

# ST. PIOUS X DEGREE & PG COLLEGE FOR WOMEN

Accredited with 'A' Grade by NAAC  
Affiliated to Osmania University

Snehapuri Colony, Nacharam, Hyderabad - 76  
Tel : 040-27175786, 27175600 Fax : 040-27178233



Email : stpiouscollege@yahoo.co.in  
Visit Us : www.stpiouscollege.org

Date : 25-11-2017

Lr.No.1201 /St.Pious/RTI Act/2017

## ORDERS

Sub : RTI Act in Educational Institutions-Appointment of PIO and APIO  
-orders issued-St.Pious X Degree & PG College for Women , Nacharam,  
Hyderabad -076

Ref : RTI Act 12<sup>th</sup> October,2005

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Right to Information Act,2005 is to understand the powers and functions of the  
CIC under the RTI Act and relevant rules. The college has constituted the PIO and APIO  
Committee with the following members.

S.No.	Name of the Staff	Designation	Position	Telephone No.
1	Sr.V.Japamala Showrilu	Correspondent	Secretary	9000610424
2	Dr.Sr.Nirmala.U	Principal	Joint Secretary	9100442399
3	Sr.B.Velangini	Vice-Principal	Addl. Secretary	9849725030
4	Dr.Annie Sunil (D.Litt.)	Lecturer	PIO	9246103510
5	Mrs.Siddiqa Begum	Administration	APIO	9849405058

### Objectives of the Committee :

1. To monitor the day-to-day functioning of the Institution
1. To identify work practices which are conducive to the efficient functioning of the Campus.
2. To examine the availability of financial resources, human resources and infrastructure.
3. To provide for setting out the practices regime or right to Information for Citizens to secure access to information .
4. To promote accountability and transparency in the smooth and effective functioning of the institution

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## Powers and Duties of the committee members :

1. **Secretary / Correspondent** : She is the Chief representative of the management. She looks into the whole functioning of the institution and is responsible for the overall affairs of the college.
2. **Joint Secretary / Principal** : She is the Head and Executive of the college who takes the responsibility of inquiring and decision making in declaring the information sort by any one .
3. **Additional Secretary / Vice-Principal** : She is the In-charge of the Institution who co-ordinates with the Principal and helps anyone seeking information as per the need in the absence of the Principal.
4. **PIO – Public Information Officer** : All citizens shall have the right to information accessible and hence the PIO attends to the rights of the applicant, scrutinizes the information sought, examines its urgency and ensures the disposal of the request within prescribed time period. She also forwards it to the higher officers for the right decision at the earliest.
5. **APIO** : Assistant Public Information Officer She co-ordinates with the PIO by all means in receiving and forwarding the applications of the seekers and ensures the delivery of the information to the applicants.

Signature of the Principal  
**PRINCIPAL**

**St. Pious X Degree & P.G. College for Women**  
**Snehapuri Colony, Nacharam,**  
**Hyderabad-500 076.**