



विपिन बिहारी श्रीवास्तव

B. B. Srivastava

सचिव / Secretary

केंद्रीय सूचना आयोग

Central Information Commission

2 तल, विंग 'ब' / 2nd Floor, 'B' Wing

अगस्त क्रांति भवन / August Kranti Bhawan,

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नई दिल्ली-110066 / New Delhi-110066

Telephone : 26167932, Fax : 26106287

E-mail: secy-cic@nic.in

2973 2011
न/य/2011

CIC/DS(P)/Section 4/Comp/2010

Dated: 31.3.2011

Reference: D.O letter No. CIC/AT/D/10/000111 dated 18.11.2010.

Subject: Implementation of Section 4 of the RTI Act, 2005.

Dear Sir,

I would like to draw your kind attention to para (11) of my D.O letter no. CIC/AT/D/10/000111 dated 18.11.2010; wherein a reference has been made regarding a portal for uploading of facts relating to compliance of section 4 of the RTI Act and related informations.

The Ministries/Departments/Public Authorities are hereby advised to visit the website of Central Information Commission at www.cic.gov.in and open the **submit Annual Return** link available on it. The interface which opens, is the Log In interface; and the concerned Ministries/Departments/Public Authorities have to provide the same password, already being utilised by them for submitting online Annual Return to the Commission.

The Public Authorities will now see the **main menu** page of the portal; which has three sections; namely Annual Return 2010-11, Master Updation and RTI Manuals/Disclosure. The Public Authorities are required to update the details regarding Transparency Officer in the Master Updation category. They are now required to provide the website address of the Public Authority including the web page link, where the disclosure under Section 4 of the RTI Act has been uploaded in the RTI manuals/Disclosure category. They are also required to indicate the last date of uploading/updating the disclosure on the website. The print screens in this respect are also enclosed for ready reference.

This will help them comply with the direction of the Commission dated 15.11.2010 with respect to para (6). Any clarification in this regard may be sought from Shri. Pankaj K.P Shreyaskar Dy. Secretary & Joint Registrar, CIC on Tel No: 26717354 Email id: pkp.shreyaskar@nic.in.

I solicit your kind intervention and support in the aforesaid endeavor to help strengthen the supply side management of information to facilitate availability of information to requesters.

With regards

Yours sincerely,

(B.B. Srivastava)

Dr. S. Ayyappan

Scientist

Department of Agriculture, Research & Education.

Ministry of Agriculture

Krishi Bhavan, Dr. Rajendra Prasad Road

New Delhi - 110 001

See/for)
AS (D) + Secy [Signature] on [Signature]

Sh. Sahan
[Signature]
08/11/11

ER [Signature] [Signature] [Signature]
50/RTI
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1745-
7/4/2011
266/RTI
753/RTI (A)
08/04/2011

266
1745
7/4/2011

3. The Public Authorities will now see the **main menu** page of the portal; which has three sections; namely Annual Return 2010-11, Master Updation and RTI Manuals/Disclosure. The Public Authorities are required to update the details regarding Transparency Officer in the Master Updation category. They are now required to provide the website address of the Public Authority including the web page link, where the disclosure under Section 4 of the RTI Act has been uploaded in the RTI manuals/Disclosure category. They are also required to indicate the last date of uploading/updating the disclosure on the website. The print screens in this respect are also enclosed for ready reference.

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Dr. S. Ayyappan
Scientist
Department of Agriculture, Research & Education.
Ministry of Agriculture
Krishi Bhavan, Dr. Rajendra Prasad Road
New Delhi - 110 001

See (A)
As (B) + See ~~See~~ on (B) +

Sh. Sohan
Sd/-
08/11/11

To
ER/RTI Cell
50/RTI
[]
PP/PPH
2/11

See (A) / DS (C & H.)

RTI Annual Return Information System

Main Menu

(Central Information Commission)

Annual Return 2010-11	
Submit Quarterly Returns	
Master Updates	
Update Public Authority Details	
Update Transparency Officer Details	
<small>(As per Directive CIC/AT/07/000111 dated 15/11/2010)</small>	
RTI Manuals/Disclosures u/s 4/19(8) Webpage	
Update RTI Manuals/Disclosures u/s 4/19(8) Webpage Link	
Change Password	
Logout	

RTI Annual Return Information System

Update Transparency Officer Details

(* - Please note that all fields are mandatory)

* Name of Public Authority	Central Information Commission
* Name of Transparency Officer	Anita Gupta (Please do not add Shri/Smt./Mr./Ms before the name)
* Gender	Female
* Designation	Additional Secretary
* Contact Number	011-26162290 (Enter Landline Numbers as STD Code-Phone Number e.g. 011-23346789)
* Email Address	anita.gupta@nic.in

Save

Reset

RTI Annual Return Information System

(Central Information Commission)

Website Address(URL) of Public Authority	<input type="text" value="http://cic.gov.in/MainCIC.htm"/>
Webpage Link of RTI Manuals/Dislosures u/s 4/19(0)	<input type="text" value="http://cic.gov.in/Sec-4-Index.htm"/>
Last Date of Uploading/Updating RTI Manuals/Dislosures in website	<input type="text" value="23/09/2010"/>
<input type="button" value="Submit"/> <input type="button" value="Clear"/>	