

OFFICE OF THE REGISTRAR

Ref.No.:GGSIPU/CPIO/Registrar/2022-23/**5957**


September 15, 2022

C I R C U L A R

It has been observed that the RTI applications forwarded by the CPIO to the concerned USS/Deptt. for seeking reply/information are not been provided by the concerned USS/Deptt within the stipulated time as prescribed by the RTI Act 2005. As per the provisions of RTI Act 2005, RTI application has to be mandatorily replied and disposed off within 30 days from the date of application.

However, the delay of reply results in unnecessary filing First Appeal before the First Appellant Authority. At the same time, if applicant approaches the Central Information Commissioner (CIC), the heavy penalty will be imposed on the PIO or deemed PIO by the CIC for not replying the RTI application within 30 days.

Therefore, all Deans, Directors, Head of the Departments and Branch Heads shall ensure that the sought information pertaining to RTI applications should be supplied to the CPIO within 7 days after the receipt of application from the CPIO so that the RTI application can be replied and disposed off by the CPIO well before the expiry of prescribed time limit.


(Sunita Shiva)
Registrar

Copy to:

1. All Deans/Directors, GGS Indraprastha University
2. Controller of Finance, , GGS Indraprastha University
3. Controller of Examinations I & II, , GGS Indraprastha University
4. OSD to Vice Chancellor, GGS Indraprastha University
5. In-charge, Library, GGS Indraprastha University
6. All Branch In-charge / Joint Registrar / Dy. Registrar / PRO, GGSIPU
7. In-charge, UITS - for uploading the same on University website.
8. AR to VC- for kind information of the Hon'ble Vice Chancellor.
9. Guard File