Central University of Tibetan Studies (Deemed University), Delhi Metro Rail Corporation, National Minorities Development and Finance Corporation, Numaligarh Refinery Limited (NRL) Mangalore Refinery and Petrochemicals Limited (MRPL), National Trust for the Persons with Cerebral Palsy, Autism, Mental Retardation & Multiple Disability, National Institute for Empowerment of Persons with Multiple Disabilities (NIEPMD), Acharya Narendra Dev College, Department of Justice, IHM Pusa, IIM Khozikode, Council of Insurance Ombudsmen, Coffee Board, IIIT Allahabad, Fluid Control Research Institute and many other Public authorities.
8. The training programme fee per participant will be Rs. 14750/- (Programme fee of Rs. 12500/- + GST @ 18% = 2250/-). 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.
9. 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.
10. 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.
11. 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 (Training / QMS)
Indian Rubber Manufacturers Research Association (IRMRA)
[Under Ministry of Commerce & Industry, Govt. of India]
254/1 B, Rd Number 16U, Nehru Nagar, Wagle Industrial Estate, Thane West, Thane, Maharashtra 400604
Email: rr@irmra.org,
Mobile no:- 7275247393, 8291404906





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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 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:

Dr. Rupesh Rohan
Assistant Director (Training / QMS)
Indian Rubber Manufacturers Research Association (IRMRA)
[Under Ministry of Commerce & Industry, Govt. of India]
254/1 B, Rd Number 16U, Nehru Nagar,
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Public Authority successfully completed Two days training course on “Transparency Audit with respect of compliance under Section 4 of RTI Act, 2005” held at IRMRA, Thane.

