

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
ADMINISTRATIVE REFORMS DEPARTMENT
7TH LEVEL, C WING, DELHI SECRETARIAT, NEW DELHI – 110 002
<http://ar.delhigovt.nic.in>**

No.F.13/2/06/AR/Vol.II/ 1740-1864/C

Dated: 10.03.2008

To

All Principal Secretaries / Secretaries / Head of Departments,
of all Departments under Government of NCT of Delhi.

All Head of Departments of Autonomous organizations / Undertakings / Corporations / Local
Bodies under Govt. of NCT of Delhi.

Sub: Updating of RTI website of Delhi Government

Sir / Madam,

You may appreciate that with a view to provide maximum suo-moto information to the citizens, it was decided to upload each and every RTI application / appeal received in each Department / organization, on the website of Government of Delhi, which not only provides the latest status to the citizens at large but also helps the Public Information Officers and First Appellate Authorities to keep a watch on these and also generate various types of letters for quick disposal of such applications / appeals. This will also help in reducing the number of applications where the information has already been provided, as the citizens can get the information free of cost, without filing any new applications.

2. A review of the Delhi Government website (<http://delhigovt.nic.in>) shows that most of the First Appellate Authorities / Public Information Officers are not properly adhering to these instructions; thereby not only many RTI applications are shown as pending beyond 30 days, but also a large number of RTI applications are yet to be uploaded and updated in the website. You may kindly look into the matter personally and advise all the First Appellate Authorities / Public Information Officers of your Department to dispose of all the RTI applications / appeals received by them within the prescribed time limits under RTI Act, 2005 and also to upload / update the Delhi Government RTI website immediately, so that it will reflect a correct picture.

3. It is reiterated that **each and every application / appeal received under RTI Act, 2005** is to be uploaded on this website **within five days** of the receipt / disposal of the same, as per instructions already issued in this regard and action taken against those officers / officials who are not complying with these instructions. In case of any technical problems while uploading / updating RTI applications / appeals in the website, the Programmer of IT Department may be contacted either personally or on telephone number 23392074.

4. It has further been noticed that a large number of Public Information Officers / First Appellate Authorities have been changed / added during the course of time by the Departments. It may kindly be assured that all RTI applications / appeals are uploaded in the website by the earlier PIOs / FAAs before issuing orders for change / addition / re-designation of new PIOs / FAAs. The newly designated PIOs / FAAs also need to be provided with Login IDs and Passwords for uploading the RTI applications / appeals in the website, which may be obtained from the IT Department urgently, after providing the details of existing PIOs / FAAs along with their jurisdiction, Login IDs and Passwords and a certificate to the effect that all RTI applications / appeals were uploaded in the RTI website by the concerned PIO/FAA, as the case may be.

5. An action taken report may be submitted latest **by 31st March, 2008**.

Yours faithfully,

Sd/-

(P.K. TRIPATHI)

PRINCIPAL SECRETARY (AR)

Tel: 23392005

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Copy to Secretary (IT), 9th Level, B Wing, Delhi Secretariat to provide all assistance to those facing technical difficulties while uploading / updating the RTI website and also issue Login IDs and Passwords to the newly designated PIOs /FAAs.

Sd/-

(P.K. TRIPATHI)

PRINCIPAL SECRETARY (AR)