

F.No. CSU/38011/2023/Admn./RTI/3375
CENTRAL SANSKRIT UNIVERSITY
Janak Puri, New Delhi-110058
Accredited with 'A++' Grade by NAAC

Dated: - 23.11.2023

NOTIFICATION

Subject: - Appointment of CPIO, CAPIO and First Appellate Authority-reg.

In pursuance of Section 5 (1) and 19 (1) of the Right to Information Act 2005 and in supersession of all previous notifications/orders issued by the University on the above mentioned subject, the following Officers of the Central Sanskrit University are hereby designated as the Central Public Information Officer (CPIO), Central Assistant Public Information Officer (CAPIO) and Appellate Authority with immediate effect: -

Sl. No.	Name, Designations, Telephone Nos & email ids of the Public Authorities	Designated as	Information Domain & Defined duties
1.	Prof. R.G. Murali Krishna, Registrar (In-Charge) registrar@csu.co.in	Appellate Authority	All Appeals of HQ office & Campuses of CSU. Any person who is not satisfied with the reply of CPIO or who does not receive any information within the specified time period from the CPIO and is aggrieved, may prefer an appeal to the Appellate Authority as per RTI Act, 2005.
2.	Sh. Krishnakumar K.T., Deputy Director (Administration) krishnakumrkt68@gmail.com	Central Assistant Public Information Officer (CAPIO) & Nodal Officer for RTI portal	All duties and responsibilities as defined for CAPIO under RTI Act, 2005. 1. To receive applications and appeal under the Act for forwarding the same forthwith to the CPIO(s) (HQ/Campuses). 2. To maintain centralized record for all RTIs applications, Appeals received and replies sent. 3. Submission of quarterly reports to CIC and updating of online RTI portal etc.
3.	Prof. Ratna Mohan Jha, Director ratnamohanjha@csu.co.in	Central Public Information officer (CPIO)	Mukta Swadhyaya Peetham (MSP) [All information related to distance education matters of CSU]
4.	Prof. Madhukeshwar Bhat, Director (Programs) dr.madhumbhat@csu.co.in	Central Public Information officer (CPIO)	Programs [All information related to Programs and activity matters of CSU]
5.	Dr. Ajay Kumar Mishra, Public Relation officer (PRO) dr.ajay.mishra@csu.co.in	Central Public Information officer (CPIO)	Public Relation [All information related to Public relations activities of CSU]
6.	Sh. Devanand Shukl, Deputy Director (Academic) dev.shukl@csu.co.in	Central Public Information officer (CPIO)	Academic & Rajbhasha [All information related to Academic & Rajbhasha, student related matters and reservation in admission (SC/ST/OBC/PH etc.) of CSU]

7.	Sh. Rohtas Singh, Deputy Controller of Examination rohtas1969@gmail.com	Central Public Information officer (CPIO)	Examination [All information related to Examination matters of CSU]
8.	Sh. Shashi Kant, Deputy Director (Finance) shashi.kant@csu.co.in	Central Public Information officer (CPIO)	Finance and Accounts [All information related to Finance and Accounts matters of CSU]
9.	Dr. G. Surya Prasad Assistant Director dr.gsurya.prasad@csu.co.in	Central Public Information officer (CPIO)	Publication & Sales [All information related to Publication and sales matter of CSU]
10.	Dr. Jitender Rayaguru, Project Officer/ICT In-Charge dr.jitendra.kumar@csu.co.in	Central Public Information officer (CPIO)	Project [All information related to Projects, GeM, SAMARTH, e-office matters of CSU]
11.	Dr. Sunita Officer In-charge Scheme-II dr.sunita@csu.co.in	Central Public Information officer (CPIO)	Central Schemes [All information related to Schemes, Scholarship, Adarsh Mahavidyalayas, Shodh Sansthan matters of CSU]
12.	Dr. Sneha Lata Upadhyay, Assistant Librarian sneh.lata@csu.co.in	Central Public Information officer (CPIO)	Library [All information related to Library matters of CSU]
13.	Sh. Anil Nauriyal Assistant Director (Administration) anil.nauriyal@csu.co.in	Central Public Information officer (CPIO)	Establishment & Administration 1. Information related to all the matters pertaining to teaching & non-teaching Establishment & selection matters, meeting of Executive Council, Court matters of CSU. 2. Information related to General Administration:- store, purchase through GeM, Security arrangements, tuition fees, medical reimbursement. 3. Information related to SC/ST/OBC cell & reservation Roster.]
14.	Shri Jitender Kumar Assistant Director Ganganath Jha Campus jitendra.singh@csu.co.in	Central Public Information officer (CPIO)	Research & Development Cell [All information related to Research matters of CSU]

