

# NATIONAL INSTITUTE OF TECHNOLOGY, TIRUCHIRAPPALLI – 15

## RIGHT TO INFORMATION ACT 2005

This Area of National Institute of Technology, Tiruchirappalli website is for disseminating information under the Right to Information Act 2005.

The information given here is in respect of the NIT Thuvakudi, Tiruchirappalli.

The BOG has appointed the following Public Information Officers to assist in discharging the duties under this Act.

Sl. No.	Name & Designation of the Officers	Phone Numbers & E-mail ID	Designated position under RTI Act	Subject matters for reference
1.	Dr.T.Suryakumar Registrar	Tel : 2500177 <a href="mailto:surya@nitt.edu">surya@nitt.edu</a>	Public Information Officer	All matters relating to the Institute
2.	Dr.T.Balasubramanian Dean (Academic)	Tel : 2501801 Extn : 3901 <a href="mailto:bala@nitt.edu">bala@nitt.edu</a>	Asst. Public Information Officer	Academic matters
3.	Sri.T.Srinivasan Dy.Registrar (Admn.)	Tel : 2501801 Extn : 2055	Asst. Public Information Officer	Administration, Personnel, Pension, Stores, Transport matters
4.	Sri.R.Gururajan Dy.Registrar (Accts.)	Tel : 2501801 Extn : 2052	Asst. Public Information Officer	Finance & Accounts matters
5.	Dr.A.K.Bakthavatsalam Head Training & Placement	Tel : 2501801 Extn : 3401 <a href="mailto:tp@nitt.edu">tp@nitt.edu</a> <a href="mailto:baktha@nitt.edu">baktha@nitt.edu</a>	Asst. Public Information Officer	Placement matters
6.	Estate Officer	Tel : 2501801 Extn : 3701	Asst. Public Information Officer	Estate, Engineering and works matters

The information in this area is for the purposes of dissemination under the Act. However, it is advisable to get it verified from the PIOs before use in any manner.

### 1. PROCEDURE OF FILING OF APPLICATION

A person, who desires to obtain any information under this Act shall make a request in Electronic means in English accompanying such fee as mentioned in Procedure 3.

### 2. FORMAT OF APPLICATION FORM

The applicant should clearly mention his/her Name & address for correspondence, Telephone No (optional) and specific information which he/she wants if practicable with No. & Date etc.

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### **3. FEE**

- a) Fee may be made in cash against proper receipt or by Banker's Cheque/Bank draft in favour of the Director, NIT, Tiruchirappalli.
- b) Quantum of fee: A request for obtaining information under Sub-section (1) of accompanied by an application fee of Rs.10/- (Rupees Ten only) by way as mentioned at above.

For providing the information under sub-section (1) of Section 7, the fee shall be chargeable rates:-

- i) Rupees two for each page created or copied (A4 or A3 size paper)
- ii) Actual charge or cost price of a copy in larger size paper
- iii) Actual cost or price for samples or models and
- iv) For inspection of records, no fee for the first hour, and a fee of rupees five for each sub-section.

### **4. RECEIPT FOR APPLICATION & FEE**

The applicant can remit the requisite fee as per the Procedure at 3 (a) and all the applications can be sent to the Public Information Officer (PIO).

### **5. APPEALS AND APPELLATE AUTHORITIES ETC. IF ANY**

Appeals against the decision of PIO can be made before the Appellate authority i.e. Director, NIT, Tiruchirappalli.

### **6. GENERAL**

The Institute had already launched a website viz. [www.nitt.edu](http://www.nitt.edu) wherein detailed information regarding all matters relating to Administration, Alumni, Departments, Opportunities, Placements, Tenders, TEQIP, Staff, Directory, Syllabus & Students Mess Bill. The website may be seen for further details.



**NATIONAL INSTITUTE OF TECHNOLOGY  
TIRUCHIRAPPALLI – 15**

**APPLICATION FOR SEEKING INFORMATION UNDER THE  
RIGHT TO INFORMATION ACT, 2005**

Please note the procedure prescribed before filling the form

Please fill in **BLOCK LETTERS**

<b>PART I</b>		
1.	Name of the applicant	
2.	Date of Birth	
3.	Gender : Male/Female	
4.	Father's full name	
5.	Mother's full name	
6.	Present address with Pin code Telephone/Mobile No.: Residential Office	
7.	Permanent Address with Pin code Telephone/Mobile No.:	
8.	E mail I.D. if any	
9.	Proof of Residence (Election Voter's card/Passport/PAN No.) (attested copies to be enclosed)	
<b>PART II</b>		
(i)	Specify the particulars of the information sought for	
(ii)	Whether the information sought is required to be supplied in printed form	
(iii)	Whether application fee is paid	
(iv)	Bank Name: D.D. No./Banker's Cheque No.: Date:	

**Declaration of the Applicant**

- (i) I am a bonafide citizen of India and owe allegiance to the sovereignty, unity and integrity of India and have not voluntarily acquired the citizenship of another country.
- (ii) The information given by me in this form is true and I am solely responsible for its accuracy.

**(Signature of the Applicant)**

**Place :**

**Date :**