

No.CPIO:DOS:RTI:A037
Government of India
Department of Space
RTI Cell

Antariksh Bhavan,
New BEL Road,
Bengaluru – 560 094.

September 05, 2019

To

The Director, VSSC/SDSC-SHAR/URSC/SAC/NRSC/LPSC/MCF/SCL/IPRC/IIRS

Sir

Sub: Action item from Cabinet Secretariat – Conducting weekly review of implementation of RTI Act and RTI Workshop/Training for DOS/ISRO officials– reg.

The observation/suggestion made in the Cabinet meeting dated 31/05/2019 regarding weekly review of implementation of RTI Act and organizing one/two days workshop on Right to Information(RTI) for the officials of DOS/ISRO is enclosed.

2. Department has organized two workshops in a centralized manner at Bengaluru on 14th-15th September 2015 and 22nd May, 2017 for the officials who are involved in RTI related work in all DOS/ISRO Centres/Units. As the Department has decentralized the adjudication of RTI applications/First Appeals w.e.f. November 2018, it has been decided by the Department that one/two day workshop may be conducted by Centres/Units annually on rotation basis in the order as following.

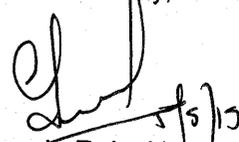
Year	Name of the DOS/ISRO Centre/Unit	Year	Name of the DOS/ISRO Centre/Unit
1 st year	VSSC	6 th year	LPSC
2 nd year	SDSC-SHAR	7 th year	MCF
3 rd year	URSC	8 th year	SCL
4 th year	SAC	9 th year	IIRC
5 th year	NRSC	10 th year	IIRS

All Centres/Units may nominate 03 to 04 officials dealing with RTI matters for attending the workshop.

3. Department of Space has earlier appointed Shri Mahabir Singh Kasana, former Joint Director, ISTM, DoPT (renowned trainer in the field of RTI) for legal assistance and to represent our Department before the Central Information Commission on case-by-case basis(copy enclosed). He is accredited as the Master Trainer by Training Division of DoPT. He has conducted over 400 workshops on the RTI subject for various Ministries/Organisations of Govt. of India including the one conducted by the Department of Space in 2017. It is suggested that Shri Mahabir Singh Kasana may be invited by DOS/ISRO Centres/Units for conducting the workshop depending on his availability.

4. This issues with approval of the Competent Authority.

Yours faithfully,


(Kamala Rajesh)

Deputy Secretary/CPIO, DOS

Encd: as above

CC:First Appellate Authority(RTI)&Central Public Information Officer,VSSC / SAC / URSC / SDSC-SHAR / LPSC / NRSC / IPRC / ISTARC/ MCF / IIRS / SCL / ADRIN / IIST / NESAC / PRL / NARL / ISRO HQ / Antrix

CFI:Transparency Officer(RTI)/Nodal Officer(RTI), VSSC / SAC / URSC / SDSC-SHAR / LPSC / NRSC / IPRC / ISTARC/ MCF / IIRS / SCL / ADRIN / IIST / NESAC / PRL / NARL / ISRO HQ / Antrix

अति तत्काल/ MOST URGENT

सं./No.E.20014/2/2017-DS (AB)
भारत सरकार/Government of India
अंतरिक्ष विभाग/Department of Space

अंतरिक्ष भवन/Antariksh Bhavan
न्यू बी.ई.एल.रोड/New B.E.L Road
बेंगलूरु/Bengaluru 560 231

जून/June 7, 2018

Following is the Observation(s)/Suggestion(s) made in the Cabinet Meeting dated 31.05.2019. Kindly furnish the Action Taken Report/inputs on following OBS, regarding the action taken against the observation(s)/suggestion(s) for uploading in the website of Cabinet Secretariat. Since JS desires that the status should be submitted at the earliest, this may be treated as **MOST URGENT**:

Sl. No.	OBS	Action Taken Report on Observation(s)/Suggestion(s) made in Cabinet Meeting
1.	OBS/1944	All Parliamentary Questions must be taken seriously and should not be delegated to MoSs. Review of Right to Information Act related matters must be done once every week. 1-2 days workshop on RTI officials of Ministries/Departments must be organized. The information provided in response to RTI queries and information furnish in response to Parliament Questions must not differ.

