

INSTITUTE OF HUMAN RESOURCES DEVELOPMENT
Prajoe Towers, Vazhuthacaud
Thiruvananthapuram -14

No.RTI/1242/15/HRD

Dated, 9th March, 2015

CIRCULAR

Sub: Right to Information Act, 2005 – Furnishing of information –reg

It has come to notice that there is slackness on the part of some dealing Assistants, Superintendents and Section heads of different associate institutions and IHRD headquarters in giving due priority to the RTI applications which they received through Assistant State Public Information Officers/State Public Information Officers of the respective institutions and in giving adequate information in time. This acts as a handicap to the State Public Information Officers in giving timely reply to the applicants which is against the RTI Act. Such lapses on the part of the Sections are viewed very seriously and it is proposed to take action to guard against such lapses in future. Hence all the section heads are requested to give due importance to the RTI applications and furnish requisite information within 15 days positively from the date of application received so that the concerned Public Information Officers could pass on the information to the applicants concerned within the stipulated time limit. Any laxity on the part of the concerned persons will be dealt with strongly.


DIRECTOR


To

1. All heads of institutions under IHRD
2. All Section Heads of IHRD Headquarters.
3. S.F / O.C