



श्री चित्रा तिरुनाल आयुर्विज्ञान और प्रौद्योगिकी संस्थान, तिरुवनन्दपुरम् - ६९५ ०११, केरल, भारत  
SREE CHITRA TIRUNAL INSTITUTE FOR MEDICAL SCIENCES & TECHNOLOGY  
THIRUVANANTHAPURAM – 695 011 KERALA, INDIA  
(An Institute of National Importance under Govt. of India)  
(भारत सरकार के अधीन एक राष्ट्रीय महत्व संस्थान)  
Ph: 0471-2443152. FAX: 0471-2446433. 2550728

**Personnel & Administrative Division— Constitution of Committee to examine the records for Transparency Audit with respect of compliance under Section 4 of RTI Act 2005 - Orders issued**

**PERSONNEL & ADMINISTRATIVE DIVISION**

**No. P&A.I/X/ 71 /SCTIMST/2018**

**Date: 21.07.2018**

Read : 1. Right to Information Act-2005  
2. Approval from Director dated 20.07.2018

**ORDER**

Sub-section(2) of Section 4 of RTI Act 2005, requires every public authority to take steps in accordance with the requirements of Clause(b) of sub-section (1) to provide as much information suo motu to the public at regular intervals through various means of communications, including internet, so that public have minimum resort to use the RTI Act to obtain information.

In compliance to the above, Director has approved the Constitution of a Committee with the following members to examine the records available in the Intranet/Office files and also the checklist available to ensure compliance with RTI Act requirements:

1. Dr Prabha D Nair, Scientist G(Sr.Grade) & Transparency Officer - Chairperson
2. Sri Nagesh D S, Scientist G - for records pertaining to BMT Wing
3. Smt Beena P Nair , AO Gr.I - for records of P&A Division and AMCHSS
4. Sri Suresh Kumar B, Engineer E - Computer Division
5. Dr Rahul D Nambiar, AMO - for records pertaining to Hospital wing
6. Sri Haridasan T K, IAO - for general audit.

The Committee shall examine the designated records as per CIC format and suggest additional procedure to enable the compliance with the Transparency Audit as dictated by the RTI Act 2005 and submit the report within one month.

  
**Sr. Deputy Director (Admin)**

To  
The Chairperson & Members of the Committee