

## FAQ's

Q1. What is "Right to Information"?

Ans. "Right to information " means the right to information accessible under the 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 samples 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.

Q2. What type of information may be obtained under the RTI Act?

Ans. The type of information which may be obtained is defined under section 2(f) of the Act as any material in any form, including records, documents, memos, e-mails, opinions, advices, press releases, circulars, orders, log books, 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.

Q3. Who can seek information under the Right to Information Act, 2005?

Ans. As per section 3 of the RTI Act any Indian citizen can seek information under the Act.

Q4. In which language a request may be made for seeking information?

Ans. As per section 6(1) of the RTI Act, a request may be made in English or Hindi or in the official language of the area in which the application is made.

Q5. What is the time limit within which the information has to be provided by the SPIO /CPIO?

Ans. The information has to be given within 30 days except in specific circumstances.

Q6. What is the fee for obtaining information?

Ans. Rs 10/- per application.

Q7. How can the fee be paid?

Ans. Fees can be paid through crossed Bank Draft/Banker's Cheque/IPO/cash in favour of DDO/Treasury Challan.

Q8. Can the SPIO/CPIO ask for additional amount?

Ans. Yes, if the information is detailed, then the SPIO/CPIO can ask the applicant to deposit Rs2/- per page or the actual cost.

Q9. Can the information or record relating to a third party or supplied by a third party and treated as confidential by the third party be supplied under the Act?

Ans. Such information may be supplied only after giving a written notice to the third party and taking into account the submission of the third party. The information may be disclosed if the public interest in disclosure outweighs in importance any possible harm or injury to the interests of such third party.

Q10. Is there any time limit for filing a complaint?

Ans. No, however, a complaint should be filed within a reasonable period, as a cause of act on in the matter has arisen.

Q11. Are there any public authorities exempt from providing information?

Ans. Yes, intelligence and security organizations specified in the Second Schedule to the Act are exempt from furnishing information under the Act. However, this exemption does not apply if the requested information pertains to the allegation of corruption and human rights violations.