FOURTH

ANNUAL REPORT

ON

IMPLEMENTATION OF THE RTI ACT, 2005

{APRIL 1, 2008 TO MARCH 31, 2009}

STATE INFORMATION COMMISSION
HIMACHAL PRADESH

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Index

Statistics in Brief

(I-V)

Chapter No.	Subject	Page No.
	CHAPTERS	
1.	Introduction	1-5
2.	Salient Features Of The Right To Information ACT, 2005 And The Rules Made Under It	6-12
3.	Role And Responsibilities Of The Himachal Pradesh State Information Commission.	13-18
4.	Implementation Of The Act (Disposal Of Applications By Public Authorities in Himachal Pradesh)	19-28
5.	Implementation Of The Act (Disposal Of Appeals And Complaints By HP State Information Commission)	29-34
6.	Observations And Recommendations	35-41
	ANNEXURES	
Annexure ‘A’:	Status Of Appeals Received In The Himachal Pradesh State Information Commission	42-62
Annexure ‘B’:	Status of Implementation of Recommendations Made By The State Information Commission in The Second Report.	63-71
Annexure ‘C’:	Status of Implementation of Recommendations Made By The State Information Commission in The Third Report.	72-84

State Information Commission
Himachal Pradesh

Annual Report Statistics in Brief

(1.4.2008 to 31.3.2009)

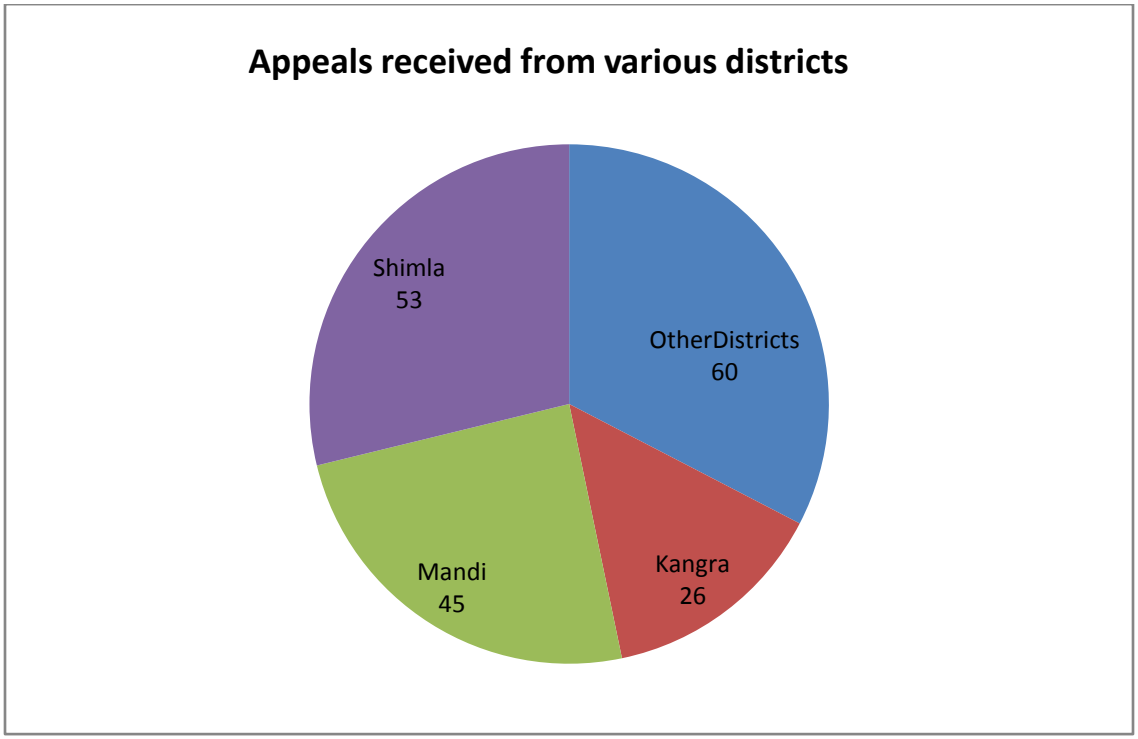
a)	Number of public authorities which submitted Annual Return to the State Information Commission	:	124
b)	Number of applications filed with various public authorities under the RTI Act, 2005 from 1.4.2008 to 31.3.2009	:	17,869
c)	Number of applications rejected by the Public Information Officers (PIOs) of these public authorities		259
d)	Total amount of fee and additional fee collected by the PIOs		8,07,939
e)	Number of first appeals filed under section 19 of the RTI Act, 2005 with the designated Appellate Authorities of various public authorities during the year	:	338
f)	(i) Number of second appeals filed under section 19 of the RTI Act, 2005 during the year with the Himachal Pradesh State Information Commission	:	184
	(ii) Appeals pending in the Commission as on 1.4.2008	:	38
	(iii) Total Appeals	:	222
g)	Number of second appeals decided by the Himachal Pradesh State Information Commission during the year	:	199
h)	(i) Number of complaints filed under section 18 of the RTI Act, 2005 during the year with the Himachal Pradesh State Information Commission	:	204
	(ii) Complaints pending in the Commission as on 1.4.2008	:	34
	(iii) Total Complaints	:	238
i)	Number of Complaints decided by the Himachal Pradesh State Information Commission during the year	:	221
j)	(i) Number of cases in which penalty was imposed upon the PIO by the Commission.	:	1
	(ii) Number of cases in which compensation was awarded to the appellants/complainants by the Commission.	:	19

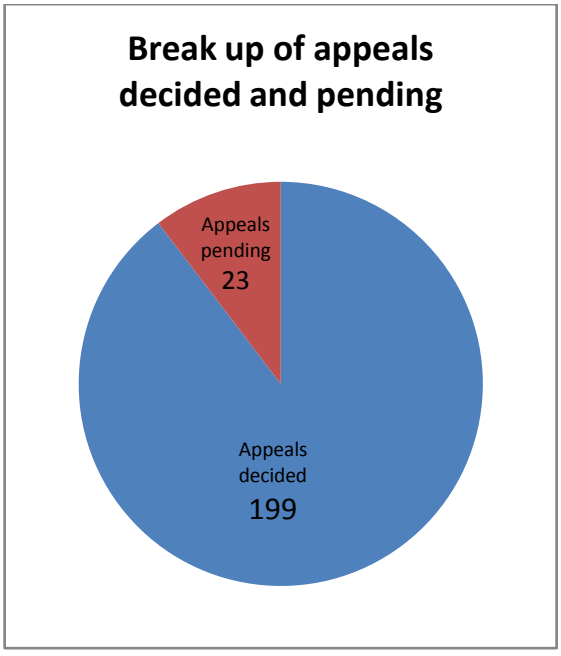
CONSOLIDATED DETAILS OF CASES IN HIMACHAL PRADESH STATE INFORMATION COMMISSION DURING THE FINANCIAL YEAR 2008-09

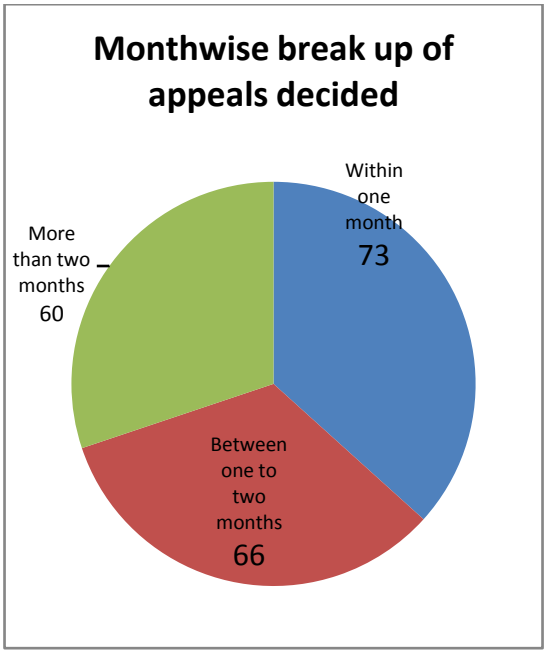
	APPEALS	COMPLAINTS	TOTAL
PENDING AS ON 1.4.08	38	34	72
FILED DURING THE YEAR	184	204	388
Total	222	238	460
DECIDED	199*	221	420*
PENDING AS ON 31.3.09	23	17	40
CASES DECIDED BY STATE CHIEF INFORMATION COMMISSIONER			
	APPEALS	COMPLAINTS	
PENDING AS ON 1.4.08	5	14	19
FILED DURING THE YEAR	83	131	214
Total	88	145	233
DECIDED	80	132	212
PENDING AS ON 31.3.09	8	13	21
CASES DECIDED BY STATE INFORMATION COMMISSIONER			
	APPEALS	COMPLAINTS	
PENDING AS ON 1.4.08	33	20	53
FILED DURING THE YEAR	97	73	170
Total	130	93	223
DECIDED	115	89	204
PENDING AS ON 31.3.09	15	4	19
***CASES DECIDED BY FULL BENCH:- 4**			

Break up of appeals received, decided and pending in the State Information Commission

(1.4.2008 to 31.3.2009)

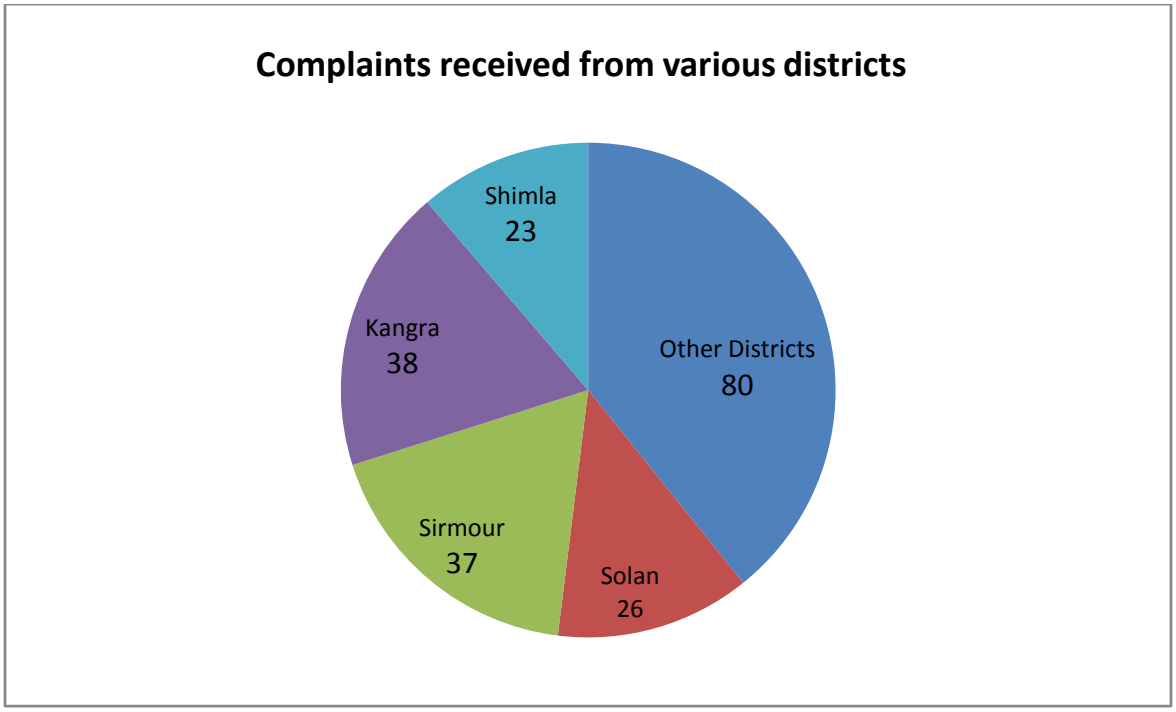


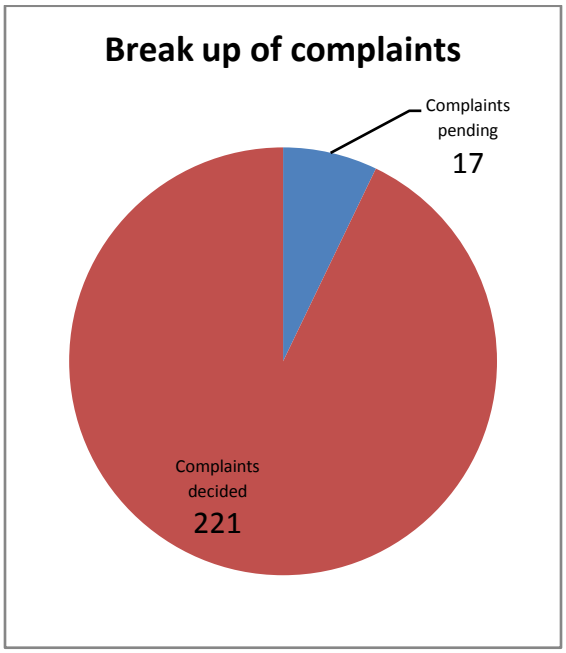


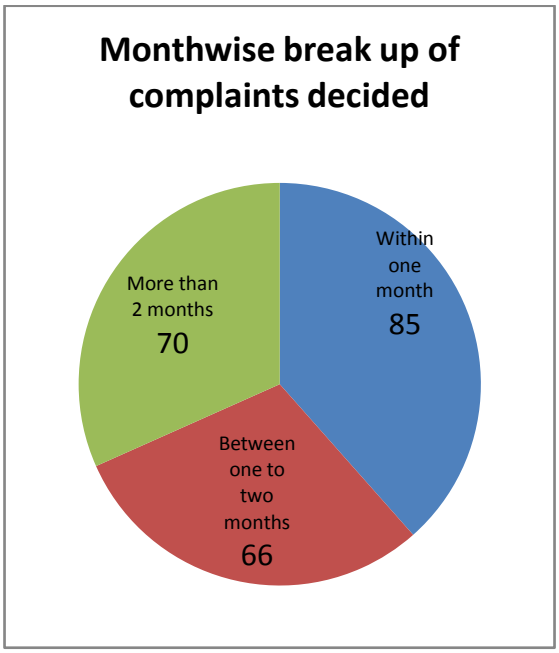


Break up of complaints received, decided and pending in the State Information Commission

(1.4.2008 to 31.3.2009)





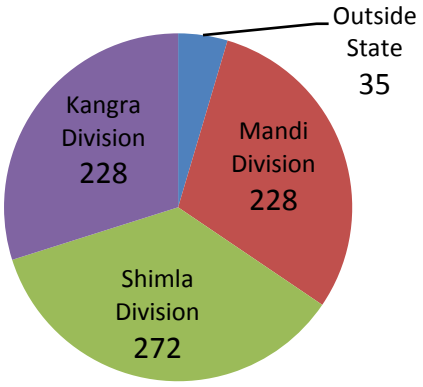


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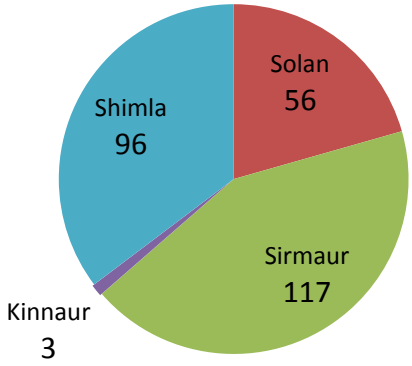
Break up of applications/representations received in the State Information Commission

(1.4.2008 to 31.3.2009)

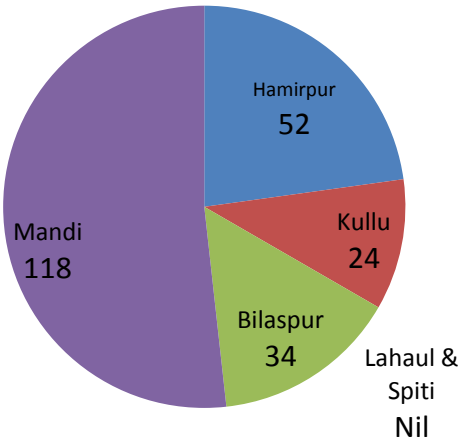
Number of applications received from the three Divisions and from outside the State



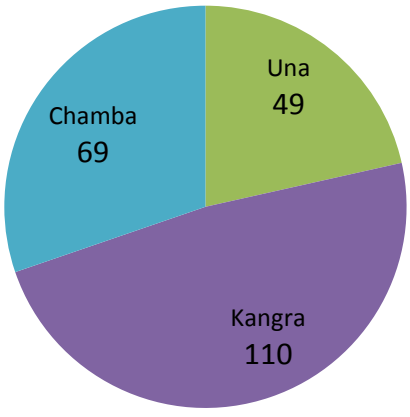
Number of applications received from four Districts of Shimla Division



Number of applications received from five Districts of Mandi Division



Number of applications received from three Districts of Kangra Division



CHAPTER -1
INTRODUCTION

The Right to Information Act, 2005 was enacted on 15th June, 2005 with its preamble reading as under:-

"An Act to provide for setting out the practical regime of right to information for citizens to secure access to information under the control of public authorities, in order to promote transparency and accountability in the working of every public authority, the constitution of a Central Information Commission and State Information Commissions and for matters connected therewith or incidental thereto".

2. The Act came into force on 12th October, 2005 (120th day of its enactment) but some of its provisions came into force with effect from the date of enactment i.e. 15th June, 2005 itself. These provisions included obligations of public authorities, constitution of various Information Commissions, designation of Public Information Officers/Assistant Public Information Officers and the power to make rules by various Competent Authorities. The Act has a comprehensive reach and covers a wide spectrum of bodies. All the Departments and Undertakings of various Governments, Panchayati Raj Institutions, Urban Local Bodies, other Bodies established, constituted, owned, controlled or substantially financed by governments including non-governmental organizations are covered under the Act. Access to information to all Indian citizens is the general rule under this Act with very few exemptions which are also subject to strict safeguards provided in the Act itself.

3. The Himachal Pradesh State Information Commission was constituted vide a notification issued on 4th February, 2006 by the Department of Administrative Reforms of the Government of Himachal Pradesh. The Commission started functioning with effect from 1st March, 2006 with its headquarters at Shimla. The Secretariat administration of the State Government provided secretarial staff and other support to the Himachal

Pradesh State Information Commission during the year of its commissioning and thereafter. The Commission functioned as a single member body upto 1st July, 2007 and thereafter, Shri S.S. Parmar, who superannuated from the post of Chief Secretary to the Government of Himachal Pradesh, joined as State Information Commissioner on 2nd July, 2007. While the State Chief Information Commissioner and the State Information Commissioner have been provided accommodation by the State Government in Armsdale Building of Himachal Pradesh Secretariat, private accommodation in the vicinity of the Secretariat has been hired for the office staff. The Commission continued to function from these premises during the financial year 2008-09.

4. During the financial year 2008-09, a sum of Rs. 66,41,000 was allocated to the Commission for meeting its expenses. The break-up of the allocation is as under:-

SR. NO.	**SUB HEAD**	**SANCTIONED BUDGET**
1.	SALARY	53,70,000
2.	TRAVEL EXPENSES	90,000
3.	OFFICE EXPENSES	3,64,000
4.	MEDICAL REIMBURSEMENT	69,000
5.	RENT, RATES & TAXES	2,33,000
6.	HOSPITALITY	20,000
7.	MAINTENANCE	25,000
8.	MOTOR VEHICLE	4,70,000
	TOTAL	**66,41,000**

5. Powers and Functions of the State Information Commission under the RTI Act, 2005 are as under:-

(a) Enquiries under Section 18 of the Act.

(i) Subject to the provisions of the Act, it shall be the duty of the State Information Commission, to receive and inquire into a complaint from any person,--

- who has been unable to submit a request to a State Public Information Officer, either by reason that no such officer has been appointed under this Act, or because the State Assistant Public Information Officer has refused to accept his or her application for information or appeal under this Act for forwarding the same to the State Public Information Officer or senior officer specified in sub-section(1) of section 19 or the State Information Commission, as the case may be;
- who has been refused access to any information requested under this Act;
- who has not been given a response to a request for information or access to information whithin the time limit specified under this Act;
- who has been required to pay an amount of fee which he or she considers unreasonable;
- who believes that he or she has been given incomplete, misleading or false information under this Act; and
- in respect of any other matter relating to requesting or obtaining access to records under this Act.

