



**GAIL TRAINING INSTITUTE  
NOIDA**

*Handwritten notes:*  
 (1) to (10) ...  
 ...  
 ...

Inter Office Memo

Ref: GAIL/GTI/TRG/RTN52

Dated: 29<sup>th</sup> November 2011

From: D V Shastry  
 General Manager (Tig)  
 GTI, Noida

To: S B Mitra  
 Central Public Information Officer  
 GAIL, New Delhi

Sub: Information sought by Shri Debajit Goswami, under RTI Act 2005

Reference to your IOM no: GAIL/ND/RTI/Debajit Goswami/1958/11 dated: 24 November 2011 regarding information sought by Shri Debajit Goswami, under RTI Act 2005. The desired information is given in the following format:

Sl.No.	Information Sought	Reply	Remarks
01	<p>Following details have been asked :</p> <p>(i) Training Duration(start date and end date)</p> <p>(ii) Details of participants. Please provide copy of registration forms filled up by participants of different training. Attendance Sheet etc. This will be required to conduct social audit as per RTI Act 2005</p> <p>(iii) List of Guest Faculty with detail like name-address-professional and educational qualification and experience etc. Honorarium Provided to Guest faculty etc.</p> <p>(iv) Provide Head wise expenditure detail. Statement of Accounts of each Training. Also provide Bills, vouchers, Money Receipt etc. against each training</p> <p>(v) Contract agreement for the training.</p>	<p>As per records available at GTI no such training program has been sponsored/ organized by GAIL at CIPET Guwahati on the dates and duration mentioned in the application.</p>	

*Handwritten signature:*  
 (D V Shastry)

Cc:

ED(HRD) & Training) : for kind information