



PIMPRI CHINCHWAD EDUCATION TRUST'S

# PIMPRI CHINCHWAD COLLEGE OF ENGINEERING & RESEARCH

Plot B, Survey No. 110 (p), Laxminagar, Ravet, Pune 412101

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**Dnyaneshwar P. Landge**  
Chairman

**Padmatai Bhosale**  
Vicechairperson

**Vitthalrao S. Kalbhor**  
Secretary

**Prof. Dr. Harish Tiwari**  
Principal

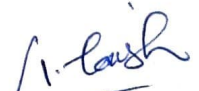
Ref. No.: PCCOER/RI/2017-18/246-1

Date: 07/08/2017

## Right to Information Act, 2005

### PIO's Details

Designation	Name & Designation	E-Mail ID & Contact No.
1 <sup>st</sup> Appellate Authority	Prof. Dr. H. U. Tiwari Principal	<a href="mailto:principal@pccoer.in">principal@pccoer.in</a>
Public Information Officer	Mr. Vijay Desai Asst. Professor	<a href="mailto:vijay.desai@pccoer.in">vijay.desai@pccoer.in</a> 9834927934
Asst. Public Information Officer	Mr. P. B. Yeole Office Superintendent	<a href="mailto:prakash.yeole@pccoer.in">prakash.yeole@pccoer.in</a> 8237238080

  
**Prof. Dr. H. U. Tiwari**  
Principal





Pimpri Chinchwad Education Trust's  
Pimpri Chinchwad College of Engineering & Research  
Ravet, Pune

Academic Year: 2017-18

Notice of Meeting

Date: 01/05/2018

Right to Information Cell

## NOTICE

All the members of **Right to Information Cell** are requested to remain present for meeting at 15:00 on 02/05/2018 in board room.

Agenda of the meeting is:

- 1) Discussion on any stakeholder issue.
- 2) Any other

Mr. Vijay Desai  
Assistant Professor (Mechanical Engg.)  
Public Information Officer

Received by





Pimpri Chinchwad Education Trust's  
**Pimpri Chinchwad College of Engineering & Research**  
Laxminagar Ravet Pune - 412101

**Minutes of Meeting**  
**Right to Information Cell**

Date: 02/05/2018

**Minutes of meeting of Right to Information Cell:**

With reference to General Administration Dept .Govt. Circular NO. CRTI 2005/C.No.190 /05/05 dated 6<sup>th</sup> August 2005, to show transparency in public sector work and to get more & more information related to work, Maharashtra Right to Information Act 2005 has been formed in force with effect from 15<sup>th</sup> June 2005. According to said act code 5 (1) (2), following officers has been appointed as Information Officer, Asst. Information Officer & Appellant Information Officer. This committee will be in action till further orders.

2. Following members of committee attended the meeting:

Designation	Name & Designation	E-Mail ID & Contact No.
1 <sup>st</sup> Appellate Authority	Prof. Dr. H. U. Tiwari Principal	<a href="mailto:principal@pccoer.in">principal@pccoer.in</a>
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3. At the outset, Chairperson welcomed all the members of the Committee. He informed that as per the guidelines issued by RTI Act 2005, all the educational institutions must represent **Right to Information Cell** and in this context, this committee has been set.

4. The committee had discussions at length and the following discussion / suggestions were made:

**(I) Follow up on open issues from previous meeting**

- Drop box was fixed in front of office for stakeholder's access.
- Display of Board and website was updated.

**(II) Current Issues**

- No. of RTI issues received (Verbal / Written) : Nil




**(III) Issues or Points that need to be addressed in the next meeting**

- i. Keep a regular track with office administration, to check if any RTI related query / issue / complaint / suggestion is received in suggestion box, e-mail or verbal.

5. The Chairperson conveyed thanks to the members for attending the meeting and the members agreed that the Committee will meet twice in a year on a regular basis or earlier, if need arise.

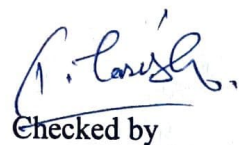
Meeting ended with vote of thanks to the Chair.

6. As per action taken report is concerned committee noted that no complaint has been received from any stake holders till date. It was emphasized that in order to create awareness and continuous sensitization among the stake holders, it is essential to place banners/posters/notices defining committee members and contact information at prominent places in the campus.

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1 <sup>st</sup> Appellate Authority	Prof. Dr. H. U. Tiwari Principal	<a href="mailto:principal@pccoer.in">principal@pccoer.in</a>	
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Prepared by  
Mr. Vijay Desai  
Assistant Professor (Mechanical Engg.)  
Public Information Officer, RTI



Checked by  
Prof. Dr. H. U. Tiwari  
Head of the Institute (Principal)  
1<sup>st</sup> Appellate Authority, RTI





Pimpri Chinchwad Education Trust's  
Pimpri Chinchwad College of Engineering & Research  
Ravet, Pune

Academic Year: 2017-18

Notice of Meeting

Date: 11/12/2017

Right to Information Cell

## NOTICE

All the members of **Right to Information Cell** are requested to remain present for meeting at 15:00 on 12/12/2017 in board room.

Agenda of the meeting is:

- 1) To inform the committee members about background of the formation of the Special Standing Cell, and to finalize objectives, functions, and responsibilities of the committee.
- 2) To inform to stake holders available in the college.
- 3) Additional issues if any.

Mr. Vijay Desai  
Assistant Professor (Mechanical Engg.)  
Public Information Officer

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Pimpri Chinchwad Education Trust's  
**Pimpri Chinchwad College of Engineering & Research**  
Laxminagar Ravet Pune - 412101

**Minutes of Meeting**

**Right to Information Cell**

**Date: 12/12/2017**

**Minutes of meeting of Right to Information Cell:**

With reference to General Administration Dept .Govt. Circular NO. CRTI 2005/C.No.190 /05/05 dated 6<sup>th</sup> August 2005, to show transparency in public sector work and to get more & more information related to work, Maharashtra Right to Information Act 2005 has been formed in force with effect from 15<sup>th</sup> June 2005. According to said act code 5 (1) (2), following officers has been appointed as Information Officer, Asst. Information Officer & Appellant Information Officer. This committee will be in action till further orders.

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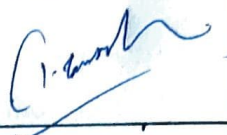


3. At the outset, Chairperson welcomed all the members of the Committee. He informed that as per the guidelines issued by RTI Act 2005, all the educational institutions must represent **Right to Information Cell** and in this context, this committee has been set. He described the role of committee members and said everyone has a responsibility to contribute to the cause. Further, he welcomed suggestions from all members to make it effective.

4. The committee had discussions at length and the following discussion / suggestions were made:

- (i) A drop box must be placed in the office premises.
- (ii) Display at website and college premises of the RTI Cell and Communication Personnel.
- (iii) In depth responsibilities of each member in RTI cell was addressed.

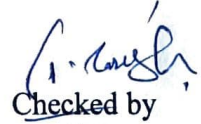
5. The Chairperson conveyed thanks to the members for attending the meeting and the members agreed that the Committee will meet twice in a year on a regular basis or earlier, if need arise. Meeting ended with vote of thanks to the Chair.

7. As per action taken report is concerned committee noted that no complaint has been received from any stake holders till date. It was emphasized that in order to create awareness and continuous sensitization among the stake holders, it is essential to place banners/posters/notices defining committee members and contact information at prominent places in the campus.

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Head of the Institute (Principal)  
1<sup>st</sup> Appellate Authority, RTI