(ii) Where the State Information Commission is satisfied that there are reasonable grounds to inquire into the matter, it may initiate an inquiry in respect thereof.

(iii) The State Information Commission shall, while inquiring into any matter under this Section have the same powers as are vested in a civil court while trying a suit under the Code of Civil Procedure, 1908, in respect of the following matters, namely:-

- summoning and enforcing the attendance of persons and compel them to give oral or written evidence on oath and to produce the documents or things;
- requiring the discovery and inspection of documents;
- receiving evidence on affidavit;
- requisitioning any public record or copies thereof from any Court of Office;
- issuing summons for examination of witnesses or documents; and
- any other matter which may be prescribed.

(iv) Notwithstanding anything inconsistent contained in any other Act of Parliament or State Legislature, as the case may be, the State Information Commission, during the inquiry of any complaint under this Act, may examine any record to which this Act

applies which is under the control of any public authority, and no such record may be withheld from it on any grounds.

(b) Appeals under section 19 of the Act.

(i) Any person who does not receive a decision whithin the time specified or is aggrieved by a decision of the State Public Information Officer may within thirty days from the expiry of such period or from the receipt of such a decision prefer an appeal to such officer who is senior in rank to the State Public Information Officer in each public authority: provided that such officer may admit the appeal after the expiry of the period of thirty days if he or she is satisfied that the Appellant was prevented by sufficient cause from filing the Appeal in time.

(ii) Where an Appeal is preferred against an order made by a State Public Information Officer, under section 11 to disclose third party information, the Appeal by the concerned third party shall be made within thirty days from the date of the Order.

(iii) A Second Appeal against the decision shall lie within ninety days from the date on which the decision should have been made or was actually received, with the State Information Commission: provided that the State Information Commission, may admit the appeal after the expiry of the period of ninety days if it is satisfied that the Appellant was prevented by sufficient cause from filing the Appeal in time.

(iv) If the decision of the State Public Information Officer, against which an Appeal is preferred relates to information of a third party, the State Information Commission, shall give a reasonable opportunity of being heard to that third party.

(v) In any Appeal proceedings, the onus to prove that a denial of a request was justified shall be on the State Public Information Officer, who denied the request.

(vi) An appeal shall be disposed of within thirty days of the receipt of the Appeal or within such extended period not exceeding a total of forty-five days from the date of filing thereof, for reasons to be recorded in writing.

(vii) The decision of the State Information Commission, shall be binding.

(viii) In its decision, the State Information Commission has the power to require the public authority to take any such steps as may be necessary to secure compliance with the provisions of this Act including compensation to the complainant.

(c) Penalties under section 20 of the Act

(i) Where the State Information Commission, at the time of deciding any complaint or appeal is of the opinion that the State Public Information Officer has without any reasonable cause, refused to receive an application for information or has not furnished information within the time specified in section 7 of the RTI Act or malafidely denied the request for information or knowingly given incorrect, incomplete or misleading information or destroyed information which was the subject of the request or obstructed in any manner furnishing of the information, it shall impose a penalty of two hundred and fifty rupees per day till the application is received or information is furnished.

(ii) Where the State Information Commission, at the time of deciding any complaint or appeal is of the opinion that the State Public Information Officer has without any reasonable cause and persistently, failed to receive an application for information or has not furnished information within the time specified under Sub-section(1) of Section 7 of the RTI Act or malafidely denied the request for information or knowingly given incorrect, incomplete or misleading information or destroyed information which was the subject of the request or obstructed in any manner in furnishing the information, it may recommend disciplinary action against the State Public Information Officer, under the service rules applicable to him.

6. Recognizing the importance of role to be played by the Right to Information in the governance system of the country, the RTI Act, 2005 empowers various Commissions to prepare a report on the implementation of the provisions of the Act during each year and forward the same to the appropriate Government for laying it before the Parliament/State Legislative Assemblies. In pursuance of this provision of the Act, the Himachal Pradesh State Information Commission has prepared the Fourth Report on the implementation of the Right to Information Act, 2005 in the State of Himachal Pradesh during the year 2008-09 for laying it before the State Legislative Assembly of Himachal Pradesh. The relevant statistics pertaining to the implementation of this Act in the State of Himachal Pradesh have been given at the beginning of this report.

CHAPTER–2

Salient Features Of The Right to Information ACT, 2005 And The Rules Made Under It

The Right to Information Act, 2005 mandates a legal-institutional framework for setting out a practical regime of right to information to every citizen for securing access to information under the control of public authorities under the Central Government and State Governments. It seeks to empower the people in general and promote transparency and accountability in the working of all public authorities. The Act prescribes mandatory disclosure of information on seventeen points pertaining to the working of public authorities and designation of adequate number of Public Information Officers (PIOs)/Assistant Public Information Officers (APIOs) by all public authorities to process requests for information from citizens within stipulated time limits. A Central Information Commission (CIC) and State Information Commissions (SICs) have been constituted to inquire into complaints, hear second appeals, and oversee implementation of the Act by public authorities under the Central Government and State Governments.

2. The salient features of the RTI Act, 2005 can be summarized as under:-

(i) Any Indian citizen can seek any information from any public authority without specifying any reason for seeking the same.

(ii) The Public Information Officers have to furnish the requisite information within specified time limits which can be denied only under exemptions provided in the Act itself.

(iii) The Act applies to all Government Departments, Corporations/Boards, Urban Local Bodies, Panchayati Raj Institutions and Bodies established, constituted, owned, controlled
or substantially financed by government including non-governmental organizations.

(iv) The Public Information Officers have to issue reasoned communications while providing requisite information or rejecting requests of applicants. Similarly, the Appellate Authorities are also required to pass well reasoned and speaking orders while deciding the appeals within specified time limits.

3. The Act also prescribes the duties and obligations of various public authorities under the State Government as under:-

(i) Voluntary disclosure of information by public authorities on various aspects of their functioning which is required to be updated each year as prescribed in section 4(1)(b) of the Act.

(ii) The public authorities are required to designate adequate number of Public Information Officers to provide information to the applicants and Assistant Public Information Officers at sub-divisional level to receive applications and forward them to the Public Information Officers for further processing.

(iii) The public authorities are required to designate Appellate Authorities under section 19 of the Act to consider and decide the first appeals against the decisions of the PIOs.

4. The RTI Act, 2005 defines the terms 'Information', 'Record', and 'Right to Information' as under:-

(i) 'Information' means any material in any form, including records, documents, memos, e-mails, opinions, advices, press releases, circulars, orders, logbooks, contracts, reports, papers, samples, models, data material held in any electronic form and information relating to any private body which can be accessed by a public authority under any other law for the time being in force;

(ii) 'Record' includes;

(a) any document, manuscript and file;

(b) any microfilm, microfiche and facsimile copy of a document;

(c) any reproduction of image or images embodied in such microfilm(whether enlarged or not); and

(d) any other material produced by a computer or any other device;

(iii) 'Right to Information' means the right to information accessible under this Act which is held by or under the control of any public authority and includes the right to-

(i) Inspection of work, documents, records;

(ii) Taking notes, extracts or certified copies of documents or records;

(iii) Taking certified sample of material;

(iv) Obtaining information in the form of diskettes, floppies, tapes, video cassettes or in any other electronic mode or through printouts where such information is stored in a computer or in any other device.

5. For the purpose of the Act, 'public authority' has been defined in the RTI Act, 2005 as under:-

'Public Authority' means any authority or body or institution of self government established or constituted-

(a) by or under the Constitution;

(b) by any other law made by Parliament;

(c) by any other law made by State Legislature;

(d) by notification issued or order made by the appropriate Government, and includes any-

(i) body owned, controlled or substantially financed;

(ii) non-Government organization substantially financed, directly or indirectly by funds provided by the appropriate Government.

6. The RTI Act, 2005 also provides that its provisions shell have effect notwithstanding anything inconsistent therewith contained in the Official Secrets Act, 1923 and any other law for the time being inforce or in any instrument having effect by virtue of any law other than this Act.

7. Section 8 and 9 of the Act contain the exemptions from disclosure of information to a citizen. These can be summarized as under:-

- 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 foregin State or lead to incitement of an offence;

- 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;
- Information, the disclosure of which would cause a breach of privilege of Parliament or the State Legislature;
- Information including commercial confidence, trade secrets or intellectual property, the disclosure of which would harm the competitive position of a third party;
- Information available to a person in his fiduciary relationship;
- Information received in confidence from foreign Government;
- Information, the disclosure of which would endanger the life or physical safety of any person or indentify the source of information or assistance given in confidence for law enforcement or security purposes;
- Information which would impede the process of investigation or apprehension or prosecution of offenders;
- Cabinet papers including records of deliberations of the Council of Ministers, Secretaries and other officers;
- 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;

8. This Act empowers appropriate governments and other competent authorities to make rules for carrying out smooth and effective implementation of the provisions of the Act. Consequently the Government of Himachal Pradesh and other Competent Authorities namely The Himachal Pradesh Vidhan Sabha and The High Court of Himachal Pradesh have notified the Rules under the Act. **"The Himachal Vidhan Sabha Secretariat Right to Information (Regulation of Fee & Cost) Rules, 2006"** were notified on 15th June, 2006 and "**The High Court of Himachal Pradesh Right to Information Rules, 2005"** were notified on 30th November, 2005. **The**

Himachal Pradesh Right to Information Rules, 2006 were notified by the State Government on 21st January, 2006. These Rules came into force on the date of their publication in the official Gazette.

9. The salient features of these Rules are as under:-

(i) Any person seeking information or seeking to inspect the record is required to make an application to the Public Information Officer/Assistant Public Information Officer of the public authority concerned, accompanied by the proof of payment of prescribed fee.

(ii) Applicants belonging to Below Poverty Line (BPL) category are not required to pay any fee for seeking the desired information or for inspection of any record.

(iii) A separate application is required to be filed for seeking information in respect of each subject and in respect of each year.

(iv) Every page of information supplied to the applicant shall be duly authenticated giving the name of the applicant and shall bear the dated signatures and seal of the Public Information Officer.

(v) The rate of fee to be charged for furnishing the documents and for inspection of documents is given below:—

Sr. No	Description of information	Price/Fee in rupees.
1	Fee alongwith application.	Rs.10 per application.
2	Where the information is available in the form of a priced publication.	On printed price.
3	For other than priced publication.	(i) Rs.2 per page of A-4 size or smaller. (ii) Actual cost subject to minimum of Rs.20 per page in case of larger size.
4	Where information is available in electronic form and is to be supplied in electronic form e.g. Floppy, CD etc.	Rupees 50 per floppy and Rs.100 per CD.

5	Fee for inspection of Record/document.	Rs.20 per 30 minutes or fraction thereof.

(vi) The prescribed fee is required to be paid through Demand Draft or Indian Postal Order payable to the PIO of the public authority concerned or can be deposited in a government treasury under the head of account **"0070-OAS, 60-OS, 800-OR, 11 – Receipt head under Right to Information Act, 2005"**.

10. The Rules framed under the RTI Act, 2005 also lay down the procedure for filing appeal before the designated Appellate Authority of the public authority as well as before the Himachal Pradesh State Information Commission. As per provisions of these Rules, the memorandum of appeal should contain name and address of the appellant as well as that of the Public Information Officer against whose decision the appeal is preferred along with particulars of the order against which the appeal is preferred. The appellant is required to file two sets of appeal. It should also contain brief facts leading to the appeal. In cases of deemed refusal, the particulars of the application, including number and date, name and address of the Public Information Officer to whom the application was made is required to be indicated by the appellant in the memorandum of appeal. The appellant is also required to specify prayer or relief sought, and grounds for the prayer or relief sought in the memorandum of the appeal.

11. The Rules notified under the Act also provide that the designated Appellate Authority or the Himachal Pradesh State Information Commission may decide an appeal ex-parte, on merit in case the appellant is not present in person on the date of hearing. It has also been provided that the appellant shall not urge nor be heard in support of any ground or objection which has not been set forth in the memorandum of appeal filed before the Appellate Authority/Commission. However, the designated Appellate Authority/ Commission need not confine itself to the grounds set forth in the memorandum while deciding the appeal. The Himachal Pradesh State Information Commission has also been empowered to frame Regulations in

respect of its day-to-day proceedings by the Rules notified by the State Government. Consequently the State Information Commission has framed the Himachal Pradesh State Information Commission (Management) Regulations, 2008 which came into force with effect from 1st September, 2008.

CHAPTER – 3

Role and Responsibilities of the Himachal Pradesh State Information Commission

The Himachal Pradesh State Information Commission (constituted vide notification dated 4.2.2006) started functioning with effect from 1st March, 2006 with headquarters at Shimla (Room No. 222, Armsdale Building, H.P. Secretariat) after Shri P.S. Rana assumed the office of the first State Chief Information Commissioner, Himachal Pradesh. The Commission was provided office space in the Armsdale Building of the State Secretariat and was provided all the necessary facilities by the State Government. During the year 2007-08, the strength of the Commission was increased by creating one post of State Information Commissioner and Shri S.S. Parmar, IAS (HP-1971), the then Chief Secretary to the Government of Himachal Pradesh, was appointed as State Information Commissioner in the Himachal Pradesh State Information Commission on 29.6.2007. Shri Parmar assumed the office of the State Information Commissioner on 2.7.2007.

2. For the smooth implementation of the RTI Act, 2005, the State Government formulated **The Himachal Pradesh Right to Information Rules, 2006** and notified these on 21st January, 2006. The Himachal Vidhan Sabha Secretariat Right to Information (Regulations of fee & cost) Rules, 2006 were notified on 15th June, 2006 and the High Court of Himachal Pradesh Right to Information Rules 2005 were notified on 30th November, 2005. These Rules came into force from the dates of their publication in the gazette. These Rules have since been amended to make certain changes about the payments of fee/additional fee etc.

3. The Himachal Pradesh State Information Commission, on its part, is trying to ensure that people of the State get to know about every public act or transactions being carried out by the public authorities in the State and thus making their working transparent and accountable as envisaged in the RTI Act, 2005. The State Chief Information Commissioner and State Information Commissioner visited various districts of the State during the year 2008-09 and held meetings with the district level officers including the Public Information Officers, Assistant Public Information Officers and the representatives of Non Governmental Organizations. In these meetings, the participants were apprised of the salient features of the Right to Information Act, 2005 and the relevant Rules. They were also requested to give adequate publicity among the general public during their field visits about the procedure to seek information under the Act. They were also impressed upon the need to process the RTI applications received by them as per the provisions of the Right to Information Act, 2005 and to provide the requisite information to the applicants within the prescribed time limits.

4. The Himachal Pradesh State Information Commission placed the following information/documents on the web site of the Government of Himachal Pradesh (www.himachal.nic.in):-

(i) Manual of the Himachal Pradesh State Information Commission under section 4(1) (b) of the RTI Act, 2005 (updated as on 1.4.2008).

(ii) Names of various public authorities under the State Government.

(iii) The details of PIOs/APIOs designated by various public authorities (as amended from time to time).

(iv) The Himachal Pradesh State Information Commission (Management) Regulations, 2008.

(v) Decisions of appeals and complaints filed in the Commission.

5. The Himachal Pradesh State Information Commission performs its functions as per provisions made in the RTI Act, 2005 read with the Himachal Pradesh RTI Rules, 2006/Himachal Vidhan Sabha Secretariat Right

to Information (Regulation of Fee & Cost) Rules, 2006/ The High Court of Himachal Pradesh Right to Information Rules, 2005. The Commission carries out its administration, procures goods and services as per provisions of the RTI Act, 2005 as also the relevant rules and regulations of the State Government as adopted by it.

6. The Himachal Pradesh State Information Commission has been enquiring into the complaints under section 18 of the RTI Act,2005 received from the applicants relating to access to information under the control of public authorities in the State of Himachal Pradesh and deciding them on merit keeping in view the provisions of the Act read with the Rules framed under it. The Commission has also been dealing with and disposing off 2nd appeals under section 19 of the Act filed with it against decisions of the designated Appellate Authorities. While deciding the appeals/ complaints, the Commission has been making appropriate recommendations to those public authorities which were not conforming to the letter and spirit of the provisions of the Act specifying the steps to be taken by them for promoting such conformity as envisaged under section 19(8) of the Act.

7. After receiving the complaints under Section 18 of the RTI Act, 2005, the State CIC and State IC have been making an inquiry or taking such other action as deemed fit. The State CIC and State IC have also been seeking comments of the public authority and/or the PIO against whom the complaint was made and took an appropriate decision as per the provisions of the Act after giving an opportunity to the PIO and the complainant. In case of appeals received in the Commission, under Section 19 of the Act, the State CIC and State IC have disposed them after getting comments of the PIO and hearing him on the issues raised in the appeal. The appellant was also given an opportunity to present his/her case at the hearing before the State CIC and State IC took the final decision on the appeal. Although no time limit has been fixed in the Act for disposal of appeals and complaints received in the

Commission yet the State CIC and State IC have been disposing off such appeals and complaints expeditiously. It has been their endeavour that such matters were finalized within a maximum period of 3 months of their receipt in the Commission.

8. The State Government of Himachal Pradesh have created 32 posts for smooth functioning of the Himachal Pradesh State Information Commission. The details of these posts are as under:-

Sr. No	Designation of the posts	Pay scale + Grade pay of the post as revised w.e.f. 1.1.2006	No. of the posts created
1.	Chief Information Commissioner	90,000/- plus allowances.	1
2.	State Information Commissioner	80,000/- plus allowances.	1
3.	Secretary (HAS/IAS) to the Commission	in their own pay scale	1
4.	System Analyst	10300-34800+ Rs. 5400	1
5.	Reader-cum-Ahalmad	10300-34800+ Rs. 5000	2
6.	Section Officer	10300-34800+ Rs. 5000	1
7.	Senior Assistant	10300-34800+ Rs. 3800	2
8.	Clerk-cum-Computer Operator	5910-20200 + Rs. 1900	4
9.	Private Secretary	10300-34800 + Rs. 5000	2
10.	Personal Assistant	10300-34800 + Rs. 4200	4
11.	Junior Scale Steno grapher	5910-20200 + Rs. 2800	1
12.	Driver	5910-20200 + Rs. 2000	3
13.	Process Server	4900-10680 + Rs. 1400	1

14.	Chowkidar	4900-10680 + Rs. 1300	1
15.	Peons	4900-10680 + Rs. 1300	5
16.	Frash-cum-Mali	4900-10680 + Rs. 1300	1
17.	Sweeper	4900-10680 + Rs. 1300	1
	Total		32

9. The powers and duties of officers and employees of the Himachal Pradesh State Information Commission are as under:-

Sr.No.	Designation	Power and duties
i	State Chief Information Commissioner	General superintendence, direction and management of affairs of the State Information Commission. Disposal of appeals and complaints.
ii	State Information Commissioner	Cognizance of appeals & complaints and their disposal.
iii	Secretary-cum-Registrar	Administration and financial control in the Commission and to provide assistance to the State CIC/State IC.
iv	Private Secretary to the State CIC/State IC	Secretarial assistance and work assigned by State CIC/ State IC
v	Reader-cum-Ahlmad	Processing of appeals and complaints received in the Commission and carry out work assigned by the State CIC and State IC.
vi	Section Officer-cum-Assistant Registrar	Assisting the Secretary-cum-Registrar in the administrative, financial and other matters of the Commission.
vii	The support staff	Providing assistance to the officers and carry out work assigned by supervisory officers of the Commission.

