

(17)

വിവരാവകാശ ആക്ട് കേസ് രജിസ്റ്ററിലേയ്ക്കുള്ള ഒരു മാതൃക ഇതിനോടനുബന്ധമായി നൽകിയിരിക്കുന്നു. ഈ മാതൃകയിലായിരിക്കണം വിവരാവകാശ ആക്ട് കേസ് രജിസ്റ്റർ വച്ചുപോരേണ്ടത്.

GOVERNMENT OF KERALA

Abstract

P&ARD - OFFICE PROCEDURE - INTRODUCING FORMAT FOR RIGHT TO INFORMATION ACT - CASE REGISTER - AMENDMENT TO THE KERALA SECRETARIAT OFFICE MANUAL - ORDERS ISSUED

PERSONNEL & ADMINISTRATIVE REFORMS (RULES) DEPT.

GO. (P) No. 34/2010/P&ARD Dated, Tvp, 12th October, 2010

Read: Circular No. 12818/AR-XI(1)/09/P&ARD dated 8-7-2010

ORDER

As per Circular read above Government have decided to introduce a common formate for Right to Information Act case Register in Appendix I as Form No. XXI of Kerala Secretariat Office Manual.

The format of the Right to Information Act Case Register is given below:

Appendix I

Form XXI

RIGHT TO INFORMATION ACT CASE REGISTER

Sl. No.	File No. with Date of receipt of Application	Name and Address of the Petitioner	Nature of Information sought for	Date of Issue of reply
1	2	3	4	5
Whether application or any part thereof transferred to any other public authority and, if so, to whom			Amount if any realised	Remarks
6			7	8

The Kerala Secretariat Office Manual is amended to this effect

By order of the Governor
TEEKA RAM MEENA, Secretary-in-charge