



CHAITANYA ENGINEERING COLLEGE  
Approved by AICTE, New Delhi, Affiliated to JNTU, Kakinada  
Chaitanya Valley, Kommadi, Madhurawada, Visakhapatnam-48

### RTI Information and PIO details

The Right to Information (RTI) Act, 2005 is an Indian law that allows citizens to access information from public authorities, with the core objectives of promoting transparency and accountability in government. It aims to empower citizens, reduce corruption, and strengthen participatory democracy by making government records accessible, except for those related to national security and sensitive concerns.

#### **Key objectives of the RTI Act**

- **Promote transparency:** Make the functioning of public authorities open to scrutiny.
- **Ensure accountability:** Hold government officials and institutions answerable for their actions.
- **Empower citizens:** Enable citizens to access information that affects their lives and rights.
- **Combat corruption:** Reduce corruption by allowing public scrutiny of government decisions and processes.
- **Strengthen participatory democracy:** Encourage citizen involvement in governance.
- **Improve government functions:** Foster open information flow within the government for better decision-making.

*More information can be found at government website: [rti.gov.in](http://rti.gov.in)*

#### **Primary functions of the PIO**

- **Receive and register applications:** Log all incoming applications and ensure they are properly recorded in the RTI register.
- **Assist applicants:** Provide reasonable assistance to applicants, particularly those who are illiterate or disabled, to help them submit their request in writing.
- **Process applications:** Seek information from the concerned departments or sections within the college and ensure a timely reply.
- **Provide information:** Supply the requested information to the applicant after collecting the prescribed fee, or reject the request within stipulated time for a valid reason specified in the Act.



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- **Transfer requests:** If the requested information is held by another public authority, the PIO must transfer the application to that authority within five days and inform the applicant.
- **Maintain records:** Keep proper records of all RTI applications, including transfers, disposals, and fees collected.
- **Handle appeals:** Cooperate fully with the First Appellate Authority during appeals.
- **Provide justification for rejection:** Clearly communicate the reasons for rejecting an application and provide details on the appeal process.
- **Ensure accuracy:** Ensure that the information provided is not incorrect, incomplete, or misleading.

Details of PIO(Public Information Officer)
Name: J Ratna Rao
Designation: A.O
Contact No:7799770507

  
Principal

PRINCIPAL  
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Kommadi, Visakhapatnam - 530 048