

केन्द्रीय सूचना आयोग  
Central Information Commission  
2 तल, विंग 'ब' / 2<sup>nd</sup> Floor, 'B' Wing  
अगस्त क्रान्ति भवन / August Kranti Bhavan  
भीकाजी कामा प्लेस/ Bhikaji Cama Place  
नई दिल्ली - 110066 / New Delhi - 110066

File No. 4/4/2010/Admn/CIC

Dated 01 /07/2016

Office Order

It has been decided that a Facilitation Desk will be set-up in the August Kranti Bhawan in the premises of Central Information Commission to reply to the queries of the public on the status of their appeals and complaints and other RTI related queries. They will also give front desk assistance to the appellants coming to CIC office in person.

Accordingly, a facilitation desk has become functional to extend the above services to the appellants with effect from 01.07.2016. The working hours of the Facilitation Desk would be 0930hrs to 1800 hrs (excluding Saturday/Sunday and Gazetted holidays)

The helpline number is 011-26183053.

This issues with the approval of Chief Information Commissioner.

*S.P. Beck*  
(S.P. Beck) 01/07/16

Joint Secretary (Admn)

Copy To:-

1. PPS to CIC.
2. PPS to ICs.
3. PS to Secretary.
4. PS to Addl. Secretary.
5. PS to Registrar (Consultant).
6. JS(Law)
7. DR(Central Registry)
8. JS(P&B)/JS(Admn)/JS(MR)
9. All Deputy Secretaries/Dy. Registrars/Designated officers.
10. All individual concerned- for compliance.
11. Shri A.K.Gehlot, JS (MR) for ensuring uploading of the order on CIC website.
12. RTI Cell/Central Registry/Dak Section/Library/Record Room/Section Officers/ALIO.
13. Shri Rakesh Malik Scientist 'E', NIC Section for uploading the order immediately.
14. Guard File

} With a request to oversee the working of  
of Facilitation Desk