



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

File No CICOM/R/2018/01015/CR-1

Date: 24.10.2018

**Sub: Providing of information under RTI Act. 2005.**

Sir,

I am to refer to your RTI application dated 08.10.2018 which has been registered vide no. CICOM/R/2018/01015. It has been received through online RTI MIS in Central Registry on 22.10.2018.

**Point-wise reply to your above RTI is as follows:-**

1 There is no reason available on record.

2 The Facilitation Memo (on Dy. No. 157471) dated 19.09.2018 on second appeal dated 09.09.2018 was issued by undersigned (and not by the Registrar, as has wrongly been quoted by the appellant. Bare perusal of the copy of it enclosed by the RTI appellant himself at page No. 7 vindicate the stand so taken by undersigned CPIO). This Facilitation Memo was issued by the undersigned in accordance with the directions enuemerated in office order dated 14.06.2018 referred to by the appellant in point no. 1 herein above.

Since with the Facilitation Memo all documents submitted by the appellant are returned to him and appellant appears to have choosen not to enclose all documents with this RTI application as such genuiness of issue of above Facilitation Memo cannot be vouched.

3

Final approval for issue of the office order dated 14.06.2018 as per record available was accorded by Hon'ble Chief Information Commissioner. In this regard an attested copy of the Note Sheet running into 2 pages is enclosed herewith.

4 The subject matter of this issue appears to be more closely related with Admn Section of this Commission. As such, this part of your RTI application is hereby transferred to Shri Sushil Kumar, DS to (Admn), in this Commission. If required, you may contact him at Tele.No. 011-26717354, Room No. 508, Baba Gang Nath Marg, Munirka, Near Old JNU Campus, New Delhi-110067 in this regard.

5 The issue is not clear. On the basis of whatever understood, it is stated that as already conveyed to you vide Facilitation Memo dated 05.09.2018 on Second Appeal dated 19.08.2018 (Dy. No. 152828), name of the DR (CR-1) and the Registrar are on the web-site of the Commission. The Facilitation Memo in a standard format is issued using software of the Commission where there is no provision for the undersigned to mention his name & designation. As such it is not under the control of the undersigned to enter his name & designation on the Facilitation Memo so issued.

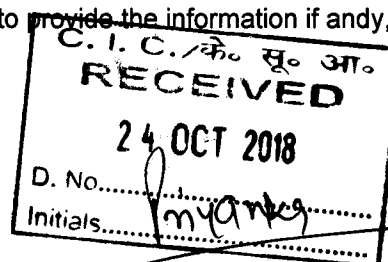
Appeal, if any, against this reply will lie to Shri Rakesh Kumar Singh, First Appellate Authority & Additional Secretary, CIC, Room No 502, 5th Floor, Baba Gang Nath Marg, Munirka, Near Old JNU Campus, New Delhi-110067 within 30 days of receipt of reply of CPIO. His Telephone no. is 011-26162290, 26175295.

**Enclosed: as above**

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

Copy to: -

1. The DS to Admn (section) with the request to provide the information if andy, on issue No. 4 directly to the appellant.
2. The CPIO (RTI Cell), CIC, New Delhi.



  
(Krishan Avtar Talwar)  
Deputy Secretary & CPIO

*Handwritten notes:*  
24/10/18  
24/10/18  
24/10/18

Ref: From pre-page

Central Information Commission

Subject: Guidelines for registration of Second Appeal and Complaint in Central Registry & Agenda Note for the Commission meetings

In order to improve registration process of Second Appeal(s)/ Complaint(s) in the Commission, certain guidelines have been prepared for Central Registry and appellant / complainant. The proposed guidelines are placed at flag- 'X' and Agenda Note for the Commission meetings is placed at flag- 'Y'. The guidelines may be issued for Central Registry and Appellant /Complainant.

As per draft Notification and Agenda Note for the Commission are put up for approval please.



1135/CIC/18  
30-5-18.



30/5/18 JS (M&R) Rijk 30/5/18

A/S 30/5/18

SKT 30/5/18

Mr. Vaid  
Mr. Vaid  
Mr. Vaid  
Mr. Vaid  
Mr. Vaid  
Mr. Vaid

Agenda note & Notis to be circulated to all ICs for information before Commission meeting

Rijk 30/5/18

JS(A) A copy of agenda note along with annexure retained. Mr. Vaid may be retained.

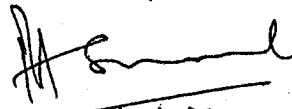
30-05-18

JS/MR Rijk 06/18

True Copy of the document/record supplied under RTI Act, 2005  
(Krishan Avtar Talwar)  
CPIO, Central Registry-1  
Central Information Commission  
New Delhi-110068  
Tel: 26122222

- 6 -  
As discussed with CIC today, necessary correction has been made by pencil in registration of complaint. in the draft order placed opposite.

JS (MR) is also requested to see if any further amendment is to be made and the final order will be issued under whose signature.

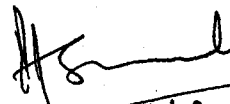
  
8/6/18

168-2/18-282  
08/6/18

~~JS (MR)~~

Discussed with JS (MR) and a revised draft of notification has been made by adding the following in case of Registration of Complaint:

"Copy of RTI Application submitted/could not be submitted".  
Accordingly, a revised draft is added for approval.