10. The Annual Budget of the State of Himachal Pradesh provided a sum of Rs. 66,41,000/- for the financial year 2008-09 for meeting the administrative and other requirements of the Himachal Pradesh State Information Commission. The details of budget sanctioned and expenditure incurred by the Commission (head wise) for the year is as under:-

SR.	**SUB HEAD**	**SANCTIONED BUDGET**	**EXPENDITURE**
1.	SALARY	53,70,000	38,84,137
2.	TRAVEL EXPENSES	90,000	89,085
3.	OFFICE EXPENSES	3,64,000	3,60,023
4.	MEDICAL REIMBURSEMENT	69,000	59,446
5.	RENT, RATES & TAXES	2,33,000	2,32,368
6.	HOSPITALITY	20,000	NIL
7.	MAINTENANCE	25,000	NIL
8.	MOTOR VEHICLE	4,70,000	4,58,944
	TOTAL	**66,41,000**	**50,84,003**

11. The Commission effected a saving of more then Rs. 15 lac during the financial year. The savings in expenditure under sub head ‘Salary’ was on account of the fact that all the sanctioned posts were not filled up during the year in view of the need for effecting economy in expenditure. Further Secretarial assistance to the State CIC and State IC was provided by the Secretariat Administration of the State Government. The Commission observed utmost economy in incurring expenditure and ensured savings under other sub-heads of sanctioned budget as well keeping in view the economy instructions issued by the State Government from time to time during the year.

CHAPTER-4

IMPLEMENTATION OF THE ACT

(Disposal of applications by public authorities in Himachal Pradesh)

The Right to Information Act, 2005 envisages promotion of transparency in the working of all public authorities under the Central Government and State Governments and make them accountable to the common man. The Act is designed to prevent abuse of discretionary power of governmental agencies by requiring them to publish information on 17 points about their working under section 4(1) (b) of the Act and update the same from time to time. The publication under this section should be available in all the offices of the public authority concerned. However various NGOs, representatives of Civil Society Organizations and certain appellants/complainants have been pointing out to the Commission that the updated publications under section 4(1) (b) are generally not available in the field offices of a number of public authorities of the State Government.

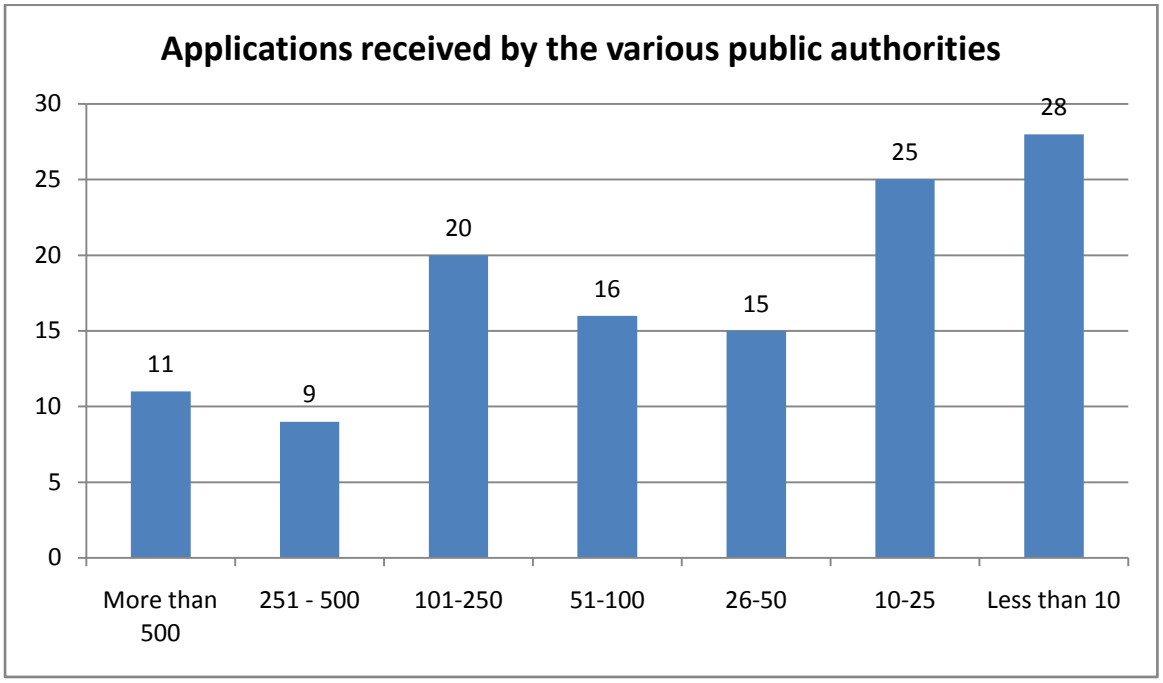
2. Sections 6 and 7 of the RTI Act, 2005, prescribe the procedure and time frame for furnishing the information held by public authorities to the information seekers through the Public Information Officers designated for the purpose. As per report received in the Himachal Pradesh State Information Commission, 17,869 applications were filed with 124 public authorities of the State Government for seeking information under the Act. Other public authorities did not receive any application. As against the receipt of 17,869 applications during this year, 10,105 applications were received by 118 public authorities during last year. Thus there has been approximately 75% increase in the number of RTI applications filed during 2008-09 as compared to those filed during last year. Substantial increase in the number of applications shows that the common people of the State were becoming aware of the provisions of the RTI Act, 2005.

3. Out of the total of 124 public authorities which received RTI applications during the year, 11 of them received more than 500 applications, 29 of them received 101 to 500 applications each, 16 public authorities received 51 to 100 applications each and the remaining 68 public authorities received less than 50 applications each. Three public authority namely the Police Department, the Elementary Education Department and the Public Works Department received more than 1000 applications during the year. It has been observed that a total of 16,704 applications out of 17,869 applications i.e. 93 percent of the total applications were received by 56 public authorities. The remaining 78 public authorities received less than 7 percent of the total applications. Further, a fee of Rs.8,07,939/- has been collected by various public authorities during the same period.

4. Following table gives the break up of applications received by various public authorities in the State during the year 2008-09:-

Applications received by the various public authorities during the year 2008-09

i	Number of public authorities which received more than 500 RTI applications	11
ii	Number of public authorities which received 251 to 500 RTI applications	9
iii	Number of public authorities which received 101 to 250 RTI applications	20
iv	Number of public authorities which received 51 to 100 RTI applications	16
v	Number of public authorities which received 26 to 50 RTI applications	15
Vi	Number of public authorities which received 10 to 25 RTI applications	25
vii	Number of public authorities which received less than 10 RTI applications	28
	Total number of public authorities which received any application	124



5. The details of applications received, applications rejected, appeals filed, fee collected etc. by various public authorities are as under:—

Sr. No.	Name of Public Authority	Number of applications received	Applications rejected by the PIOs	Appeals filed before the First Appellate Authorities	Appeals filed before the State Information Commission	Number of cases where compensation was awarded by the Commission	Amount of fee collected
1.	Vidhan Sabha Sectt.	60	1				2,266
2.	Public Service Commission	362		7	9		11,672
3.	State Information Commission	26		1	1		726
4.	State Commission for Women	18					1,296
5.	Divisional Commissioner Shimla	26					3,330
6.	Divisional Commissioner Kangra	20					621
7.	Divisional Commissioner Mandi	15					556

8.	HP High Court and Subordinate Courts	145	4	11	5		6,106
9.	State Commission for Backward Classes	8					30
	Himachal Pradesh Secretariat						
10.	Administrative Reforms	9					90
11.	Agriculture	8					120
12.	Animal Husbandry	8					310
13.	Forests	22		1			480
14.	General Administration	42			3		1,997
15.	Health & Family Welfare	234			3		4,387
16.	Home	32	1	1	1		369
17.	Irrigation & Public Health	63			1		850
18.	Personnel	145	6	10	4		11,180
19.	Finance	14					1,029
20.	Transport	9					138
21.	Law	9		1	1		2,611
22.	Secretariat Administration	7			3		568
23.	Excise & Taxation	3					330
24.	Housing	1					20
25.	Information Technology	2					994
26.	Language, Art & Culture	11					7,495
27.	Tourism	19		2			490
28.	Sainik Welfare	5					650
29.	Technical Education	6			1		155
30.	Ayurveda	27					1,556

31.	Tribal Development	6					148
32.	Industries	15		1			845
33.	Higher Education	5			1		50
34.	Fisheries	6			1		740
35.	LEP	4		1	1		250
	Administrative Departments						
36.	Agriculture	29		10			943
37.	Animal Husbandary	70					7,223
38.	Ayurveda	97		3			2,738
39.	Home Guards and Civil Defence	40					750
40.	Police	1618	41	33	5		72,622
41.	Co-operative	334	1	4	5		24,324
42.	Elementary Education	1062	1	4	9		27,575
43.	Election	53	1				859
44.	Excise & Taxation	73					3,175
45.	Fisheries	18		1			1,212
46.	Food & Civil Supplies	130		1			6,305
47.	Forest Farming & Conservation	604	72	2	3		40,205
48.	Health and Family Welfare	112	6	5	7		2,355
49.	Horticulture	92		2	1		7,274
50.	Industries	147		1	1		9,522
51.	Science & Technology	19					4,140
52.	Irrigation & Public Health	457	36	22	2		29,259
53.	Labour & Employment	177					2,831
54.	Consolidation of Holdings	34					1,322

55.	Land Record	12	1				267
56.	Printing & Stationary	12					2,105
57.	Information and Public Relations	25		2			1,483
58.	Rural Development	649			1		21,438
59.	Panchayati Raj	623			4		23,115
60.	Settlement (Shimla)	92		6	7		9,753
61.	Settlement (Kangra)	129	17	5	1		4,179
62.	Social Justice & Empowerment	578		1	3		3,520
63.	Medical Education & Research	45					1,775
64.	Electrical Inspectorate	10					90
65.	Sainik Welfare	27					1,033
66.	State Vigilance & Anti Corruption Bureau	82	14	2			3,473
67.	Public Works	1155		33	7		45,505
68.	Language & Culture	28					954
69.	Tribal Development	2					10
70.	Technical Education	71					4,399
71.	Tourism & Civil Aviation	58		2	7		8,595
72.	Town & Country Planning	227		1			19,388
73.	Transport	238					12,287
74.	Treasuries	31	2				1,060
75.	Urban Development	10			5		80
76.	Youth Services & Sports	10					87
77.	Mountaineering & Allied Sports, Manali	6					310
78.	Higher Education	379			13		8,757
79.	Planning	32					1,818

80.	Prosecution	16					286
81.	Non-Conventional Energy Sources	1					10
	Deputy Commissioners						
82.	Shimla	566		1	8		24,040
83.	Solan	361		11			14,606
84.	Sirmour	160		2	1		4,109
85.	Kullu	256	23				16,382
86.	Kinnaur	95			2		7,439
87.	Chamba	182					8,300
88.	Hamirpur	315	18		5		17,555
89.	Una	242			1		12,500
90.	Kangra	841		25	2		27,261
91.	Bilaspur	223					6,896
92.	Mandi	846		8	3		27,755
	CORPORATIONS						
93.	Financial Corporation	23					1,720
94.	Forest Corporation	118		1			6,008
95.	General Industries Corporation	25	2	1			2,004
96.	H.P.M.C.	12					90
97.	State Industrial Development Corporation	17	1	1	1		2,067
98.	AIPIL	1					10
99.	Agro Industries Corporation	11					150
100.	Ex-Servicemen Corporation	10					100
101.	HP Backward Classes Finance & Development Corporation	3					26

102.	Tourism Development Corporation	84		6	1		4,100
103.	Road Transport Corporation	187			1		27,427
104.	Municipal Corporation, Shimla	633		29	8		19,452
105.	Civil Supplies Corporation	115					7,427
106.	Coop.Milk Producers Federation	34					4,609
107.	Himurja	49					2,495
108.	Electronic Development Corporation	25		2			1,000
109.	Handicrafts & Handloom Corporation	9					510
110.	Small Industries Development corporation	17		1	1		2,067
111.	KCCB	110	8	6	3		3,144
	BOARDS						
112.	Environment Protection & Pollution Control Board	61		1	2		4,862
113.	Khadi & Village Industries Board	24					1,357
114.	Marketing Board	11					1,328
115.	Subordinate Services Selection Board, Hamirpur	271	2	2	1		8,458
116.	HIMUDA	205	1	40	17		42,796
117.	HPSEB	123		7	6		29,384
118.	Wool Fed	14					2,239
119.	Council for Science & Technology	19					4,140
120.	HP Minority Finance & Development	3					50
121.	Small Industries and Export Corporation	6		1			2,067
	Universities						
122.	HP University, Shimla	282		11	3		7,332

123.	Dr. Yashwant Singh Parmar University of Horticulture & Forestry, Nauni(Solan)	97			2		4,348
124.	CSK HP Krishi Vishwa Vidyalaya Palampur	77		6			4,222
	Total	**17869**	**259**	**338**	**184**	**0**	**8,07,939**

6. The above table clearly shows that the Public Information Officers of various public authorities furnished the desired information to the applicants except in 259 cases where the applications were rejected i.e less than 1.4 percent of the total applications were rejected by the PIOs as per reports received from the public authorities. Last year, the rejection of applications was 2.8% of the total applications. Thus there has been a marked reduction in the number of rejection of applications during the year under report. However, the Commission has been receiving complaints form the applicants regarding deemed denial of information by PIOs. This fact creates suspicion about the correctness of the Annual Returns submitted by some of the public authorities about the rejection of RTI applications. Hence the Heads of the public authority concerned should verify the Return submitted by it to ensure that correct facts get reported to the Commission.

7. The public authorities have reported that most of the 259 applications were rejected under section 8(1)(j) of the RTI Act, 2005. The table in para 5 above also shows that number of first appeals is also less than 1.8% percent of the total applications. The Himachal Pradesh State Information Commission received 184 appeals against 338 first appeals filed with the designated Appellate Authorities. In addition, the Commission also received 204 complaints during the year for non-receipt of or delayed response from the PIOs. Thus the Commission received a total of 388 appeals/complaints as against a total of 17,869 RTI applications filed with various public authorities

during the year. Thus the number of appeals/complaints received in the Commission is approximately 2.1% of the total applications. These figures lead to the conclusion that response of the PIOs in Himachal Pradesh to the requests for information received from the information seekers during the year 2008-09 has been quite satisfactory and better than the previous year.

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CHAPTER–5

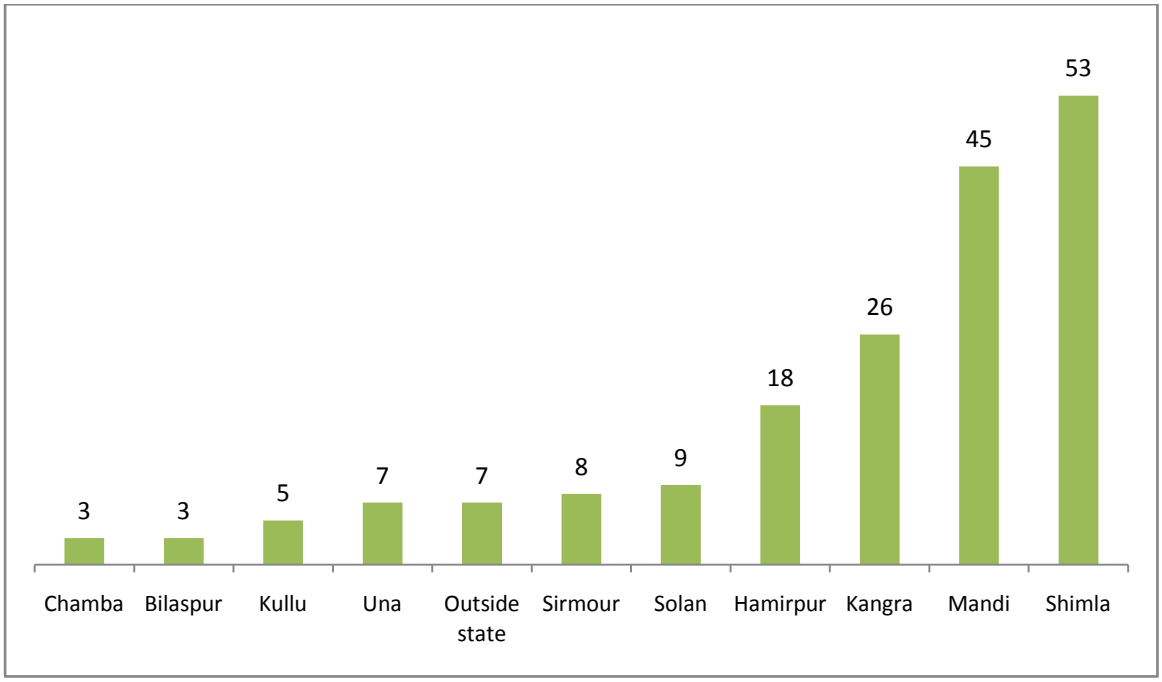
IMPLEMENTATION OF THE ACT

(Disposal of appeals and complaints by the Himachal Pradesh State Information Commission)

The Himachal Pradesh State Information Commission has been receiving complaints and appeals under sections 18 and 19 of the RTI Act, 2005 during the year under report. Aggrieved appellants filed second appeals before the Commission within 90 days of the receipt of decision of the designated Appellate Authority under the aforementioned section. However, the Commission has also been condoning delay in filling appeals in deserving cases. Further section 18 of Act envisages that the Commission shall receive and inquire into complaints from the general public regarding non-implementation of certain provisions of the Act like refusal of access to any information requested or non-receipt of any response within the time limit prescribed etc. The Commission has been liberal in entertaining the complaints from the information seekers.

2. The HP State Information Commission received 184 appeals from various appellants residing in 10 districts of the State and out side the State against the decisions of Public Information Officers/first Appellate Authorities during the year 2008-09 i.e. from 1.4.2008 to 31.3.2009. 124 of these appeals were filed by appellants residing in three districts of Shimla, Kangra and Mandi. The remaining 60 appeals were received from residents of the remaining districts and out side the State. The district wise status of appeals received in the Commission is given in the bar chart below:

District wise breakup of appeals received in the Commission



3. 38 appeals were pending at the beginning of the year in addition to 184 appeals received during the year. Out of the total of 222 appeals, 199 appeals were decided during the year. Thus 23 appeals were pending for decision of the Commission as on 31.3.2009. Out of the 199 appeals decided by the Commission, appeals were rejected only in 44 cases as the information stood furnished to the appellant in most of these cases. In the remaining 155 cases, the PIOs were directed to provide the desired information within specified periods. The break up of appeals decided/pending in the Commission is given in the table below:

(i) Break up of appeals received and decided during the year

(a) Appeals pending as on 1.4.2008	38
(b) Appeals received during the year	184
(c) Appeals decided during the year	199
(d) Appeals pending as on 31.3.2009	23

(ii) Break up of appeals decided during the year

(a) Appeals Decided in less than one month	73

(b) Appeals decided in more than one month but less than two months 66

(c) Appeals decided in more than two months 60

(iii) Break up of appeals pending as on 31.3.2009

(a) Appeals pending for a period less than one month 16

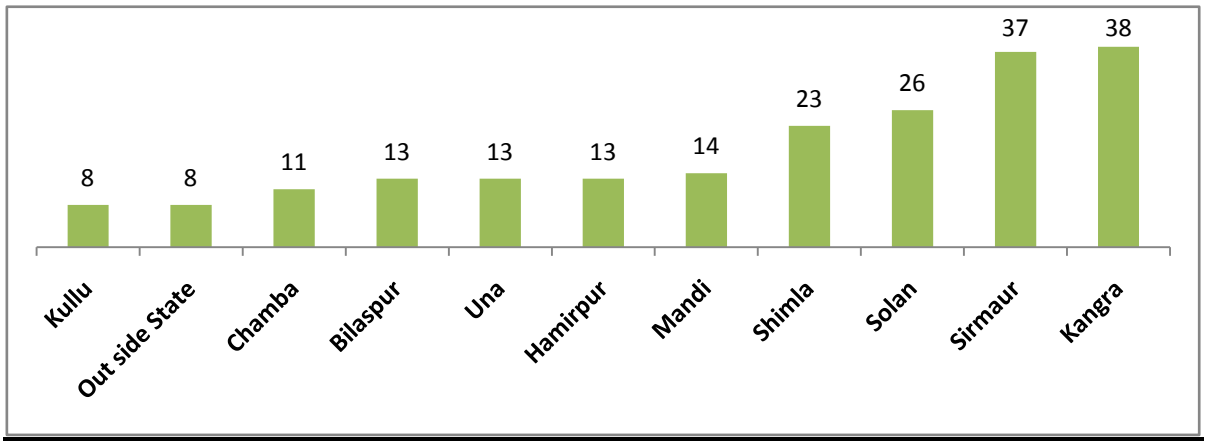
(b) Appeals pending for a period from one month to two months 3

(c) Appeals pending for more than two months 4

4. The above facts show that more than 36.6% of the appeals were decided within one month of their registration in the State Information Commission and a further 33% were decided within 2 months of their registration. Almost all the appeals were decided within 3 months of their registration. The districtwise status of appeals filed and decided by Himachal Pradesh State Information Commission is given at Annexure 'A'.

