



**DR. MCR HUMAN RESOURCE DEVELOPMENT INSTITUTE OF TELANGANA  
GOVERNMENT OF TELANGANA**

**Training Programmes on Right to Information for the year 2025-26**

Training programmes on Right to Information are scheduled to be conducted in physical (in-person) mode at the MCR HRD Institute campus in Hyderabad.

Officials may send their nominations through their Controlling authorities by post or e-mail to: [cisdrmcrrdit@gmail.com](mailto:cisdrmcrrdit@gmail.com) / [soumyarani@mcrhrdi.gov.in](mailto:soumyarani@mcrhrdi.gov.in) / [jhansirani@mcrhrdi.gov.in](mailto:jhansirani@mcrhrdi.gov.in) or to the concerned Course Coordinators (details are enclosed) at least one week before the date of commencement of the programme.

***Officials may get relieved only after receipt of communication of confirmation of nominations from the Institute.***

Commencement of the Programme will be subject to receipt of sufficient number of nominations.

***Nomination Form is annexed to this note.***

Forthcoming training programmes on Right to Information are as follows:

S.No.	Title of the Training programme / Workshop	Duration	From Date	To Date	Target Group	Name and contact details of the Course Coordinator
1	Training of Trainers Programme on RTI Act for District Resource Persons	3 d.	27.10.2025	29.10.2025	Trainers from State Training Institutions and middle level officers from Departments / Districts, preferably who are looking after RTI subject in Departments and interested in developing as Trainers on RTI	G. Jhansi Rani, Faculty Ph: 8008885064 jhansirani@mcrhrdi.gov.in
2	Workshop on Proactive Disclosure of Information under RTI Act	2 d.	08.12.2025	09.12.2025	Officers who are connected with and responsible for preparation / updation of Information Handbook (Section 4(1)(b) Manual under RTI Act) of the respective Public Authority / 1 <sup>st</sup> AA/ PIO/ APIO / any other officer looking after implementation of RTI Act in the Departments	G. Jhansi Rani, Faculty
3	Training of Trainers Programme on RTI Act for District Resource Persons	3 d.	18.12.2025	20.12.2025	indicated as above	K. Soumya Rani, Sr Faculty Ph: 9248032079 soumyarani@mcrhrdi.gov.in
4	Training of Trainers Programme on RTI Act for District Resource Persons	3 d.	27.01.2026	29.01.2026	indicated as above	K. Soumya Rani, Sr Faculty
5	Workshop on Best Practices & Success Stories on RTI Act	2 d.	02.02.2026	03.02.2026	1 <sup>st</sup> AA/ PIO/ APIO / any other officer looking after implementation of RTI Act in the Departments Representatives from Civil Society Organisations	K. Soumya Rani, Sr Faculty
6	Workshop on Proactive Disclosure of Information under RTI Act	2 d.	09.02.2026	10.02.2026	Indicated as above	K. Soumya Rani, Sr Faculty
7	Workshop on Effective Implementation of RTI Act	2 d.	27.02.2026	28.02.2026	1 <sup>st</sup> AA/ PIO/ APIO / any other officer looking after implementation of RTI Act in the Departments Representatives from Civil Society Organisations	G. Jhansi Rani, Faculty



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**Nomination Form for Training Programme / Workshop on Right to Information**

**Programme Title :** .....

**Date of the programme :** From.....To.....

S.No.	Item	Details
1	Name of the officer nominated	
2	Date of Birth	
3	Designation in present post	
4	Cadre	
5	Academic qualifications	
6	Professional qualifications	
7	Contact details	Mobile No. E-mail ID.

**To be filled by the sponsoring authority**

Certified that

a)	The particulars given above are correct
b)	Due care has been taken about the training needs of the officer nominated with reference to his/her present/future duties vis-à-vis contents of the course
c)	The officer, if nomination is confirmed, will be relieved on full time basis to attend the training programme.

**Address for communication to the Nominating authority**

	Name	
	Full postal Address	
	Landline No.	
	Fax No.	
	Mobile No.	
	E-mail ID	

Signature of Nominating Authority with Seal

	Reference No. of the Nominating authority	
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