

RTI: Guidelines for seeking information

Short title, extent and commencement

Known as Right to Information Act, 2005.

Extends to whole of India except J&K.

Has become enforceable with effect from 12th October, 2005.

Coverage

Covers all public authorities, bodies or institutions constituted by Parliament, Legislative Assembly. Includes Parliament, Supreme Court/High Court/Lower Courts, Bodies owned, controlled and substantially financed including Non-government organizations substantially financed directly or indirectly. Govt. empowered to notify or issue orders to include such other bodies.

Citizens made the “Master”

The act provides for giving almost all information to citizens barring a few exceptions.

It makes the citizen the Master. They can now do social audit of any work through getting information and examining it critically and posing inconvenient questions.

Right to Information includes:

Inspection of works, documents, records.

Taking notes, extracts, certified copies.

Taking certified samples of material.

Obtaining information in floppies, tapes etc.

Definition of Information

Information means any material in any form & includes; Records, documents, memos, e-mail, opinion, advice, orders, log book, contract, reports, papers, samples etc.

The following fee has been prescribed by GOI:

--Application Fee Rs 10/-

--Additional Page Rs 2/ per page A-4 or A-3

--Large size paper Actual Charges

--Sample or Model Actual cost

--Inspection of records First hour no fee there after Rs 5/- per 15 minutes

--Floppy/Diskette Rs 50/-

--NO fee for Below Poverty Line

Mode of payment

The fee can be paid in any of the following modes:

--Cash

--Demand Draft

--Banker cheque

--Indian Postal Order

Third Party Information

Where information about third party is sought by the applicant, a notice will be given to third party to present his case within 5 days.

An opportunity of hearing will be given within 10 days.

Third party will have right to appeal.

Exemption from disclosure of information

As per section 8 the following type of information shall not be obligatory to be given.

Concerning security and integrity of India.

Forbidden to be published by the court of law.

Disclosure of which leads to breach of privilege of Parliament/Assembly.

Commercial confidence trade secrets and intellectual property.

Information received in fiduciary relationship.

Information received in confidence from foreign government.

Disclosure of which may endanger life and liberty.

Which impedes the process of an investigation.

Cabinet Papers including record or deliberation.

Personal information which has no relationship to any public activity.

Leads to infringement of copyright.