

# **PUBLIC GRIEVANCES COMMISSION**

(Govt. of National Capital Territory of Delhi)

## **APPELLATE AUTHORITY**

[Under Section 7, Delhi Right to Information Act, 2001]

**Appeal No. 774/2018/PGC/DRTI/North DMC dated 12.3.2019**

**Date of Hearing :** 24.6.2019

**Appellant :** Sh. Sanjay Dayal

**Competent Authority :** Dy. Commissioner (City/SP Zone)  
North DMC

**Application under DRTI :** 15.1.2019

### **1 Background :**

The appellant vide DRTI application dated 15.1.2019 has sought information on total 05 points. Aggrieved by non-receipt of information from the Competent Authority, he filed this appeal.

### **2 Proceedings**

The appellant is not present. Sh. Deepak Kumar, APHI, City/SP Zone, North DMC is present on behalf of the Competent Authority. The representative of the department submitted a copy of reply dt. 24.6.2019, vide which point-wise information has been provided to the appellant.

The reply of the department has been perused and it appears that department has provided satisfactory replies to all the queries of the appellant, except for query no. 5. Vide query no. 05 the appellant has sought information regarding missing files relating to the Health Department of C-SP Zone. The departmental representative present in the hearing today informs that the department is in the process of digitizing of office records. If that be the case , then the department can easily compare/telly the available files physically with the digitized records. If any file is found missing, then necessary action may be taken in the matter.

### **1. Decision**

The Competent Authority viz. Dy. Commissioner City/SP Zone, North DMC is directed to furnish a revised reply, as directed above, within 10 days from the date of issue of this order, directly to the appellant with a copy marked to this Commission in his/her own signature /stamp.

Though it is not a part of DRTI, proper record of all the files must be kept in the department. Bare reading of the reply submitted by the department shows that not

much effort has been made for maintaining/indexing the files of the department. Proper indexing/cataloguing of files is essential for ensuring proper administration and good governance. This will also help the department in providing proper information to applicants under the DRTI Act 2001 as well as RTI Act 2005.

The Competent Authority is advised to look into the matter and direct the concerned officials to trace out the missing files, if any. Necessary action may be taken to trace out the missing files and fix the responsibility of the concerned officials for missing of files.

With the above direction, the present appeal case is ordered to be disposed of at the Commission's end.

**(ASHOK KUMAR)**

Chairman,  
Public Grievances Commission

Copy to:-

- 1 Sh. A Gopi Krishna, Dy. Commissioner, City/SP Zone. North DMC, Ist floor, Old Hindu College Building, Nigam Bhawan, Kashmere Gate, Delhi-110 006.
- 2 Sh. Sanjay Dayal