

Registrar Agri Uni Palampur (HP)

No PER (AR) 18-3 2009
Government of Himachal Pradesh
Administrative Reforms Organization

From

Pr. Secretary (AR) to the
Government of Himachal Pradesh.

To

1. All Administrative Secretaries,
to the Government of Himachal Pradesh
2. All Head of Departments in Himachal Pradesh
3. All the Divisional Commissioners in Himachal Pradesh
4. All the Deputy Commissioners in Himachal Pradesh
5. All the Managing Directors, Corporations, Boards in
Himachal Pradesh.
6. All the Vice Chancellors of Universities in Himachal
Pradesh.

Urgent
Regd to
19/2/10

1466
19/2/2010
REGISTRAR

527
19/2/2010

Dated: Shimla 171 002, the 16th February, 2010

Subject:-

To maintain register of RTI applications by the PIO's and
Inspection of Registers by higher authority- Instructions
Regarding.

Sir Madam,

SAC
19/2/10

I am directed to refer to the subject cited above and to say that the H.P. RTI Rules, 2006 have prescribed that PIO's would maintain Register of RTI applications. This provision ensures that RTI applications get processed within stipulated period. The State Information Commission in its 4th Report has pointed out that the PIO's have not been maintaining such registers as observed by the Commission during the hearing of various appeals and complaints. It has also been observed by the Commission that proper entries were not being made in the registers. Hence, it has been considered appropriate that there is thus a need to devise a system of periodic physical verification especially in those departments which receive large number of applications. Such a system can also cover the availability of the list of PIO's, declarations under Section 4(1)(b) and the quarterly/annual returns in various offices of Public Authorities.

In view of the observations made by the State Information Commission in its Fourth Report, you are, therefore, requested to direct all the PIO's of the offices working under your administrative control to maintain register of RTI applications. It is also requested that periodic inspection of these registers may be done by all Appellate Authorities and other higher officers of the concerned Departments.

The Compliance of the above instructions may kindly be adhered to.

Wabnagesh
P. S. N. Singh
24/2/10

Yours faithfully,

[Signature]
Deputy Secretary (AR) to the
Government of Himachal Pradesh

Encl: No Per AR 18-3 2009. Dated, Shimla-171002, 16th February, 2009

Copy forwarded for information to the Secretary, State Information Commission, Shimla-171002.

[Signature]
Deputy Secretary (AR) to the
Government of Himachal Pradesh

CSK Himachal Pradesh Krishi Vishvavidyalaya
"General Admn. Branch."

Endst.No.QSD.1-31/09-CSKHPKV/(GA)Vol.III/- 15493-610

Dated: Palampur, the

22 FEB 2010

Copy to:-

1. All the Appellate authorities, CSKHPKV, Palampur.
2. All the PIOs/APIOs, CSKHPKV, Palampur.
3. All the Statutory Officers, CSKHPKV, Palampur.
4. All the Heads of Deptts./Offices, CSKHPKV, Palampur.
5. All Associate Directors/Scientist Incharge/ Programme Coordinators, Regional Research Centers/ RSSs/KVKs in CSKHPKV.
6. Jt. Controller (LA), CSKHPKV, Palampur.
7. OSD to Vice-Chancellor/PRO, CSKHPKV, Palampur.
8. Incharge, UNS, CSKHPKV for uploading in University Website.
9. SPS to Vice-Chancellor, CSKHPKV, Palampur.
10. All Dy./Asstt. Registrars/Section Officers/Supdts (HQ), CSKHPKV, Palampur.
11. PS/PA to Vice-Chancellor/Registrar/Comptroller, CSKHPKV, Palampur.
12. Guard file.

Pratibha
Dy. Registrar (Admin)
CSKHPKV, Palampur.