

## **How to Apply**

### **Appellate Authority**

Name : Director General  
Address : 3, Siri Institutional Area,  
August Kranti Marg, Hauz Khas, New Delhi-110016.

### **CENTRAL PUBLIC INFORMATION OFFICER AT NCCT HEADQUARTERS**

1.	Dr. N. Ranjana Devi Director (Prog.)	All Matters related to Training, Programme and Administration.
2.	Shri B.S. Rohilla Director (Finance) I/c	All Matters related to Accounts, Finance & Estt./Pension.
3.	Shri Ashvini Sharma Deputy Director(Pers.)	All Matters related to Personnel.
4.	Smt. Amita Mathur Assitant Director (OL)	All Matters related to Official Language and Hindi.

### **State Public Information Officer for VAMNICOM, Pune Matters**

Name : Shri Sanjeeb Patjoshi, IPS  
Address : Vaikunth Mehta National Institute of Cooperative Management,  
University Road, Pune -411007.

**State Public Information Officer (All Directors of the Institutes)**

<b>Sl. No.</b>	<b>Name</b>	<b>Address</b>	<b>Area of Jurisdiction</b>
1.	Shri B.V. Naik, Director	Regional Institute of Cooperative Management, 67, Padmanabhanagar, Banshankari II Stage, Bangalore – 560 070.	Karnataka
2.	Shri R.K. Sharma Director	Regional Institute of Cooperative Management, Sector 32-C, Chandigarh – 160 030.	Punjab, Haryana, U.T. (Chandigarh), Himachal Pradesh, Jammu & Kashmir
3.	Dr. Kishore Kumar Director	Netaji Subhash Regional Institute of Cooperative Management, District Nadia, Kalyani - 741 235.	West Bengal, Sikkim & Tripura
4.	Dr. K.P. Ranjan Director	DNS Regional Institute of Cooperative Management, Shastrinagar, Patna– 800023.	Bihar and Jharkhand
5.	Shri H.S.K. Tangirala Director	Udaybhansinghji Regional Institute of Cooperative Management, Sector-30, Gandhinagar – 382 030.	Gujarat
6.	Dr. A.K. Asthana Director	Institute of Cooperative Management, E-8/77, Shahpura, Trilanga Road, Bhopal – 462 039.	Madhya Pradesh & Chattisgarh
7.	Shri Shantanu Ghosh Director	Madhusudan Institute of Cooperative Management, Unit-VIII,	Orissa

		Bhubaneswar – 751 012.	
8.	Dr. P. Jagannathan Director	Natesan Institute of Cooperative Management, 2377-A, West Annanagar, Chennai – 600 040.	Ariyalur, Chennai, Coimbatore, Cuddalore, Dharmapuri, Erode, Kanchipuram, Namakkal, Nilgiris, Tirupur, Thiruvannamalai, Vellore, Thiruvallur, Krishnagiri and Nagapattinam Districts.
9.	Shri Bhanwar Singh Director I/c	Institute of Cooperative Management, 6, Mussorie Road, Rajpur, Dehradun –248 009.	Uttrakhand
10.	Dr. K.I. Meetei Director	Institute of Cooperative Management, Chanchal, VIP Road, P.O. Hengrabari Guwahati – 781 036.	Assam, Meghalaya, Mizoram and Arunachal Pradesh
11.	Shri. S. Y. Deshpande Director	Institute of Cooperative Management, Rajendranagar, Hyderabad – 500 030.	Andhra Pradesh
12.	Sh. K. Joychandra Singh Director I/c	Institute of Cooperative Management, Near RCS Office, Lamphelpat, Cooperative Complex, Imphal – 795 004.	Manipur, Nagaland
13.	Shri R.K. Anand Director	Institute of Cooperative Management, Block-A, Jhalana Dungari, Near Doordarshan Kendra, Jaipur – 302 004.	Rajasthan
14.	Shri Sasikumar M.V. Director	Institute of Cooperative Management, Parassinikkadavu (P.O.), Kannur – 670 563.	Trichur, Kozhikode, Wayanad, Palakkad, Malappuram, Kannur and Kasargode Districts.

