

TAMIL NADU NATIONAL LAW UNIVERSITY

Proactive Disclosure under Section 4(1)(b) of the RTI Act, 2005

Article under 4(1)(b)	Requirement under the Act	Disclosure
(i)	the particulars of its organisation, functions and duties;	<p>Tamil Nadu National Law University was established in the Year 2012 through a State enactment (Tamil Nadu Act No.9/2012) to provide legal education par excellence in the State of Tamil Nadu.</p> <p>The Tamil Nadu National Law University has been established at a cost of Rs.79.22 Crore in twenty five (25) acre campus at Navalur Kuttapattu Village in Srirangam Taluk, Tiruchirappalli District and the same was inaugurated by the then Hon'ble Chief Minister on 22.08.2013.</p> <p>The University has been functioning from the Academic Year 2013-2014.</p> <p>TNNLU Duties and Powers of Officers and Service Regulations, 2016 is being followed during discharge of functions of TNNLU.</p>
(ii)	the powers and duties of its officers and employees;	The powers and duties of TNNLU officers and employees are specified in TNNLU Duties and Powers of Officers and Service Regulations, 2016.
(iii)	the procedure followed in the decision making process, including channels of supervision and accountability;	Instructions contained in the TNNLU Act, 2012 and TNNLU Duties and Powers of Officers and Service Regulations, 2016 are being followed.
(iv)	the norms set by it for the discharge of its functions;	Instructions contained in the TNNLU Act, 2012 and TNNLU Duties and Powers of Officers and Service Regulations, 2016 are being followed during discharge of functions of TNNLU.
(v)	the rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions;	The above Act and Rules etc., as applicable to the Teaching Staff and Non-Teaching Staff of TNNLU are being followed during discharge of functions of TNNLU.

(vi)	a statement of the categories of documents that are held by it or under its control;	<ul style="list-style-type: none"> i. Proceeding's Register. ii. SC/ST Scholarship Register. iii. First Generation Scholarship Register. iv. Financial Assistance Scheme Register. v. Students Application Register. vi. Demand Draft / Cheque Register. vii. Increment Register (Teaching Staff's). viii. Increment Register (Non-Teaching Staff's). ix. Teaching Staff and Non-Teaching Staff Attendance Registers (2020). x. Non-Teaching Staff Late Attendance Register (2020). xi. Service Rendered Register (Man Power Contract). xii. Commercial Building Watch Register. xiii. Service Rendered Register (TEXCO). xiv. Watch Register (Hostel Mess). xv. Telephone & Wi-Max Register (BSNL, STPI, Cable TV, Tally Software). xvi. Committee Registers in respect of Students (Moot Court Committee, Debate Committee, ADRC, Trial Advocacy Reimbursement). xvii. Watch Register in respect of Teaching Staff (Reimbursement / Sanction of course fee/ TA/DA). xviii. Advertisement Register. xix. Tappal Register. xx. Speed Post Register. xxi. Register Post Register. xxii. Ordinary Post Register. xxiii. Courier Register. xxiv. Record Room Register. xxv. Xerox Machine Register. xxvi. Quotation Register. xxvii. Statutory Officers Attendance (2017 Onwards). xxviii. Library Staff Attendance Register (2018). xxix. Permanent Faculty Attendance Register (2018). xxx. Adhoc Faculty & Guest Faculty Attendance (2019).
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(vii)	the particulars of any arrangement that exists for consultation with, or representation by, the members of the public in relation to the formulation of its policy or implementation thereof;	Not Applicable.
(viii)	a statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice, and as to whether meetings of those boards, councils, committees and other bodies are open to the public, or the minutes of such meetings are accessible for public;	The details of various committees are referred in the TNNLU Act, 2012 and TNNLU Duties and Powers of Officers and Service Regulations, 2016. Further, the details of the meetings of those committees are not open to the public.
(ix)	a directory of its officers and employees;	As available on the website of Tamil Nadu National Law University.
(x)	the monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations;	The pay scales of the Academic Staff and Non Academic Staff are specified in the TNNLU Duties and Powers of Officers and Service Regulations, 2016.
(xi)	the budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made;	As available on the website of Tamil Nadu National Law University.

(xii)	the manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes;	NIL
(xiii)	particulars of recipients of concessions, permits or authorisations granted by it;	NIL
(xiv)	details in respect of the information, available to or held by it, reduced in an electronic form;	As available on the website of Tamil Nadu National Law University.
(xv)	the particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use;	As per the Library Rules and Regulations, TNNLU Library is <i>primarily intended for the staff members and students of TNNLU</i> . However, external users like professionals, <i>bona fide</i> research scholars, <i>bona fide</i> students etc are allowed to use the Library. Those who are covered under inter-library collaboration and resource sharing, and official visitors to the University are also allowed to use the Library. To these the Library and Reading Rooms are open normally during the library office (general shift) hours viz., 9 am to 5 pm on weekdays.
(xvi)	the names, designations and other particulars of the Public Information Officers;	Mr. P. Ranjith Kumar, Assistant Registrar (Admin.), Tamil Nadu National Law University, Tiruchirappalli – 620027.
(xvii)	such other information as may be prescribed; and thereafter update these publications every year;	NIL

PUBLIC INFORMATION OFFICER