

OFFICE OF DIRECTOR HIGHER EDUCATION, HARYANA, PANCHKULA

ORDER

No. KW 1/1-2025 Ad (6)

Dated, Panchkula, the 28.02.2025

A copy of letter No. 1911/SCIC/2025/E.A-1 dated 21.01.2025 and letter no. 2836/SCIC/2025/R.O dated 29.01.2025 received from State Information Commission Haryana alongwith annexure "A" are enclosed herewith. You are requested to provide the information regarding preparation of 18th and 19th Annual Report of the State Information Commission, Haryana for calendar year 2023 and 2024 in prescribe format in both pdf and soft copy through email (spiorti5@gamil.com) immediately.

1. All the Principals of Government Colleges in the State.
2. All the Commanding Officers, NCC Units in the State.
3. All the Librarians of District Libraries/Sub Divisional Libraries in the State of Haryana/ Librarian.

Mansoj Kumar
Superintendent Administration
for Director Higher Education,
Haryana, Panchkula.

Endst. No. Even

Dated, Panchkula the 28.02.2025

A copy of the above is forwarded to the following for information and necessary action, please:-

1. All Officers.
2. PS/DHE, PA/JDA.
3. Registrar Education.
4. Superintendents/Deputy Superintendent of HQ.
5. Incharge IT Cell please upload on web portal.

As Per. S-NO-05, 20 The guideline.

2-11

Mansoj Kumar
Superintendent Administration
for Director Higher Education,
Haryana, Panchkula.

STATE INFORMATION COMMISSION, HARYANA,
Netaji Subhas Chandra Bose Suchana Bhawan
IP-8, Sector 3, Panchkula.
Telephone No. 0172-2726568
Email- ussichry@yahoo.co.in

DHE (Busy)
27/2/25

Reminder

No. 5753 / SCIC/2025/R.O

To

SP19 - RTI (Busy)
SP10 RTI

1. All the Head of the Departments in the State of Haryana.
2. The Commissioners of Ambala, Rohtak, Hisar, Faridabad, Karnal and Gurugram Divisions and all the Deputy Commissioners in the State of Haryana.
3. All the Managing Directors of Boards/Corporations/PSUS in the State of Haryana. (Except BPSMV.
4. The Registrar, Punjab & Haryana, High Court, Chandigarh.
5. Secretary, Haryana Vidhan Sabha

Dated Chandigarh 27 Feb, 2025

Subject:- Preparation of 19th Annual Report of the State Information Commission, Haryana.

I have been directed to invite your attention to this office letter no. 2838/SCIC/2025/EA-I dated 29.01.2025 (copy enclosed) on the subject cited above and to convey you that information regarding 19th Annual Report for the calendar year, 2024 in prescribed proforma has not been supplied by your office till today. It is, therefore, again requested that requisite information may please be sent to this Commission immediately.

Relates to Admn.

Research Officer,
for State Information Commission,
Haryana

27/2/25

Endst. No. 5754 SCIC/2025/R.O dated 27/2/2025

A copy is forwarded to all the Administrative Secretaries except to Government of Haryana for information and take necessary action. They are requested to ensure that information with respect to all the public authorities covered under the RTI Act working under their control is collected and sent to the Commission immediately. Besides, information in respect of their own departments at the Government level, may also be prepared and sent to the Commission.

DSPO/Admn.

1082
27/2/25
JDA
JDA (Co-ord)
27/2/25

Research Officer,
for State Information Commission,
Haryana

DHE & Spl. Secy

No. 1182
Date 27/2/25

Not concerned
27/2/25
JDA
27/2/25
27/2/25

27/2/25

S. Admn.

M
27/2/25

R.S.B

Annexure "A"

Register of requests for information to & disposal of requests under RTI Act, 2005.

w.e.f. 01.01.2024 to 31.12.2024

Sr. No.	Name of Public Authority	Number of requests received	Number of requests rejected (reasons in brief) as per provisions of the Act		Number of complaints/ appeals referred to the State Information Commission	Particulars of disciplinary action taken against any official on account of violation of RTI Act.		The amount of charges collected	The amount of charges		Factual report of the efforts made by the Public Authorities to administer and implement the spirit and intention of this Act.	Recommendations, if any, received for the development/improvement/modernization/ reform or amendment to this Act or other legislation or common law or any other matter relevant to RTI Act and action taken thereon.
			(a)	(b)		(a)	(b)					
1		2	(a)	(b)	4	(a)	(b)	(a)	(b)	6	7	8
			w/s 8	w/s 9		On the recommendation of the Commission	Otherwise	A application charges w/s 6(1)	Documentation charges w/s 7(3)			

