

**National Institute of Science Communication
& Information Resources
Dr. K.S. Krishnan Marg, New Delhi- 110012
14 Satsang Vihar Marg, New Delhi- 110067**

No. RTI/Misc/2015-16

July 15, 2015

OFFICE MEMORANDUM

It has been noticed that the information sought under RTI Act'2005 for various RTI applications received in NISCAIR is not being submitted in time and persons to whom these queries are addressed are adopting delaying tactics which results in late submission of reply to the RTI applicants.

In view of Section 5(5) of RTI ACT'2005 "Any officer whose assistance has been sought under Section 5(4) shall render all assistance to the Central Public Information Officer (CPIO) or State Public Information Officer, as the case maybe, seeking his or her assistance and for the purposes of any contravention of the provisions of this Act, such other shall be treated as a Central public information Officer(CPIO) or State public Information Officer, as the case may be."

Hence, all such officials to whom the RTI applications are forwarded for reply shall stand designated as CPIOs for those RTI applications. Therefore, in case of appeal at Central Information Commission in any RTI Case, the person designated as CPIO shall be presenting the case on behalf of NISCAIR.

This issues with the approval of Acting Director, NISCAIR.


(Neeraj Seth)

Public information Officer (Admn. Matters)

Copy to:

1. Shri A.K.Chawla, Appellate Authority
2. Shri Mukesh Pund, PIO (Scientific matters)
3. Shri Suresh Passi, APIO (Admn. Matters)
4. Mrs. Alpana Jain, APIO (Scientific matters)
5. All Notice Boards at both the locations
- ✓ 6. Head, IT for posting on NISCAIR website
7. Rajbhasha Unit for Hindi translation