

No.Per. (AR)F(7)-2/98-I
Government of Himachal Pradesh
Administrative Reforms Organization.

From

The Principal Secretary(AR)to the
Government of Himachal Pradesh.

To

1. All the Administrative Secretaries to the Government of Himachal Pradesh.
2. All the Head of Departments Himachal Pradesh.
3. All the Deputy Commissioners/Div. Commissioners in Himachal Pradesh.
4. All the Managing Directors of Boards/Corporations in Himachal Pradesh.
5. All the Vice Chancellors of Universities in Himachal Pradesh.

Dated Shimla-2, the 10th March, 2008.

Subject:- Instructions regarding supply of information under the Right to Information Act, 2005.

Sir,

I am directed to refer to the subject cited above and to say that the State Government has notified H.P. Right to Information Rules, 2006 on 21st January, 2006 for effective implementation of the Right to Information Act, 2005 in the State. It has come in the notice of the Government that the proper record of the information supplied to the applicant is not being maintained by the Public Authorities as per provisions of the Right to Information Act, 2005 and rules made thereunder. All the Public Authorities are therefore requested kindly to maintain proper record of the information supplied/proposed to be supplied to the applicant in the manner prescribed in the Act/Rules *ibid*.

These instructions may kindly be adhered to meticulously.

Yours faithfully,

Under Secretary(AR)to the
Govt. of Himachal Pradesh.
Dated Shimla-2, the 10th March, 2008.

Endst.No.Even. Copy for information is forwarded to the Secretary, State Information Commission, Himachal Pradesh with reference to his letter No. SIC-2/2008-4121 dated 19th February, 2008.

Under Secretary(AR)to the
Govt. of Himachal Pradesh.