FORMATE FOR FURNISHING INFORMATION ON APPLICATION RECEIVED AT VARIOUS LEVELS BY PIOs UNDER RATI ACT,2005.

Department/Public Authority:­­\_Administrative Training Institute, Kohima

Period:- From 1st April, 2019 to 31st March 2020.

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 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transferred to other Public Authority | No of RTI application received/redirected from other Public Authority | Withdrawn by applicant | Not Collected by applicant | No of appeals submitted by the First Appellate Authority (FAA) | No of appeals heard/disposed by the First Appellate Authority (FAA | Amount in (Rs) |  Application |
| Received | Furnished | Rejected | Received | Furnished |  Rejected |
| Fees | Cost | Male | Female | BPL |
| **A** | **Secretariat** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **B** | **Directorate** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **C** | **District Level** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  1  | Kohima. |  |  |  |  |  |  NIL |  |  |  |  |  |  |  |
| 2 | Dimapur. |  |  |  |  |  |  |  |  |  |  |  |  |
| 3 | Mokokchung |  |  |  |  |  |  |  |  |  |  |  |  |
| 4 | Wokha. |  |  |  |  |  |  |  |  |  |  |  |  |
| 5 | Zunheboto |  |  |  |  |  |  |  |  |  |  |  |  |
| 6 | Phek |  |  |  |  |  |  |  |  |  |  |  |  |
| 7 | Tuensang |  |  |  |  |  |  |  |  |  |  |  |  |
| 8 | Mon |  |  |  |  |  |  |  |  |  |  |  |  |
| 9 | Kiphire |  |  |  |  |  |  |  |  |  |  |  |  |
| 10 | Longleng |  |  |  |  |  |  |  |  |  |  |  |  |
| 11 | Peren |  |  |  |  |  |  |  |  |  |  |  |  |
| **D** | **Others/Units** |  |  |  |  |  |  |  |  |  |  |  |  |
|  | **Total (A+B+C+D)** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

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

1. The modus operandi for submission of the Consolated 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 Report on the implementation of RTI Act MUST BE FORWADED 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 Authority/Department which have **not received any RTI applications** during the period are still required to furnish evena **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.

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| **Manual- X** |
| **Monthly remuneration received by each of its Officers and employees, including the system of compensation as provided in its regulations.** |
| **Sl.No** | **Name** | **Father’s Name** | **Gender** **(M/F)** | **Edu****Qual.** | **Designation** | **Status****(Reg./ Contract/ Adhoc/ Conting.)** | **Date of Birth** | **Date of Entry** **into****Service/ First appointment** | **Date of appointment to present post** | **Place of Posting** | **Date of Retirement** | **Pay Level** | **Gross Salary** |
| **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** | **11** | **12** | **13** | **14** |
| 1 |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  NIL |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |  |
| 6 |  |  |  |  |  |  |  |  |
| 7 |  |  |  |  |  |  |  |  |
| 8 |  |  |  |  |  |  |  |  |
| 9 |  |  |  |  |  |  |  |  |  |  |  |  |  |