

OFFICE OF THE FIRST APPELLATE AUTHORITY  
FILM AND TELEVISION INSTITUTE OF INDIA  
LAW COLLEGE ROAD, PUNE – 411 004  
Tel. 020-25580006 (O)

No.FTII/RTI/FAA/4(6)/2022

Date : 20.07.2022

IN THE MATTER OF : I.D. NO.72

Shri V. Vinod Kumar  
V/s  
CPIO  
FTII, Pune

Appellant

Respondent

ORDER

Date of RTI Application	-	Nil
Date of RTI Reply	-	Nil
Date of RTI Appeal	-	10.06.2022

1. This order shall dispose of the appeal filed by Shri V. Vinod Kumar in respect of ID No.72.
2. The Appellant has made the present appeal disputing on the reply given by the PIO that the information provided by the PIO is without authorised signature of PIO on the copies.
3. The contention of the appellant is correct and therefore accepted. However, the Administrative Officer/CPIO, vide his reply dated 10<sup>th</sup> June, 2022 (*copy enclosed*) had already sent the information, with his signature on the copies of documents supplied to the appellant.
4. The appeal is therefore disposed of.

...2...

If you are not satisfied with the information provided, you may file an appeal before **Central Information Commission, August Kranti Bhawan, Bhikaji Cama Place, New Delhi – 110 066** within the stipulated time.

Sd/-  
(Sayyid Rabeehashmi)  
Registrar  
First Appellate Authority

Encl : As above

Shri V. Vinod Kumar  
Production Manager / Assistant Security Officer  
F.T.I.I.  
Pune – 411 004.

Copy to :

1. Administrative Officer/CPIO
2. In-charge Multi Media, FTII with a request to upload the order on the FTII website.

  
(Sayyid Rabeehashmi)  
Registrar  
First Appellate Authority

No. F-23014/1/2022-Est

Dated : 10.06.2022

To,

Shri V. Vinodkuamr,  
Flat B8, FTII Staff Quarter  
Law College Road,  
Pune - 411004

**Subject: Supply of information/documents under RTI Act 2005.**

Sir,

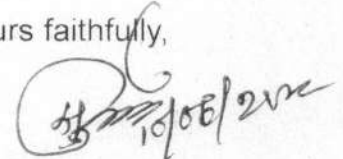
This has reference to your RTI application dated 13.05.2022 received at FTII on 13.05.2022, regarding above mentioned subject.

The information sought is furnished in **Annexure – 'A'**.

Under Section 19(1) of RTI Act, 2005 and appeal can be filed within 30 days from the date of receipt of the reply before the first Appellate Authority, whose particulars are given below :-

Shri Sayyid Rabeehashmi  
Registrar & Appellate Authority  
Film and Television Institute of India,  
Law College Road,  
Pune – 411 004.

Yours faithfully,



(S. K. DEKATE)

**ADMINISTRATIVE OFFICER &  
PUBLIC INFORMATION OFFICER**

Encl : As above

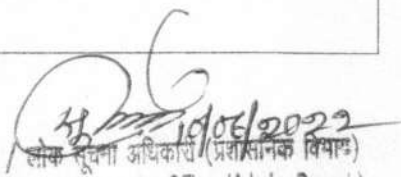
Received on 16/6/2022  
V. Keerthi  
16/6/2022

O/c  
S. K. Dekate  
10.06.22

## DOCUMENTS/INFORMATION WITH REFERENCE TO THE RTI APPLICATION DATED 13.05.2022 FROM SHRI V. VINODKUAMR, PUNE.


Sr. No.	Item	Reply
1	Duties of Production Manager scale of Pay, Qualification, experience.	Copy enclosed (03 pages)
2	Duties of Assistant Security Officer scale of Pay, Qualification, experience for the post.	Copy enclosed (03 pages)
3	Minutes of DPC held on 06.03.2019 for the PM post copy file no. A-12024/33/82-Est.	Copy enclosed (01 page)

