



चौधरी रणबीर सिंह विश्वविद्यालय, जिन्द
Chaudhary Ranbir Singh University, Jind
 (Established by the State Legislature Act 28 of 2014 and
 recognized by UGC Act 1956 U/S 2(f) & 12-B)



NOTIFICATION

In supersession to this office notification Endst. No. CRSU/Acad./AC-II/2020/129-191 dated 29.10.2020 additional duties of SPIOs of the departments/ offices have been assigned to the following as indicated against each with immediate effect:-

Name and Address	Branch/ Office/ Department	Phone No.
Dr. Neeraj kumar ,SPIO, Assistant Registrar	Academic Branch, Outsource	01681-241027
Mrs. Seema, SPIO, Assistant Registrar	General Branch and Transport Office	01681-241030
Sh. Anoop Singh, SPIO, Assistant Registrar	Registration and Scholarship Branch	01681-241002
Dr. Vijay Kumar, SPIO, Incharge	Colleges Branch	01681-241032
Mrs. Kusum Lata, SPIO, Superintendent	Examination Branch, Establishment Branch	01681-241003

Note: All above SPIO will ensure that the points related to their Department/ Branch as per section (4) of RTI act, 2005 (as available on university website) be uploaded on university website within a week so that final ATR will be sent to the office of State Information Commission, Chandigarh within specified time. Further, if any RTI does not relate to the concerned Departments/ Branches/ Offices in that case the concerned SPIO will return it within three days from the date of receiving of that RTI. All SPIOs will ensure that RTI Act, 2005 will be implemented for matters under their charge. Concerned SPIO/ Branch representative will maintain record of RTI under their charge and attend meeting except when otherwise decided by the Competent Authority.

If any RTI relates to a single office/ branch/ department or the offices/ branches/ teaching departments covered under a single SPIO the reply of that RTI may be sent to the applicant directly under intimation to the office of SPIO (Nodal Officer) within the stipulated time failing which the SPIO concerned will be responsible for the delay.

Registrar

Endst. No. CRSU/SPIO/2021/ 431-491

Dated: 20.07.21

Copy of above is forwarded to the following for kind information and necessary action:

1. The FAA and all SPIO's, Chaudhary Ranbir Singh University, Jind.
2. All Deans of Faculties, Chaudhary Ranbir Singh University, Jind.
3. All Chairperson/ Incharges of UTDs, Chaudhary Ranbir Singh University, Jind.
4. All Branch Officers, Chaudhary Ranbir Singh University, Jind.
5. All Cells/ Centres, Chaudhary Ranbir Singh University, Jind
6. System Analyst, Chaudhary Ranbir Singh University, Jind with the request to upload the notification on University Website.

Signature
SPIO 20.7.21.