

# K.G.R.L. COLLEGE (AUTONOMOUS)

(Under the management of The Bhimavaram Education Society)

Affiliated to Adikavi Nannaya University

Accredited by NAAC with 'A' Grade

**Dr. S. Sai Durga Prasad**, M.Sc., Ph.D.  
Principal



**BHIMAVARAM**  
W.G. District., (A.P.)  
Pin : 534 201.

Date: 25-11-2017

## ORDERS

**Sub:** RTI Act in Educational Institutions – Appointment of PIO and APIO- orders issued – KGRL COLLEGE, BHIMAVARAM, WEST GODAVARI DISTRICT , ANDHRA PRADESH.

**Ref:** RTI Act 12<sup>th</sup> October, 2005

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Right to Information Act, 2005 is to understand the powers and functions of the CIC under the RTI Act and relevant rules. The college has constituted the PIO and APIO Committee with the following members.


S no	Name of the staff	Designation	Position	Telephone no.
1	Dr. S.Sai Durga Prasad	Principal	Secretary	9440340444
2	Dr. Trinadh Mente	Vice Principal	Joint - Secretary	9885417767
3	V.V.V. Prasad	Lecturer	PIO	7989397219
4	Ch. Sai Baba	Administration	APIO	9441170598

## Objectives of the Committee

1. To monitor the day to day functioning of the institution.
2. To identify work practices which are conducive to the efficient functioning of the campus
3. To provide for setting out the practices regime or right to information for citizens to secure access to information.
4. To promote accountability and transparency in the smooth and effective functioning of the institution.

## **Power and Duties of the Committee Members:**

1. **Principal:** He is the head and executive of the college who takes the responsibility of inquiring and decision making in declaring the information sort by any one.
2. **Vice- Principal:** He is the in-charge of the institution who co- ordinates with the principal and help anyone seeking information as per the need in the absence of the principal.
3. **PIO - Public Information Officer :** all citizen shall have the right to information accessible and hence the PIO attends to the rights of the applicant, scrutinize the information sought, examines its urgency and ensures the disposal of the request within prescribed time period. He also forwards it to the higher officers for the right decision at ht earliest.
4. **APIO - Assistant Public Information Officer:** He co- ordinates with the PIO by all means in receiving and forwarding of the seekers and ensures the delivery of the information to the applicants.

  
Signature of the principal

PRINCIPAL  
K.G.R.L. College (A)  
BHIMAVARAM-534 201