Public Authority Benefitted by Training on Transparency Audit with respect of compliance under Section 4 of RTI Act, 2005	<ol style="list-style-type: none">1. IIM Shillong2. Office of Development Commissioner, Cochin Special Economic Zone3. Airport Authority of India, New Delhi4. Board of Apprenteship Training (WR), Mumbai5. Brahmaputra Valley Fertilizer Corporation Limited, Namrup, Assam6. Central Drugs Standard Control Organisation Zonal FDA Bhawan, Mumbai7. Central Drugs Testing Laboratory - Mumbai8. Central Forensic Science Laboratory/CBI/New Delhi, New Delhi9. Central Institute of Higher Tibetan Studies (Deemed to be University), Sarnath, Varanasi10. Central Institute of Psychiatry, Ranchi11. Central Reference Library, Kolkata12. Central Referene Library13. Central University of Jharkhand14. Central University of Odisha, Koraput15. Centre for High Technology, Noida16. Centre for Plasma Physics - Institute for Plasma Research, Assam17. CSIR-AMPRI, Bhopal18. Delhi Urban Art Commission19. Department of Higher Education, Rajiv Gandhi University, Arunachal Pradesh20. Deptt of Economic Affairs, Ministry of Finance, New Delhi21. Director I/C & Appellate Authority, Central Drugs Testing Laboratory, Chennai22. Directorate General of Shipping, Mumbai23. Dy. Drug Controller (India)24. Embassy of India, Algeria25. Export-Import Bank of India, Mumbai26. Fishery Survey of India27. ICAR - National Bureau of Animal Genetic Resources, Karnal28. ICAR-Directorate of Groundnut Research, Junagadh, Gujarat29. ICAR-Indian Institute of Rice Research, Hyderabad30. ICAR-National Bureau of Agriculturally Important Microorganism, Mau31. ICAR-National Research Centre for Grapes, Pune32. ICAR-National Research Centre on Meat, Hyderabad33. IIIT Vadodara, Gandhinagar34. IIT Indore35. India Meteorologist Department36. Indian Institute of Astrophysics, Bangalore37. Indian Institute of Forest Management, Bhopal38. Indian Institute of Management, Ahmedabad39. Indian Institute of Management, Amritsar40. Indian Institute of Management, Calcutta41. Indian Institute of Management, Jammu42. Indian Institute of Technology Roorkee43. Indian Institute of Technology, Delhi44. Indian Institute of Technology, Indore
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	<p>45. Indian Institute of Technology, Jodhpur</p> <p>46. Indian Institution of Technology Palakkad</p> <p>47. Indian National Centre for Ocean Information Services</p> <p>48. Indian Rubber Manufacturers Research Association</p> <p>49. Institute for Plasma Research, Bhat Gandhiangar</p> <p>50. Institute of Pesticide Fomulation Technology, Gurugram, Haryana</p> <p>51. Institute of Plasma Research, Gandhinagar, Gujarat</p> <p>52. Insurance Regulatory and Development Authority of India</p> <p>53. International Advanced Research Centre for Powder Metallurgy and New Materials (ARCI), Hyderabad</p> <p>54. ITER-India</p> <p>55. Joint Plant Committee, Kolkata</p> <p>56. Life Insurance Corporation of India</p> <p>57. Life Insurance Corporation of India</p> <p>58. Indian Medicines Pharmaceutical Corporation Limited</p> <p>59. Master Control Facility, ISRO, Hassan</p> <p>60. Mecon Limited, Ranchi</p> <p>61. Ministry of Environment, Forest & Climate Change, Regional Office, Nagpur</p> <p>62. Ministry of Health and Family Welfare</p> <p>63. Ministry of Industry, Udyog Bhawan, New Delhi</p> <p>64. Nagaland University</p> <p>65. National Centre for Sustainable Coastal Management (NCSCM), Chennai</p> <p>66. National Council for Promotion of Urdu Language, New Delhi</p> <p>67. National Fertilizers Limited, Noida</p> <p>68. National Institute of Design, Madhya Pradesh</p> <p>69. National Institute of Homoeopathy, Kolkata</p> <p>70. National Institute of Mountaineering and Allied Sports, Dirang</p> <p>71. National Institute of Ocean Technology, Chennai</p> <p>72. National Institute of Pharmaceutical Education & Research , Guwahati</p> <p>73. National Institute of Siddha, Chennai</p> <p>74. National Institute of Solar Energy, Gurgram</p> <p>75. National Instiute of Technology, Warangal</p> <p>76. National Scheduled Castes Finance and Development Corporation, Delhi</p> <p>77. National School of Drama, New Delhi</p> <p>78. National Skill Development Corporation</p> <p>79. North Eastern Indira Gandhi Regional Institute of Health and Medical Sciences (NEIGRIHMS), Mawdiangdiang, Shillong</p> <p>80. Northern Coalfields Limited</p> <p>81. O/o Controller General of Accounts, New Delhi</p> <p>82. O/o Development Commissioner, Vissakhapatnam</p> <p>83. Office of Executive Council of Insurers, Mumbai</p> <p>84. Office of the Commissioner of Customs (Export), Mumbai</p> <p>85. Oil and Natural Gas Corporation Limited, New Delhi</p> <p>86. Oil Industry Safety Directorate, Noida</p> <p>87. Pharmacopoeia Commission for Indian Medicine & Homoeopathy</p> <p>88. Railtel Corporation of India Limited, New Delhi</p> <p>89. Rashtriya Ispat Nigam Ltd., Visakhapatnam</p> <p>90. Regional Centre for Biotechnology, Faridabad</p> <p>91. Regional Office for Health & Family Welfare, Ahmedabad</p> <p>92. School of Planning and Architecture, Vijayawada</p> <p>93. Securities and Exchange Board of India, Mumbai</p>
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	<ul style="list-style-type: none">94. Semiconductor Technology and Applied Research Centre (STARC)95. Specified Undertaking of UTI, Mumbai96. Sree Chitra Tirunal Institute for Medical Science & Technology, Thiruvananthapuram97. Tariff Commission, New Delhi98. Telecom Consultants of India Ltd.99. Tezpur University (A Central University)100. The Automotive Research Association of India (ARAI), Pune101. The Rubber Board, Kottayam102. The Shipping Corporation of India Ltd.103. Training Cell, HO HRD Department, Punjab & Sind Bank104. Vikram Sarabhai Space Centre, ISRO, Thiruvananthapuram105. Wildlife Crime Control Bureau
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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