

# **INDIAN AGRICULTURAL RESEARCH INSTITUTE**

## **NEW DELHI - 110012**

No. 2-2/2005-IMC

Dated : 02-06-2006

### **CIRCULAR**

The Government of India enacted the Right to Information Act, which received assent of the President on 15th June 2005 and came into force with immediate effect. Under the provisions given in Section 5(i) of the Act, requisite number of officers have been designated as Public Information Officer (PIO) and Assistant Public Information Officer (APIO). Under the Section 25 of the Act, the Central Information Commission (CIC) is required to prepare a report on the implementation of the Provisions of the Act, for which the ICAR has asked all Institutes to submit their quarterly report.

Now the Under Secretary (Admn.), ICAR has forwarded- a copy of CIC's letter No.14/3/2005-CIC dated 10.4.2006 for information guidance and necessary action. This letter contains a set of proformae which form the basis of submitting the quarterly/annual returns on the subject to the ICAR. Hence all PIOs and APIOs are requested to maintain the details of the processing of the applications received by them in these formats and forward it to IMC section at the end of every quarter of the email address [imciari@rediffmail.com](mailto:imciari@rediffmail.com) along with a signed hardcopy of the same. In addition, the details of the fees received by each PIO and APIO is also to be maintained. All this information is to be maintained by the concerned PIO or APIO himself/herself or by his/her personal staff.

**(Sunita Sharma)**  
Admn. Officer (IMC)

Encl a/a

Distribution : All PIOs, APIOs (by Name)