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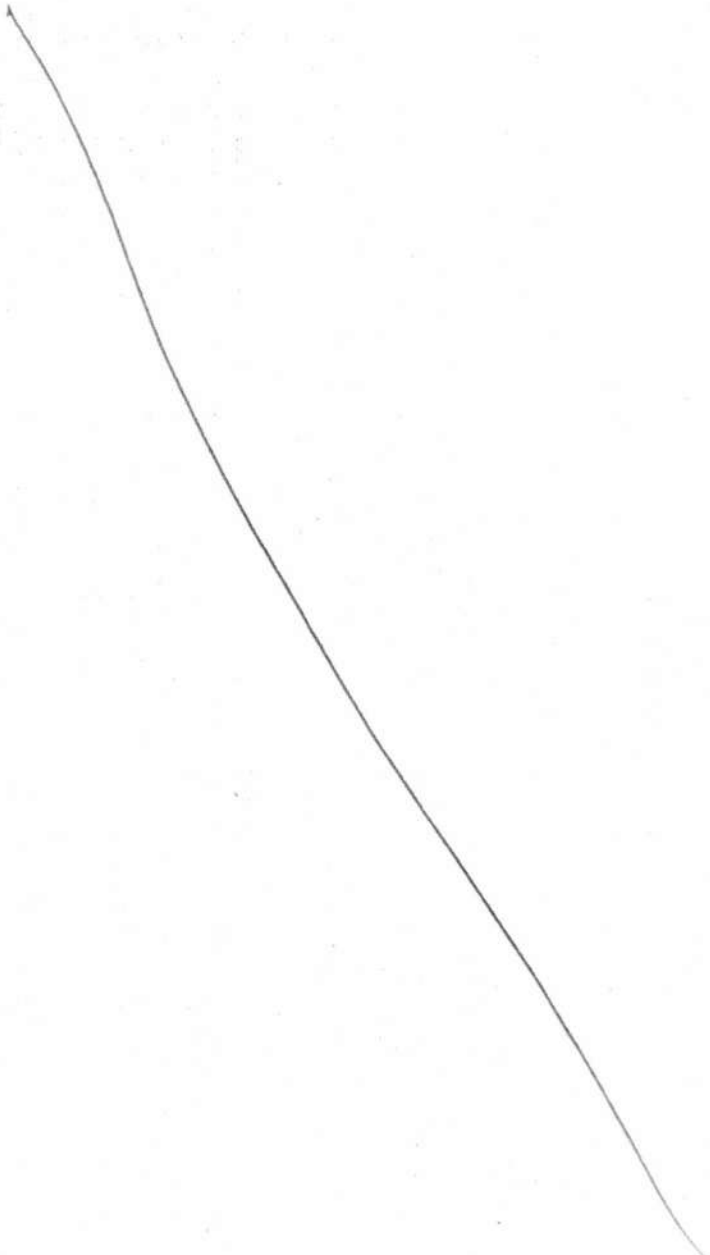
  
 प्रशासनिक अधिकारी / लोक सूचना अधिकारी (प्रशासनिक विभाग)  
 Administrative Officer/Public Information Officer (Admin. Depart.)  
 भा. फि. टे. संस्थान, पुणे - 411004.  
 FTII, Pune - 411 004.

## Duties and Responsibilities for the post of Production Manager

- 1) Routine co-ordination of teaching programme of the Institute.
- 2) Routine co-ordination of technical departments of the Institute for the purposes of shooting.
- 3) To make arrangements for shooting of films by students, members of the teaching staff and outsiders within the premises of the Institute including arrangements for supply of costumes characters etc.

  
19/06/2022

वशासनिक अधिकारी  
Administrative Officer



## FILM AND TELEVISION INSTITUTE OF INDIA, PUNE

1. Name of the post : Production Manager
2. No. of posts : One
3. Classification : Technical
4. Scale of Pay : (PB-2) ₹ 9300-34800+GP ₹ 4800
5. Whether selection post or non-selection post : Selection
6. Age limit for direct recruitment : 30 years
7. Educational and other qualifications required for direct recruits :
  - (a) **Essential**
    - i) Degree of a recognized University or equivalent;
    - ii) Diploma from the FTII or equivalent in film or TV Direction or Production.
    - iii) At least 3 years' professional experience in a responsible capacity in a Film Production Organisation of repute including experience of handling studio staff and making arrangements for film shooting programmes.

OR

- i) Degree/Diploma in Direction or Production from a recognized University or Institution;
- ii) At least 5 years' experience in a responsible capacity in a Film Production Organisation of repute including experience of handling studio staff and making arrangements for film shooting programmes.

(b) **Desirable**

- i) Administrative / Managerial experience
- ii) Good knowledge of Indian and International Cinema.




10/06/2022

अशासनिक अधिकारी.  
Administrative Officer


8. Whether age & educational qualifications as prescribed for direct recruits will apply in the case of promotees : No
9. Method of recruitment whether by direct or by promotion or transfer and percentage of the vacancies to be filled by various methods : 100% promotion by Seniority-cum fitness, failing by direct recruitment which by deputation on foreign service terms of a suitable officer from Government or Semi-Government organization. (\*\*)
10. In the case of recruitment by promotion/transfer grades from which promotion to be made : Production Assistants, Script Writers, Sound Recordists, Film Editors and Cameraman in the FTII with 5 years' regular service in that grade.
11. Constitution of Departmental Promotion/ Selection Committee : 1. Director or his nominee  
2. Dean concerned  
3. An outsider nominated by the Chairman of the Governing Council.
12. Remarks :

(\*\*) Amendment in the Recruitment Rules for the post of Production Manager is done, vide 128<sup>th</sup> Governing Council's resolution dated 7<sup>th</sup> January, 2016.

