

CENTRAL INFORMATION COMMISSION

Registrar Office
(Room No. 185, Ground Floor, August Kranti Bhawan,
New Delhi-110066)

File No. CIC/4/2016-Rgr.

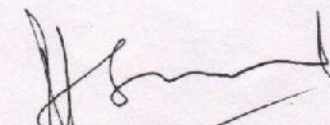
Date: 21.09.2017

ORDER

The Commission in its meeting held on 05.09.2017 discussed the issue relating to registration of complaint(s)/appeal(s) under the Right to Information Act, 2005. And it was decided that the following procedures should be followed for registration of complaint(s)/appeal(s):-

1. In a case of complaint(s) where the applicant seeks information and also requests for imposition of penalty on the CPIO, the complaint should be registered as Second Appeal, in case First Appeal was also filed by the applicant, as both reliefs sought by the applicant can be made available under Section 19.
2. In a case where the applicant files a complaint seeking information as well as requesting for imposition of penalty on CPIO but no First Appeal has been made by him, and as such the matter cannot be registered as a Second Appeal in absence of First Appeal, the Registrar of the Commission may return such cases to the applicant with a facilitation memo requesting him to file First Appeal in the matter so that a case of Second Appeal can be registered.
3. Where the applicant does not mention whether the complaint or appeal is to be registered, such cases may be registered as Second Appeal if other pre-requisites for registration of Second Appeal are met.
4. Where the applicant does not seek any information and asks only for imposition of penalty on CPIO, such case may be registered as a complaint, if RTI application is available.
5. In so far as applications under Section 18 (1) (f) are concerned, the provisions of Order No. CIC/4/2017-Rgr. dated 13.07.2017(copy enclosed) will be followed.

DR-CR (I) is hereby directed to strictly adhere to this Order with immediate effect.



(Piyush Agarwal)
Registrar

Cont. /-

CENTRAL INFORMATION COMMISSION

Registrar Office

(Room No. 185, Ground Floor, August Kranti Bhawan,

New Delhi-110065)

To:

- DR to CIC
- DR to IC (YA)
- DR to IC (MP)
- DR to IC (SA)
- DR to IC (SB)
- DR to IC (BJ)
- DR to IC (DP)
- DR to IC (AB)
- DR to CR-I
- DR to CR-II

ORDER

Copy To:

- PPS to CIC
- PPS to Secretary
- Additional Secretary
- JS (MR)
- JS (Admin)
- JS (P&B)
- JS (Law)

DR-CR (I) is hereby directed to strictly adhere to this Order with immediate effect.

(P. V. Narayana Murthy)
Registrar

Cont.