



ISO 9001:2008

(M) : 93554-88208, 93555-88208
: 93556-88202, 93556-88204

Global Research Institute of Management & Technology

(Approved by AICTE & Affiliated to Kurukshetra University, Kurukshetra)
NACHRAUN, RADAUR, DISTT. YAMUNA NAGAR (HARYANA) INDIA
E-mail : info@grimtradaur.ac.in • Web : www.grimtradaur.ac.in

Ref. NGRIMT/ITC/2024-27/6257

Dated 11-03-2025

OFFICE ORDERS

RTI CELL (Right to Information Cell)

The **Right to Information Cell** is headed by the Public Information Officer (PIO), who ensures timely reply of all the applications under Right to Information Act, 2005 (online and offline), which are received in the RTI Cell. The RTI Cell also co-ordinates with all the Bureaus/Cells/ Public Offices, so as to ensure timely reply to the RTI applicants and appeals. The PIO also attends all the hearings as required by the government authorities, i.e. University and Boards concerned, as and when filed by the appellants.

The applicability of the Right to Information (RTI) Act to private educational institutions varies by country. In India, for example, private educational institutions are generally not covered under the RTI Act since the Act primarily applies to public authorities. However, if a private institution receives substantial funding from the government or is deemed to be performing a public function, it may be subject to RTI.

The composition of the **Right to Information Cell (RTI Cell)** is provided as under:

S.No.	Name of the Person	Designation	Position in Committee	Contact No.s
1.	Dr. Lakshya Aggarwal	Director	Chairperson	9355688207
2.	Mr. Mahesh Verma	Registrar	RTI Officer	9355688204
3.	Mr. Kuldeep Kumar Gupta	Assistant Professor- Applied Science(s)	Co-Coordinator	9315386772
4.	Mr. Hansraj Kamboj	Non Teaching Staff	Member	9355688209
5.	Mr. Sanjay Pundir	Non Teaching Staff	Member	9812073944
6.	Mr. Nirmal Singh	Non Teaching Staff	Member-SC	9812711708
7.	Mr. Subhash Singh	Non Teaching Staff	Member	9466068915
8.	Ms. Anuradha Sharma	Office Staff	Member	7503200222
9.	Ms. Renu Rani	Clerk	Member	9306598302
10.	Ms. Rajni Tyagi	Typist	Member	8059375352

The coordinator will ensure a meeting of the committee atleast once in a month, record and keep the minutes of meeting related to the activities done on the part of the committee. The office clerk will assist the above cell in all matters and will maintain the proper record. The Committee shall come into force on the day it is notified and shall function round the year following the instructions given by the concerned authorities of the Institute related to the public department under RTI Act, 2005.

11.03.2025

(Registrar) Registrar

Global Research Institute of
Management & Technology

Jathlana Road, Nachroan, Radaur
Distt. Yamuna Nagar-135133

11/03/25

(Director) Director

Global Research Inst. of Mgt & Technology
Village - Nachroan, Radaur
Distt. Yamuna Nagar-135133



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The copy of the above is forwarded to the following for information and necessary action, please.

- 1) Chairman
- 2) Vice Chairperson
- 3) Prof. (Dr.) Lakshya Aggarwal-Director
- 4) Registrar
- 5) All Members of Right to Information Cell (RTI Cell)
- 6) All HOD's (to be circulated amongst all faculty and staff of the concerned departments)
- 7) Website of the Institute
- 8) Librarian
- 9) All Notice Boards
- 10) Chief Warden
- 11) Security Officer(s)

Me
11.03.2025

(Registrar)

Registrar
Global Research Institute of
Management & Technology
Jathlana Road, Nachraun, Radaur
Distt. Yamuna Nagar-135133

[Signature]
11/03/25

Director

Global Research Institute of Management & Technology
(Director)
Village - Nachraun (Radaur)
Distt. Yamuna Nagar-135133