भारतीय प्रौद्योगिकी संस्थान गुवाहाटी INDIAN INSTITUTE OF TECHNOLOGY GUWAHATI

प्रशासन /ADMINISTRATION

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परिपत्र /CIRCULAR

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This is information to all HODs/HOSs/HOCs, that for smooth operation of RTI-MIS portal, if change of DPIO takes place in the Depts./Sections/Centres, due to new incumbency/transfer of staff/promotion etc, the concerned DPIO should hand over charge to appropriate officials as per direction of HOD/HoC/HoS/ and intimate the same to the Nodal Officer (RTI). The concerned HOD/HOC/HOS is requested to provide new details of DPIO to the Nodal Officer (RTI) Contact No. 2048 Email-ID: nds14@iitg.ac.in to update accordingly in RTI-MIS portal. For detail information of the RTI Act, 2005 please visit this link: http://rti.gov.in/rtiact.asp

कुलसचिव / REGISTRAR

प्रति / Copy to:

- 1. All HODs/ HOSs / HOCs.
- 2. Director's Office /Dy. Director's Office/ Registrar's Office
- 3. Mr. Dilip Boro, PIO,: for information and needful, please
- 4. Nodal Officer (RTI) & AR (Legal Cell) for information and needful, please
- 5. Intranet
- 6. Circular file/OO file