



JAIPUR ENGINEERING COLLEGE
AND RESEARCH CENTRE

Ref. JECRC/01/2021-22/83

Date: 29/11/2021

OFFICE ORDER

Subject: Assignment of Additional Charge as Nodal Officer for RTI-Related Activities

To ensure smooth functioning and timely disposal of matters pertaining to the Right to Information (RTI) Act, 2005, the following assignment is hereby made:

The Registrar is assigned the additional charge of Nodal Officer for assisting in all RTI-related activities of the institution.

Nodal Officer: Registrar
Email ID: registrar@jecrc.ac.in
Contact: 0141-2770232, 0141-2770120
Office Address: Shri Ram ki Nangal via RIICO, Tonk Road, Sitapura, Jaipur, Rajasthan

Roles and Responsibilities:

- Assist the Central Public Information Officer (CPIO) in collecting and compiling information required for RTI replies.
- Coordinate with various departments to ensure timely submission of required data.
- Maintain records of RTI applications, replies, and related documents.
- Provide necessary support during first appellate processes, whenever required.
- Ensure compliance with institutional RTI guidelines and statutory timelines.

Appellate Authority

Public Information Officer: Principal, Govt. R.C. Khaitan Polytechnic College
Email ID: gpc.jaipur@rajasthan.gov.in
Contact: 0141-2707829
Office Address: Jhalana Institutional Area, Near RTO Office, Jaipur

This order shall come into force with immediate effect and will remain applicable until further orders.

Principal
Jaipur Engineering College & Research Centre
Jaipur

PRINCIPAL
Jaipur Engineering College &
Research Centre
Tenk Road, Jaipur-302022



JECRC Foundation
www.jecrcfoundation.com

Jaipur Engineering College and Research Centre

Approved by AICTE & Affiliated to RTU

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