

RTI MATTER/ OUT TODAY

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
OFFICE OF THE DEPUTY COMMISSIONER, NORTH
1, Kripa Narain Marg, Delhi-110054.

F.10(66)/Misc./RTI-17 Manual/4b(1)/DC(N)/11/ 1842-51

Dated: 13.06.2012

ORDER

It has been observed that the applications under RTI Act-2005 are not being dealt with appropriately and in accordance with the provisions of Act/Rules by the Branch In-chargés, who have been designated as PIOs/APIOs and the staff working under them, which results into filing of Appeals before undersigned and before Central Information Commission in many cases. Observed that there are mismatches between the information sought by the applicant and the reply provided by the PIOs in a large number of cases.

In order to streamline the disposal of RTI applications within the time limit prescribed under the Act, the following instructions are issued for strict compliance by all the PIOs/APIOs and officials working under them.

- The official posted in R & I Branch shall ensure delivery of RTI application to the concerned PIO on the same day itself after its receipt in the Branch.
- The concerned PIO will transfer the RTI application to the concerned Department/ Section where the information is available, within the stipulated time under the provisions of RTI Act-2005.
- The PIO while finalizing the reply shall ensure that correct and complete information has been collected/recorded. Thereafter, he will send the final reply properly addressed to the applicant through Speed Post within 30 days.
- The R & I Branch shall ensure dispatch of reply to the appellant on the same day after its receipt in the Branch without fail.

It may also be noted that the queries of most of the RTI applications are the failure or laxity on the part of the administrative machinery in the redressal of queries of the general public and also due to non disposal of their applications within reasonable time. Hence, all the Branch In-charges shall ensure disposal of all pending applications and future applications within the reasonable time. They will also ensure proper upkeep and updation of relevant records. Cases of non-compliance of this order by the concerned officials shall be dealt under the relevant CCS (CCA) Conduct Rules

This may be given Top Priority.

(ASHISH MORE)

First Appellate Authority/
Dy. Commissioner (North)

Dated:

F.No. PIO/SDM(HQ)/R. FI-05/DC(N)/

Copy for information and necessary action to:-

- PIO/ADM (North)/LAC Branch, O/o DC (North), NCT of Delhi, Delhi-54.
- PIO/SDM (CL/SB/Kot./HQ/Election), O/o DC (North), NCT of Delhi, Delhi-54
- PIO/Sr. Accounts Officer, O/o DC (North), NCT of Delhi, Delhi-54.
- APIO/Tehsildar (CL/SB/Kotwali) O/o DC (North), NCT of Delhi, Delhi-54.
- APIO/BDO (North), 1, Kripa Narain Marg, Delhi-54.
- APIO, SR-I. Kashmere Gate, Delhi.
- PS to Divisional Commissioner, 5, Sham Nath Marg, Delhi-54.
- P.A. to DC (North)/P.A. to ADM (North) 1, Kripa Narain Marg, Delhi-54
- Accounts Branch/DDO/Supdt.-I/Supdt-II/Statistical Officer, O/o DC (North), NCT of Delhi, Delhi-54.
- Guard file.

11 System Analyst (HQ)

01/06/2012/51/454

(ASHISH MORE)

First Appellate Authority/
Dy. Commissioner (North)