

केन्द्रीय सूचना आयोग
Central Information Commission

2 तल, विंग 'ब' / 2nd Floor, 'B' Wing
अगस्त क्रान्ति भवन / August Kranti Bhavan
भीकाजी कामा प्लेस/ Bhikaji Cama Place
नई दिल्ली - 110066 / New Delhi - 110066

File No.6/01/2013/Admn/CIC

Date: 26 /11/2014

OFFICE ORDER

Subject:- Creation of monitoring Mechanism for Section 4 Disclosures -
Constitution of Committee for developing detailed guidelines –
regarding

A Committee comprising Sh. A.N. Tiwari, former Chief Information Commissioner and Prof. M. M. Ansari, former Information Commissioner has been Constituted on consultancy basis with the approval of the Competent Authority as conveyed by Ministry of Personnel, Public Grievances and Pensions, Department of Personnel and Training vide their letter No. 1/34/2013-IR dated 10/11.09.2014 for the pilot project of three months, for developing detailed guidelines and methodology for monitoring the implementation of Section 4 of the RTI Act, including conducting audit of selected Ministries and Public Authorities, etc. The expected output of the project are as follows:-

- (i) Develop basic parameters of disclosure audit in terms of the RTI Act in pursuance of Circular / OM dated 15.04.2013 issued in this regard.
 - (ii) Prepare guidelines for test checking Third Party Audits in terms of compliance and adequacy of the disclosure.
 - (iii) Develop and suggest mechanisms for improving the content and quality of the disclosures.
 - (iv) Give recommendations for putting in place a long term institutionalized framework and mechanism / methodology for conducting such Audits.
 - (v) Identification of critical areas / aspects/ sectors requiring special focus or impetus in terms of disclosure.
 - (vi) Conducting sample test audit for few Public Authorities.
 - (vii) Suggesting mechanism for identifying agencies for carrying out audit.
2. The remuneration and other expenses would be as follows:-
- (i) Rs. 50,000/- per month would be payable per member.
 - (ii) Expenses for travel and stay for assessment study will be borne by the Central Information Commission from its budget in case touring is required.

- (iii) Expenses for holding of meetings during the currency of the pilot project as and when required will be met by the Commission.
 - (iv) The transportation for the period of engagement would be provided by the Commission.
 - (v) Provision of furnished office accommodation with fixtures and computers etc. would be provided by the Commission.
 - (vi) PPS/PS (consultants) for stenographic and personal support to the Committee would be provided by the commission.
 - (viii) The Committee will submit its recommendations / report at the completion of 3 months of the pilot project.
3. An Officer in the Commission will be nominated to assist the Committee.

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

1. Sh. A.N. Tiwari, former Chief Information Commissioner
P-3, GF-2, ATS Greens Village
Sector – 93 A, Noida-201304
2. Prof. M.M. Ansari, former Information Commissioner
1068, Rajnigandha Appartment, Plot No. 4, Sector 10 Dwarka, New Delhi
3. Sh. Sandeep Jain, Director, DOPT w.r.t. their letter No. 1/34/2013-IR dated 10/11.09.2014
4. PPS to all ICs
5. PPS to Secretary / Additional Secretary
6. JS (Admn) & Law / JS (MoRE)
7. All Deputy Secretaries / Deputy Registrars in CIC
8. All Registries / CR / Dak Section / Library / Record Room
9. Sh. R. Malik, Scientist – E, NIC for uploading in the CIC website.
10. Guard file.
11. Office Order file.