5. Apart from 184 appeals, the Himachal Pradesh State Information Commission received 204 complaints under Section 18 of the RTI Act, 2005 during the period under report. The complainants in these cases were from 10 districts of the State as well as from out side state. However, 124 of these complaints (i.e. more than 60% of the total complaints) were received from the complainants residing in four districts of the State namely Shimla, Kangra, Sirmour and Solan. The district wise status of complaints received during the year 2008-09 is given in the bar chart below:

District wise breakup of complaints received in the Commission



6. In addition to 204 complaints received during the year, 34 complaints were pending as on 1.4.2008. Out of the total of 238 complaints, 221 complaints were decided by the Commission during the year and 17 remained pending for disposal as on 31.3.2009. Further, out of the 221 complaints decided, only 33 complaints were rejected. Thus the complainants were given relief in approximately 85% of the total complaints. The period wise breakup of the complaints received, decided and pending is given below:-

Break up of complaints received, decided and pending as on 31.3.2009

(i)	Break up of complaints received and decided during the year	
	(a) Complaints pending as on 1.4.2008	34
	(b) Complaints received during 2008-09	204
	(c) Complaints decided during the year	221
	(d) Complaints pending as on 31.3.2009	17
(ii)	Break up of complaints decided during the year	
	(a) Complaints decided in less than one month	85
	(b) Complaints decided in more than one month but less than two months	65
	(c) Complaints decided in more than two months	70
(iii)	Break up of complaints pending as on 31.3.2009	
	(a) Complaints pending for period less than one month	9
	(b) Complaints pending for period from one month to two months	3
	(c) Complaints pending for more than two months	5

7. The facts in para 6 above show that approximately 40% of the complaints were decided within one month of their receipt in the Himachal Pradesh State Information Commission and further 27% were decided within two months of their receipt. The remaining 33% complaints were decided within 3 months of their receipt in the Commission.

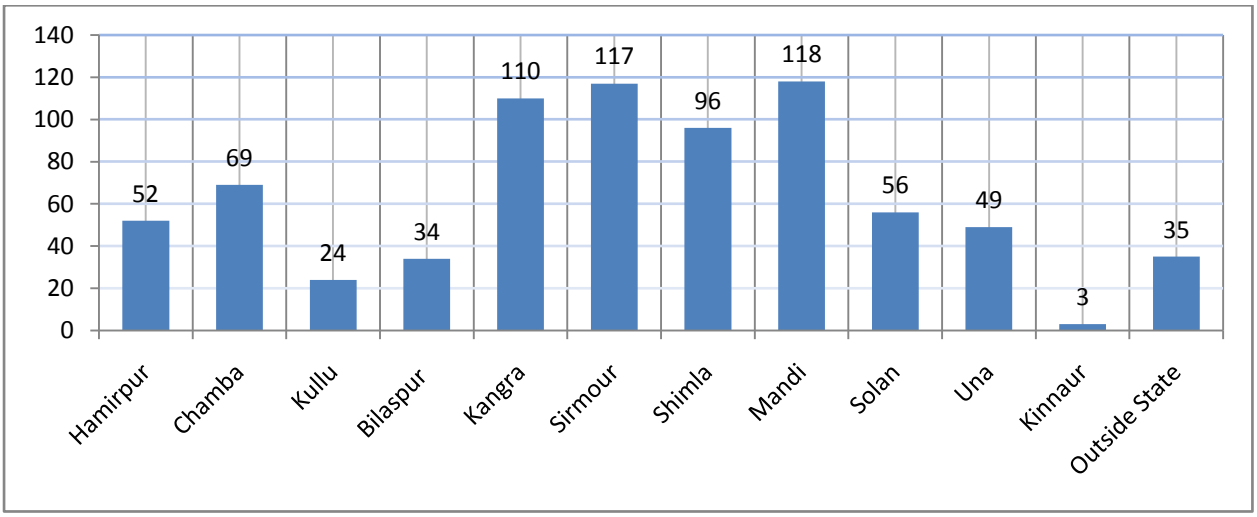
8. While deciding the appeals and complaints the Public Information Officers were directed to compensate the appellants/complainants by way of payment of suitable compensation to the tune of Rs. 27,000/- by the Himachal Pradesh State Information Commission in deserving cases. However, penalty of Rs. 25,000/- was imposed only on one PIO during the period under report.

9. In addition to the appeals and complaints under the RTI Act, 2005, the Himachal Pradesh State Information Commission also received 763 miscellaneous applications/ representations during the year 2008-09 which were forwarded to the Public Information Officers/Public Authorities concerned. The progress of these representations/applications was followed up by the Commission with the concerned authority to ensure that the applicant received appropriate reply failing which some of these applications/representations were taken up as complaints filed with the Commission under section 18 of the RTI Act, 2005. The district wise break up of these miscellaneous applications/representations received during the year is given in the table and bar chart below:—

Number of applications/representations received in the Commission, which were forwarded to the PIO's/Public Authorities concerned

Sr. No.	Name of district	Number of Applications/ representations received
1.	Hamirpur	52
2.	Chamba	69
3.	Kullu	24
4.	Bilaspur	34
5.	Kangra	110
6.	Sirmour	117
7.	Shimla	96

8.	Mandi	118
9.	Solan	56
10.	Una	49
11.	Kinnaur	3
12.	Outside State	35
	Total	763



CHAPTER – 6

OBSERVATIONS AND RECOMMENDATIONS

In the Second and Third Reports submitted under section 25(1) of the RTI Act, 2005, the Himachal Pradesh State Information Commission had made certain recommendations for smooth and effective implementation of the RTI Act, 2005 by various public authorities under the purview of the State Government. The State Government has taken action on some of these recommendations. Annexures 'B' & 'C' give the details of action taken by the State Government on the observations and recommendations of the Commission. Some of the recommendations which require further action at the level of the State Government are being included as part of the observations and recommendations being made in this report.

2. The Commission has analyzed the reports received from the public authorities of the State Government regarding processing of RTI applications from information seekers during the year 2008-09. It has been observed that out of a total of 17,869 applications received by 124 public authorities to seek information under the Act, requests were rejected by the PIOs only in 259 cases. Further, 338 first appeals were filed by the applicants before the designated appellate authorities. The Commission received 204 complaints and 184 second appeals. The small number of first appeals filed with the designated appellate authorities and the complaints/2nd appeals filed with the Commission does indicate that the applicants were generally satisfied with the response of the Public Information Officers of various public authorities in the State. While deciding the complaints and appeals, it was observed by the Commission that most of the complaints and appeals pertained to delay in receiving appropriate response from the PIOs. In a number of cases, the delay could be attributed to the lack of awareness on the part of PIOs about various provisions of the RTI Act, 2005 and the Rules

made there under. The applicants also seemed to be unaware of the scope of the RTI Act, 2005. Quite a large number of applicants/appellants expected the redressal of their grievances by the State Information Commission.

3. Sub-section (1) of section 26 of the RTI Act, 2005 envisages that the State Government would, to the extent of availability of financial and other resources:—

a) develop and organize educational programmes to advance the understanding of the public, in particular of disadvantaged communities as to how to exercise the rights contemplated under this Act;

b) encourage public authorities to participate in the development and organization of programmes referred to in clause (a) and to undertake such programmes themselves;

c) promote timely and effective dissemination of accurate information by public authorities about their activities; and

d) train Public Information Officers and produce relevant training materials for use by the public authorities themselves.

4. Pursuant to the above provisions of the Act, the Himachal Pradesh Institute of Public Administration Shimla and its Regional/ District Training Centers conducted 14 training programmes and workshops for the Public Information Officers, Appellate Authorities and other officers of the State Government. The Institute had conducted 8 such training programmes during 2007-08. While the numbers of training programmes conducted during the year were higher than the number of programmes conducted during the previous year yet keeping in view the number of PIOs and APIOs in the state, the numbers of training programmes organized by HIPA were still on the lower side. As per HP RTI Rules, 2006, the State Government has to spend the fee collected under the RTI Act, 2005 on the propagation of the provisions of the Act and the rules. Hence the Department of Administrative Reforms should ensure that the fee collected under the Act are distributed to the Training

Institutes/Public Authorities for conducting adequate training programes for the PIOs, APIOs and Appellate Authorities in the State.

5. Although appropriate instructions have been issued on several occasions by the State Govt. to the public authorities regarding publication of material under section 4(1) (b) of the RTI Act, 2005 yet the appellants and complainants as well as the representatives of the Civil Society have pointed out to the Commission, that 4(1) (b) declarations were not available in various offices. It has also been pointed out that inclusion of such declaration in the Annual Reports of various Departments do not serve the purpose of the Act as these declarations generally contain old information about the public authority. The Commission in the earlier reports had recommended that declarations u/s 4(1)(b) should also be made and published by the district level offices of various public authorities for ensuring transparency in their working. As per provisions of this sub-section, the declarations are required to be updated from time to time. Moreover, availability of updated information on the 17 points is likely to reduce the number of RTI applications. Hence, the Commission again recommends that the district level offices of various public authorities should be asked to publish the declarations envisaged in this section of the Act. The Departments/Boards/Corporations should also be directed to publish these declarations at the beginning of the year apart from continuing with the existing practice of publishing the declarations in their Annual Reports.

6. The HPRTI Rules 2006 have prescribed that PIOs would maintain Register of RTI applications. This provision ensures that RTI applications get processed within stipulated period. However, the Commission have observed, during the hearings of various appeals and complaints, that the PIOs have not been maintaining such registers with the result that the furnishing of information got delayed in a number of cases. A perusal of some of these Registers showed that proper entries were not being made in them. Although instructions have been issued to the PIOs by the State Govt. for maintaining

such registers on the prescribed proforma yet compliance by PIOs has not been very satisfactory. There is thus a need to devise a system of periodic physical verification of the Registers of RTI applications especially in those Departments which receive large number of applications. Such a system can also cover the availability of the list of PIOs, declarations under section 4 (1) (b) and the quarterly/annual Returns in various offices of public authorities. It is, therefore, recommended that the Department of Administrative Reforms should finalise an appropriate Scheme of periodic inspections of the offices of various public authority with a view to ensure proper implementation of the RTI Act, 2005.

7. The Act contains a provision for filing first appeal with the designated appellate authority of the concerned Department/Corporation etc. so that applicants can get the desired information by approaching the authorities of these Departments/Corporations etc at district level itself. Almost all public authorities have designated district level functionaries as appellate authorities under the Act. The first appeals are required to be decided between 30 to 45 days. However, it has been observed by the Commission that in a number of cases, the appellate authorities did not decide the first appeal within the period prescribed. Detailed instructions have also been issued by the Department of Administrative Reforms to the appellate authorities for deciding the first appeals within the period prescribed in the Act. There is, however, a need to repeat these instructions to the appellate authorities so that the appellants do not have to approach the State Information Commission. There is a definite need for prescribing maintenance of a Register of 1st appeals by the designated appellate authorities. There is also need for organizing training programmes for the guidance of appellate authorities.

8. Deputy Commissioner Hamirpur has published a Directory of PIOs of different public authorities in Hamirpur district and has circulated the Directory amongst all the offices in the district. This is a commendable

initiative for generating awareness about the PIOs/APIOs/ Appellate Authorities among the residents of the district. Deputy Commissioner of other districts of the State may also bring out such Directories and make these available in different offices of their districts. Further the details of PIOs, APIOs and designated Appellate Authority of a public authority should be displayed in all its offices in the district as recommended in the earlier annual reports.

9. Section 4(1) (a) of the RTI Act, 2005 stipulates that every public authority shall:—

- maintain all its records duly catalogued and indexed in a manner and the form which facilitates the right to information under the Act; and
- ensure that all records that are appropriate to be computerized are, within a reasonable time and subject to availability of resources, computerized and connected through a network all over the country on different systems so that access to such records is facilitated.

10. The above provision of the Act necessitates a critical review of the existing record management practices, record retention schedules for different categories of records and systems of indexing and numbering of records in various public authorities. It may also require changes in legal framework for record management, especially with regard to the creation and deletion of electronic records. Proper cataloguing and indexing of records is critically important for implementing various provisions of the RTI Act, 2005 pertaining to access to information under it. Consequently the Commission had recommended in its earlier Reports that the State Government should take necessary steps including provision of adequate funds for computerizing the records that are appropriate to be computerized and connecting them through a network all over the State in a phased manner within a specified time frame.

11. The Department of Information Technology has reported that most of the Departments, Corporations and Boards were having their websites. In addition the State has following web based facilities:-

“Refnic, e-Sewa, e-Kosh,e-Samadhan, SMS Gateway, e-Kiosks, e-Pehchan,e-Gazette and E-Tendering etc.”

It has also been reported that all police stations in the State have been computerized. Further, IT Department has also reported that it would ensure technical assistance to the Departments for any initiative regarding updation and computerization of records. These are very welcome developments during the year. However, the IT Department should play a pro-active role instead of limiting itself to provide technical assistance to any Department which seeks its help for computerizing the records. The Commission, therefore, recommends that the IT Department should finalise a time bound plan for the Deptts./Corporations of the State Government for critical review of the existing record management practices, record retention schedules and system of indexing of records of different Departments of the State Government. This would enable the PIOs in the State to furnish requisite information to the information seekers within the stipulated period. It is also likely to reduce the number of RTI applictions as the information seekers can themselves get the requisite information by accessing the computerized records.

12. In its earlier reports, the Commission has been recommending reduction of fee for inspection of records but the same has not yet been accepted by the State Govt. The Commission is still of the view that there is justification for reconsideration of the fee structure for inspection of records and therefore reiterates its earlier recommendation in this regard. The Commission had also recommended in its last report for reduction of fee for A-5 and A-6 size documents. Keeping in view the prescribed fee of Rs. 2/- per page of A-4 size, the fee prescribed for A-5 and A-6 size paper is rather on

very high side. Hence the Commission reiterates its recommendation in respect of A-5 and A-6 size paper/document.

Annexure 'A'

HIMACHAL PRADESH STATE INFORMATION COMMISSION,

STATUS OF APPEALS RECEIVED in 2008-09

Sr. No.	File Nos.	Name of Appellant	Name of respondent	Decided By	Date of Institution	Date of order
		Bilaspur				
1.	SIC(A)43/ 08-09	Shri Parveen Guleria, Neelam Hotel, City Bilaspur(HP)	The Under Secretary, HP PSC, Nigam Vihar, Shimla	SCIC	24.7.08	27.8.08
2.	SIC(A)81/ 08-09	Shri Krishan Singh, Vill. Nerakund, PO Tanbol, Tehsil Nenadeviji(Swarghat), Distt. Bilaspur(HP)	The Principal, Govt. Sr. Sec. School, Tanbol, Distt. Bilaspur	State Information Commissioner	30.9.08	16.3.09
3.	SIC(A)85/ 08-09	Shri Krishan Singh, Village Nerakund, PO Tanbol, Tehsil Nenadevi(Swarghat), District Bilaspur(HP)	Principal Govt. Sr. Sec. School, Tanbol, District Bilaspur	SIC	1.10.08	16.3.09
		Chamba				
1.	SIC(A)53/ 08-09	Indu Bala, D/o Mahinder Singh, C/o Sh. Tilak Raj Chandra, Mohalla Mugla, PO Hardaspur, District Chamba(HP)	The Dy. Director, Elementary Education, Chamba(HP)	SCIC	13.8.08	20.8.08
2.	SIC(A)124 / 08-09	Shri Manohar Lal, S/O Shri Gian Chand, W. No.2 Lohli, PO&Tehsil, Dalhousie, District Chamba	The Executive Officer, M.C. Dalhousie, District Chamba	State Information Commissioner	5.12.08	3.1.09

3.	SIC(A)165 / 08-09	Smt. Monika Sharma C/o Shri Kishore Dass Shastri(Adhei), PO Bathri, Tehsil Dalhousie, District Chamba(HP)	Jt. Director, Elementary Education, Shimla	SCIC	4.3.09	4.4.09
		Hamirpur				
1.	SIC(A)26/ 08-09	Sh. G.N. LakhanpalC/o Lakhanpal Traders, Opp. OBC Bank, New Road, Hamirpur(HP)	SDO(C), Barsar, District Kangra(HP)	State Information Commissioner	19.6.08	8.7.08
2.	SIC(A)27/ 08-09	Rekha Chandel, W/O Sh. Onkar Singh Chandel H.No. 144, 1st Floor, W. No. 2 Near D.C. Office, Hamirpur	Manager(Admn.) HPSFC, Shimla-9	State Information Commissioner	25.6.08	11.8.08
3.	SIC(A)62/ 08-09	Rekha Chandel, W/O Sh. Onkar Singh Chandel H.No. 144, 1st Floor, W. No. 2 Near D.C. Office, Hamirpur	PIO O/O Chief Minister, Himachal Pradesh	State Information Commissioner	26.8.08	16.12.08
4.	SIC(A)63/ 08-09	Rekha Chandel, W/O Sh. Onkar Singh Chandel, H.No. 144, 1st Floor, W. No. 2 Near D.C. Office, Hamirpur	Supdt. of Police, Hamirpur	State Information Commissioner	26.8.08	16.10.08
5.	SIC(A)69/ 08-09	Sh. Onkar Singh Chandel, H.No. 144, 1st Floor, W. No. 2, Near D.C. Office, Hamirpur	The S.P Hamirpur	State Information Commissioner	3.9.08	13.1.09
6.	SIC(A)77/ 08-09	Shri Tansen Kayastha, W. No. 9, Mohalla Dhangoo, VPO Sujanpur Tihra, District Hamirpur	The Joint Director, Higher Education, Shimla	SCIC	18.9.08	28.1.09

7.	SIC(A)80/ 08-09	Shri Man Singh, S/O Shri Brij Lal Village Lajhyani, PO Nagrota, Tehsil Bhoran, District Hamirpur(HP)	The CMO Hamirpur	SCIC	23.9.08	18.10.08
8.	SIC(A)89/ 08-09	Sh. Som Dutt Sharma Clinic, Gandhi Chowk, District Hamirpur	The Section Officer, State Information Commission, Shimla-2	SCIC	22.10.08	16.12.08
9.	SIC(A)107 / 08-09	Shri Pankaj Kumar S/O Shri Kishore Chand, Village Jhatwar, PO Dugli, Via Lambloo, Tehsil & District Hamirpur(HP)	Dy. Director, Hr. Education, Hamirpur	SCIC	25.10.08	16.1.09
10.	SIC(A)129 / 08-09	Shri Rochak Lakhanpal, C/O Lakhanpal Tradesrs, Opp. OBC Bank, New Road Hamirpur	ADM, Hamirpur	SCIC	15.12.08	14.1.09
11.	SIC(A)133 / 08-09	Shri Amar Singh S/o Shri Kirpa Ram Village Dohag, PO Jahu, Tehsil Bhoranj, District Hamirpur	The ADM, Hamirpur	State Information Commissioner	30.12.08	9.3.09
12.	SIC(A)134 / 08-09	Shri Amar Singh S/o Shri Kirpa Ram Village Dohag, PO Jahu, Tehsil Bhoranj, District Hamirpur	The ADM, Hamirpur	State Information Commissioner	30.12.08	9.3.09
13.	SIC(A)148 / 08-09	I.D. Sharma, MIG, H.No. 139, Housing Colany, Hamirpur	Executive officer, Hamirpur	State Information Commissioner	14.1.09	27.3.09
14.	SIC(A)149 / 08-09	Sita Ram Sharma Village Lug, PO Lugmanvin, Tehsil Bhoranj, District Hamirpur	Asstt. Registrar, Coop. Societies, Hamirpur	SCIC	4.2.09	5.3.09
15.	SIC(A)152 / 08-09	Shri Kulwant Singh Thakur S/O Shri Laturia Ram, Village Dunghi, PO Tikker Khatrian, District Hamirpur	Principal, GSSS Bagwara, Tehsil Bhoranj, District Hamirpur(HP)	State Information Commissioner	7.2.09	18.3.09

