

**BHARATI VIDYAPEETH  
DEEMED UNIVERSITY (INDIA)**  
Bharati Vidyapeeth Bhavan, LBS Marg,  
Pune 411 030

**INTERNAL COMMUNICATION SHEET**

Ref : BVDU:A5:2016-17/2733

November 18, 2016

**From : REGISTRAR**

**To :** The Principal/Director  
of all constituent colleges under  
Bharati Vidyapeeth Deemed  
University, Pune

The university has received notices and appeared before the Central Information Commissioner for personal hearing in three RTI Appeal cases relating to the years 2014 and 2015.

In this connection, I am enclosing a copy of letter No. BV/CO/Admn/3191/2006-2007 dated 27/6/2006 issued by Hon'ble Vice Chancellor, Prof. Dr. Shivajirao Kadam addressed to all Heads of the constituent colleges. I am also enclosing a copy of the notification No. BVU:A5:2006-07/5563 dated 16/2/2007 designating the Principals/Directors of the constituent units as Public Information Officers of the respective units and Dr. U. B. Bhoite, Executive Director as the First Appellate Authority.

All the Principals and Directors are requested to kindly take note of the notification and to act accordingly in time. Any previous RTI matters pending with the college may also be taken up now. It may also please be noted that simply forwarding the application received by the College under Right to Information Act to the University Office without any draft reply will not serve any purpose.

Encl : As above

*G. Rajaraman*  
Registrar



*Faculty / staff / SDE*  
*CMS for inf & future r/c*  
*ncc*  
*Ch*

**BHARATI VIDYAPEETH CENTRAL OFFICE, PUNE 30**

Ref. : BV/CO/ Admn/3191 /2006-2007

Date : 27/06/2006

To,

The Heads of Institutions  
Bharati Vidyapeeth Deemed University

As you perhaps know, the Govt. of India has passed "**Right to Information Act, 2005**", which has already come into operation. This Act is applicable to all the aided and unaided educational institutions. We are circulating a booklet containing an important operational part of the Act, which you should read and follow correctly. In case you need more information and a detailed discussion on the provisions in the Act, you may purchase a copy of book " **माहितीचा अधिकार अधिनियम, २००५** " published by Rajhans Prakashan, Pune and prepared by Yashwantrao Chavan Vikas Prashasan Prabodhini ( Price Rs. 150/- ). As per the provisions in this Act any individual can ask information about anything concerning your Institution. It is compulsory for the Institution to provide the information asked for, through its Information Officer to the applicant. In the meantime, we would like to inform you as follows :

- 1 As per a provision in the Act every Institution should have duly appointed Information Officer. In your case, as the Head of the Institution, you are the Information Officer for your Institution.
- 2 You may receive applications from the members of the public seeking information about your Institution under the provisions of the Act.
- 3 The application has to be in a given format. You can examine the application in the light of provisions of the Act and prepare a draft reply to the query made by the applicant. Your reply should be authentic and factual. If there is any element of falsehood in it, you will be held responsible for the consequences that would follow.

Imp  
At

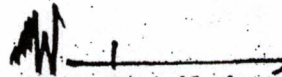
Sent  
all Heads  
1/7/06

R. NO. 1077

Ans  
B

5. You should observe time limit mentioned in the Act while preparing the draft reply. You please send your draft reply by courier or if necessary by hand to Prof. U. B. Bhoite, Executive Director, Founder-Chancellor's Office, Bharati Vidyapeeth, Pune for his perusal. He will then send the same back to you with correction if any and then you may send the reply to the applicant. With a view to have a proper co-ordination, it is better if the reply is thus got approved by the authorities of the parent organization. Since, this Act is very sensitive, you would need to take all the possible care in this respect. Your appellate authority will be the Vice Chancellor of the University.

I again want to say that you should get yourself thoroughly acquainted with the provisions of this Act and handle the applications received carefully.

  
( Dr. Shivajirao Kadam )  
Secretary, Bharati Vidyapeeth &  
Pro Vice Chancellor,  
Bharati Vidyapeeth Deemed University

# **BHARATI VIDYAPEETH UNIVERSITY**

Bharati Vidyapeeth Bhavan,  
LBS Marg, Pune - 30

## **NOTIFICATION**

Hon'ble Vice Chancellor has designated the Principals/Directors of the constituent units as the Public Information Officers of the respective units.

Dr. U. B. Bhoite, Executive Director has been nominated as the First Appellate Authority for all the constituent units.

*G. Puyakumar*  
Registrar

1. Dr. U. B. Bhoite,  
Executive Director,  
BVU, Pune-30
2. The Principals/Directors of constituent units

Copy for information to Office of the Hon'ble Vice Chancellor

Ref : BVU:A5:2006-07/5563

Date : February 16, 2007

*CMS*  
All faculty & staff/SD  
*[Signature]*