



Office of the Engineer-in-Chief, (Admn. Wing),
I&CAD Dept, Erram Manzil, T.S, Hyderabad.

Circular No: Rc/ENC/A4/RTI-Act/2017

Dated: 22.02.2017.

Sub: RTI Act 2005 – Implementation – Revised Set up of Appellate Authorities, Public Information Officers, Assistant Public Information Officers to facilitate speedy disposal of applications under section 5(1) of Right to Information Act, 2005 – Orders Issued.

Ref: T.O. Proc. No:Rc/ENC(AW)/K3/RTI Act 2005/RTI.1, Dated: 30.07.2013.

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It is informed that, certain guidelines were issued vide reference cited in respect of implementation of RTI Act in the department. It is observed that, some of the Unit/Circle/Division officers are designating more than one Public Information officer and appellate authority in one office, like as PIO for technical information and PIO for non technical information/ appellate authority for technical and non technical and also designating Deputy Executive Engineers in Sub Divisions as Public Information officers/ Appellate Authorities.

As per section 5(1) of RTI Act, every public authority to designate the Public Information officers, as the case may be, in all administrative units or offices under it, as may be necessary to provide information to the persons under RTI Act. This is to facilitate quick flow of information to the citizens who seek information under 6(1) of RTI Act.

As per section 5 (5) of RTI Act, any officer, whose assistance has been sought under sub-section (4), shall render all assistance to the Public Information officer seeking his or her assistance and for all purposes of any contravention of the provisions of this Act, such other officer shall be treated as Public Information Officer.

In view of the above, it is directed that, as per section 5(1) of RTI Act, there should be only one Assistant Public Information officer and one Public Information Officer and one Appellate Authority in one office (i.e., either in unit/ circle/ division office), as the case may be. As per section 5(5) of RTI Act, the officer whose assistance is sought by the public information officer in gathering the information requested by the applicant, shall be treated as deemed Public Information Officer.

Further, the list of Circle offices and Division offices in each unit of I&CAD Department according to the present setup is herewith enclosed in Annexure-I. It is requested to designate the Appellate Authorities and Public Information Officers and Assistant Public Information Officers as per the present setup. The number of Appellate Authorities, Public Information Officers and Assistant Public Information officers in each unit is indicated in Annexure – II. The Appellate Authority, Public Information officer and Assistant Public Information Officer shall be designated in Unit/ Circle/ Division office