16.	SIC(A)155 / 08-09	Shri Ishwar Dass Soni, House No-7, Ward No. 2, Hamirpur	ADM, Hamirpur	State Information Commissioner	13.2.09	20.3.09
17.	SIC(A)167 / 08-09	Omkar Singh Attal, Lecturer in chemistry, Govt. Girls sr. Sec. School, Hamirpur	Principal (G)GSSS, Hamirpur	SCIC	17.3.09	4.4.09
18.	SIC(A)178 / 08-09	Shri I.D. Sharma, MIG, House No. 139, Hamirpur	Addl. Secy. SA to HP Govt	SCIC	24.3.09	27.3.09
		Kangra				
1.	SIC(A)10/ 08-09	Smt. Nirja Devi W/o Shri Joginder, vpo Sudherh, Tehsil Dharamshala, District Kangra(HP)	Executive Officer, Municipal Council, Dharamshala, District Kangra(HP)	SCIC	1.5.08	7.6.08
2.	SIC(A)13/ 08-09	Gagan Singh, Village Kandwali, PO Kamlehar, Tehsil Palampur, District Kangra	BDO Baijnath ADM Kangra	State Information Commissioner	12.5.08	14.7.08
3.	SIC(A)19/ 08-09	Shri Shakti Kumar S/o Shri Mool Raj, VPO Indora, District Kangra(HP)	ASO Kangra at Dharamshala	SCIC	30.5.08	14.7.08
4.	SIC(A)22/ 08-09	Gagan Singh, Village Kandwali, PO Kamlehar, Tehsil Palampur, District Kangra	Sub Inspector(Panchayat), Baijnath	State Information Commissioner	19.5.08	14.7.08
5.	SIC(A)23/ 08-09	Gagan Singh, Village Kandwali, PO Kamlehar, Tehsil Palampur, District Kangra	ADM, Kangra	State Information Commissioner	19.5.08	14.7.08
6.	SIC(A)36/ 08-09	Ms Veena Aggarwal(Prop), Vinayak Soap Industry, G.T. Road, Damtal, District Kangra(HP)	The General Manager, Kangra Coopretive Bank Ltd. Dharamshala	State Information Commissioner	24.6.08	15.9.08

7.	SIC(A)46/ 08-09	Shri Jiwa Nand Sharma, VPO Terehal, Tehsil Baijnath, District Kangra(HP)	The Under Secretary (I)HP Public Service Commission, Shimla-2	SCIC	23.7.08	2.8.08
8.	SIC(A)67/ 08-09	Shri Ravi Kumar S/O Shri Saran Dass, VPO Sidhapur Sarkari, Tehsil Palampur, District Kangra(HP)	Civil Judge(Sr. Division)-cum-CJM, Kangra at Dharamshala	SCIC	10.9.08	1.10.08
9.	SIC(A)83/ 08-09	Sunder Aggarwal S/O Shri Nanak Chand, R/O Bansi Bunildingm K.B. Dharamshala, District Kangra(HP)	The Executive Engineer, IPH, Sub Division, Dharamshala, District Kangra(HP)	State Information Commissioner	4.10.08	21.10.08
10.	SIC(A)106 / 08-09	Shri Sushil Chand S/o Late Sh. Diwan Gir Vill. Habibpura Nagrota Bagwan, District Kangra	Secretary Nagar Panchayat Nagrota Bagwan, District Kangra	State Information Commissioner	24.10.08	24.10.09
11.	SIC(A)115 / 08	Shri Jiwa Nand Sharma, VPO Terehal, Tehsil Baijnath, District Kangra(HP)	The Joint Secretary HP Public Service Commission, Shimla-2	Full Bench	10.11.08	24.12.08
12.	SIC(A)117 / 08-09	Sh. Sanjay Saini, Saini Concrete Works, Vill. Dehan, PO Maranda, Tehsil Palampur, District Kangra	The Under Secretary (Technical Education) to the Government of Himachal Pradesh	SIC	11.11.08	13.1.09
13.	SIC(A)118 / 08-09	Sh. Sanjay Saini, Saini Concrete Works, Vill. Dehan, PO Maranda, Tehsil Palampur, District Kangra	The Spl. Secretary(IPH) to the Government of Himachal Pradesh	SIC	11.11.08	16.12.08
14.	SIC(A)123 / 08-09	Shri Nek Raj Bhatt , VPO Sidhpur Sarkari, Tehsil Palampur, District Kangra (HP) 176064	The Jt. Director(EE), Shimla	State Information Commissioner	5.12.08	3.1.09
15.	SIC(A)136 / 08-09	Sh. Pyar Chand Bhuriya, Tika VPO Paesa, Tehsil Tehra, District Kangra	The Dy. Director, Horticulture, Kangra	SCIC	12.1.09	2.2.09

16.	SIC(A)140 / 08-09	Shri Ravi Kumar S/o Shri Saran Dass, VPO Sidhpur Sarkari, Tehsil Palampur, District Kangra(HP)	Dy. Director, Elementary Education, Kangra at Dharamshala	SCIC	27.1.09	17.2.09
17.	SIC(A)142 / 08-09	Sh. Kul Bhushan , Jhikli barol, PO Dari, Tehsil Dharamshala, Distt, Kangra	The Executive Engineer, M.C. Dharamshala	SCIC	27.1.09	27.2.09
18.	SIC(A)143 / 08-09	Ajudhya Devi, W/o Shri Om Prakash,VPO Sudher, Tehsil Dharamshala, District Kangra(HP)	The Executive Officer, M.C. Dharamshala, District Kangra	State Information Commissioner	2.2.09	24.2.09
19.	SIC(A)144 / 08-09	A.B. Rajbansh, S/O Late Shri Basant Ram, Village Ansoli, PO Mataur, Tehsil & District Kangra(HP)	XEN (M&P), o/o the E-in-C (PW), Shimla	SCIC	3.2.09	20.3.09
20.	SIC(A)156 / 08-09	Shri Rakesh Bharti, Advocate, Judicial Complex, Dharamshala, District Kangra	SP, District Kangra at Dharamshala	State Information Commissioner	13.2.09	21.3.09
21.	SIC(A)157 / 08-09	Shri Suresh Dhawan(Prop.) M/s Kangra Hills Care &Cure Products, 5, Industrial area Nagri, Tehsil Palampur, District Knagra	Asstt. Director(Factories), North, Zone, Una	SCIC	25.2.09	19.3.09
22.	SIC(A)158 / 08-09	Shri Kishori Lal Dhiman Prop. of General Engineering works at Nagrota, Bagwan, Tehsil and District Kangra	BDO, Churah, District Chamba	State Information Commissioner	18.2.09	23.3.09
23.	SIC(A)159 / 08-09	Shri Subhash Mehra, R/o 321/6, Brij Lal Lane, Kotwali Bazar, Dharamshala	The Addl. Secy. (Hr. Edu.) to the Government of Himachal Pradesh	SCIC	4.3.09	27.3.09
24.	SIC(A)161 / 08-09	Lt. Cdr. R.S. Patiyal (retd), Advocate, Dehra, District Kangra	Addl. Director(Health) to the Government of Himachal Pradesh	State Information Commissioner	17.2.09	26.3.09

25.	SIC(A)162 / 08-09	Manshi Ashar, Vanshika Niwas, Diffarpat, Post Bindravan, Palampur, District Kangra(HP)	Dy. Director(Tourism & civil aviation)	State Information Commissioner	17.2.09	28.3.09
26.	SIC(A)163 / 08-09	Shri Ashwani Kumar, VPO Dhanotu Via Rail Tehsil Shahpur, District Kangra	ADM, Kangra	State Information Commissioner	25.2.09	28.3.09
		Kullu				
1.	SIC(A)12/ 08-09	General Secretary, Sr. Citizen Council, Kullu C/O Samridhi General Store, Lower Dhalpur, Kullu HP	CMO, Kullu	State Information Commissioner	6.5.08	6.6.08
2.	SIC(A)16/ 08-09	Shri Sansar Chand Kapur, C/o Dr. Mahesh, Village Upper Badah, Pahnala Road, PO Shamshi, District Kullu(HP)	The Additional Registrar, Co-operative Societies, Mandi	SCIC	17.6.08	21.7.08
3.	SIC(A)25/ 08-09	Sh. Kesar Chand Thakur, Vill. dadohal, PO Dhair, Tehsil Anni, District Kullu(HP)	The S.E. PWD, Rampur, District Shimla	SCIC	17.6.08	21.7.08
4.	SIC(A)116 / 08-09	Sh. Kesar Chand Thakur, Vill. dadohal, PO Dhair, Tehsil Anni, District Kullu(HP)	The S.E. PWD, Rampur, District Shimla	SCIC	11.11.08	15.1.09
5.	SIC(A)181 / 08-09	Shri Ram Asra S/o Shri Kirpu Ram, House No. 6, Ward No. 3, Akhara Bazar, Kullu	1. PIO-cum-ADM, Kullu 2. SDO(C), Kullu	SCIC	19.3.09	22.4.09
		Mandi				
1.	SIC(A)76/ 08-09	Shri R.K. Kashyap, Asstt. Engineer(B&R), Sub Division, Karsog, District Mandi	Deputy Secretary(Law) to the Govt. of HP	SIC	16.9.08	17.10.08

2.	SIC(A)2 /2008-09	Shri Nihal Singh S/O Shri Parshotam Singh, Village Manyana, P.O. Tilli, Tehsil Sadar, District Mandi(HP)	SDO(C), Mandi, District Mandi(HP)	SCIC	4.4.08	30.4.08
3.	SIC(A)4 /2008-09	Pawan Kumar, V.P.O. Balag, Tehsil Sundernagar, Mandi, HP	DFO, Suket, Tehsil Sundernagar, District Mandi(HP)	State Information Commissioner	11.4.08	7.5.08
4.	SIC(A)5 /2008-09	Shri Devi Dass S/O Shri Jiunu Ram, Village Shanagra, B.O. Balag, Tehsil Sundernagar, District Mandi.	DFO, Suket, Tehsil Sundernagar, District Mandi	State Information Commissioner	11.4.08	7.5.08
5.	SIC(A)6/08-09	Shri Brijender Singh, H.No. 216/11, Dhara Kothi, Mohalla Thanehra, Mandi175001	ADM, Mandi	State Information Commissioner	22.4.08	24.6.08
6.	SIC(A)8/08-09	Narender Kumar S/O shri Bhup Singh, Village Khiuri, PO Rajgarh, tehsil Sadar, district Mandi	Chief Judicial Magistrate, Mandi	SCIC	2.5.08	7.6.08
7.	SIC(A)9/08-09	Hitkamini Gupta C/O HC Photostate, Mahajan Bazar, Mandi	Chief Judicial Magistrate, Mandi	SCIC	2.5.08	7.6.08
8.	SIC(A)11/ 08-09	Shri Anil Mohinder, Vill Machkar, PO Ahju, Tehsil Joinder nagar, District Mandi	Superintending Engineer, (D), I&PH, Deptt. Mandi(HP)	SCIC	1.5.08	7.6.08
9.	SIC(A)38/ 08-09	Smt. Latesh Behl W/O Shri Anil Kumar, Village Nela, P.O. Dudar, Tehsil Sadar, District Mandi(HP)	The Manager, Mandi Urban Coop. Bank Ltd. Moti Bazar, Mandi, District Mandi(HP)	State Information Commissioner	11.7.08	20.9.08
10.	SIC(A)39/ 08-09	Smt. Latesh Behl W/O Shri Anil Kumar, Village Nela, P.O. Dudar, Tehsil Sadar, District Mandi(HP)	The Manager, Mandi Urban Coop. Bank Ltd. Moti Bazar, Mandi, District Mandi(HP)	SIC	11.7.08	21.4.09

11.	SIC(A)44/ 08-09	Dr. Vinod Kumar, R/o Haripur Sunder Nagar, District Mandi(HP)	The Principal, Maharaja Lakshman Sen Memorial College, Sunder Nagar, Mandi	SIC	24.7.08	6.10.08
12.	SIC(A)45/ 08-09	Dr. Gopal Sharma, R/o Thanera Mohalla Mandi Town, District Mandi	The Under Secretary(H&FW) to the Govt. of HP	SIC	21.7.08	16.9.08
13.	SIC(A)54/ 08-09	Nihal Singh, Village Manyan, PO Tilli, District Mandi(HP)	The ADM, Mandi, District Mandi(HP)	SIC	13.8.08	15.12.08
14.	SIC(A)60/ 08-09	Shri Nihal Singh S/O Shri Parshotam Singh, Village Manyana, P.O. Tilli, Tehsil Sadar, District Mandi(HP)	The ADM Mandi	SIC	23.8.08	6.10.08
15.	SIC(A)86/ 08-09	Shri Durga Dass S/O Shri Bhavdev R/o Village Chocha, P.O. Devdhar, Tehsil Chachyot, District Mandi	SDO(C), Chachyot, at Gohar, Distt Mandi(HP)	SCIC	16.10.08	2.12.08
16.	SIC(A)90/ 08-09	Sh. H.S. Thakur, President, Bhuli Colony Niwasi Association(BCNA),5, Social Housing Colony, Bhiuli, Mandi-175001	The Executive Engineer, HIMUDA, Mandi	SCIC	23.10.08	25.11.08
17.	SIC(A)91/ 08-09	Sh. H.S. Thakur, President, Bhuli Colony Niwasi Association(BCNA),5, Social Housing Colony, Bhiuli, Mandi-175001	The Executive Engineer, HIMUDA, Mandi	SCIC	23.10.08	25.11.08
18.	SIC(A)92/ 08-09	Sh. H.S. Thakur, President, Bhuli Colony Niwasi Association(BCNA),5, Social Housing Colony, Bhiuli, Mandi-175001	The Executive Engineer, HIMUDA, Mandi	SCIC	23.10.08	25.11.08
19.	SIC(A)93/ 08-09	Sh. H.S. Thakur, President, Bhuli Colony Niwasi Association(BCNA),5, Social Housing Colony, Bhiuli, Mandi-175001	The Executive Engineer, HIMUDA, Mandi	SCIC	23.10.08	25.11.08

20.	SIC(A)94/ 08-09	Sh. H.S. Thakur, President, Bhuli Colony Niwasi Association(BCNA),5, Social Housing Colony, Bhiuli, Mandi-175001	The Executive Engineer, HIMUDA, Mandi	SCIC	23.10.08	25.11.08
21.	SIC(A)95/ 08-09	Sh. H.S. Thakur, President, Bhuli Colony Niwasi Association(BCNA),5, Social Housing Colony, Bhiuli, Mandi-175001	The Executive Engineer, HIMUDA, Mandi	SCIC	23.10.08	25.11.08
22.	SIC(A)96/ 08-09	Sh. H.S. Thakur, President, Bhuli Colony Niwasi Association(BCNA),5, Social Housing Colony, Bhiuli, Mandi-175001	The Executive Engineer, HIMUDA, Mandi	SCIC	23.10.08	25.11.08
23.	SIC(A)97/ 08-09	Sh. H.S. Thakur, President, Bhuli Colony Niwasi Association(BCNA),5, Social Housing Colony, Bhiuli, Mandi-175001	The Executive Engineer, HIMUDA, Mandi	SCIC	23.10.08	25.11.08
24.	SIC(A)98/ 08-09	Sh. H.S. Thakur, President, Bhuli Colony Niwasi Association(BCNA),5, Social Housing Colony, Bhiuli, Mandi-175001	The Executive Engineer, HIMUDA, Mandi	SCIC	23.10.08	25.11.08
25.	SIC(A)99/ 08-09	Sh. H.S. Thakur, President, Bhuli Colony Niwasi Association(BCNA),5, Social Housing Colony, Bhiuli, Mandi-175001	The Executive Engineer, HIMUDA, Mandi	SCIC	23.10.08	25.11.08
26.	SIC(A)100 / 08-09	Sh. H.S. Thakur, President, Bhuli Colony Niwasi Association(BCNA),5, Social Housing Colony, Bhiuli, Mandi-175001	The Executive Engineer, HIMUDA, Mandi	SIC	21.10.08	14.11.08

27.	SIC(A)101 / 08-09	Sh. H.S. Thakur, President, Bhuli Colony Niwasi Association(BCNA),5, Social Housing Colony, Bhiuli, Mandi-175001	The Executive Engineer, HIMUDA, Mandi	SIC	21.10.08	14.11.08
28.	SIC(A)102 / 08-09	Sh. H.S. Thakur, President, Bhuli Colony Niwasi Association(BCNA),5, Social Housing Colony, Bhiuli, Mandi-175001	The Executive Engineer, HIMUDA, Mandi	SIC	21.10.08	14.11.08
29.	SIC(A)103 / 08-09	Sh. H.S. Thakur, President, Bhuli Colony Niwasi Association(BCNA),5, Social Housing Colony, Bhiuli, Mandi-175001	The Executive Engineer, HIMUDA, Mandi	SIC	21.10.08	14.11.08
30.	SIC(A)104 / 08-09	Sh. H.S. Thakur, President, Bhuli Colony Niwasi Association(BCNA),5, Social Housing Colony, Bhiuli, Mandi-175001	The Executive Engineer, HIMUDA, Mandi	SIC	21.10.08	14.11.08
31.	SIC(A)105 / 08-09	Sh. H.S. Thakur, President, Bhuli Colony Niwasi Association(BCNA),5, Social Housing Colony, Bhiuli, Mandi-175001	The Executive Engineer, HIMUDA, Mandi	SIC	21.10.08	14.11.08
32.	SIC(A)121 / 08-09	Shri Lawan Thakur, House No. 88/6, Samkheter, Mandi(HP)	The ADM, Mandi	SIC	26.11.08	20.12.08
33.	SIC(A)131 / 08-09	Shri Paramdeep Saklainia, VPO Sari, Tehsil Sarkaghat, Distrcit Mandi	The Executive Engineer, B&R Division, PWD Dharampur, District Mandi	SIC	30.12.08	15.1.09
34.	SIC(A)153 / 08-09	Shri Ranbir Sing, Village Kot(Patti), PO Tihra, Tehsil Sarkaghat, District Mandi	Principal DAV, Public School, Baghni(Nurpur) District Kangra	SCIC	11.2.09	31.3.09