CAMPUSES

Sl. No	Name of officer	Name of the Campus	Appellate Authority/ CPIO/ACPIO
1	Prof. Lalit Kumar Tripathi, Director of the Campus	Ganganath Jha Campus, Prayagraj, Uttar Pradesh [All Information related to Research & concerned Campus]	Central Public Information officer (CPIO)
2	Prof. Shridhar Mishra Director of the Campus	Shri Ranbir Campus, Kot Bhalwal, Jammu [All information related to concerned Campus]	Central Public Information officer (CPIO)

3	Prof. Atul Kumar Nanda Director of the Campus	Shri Sadashiv Campus, Puri, Odisha . [All information related to concerned Campus]	Central Public Information officer (CPIO)
4	Prof. Shri Shrigovind Pandey Director of the Campus	Guruvayoor Campus, Thrissur, Kerala. [All information related to concerned Campus]	Central Public Information officer (CPIO)
5	Prof. Sudesh Kumar Sharma Director of the Campus	Jaipur Campus, Jaipur, Rajasthan. [All information related to concerned Campus]	Central Public Information officer (CPIO)
6	Prof. Sarva Narayan Jha Director of the Campus	Lucknow Campus, Lucknow, Uttar Pradesh. [All information related to concerned Campus]	Central Public Information officer (CPIO)
7	Prof. Hansdhar Jha Director of the Campus	Rajiv Gandhi Campus, Sringeri, Karnataka. [All information related to concerned Campus]	Central Public Information officer (CPIO)
8	Prof. Satyam Kumari Director of the Campus	Vedvyas Campus, Balahar, Kangra, (H.P.) [All information related to concerned Campus]	Central Public Information officer (CPIO)
9	Prof. Ramakant Pandey Director of the Campus	Bhopal Campus, Bhopal, Madhya Pradesh [All information related to concerned Campus]	Central Public Information officer (CPIO)
10	Prof. K.K. Shine, Director of the Campus	K. J. Somaiya Campus, Mumbai, Maharashtra. [All information related to concerned Campus]	Central Public Information officer (CPIO)
11	Prof. Prabhat Kumar Mahapatra, Director of the Campus	Ekalavya Campus, Agartala, Tripura. [All information related to concerned Campus]	Central Public Information officer (CPIO)
12	Prof. P.V.B. Subrahmanyam Director of the Campus	Shri Raghunath Kirti Campus, Devapryag, Uttarakhand. [All information related to concerned Campus]	Central Public Information officer (CPIO)

- All the above designated CPIO(s) will dispose of all the applications of their respective Units/Office as and when received by Online/Offline mode as per the provisions given under RTI Act, 2005 and the relevant decision of the CIC. After disposal of the application, a copy of the same may also be forwarded to the CAPIO for office records and monitoring disposals as per the RTI Act & the guidelines issued by the CIC from time to time.
- The concerned CPIO of the Unit/Office shall attend CIC hearing in the related RTI cases through video conferencing/ physical attendance as advised by CIC.
- All concerned Officers are advised to go through the RTI Act, 2005, as amended from time to time, and act accordingly, to avoid unnecessary litigation and to ensure smooth function.

5. Consequent to the change in work allocation/transfer/posting of the officer, the new Incumbent will stand automatically designated as the CPIO/CAPIO/FAA of the work under him/her.

This is issued with the approval of the Competent Authority.



[Prof. R.G. Murali Krishna]
Registrar I/c

To

All Concerned.

Copy to:

1. PS. to VC for information of Hon'ble Vice Chancellor, CSU.
2. Registrar's Office
3. All the Directors of the Campuses of CSU
4. All concerned Teaching & Non-Teaching Officers
5. PO/ICT In Charge for uploading/updating in the University's Website, SAMARTH Portal & E-office system.
6. Deputy Director (Admin)
7. Guard file