

कार्यालय, रक्षा लेखा महानियंत्रक, उलान बटार मार्ग, पालम, दिल्ली छावनी- 110010

Office of CGDA, Ulan Batar Road, Palam, Delhi Cantt.-110010

No. AN/III/3053/RTI/Vol-III

दिनांक 09/08/2018

सेवा में/ To

The CPIOs

All PCsDA/CsDA/IFAs/PCsA(Fys)

Subject: Furnishing of Quarterly Reports (June,October,December and March of every year) to CIC : RTI Act 2005.

Section 25 of the RTI Act 2005 enjoins upon the Central Information Commission to prepare an annual report to be laid before the Parliament. Accordingly a report in prescribed proforma is required to be submitted through online RTI portal on Quarterly basis to CIC & DoP&T.

2. In order to enable this office to submit the said report to CIC in time, it is requested that the required information for each quarters may please be furnished by 5th of following month by fax or at E-mail ID id admincpio.dad@nic.in

3. It has been observed that the number of CPIOs were unable to furnish Quarterly Report by due date. A few of the CPIOs had compiled this report without reconciling the opening closing balances. It is also observed that number of rejected requests in column 1 viz. decision where requests/appeals rejected not found matched with column 4 "rejected request" under provisions of relevant sections of the RTI Act 2005.

4. It is ,therefore, requested that Quartely Reports may please be forwarded duly reconciled in time to avoid adverse comments from higher authorities.



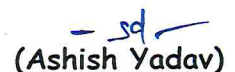
(Ashish Yadav)

Sr.ACGDA/Nodal Officer

Copy to:

The IT&S Wing(local)

- with rquest to update the same on CGDA website.



(Ashish Yadav)

Sr.ACGDA/Nodal Officer