35.	SIC(A)154 / 08-09	Shri Ranbir Sing, Village Kot(Patti), PO Tihra, Tehsil Sarkaghat, District Mandi	Principal DAV, Public School, Greyoh, PO Kango Ka Gehra, Tehsil Sarkaghat, District Mandi(HP)	SCIC	11.2.09	31.3.09
36.	SIC(A)170 / 08-09	Sant Ram, S/o Shri Tek Singh C/o Shri L.K. Thakur, 88/6, Samkheter, Mandi Town, District Mandi	ADM, Shimla	SIC	20.3.09	18.4.09
37.	SIC(A)171 / 08-09	Sant Ram, S/o Shri Tek Singh C/o Shri L.K. Thakur, 88/6, Samkheter, Mandi Town, District Mandi	ADM, Bilaspur	SIC	20.3.09	18.4.09
38.	SIC(A)172 / 08-09	Sant Ram, S/o Shri Tek Singh C/o Shri L.K. Thakur, 88/6, Samkheter, Mandi Town, District Mandi	ADM, Mandi	SIC	20.3.09	18.4.09
39.	SIC(A)173 / 08-09	Sant Ram, S/o Shri Tek Singh C/o Shri L.K. Thakur, 88/6, Samkheter, Mandi Town, District Mandi	ADM, Hamirpur	SIC	20.3.09	18.4.09
40.	SIC(A)174 / 08-09	Sant Ram, S/o Shri Tek Singh C/o Shri L.K. Thakur, 88/6, Samkheter, Mandi Town, District Mandi	ADM, L&S	SIC	20.3.09	18.4.09
41.	SIC(A)175 / 08-09	Sant Ram, S/o Shri Tek Singh C/o Shri L.K. Thakur, 88/6, Samkheter, Mandi Town, District Mandi	ADM, Sirmour	SIC	20.3.09	18.4.09
42.	SIC(A)176 / 08-09	Sant Ram, S/o Shri Tek Singh C/o Shri L.K. Thakur, 88/6, Samkheter, Mandi Town, District Mandi	ADM, Una	SIC	20.3.09	18.4.09
43.	SIC(A)179 / 08-09	Sant Ram S/o Shri Tek Singh C/o Shri L.K. Thakur, 88/6, Samkheter, Mandi Town, District Mandi	ADM, Kangra	SIC	20.3.09	18.4.09
44.	SIC(A)180 / 08-09	Shri Lawan Thakur, 88/6, Samkheter, Mandi	Under Secretary, (Health-A) HP Govt.	SCIC	24.3.09	21.4.09

45.	SIC(A)110 / 08-09	Sh. Lalit Kumar Chaudhary, VPO Mahadev, Tehsil Sundernagar, District Mandi	The Sr. Environment Engineer, PCB, Shimla-9	SIC	22.10.08	10.12.08
		Shimla				
1.	SIC(A)1 /2008-09	Udham Singh Thakur, UK, Multimedia Center, Near Head post Office, Shishamati, Kullu(HP)	Joint Director of Education(C-1) Lalpani, Shimla-1	SCIC	7.4.08	29.4.08
2.	SIC(A)7/08-09	Palmo Devi W/O Lt Shri Pratap Singh Negi C/O Shri Dev Bhagat negi, Set No. 4 A, Type IV, Brockhurst, Shimla-2	AC to DC, Kinnaur at Reckong Peo	SIC	25.4.08	6.6.08
3.	SIC(A)14/ 08-09	Amar Singh(Driver), CIC	Jt. Registrar (Credit) Cooperative Societies, Shimla-9	SIC	22.5.08	7.7.08
4.	SIC(A)15/ 08-09	Shri O.P. Goel, Saint Albans Cottage, Near GSSS(Boys), Shimla-1	The G.M. HPTDC, Ritz Annexe, Shimla-1	SIC	15.5.08	1.7.08
5.	SIC(A)20/ 08-09	Ms Anita Sharma, VPO Jhakri, District Shimla(HP)	Chief Engineer(P&M), HPSEB, Vidyut Bhawan, Shimla	SIC	13.6.08	1.7.08
6.	SIC(A)24/ 08-09	Sh. Man Chand Thakur, Statistical Asstt. Regional Employment Exchange, Shimla-1	Under Secretary(LEP) to the Government of Himachal Pradesh	SIC	13.6.08	2.7.08
7.	SIC(A)29/ 08-09	Shri O.P. Goel, Saint Albans Cottage, Near GSSS(Boys), Shimla-1	Law Officer, HPTDC, Ritz Annexe, Shimla-1	SCIC	1.7.08	24.7.08
8.	SIC(A)30/ 08-09	Shri O.P. Goel, Saint Albans Cottage, Near GSSS(Boys), Shimla-1	Law Officer, HPTDC, Ritz Annexe, Shimla-1	SCIC	1.7.08	24.7.08
9.	SIC(A)31/ 08-09	Shri O.P. Goel, Saint Albans Cottage, Near GSSS(Boys), Shimla-1	Law Officer, HPTDC, Ritz Annexe, Shimla-1	SCIC	1.7.08	24.7.08

10.	SIC(A)32/ 08-09	Shri O.P. Goel, Saint Albans Cottage, Near GSSS(Boys), Shimla-1	Law Officer, HPTDC, Ritz Annexe, Shimla-1	SCIC	1.7.08	24.7.08
11.	SIC(A)33/ 08-09	Shri O.P. Goel, Saint Albans Cottage, Near GSSS(Boys), Shimla-1	Law Officer, HPTDC, Ritz Annexe, Shimla-1	SCIC	1.7.08	24.7.08
12.	SIC(A)34/ 08-09	D.R. Verma, Village Galot, P.O. Panesh, Tehsil & District Shimla	SE(Operation) Circle Shimla, HPSEB, Shimla-4	SIC	1.7.08	25.8.08
13.	SIC(A)35/ 08-09	D.R. Verma, Village Galot, P.O. Panesh, Tehsil & District Shimla	SE(Operation) Circle Shimla, HPSEB, Shimla-4	SIC	1.7.08	25.8.08
14.	SIC(A)40/ 08-09	Sh. Manoj Kumar Bansal, Administrative Officer, HP State Legal Services Authority, Kasumpati	At High Court Level, Shimla-1	SIC	11.7.08	1.10.08
15.	SIC(A)41/ 08-09	Sh. Lalit Thakur, Anchorage, Murry Field Estate, Shimla-2	The Sr. Environmental Engineer, HP PCB, Phase III, New Shimla-9	SCIC	23.7.08	7.8.08
16.	SIC(A)47/ 08-09	Sh. Rajeev Sood, C/o Shri P.L. Sood, 44/3, Lower Bazar, Shimla-1	The Joint Commissioner, Municipal Corporation, Shimla-1	SCIC	30.7.08	26.8.08
17.	SIC(A)48/ 08-09	Sh. Rajeev Sood, C/o Shri P.L. Sood, 44/3, Lower Bazar, Shimla-1	The Joint Commissioner, Municipal Corporation, Shimla-1	SCIC	30.7.08	26.8.08
18.	SIC(A)49/ 08-09	Sh. Rajeev Sood, C/o Shri P.L. Sood, 44/3, Lower Bazar, Shimla-1	The Joint Commissioner, Municipal Corporation, Shimla-1	SCIC	30.7.08	26.8.08
19.	SIC(A)50/ 08-09	Sh. Rajeev Sood, C/o Shri P.L. Sood, 44/3, Lower Bazar, Shimla-1	The Joint Commissioner, Municipal Corporation, Shimla-1	SCIC	30.7.08	26.8.08

20.	SIC(A)52/ 08-09	Vinayak Kohal, Flat No.-4, Block 5, D- Type, Below, BCS, Phase-III, New Shimla	The Manager, HPSIDC, Shimla-1	SCIC	6.8.08	1.10.08
21.	SIC(A)55/ 08-09	Sansar Chand C/O Tapender Kapoor, Akriti, Near GPS Panthaghati, Shimla-9	The SE(Works),O/o Engineer-in-Chief, HP PWD, US Club, Shimla	SCIC	19.8.08	3.9.08
22.	SIC(A)56/ 08-09	Shri Desh Deepak, IAS, House No. 3GF, Old Brock Hurst, Shimla-2	PIO, Department of Personnel to the Government of Himachal Pradesh	SCIC	19.8.08	23.9.08
23.	SIC(A)57/ 08-09	Shri Desh Deepak, IAS, House No. 3GF, Old Brock Hurst, Shimla-2	PIO, Department of Personnel to the Government of Himachal Pradesh	SCIC	19.8.08	23.9.08
24.	SIC(A)64/ 08-09	Ms Kiran Pathania, C/O Shri Devender Singh,	The DIG, Armed Police & Training, Khalini Shimla-2	SCIC	27.8.08	22.9.08
25.	SIC(A)65/ 08-09	Shri O.P. Goel, Saint Albans Cottage, Near GSSS(Boys) Shimla-1	Law Officer, HPTDC, Shimla-1	SCIC	5.9.08	18.11.08
26.	SIC(A)66/ 08-09	Shri Ajit Singh, C/o Chief Accounts Officer, HPSEB, Vidyut Bhawan, Shimla-4	The Under Secretary, HP PSC, Shimla	Full Bench	3.9.08	24.12.08
27.	SIC(A)70/ 08-09	Kanwar Ranjit Singh, Set No. 3, Cecil Band Quarters, Chaura Maidan, Shimla-4	The Architect Planner, M.C. Shimla	SIC	10.9.08	15.10.08
28.	SIC(A)82/ 08-09	Shri Satish(Ex.- Cader), Supdt. Home-"F" Section HP Sectt.	The Addl. secretary(SA) to the Govt. of HP	SIC	25.9.08	7.11.08
29.	SIC(A)87/ 08-09	Bansi Lal S/O Shri Tek Chand, R/O HPPSC Quarters, Set No. 1, Nigam Vihar, Shimla-2	The Asstt. Secretary, HP Board of School Education, Dharamshala, District Kangra(HP)	Full Bench	16.10.08	24.12.08

30.	SIC(A)108 / 08-09	Shri V.S. Ghamta, HP State Coop. Bank, Branch Office, Batargalu, PO Kathasu, Tehsil Jubbal, District Shimla	SP, SV& ACB, S/R, Shimla-2	SCIC	25.10.08	21.11.08
31.	SIC(A)109 / 08-09	Sh Ramesh Kaundal, Kaundal Niwas, Vikas Nagar, Shimla-9	The Joint Secretary, HP PSC, Shimla-2	SIC	22.10.08	15.11.08
32.	SIC(A)111 / 08-09	Sh. Keshwa Nand Sharma O/o Chief Accounts Officer, HPSEB, Shimla-4	The Joint Secretary, HP PSC, Shimla-2	Full Bench	1.11.08	24.12.08
33.	SIC(A)113 / 08	Shri Sita Ram Dhiman, Shri Niwas Cottage, New Annexe, Near Govt. School, Lalpani, Shimla-1	Ganeral Manager, Small industries & Export Corpn., Shimla-1	SCIC	22.11.08	18.12.08
34.	SIC(A)119 / 08-09	Shri Gangbir Singh, R/o Stokes Place, Shimla	The Architect Planner, M.C. Shimla	SIC	5.12.08	26.12.08
35.	SIC(A)122 / 08-09	Shri Padam Chand, HPS, DSP, 1st Bn. Junga, District Shimla	The Jt. Secretary (Personnel) to the Government of Himachal Pradesh	SIC	15.11.08	27.12.08
36.	SIC(A)125 / 08-09	Shri Ghanshyam Chand Thakur, Supdt. (Ex.Cadre) PW-B- Section, HP Sectt.	The Addl. Secy. (SA) to the Government of Himachal Pradesh	SCIC	16.12.08	30.12.08
37.	SIC(A)126 / 08-09	Shri Dharamvir Kalta, Kalta Niwas Fruid, Lower Cemetery, PO Kamla Nagar, Sanjauli	The BDO Theog, District Shimla	SCIC	12.12.08	2.1.09
38.	SIC(A)127 / 08-09	Shri I.N. Mehta, Advocate, Gandhi Bhawan, Near Dreamland Hotel, The Ridge, Shimla	PIO O/O Pr. Secy. to the CM	SCIC	19.12.08	6.4.09
39.	SIC(A)128 / 08-09	Shri I.N. Mehta, Advocate, Gandhi Bhawan, Near Dreamland Hotel, The Ridge, Shimla	PIO O/O Pr. Secy. to the CM	SCIC	19.12.08	6.4.09
40.	SIC(A)130 / 08-09	Dr. S.K. Shad, Joint Director, Planning Department, HP	Dy. Registrar(Exam-II), HPU	SIC	12.12.08	13.1.09

41.	SIC(A)138 / 08-09	Shri Gopi Thakur W/o Shri Padam Thakur, HP Khadi Ashram, Green Field Lakkar Bazar, Shimla	Under Secretary, HPSSSB, Hamirpur	SCIC	12.1.09	3.2.09
42.	SIC(A)141 / 08-09	Dr. D.D. Gupta, Asstt. Professor, IGMC, Shimla	Addl. Secretary(Health) to HP Govt.	SCIC	30.1.09	18.2.09
43.	SIC(A)145 / 08-09	Ram Rattan Verma, Village Sharyana, PO Jubbarhatti, Tehsil & District Shimla	The Dy. Director(SJ&E), SDA Complex, Kasumpati, Shimla	SIC	4.2.09	25.2.09
44.	SIC(A)146 / 08-09	Ram Rattan Verma, Village Sharyana, PO Jubbarhatti, Tehsil & District Shimla	The CDPO, Mashobra at Totu	SIC	4.2.09	25.2.09
45.	SIC(A)147 / 08-09	Ram Rattan Verma, Village Sharyana, PO Jubbarhatti, Tehsil & District Shimla	The Dy. Director (SJ&E), SDA Complex, Kasumpati, Shimla	SIC	4.2.09	25.2.09
46.	SIC(A)150 / 08-09	Ravinder Kumar, IPS, R.No. 601, GOs Mess PHQ Shimla-2	Dy. Secy(Home) to HP Govt.	SIC	7.2.09	23.3.09
47.	SIC(A)151 / 08-09	Ms Veena Aggarwal(Prop) Vinayak Soap Industry, GT Road, Damtal, District Kangra(HP)	General Manager, KCCB, Dharamshala	SIC	4.2.09	18.3.09
48.	SIC(A)160 / 08-09	Shri Inder Jeet Verma, The Residency, Shimla View Estate, Chakkar, Shimla-5	Addl. Secretary(Health) to the Government of Himachal Pradesh	SIC	27.2.09	25.3.09
49.	SIC(A)164 / 08-09	Shri Vivek Vashishth, Vashisth Niwas, Near GSSS Totu, District Shimla	Divisional Manager, HRTC, Shimla	SCIC	17.3.09	30.3.09
50.	SIC(A)166 / 08-09	Rajesh Khachi, Village Shaddi, PO & Tehsil Theog, District Shimla	The Joint Director, E.E, Shimla	SCIC	18.3.09	31.3.09
51.	SIC(A)169 / 08-09	Shankar Lal Thakur, Village Challaunti, PO Sanjauli, Shimla	Architect Planner, MC, Shimla	SIC	26.2.09	21.4.09

52.	SIC(A)177 / 08-09	Shri Ramesh Chand Sharma, Near Shiv Mandir, Upper Bazar, PO Dadahu, District Sirmour	Chief Engineer(P&M), HPSEB, Vidyut Bhawan, Shimla	SCIC	20.3.09	8.4.09
53.	SIC(A)184 / 08-09	Shri Yashwant Singh Diwan, R/o Snah Hotel Dhalli, Shimla	Asstt. Commissioner, MC, Shimla	SIC	31.3.09	22.4.09
		Sirmour				
1.	SIC(A)21/ 08-09	Shri Parween Kumar S/O Shri Mohan Lal, Village Dadahu, Tehsil Nahan, District Sirmour	SDO(C), Nahan, District Sirmour	SIC	13.6.08	28.7.08
2.	SIC(A)42/ 08-09	Sh. Suresh Goel, Kalindi Enclave, Residential Society, W. No. 5, Shamsherpur, Paonta Sahib, District Sirmour(HP)	The Divisional Accounts Officer, I&PH, Division, Paonta Sahib(HP)	SIC	22.7.08	27.1.09
3.	SIC(A)51/ 08-09	Shri Subodh Abhi, Jan Ekta Samiti, Batamandi, Paonta Sahib, District Sirmour (HP)	The ADM, Sirmour at Nahan	SIC	2.8.08	13.10.08
4.	SIC(A)68/ 08-09	Shri Rajesh Kumar, Office Secretary, Sirmour Vichar Manch, Paonta Sahib, District Sirmour	The SDO(C), Paonta Sahib, District Sirmour	SIC	11.9.08	28.1.09
5.	SIC(A)73/ 08-09	Shri Rajesh Kumar, Sirmour Vichar Manch, Paonta Sahib, District Sirmour	Executive Engineer, Shillai, HPPWD, 12th Circle, Nahan	SIC	11.9.08	13.10.08
6.	SIC(A)74/ 08-09	Shri Rajesh Kumar, Sirmour Vichar Manch, Paonta Sahib, District Sirmour	SE(, HPSEB, Operation circle Nahan.	SIC	11.9.08	13.10.08
7.	SIC(A)120 / 08-09	Shri Jaswant Singh, Secretary, Communist Party of India(M), Near MES Temple, Nahan, District Sirmour	The Secretary, Zila Parishad, Sirmour District at Nahan	SIC	5.12.08	13.4.09

8.	SIC(A)139 / 08-09	Shri Subodh Abhi, Batamandi, Paonta Sahib, District Sirmour(HP)	Jt. Secretary (Pers), to the Govt. of HP	SIC	17.1.09	21.3.09
		Solan				
1.	SIC(A)17/ 08-09	Shri Roshan Lal W/o sh. Roop Ram, VPO Palania, Tehsil Arki, District Solan	The Joint Secretary, HP PSC, Shimla	SCIC	30.5.08	27.8.08 & 29.5.09
2.	SIC(A)18/ 08-09	Shri Roshan Lal W/o sh. Roop Ram, VPO Palania, Tehsil Arki, District Solan	The Joint Secretary, HP PSC, Shimla	SCIC	30.5.08	27.8.08
3.	SIC(A)28/ 08-09	Dr. R.N. Sharma, O/o Directorate of Research, Dr. Y.S. Parmar University of Horticulture & Forestry, Nauni, District Solan(HP)	Joint Director(EE), Shimla.	SCIC	25.6.08	22.7.08
4.	SIC(A)61/ 08-09	Shri Pradeep Kumar Sharma, 89-B, Lower Bazar, Kasauli, District Solan(HP)	The Deputy Director, Elementary Education, Solan(HP)	SIC	26.8.08	3.10.08
5.	SIC(A)112 / 08	Ms. Sarita C/o Batra Niwas Near Govt. P.G. College, District Solan-173212	The Principal, Govt. (Girls) Sr. Sec. School Solan	SCIC	20.11.08	20.11.08
6.	SIC(A)132 / 08-09	Shri Radha Krishan Joshi, Head Draughtsman, O/O Estate Officer, Dr. YSP University of Horticulture and Forestry, Nauni, District SolanHP	Assistant Registrar(Establishment Branch-II) Dr. YSP University	SCIC	1.1.09	19.1.09
7.	SIC(A)137 / 08-09	Shri Radha Krishan Joshi, Head Draughtsman, O/O Estate Officer, Dr. YSP University of H&F	Asstt. Registrar(E-II), Dr. YSP University	SIC	13.1.09	19.3.09
8.	SIC(A)182 / 08-09	Ms Sarita Batra C/o Batra Niwas Near Govt. P.G. College, District Solan	Principal GSSS(Boys) Solan	SIC	19.309	21.4.09

