

FORMAT FOR FURNISHING INFORMATION ON APPLICATIONS RECEIVED AT VARIOUS LEVELS BY PIOs UNDER THE RTI ACT, 2005.

Annexure-I

Department/Public Authority: _____

Period: from **1st April, 2015** to **31st March, 2016.**

Sl. No	Public Authority	RTI application received from Within the State			RTI application received from Outside the State			No. of RTI application transferred to other Public Authorities	No. of RTI application received/ redirected from other Public Authorities	Withdrawn by applicant	Not Collected by applicant	No. of appeals submitted to the First Appellate Authority (FAA)	No. of appeals heard/ disposed by the First Appellate Authority (FAA)	(Amount in Rs.)		Applicants			
		Received	Furnished	Rejected	Received	Furnished	Rejected							Fees	Cost	Male	Female	BPL	
A	Secretariat Level																		
B	Directorate Level																		
C	<u>Districts Level</u>																		
1	Kohima																		
2	Dimapur																		
3	Mokokchung																		
4	Wokha																		
5	Zunheboto																		
6	Phek																		
7	Tuensang																		
8	Mon																		
9	Kiphire																		
10	Longleng																		
11	Peren																		
12	Others/ Units																		
	TOTAL(A+B+C)																		

Name, Signature and Seal of the Administrative Head of Department/Public Authority

N.B.

1. The *modus operandi* for submission of the Consolidated Report on the implementation of RTI under Section 25(3) of the RTI Act, 2005 shall be as follows:- PIO concerned of the Public Authority shall submit report to the HOD of the Public Authority, who in turn shall submit the same to the AHOD of each Public Authority, who shall forward it to the Nagaland Information Commission. Consolidated Reports on the implementation of RTI Act **MUST BE FORWARDED BY THE CONCERNED ADMINISTRATIVE HEAD OF DEPARTMENT.**

2. Annual consolidated report on the implementation of RTI u/s 25(3) of the RTI Act, 2005 shall cover the period from 1st April to 31st March of each year corresponding to the financial year period.

3. Public Authorities/Departments which have **not received any RTI applications** during the period are still required to furnish even a NIL report.

4. Henceforth, all Departments/Public Authorities shall furnish the Report on the implementation of RTI for the coming years as per this format till further notification.

