

1.12 Programmes to advance understanding of RTI.

- (i) Educational programmes
- (ii) Efforts to encourage public authority to participate in these programmes
- (iii) Training of CPIO/APIO

As directed by the Department of Space, one/two days workshop is being conducted by DOS / ISRO Centres annually on rotation basis.

In December 2019, VSSC had organized 2 days workshop for the officials who are involved in RTI related work in DOS/ISRO Centres and CPIO, URSC had attended the same.

On 15.11.2021 and 16.11.2021, SDSC-SHAR had organized 2 half-day workshop through virtual mode for the officials who are involved in RTI related work in DOS/ISRO Centres and APIO and the Official dealing with RTI, had attended the same.

CPIO, URSC had attended 15th Annual Convention 2022 at Vigyan Bhawan on 9th November 2022 conducted by Central Information Commission.

In the month of December, 2022 i.e., on 28.12.2022 and 29.12.2022, URSC had organized 2 days workshop for the officials who are involved in RTI related work in DOS/ISRO Centres.

- (iii) Update & publish guidelines on RTI by the Public Authorities concerned

[Link to RTI Act and rules](#)

GUIDELINES FOR SUBMISSION OF APPLICATION UNDER RTI ACT, 2005

A request for obtaining information under sub-section(1) of Section 6 of the RTI Act, 2005, shall be accompanied by an application fee of Rupees Ten and sent to CPIO/Alternate CPIO or APIOs (as per ___ list given in the RTI portal). There is no prescribed application form for seeking the information. Application can also be submitted through online RTI portal rtionline.gov.in.

Mode of payment of Fee:

An applicant shall make payment of fee of Rs.10/- by Indian Postal Order(IPO) or Demand Draft (DD) or Bankers Cheque payable to Senior Accounts Officer /Accounts Officer of the Public Authority and sent to the concerned CPIO or concerned APIO to whom the application is addressed to. In case the applicant wishes to remit the application fee by cash, the same has to be remitted at the Office of Accounts Officer of the concerned CPIO /APIO and obtain a receipt. The original receipt to be attached to the application and submitted to the CPIO/Concerned APIO.

Note: Applicants belonging to Below Poverty Line (BPL) category shall submit an attested copy of BPL- certificate issued by the competent authority for claiming exemption from payment of application fee.