9.	SIC(A)183 / 08-09	Ms Sarita Batra C/o Batra Niwas Near Govt. P.G. College, District Solan	Principal GSSS Narag, District Sirmour	SIC	31.3.09	21.4.09
		Una				
1.	SIC(A)3 /2008-09	Shri S.M. Katwal, Vikasnagar, Una	Registrar,HPPSC, Shimla	SCIC	21.4.08	7.8.09
2.	SIC(A)59/ 08-09	Shri Pradeep Kumar, Shri Kaka Ram VPO Raipur Sahoran, District Una(HP)	CMO, Una	SIC	21.8.08	1.10.08
3.	SIC(A)75/ 08-09	Shri Lal Chand Sharma, VPO Raipur Sahoran, District Una	AND, Una	SCIC	12.9.08	23.12.08
4.	SIC(A)84/ 08-09	Dr. M S Bir, President, Residents Welfare Association, Rakkar Colony Una	Sr. Law Officer, HIMUDA, Shimla-2	SIC	1.10.08	20.10.08
5.	SIC(A)88/ 08-09	Shri Parma Nand Kanwar, VPO Deoli, Tehsil Amb, District Una(HP)	Under Secretary(Fisheries) to the Government of Himachal Pradesh	SCIC	17.10.08	11.11.08
6.	SIC(A)114 / 08	Shri M. K. Bassi, Hotel Suvidha Palace, Near Bus Stand, Una	The General Manager, KCCB, Dharamshala	SIC	10.11.08	3.1.09
7.	SIC(A)168 / 08-09	Shri Shavet Kumar, 32-B, Jawahar Market, Nangal Dam, District Ropar(PB)	District Project Officer-cum-Principal, DIET, Una at Dehlan	SCIC	18.3.09	6.4.09
		Out of State				
1.	SIC(A)79/ 08-09	Sh. Ashish Kapur, Deptt. of Pharmaceutical Sciences, Guru Nanak Dev University, Amritsar-143005(PB)	The SPIO at High Court Level, Shimla-1	SIC	25.9.08	27.12.08
2.	SIC(A)37/ 08-09	Dr. Rajinder K. Singla, C/o Shri Jatinder Moudgil, E-1/12, Panjab University, Chandigarh-160014	The Joint Director, Hr. Education, Shimla-1	SIC	15.7.08	19.9.08

3.	SIC(A)58/ 08-09	Shri Harinder Singh S/O Shri Amar Singh H.No. 50, Sector 21A, Chandigarh	Dy. Registrar (Secrecy), HPU	SIC	21.8.08	30.9.08
4.	SIC(A)78/ 08-09	Prof. Pradip Lahiri, A-202, F.2, Govindpuram, Gaziabad-201003(UP)	The Dy. Registrar(Evaluation), HPU, Shimla-5	State Chief Information Commissioner	24.9.08	22.10.08
5.	SIC(A)135 / 08-09	Dr. Pradeep Lahiri, AE, 38, Avantika Chiranjeevi Vihar, Ghajjiabad	The Dy. Registrar(Evaluation), HP University	State Chief Information Commissioner	29.12.08	6.3.09
6.	SIC(A)72/ 08-09	Dr. Ravi Raj, M.D.(Ras Shastra), Batch 2004-07. Roll NO. 99, H.N. 1521 Sector 7 Urban Estate, Kurukshetra 136118 Haryana	The Principal R.G.G.P.G. Ayurvedie College, Paprolla, District Kangra	SCIC	23.9.08	11.11.08
7.	SIC(A)71/ 08-09	Shri Kapil Kher, Advocate & Legal Consultant, F-256, New Rajinder Nagar, New Delhi-110060	The Addl. Director Health, Shimla-9	SIC	10.9.08	16.3.09

Annexure 'B'

Action Taken Report by the Government of Himachal Pradesh on the observations and recommendations of Second Report (April 1, 2006 to March 31, 2007) of State Information Commission (SIC), Himachal Pradesh

Observations and Recommendations SIC	Action taken by the Govt. of Himachal Pradesh.
Para-4 Section 4(1)(b) of the Act envisages voluntary disclosure by a public authority on seventeen points about the working of that authority. It is also required to update the same periodically. Although a large number of public authorities at the state level have published the information under section 4(1)(b) of the Act yet the offices at district level of these authorities have not done the same. Most of the district level offices of the departments/Boards and Corporations have maintained that the voluntary disclosure by the Department/Board or the Corporation concerned at the state level provides the necessary information as envisaged in section 4(1)(b) of the Act. However, in order to implement the provisions of this section in letter and spirit, it is desirable that district level offices of the Departments/Boards/Corporations also publish the required information on the seventeen points pertaining to the district concerned and make it available in its field offices located in the district. Such a voluntary disclosure at district level is likely to reduce the number of RTI applications and will achieve the objective of bringing transparency as well as accountability in the working of public authorities at the grass root level. It is therefore, recommended that the district level offices of various Departments/Boards /Corporations be asked to publish the information as per provisions of Section	The Govt. of Himachal Pradesh, issued instructions to all the Administrative Secretaries/Heads of Departments for publication of information as per provision of clause (b) of Sub-Section (1) of Section 4 of Right to Information Act, 2005 publishing on websites and gazetting of date of publication vide this Department letter No. PER (AR)F(7)2/98-Misc. dated the 3rd August, 2007. The Government has also requested all the Administrative Secretaries and all the Heads of Departments vide letter No. Per(AR)A(4)1/2007 dated 25.06.2007, regarding Annual General Administration Report wherein it has specifically been mentioned that there will be only one publication clubbing the Annual General Administration Report with that of information on 17 points of Section 4(1)(b) of the Right to Information Act. As per information received in Government, most of the public authorities have created Websites and published the information as envisaged in Section 4(1)(b) of the Right to Information Act, 2005. Since District Offices of Departments/Boards and Corporations do not publish their Administrative Reports, as such it is not administratively feasible to ask the

4(1)(b) of the Act.	district offices to separately publish details under provision of section 4 (i)(b) of the Act.
Para-5 In the first report, the Commission had recommended that complete details of PIOs/APIOs/Appellate Authorities at district level of a public authority may be kept in all the field offices of the districts concerned. It had also recommended that these details may be made available on notice boards at the district level offices of the public authority. The State Government have informed that the position has now changed as every Block in Himachal Pradesh has its PIO/APIO and Appellate Authority. No doubt, most of the public authorities have designated PIOs/APIOs/Appellate Authorities at District and Block level, as the case may be, yet their details are not available in all the offices of a public authority in the district concerned. Thus the implementation of this recommendation during the year has not been very satisfactory leading to lack of awareness among the general public about the names, designations and locations of PIOs, APIOs and Appellate Authorities of various public authorities. Hence the Commission would again recommend that complete details of the designated PIOs, APIOs and Appellate Authorities for a particular district of a public authority are made available in all its offices of the district concerned. These details should also be displayed prominently on notice boards in the district offices of the departments/other public authorities.	The Govt. of Himachal Pradesh has issued instructions to all the Administrative Secretaries/Heads of Departments/ Deputy. Commissioners'/ Divisional Commissioners, all the Managing Directors of Boards/Corporation in H.P. and all the Vice Chancellors of Universities in H.P. to implement Right to Information Act, 2005 in H.P. vide letter No. Per(AR)F(7)2/98-I dated 19.10.2007. In this letter specific request has been made to public Authorities to designate sufficient number of PIO's, APIO's, AA and to display important provision of Act and Rule and names of PIO's, APIO's on bilingual Board. As per information with Government, most of the Public Authorities in the State have designated PIO's,APIO's and Appellate Authorities for each District and these details have also been displayed on notice boards in the District Offices of the public authorities. Even in case of HP Secretariat, a list indicating PIO's and Appellate Authorities has been put up in the Reception Office. However, instructions have been reiterated vide No. Per (AR) F (7)-2/98-I dated 24 February 2009.
Para-6 Section 4(1) (a) of the Act stipulates that every Public Authority shall:—	The instructions have been issued to all the Administrative Secretaries in H.P. vide this Department letter No. Per(AR)A(3)1/2008 dated

	the 7th May, 2008, for maintenance of records and publication of information under Section 4 of the Right to Information Act, 2005. As per information received all the Departments in Himachal Pradesh have/are taken/taking effective steps in this regard.
• maintain all its records duly catalogued and indexed in a manner and the form which facilitates the right to information under the Act; and	
• ensure that all records that are appropriate to be computerized are, within a reasonable time and subject to availability of resources, computerized and connected through a network all over the country on different systems so that access to such records is facilitated.	With a view to take IT to the common man, setting up of 3366 Lok Mitra Kendra is in progress in the State. The Revenue Department is engaged in computerization of all land record. Data entry of all villages has been completed and by June 2009 the general public shall have access to computerized copies of their land records through all 113 functional Tehsils and Sub-Tehsils. Computerization of SC/ST, Backward Class and Minority Commission, Public Distribution System, Municipal Corporation and Municipal Committees, web based application for monitoring planning permission in TCP, all State and District libraries will be done. Application for Printing & Stationery Department (e-Mudran) is being developed to provide online interface to all Government Departments for raising indents for various office items. A State Service Delivery Gateway is being developed which will act as a

	link between Govt. Departments and citizens through these centres and internet. Connectivity is being provided to the Departments through State wide area network in a phased manner. Centralized data-basis will be created and hosted on State Data Centre which is coming in near future. E-Samadhan project of the Government has been introduced to facilitate the consumers to approach different authorities right up to the level of Hon'ble Chief Minister and lodge their complaints online.
Para-7 The above provision of the Act necessitates a critical review of the existing record management practices, record retention schedules for different categories of records and systems of indexing and numbering of records in various public authorities. It may also require changes in legal framework for record management, especially with regard to the creation and deletion of electronic records. The Commission is of the view that proper cataloguing and indexing of records is critically important for implementing various provisions of the Act pertaining to access to information under the RTI Act, 2005. Consequently it was recommended in the First Report that the State Government may take necessary steps including provision of adequate funds for computerizing the records that are appropriate to be computerized and connecting them through a network all over the State in a phased manner within a specified time frame. In its reply, the State Government have informed that HIMSWAN is being set up, REFNIC is being implemented in the HP Secretariat, a new document management software	The Government issued instructions to all the Administrative Secretaries/Heads of Departments in H.P. for implementation of the Right to Information Act, 2005, vide this Department letter No. Per(AR)A(8)1/2006, dated the; 4th March, 2008; followed by letter No. Per. (AR) A (3)-1/2008 dated 7 May 2008 for maintenance of record and publication information under section 4 of RTI Act. As per information received by the Government all the Departments in the State have taken adequate steps for implementing provision of Section 4(1) (a) of the Right to Information Act, 2005 for the financial year 2008-09.

is under preparation, Acts are being put on the website and Gazette notifications are on the website. These are welcome developments for implementing the aforesaid provision of section 4(1)(a) of the Act. However, the records are required to be computerized by various public authorities in a time bound framework. Hence it is recommended that the State Government should take adequate steps for implementing provisions of section 4(1) (a) of the RTI Act, 2005 during the next financial year 2008-09.	
Para-8 During the interaction with the district level officers of different districts with the State Chief Information Commissioner in various meetings and also during the hearing of appeals and complaints, the Commission observed lack of awareness about various provisions of the RTI Act, 2005 and the Rules made thereunder amongst PIOs/APIOs which led to the delay, in some cases, in furnishing the required information to the applicants. Although the Himachal Pradesh Institute of Public Administration conducted seventeen training programmes for apprising the PIOs and APIOs about various provisions of the Act and the Rules, yet these programmes could cover only a small percentage of the total number of PIOs/APIOs in the State. In view of the large number of PIOs/APIOs and Appellate Authorities, HIPA may not be equipped to train all these officers within a specified time frame. Consequently the Commission had recommended in its First Report that other Training Institutions in the State should be involved in conducting training programmes covering the RTI Act, 2005 and the Rules for these functionaries.	The instructions issued to the Director HIPA, ACS(UD),Secretary (Panchayati Raj) all the Administrative Secretaries and all the Heads of Departments in H.P. for conducting of Training on Right to Information Act/Rules to PIO's, APIO's and Appellate Authorities vide letters No.Per(AR)A(B)1/2006 dated 4.3.2008 The Himachal Pradesh Institute Public Administration (HIPA) conducted 14 Courses and Workshop on Right to Information till February 2009 where all PIOs/APIOs and AA of all Departments including HP Secretariat and even Panchayat Raj functionaries are being trained. It is also being proposed that H.P. Institute of Public Administration (HIPA) would conduct courses and workshops on Right to Information preferably for master trainers who could further train the functionaries under the Act in the Districts. Instructions have also been issued to train PIOs, APIOs, AAs and

As observed above, there is still lack of awareness among the PIOs/APIOs/Appellate Authorities about the provisions of the Act and the Rules. Hence the aforesaid recommendation is reiterated for consideration of the State Government so that adequate numbers of training programmes are conducted for the officers during the next financial year.	other Public Authorities in the respective institutions being run by the Department. At the moment Revenue Department has Revenue Training School at Jogindernagar, Panchayati Raj Deptt. is running training institutes at Mashobra, Baijnath, Education Department has DIETs in all the Districts, the Forest Deptt. has training school at Chail, H.P. State Electricity Board has Linemen Training Centre at Solan, the Police Department has Training Centres at Bangarh, Sakoh and Judiciary has Judicial Academy at Shimla where these training courses would be conducted further by the master trainers trained at apex institute viz. HIPA.
Para-9 The Panchayati Raj Department and the Department of Higher Education have designated a large number of PIOs and APIOs at Block level, Panchayat level and Senior Secondary School level. However, it has been observed by the Commission that these PIOs and APIOs lack awareness about various provisions of the RTI Act, 2005 and HPRTI Rules, 2006. This has generally led to delay in processing the RTI applications received by them. Such a lack of awareness has also been noticed among PIOs and APIOs posted at block or sub-division level of quite a few other Departments. Non-availability of the RTI Act, 2005 and HPRTI Rules 2006 in their offices have been cited by the PIOs/APIOs in a number of cases. At a number of places, the PIO/APIO concerned of a public authority does not have the facility of procuring copies of the Act/Rules from another PIO/APIO of the same or another public authority. School and College libraries	A set of RTI Act 2005 and HPRTI Rules 2006 has been made available to all the Public Authorities for further distribution to APIOs, PIOs and AA. On the request of Panchayat Raj Department, 2600 copies of the Right to Information Act, 2005 and 1900 copies of the Right to Information Rules, 2006 have been handed over to the official of the Panchayati Raj Department on 16.08.2008 and 14.01.2009. Besides this, 2 copies of the each of Right to Information Act and Rules have been sent to the OSD (Library) H.P. Secretariat. The Chief Librarian, Central State Library, Solan, District Solan. The Librarian H.P. State Library, the Ridge Shimla, all the Librarians District, Tehsils, Tribal, Community Centres in H.P. with the Govt. letter No. Per (AR)A(8)1/2008 dated the 28th January, 2009.

also do not have copies of the Act and Rules. In these circumstance, the public authorities are expected to supply copies of the Act and the Rules to these functionaries so that they can process the RTI applications as per provisions of the Act and the Rules made under it. Consequently the State Government should direct all the public authorities to furnish copies of the RTI Act, 2005 and HPRTI Rules to all the PIOs, APIOs and Appellate Authorities. All the Libraries in the State may also be provided copies of the Act and the Rules.	Most of the above libraries are under the Education Department. The Act/Rules have been sent to all District Librarians, Bilaspur, Chamba, Mandi, Kangra, Kullu, Rekong Peo, Hamirpur, Theog, Una, Library of Director Education(Higher), to all Tehsil Librarians, Sarkaghat, Rampur Bushahr, Kotkhai, Kandaghat, Sihunta Distt. Chamba; to all Tribal Librarians, Pangi at Killar, Bharmour, Kaza and all Community Centres Librarians at Tissa (Chamba) Chauntra (Mandi) Rohroo(Shimla) Dadahu (Sirmour) Basal(Solan). It may be reiterated that copies of Act/Rule have been issued to all the PIO's, APIO's, Appellate Authorities and Public Authorities. Even amendments in the HP RTI Rules are circulated to all the functionaries under the Act. The Department of Administrative Reforms is the nodal department in the Government of HP for the RTI Act/Rule. It has a website: **http:Himachal.nic.in/ar/** wherein RTI Act HP RTI Rules 2006 with updated amendments and all instructions on RTI Act/Rules issued by the Government of India and State Government can be located.
Para-10 HPRTI Rules, 2006 prescribe payment of fee of Rs. ten for inspection of documents for fifteen minutes or fraction thereof. The period of 15 minutes is too short for inspection. Moreover, Central Government has prescribed the time duration of one hour for inspection. This was examined and the Commission in the First Report had recommended reduction of fee prescribed for inspection of	By the III amendment in Rules, HPRTI Rules 2007 which were notified on 31.12.2007 vide Notification No.Per(AR)F(7)2/98-Vol.I for inspection of record Rs.20/= will be charged for a period of 30 minutes, instead of Rs. 10/= for 15 minutes.

documents. However, the Action Taken Report submitted by the Department of Administrative Reforms is silent about the action taken on this recommendation. It is again recommended that the Government may consider reduction in the fee prescribed for inspection of documents by increasing the duration of time prescribed in the Rules.	
Para-11 The Rules also envisage filing of RTI applications on a prescribed performa. In a number of cases, the PIOs have rejected or returned the applications filed on plain paper even when these had clearly specified the information sought by the applicants. The Commission had to intervene on behalf of the applicants in such cases. The common masses are generally unaware of the requirement of filing RTI applications in prescribed formats and approach the Commission directly when an application is rejected or returned by the PIO concerned on this ground. In order to avoid such a situation, it is necessary that filing of RTI applications on the prescribed format is made optional. It is, therefore, recommended that the HPRTI Rules may be suitably amended to remove the compulsory filing of RTI applications on prescribed format.	The necessary amendment in the Right to information Rules made vide Notification No.PER(AR)F(7)2/98-Vol-I dated 31.12.2007 wherein following has been added in Rule 3(1) "Provided that the information shall not be refused on the grounds that the application is not in the prescribed form if the necessary particulars have been mentioned by the applicant by a request made in writing**.**"
Para-12 Sub section (1) of section 26 of the RTI Act, 2005 places certain responsibilities upon the State Government for propagating various provisions of the Act among the general public. The Government is expected to develop and organize educational programmes to advance the understanding of the public, in particular of disadvantaged communities as to how to exercise the rights contemplated under the Act. It is also required to promote timely and effective	During the Year 2008-09 (till February 2009), 14 Courses and Workshop were conducted by the HIPA & Regional Training Centres/District Training Centres. The State Govt. has published "A Manual for PIOs, APIOs Appellate Authorties and Public Authorities" and "**lwpuk dk vf/kdkj vf/kfu;e] 2005 fgekpy izns"k lwpuk dk vf/kdkj fu;e 2006 ukxfjdksa ds mi;ksx gsrq ekxZnf"kZdk"** which have been circulated to all the Hon'ble MLAs, Press/ Media on 12-02-

dissemination of accurate information by public authorities about their activities. The training of PIOs/APIOs/Appellate Authorities and production of relevant training material is also the responsibility of the State Government. Consequently the Commission had recommended in the First Report for drawing up a time bound action plan to implement the provisions of section 26 of the Act. The Himachal Pradesh Institute of Public Administration has conducted 17 training programs for the officers during the year but no action plan has yet been prepared by the State Government for implementing the aforesaid recommendation of the Commission. It is, therefore, again recommended that a time bound action plan may be drawn up for implementing the provisions of section 26 of the RTI Act, 2005. Consequently educational programmes may be developed and organized for advancing the understanding of the public especially the disadvantaged communities on how to exercise the rights contemplated under the Act. The State Government should also promote timely and effective dissemination of accurate information by the public authorities about their activities. Seminars and Workshops are generally organized in various districts by different departments under different Schemes and Programmes from time to time. Similarly Festivals and Melas are celebrated at various places in the State where exhibitions are organized by a number of Departments/ Boards/ Corporations. These forms can be used for generating awareness among the common masses about the provisions of the RTI Act, 2005 and HPRTI Rules, 2006.	2009 and further being distributed to Secretaries and Head of Departments (with sufficient copies for further distribution to Public Information Officers, Assistant Public Information Officers , Appellate Authorities). The Government appreciates the recommendation of the Commission that festival and melas celebrated at various places in the state could be used for generating awareness among the masses. Government has issued instructions vide No.Per(AR)A(8)-1/2006 dated 24th February, 2009 to Deputy Commissioners and Director Information and Public Relations for using the forum of festivals and melas for making people aware of various provisions of RTI Act and Rules.

Annexure 'C'

Action Taken Report by the Government of Himachal Pradesh on the Recommendation of Third Report (April 1, 2007 to March 31, 2008) of State Information Commission (SIC), Himachal Pradesh.

