



Central Information Commission
Room No. 107, Ground Floor, Baba Gangnath Marg,
Munirka, Near Old JNU Campus, New Delhi - 110 067

File No CICOM/R/2018/00939/CR-1

Date: 11.10.2018

To

Sub: Providing of information under RTI Act. 2005.

Sir,

I am to refer to your RTI application dated 22.09.2018 which has been registered vide no. CICOM/R/2018/00939. It has been received through online RTI MIS in Central Registry on 04.10.2018 with the direction to provide you requisite information on **point no. 2**. Accordingly requisite information is provided here under:-

2

For providing you the requisite information, assistance u/s 5(4) of RTI Act, 2005 was sought from I/C (Dak Section), Custodian of information. In this regard, copy of the reply dated 11.10.2018 (in original) which is self explanatory as received from Dak Section is enclosed herewith.

Appeal, if any, against this reply will lie to Shri Rakesh Kumar Singh, First Appellate Authority & Additional Secretary, CIC, Room No 502, 5th Floor, Baba Gang Nath Marg, Munirka, Near Old JNU Campus, New Delhi-110067 within 30 days of receipt of reply of CPIO. His Telephone no. is 011-26162290, 26175295.

Enclosed: as above (In Original)

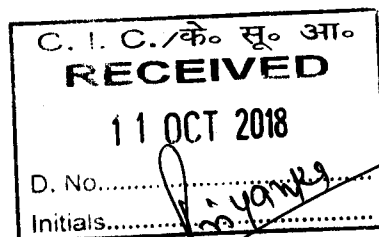

(Krishan Avtar Talwar)
Deputy Secretary & CPIO
Central Registry - 1

Copy to: -

1. The CPIO (RTI Cell), CIC, New Delhi.


11/10/18


(Krishan Avtar Talwar)
Deputy Secretary & CPIO



केन्द्रीय सूचना आयोग
Central Information Commission
Baba Gangnath Marg / बाबा गंगनाथ मार्ग,
Munirka/मुनिरका, नई दिल्ली/New Delhi -110067
Website-cic.gov.in

File No.3/1/2018/Dak Section
CICOM/R/2018/00939/CR-1

11
Date 09.10.2018

Sub: Assistance u/s 5(4) of the RTI Act, 2005 - reg.

Sir,

Kindly refer to your communication dated 08-10-2018 on the subject mentioned above. The point wise reply to RTI application registered vide CICOM/R/2018/00939/CR-1, of Shri A S Gill is given below:-

Point 2. With reference to your letter no. CICOM/R/2018/00939/CR-1, dated 09/10/2018, it is intimated that in accordance with the approval accorded on 27-07-2018 by Head of Department on the file (Copy of note sheet enclosed), all the record relating to messenger book, registers of acknowledgements of dak receipts & dispatch registers from 2006 to 2012 of Dak Section has already been weeded out.

As such, it is not possible to provide any information as asked for in above point in the RTI application. So far as software of the Commission is concerned there also no such information as asked for in the above RTI application is available.

In view of the above in the absence of record, there is no information to furnish to the appellant on this issue.

As such inconvenience caused to appellant is regretted.

Enclosed: as above

I/c (Dak Section)-On leave
DS & CPIO (CR-I Section)

Rohit Kumar (DEO)
11/10/18

Central Information Commission

Dak Section

Subject: Weeding out of Old record of Dak Section.

Ref:- 1 & 2 N.

As per Retention schedule for records prescribed in Manual of Office Procedure, the retention period of

Dak Register	1 year	
Dispatch Register	5 year	
Messenger Book	1 year	(CP- 53)

2 Considering above period of record retention schedule, messenger books, registers of acknowledgements of dak receipts & dispatch registers from 2006 to 2012 may be weeded out.

In view of the above, the matter is submitted before the competent authority for kind consideration and further orders in this regard.

280-2/18-Res
26/7/18

26/7/18

DS(CR-I)

Register

26/7/18

26/7/18

JS(MK)

Submitted for approval

A-5(H-2)

26/7/18



It has been weeded out strictly as per Manual procedure and its retention schedule. A. go ahead with it.

26/7/18



JS(MK)

27/7/18

DR(CR-I)

27/7/18

D/C(Dak)