

FREQUENTLY ASKED QUESTIONS

Q.1 How to seek information under RTI Act, 2005?

Ans. *As per Para 6 (1) of the RTI Act*, A person, who desires to obtain any information **under** this Act, shall **make** a request in writing or through electronic means in English or Hindi or in the official language of the area in which the application is being made, accompanying such fee as may be prescribed, to

- (a) the Central Public Information Officer or State Public Information Officer, as the case may be, of the concerned public authority;
- (b) the Central Assistant Public Information Officer or State Assistant Public Information Officer, as the case may be, specifying the particulars of the information sought by him or her:

Q.2 Is applicant has to give reason in application seeking information under RTI Act, 2005?

Ans. *As per Para 6 (2) of the RTI Act*, an applicant making request for information shall not be required to give any reason for requesting the information or any other personal details except those that may be necessary for contacting him

Q.3 In how many days the applicant will be provided information under RTI Act, 2005?

Ans. *As per Para 7 (2) of the RTI Act*, on receipt of a request, as expeditiously as possible, and in any case within thirty days of the receipt of the request, either provide the information on payment of such fee as may be prescribed or reject the request for any of the reasons specified in sections 8 and 9:

Where, the information sought for concerns the life or liberty of a **person**, the same shall be provided within forty-eight hours of the receipt of the request.

Q.4 What is the application fee for seeking information under RTI Rules, 2012?

Ans. As per para 3 of RTI Rules, 2012, 'Application Fee. An application under sub-section (1) of Section d of the Act shall be accompanied by a fee of Rupees ten and shall ordinarily not contain more than five hundred words, excluding annexures, containing address of the Central Public Information Officer and that of the applicant:

Provided that no application shall be rejected only on the ground that it contains more than five hundred words.

Q.5 Who are exempted under RTI Rules, 2012?

Ans. As per para 5 of RTI Rules, 2012, no fee under rule 3 and rule 4 shall be charged from any person who is below poverty line provided a copy of *be* certificate issued by the appropriate Government in this regard is submitted alongwith the application.

Q.6 What is the mode of paying prescribed fee under RTI Rules, 2012?

Ans. As per para 6 of RTI Rules, 2012, fees under these rules may be paid in any of the following manner, namely:—

- (a) in cash, to the public authority or to the Central Assistant Public **Information Officer** of the public authority, as the case may be, against a proper receipt; or
- (b) by demand draft or bankers cheque or Indian Postal Order payable to the Accounts Officer of the public authority; or
- (c) by electronic means to the Accounts Officer of the public authority, if facility for receiving fees through electronic means is available with the public authority.

Q. 7 Information for which there no obligation to public authority to give any citizen under RTI Act 2005 ?

- (a) Information, disclosure of which would prejudicially affect the sovereignty and integrity of India, the security, strategic, scientific or economic interests of the State, relation with foreign State or lead to incitement of an offence; (**Para 8 (1) (a)**).
- (b) Information which has been expressly forbidden to be published by any court of law or tribunal or the disclosure of which may constitute contempt of court; (**Para 8 (1) (b)**).
- (c) Information, the disclosure of which would cause a breach of privilege of Parliament or the State Legislature; (**Para 8 (1) (c)**).
- (d) Information including commercial confidence, trade secrets or intellectual property, the disclosure of which would harm the competitive position of a third party, unless the competent authority is satisfied that larger public interest warrants the disclosure of such information; (**Para 8 (1) (d)**).
- (e) Information available to a person in his fiduciary relationship, unless the competent authority is satisfied that the larger public interest warrants the disclosure of such information; (**Para 8 (1) (e)**).
- (f) Information received in confidence from foreign Government; (**Para 8 (1) (f)**).
- (g) Information, the disclosure of which would endanger the life or physical safety of any person or identify the source of information or assistance given in confidence for law enforcement or security purposes; (**Para 8 (1) (g)**).
- (h) Information which would impede the process of investigation or apprehension or prosecution of offenders; (**Para 8 (1) (h)**).
- (i) Cabinet papers including records of deliberations of the Council of Ministers, Secretaries and other officers: (**Para 8 (1) (i)**).

Provided that the decisions of Council of Ministers, the reasons thereof, and the material on the basis of which the decisions were taken shall be made public after the decision has been taken, and the matter is complete, or over:

Provided further that those matters which come under the exemptions specified in this section shall not be disclosed;

(j) Information which relates to personal information the disclosure of which has no relationship to any public activity or interest, or which would cause unwarranted invasion of the privacy of the individual unless the Central Public Information Officer or the State Public Information Officer or the appellate authority, as the case may be, is satisfied that the larger public interest justifies the disclosure of such information: (**Para 8 (1) (j)**).

Provided that the information which cannot be denied to the Parliament or a State Legislature shall not be denied to any person.