  
10/06/2022  
आशासनिक अधिकारी  
Administrative Officer.

Duties and Responsibilities for the post of Assistant Security Officer

- 1) Look after security arrangements of all FTII campus and supervise the work of security staff, conservancy staff.
- 2) To prepare duty chart of Chowkidars, Mali and allotment of duty as per chart.
- 3) Any other duties that may be assigned by the Head of the Department regarding security arrangement during the visit of various eminent persons to the F.T.I.I.

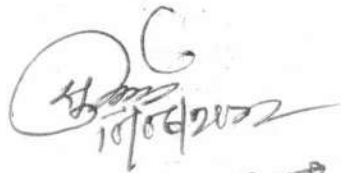
  
10/06/2022

असासिनिक अघिकारी.  
Administrative Officer



## FILM AND TELEVISION INSTITUTE OF INDIA, PUNE


1. Name of the post : Assistant Security Officer
2. No. of posts : Two
3. Classification : Administrative
4. Scale of Pay : (PB-2) ₹ 9300-34800 + GP. ₹ 4200
5. Whether selection post or non-selection post : Open Selection
6. Age limit for direct recruitment : Not above 50 years
7. Educational and other qualifications required for direct recruits : **(a) Essential**
  - i) Minimum S.S.C. or equivalent.
  - ii) Should have served not below the rank of JCO or equivalent rank for not less than 5 years, or an Ex-Police Officer in the rank not below P.S.I.
8. Whether age & educational qualifications as prescribed for direct recruits will apply in the case of promotees : The following inservice categories will also be eligible to apply for the post in open selection :
  - i) Caretaker / Upper Division Clerk with at least 5 years regular service in that grade and Senior Stenographer/ Accountant with 3 years regular service in that grade.
  - ii) Qualifications prescribed at column No. 7 will not apply to such candidates.
9. Period of probation, if any : Two years
10. Method of recruitment : By direct recruitment.
10. In the case of recruitment by promotion/ transfer grades from which promotion to be made : Not applicable

  
 10/06/2022

ब्रह्मचरिणिक अधिकारी.  
 Administrative Officer

11. Constitution of : 1. Director or his nominee  
Departmental Promotion/  
Selection Committee
2. Registrar (in the absence of Registrar, any other member nominated by the Director).
  3. Station Director, AIR, Pune
  4. Security Expert to be nominated by the Chairman on the recommendation of the Director. The Expert should be a senior level officer e.g. S.P. level in case of a Police Officer.

12. Remarks :

  
16/06/2022

अशासनिक अधिकारी  
Administrative Officer

REPORT OF THE DEPARTMENTAL PROMOTION COMMITTEE CONSTITUTED FOR THE POST OF PRODUCTION MANAGER.

A meeting of the Departmental Promotion Committee constituted for promotion for the post of Production Manager in the Pay Matrix Level 8 is held in the office of the Director, FTII, Pune at **03:00 PM on Wednesday, the 06<sup>th</sup> March, 2019**. The following members were present:

- |    |   |   |   |
|----|---|---|---|
| 1. | Shri Bhupendra Kainthola<br>Director, FTII    | : | Chairman                                      |
| 2. | Ms. Keerti Tiwari<br>Dy. Director, NFAI, Pune | : | Director NFAI's Nominee                       |
| 4. | Shri Dhiraj A. Meshram<br>Dean (Films), FTII  | : | Member/ Liaison Officer for<br>SC/ST/OBC/PwD. |

The Committee perused the Recruitment Rules for the aforesaid post. Taking into consideration the Confidential Reports of the concerned employees for the last five years and Seniority-cum-Fitness. The committee considered the ACR's and recommended that the following candidates be considered for promotion to the post of Production Manager in order of preference:-

1. *Shri Vinod Kumar*

2. \_\_\_\_\_

*Bhupendra Kainthola*  
(Bhupendra Kainthola)  
Director  
FTII, Pune

*Keerti Tiwari*  
(Keerti Tiwari)  
Deputy Director, NFAI, Pune  
Director NFAI's Nominee

*Dhiraj A. Meshram*  
(Dhiraj A. Meshram)  
Dean (Films)  
Member/ Liaison Officer for  
SC/ST/OBC/PwD  
FTII, Pune

*Shri Vinod Kumar*  
10/06/2022

प्रशासनिक अधिकारी.  
Administrative Officer