Form of application for seeking information

I.D. No._____.
(For official use)

To

The Central Public Information Officer, …………………….......................
………………………………………….

1. Name of the Applicant

2. Address

3. Information sought* : -

[Details should include specific points for each information sought]

4. I state that the information sought does not fall within the restrictions contained in Section 8 and 9 of the Act and to the best of my knowledge it pertains to your office.

5. This to certify that I, _____ Son/Daughter/Wife of

_____ , am a citizen of India.

6. A fee** of Rs._____ has been deposited with the Cashier, Ministry of Textiles vide Receipt No. _____ dated _____ (enclosed in original)/ or a Bank Draft/ bankers cheque No ._____ drawn in favour of Under Secretary(Cash), Ministry of Textiles, is enclosed.

Place:
Date:

Signature of Applicant
E-mail address, if any: _____
Tel. No.(Office) _____

(Residence)_____

Postal Address_____

Note:- (i) Reasonable assistance can be provided by the Central Public Information Officer in filling up the form.

(ii) Please ensure that the form is complete in all respect and there is no ambiguity in providing the details of information required.

(iii) *Brief title of the information sought not to exceed one line.

(iv) ** Fee in the form of Bank Drafts, Bankers Cheque etc. drawn in the name of Under Secretary (Cash), Ministry of Textiles and payable at New Delhi, should be enclosed with application. The fee in cash can also be deposited with the Cashier, Ministry of Textiles, (Room No 54, Udyog Bhavan). Original Receipt of cash deposit fee should be submitted at IFC of the Ministry along with the application.

(v) Accordingly, under the provision of this Act, Ministry of Textiles, its Attached and subordinate offices, Autonomous/Statutory Bodies & PSUs working under it have been declared as separate Public Authorities. All these Public Authorities have since appointed their CPIOs/ACPIOs/Officer senior to the CPIOs in their respective Organizations, list of which is available on the website of the respective Public Authorities as laid down under Section 4.1(b) of the Act.