

बिहार सरकार  
कृषि विभाग

पत्र सं०- 13/सू०को०- 03/10

5426

/कृ०, पटना, दिनांक- 26/12/2016

प्रेषक,

विनोद रजक

अवर सचिव

-सह-लोक सूचना पदाधिकारी।

सेवा में,

*I T Manjiv*  
*26/12/16*

- 1 कृषि निदेशक, बिहार, पटना।
- 2 निदेशक विपणन, बि०रा०कृ०वि० पर्षद, (विघटित), पटना।
- 3 मिशन निदेशक, राज्य बागवानी मिशन, पटना।
- 4 अपर कृषि निदेशक (प्रसार), बिहार, पटना।
- 5 निदेशक, भूमि संरक्षण, बिहार, पटना।
- 6 निदेशक, पी०पी०एम० (कोषांग), बिहार, पटना।
- 7 कम्पनी सचिव, बिहार राज्य बीज निगम, पटना।
- 8 सभी संयुक्त निदेशक (शष्य), बिहार, पटना।
- 9 निदेशक प्रशासन, राजेन्द्र कृषि विश्वविद्यालय, पूसा, समस्तीपुर।
- 10 निदेशक प्रशासन, बिहार कृषि विश्वविद्यालय, सबौर, भागलपुर।

विषय :-

RTI- 05 की धारा- 4 के तहत सूचना आवेदन प्रतिवेदन उत्तर को वेब-साईट पर अपलोड करने के संबंध में।

महाशय,

निदेशानुसार उपर्युक्त विषयक कार्मिक एवं प्रशिक्षण विभाग भारत सरकार के पत्रांक- 01/01/2013-IR दिनांक- 7/17.10.2016 एवं सामान्य प्रशासन विभाग, बिहार सरकार के पत्रांक- 21/सू०अ०- 49/16 सा०प्र०- 16690 दिनांक- 15.12.2016 के पत्र की प्रति संलग्न करते हुए अनुरोध है कि RTI- 05 की धारा- 4 के संबंध में पत्रगत निदेशों का अनुपालन अपने क्षेत्राधीन लोक सूचना पदाधिकारी/अपीलीय प्राधिकारों से सुनिश्चित कराने की कृपा करें।

अनुलग्नक :- यथोक्त।

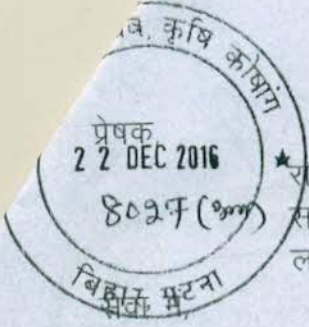
विश्वविभाजन  
*26/12/16*  
( विनोद रजक )

अवर सचिव

-सह-लोक सूचना पदाधिकारी।

पत्रांक-21/सू.अ.-49/2016,सा.प्र.16690/

बिहार सरकार  
सामान्य प्रशासन विभाग



राज किशोर प्रसाद,  
सरकार के उप सचिव-सह-  
लोक सूचना पदाधिकारी।

सभी प्रधान सचिव/सचिव/  
सभी प्रमण्डलीय आयुक्त/  
सभी जिला पदाधिकारी।

पटना-15, दिनांक-15-12-16

विषय:-

सूचना का अधिकार अधिनियम, 2005 की धारा-4 के तहत सूचना आवेदन के उत्तर/अनुपालन को वेबसाईट पर अपलोड करने से संबंधित DOPT के दिशा निदेश का संसूचन।

महाशय,

निदेशानुसार उपर्युक्त विषयक कार्मिक एवं प्रशिक्षण विभाग, भारत सरकार के पत्रांक-1/1/2013/IR दिनांक-7/17.10.2016 द्वारा प्राप्त पत्र की प्रति संलग्न करते हुए अनुरोध है कि सूचना का अधिकार अधिनियम, 2005 की धारा-4 के सबध में पत्रगत निदेशों का अनुपालन अपने क्षेत्राधीन सभी लोक सूचना पदाधिकारियों/अपीलीय प्राधिकारों से सुनिश्चित कराने की कृपा की जाय।

426/DS  
22.12.16 अनु:- यथोक्त।

मो. स. प. 31  
22.12.16

विश्वासभाजन,

राज किशोर प्रसाद  
सरकार के उप सचिव-सह-  
लोक सूचना पदाधिकारी।



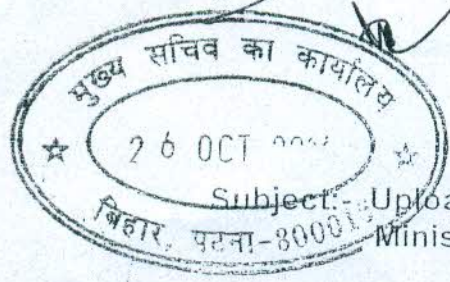
23/12/16

701  
23/12/16

श्री गिजाजी  
23/12/16

F.No. 1/1/2013-IR  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel and Training

North Block, New Delhi  
Dated the 7<sup>th</sup> October, 2016  
17/11



OFFICE MEMORANDUM

Subject: - Uploading of RTI replies on the respective websites of Ministries / Departments

A-S(S-18)  
[Handwritten scribble]

Attention is invited to para 1.4.1. of the enclosed guidelines referred to in this Deptt.'s O.M. No.1/6/2011-IR dated 15.04.2013, for implementation of suo-motu disclosure under Section 4 of the RTI Act, 2005, which states as follows:-

"All Public Authorities shall proactively disclose RTI applications and appeals received and their responses, on the websites maintained by Public Authorities with search facility based on key words. RTI applications and appeals received and their responses relating to the personal information of an individual may not be disclosed, as they do not serve any public interest."

