

FREQUENTLY ASKED QUESTIONS

Q1 What powers does the RTI Act, 2005 provide?

Section 3 of the Act defines the purpose of the Act very succinctly as, “Subject to the provisions of this Act, all citizens shall have the right to information.”

This Act vests every citizen the right of seeking and obtaining information. It includes the right to:

- (i) Inspect works, documents, records, (including the office) of any public authority.
- (ii) Take notes, extracts or certified copies of documents or records.
- (iii) Take certified samples of material. This includes right to videography.
- (iv) Obtain information in form of printouts, diskettes, floppies, tapes, video cassettes or in any other electronic mode.

Q2 What is the procedure for seeking information under the RTI Act?

The procedure prescribed for obtaining information is simple and inexpensive. It requires:

1. Writing the particulars of the information sought on an application.
2. Handing over the application to the PIO/APIO either in person or by post.
3. Enclosing the application fee alongwith.

Q3 What are the types of fee required to be paid under the RTI Act?

There are two types of fees to be paid as per the RTI Act.

- i. A prescribed **application fee** should accompany every application filed under the RTI Act.
- ii. The **Additional fee** representing the cost of providing the information/documents is required to be paid to supply the information sought by the applicant.

Q-4 How much fee is to be paid in respect of the public authorities belonging to the Central government?

The **Right to Information (Regulation of Fee and Cost) Rules, 2005** are applicable for the Public authorities belonging to the **Central Government**, whereby the following fee has been prescribed:-

A request for obtaining information u/s 6(1) is to be accompanied by an application fee of Rs. 10/-.

Fee chargeable for providing information u/s 7(1) is as under:

(a) Rs. 2/- for each page created or copied (in A4 or A3 size paper).

(b) Actual charge or cost price of a copy in larger size paper.

(c) Actual cost or price for samples or models.

(d) Rs. 5/- per hour for inspection of records. No fee for the first hour.

For providing information u/s 7(5) in printed or electronic format, the following fee has been prescribed:

(a) Rs. 50/- per diskette or floppy.

(b) Price fixed for the printed publication or Rs. 2/- per page of photocopy for extracts from the publication.