Observation and Recommendation	Reply
Para-1 In the second Report submitted under section 25(1) of the RTI Act, 2005, the Commission had made certain recommendations for smooth and effective implementation of the RTI Act, 2005 by various public authorities under the purview of the State Government. The Action Taken Report by the State Government on the observations and recommendations of the Commission in that report is still awaited	The Action Taken Report on Second Report of Commission sent to the Secretary, State Information Commission Himachal Pradesh, Shimla-171002, vide this department letter No. Per (AR)A(8)1/2006 dated, the 5th March,2009.
Para-2 The Commission has reviewed the action taken by various PIOs on the applications received from information seekers during the year under report. It has been observed that out of a total number of 10105 applications received by 118 public authorities to seek information under the Act, requests were rejected only in 283 cases by the PIOs. Further, 267 first appeals were filed by the applicants before the designated appellate authorities and 134 complaints were received in the State Information Commission. The small number of first appeals and complaints indicate that the applicants were generally satisfied with the response of the Public Information Officers of various public authorities in the State. It was	The Recommendations contained in Third Report of State Information Commission were circulated to all concerned Departments/Boards/Corporation and to specific Departments mentioned in the Report of the Commission. Vide letter No. Per (AR) A(8)-1/2009,dated 6th March,2009. This Para contains observations of the State Information Commission for which no action taken report may be required.

also observed by the Commission that most of the complaints pertained to delay in receiving appropriate response from the PIOs. In a number of cases, the delay could be attributed to the lack of awareness on the part of PIOs about the provisions of the RTI Act, 2005 and the Rules made there under. The number of second appeals filed with the Commission was also on the lower side as compared to the total number of applications filed during the year.	
Para-3 As per provisions of Section 5 of the RTI Act, 2005, public authorities were required to designate adequate number of Public Information Officers (PIOs) and Assistant Public Information Officers (APIOs). These authorities were also required to designate Appellate Authorities under section 19 of the Act. In pursuance of these provisions, various public authorities have designated adequate number of PIOs, APIOs and Appellate Authorities for implementing the Act in the State. However, it has been brought to the notice of the Commission that some of the public authorities like the District Red Cross Societies, Temple Committees and Mela Committees in the State have not designated PIOs/APIOs/Appellate Authorities. These Societies/Committees have been constituted by the State Government and are manned and controlled by the officers of the State Government. Hence these bodies are public authorities under the RTI Act, 2005. It is, therefore, recommended that the General	1 As mentioned in Para 2 above, the observation and recommendation of the State Information Commission were communicated. inter-alia to General Administration Department vide letter No. Per(AR)A(8)1/2009 Dated 6.3.2009. 2. All the Departments/ Boards/ Corporations have informed that adequate number of PIOs/ APIOs/Appellate Authorities have been designated and notified under Section 5 and 19 of the RTI Act. 3. The Revenue Department vide his letter No.Rev-D(F)-11-17/2008,dated 29th January,2009 ,has informed that,at the Secretariat level, Divisional Commissioners Shimla, Mandi, and Kangra, all the Deputy Commissioners, Settlement Officers, Shimla and Kangra, Director Land Records & Consolidation of Holding have already been appointed PIO's/APIO's and Appellate Authorities up to Sub-Divisional and Block and Tehsil Levels. Following the recommendations of the Commission, all the Districts have designated PIOs, APIOs and Appellate

Administration Department of the State Government should direct these Societies/Committees to designate PIOs/APIOs and Appellate Authorities so that information seekers can file their applications and seek information from them under the Act.	Authorities for temples under Trust/Government and Red Cross Societies on following month and year :- Distt. Temple Red cross Solan Yes 10/07 Yes (10/07) Kangra Yes (9/09) Yes (12/08) Bilaspur Yes (6/09) Yes (6/09) Hamirpur Yes (10/09) Yes (4/09) Una Yes (11/09) Yes (5/09) Sirmour Yes (11/09) Yes (6/09) Lahaul-Spiti Yes (11/09) Yes (11/09) Mandi Yes (11/09) Yes (11/09) Chamba Yes (11/09) Yes (11/09) Shimla Yes (12/09) Yes (12/09) Kinnaur No temple Yes (11/09) Kullu No temple Yes (08/06) So far as Mela Committees are concerned. PIOs, APIOs, AA designated by Deputy Commissioners may be in position to handle RTI applications.
Para-4 Section 4(1)(b) of the Act envisages voluntary disclosure by a public authority on seventeen points about the working of that authority. The public authority is also required to update these disclosures periodically. Although a large number of public authorities at the state level have published and updated the information under section 4(1)(b) of the Act yet copies of the same were not available at the district level	The State Government has repeatedly issued instruction for compliance and publication of information as per Section 4 (1) of the Act. Letter No. PER(AR)A(4)1/2007, dated 25th June,2007, followed by No. PER(AR)F(7)2/98-misc. dated 3rd August,2007,letter of even number dated 19th October,2007 and latest being No. Per (AR)A(3)1/2008 dated 7th May,2008 and even No. dated 24th Febuary,2009.

offices of these authorities. It is, therefore, reiterated that the publications prescribed under section 4(1)(b) of the Act should be made available in all the offices of the public authority in the State. Moreover, the district level offices have not published the information in respect of their own establishments in the district concerned. Most of the district level officers of the departments/Boards and Corporations have maintained that the voluntary disclosure by the Department/Board/Corporation concerned at the state level provides the necessary information as envisaged in section 4(1) (b) of the Act and no disclosure is required to be made at the district level. However, in order to implement the provisions of this section of the Act in letter and spirit, it is desirable that district level offices of the Departments/Boards/Corporations also publish the required information on the seventeen points pertaining to the district concerned and make it available in its field offices located in the district. Such a voluntary disclosure at district level is likely to reduce the number of RTI applications and will achieve the objective of bringing transparency as well as accountability in the working of public authorities at the grass root level. It was therefore, recommended in the Second Report that the district level offices of various Departments/Boards /Corporations be asked to publish the information as per provisions of Section 4(1) (b) of the Act. This	The Government vide letter no. Per(AR)-A-(8)-1/2009, dated 6th March ,2009 has directed to All administrative Secretaries, HOD's,DC's, Divisional Commissioners and MD's of Board and Corporations, Vice Chancellor of Universities to voluntary disclose information on 17 point. It is mentioned that all Departments/Boards/Corporations/DC's concern have to send their Action Taken Report to the Government as per State Information Commission recommendations. The Chief Secretary to the Govt. of Himachal Pradesh has also requested vide D.O letter No. Per(AR)A-8(8)-1/2009,dated the 10th June,2009 to all the Administrative Secretaries to ensure that all the Departments ,Boards, Corporations and Public Authority under their administrative control must publish information on the Seventeen Points in their websites and then update regularly. As per information received from the Departments/Boards/ Corporations/ DCs/ Universities in Himachal Pradesh. It has been mentioned that they have done the needful, as per observations of the State Information Commission. Government has issued instructions for publishing 17 points under Section-4 at the District level. The follow-up on this point is being done with all Public Authorities.

recommendation is again reiterated for implementation.	
Para-5 The Panchayati Raj Institutions and Urban Local Bodies are public authorities in their own right under the RTI Act, 2005. Hence these bodies are duty bound to publish the suo moto disclosures under section 4(1) (b) of the Act. It has been observed that most of these bodies do not have the capability to formulate and publish the information as per the requirement of section 4(1)(b) of the Act. It is, therefore, recommended that the Panchayati Raj Department and Urban Development Department at the State Level should circulate a modal draft publication for the bodies under their control as envisaged in section 4(1) (b) of the Act, to all these bodies. This will enable all the Panchayati Raj Institutions and Urban Local Bodies to update and publish the information as envisaged in the aforesaid section.	As a follow-up Vide letter No. Per(AR) A(8)1/2009, Dated 6th March 2009 has requested the Principal Secretary (Urban Development) and the Secretary (PR) to circulate a model Draft publications to all these Bodies under their control as envisaged in section 4(1)(b) of the Act to enable the Panchayati Raj Institutions and Urban Local Bodies to upload and publish the information as envisaged in the aforesaid section. The Department Urban Development, vide his letter No. UD-H(A)(3)-2/2005, Dated 18th March, 2009, has sent Action Taken Report and mentioned that all 49 Urban Local Bodies have been requested to comply with section A(1)(a) and (b) of the Act, The Department has also circulated model draft publication in vide their letter No. UD-HA(3)-2/2005, dated 13th Febuary,2009. Department Panchayati Raj vide his letter No. PCH-HB(15) 1/07 – Vol. III-9994 ,Dated 04th August,2009,has sent the Action Taken Report and informed that the information under section 4 of RTI Act, 2005. have already been up loaded on their website. The PIO's/APIO's and Appellate Authorities have also been appointed at Panchayat Level.
Para-6 In the Second Report, the Commission had also recommended that complete details of the designated PIOs/APIOs/Appellate Authorities for a particular district of a public authority should be made available in all its offices of the	The Departments/Boards/Corporations have informed that PIO's,APIO's and Appellate Authorities have been appointed in sufficient number and that detail have been uploaded in their websites and notice board have been displayed containing these particulars.

district concerned. The Commission had also recommended that these details of PIOs etc. should also be displayed prominently on notice boards in the district offices of the public authority concerned. However it has been observed that such details of the PIOs/APIOs/Appellate Authorities are generally not available in most of the offices at district and sub-division level and have also not been displayed in large number of district offices. Thus the implementation of this recommendation of the Commission has not been very satisfactory leading to lack of awareness among the general public about the names, designations and offices of PIOs, APIOs and Appellate Authorities of various public authorities. In these circumstances, the Commission would again recommend that complete details of the designated PIOs, APIOs and Appellate Authorities for a particular district of a public authority should be made available in all its offices of the district concerned. Further, these details should also be displayed prominently on Notice Boards in the district offices of the departments/other public authorities.	The Deputy Commissioner, Hamirpur has prepared Directory of PIOs/APIOs and Appellate Authorities of District Hamirpur (including those of Central Government in the District). The Government vide Do letter No. Per (AR)F(7)2/2008 dated 16-10-2009 has circulated the Directory issued by DC Hamirpur and requested all the Departments/Boards/Corporations and other Deputy Commissioners to publish such a Directory for their offices. Most of the Public Authorities have mentioned that they have displayed details of PIOs/APIOs and Appellate Authorities in bilingual.
Para-7 During various meetings with the district level officers of different districts with the State Chief Information Commissioner/State Information Commissioner and also during the hearing of various appeals and complaints, the Commission observed lack of awareness about the provisions of the RTI Act, 2005 and the Rules made there under amongst	The Government vide its letter No. Per (AR)A(8)1/2009 , dated 6th March,2009 has directed H.P Institue of Public Administration and other training institutions in the State to increase the number of Training Programmes for these officials/officers as APIOs and PIOs and Appellate Authorities. As a consequence, number of courses conducted by HIPA has increased which is being reflected by following figures :-

PIOs/APIOs and other officers which led to the unintended delay, in a number of cases, in furnishing the requisite information to the applicants. The Himachal Pradesh Institute of Public Administration (HIPA) conducted only seven training programmes for apprising the PIOs and APIOs about the provisions of the Act and the Rules. The number of training programmes conducted by HIPA during 2007-08 was less than half of the number of such training programmes conducted during the previous year. Such a small number of programmes could cover only a small percentage of the total number of PIOs/APIOs in the State. In view of the large number of PIOs/APIOs and Appellate Authorities, HIPA should substantially increase the number of training programmes for these officials so that at least the PIOs of the major departments could be trained during the next financial year. The Commission had also recommended in its Second Report that other Training Institutions in the State should be involved in conducting training programmes covering the RTI Act, 2005 and the Rules for these functionaries. As mentioned above, there is still lack of awareness among a large number of PIOs/APIOs/Appellate Authorities about the provisions of the Act and the Rules. Hence the Commission would again recommend that adequate number of training programmes should be conducted to apprise the PIOs/APIOs/Appellate Authorities about the provisions of the Act and Rules during the next financial year by HIPA and all other

Detail of the RTI Courses Conducted at HIPA during the year 2007-2008 are as under:-

No. of	No. of GOs	No.of NGOs	Total
7	104	65	169

Detail of the RTI Courses Conducted in the District during the year 2007-2008 are as under:-

Name of district.	No. of Participant
Hamirpur	117
Mandi	101
Grand Total	218

Detail of the RTI Courses Conducted at HIPA during the year 2008-2009 are as under:-

No. of Cources	No. of Participants
11	247

Detail of the RTI Courses Conducted in the District during the year 2008-2009 are as under:-

Name of district.	No. of Participant
Bilaspur	126
Mandi	203

training institutions of the State Government. The Training Department of the State Government should take necessary steps for implementation of this recommendation. Implementation of this recommendation in a time bound manner will go a long way in effective implementation of the RTI Act, 2005 in the State of Himachal Pradesh.

Kangra	278
Hamirpur	142
Grand Total	996

Detail of the RTI Courses Conducted at HIPA during the year 2009-2010 are as under:-

No. of Courses	Total No. of Participants
8	182

Detail of the RTI Courses Conducted in the District during the year 2009-2010 are as under:-

Name of district	No. of Participants
H.P Secretariat	73 &94 twice on 8.5.09 & 20.11.09
D.C office , Shimla	151
D.C Office Sirmour	85
D.C office Solan	77
D.C office Kullu	127
D.C office Lahual & Spiti	48
District Chamba, Pangi at Kelad	66
D.C office Bilaspur	99
D.C office, Hamirpur(Twice)	200
D.C office Una	87

	<table><tr><td>M.C Shimla</td><td>42</td></tr><tr><td>R.K.M.B,Shimla</td><td>84</td></tr><tr><td>Theog,Shimla</td><td>100</td></tr><tr><td>D.C. office, Kinnaur</td><td>160</td></tr><tr><td>Forest Deptt.</td><td>80</td></tr><tr><td>H.P.University Nauni.</td><td>100</td></tr><tr><td>Total</td><td>1493</td></tr></table> Two Districts; Mandi and Hamirpur have special programme with a budget of Rs. 12 lacs each “Capacity Building for access to Information Project” with an objective of publication, RTI training, publicity are intensively undertaken by the Deputy Commissioners of two districts. Under the Eleventh Plan, HIPA is likely to get about Rs. 25 lakh for Strengthening Capacity Building and Awareness Building for implementation of RTI for the State. This programme will also take care of training, publicity and publication of material under RTI
Para-8 The Department of Higher Education and the Department of Elementary Education have designated a large number of PIOs and APIOs at Block level and Senior Secondary School level. However, it has been observed by the Commission that the PIOs and APIOs of the two Departments lack awareness about various provisions of the RTI Act, 2005 and HPRTI Rules, 2006. This has generally led to delay in processing the RTI applications received in these departments.	As reported in Action Taken Report of Second Report of Commission the Government Vide letter No. Per(AR)A(8)1/2006, dated 6th Febuary,2009 has sent and supplied the copies of the RTI, Act 2005, and Himachal Pradesh RTI Rules,2006 to all PIO’s /APIO’s and Libraries of Higher Education and Elementary Education departments. Further it is submitted that RTI, Rules,2006 have further been updated upto November 2009 and have been

Such lack of awareness has also been noticed among PIOs and APIOs posted at block or sub-division level of quite a few other Departments. Non-availability of the RTI Act, 2005 and HPRTI Rules 2006 in their offices have been cited as the main reason for the lack of awareness by the PIOs/APIOs in a number of cases. Hence the Commission had recommended in the Second Report that the public authorities should furnish copies of the RTI Act, 2005 and HPRTI Rules 2006 to all the PIOs, APIOs and Appellate Authorities and the Libraries in the State should also be provided copies of the Act and the Rules. Since the lack of awareness among the PIOs and APIOs is still a matter of serious concern, the aforesaid recommendation is again reiterated for implementation by the State Government	circulated to all functionaries under RTI Act again.
Para-9 The HPRTI Rules, 2006 prescribe payment of fee of Rs. Twenty for inspection of documents for thirty minutes or fraction thereof. The Rules notified by the Central Government provide for free inspection of documents under the Act for the first hour and a fee of Rs. Five for every subsequent hour. Thus the fee prescribed by the State Government is on the higher side. The Commission in the Second Report had recommended reduction of fee prescribed for inspection of documents. During the financial year 2008-09, the State Government have reduced the fee for furnishing of documents of A-4 size or smaller but the fee for inspection has not yet been reduced. Since	On the recommendation of the Commission in its Second Report, the State Government increase the time for inspection from 15 minutes to 30 minutes on payment of Rs. 20 from Rs. 10 or fraction thereof only on 31-12-2007. The recommendation of Commission in its Third Report for reduction of fee for inspection and for A-5 and A-6 size paper was considered by the State Govt. However the Government has not agreed to as it felt that there is not much justification for amending the rules time and again.

the fee for inspection is very high as compared to the fee prescribed by the Central Government and some other State Governments, it is again recommended that the State Government may consider reduction in the fee prescribed for inspection of documents under the RTI Act, 2005. Further, there is also adequate justification for appropriate reduction of fee for documents of A-5 and A-6 size papers after the reduction in the fee for A-4 size and smaller. The State Government may therefore consider the reduction of fee for documents of A-5 and A-6 size papers.	
Para-10 Section 4(1) (a) of the RTI Act, 2005 stipulates that every public authority shall:— • maintain all its records duly catalogued and indexed in a manner and the form which facilitates the right to information under the Act; and • ensure that all records that are appropriate to be computerized are, within a reasonable time and subject to availability of resources, computerized and connected through a network all over the	No comments as they are mere reiteration of provisions of the Act.

country on different systems so that access to such records is facilitated.	
Para-11 The above provision of the Act necessitates a critical review of the existing record management practices, record retention schedules for different categories of records and systems of indexing and numbering of records in various public authorities. It may also require changes in legal framework for record management, especially with regard to the creation and deletion of electronic records. Proper cataloguing and indexing of records is critically important for implementing various provisions of the RTI Act, 2005 pertaining to access to information under it. Consequently the Commission had recommended in its earlier Reports that the State Government should take necessary steps including provision of adequate funds for computerizing the records that are appropriate to be computerized and connecting them through a network all over the State in a phased manner within a specified time frame.	Para 11 & 12:- As mentioned elsewhere in this ATR, the Government has reiterated instructions to all Public Authorities to comply with Provision of 4(1) and 4(2) of the Act. The IT Department of the Government of Himachal Pradesh was requested vide letter No. Per (AR) A (8) 1/2009. Dated 6th March 2009 bound plan for implementing provision of section 4(a) (b) of the RTI Act, 2005 during the next financial year 2009-2010. Department of Information Technology vide his letter No. 17 (RTI) F (10) 2/2007-1 dated 10th June 2009 informed that most of Departments, Corporations and Boards are already having the websites. However, for updating and computerizing records, IT department would ensure technical assistance in a time bound manner on the intiative of concerned departments. The State Government has following electronic based facilities:- Refnic, e-sewas e-Kosh, e – Samadhan, sms Gateway, personnel Information system, e- kiosks, Pehal ,e-

	Pehchan, NREGA, e-Gazette, e-Tendering, 9 Departments have toll free call centers etc. Booking in HRTC Buses, Hotel booking in HPTDC etc. are also web-based. All the Police Stations in the State have been Computerized.
Para-12 It has been noted that HIMSWAN has been set up by the State Government and REFNIC is being implemented in the HP Secretariat. Further, Acts are being put on the website of the State Government and Gazette notifications are also being made available on the website. These are welcome developments for implementing the aforesaid provision of section 4(1) (a) of the Act. However, the records are required to be computerized by various public authorities in a time bound framework. Hence it is again recommended that the IT Department of State Government should finalize a time bound plan for implementing provisions of section 4(1) (a) of the RTI Act, 2005 during the next financial year 2009-10. This step is expected to reduce the number of RTI applications from the information seekers. Moreover, it is likely to enable the PIOs to furnish the desired information within the period stipulated under the Act thereby reducing the number of appeals and complaints under the Act.	As above in Para 11.

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