

No. Shiksha Shimla (1-4) RTI-HM 2018
Office of the Deputy Director Higher Education,
Shimla District, Shimla-171001
Dated Shimla-171001 the



Dated, Shimla-171001 the

To

All the Principals/Headmasters
District Shimla, Himachal Pradesh

Subject: -

Regarding Annual Report Proforma w.e.f. April 2017 to March, 2018.

Sir,

Please find enclosed herewith the proforma for Annual report of information/ Appeals from April 2017 to March, 2018 reports regarding application received for information /inspection under the RTI information Act, 2005. Proforma is under:-

Sr. No	Name of public Authority under the Department	No. of RTI application received	No. of Application in which information was provided	No. of application were requests were reject				Appeals filled before the appellate Authority		Appeals filled before the state information Commission		No. of cases were disciplinary action was taken against any officer in respect of administration of this Act.	Amount of fee Collected			
				No. of applications were requests were rejecte d	Sec .8	Se c.9	Sec. 11	Sec. 24	No. of Appeals	Appe als Acce pted	Appe als Rejec ted			No. of Appe als	Appe als Acce pted	Appe als Rejec ted
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17

Therefore, you are requested to supply the information of your institution to the undersigned through mail or through special messenger within two days, so that the information could be submitted to the higher authority. You are also directed that in future you may prepare annual report of RTI is per above proforma and send accordingly at the last of current financial every year.

Thanking you,

Dy. Director of Higher Education
District Shimla, Shimla- 171001

Copy for information

1. Director of Higher Education, Shimla office letter No. EDN-H(16)B(15)RTI-07/2016-17 dated 15.02.2017
2. Guard file

Dy. Director of Higher Education
District Shimla, Shimla- 171001