

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
ADMINISTRATIVE REFORMS DEPARTMENT
7TH LEVEL, C-WING, DELHI SECRETARIAT, I.P. ESTATE, NEW DELHI
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No. F13/5/05/AR/10243

Dated: 17.8.2005

To

The Director,
Directorate of Training (UTCS),
Institutional Area,
Vishwas Nagar, Shahdara,
Delhi- 110 032.

Sub: Programme for training to implement Right to Information Act, 2005 to be implemented w.e.f. 12th October, 2005.

Sir,

I am to draw your attention to Section 26(1) of the Right to Information Act, 2005, which stipulates as under: -

- (a) that the appropriate Government shall develop and organize educational programmes to advance the understanding of the public;
 - (b) encourage Public Authorities to participate in the development and organization of programme referred to in (a) above;
 - (c) promote timely and effective dissemination of accurate information by the Public Authorities;
 - (d) train State Public Information Officers of Public Authorities and produce relevant training material for use by the Public Authorities.
2. The implementation of Right to Information Act requires imparting of training to officers and staff at all levels. It is suggested that, to begin with, training programmes for the following categories should be initiated immediately:-
- i) State Public Information Officers to be appointed by various Head of Departments / Undertakings / autonomous bodies / Local Bodies / Corporations / Boards etc. (Nearly 200)
 - ii) State Assistant Public Information Officers to be appointed by various Head of Departments / Undertakings / autonomous bodies / Local Bodies / Corporations / Boards etc. (Nearly 200)

iii) First Appellate Authorities to be appointed by various Head of Departments / Undertakings / autonomous bodies / Local Bodies / Corporations / Boards etc. (Nearly 100)

iv) Heads of Departments of organizations / institutions etc. (Nearly 120)

3. Since the Act has to come into force w.e.f. 12th October 2005 some preliminary exposure needs to be given to all the above officers urgently. It is suggested that one day training programme for each of the above category may be organised initially.

4. In the second phase, Grade I Officers of Delhi Government and their equivalents should be given such training in this Act in a phased manner.

5. The other officers and staff members have also to be imparted training in this regard and a sensitization programme needs to be organised. It is suggested that in all future training programmes organised by UTCS, at least one session should be devoted to Right to Information Act.

6. Special training programme needs to be developed for this purpose and suitable training material be distributed.

7. With regard to the general public, participation in Bhagidari meetings organised by various DC Offices can be of help in sensitization.

8. It is requested that necessary training programmes may please be organised at the earliest.

Yours faithfully,

Sd/-

(PRAKASH KUMAR)
SECRETARY (AR)