

Minutes of the meeting held on 8<sup>th</sup> May, 2018 at 1500 hrs.

**Present**

Shri R.K. Mathur, Chief Information Commissioner  
Shri Yashovardhan Azad, Information Commissioner  
Prof. M. Sridhar Acharyulu, Information Commissioner  
Shri Sudhir Bhargava, Information Commissioner  
Shri Bimal Julka, Information Commissioner  
Shri D.P. Sinha, Information Commissioner  
Shri Amitava Bhattacharyya, Information Commissioner  
Additional Secretary to the Commission, assisted by other officers.

**Agenda No.1: Action taken on earlier meeting's decision**

The Commission was informed of the action taken on the decisions of the Commission's meeting held on 24.04.2018.

**Agenda No.2: Quality issues**

**Action: JS(Admn)**

Quality of the registration of the second appeals discussed.

**Action: Registrar & JS(MR)**

**Agenda No.3: Facilitation memo – Analysis of returned and re-submitted cases retention of papers etc.**

The Commission directed that the matter may be put up in next meeting.

**Action: Registrar & JS(MR)**

**Agenda No.4: Development of Legal Software**

The Commission noted that the purpose is met through the available commercial software.

**Action: JS(MR)**

**Agenda No.5: Data Security**

The NIC representative informed that action as required has been taken for data security for the Commission. It was further informed that audit of the data security shall now be done by the certified Auditors.

**Action: JS(MR)**

**Agenda No.6: Commission's order in Hindi Language**

The Commission directed that a panel of Hindi Stenographers may be finalised.

**Action: JS(Admn)**

**Agenda No.7: Annual Convention - 2019**

The matter was discussed.

**Action: JS(MR)**

**Agenda No.8: Handling of Complaints/Grievances**


The Commission decided to go in appeal against order of the Courts, where required.

**Action: JS(Law)/JS(Admn)**

**Agenda No.9: Recovery of penalties**

The Commission directed that the procedure may be further improved.

**Action: Registrar**

  
(S.P. Beck)

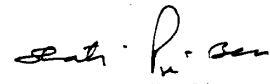
**Joint Secretary (Admn)**  
9.05.2018

To

1. PPS to Chief Information Commissioner
2. PPS to Information Commissioner (YA)
3. PPS to Information Commissioner (SA)
4. PPS to Information Commissioner (SB)
5. PPS to Information Commissioner (BJ)
6. PPS to Information Commissioner (DP)
7. PPS to Information Commissioner (AB)
8. PPS to Secretary/PS to Additional Secretary

**Copy also to :**

1. Registrar/JS(P&B)/ JS(MR) / JS(Law)
2. Shri Sushil Kumar, DS(Admn)
3. Shri S.K. Rabbani, DS(Gen. Admn)
4. Shri T.K. Mohapatra, DR
5. Shri K.A. Talwar, DR
6. Shri U.C. Joshi, DR
7. Shri Surender Rohilla, Consultant
8. Shri R.L. Gupta, Consultant
9. Shri S C Sharma, Consultant
10. Shri R.P. Grover, Consultant
11. Shri H.P. Sen, Consultant
12. Shri K.L. Das, Consultant
13. Shri A.K. Talpatara, Consultant

  
(S.P. Beck)

**Joint Secretary (Admn)**  
9.05.2018