2. Further vide O.M. No.1/1/2013-IR dated 21.10.2014 on the issue of uploading of RTI replies on the respective websites of Ministries / Departments, DoPT had requested that:

"RTI applications and appeals received and their responses relating to the personal information of an individual may not be disclosed, if they do not serve any public interest".

3. Now, keeping in view the directions dated 20.11.2013 of Hon'ble High Court of Kolkata in Writ Petition No.33290/2013 in the case of Mr. Avishek Goenka Vs Union of India regarding personal details of RTI applicants, it is clarified that while proactively disclosing RTI applications and appeals received and responses thereto, on their website, the personal details of RTI applicant/appellant should not be disclosed as they do not serve any public interest. It is further clarified that the personal details would include name, designation, address, e-mail id and telephone no. including mobile no. of the applicant.

*Gayatri Mishra*  
(Gayatri Mishra)  
Director (IR)  
Tele:23092755

30/10/16  
[Handwritten notes]

3568  
27/10/16

1803  
24/11/16

All Public Authorities

B  
7/10/16

The above referred O.M. of DoPT is requested to upload this O.M. on DoPT's website (both in Hindi & English) for a period of one week, i.e. 17/10/2016 - 17/11/2016. *Gayatri Mishra*



1. All the Ministries/Departments of the Government of India
2. Union Public Service Commission, Lok Sabha Secretariat, Rajya Sabha Secretariat, Cabinet Secretariat, Central Vigilance Commission, President's Secretariat, Vice-President's Secretariat, Prime Minister's Office, Planning Commission, Election Commission.
3. Central Information Commission.
4. Staff Selection Commission, CGO Complex, New Delhi
5. O/o the Comptroller & Auditor General of India, 10, Bahadur Shah Zafar Marg, New Delhi.

Copy to : Chief Secretaries of all the States/UTs.

No.1/6/2011-IR  
Government of India  
Ministry of Personnel, Public Grievances & Pensions  
Department of Personnel & Training

North Block, New Delhi  
Dated the 15<sup>th</sup> April, 2013

OFFICE MEMORANDUM

Subject: Implementation of *suo motu* disclosure under Section 4 of RTI Act, 2005 – Issue of guidelines regarding:

Section 4(1)(b) of the RTI Act lays down the information which should be disclosed by Public Authorities on a *suo motu* or proactive basis. Section 4(2) and Section 4(3) prescribe the method of dissemination of this information. The purpose of *suo motu* disclosures under Section 4 is to place large amount of information in public domain on a proactive basis to make the functioning of the Public Authorities more transparent and also to reduce the need for filing individual RTI applications.

2. Since the promulgation of the Act in 2005, large amount of information relating to functioning of the government is being put in public domain. However, the quality and quantity of proactive disclosure is not up to the desired level. It was felt that the weak implementation of the Section 4 of the RTI Act is partly due to the fact that certain provisions of this Section have not been fully detailed and, in case of certain other provisions there is need for laying down detailed guidelines. Further there is need to set up a compliance mechanism to ensure that requirements under section 4 of the RTI Act are met.

di 3. In order to address the above, Government of India constituted a Task Force on *suo motu* disclosure under the RTI Act, 2005 in May 2011 which included representatives of civil society organizations active in the field of Right to Information, for strengthening compliance with provisions for *suo motu* or proactive disclosure as given in Section 4 of the RTI Act, 2005. Based on the report of the Task Force, the Government have decided to issue guidelines for *suo motu* disclosure under section 4 of the RTI Act.

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4. Guidelines for Central Government Ministries/Departments are on:
  - i. *Suo motu* disclosure of more items under Section 4.
  - ii. Guidelines for digital publication of proactive disclosure under Section 4.
  - iii. Detailing of Section 4(1)(b)(iii), 4(1)(b)(iv), 4(1)(b)(xi) and 4(1)(b)(xiv)
  - iv. Compliance mechanism for *suo motu* disclosure (proactive disclosure) under the RTI Act, 2005.
5. The above guidelines are enclosed. However, it may be kept in mind that proactive disclosure should be done in the local language so that it remains accessible to public. It should be presented in a form that is easily understood and if technical words are used they should be carefully explained. As provided in section 4, disclosure should be made in as many mediums as feasible and disclosures should be kept up to date. The disclosure of Information may be made keeping in mind the provisions of Section 8 to 11 of the RTI Act.
6. Central Government Ministries/ Departments should undertake *suo motu* disclosure and ensure compliance based on these guidelines.
7. The enclosed guidelines may be brought to the notice of all for compliance.

Manoj Joshi

(Manoj Joshi)  
Joint Secretary  
Tele : 23093668

1. All the Ministries/Departments of the Government of India
2. Union Public Service Commission, Lok Sabha Secretariat, Rajya Sabha Secretariat, Cabinet Secretariat, Central Vigilance Commission, President's Secretariat, Vice-President's Secretariat, Prime Minister's Office, Planning Commission, Election Commission.
3. Central Information Commission.
4. Staff Selection Commission, CGO Complex, New Delhi
5. O/o the Comptroller & Auditor General of India, 10, Bahadur Shah Zafar Marg, New Delhi.

Copy to : Chief Secretaries of all the States/UTs.