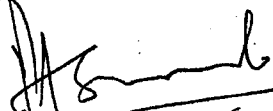
  
8/6/18

C.I.C.

As desired, an office order has been redrafted and placed opposite for approval.

1233/cul/18  
08-6-18

CIC


  
12/6/18

Pr. and put MR.

1266/cul/18  
13-6-18

Registrar

Mr. Hyman

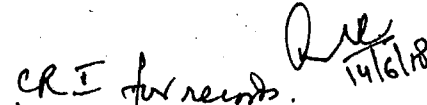
  
14/6/18

As per directions, Order issued on 14/6/18.

True Copy of the document/record supplied under RTI Act, 2005

(Krishan Avtar Talwar)  
CPIO, Central Registry  
Central Information Commission  
New Delhi-110068  
Tele.: 26186536

Send the file to CRI for records.

  
14/6/18

188-2/18-282  
14/6/18

Ref: From pre-page

Central Information Commission

Subject: Guidelines for registration of Second Appeal and Complaint in Central Registry & Agenda Note for the Commission meetings

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As per draft Notification and Agenda Note for the Commission are put up for approval please.



1135/CIC/18  
30-5-18.



30/5/18  
JS (MRP)  
30/5/18  
A/S  
30/5/18  
Mr. Gopal  
30/5/18

Agenda note & Notice to be circulated to all ICs for information before Commission meeting.

JS (A) A copy of agenda note along with annexure retained. File may be returned.

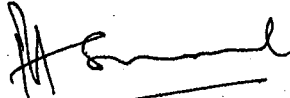
JS/MR  
30/5/18  
06/18

True Copy of the document/record supplied under RTI Act, 2005

(Krishan Avtar Talwar)  
CPIO, Central Registry-1  
Central Information Commission  
New Delhi-110068  
Tele.: 26186536

- 6 -  
As discussed with C.I.C. today, necessary correction has been made by pencil in registration of complaint. in the draft order placed opposite.

JS (MR) is also requested to see if any further amendment is to be made and the final order will be issued under whose signature.

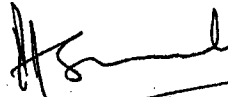
  
8/6/18

168-d/18/82  
08/6/18

~~JS (MR)~~

Discussed with JS (MR) and a revised draft of notification has been made by adding the following in case of Registration of Complaint:

"Copy of RTI Application submitted/ could not be submitted." Accordingly, a revised draft is added for approval.


  
8/6/18

C.I.C.

As desired, an other order has been redrafted and placed opposite for approval.

1233/ccl/18  
08-6-18

CIC

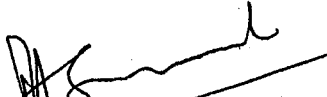
  
12/6/18

Pl. send with MR.

1266/ccl/18  
13-6-18


Registrar

Mr. Hymanish

  
14/6/18

As per directions, Order issued on 14/6/18.

Pl. send the file to CRI for review.

  
14/6/18

True Copy of the document/record supplied under RTI Act, 2005

(Krishan Avtar Talwar)  
CPIO, Central Registry-1  
Central Information Commission  
New Delhi-110003

Ref: From pre-page

Central Information Commission

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As per draft Notification and Agenda Note for the Commission are put up for approval please.



1135/CC/18  
30-5-18.



*Handwritten notes:*  
 30/5/18  
 JS (M&A)  
 A/S  
 30/5/18  
 A. read the order & spl. in 30/5  
 Mr. Gaur  
 30/5/18

Agenda note & Notis <sup>is may</sup> be circulated to all ICs for information before Commission meeting

JS(A) a copy of agenda note along with annexure retained. File may be returned.

*Handwritten:* 30/5/18

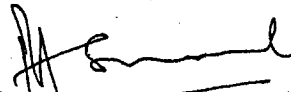
*Handwritten:* 30.05.18

*Handwritten:* JS/MR, 06/1/18

True Copy of the document/record supplied under RTI Act, 2005  
 (Krishan Avtar Talwar)  
 CPIO, Central Registry-1  
 Central Information Commission  
 New Delhi-110069  
 Tel: 23186536

- 6 -  
As discussed with C.I.C. today, necessary correction has been made by pencil in registration of complaint in the draft order placed opposite.

JS (MR) is also requested to see if any further amendment is to be made and the final order will be issued under whose signature.

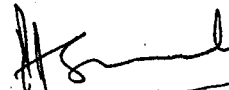
  
8/6/18

168-2/18-2  
08/6/18

~~JS (MR)~~

Discussed with JS (MR) and a revised draft of notification has been made by adding the following in case of Registration of Complaint:

"Copy of RTI Application submitted/could not be submitted".  
Accordingly, a revised draft is added for approval.


  
8/6/18

C.I.C.

As desired, an order has been redrafted and placed opposite for approval.

1233/cul/18  
08-6-18


CIC

  
12/6/18

27. and put MR.


1266/cul/18  
13-6-18

Registrar  
Mr. Hymansh


  
14/6/18

As per directions, Order issued on 14/6/18.

True Copy of the document supplied under RTI Act, 2005

Send the file to CRI for records.   
14/6/18

(Krishan Avtar Talwar)  
CPIO, Central Registrar  
Central Information Commission  
New Delhi-110068  
Tele.: 26186536

  
14/6/18

188-2/18-2  
14/6/18