

MOST URGENT/RTI MATTER
OUT TODAY/ CIC REF.

GOVT. OF NATIONAL CAPITAL TERRITORY OF DELHI
(LABOUR DEPARTMENT)
5- SHAM NATH MARG, DELHI-54.


No.F.1/31/516/LC/Estt/10-11/ PtF. 206

Dated: 15/4/11

CIRCULAR

Please find enclosed herewith a copy of instructions vide letter no. F.13/04/2011-AR/3602-3761/C dated 8/04/2011 received from Deputy Director(AR), Administrative Reforms Department regarding "**Furnishing of Annual Report for 2010-11 under Section 25 of Right to Information Act, 2005 to the Central Information Commission**" a copy of performa for Annual report is overleaf enclosed.

You are therefore requested to send the report as mentioned above within two days to the undersigned for onward submission to the A.R. Department.


15/4/11
(N.R. NARAIN)
SPIO(HQ)

Encl: As above.

No.F.1/31/516/LC/Estt/10-11/PtF. 206

Dated: 15/4/11

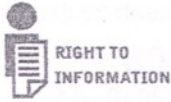
Copy to:

1. PS to Labour Commissioner, 5, Sham Nath Marg, Delhi-54, for information.
2. PA to Special Commissioner (Labour), 5, Sham Nath Marg, Delhi-54, for information.
3. JLC (HQ-I) & JLC (HQ-II), 5, Sham Nath Marg, Delhi-54, for information.
4. All DLCs/Branch Incharges of Labour Deptt, GNCT of Delhi.
5. All SPIOs/ASPIOs of Labour Deptt, GNCT of Dlehi.
6. Asstt. Programmer of Planning Branch, Labour Deptt, 5, Sham Nath Marg, Delhi-54, for information – with the request to upload the above circular on the website of the Labour Department.
7. Guard File.


15/4/11
SPIO(HQ)

131/C

IMMEDIATE / TIME BOUND



GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
ADMINISTRATIVE REFORMS DEPARTMENT
7TH LEVEL, C-WING, DELHI SECRETARIAT, NEW DELHI - 02.
<http://ar.delhigovt.nic.in>

R-188/LC
1/14/11

No.F.13/04/2011-AR/3602-3761/C

Dated: 8-4-11

To

1. All Principal Secretaries / Secretaries, GNCT of Delhi
2. All HODs of GNCT of Delhi
3. All HODs of all PSUs / Autonomous Bodies / Local Bodies / Institutes under Govt. Of Delhi

Sub: Furnishing of Annual Report for 2010 - 11 under Section 25 of Right to Information Act, 2005 to the Central Information Commission.

Sir / Madam,

Section 25 of the Right to Information Act, 2005 makes it mandatory to submit a consolidated Annual Report, in the prescribed proforma, in respect of various details of RTI applications and First Appeals received and disposed of by all the Public Information Officers and First Appellate Authorities respectively of your organization, to the Central Information Commission, which will be laid before the Parliament.

The Annual Report for 2010-11 becomes due on 31st March, 2011 and the consolidated information in respect of Delhi Government is to be provided to the Central Information Commission by April, 2011.

It is requested that the consolidated Annual Report for 2010-11 (for the period 01.4.2010 to 31.3.2011), in the prescribed proforma (Overleaf), in respect of all RTI applications and First Appeals received and disposed of by all the Public Information Officers and First Appellate Authorities of your Department / Organization may be sent to this office latest by 20.4.2011, for onward transmission to Central Information Commission after compilation. The Departments who fail to submit the Annual Returns, complete in all respects, by the scheduled date will be themselves responsible for the delay. The Head of the Department should personally ensure the authenticity and timely submission of the Annual Report.

It is further requested that suggestions for amending RTI Act and Rules may also be sent along with the Annual Report. You may also like to submit the best practices and success stories in the matter of implementation of RTI Act, 2005 in respect of your Department / Organization.

For clarifications, if any, please contact the undersigned on Telephone number 23392422.

Proforma (Overleaf)

Yours faithfully,

Seema Bawa
7/4/11
(SEEMA BAWA)
DEPUTY DIRECTOR (AR)
Tel: 23392422

RIGHT TO INFORMATION ACT – 2005
CONSOLIDATED INFORMATION FOR ANNUAL RETURNS 2010 –11
for Central Information Commission u/s 25 of RTI Act, 2005
(For the period 01.4.2010 to 31.3.2011)

Name of the Deptt / Organisation :

Total Number of APIOs designated :

Total Number of PIOs designated :

Total Number of First Appellate Authority designated :

	Opening Balance as on 1.4.2010	Received during the year (incl. Cases transferred to other Public Authority)	No. of cases transferred	Decisions where requests / Appeals rejected	Decisions where Requests / Appeals accepted	No. of cases where disciplinary action taken against any officer
Requests						
First Appeals			XXXXXX			

Number of times various provisions were invoked while rejecting requests

Relevant sections of the RTI Act, 2005													
Section 8(1)										Sections			
a	b	c	d	e	f	g	h	i	j	9	11	24	Others

Amount Collected (in Rs.)

Regn. Fee Amount	Addl. Fee and any other charges	Penalties Amount*

* Details to be provided with copy of orders of Hon'ble CIC

Signature
Name
Designation of the Officer
Telephone Number
Office Seal

NB:-Consolidated information of the entire Department / Organization as a whole to be provided. Columns should not be left blank. **Opening Balance as on 1.4.2010** means those RTI applications / appeals received up to 31.3.2010, but **not disposed** of till 31.3.2010/pending with the concerned PIO/First Appellate Authority **as on 1.4.2010**. **Requests** means RTI applications, **Requests Rejected** means RTI applications rejected under the relevant sections of RTI Act, 2005, details to be given; **Requests Accepted** means RTI applications in which information was provided by the PIO. **Appeals rejected** means decision taken by First Appellate Authority in favour of PIO concerned/against the appellant. **Appeals accepted** means decisions taken by First Appellate Authority in favour of the appellant/against the orders of the PIO concerned.