STATE INFORMATION COMMISSION, HARYANA,
Netaji Subhas Chandra Bose Suchana Bhawan
IP-8, Sector 3, Panchkula.
Telephone No. 0172-2726568
Email- ussichry@yahoo.co.in

Reminder

No. 2838 / SCIC/2025/R.O

To

1. All the Head of the Departments in the State of Haryana.
2. The Commissioners of Ambala, Rohtak, Hisar, Faridabad, Karnal and Gurugram Divisions and all the Deputy Commissioners in the State of Haryana.
3. All the Managing Directors of Boards/Corporations/PSUS in the State of Haryana. (Except BPSMV.
4. The Registrar, Punjab & Haryana, High Court, Chandigarh.
5. Secretary, Haryana Vidhan Sabha

Dated Chandigarh 29/1 Jan, 2025

Subject:- Preparation of 19th Annual Report of the State Information Commission, Haryana.

I have been directed to invite your attention to this office letter no. 1911/SCIC/2025/EA-I dated 21.01.2025 (copy enclosed) on the subject cited above and to convey you that information regarding 19th Annual Report for the calendar year, 2024 in prescribed proforma has not been supplied by your office till today. It is, therefore, again requested that requisite Information may please be sent to this Commission immediately.


Research Officer,

for State Information Commission,
Haryana

Endst. No. 2839 SCIC/2025/R.O dated 29/1/25

A copy is forwarded to all the Administrative Secretaries except to Government of Haryana for information and necessary action. They are requested to ensure that information with respect to all the public authorities covered under the RTI Act working under their control is collected and sent to the Commission immediately. Besides, information in respect of their own department, at the Government level, may also be prepared and sent to the Commission.


Research Officer,

for State Information Commission,
Haryana

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Netaji Subhas Chandra Bose Suchana Bhawan
IP-8, Sector 3, Panchkula.
Telephone No. 0172-2726568
Email- ussichry@yahoo.co.in

No. 1911 /SCIC/2025/EA-I

To

1. All the Head of the Departments in the State of Haryana.
2. The Commissioners of Ambala, Rohtak, Hisar, Faridabad, Karnal and Gurugram Divisions and all the Deputy Commissioners in the State of Haryana.
3. All the Managing Directors of Boards/Corporations/PSUS in the State of Haryana.
4. The Registrar, Punjab & Haryana, High Court, Chandigarh.
5. Secretary, Haryana Vidhan Sabha, Chandigarh.

Chandigarh, the dated 21 Jan., 2025

Subject:-Preparation of 19th Annual Report of the State Information Commission, Haryana.

I have been directed to invite your attention to the provision made in Section 25 of the RTI Act, 2005 wherein it has been provided that the State Information Commission shall, as soon as practicable after the end of each year, prepare a report on the implementation of the provision of this Act, during that year and forward a copy thereof to the appropriate Government.

To prepare the annual report each Ministry or Department shall, in relation to the public authorities within their jurisdiction, collect and provide such information to the State Information Commission, as is required to prepare the report under this section and comply with requirements concerning the furnishing of that information and keeping of records for the purpose of this section.

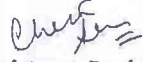
Each report shall state in respect of the year to which the report relates:

- (a) The number of request made to each public authority ;
- (b) The number of decision where applicants were not entitled to access to the documents pursuant to the request, the provisions were invoked;
- (c) The number of appeals referred to the State Information Commission, for review, the nature of appeals and the outcome of the appeals ,
- (d) particulars of any disciplinary action taken against any officer in respect of the administration of this Act;
- (e) The amount of charges collect by each public authority under this Act;
- (f) Any fact which indicate an effort by the public authorities to administer and implement the spirit and intention of this Act;
- (g) Recommendations for reforms, including recommendation in respect of the particular public authorities , for the development , improvement , modernisation, reform or amendment to this Act or other legislation or common law or any other matter relevant for operationalising the right to access information.

It is a statutory requirement, which has to be essentially completed as early as possible. Accordingly, you are requested to ensure that the enclosed proforma is circulated to all the public authorities/ Government Aided Organizations working under your control/jurisdiction. They may be requested to collect the information for the period from 1.1.2024 to 31.12.2024 and submit to you latest by 15.02.2025. The said information for

STATE INFORMATION COMMISSION, HARYANA,
Netaji Subhas Chandra Bose Suchana Bhawan
IP-3, Sector 3, Panchkula.
Telephone No. 0172-2726568
Email- ussichry@yahoo.co.in.


all the Public Authorities working under your control may be consolidated and sent to this Commission, as per Annexure "A" latest by 19.02.2025 positively.


