

The Right to Information Act 2005

NIAP/NIAP
उपरी No/Dy. No. 255
Ref No. 575-16

To: Public Information Officer,
NIAP, Pusa, New Delhi-110012

1. FULL NAME OF APPLICANT : Sonia Chauhan
2. ADDRESS : NIAP, Pusa, New Delhi

Particulars of attested information required : Under The RTI Act 2005

Subject matter of information:

1. Please provide the soft copy of the attendance record of bio-matrix of all permanent NIAP employees for last two years.
2. The record of the reasons for absence from the duty i.e leave/tour/training of NIAP permanent employees for the last two years. (Approved copy of leave/tour/training etc. reason may be enclosed)
3. Name and designation of the employees granted supple timings of duty in NIAP.
4. Copy of the rule and office order for granting supple hours office duty to some of the employees of NIAP.
5. Detailed mandate and Function of the Monthly Staff Meeting constituted at NIAP.
6. Copy of the proceedings of the Monthly Staff Meeting for the last three years.

May 26
TA-300
EL-300
Training-

I am submitting the postal order of Rs. 10/- for fee under this act with following details:

Postal Order No. 32F 246748 date 246748 .

Place : New Delhi

Date : 26/05/2016

Sonia Chauhan
Signature of the applicant

Put up to Director for
her kind information
Ram
26/5/16

Seen

26/5/16

32
26/5

A.O. for n.a.

A.O.

U.S. for

26/5/16

26/5/16

ICAR - National Institute of Agricultural Economics and Policy Research (NIAP)
Dev Prakash Shastri Marg, Pusa, New Delhi - 110 012

No. 29(41)/2013/NIAP

Dated: 23.06.2016

24

To,

Mrs. Sonia Chauhan,
Assistant Chief Technical Officer,
ICAR-NIAP, Pusa, New Delhi - 110 012

Sub: Information Sought under RTI Act 2005 - reg.

Madam,

Kindly refer to your RTI application dated 26.05.2016 received in this office on 26.05.2016 vide which you have requested for information under RTI. In this regard, point-wise information is as follows:

1. With respect to point no. 1, you are requested to deposit Rs. 50/- as cost of CD in which soft copy of the Attendance Record for the last two years will be provided.
2. With respect to point no. 2, it is informed that the reason for absence from office of all permanent employees has been recorded in their leave applications, Tour Approval Forms and Training Report of FMS-MIS. Apart from this, if there is any other reason for absence, the same is recorded either in personal file. It is further informed that the information ^{could} ~~is~~ cannot be compiled as it will disproportionately divert the resources of this office. However, you can come to this office and inspect the related records. The fee structure for inspecting the documents is as follows: -

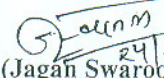
There is no fee for first hour of inspection, but after that, you have to pay Rs. 5 for every subsequent hour or fraction thereof.

In addition to this, for providing copies of leaves, tour programmes/ approvals and training report for last two years, you are requested to deposit Rs. 2438/- (Rupees Two Thousand Four Hundred Thirty Eight only) @ Rs. 2/- per copy for 1219 pages.

3. With respect to point no. 3, it is informed that as per record the following officials of this office are granted supple timings: -
 - Mr. Mahesh Kumar, Skilled Supporting Staff, ICAR-NIAP, New Delhi.
 - Mr. Mahesh Pal Singh, Skilled Supporting Staff, ICAR-NIAP, New Delhi.
4. With respect to point no. 4, it is informed that in order to provide the photocopy of office order, you are requested to deposit Rs. 2/- for one copy.
5. With respect to point no. 5, it is informed that as per record, there is no mandate and function defined for Monthly Staff Meeting which is held in this office.
6. With respect to point no. 6, it is informed that in order to provide the photocopy of Monthly Staff Meeting held in last three years, you are requested to deposit Rs. 24/- for 12 pages @ Rs. 2 per copy.

The payment can be made either by DD/Cheque or by IPO in favour of Director, NIAP, New Delhi. In case you are not satisfied with the reply, you may prefer appeal if required to Director, ICAR-National Institute of Agricultural Economics and Policy Research (NIAP), Dev Prakash Shastri Marg, Pusa, New Delhi - 110 012.

This issues with the approval of Director, ICAR-NIAP.


(Jagan Swaroop)

Administrative Officer & CPIO

प्रशासनिक अधिकारी

भा.कृ.अ.प.-राष्ट्रीय कृषि आर्थिकी एवम्

नीति अनुसंधान संस्थान (निआप)

डी.पी.एस. मार्ग, पूसा, नई दिल्ली-110012