

**Important**

No. EDN-HE(16)B(15)RTI-01/2021-AR  
Directorate of Higher Education  
Himachal Pradesh, Shimla-171001.  
E-mail: [rtibr@rediffmail.com](mailto:rtibr@rediffmail.com), 0177-2653386 (Ext.-236)

Dated, Shimla- 171001 the

26<sup>th</sup> June 2023

To

1. All the Deputy Directors of Higher Education in H.P.
2. All the Deputy Directors (Inspections) in H.P.

26 JUN 2023

**Subject: - Regarding inspection of RTI registers maintained by PIOs to ensure timely disposal of applications and disposal of first appeals efficiently by the First Appellate Authorities.**

In compliance to the Secretary (AR) to the Govt. of H.P, Shimla letter No. Per(AR)A(8)-3/2019 dated 05.06.2023 on the subject cited above (Copy enclosed). It has come to the notice of the AR Department, HP through the HP State Information Commission, HP in its Fourteenth & Fifteenth Annual Reports that there is a dire need to inspect the RTI Registers maintained by PIOs to ensure timely disposal of RTI applications as well as First Appeals efficiently. This will help to save precious time and money of information seekers.

The AR Department has issued directions/guidelines in this regard but time and again it has notice that Public Information Officer and First Appellate Authorities are not adhering the guidelines in letter and spirit.

In this regard, you are directed that provision of RTI Act and Rule Regulations shall be included as one of the components in the department's regular inspection schedules and it be a part of the general inspection of the field offices.

You are, therefore, directed to adhere to these instructions in order to timely disposal of RTI applications and appeals. These instructions may also be conveyed to offices/institutions under your control for strict compliance.

(Sanjeev Bood)

Addl. Director Higher Education (Admn.)  
Himachal Pradesh, Shimla

Endst. No. : As above, dated,  
Copy to:

Shimla- 171001, the 26<sup>th</sup> June, 2023

1. The Secretary (AR) to the Govt. of HP w.r.t. letter No. as referred above for information please.
2. The Addl. Director Higher Education (Admn.) for information.
3. The Addl. Director/Joint Directors (Colleges)/ Addl./Joint Director (Schools)/Inspection for information.
4. All the PIO-cum-Principals, Govt. Colleges/Govt. Skt. Colleges for compliance.
5. The Supdt., IT Cell, Directorate of Higher Education, Himachal Pradesh, Shimla with the direction to upload the letter on the official website of the directorate.

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26/6  
Addl. Director of Higher Education  
Himachal Pradesh, Shimla

Sukh Ram

BC

26/6/23 → DDHB

26/6/23

28/06/2023 15:39

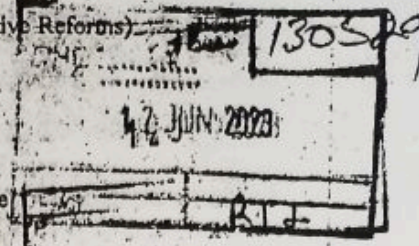
Immediate

No. Per (AR)A (8)-3/2019  
Government of Himachal Pradesh  
Department of Personnel (Administrative Reforms)

From

The Secretary to the (AR)  
Government of Himachal Pradesh.

To



1. All Administrative Secretaries to the Government of Himachal Pradesh
2. The Resident Commissioner, HP Himachal Bhawan Sikandra Road New Delhi
3. All Head of Departments in Himachal Pradesh.
4. All the Divisional Commissioners in H.P.
5. All the Deputy Commissioners in H.P.
6. The Secretary to Governor Himachal Pradesh Raj Bhawan, Shimla-2.
7. The Secretary, Himachal Pradesh Vidhan Sabha Shimla-4.
8. The Secretary to Lokayukta, H.P. Shimla-2.
9. The Registrar General, H.P. High Court, Shimla-171001.
10. The Managing Directors/Chief Executive Officers/Secretaries/Registrars of all the Boards/Commissions/Corporations/Autonomous Bodies/PSUs Govt. Universities etc.

Dated: Shimla-2, the

5th June 2023

Subject:-

Regarding inspection of RTI Registers maintained by PIOs to ensure timely disposal of applications and disposal of first appeals efficiently by the First Appellate Authorities.

Madam/Sir,

I am directed to refer to the subject cited above and to say that the State Information Commission H.P. in its FOURTEENTH & FIFTEENTH ANNUAL REPORTS has observed and recommended that there is a dire need to inspect the RTI registers maintained by PIOs to ensure timely disposal of applications as well as the disposal of first appeals efficiently by the FIRST APPELLATE AUTHORITIES for reducing the filing of complaints and 2<sup>nd</sup> appeals. As this will help to save precious time and money of information seekers.

Although this department from time to time has issued directions/guidelines in this regard but time and again it has come to the notice that Public Information Officer and First Appellate Authority are not adhering the guidelines in letter and spirit.

It is, therefore, requested that hence forth all departments shall ensure that the provision of RTI Act and Rule Regulations shall be included as one of the components in the department's regular inspection schedules and it be a part of the general inspection of the field offices.

You are, therefore, requested to adhere to these instructions to ensure proper and timely disposal of RTI applications and appeals and these instructions may also kindly be conveyed to the departments/offices under your control for strict compliance.

Yours faithfully,

(Mohan Datt)

Joint Secretary (AR) to the  
Government of Himachal Pradesh  
Phone No. 0177-2628480/2880400

Encl. No. As above

Dated Shimla-2 the

June, 2023

The copy is forwarded to Secretary, State Information Commission Himachal Pradesh for information please.


28/06/2023 15:39  
Joint Secretary (AR) to the  
Government of Himachal Pradesh

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पृष्ठांकन संख्या: संख्या: ईडीएन-यू (जी-1) आरटीआई/2023/- 1450 28 जून, 2023

प्रतिलिपि:-

- 1 समस्त प्रधानाचार्य/मुख्याध्यापक रा0व0मा0पा0/उच्च पाठशालाए जिला ऊना को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित है ।
- 2 शिक्षा निदेशक उच्चतर हिमाचल प्रदेश शिमला को सूचनार्थ प्रेषित है ।

  
शिक्षा, उप-निदेशक उच्चतर  
ऊना जिला ऊना (हि0प्र0)