

DSI/1064
07/11/25

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
FINANCE (ADMINISTRATION DIVISION) DEPARTMENT
4TH LEVEL, 'A WING' DELHI SECRETARIAT
I.P. ESTATE, NEW DELHI-110002.
(Comp. No.: 295876)**

ORDER

In supersession of all the previous orders, and in pursuance of provisions of Sub - Section (1) of Section 19 of the Right to Information Act, 2005, the Competent Authority is hereby declared the First Appellate Authority in respect of the following departments to accept the first appeal under RTI Act. The details of the First Appellate Authorities are as under:-

S. No.	Name and Designation	Telephone No. & E-mail Address	Office Address	Department
1	Sh. Sandeep Kumar Singh, IAS, Special Secretary (Finance)	011-23392132 Extn. 1419 ssf(dash)finance@delhi(dot)gov(dot)in	Room No-A-404, 4 th Level, A-Wing, Delhi Secretariat, I.P. Estate, New Delhi - 110002	Finance Department, Govt. of NCT of Delhi
2	Sh. G. L. Prasad, Controller of Accounts, (Audit)	011-23392427 gl(dot)prasad@delhi(dot)gov(dot)in	Room No - 408, 4 th Level, C-Wing, Delhi Secretariat, I.P. Estate, New Delhi - 110002	Directorate of Audit, Govt. of NCT of Delhi
3	Sh. Mangej Singh, Registrar (Chit Fund)	011-23392603 Mangej(dot)singh66@Delhi.gov.in	Room No. 411, 4 th Level, A-Wing, Delhi Secretariat, I.P. Estate, New Delhi - 110002	Office of the Registrar Chit Fund Department, Govt. of NCT of Delhi
4	Sh. Mangej Singh, Joint Director (SS&Lott.)	011-23392603 Mangej(dot)singh66@Delhi.gov.in	Room No. 413, 4 th Level, A-Wing, Delhi Secretariat, I.P. Estate, New Delhi - 110002	Directorate of Small Savings & Lotteries, Govt. of NCT of Delhi
5	Sh. Mangej Singh, Joint Director (DKS)	011-23392603 Mangej(dot)singh66@Delhi.gov.in	Room No. 411, 4 th Level, A-Wing, Delhi Secretariat, I.P. Estate, New Delhi - 110002	Delhi Kalyan Samiti, Govt. of NCT of Delhi


(Mangej Singh)
DEPUTY SECRETARY (FINANCE)

Copy for information and necessary action to:-

1. PS to Addl. Chief Secretary (Finance), GNCTD.
2. PS to Secretary (Finance), GNCTD.
3. PA to Special Secretary (Finance), GNCTD.
4. Jt. Secretaries (Finance), GNCTD.
5. Dy. Secretary (Finance), GNCTD.
6. Controller of Accounts, Dte. of Audit, GNCTD.
7. All first Appellate Authority of concerned departments along with letter No.F.13(3)/05-AR/2856-2985 dated 22/03/2007 of AR Department, GNCTD.
8. All Public Information Officers of Finance Department.
9. Dy. Secretary (RTI), Administration Reforms Department, GNCTD.
10. Asstt. Director (IT) for update on the Website of Finance Department, GNCTD.
11. Notice Board/Guard file.

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
ADMINISTRATIVE REFORMS DEPARTMENT
7TH LEVEL, C WING, DELHI SECRETARIAT, NEW DELHI – 110 002
<http://ar.delhigovt.nic.in>

No.F.13 (3)/05-AR/2856 - 2985

Dated: 22.3.2007

To

All Principal Secretaries / Secretaries

All Heads of Departments

All Heads of Local Bodies / Autonomous Bodies / Undertakings /
Institutions under Govt. of Delhi.

Sub: **Designating First Appellate Authorities, Public Information Officers and
Assistant Public Information Officers under Right to Information Act, 2005.**

Sir / Madam,

It has been observed that various Public Authorities are designating and redesignating First Appellate Authorities, Public Information Officers and Assistant Public Information Officers, without evaluating the actual need to do so, thereby creating various administrative problems. Many of the Departments have designated junior officers as Public Information Officers, which is against the spirit of the earlier circulars issued vide No.F.13/1/05/AR/7345 – 7595, dated 14.6.05 and 29.6.05 (available on the website of AR Department at <http://ar.delhigovt.nic.in>), as they may not be able to access the required information. Moreover, co-ordination of RTI work is also getting cumbersome and leading to administrative problems.

2. It has, therefore, been decided that henceforth, all proposals for change of First Appellate Authorities, Public Information Officers etc. should invariably be sent to AR Department along with proper justification for change for designating / redesignating these officers under Right to Information Act, 2005.

3. All the Public Authorities are also requested to ensure that:-

- (i) all the Appellate Authorities and Public Information Officers have got their User ID and Password issued by the IT Department.
- (ii) all the applications / appeals are uploaded on the website of Delhi Government.
- (iii) the information as regards change of Appellate Authorities, Public Information Officers and Assistant Public Information Offices is updated in the manuals on the website.

4. A Statistical report about RTI applications and appeals received during 2006-07 has also to be sent to MHA. As such, it is requested that **consolidated information** as per enclosed Statements I and II in respect of Public Information Officers and First Appellate Authorities respectively of your Department, may please be sent to this Department **by 15th April, 2007.**

Yours faithfully,

Sd/-

Encl: As above.

(P.K. TRIPATHI)
PRINCIPAL SECRETARY (AR)

Statement : I

Name of the Public Authority/Department:

[illegible]

@ Charges include all kinds of fees and charges collected

