

VENKATESHWARA OPEN UNIVERSITY

Lekhi Village, Naharlagun, Papum Pare Distt, Arunachal Pradesh – 791 110

RTI POLICY

1. Introduction

In accordance with the Right to Information Act, 2005, Venkateshwara Open University (VOU) recognizes the right of citizens to access information under the control of public authorities to promote transparency and accountability in the working of every public authority.

2. Objective

The objective of this RTI Policy is:

- To provide a transparent mechanism for citizens to access information.
- To ensure compliance with the RTI Act, 2005.
- To facilitate informed decision-making and public participation in the functioning of the university.

3. Applicability

This policy applies to all departments, schools, centers, administrative units, and affiliated bodies under the jurisdiction of the university.

4. Public Information Officer (PIO)

The university shall appoint a Public Information Officer (PIO) and, if required, an Assistant Public Information Officer (APIO) to deal with RTI requests in accordance with the provisions of the Act.

- Name: Dr Sudhakar Kumar
- Designation: Asso. Professor
- Contact No.: +91 74281 90205

5. Appellate Authority

The university shall designate an Appellate Authority to hear appeals against the decisions of the PIO.

- Name: Dr Arun Kumar Choudhary
- Designation: Dean - Academics
- Contact No.: +91 74281 90203

6. Procedure for Seeking Information

- Applications should be made in writing or electronically with the prescribed fee, addressed to the PIO.

- The request must clearly mention the information sought, along with the applicant's name and contact information.
- The PIO shall respond within 30 days from the date of receipt of the request, as per the RTI Act.

7. Fee Structure

The fee shall be charged as per Section 6(1) and 7(1) of the RTI Act and relevant government notifications. Fee exemptions will apply to citizens below the poverty line (BPL), as per the law.

8. Exemptions

Information that is exempt under Section 8 and 9 of the RTI Act shall not be disclosed. This includes matters affecting national security, commercial confidence, personal privacy, etc.

9. Proactive Disclosure (Section 4 of RTI Act)

The university shall publish the following information on its website and through other accessible means:

- Organizational structure
- Powers and duties of officers and employees
- Budget and financial information
- Academic and administrative policies
- Details of services provided
- Norms and standards for discharging functions

10. Monitoring and Review

The university's RTI Cell, under the supervision of the Registrar or a designated officer, shall monitor the implementation of this policy and ensure timely responses to RTI applications. Regular reviews and training for designated officers will be conducted.