2. This issues with the approval of the Competent Authority.

Vani Venugopal
(वाणी वेणुगोपाल आई/Vani Venugopal I)
अवर सचिव/Under Secretary

संलग्नक यथोपरि/Encl: as above

सेवा में/To:

1. DS (V&L) as CPIO, DOS
2. Sr. Head, P&GA as CPIO, ISRO HQ
3. Parliament Section, DOS

C (RTI) - Ms. SJK


8/6

15	31/05/2019	<p>All Parliamentary Questions must be taken seriously and should not be delegated to MoSs. Review of Right to Information Act related matters must be done once every week. 1-2 days workshop on RTI of officials of Ministries/Departments must be organized. The information provided in response to RTI queries and information furnish in response to Parliament Questions must not differ.</p>	<p>▶ Department of Space</p>	<p>Add Comment</p>
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अंतरिक्ष विभाग
DEPARTMENT OF SPACE
आर.टी.आई.सेल, बेंगलुरु
(R.T.I. CELL, BENGALURU)

May 1, 2017

No.RTI:CPIO:DOS:CONSULTANCY:2017

ORDER

Sanction of the President is hereby accorded to the appointment of Shri Mahabir S Kasana, Counsel to represent this Department in cases relating to Right to Information before the Central Information Commission. The Counsel will be hired on case-by-case basis. The RTI Cell shall inform in writing about the requirement of legal assistance.

2. The approved schedule of fees payable to the Shri Mahabir S Kasana for representing cases on behalf the Department is given below, separately for each case.

Sl.No.	Nature of consultation	Fee payable
1	Composite Fees for each consultation/conference /written statement/hearings etc., (There shall be a maximum number of two conferences per case)	Rs.2,700/- (including 10% clerkage)
2	Fees for every appearance before Central Informaiton Commission	Rs.4,950/- (including 10% clerkage)
3	Fees for adjourned hearing on the request of Advocate	NIL

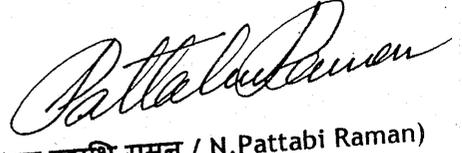
3. The fees shall be paid on each case i.e., on the basis of each notice of hearing received from CIC. In case one RTI applicant has filed more than one case and they are heard by the CIC separately, then fees shall be paid for each case separately. Normally, a case is disposed of in one hearing. In that case the total fees payable to the Advocate shall be Rs.7,650/- including clerkage and all expenses. However, if the case is heard more than once then Rs.4,950/- (including clerkage) shall be paid for every subsequent hearing.

4. There shall be no payment for local conveyance for attending the hearings in CIC, New Delhi. No fees shall be paid on adjourned hearing on the request of the Advocate.

5. The bills shall be sent directly by Shri Mahabir S Kasana, Counsel to the RTI Cell, Department of Space, Bengaluru for settlement. Thereafter, RTI Cell will prepare the vouchers and submit the bills to Senior Accounts Officer, ISRO Headquarters for preparation of cheque.

6. The Department of Space reserves right to terminate services of the Counsel at any point of time without assigning any reasons.

7. This issues with the approval of Competent Authority.


(एन पट्टाभि रामन / N.Pattabi Raman)

उप सचिव(वि और एल) / Deputy Secretary (V&L) &
केंद्रीय लोक सूचना अधिकारी / Central Public Information Officer

Copy to : Senior Accounts Officer, ISRO HQ - for information and needful action.

Current Folder: **INBOX**Compose Addresses Folders Options Search Help CalendarMessage
List | Unread | DeletePrevious | NextForward | Forward as Attachment | Reply | Reply All**Subject:** Re: Confirmation of Workshop on 22nd May 2017 at Bangalore - reg.**From:** "Mahabir Kasana" <mahabir.kasana@gmail.com>**Date:** Fri, May 12, 2017 11:15 am**To:** ds_legal@isro.gov.in**Priority:** Normal**Options:** View Full Header | View Printable Version | Download this as a file | View Message
details

Pl find attached two exercises. Need be kept ready for use by participants and two PPTs for loading on the system.

On Fri, May 12, 2017 at 11:07 AM, Mahabir Kasana <mahabir.kasana@gmail.com> wrote:

> Dear Pattabi Raman

>

> Thanks for the mail Please proceed with the arrangements for 22 May 2017
 > RTI Workshop at Bangalore . I confirm my availability. → AI

>

> Please book air tickets as under :

> Delhi to Bangalore on 21 May by any flight leaving Delhi around 1300 hrs.
 > Bangalore to Delhi on 22 May after the workshop presuming workshop is over
 > at 1700 hour PLUS Travel time to Airport PLUS 70 Minutes before departure
 > at airport. → 2030 AJ

> pl discuss before booking .

> As regards Training material please see the attachment.

> Besides attached material copy of RTI Act is also required to be
 > distributed to all participants.

> This material need be xeroxed for all.

> Other material is being sent separately.

