

No. 101-05-2013- RTI
Government of India
Ministry of Communications
Department of Posts
(RTI Cell)

Dak Bhawan, Sansad Marg,
New Delhi 110 001.

13th May, 2020.

Office Memorandum

Sub: Suo motu disclosure of information as mandated under RTI Act, 2005

This is regarding suo-motu disclosure of information as mandated under RTI Act, 2005. In the past, RAKNPA was requested to conduct transparency audit on the information uploaded in the Department's website for the years 2016 and 2018.

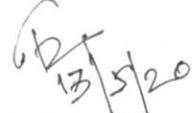
2. Since there was no uniformity in conducting transparency audit across board, CIC decided to have a uniform approach of audit through software. They have developed a Transparency Audit Software, which is fully operational now. For the year 2019-20 onwards, transparency audit has to be conducted by the Training Institute, i.e., RAKNPA online through the software. Central Information Commission has also provided User Id and Password to Training Institutes, including RAKNPA, to access the software in its website.

3. As part of this process, Central Information Commission, has uploaded a Self Appraisal Report Form (2019-20) for Public Authorities based on certain parameters to ensure transparency. The online Self Appraisal Report Form was accessed by RTI Cell and examined in terms of available information in Department's website. The same was also uploaded in CIC portal on 24-01-2020 after it was vetted by Technology Division, to enable RAKNPA to conduct transparency audit. RAKNPA has also carried out the transparency audit on the self appraisal report and the audit report has been submitted to CIC on 07-02-2020. A copy of Self Appraisal Report Form (2019-20) is enclosed for information, wherein Sl. No. 5.1.5 reads as below:

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| 5.1.5 | Committee of PIOs/ FAAs with rich experience in RTI to identify frequently sought information under RTI- (a) Dates from which constituted, (b) Name and designation of the officers. |
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4. In view of the above, the undersigned is directed to request you to constitute a committee comprising of one PIO, one FAA and the Nodal Officer (RTI) in your Circle. Nodal Officer (RTI) of your Circle may send the Committee's yearly report/ recommendation to the Dy. Director General (PG, QA&I), Department of Posts starting 15-12-2020.

5. Therefore, the undersigned is directed to request you to carry out necessary action as per Para 4 above and issue orders of the Circle Committee, a copy of which may be marked to RTI Cell so that the same is uploaded on Indiapost website.


(M. Mohan)
Section Officer (RTI)

Encl.: As above

All Chief Postmaster's General.

Copy to

1. GM, CEPT, Nazarbad, Mysuru
2. DDG (Tech.), Department of Posts