



Human Resources Management
(AR.III) Department,
Secretariat,
Chennai-600 009.

பிலவ, ஆனி 30

திருவள்ளூர் ஆண்டு 2052

Letter No. 17111/AR.III/ 2021-01, Dated 14.07.2021

From
Thiru B.R. Kannan, B.Com.,
Deputy Secretary to Government.

To
All Secretaries to Government,
Departments of Secretariat,
Chennai – 600 009.

All Heads of Departments,

Sir,

Sub: Method of remittance of fee under section 7(1) of Right to Information Act, 2005 – To be informed to the petitioners – Instructions – Issued.

Ref: Letter No.39998/AR.III/2007-5, Personnel and Administrative Reforms (AR.III) Department, dated 18.12.2007.

I am directed to invite your attention to the letter cited wherein instructions have been issued that charges for providing information / documents under the Right to Information Act, 2005 may be received by way of Treasury Challan or by Bankers cheque or by Demand Draft or Cash. This has to be intimated to the petitioners while the Public Information Officer is communicating the charges to be paid by the petitioner for providing information under section 7 (1) of the Right to Information Act, 2005. But, complaints are being received by this department that the Public Information Officers are not properly intimating the mode of payment while replying to the petitioner under section 7(1) of the Right to Information Act, 2005. Therefore all the Public Information Officer under your control may please be instructed to inform the petitioners, the modes of payment, while replying to the petitioner under section 7(1) of the Right to Information Act, 2005, as given below:-

1.	Cash பணமாக	In person நேரடியாக
2.	Banker's Cheque / Demand Draft வங்கி காசோலையாக / கேட்பு வரைவோலையாக	<u>Public Information Officer,</u> <u>(Office of the PIO and payable at place)</u> பொதுத் தகவல் அலுவலர், <u>(பொதுத் தகவல் அலுவலரின் அலுவலகம் பெயர் மற்றும் வங்கிக் காசோலை / கேட்பு வரைவோலை செலுத்தவேண்டிய இடம்)</u>

3.	Treasury Challen கருவூல செலுத்துச் சீட்டு வழியாக	"0070. Other Administrative Services -- 60 Other Services -- 118 Receipts under Right to Information Act, 2005 -- AA -- Collection of Fees under Right to Information (Fees) Rules, 2005 -- 227 Non -- Taxation Fees -- 39 Translation and Printing Fees" [IFHRMS DPC: 0070 60 118 AA 22739 Old DPC: 0070 -- 60 -- 118 -- AA -- 0005]
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Yours faithfully,


for Deputy Secretary to Government.

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19/7/21