

OFFICE OF THE CONTROLLER GENERAL OF DEFENCE ACCOUNTS
Ulan Batar Road, Palam, Delhi Cantt. -110010.

No. AN/III/3053/RTI/ Vol - AA

Dated 23/05/2017

To,

All PrCsDA/PCsA(Fys)/CsDA/IFAs

**Subject: Submission of online RTI Application on the RTI Portal System
(www.rtionline.gov.in/RTIMIS) in respect of public authorities.**

It has been decided by the competent authority that RTI applications/appeals received via online portal or in Dak form should be dealt through online portal. The RTI applications received physically through Dak in RTI Cell should also be entered in the portal by concerned public authorities/RTI Cell. A RTI online brief overview is attached for guidance.


2. It is requested that a monthly report in the attached proforma may be forwarded to CGDA office E-mail Id admincpio.dad@hub.nic.in as well as physical on the enclosed format by 5th of following month.
3. The user id and password are being separately intimated to concerned PIOs through their E-mail address.
4. In case of any queries/doubts, the concerned PIOs may contact with Nodal Officer as well as RTI Cell (Admin) of CGDA office.

Shri Arvind Kumar Wani, IDAS, Sr.ACGDA(IT) O/o CGDA, Ulan Batar Road, Palam Delhi Cantt Ph No. 011-25674816 E-mail id : waniarvind@nic.in	RTI Cell (Admin) Ph No. 011-25665558/25665803 E-mail Id : admincpio.dad@hub.nic.in Fax : 011-25674806
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Copy to:

The IT&S Wing (Local)

With request to upload on official website.


Sr. ACGDA 23/5
डा. सुनीश एस / Dr. Sunish S
रक्षा सेवा बरिष्ठ सहायक महानियंत्रक / Sr. ACGDA


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RTI Online- Brief Overview

A Web Portal **RTI Online** with url <https://rtionline.gov.in> has been launched. This is a facility for the Indian Citizens to file RTI applications and first appeals online and also to make payment of RTI fees online. It is an initiative by DoP&T.

2. The applicant can pay the prescribed fee through the following modes:
a) Internet banking through State Bank of India and its associate banks;
b) Credit/Debit card (Visa or Master).

3. As prescribed in the RTI Rules, 2012, RTI application fee is Rupees 10/-. No RTI fee is required to be paid by any citizen who is below poverty line. However, such applicant must attach a copy of the certificate issued by the appropriate government in this regard, along with the application.

4. The application filed through this Web Portal would reach electronically to the "Nodal Officer" of respective Public Authorities which are aligned to this portal. The Nodal Officer shall access this portal on the url <https://rtionline.gov.in/RTIMIS> at least twice in a day.

Nodal Officer will transmit the RTI application electronically to the concerned CPIO. In case the RTI application is not meant for that Public Authority who has received it, the "Nodal Officer" can transfer the application electronically (if aligned to the portal) / Physically (if not aligned to the portal) to other public authority.

5. Each CPIO has been provided username and password by the Nodal Officer to login. All CPIOs shall regularly check the portal <https://rtionline.gov.in/RTIMIS>, at least once in a day, to know whether any new RTI application has been received or not.

6. In case additional fee is required representing the cost for providing information, the CPIO shall intimate the applicant about the same through this portal.

7. The first appeals filed through this Web Portal would also reach electronically to the "Nodal Officer" who would transmit the appeals electronically to the concerned First Appellate Authority (FAA). Each FAA would be provided username and password by the Nodal Officer to login. All FAAs shall regularly check the portal <https://rtionline.gov.in/RTIMIS> to know whether any new appeal has been received or not.

8. The CPIOs and the FAAs shall reply to the applicant/appellant electronically through this portal. However, if the volume of information to be supplied is large, the same could be sent through post but be mentioned in the Reply Text Box of doing the same.



9. The RTI applications received physically through Dak in RTI Cell should also be entered in the Portal by the Nodal Officer/RTI Cell. The RTI applications received physically - through Dak directly by the CPIO should also be entered in the Portal by the concerned CPIO. However, The CPIOs should reply to such applications physically through post.

10. All the requirements for filing an RTI application and first appeal as well as other provisions regarding time limit, exemptions etc., as provided in the RTI Act, 2005 shall continue to apply.

Note: In case of any assistance or training for processing the applications through online mode you may write to us at rtipmu-dopt@nic.in or call us at :

011-24648977 / 78

User Manuals for respective roles (Nodal Officer, CPIO and FAA) are available in their respective account.

RTI Monthly Return information system (2017-2018)

Office of the

Period 1.4.2017 to 30.04.2018

Progress in Month of April 2017

1	Particulars	Opening balance as on 01.04.2017	No. of applications received as transfer from other PAs u/s 6(3)	Received during the month (including cases transferred to other Public Authority)	No. of cases transferred to other Public Authorities u/s 6(3)	Decision where requests/appeals rejected	Decisions where requests/appeals accepted	CB as on 30/04/2017
	Requests							
	First Appeals							
	2nd Appeal made to the CIC							

2	No of cases where disciplinary action taken against any officer(s)	0
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3	No. of CAPIOs designated	No. of CPIOs designated	No. of AAs designated

4	No. of times various provisions were invoked while rejecting requests (Relevant sections of RTI Act 2005)													
	Section 8(1)										Section			
	a	b	c	d	e	f	g	h	i	j	9	11	24	Others

5	Amount of charges collected (in Rs.)		
	Registration fee amount	Amount of charges collected any other charge	Penalties amount

Date