

No.1/158/Home/2005/PART/2666  
Administration of U.T. of Daman & Diu,  
Department of Personnel & Administrative Reforms,  
Secretariat, Daman.

Dated : 01/11/2011.

### NOTIFICATION

In exercise of the powers conferred by sub-section (1) of Section 28 read with Section 2(e)(v) of the Right to Information Act, 2005 (22 of 2005), the Administrator of Daman and Diu is hereby please to amend the existing Right to information (Regulation of Fee and Cost) Rules, 2005 as follows.

1. **Short title and commencement –**

- (1) These rules may be called the Right to Information (Regulation of Fee and Cost) (Second Amendment) Rules, 2011.
- (2) They shall come into force on the date of their publication in the Official Gazettee.

2. **Definitions –** In the rules, unless the context otherwise requires, -

- (a) "Act" means the Right to Information Act, 2005
- (b) "section" means the section of the Act;
- (c) all other words and expressions used herein but not defined and defined in the Act shall have the meanings assigned to them in the Act.

3. Rule 3 shall be substituted by the following :-

A request for obtaining information under sub-section (1) of section 6 (i.e. Form of Application) shall be made in Form – I (A & B) and shall be accompanied by application fees of Rs.10/- in the form of court fee stamp or bankers cheque or Indian Postal Order.

4. For providing the information under sub section (1) of section 7, the fees shall be charged by demand draft or bankers cheque or Indian Postal Order payable to the Accounts Officer of the Public Authority or payable through challan, at treasury (i.e. State Bank of India, at Daman and State Bank of Saurashtra, at Diu) as per the valuation made by the concerned Public Information Officer at the following rates :-

- (a) rupees two for each page (in A-4 or A-3 size paper) created or copied;
- (b) actual charge or cost price of a copy in larger size paper;
- (c) actual cost or price for samples or models; and
- (d) For the purpose of inspection of records, the fees charged per day for the record of preceding 10 years from the date of application at the rate of Rs.100/- per day.

for each preceding ten years from the first preceding 10 years; additional fee of Rs.25/- per day

**Note :-** No inspection shall be permissible for more than three hours a day. The inspection shall be carried out in presence of an officer authorized by the concerned Public Information authority.

5. For providing the information under sub-section (5) of Section 7, the fees shall be charged by way of cash against proper receipt or by demand draft or bankers cheque or Indian Postal Order payable to the Accounts Officer of the public authority at the following rates

Information through electronic device : For the information obtained in the form of floppy ; Rs.50/- for each floppy and Rs.100/- for each CD.

**Note :-** Supply of Information in Electronic Media form will be subject to availability of necessary facility.

6. For obtaining the benefit under proviso to sub-section (5) of section 7, the applicant should furnish certificate from the appropriate authority that he falls below poverty line.

By order and the name of the  
Administrator, Daman & Diu.

( P.S. Jahi )

Joint Secretary (Pers.)

Copy to :-

1. The Deputy Director, Government Printing Press, Daman for publication in the Official Gazettee.
2. The D.I.O., N.I.C., Daman for uploading on official website.

Cost Rs.10/- (with court fee stamp)  
or enclosed bankers cheque or  
Indian Postal Order of Rs.10/-

## FORM - I - A

### Application Form for information

(To be filled in English / Hindi / Regional Language)

Dated: \_\_\_\_\_

To,

The Public Information Officer,

Office of the \_\_\_\_\_

Department \_\_\_\_\_

Daman / Diu.

- (a) Particulars of the Applicant :

NAME :

AGE :

ADDRESS WITH PHONE No.

- (b) Details of the Information sought :-

(Please indicate the subject matter / file / record etc.)

- (i) The period of which the information pertains (\_\_\_\_\_ years prior to date of application)

- (c) Form / format in which the information sought :

- (i) Photo copy

- (ii) Floppy / CD; etc

- (d) Inspection of Records :

- (i) Does the request pertain to inspection of record ? ( Yes / No )

- (ii) If yes, the number of days the applicant may take in inspecting the relevant record \_\_\_\_\_ days.

Signature of the applicant

### FOR OFFICE USE ONLY

Dated of receiving the application	Date of giving details of cost of information	Date of depositing the fee as under S.7(3)(a)	Date of supplying the information

Within ( ) days.

Valuation : Rs. \_\_\_\_\_

Signature with name and designation of  
the Public Information Officer

### RECEIPT

I received the information as per my application and I am satisfied with

Signature of the applicant

Dated: \_\_\_\_\_