Assistant Registrar,
for State Information Commission,
Haryana

Endst. No. 1912 SCIC/2025/EA-I dated 21/1/25

A copy is forwarded to all the Administrative Secretaries to Government of Haryana for information and necessary action. They are requested to ensure that information with respect to all the public authorities covered under the RTI Act working under their control is collected and sent to the Commission by the due date.

Besides, information in respect of their own department, at the Government level, may also be prepared and sent to the Commission within the above said time schedule.


Assistant Registrar,
for State Information Commission,
Haryana

Register of requests for information to & disposal of requests under RTI Act, 2005.

w.e.f. 01.01.2022 to 31.12.2022.

Sr. No.	Name of Public Authority	Number of requests received	Number of requests rejected (reasons in brief) as per provisions of the Act	Number of complaints/appeals referred to the State Information Commission	Particulars of any disciplinary action taken against any official on account of violation of RTI Act.	The amount of charges collected	Factual report of the efforts made by the Public Authorities to administer and implement the spirit and intention of this Act.	Recommendations, if any, received for the development/improvement/modernization/ reform or amendment to this Act or other legislation or common law or any other matter relevant to RTI Act and action taken thereon.
1		2	3	4	5	6	7	8
		(a)	(b)	(a)	(b)	(a)		
		u/s 8	u/s 9	On the recommendation of the Commission	Otherwise	Application charges u/s 5(1)	Documentation charges u/s 7(3)	

STATE INFORMATION COMMISSION, HARYANA,
 Netaji Subhas Chandra Bose Suchana Bhawan
 IP-8, Sector 3, Panchkula.
 Telephone No. 0172-2726568
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DHE (BWH)
 27/2/25

Reminder

No. 5755 / SCIC/2025/R.O

To

1. All the Head of the Departments in the State of Haryana. (Except Irrigation Deptt, Fisheries, Sports, Health and Vidhan Sabha)
2. The Commissioners of Ambala, Rohtak, Hisar, Faridabad, Karnal and Gurugram Divisions and all the Deputy Commissioners in the State of Haryana.
3. All the Managing Directors of Boards/Corporations/PSUS in the State of Haryana. (Except Haryana Agro Industries, Ch. Devi Lal Industries, & HVPNL)
4. The Registrar, Punjab & Haryana, High Court, Chandigarh.
5. Secretary, Haryana Vidhan Sabha

Dated Chandigarh 27 Feb, 2025

Subject:- Preparation of 18th Annual Report of the State Information Commission, Haryana.

I have been directed to invite your attention to this office letter no. 2836/SCIC/2025/EA-I dated 29.01.2025 (copy enclosed) on the subject cited above and to convey you that information regarding 18th Annual Report for the calendar year, 2023 in prescribed proforma has not been supplied by your office till today. It is, therefore, again requested that requisite Information may please be sent to this Commission immediately.

[Signature]
 Research Officer,

for State Information Commission,
 Haryana

Endst. No.

SCIC/2025/R.O

dated

27/2/25

A copy is forwarded to all the Administrative Secretaries except to Government of Haryana for information and take necessary action. They are requested to ensure that information with respect to all the public authorities covered under the RTI Act working under their control is collected and sent to the Commission immediately. Besides, information in respect of their own department, at the Government level, may also be prepared and sent to the Commission.

[Signature]
 Research Officer,

for State Information Commission,
 Haryana

SP10-R71 (6054)
 Subt RTI
 Related to Admn.

27/2/25
 DSP/Admn.

[Signature]
 27/2/25
 5756

8.14 G.d
 Not concerned
 27/2/25

1181
 27/2/25
 PS/DHE

DHE
 No.

27/2/25
 S. Admon.

[Signature]
 27/2/25

AK6

Annexure 'A'

Register of requests for information to & disposal of requests under RTI Act, 2005.
w.e.f. 01.01.2023 to 31.12.2023

Sr. No.	Name of Public Authority	Number of requests received	Number of requests rejected (reasons in brief) as per provisions of the Act		Number of complainants/ appeals referred to the State Information Commission	Particulars of any disciplinary action taken against any official on account of violation of RTI Act.		The amount of charges collected		Factual report of the efforts made by the Public Authorities to administer and implement the spirit and intention of this Act.	Recommendations, if any, received for the development/improvement/modernization/ reform or amendment to this Act or other legislation or common law or any other matter relevant to RTI Act and action taken thereon.
			(a)	(b)		(a)	(b)				
1		2	(a)	(b)	4	(a)	(b)	(a)	(b)	7	8
			u/s 8	u/s 9		On the recommendation of the Commission	Otherwise	Application charges u/s 6(1)	Documentation charges u/s 7(3)		