

Minutes of the meeting held on 9th February, 2016 at 1700 hrs.

Present

Shri R.K. Mathur, Chief Information Commissioner
Shri Basant Seth, Information Commissioner
Shri Yashovardhan Azad, Information Commissioner
Shri Sharat Sabharwal, Information Commissioner
Smt. Manjula Prasher, Information Commissioner
Shri M.A. Khan Yusufi, Information Commissioner
Prof. M.S. Acharyulu, Information Commissioner
Shri Sudhir Bhargava, Information Commissioner
Secretary to the Commission, assisted by other officers.

Agenda No. 1: Strengthening the functioning of the Central Registry.

The proposal for strengthening of Central Registry was discussed. The issues pertaining to transition from present system to Centralised system, training of staff, quality of file management and preservation of file/ data etc. were discussed. It was informed that a visit to High Court, New Delhi has been planned on 11.02.2016 at 15:00 hrs to see the functioning of E-Court system and ICs may like to join.

Action: Registrar /JS (MR)

Agenda No. 2: Standardisation of proforma for issue of notice for hearings and decisions hearings.

The standardised formats for notice for hearings and decisions have been circulated for eliciting suggestions received of the Information Commissioners. After due consideration of the suggestions, standard formats will be formulated and circulated.

Action: Registrar

Agenda No. 3: Any other item with the permission of the Chair.

- Regarding the compilation of important High Court/ Supreme Court decisions on RTI matters, it was informed that a three member committee headed by JS(Law) will update the compendium by the end of every month. Meanwhile, JS(Law) will explore the feasibility of engaging professionals to compile the important High Court/ Supreme Court decisions on RTI matters.

Action: JS(Law)

- A formal order may be issued with regard to monitoring of penalty cases.

Action: JS(Admn)/JS(Law)

- The remuneration of two Legal Retainers may be enhanced to be at par with the Legal Consultants.

Action: JS(A)

- The Commission was informed that monitoring of the decisions taken in the Commission's meeting will be done by JS(Admn).

Action: JS(A)

- The responsibility for non delivery of the Commission's meeting notice dated 04.02.2016 to IC(SB) be fixed.

Action: JS(A)

(S.P. Beck)
Joint Secretary (Admn.)

To

1. PPS to Chief Information Commissioner
2. PPS to Information Commissioner (BS)
3. PPS to Information Commissioner (YA)
4. PPS to Information Commissioner (SH)
5. PPS to Information Commissioner (MP)
6. PPS to Information Commissioner (KY)
7. PPS to Information Commissioner (SA)
8. PPS to Information Commissioner (SB)
9. PPS to Secretary/PS to Additional Secretary

Copy also to :

1. Registrar, CIC
2. JS(P&B)/ JS(MR) / JS(Law)
3. Shri Sushil Kumar, DS(Admn)
4. Shri S.K. Rabbani, DS(Gen. Admn)
5. Shri T.K. Mohapatra, DR
6. Shri K.A. Talwar, DR
7. Shri U.C. Joshi, DR
8. Shri Dinesh Kumar, DR
9. Shri V.K. Sharma, Consultant
10. Shri R.L. Gupta, Consultant
11. Shri Vijay Bhalla, Consultant
12. Shri Prakash, DR
13. Shri V.D. Naniwadekar, DR
14. Shri Malik, Scientist E, NIC with a request to upload the Minutes of the meeting on the website of the Commission.

(S.P. Beck)
Joint Secretary (Admn)

F.No. 12/19/2015/CIC/Admn

CENTRAL INFORMATION COMMISSION

Dated: 10.02.2016

The Draft minutes of the meeting held on 09.02.2016 is placed below for approval.

(S.P. Beck)
JS(Admn)

AS

Secretary

CIC