> On Thu, May 11, 2017 at 2:56 PM, <ds_legal@isro.gov.in> wrote:

>

>> Sir,

>>

>> This is to confirm that Secretary, Department of Space has approved to
 >> conduct one day Workshop on RTI matters for Departmental officials on 22:
 >> May 2017 at ISAC Guest House, Devanahalli, Bangalore. In this connection
 >> kindly forward the materials, if any to be distributed to the
 >> participants.

>>

ISRO

>> It is also requested that you may forward your tour programme so as to
>> arrange your accommodation and transport arrangements at Bangalore as
>> well as Air tickets from Delhi-Bangalore-Delhi sector.

>> With regards,

>> (N. Pattabi Raman),
>> Deputy Secretary/CPIO, DOS.

>> Ph. No. : 080 2217 2232

>> *****
>> Confidentiality Notice: This e-mail message, including any attachments,
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>> *****

> --
> Regards

> Mahabir Singh Kasana
> Advocate
> Master Trainer, Legal and HR Expert
> Wz 277 A Inderpuri
> New Delhi-110012
> Mob 09868284717
> E Mail mahabir.kasana@rediffmail.com
> mahabir.kasana@gmail.com

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Regards

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EXEMPTIONS CASE LAW-
PPT.ppt

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RTI Case study.20
Questions.docx

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Curriculum Vitae of Sh. Mahabir S Kasana, Advocate

1. **Name** Mahabir Singh Kasana
2. **Educational Qualification** MSC , LLM
3. **Legal Practice at** Delhi High Court and other Judicial and Quasi judicial forums
4. **Areas of Expertise** Service Law, , Constitutional law, and Right to information Act.

5. **Office cum Residence** WZ-277A,
Inder Puri,
New Delhi – 110012

6. **Contact Details** 09868284717
Mahabir.kasana@gmail.com

7. **Experience:**
 - (a) Currently Involved in Legal-- Practice, Consultancy, Advisory and Training
 - (b) Advisor and Consultant to Government and Public Sector Organizations on RTI, Service and HR matters
 - (c) Frequently invited Guest faculty/Speaker on RTI , Service matters and other social and welfare legislations by host of National level Training Academies/ institutes including Lal Bahadur Shastri National Academy of Administration (NIAR/CGG) , S V P National

Police Academy and other Central/State Government organizations and PSUs etc. Detailed list is attached at Annexure A.

- (d) Total experience in Government of India 32 years and ten months (Jan 78 to 30th Nov. 2010) handling legal, service and HR matters
- (e)
 - (i) Over sixteen years as faculty member in ISTM, DOPT, New Delhi. Training Civil Servants in Central Government rules, regulations, policies procedures and HRD issues
 - (ii) Over sixteen years in Armed Forces HQ (AFHQ) Civil Service handling various Legal, Establishment and Administrative matters.
- (f) Expert at competition commission of India

8. Panel Advocate and Legal Consultant on RTI and Service matters to:

- Prime Minister's Office
- Ministry of External Affairs
- Defense Research and Development Organization
- Shipping Corporation of India
- India Tourism Development Corporation
- Coal India Limited
- Export Inspection Agency
- State Bank Of India
- Oriental Bank of Commerce
- Institute For Studies in Industrial Development
- Sri Venkateswara College, Delhi University
- National Seeds Corporation
- Protection of Plant Varieties and Farmer's Right Authority
- Andhra Education Society, New Delhi
- Society of Integrated Coastal Management, Ministry of Environment and Forests
- Goa Shipyard Limited
- Air India
- Door Darshan

- Bank of Baroda
- Cotton Corporation of India

9 . Details of Past Experience in Government of India

- (a) Dec 2010 _ 31 August 2011
Expert, competition commission of India
- (b) July, 2010 – November, 2011
Joint Director,
Directorate of Personnel (civilian),
Air HQ, Vayu Bhavan, New Delhi
- (c) January 2005 – June 2010
Joint Director – Head -Management Services Wing
And Master Trainer, Institute of Secretariat Training & Management
& Management, Department of Personnel & Training
Government of India, New Delhi
- (d) May 2002 to December 2004
Deputy Director, Personnel Planning in Air HQ, New Delhi
- (e) 1997- April 2002
Faculty Member, Institute of Secretariat Training & Management
Department of Personnel & Training, Government of India,
New Delhi
- (f) 1995-1996
Deputy Director, Manpower Planning and Development in DRDO HQ
- (g) 1989-1994

Faculty Member, Institute of Secretariat Training & Management
Department of Personnel & Training, Government of India, New Delhi
- (h) 1978-1988

Civilian Officer in various establishments of Armed Forces HQ, MOD.