

Minutes of the Meeting dated 18.11.2008

Present: -

- A. Shri Wajahat Habibullah, Chief Information Commissioner
- B. Prof. M. M. Ansari, Information Commissioner
- C. Smt. Padma Balasubramanian, Information Commissioner
- D. Dr. O.P. Kejariwal, Information Commissioner
- E. Shri A.N. Tiwari, Information Commissioner
- F. Smt. Annapurna Dixit, Information Commissioner
- G. Shri Satyananda Mishra, Information Commissioner
- H. Shri M.L. Sharma, Information Commissioner
- I. Shri Shailesh Gandhi, Information Commissioner
- J. Secretary Shri MH Khan and other officers assisted the Commission.

The Commission directed that the Registry fix a time schedule by which a fresh receipt will either be registered or will be appropriately disposed of upon receipt. This in response to a petition heard by Chief Information Commissioner challenging the Commission on this account

The Commission observed that letters addressed to the Information Commissioners by the officers of the Secretariat/registry must be couched in words of the highest decorum. The Commission brought on record its objection to the manner in which a letter cited in the meeting had been addressed to the ICs by the secretariat. Any letter addressed to the Information Commissioners by the office will henceforth be issued with the approval of Chief Information Commissioner.

The weekly meeting henceforth will be convened on alternate Tuesdays at 1600 hrs.

Agenda item 1:- Note of IC (T) on the A & E Section of the Commission.

Commission discussed the issues of the Administration & Establishment of the Commission.

- A. Commission directed that the salary cheques must be delivered at least 2-3 days ahead of the last working days until electronic transfer of salary to the respective accounts are put in place.
- B. The Commission was informed that the payment of arrears arising from implementation of the sixth pay commission to the employees of group B, C & D has already been disbursed. The Commission was further apprised that the payment of arrears to group 'A'

employees will be ensured by the end of this week. Commission was ensured that the pay fixation sheet will be issued to all the employees at the end of next week.

- C. Commission recognised that the service Book is a very important document concerning an employee, and needs regular updating. It was therefore directed that at the end of the present month service book of the employees of the Commission may be updated.
- D. In respect of the GPF Account Statement, Commission was apprised that since the officer concerned is on leave, the status of the GPF Account Statement will be enquired and will be reported by Secretary to the Chief Information Commissioner.
- E. Commission observed that the condition of office equipment and stock of stationary items is erratic and most unsatisfactory. The situation must be improved within a stipulated time frame.
- F. Commission desired that heavy duty printers for the IC's may be procured.
- G. Commission directed further to circulate a statement on BE/RE/appropriation/RE for next year, so that the budget of the Commission may be discussed in the next meeting.

Agenda item 2: Presentation by NISG, Hyderabad on the concept, content and the present status of e-governance project (In compliance to the decision of the Commission in its weekly meeting dt. 24.10.2008)

Presentation on the concept, content and present status of e-governance project was made by the Sri J. Satyanarayan CEO, NISG, Hyderabad. The Commission suggested some points to NISG for incorporating the same to the project. It was however felt that a core team of NISG which may schedule a separate session with the IC's, so that the e-governance software is customized with all the major requirement of RTI built into it.

During the presentation Sri Ajay Sawhney, JS (Trg), DoPT, Government of India was also present