File No.CDMA-K4/RTIA/92/2017-K4 SEC-CDMA

GOVERNMENT OF TELANGANA
MUNICIPAL ADMINISTRATION DEPARTMENT

O/o the Commissioner & Director of
Municipal
Administration, T.S., 640
640, A.C. Guards,
Hyderabad.

Roc.**No:** CDMA-K4/RTIA/92/2017-K4,
13/07/2017

CIRCULAR

Sub: RTI Act, 2005 – Submission of RTI applications nil pending Report for all Section
Superintendents – Requested – Reg.

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It has been observed that information to RTI applications is not furnished within stipulated time by the concerned Superintendents/ Assistants of this office. As per Section 5(4) of RTI Act, 2005, the Superintendents are deemed PIOs and the responsibility of providing information lies on the deemed PIOs.

Therefore, the Superintendents & Assistants of all the sections of this office are hereby instructed to provide required information to all the pending applications immediately and ensure that information to RTI applications is provided within stipulated time as per sec 6 of RTI Act, 2005.

This may be considered as utmost important and failure shall be viewed seriously and action taken accordingly.

VANISRI N
DY.DIRECTOR

To
All the Superintendents & Assistants of this office.

Copy submitted to all the Officers concerned.

Signature valid

Digitally signed by N VANISRI
Date: 2017.07.13 12:38:09 IST
Reason: Approved