File No. CR-1-12/1/2018-CR1-CIC (E-226)  Date: 14.01.2020

Kind reference is invited to Office Order no. 25/1/2010/CIC/Admn dated 20.12.2019 regarding implementation of Suo-motu disclosure under Section 4 of the RTI Act-2005.

2. In above regard, so far as, Second Appeal/Complaint and non-compliance is concerned, the relevant information is enclosed herewith.

This issues with the approval of the Registrar.

(Krishan Avtar Talwar)
Dy. Registrar

Enclosed: as above

To
Sh. Sushil Kumar
Deputy Secretary (A)
Central Information Commission
Salient features about filing Second Appeal/Complaint and non-compliance in Central Information Commission

1. Any person aggrieved by an order passed by the First Appellate Authority or by non-disposal of his first appeal by the First Appellate Authority, may file a Second Appeal this Commission, preferably in the format given in the Appendix to Rule 8 of RTI Rules, 2012, which for ready reference is also reproduced here under: -

FORMAT OF APPEAL

i. Name and address or the appellant
ii. Name and address of the Central Public Information Officer to whom the application was addressed
iii. Name and address of the Central Public Information Officer who gave reply to the Application
iv. Name and address of the First Appellate Authority Who decided the First Appeal
v. Particulars of the application
vi. Particulars of the order(s) including number, if any, against which the appeal is preferred
vii. Brief facts leading to the appeal
viii. Prayer or relief sought
ix. Grounds for the prayer or relief
x. Any other information relevant to the appeal
xi. Verification/authentication by the appellant

2. The following documents are to be submitted along with Second Appeal:-

(i) a copy of the application submitted to the Central Public Information Officer;
(ii) a copy of the reply received, if any, from the Central Public Information Officer;
(iii) a copy of the appeal made to the First Appellate Authority;
(iv) a copy of the Order received, if any, from the First Appellate Authority;
(v) copies of other documents relied upon by the appellant and referred to in his appeal; and
(vi) an index of the documents referred to in the appeal.

3. Only one copy of Second Appeal/Complaint addressed to this Commission along with requisite documents, as mentioned above is to be submitted to this Commission.

4. No fee is required to be paid along with the Second Appeal/Complaint.

5. Application for Second Appeal/Complaint can be submitted through post or by hand at Dak Counter (Room No. 109), Central Information Commission, Baba Gang Nath Marg, Munirka, New Delhi -110067 or online using the designated link available on website at http://dsscic.nic.in/online-appeal-application/onlineappealapplication. However, the documents must be duly signed/ self-attested/ verified before scanning and attaching with the appeal or complaint being filed.
6. A Second Appeal against the decision of the First Appellate Authority may be filed before this Commission within 90 (ninety) days from the date on which the decision should have been made by the FAA or was actually received. But there is no time limit for filing a complaint. However, a Complaint should be filed within a reasonable period, as soon as a cause of action in the matter has arisen.

7. If a person gets aggrieved with the reply provided by the CPIO/FAA consequent upon issuance of the directions given by this Commission while deciding second appeal filed by him earlier, then instead of registration of a Complaint, the case is to be registered as a non-compliance case.