15.	Shri Ajai Rastogi Director	Indira Gandhi Institute of Cooperative Management, Block-B, Rajajipuram, Lucknow – 226 017.	Uttar Pradesh
16.	Shri G. Suresh Director	Institute of Cooperative Management, Postal Training Centre, Post Chinnai Udaippu, Madurai – 625 022.	Dindigul, Karur, Madurai, Perambalur, Pudukkottai, Salem, Tiruchirappalli, Ramanathapuram, Sivagangai, Thanjavur, Theni, Thoothukudi, Thirunelveli, Tiruvarur, Villupuram, Virudhunagar and Kanyakumari Districts.
17.	Dr. A. Rajagopala Rao Director I/c	Dr. D.R. Gadgil Institute of Cooperative Management, Ishwar Nagar, ICM, Bus Stop, Mini Bypass Road, New Nandanvan, Nagpur – 440 009.	Nagpur, Bhandara, Gondia, Gadchiroli, Chandrapur, Wardha, Amaravati, Yavatmal, Akola, Washim, Buldhana, Nanaded, Beed, Aurangabad, Usmanabad, Hingoli and Latur Districts.
18.	Shri N.K.M. Tiwari Director	Dr. Vitthalarao Vikhe Patil Institute of Cooperative Management, 43/16-A, Erandwana, Karve Road, Pune – 411 004.	Ahmednagar, Bombay, Aurangabad, Dhulia, Jalgaon, Jalna, Kolhapur, Latur, Nashik, Osmanabad, Parbhani, Sangli, Satara, Pune, Raigad, Solapur, Thane, Ratnagiri, Sindhudurg, Goa State
19.	Shri R.K. Menon Director	Institute of Cooperative Management, P.B. No.2707, P.O. Poojapura, Mudavanmughal, Thiruvananthapuram-695012.	Trivandrum, Kollam, Alapuzha, Pattanamthitta, Kottaya, Ernakulam and Idukki Districts.

## 1. Application Fee

In accordance to directives given in the Gazette notification issued by Department of Personnel & Training, Ministry of Personnel, Public Grievances and Pensions, Govt. of India, vide no.34012/8 (s)/2005 Estt/ (B) dated 16.09.2005, the application for obtaining information under sub-section (1) of Section 6 must be accompanied by prescribed application fee drawn in favour of National Council for Cooperative Training, payable at New Delhi, where the application has been submitted. At present, the application fee, which is subject to change from time to time, is as under:-

**Application Fee : Rs.10/- (Rupees Ten) only**

**Mode of Payment : By cash against proper receipt or by Demand draft/banker's cheque**

**Persons who belong to BPL category are not required to pay any fee provided necessary documents are produced in support of their claim.**

## 2. Additional Fee

In case it is decided to provide the information, the Requester shall be informed of the additional fees required to be deposited by him/her for the information sought and information shall be furnished after the deposit of the fee by the Requester as per the Act. In accordance to directives given in the above mentioned Gazette notification dated 16.09.2005, for providing the information under sub-section (1) of Section 7 of the Act, an additional fee shall be charged. At present, the applicable rates, which are subject to change from time to time, are given as under:-

a.	For each page (A4/A3 size) created or copied	Rs.2/- per page
b.	For a copy in larger size paper	Actual Charge or cost price
c.	For samples or models	Actual Charge or cost price
d.	For inspection of records	No fee for the first hour, and a fee of Rs.5/- (rupees five) for each subsequent hour (or fraction thereof)

Further for providing the information under sub-section (5) of Section 7 of the Act, the fee shall be charged at the following rates :-

a.	For information provided in diskette/ floppy	Rs.50/- (Rupees fifty) only per diskette/floppy
b.	For information provided in printed form	At the price fixed for such publication or Rs.2/- per page of photocopy for extracts from the publication. The mode of payment of above mentioned additional fees shall be the same as application fee.

### **3. Appeal**

In case the Requester who does not receive a decision within the time specified in sub-section (1) or Clause (a) of Sub-Section 93) of Section 7 of the Act, or is aggrieved by a decision of the PIO, as the case may be, may within thirty days from the expiry of such period from the receipt of such a decision, prefer an appeal to the Appellate Authority for redressal of of the grievance