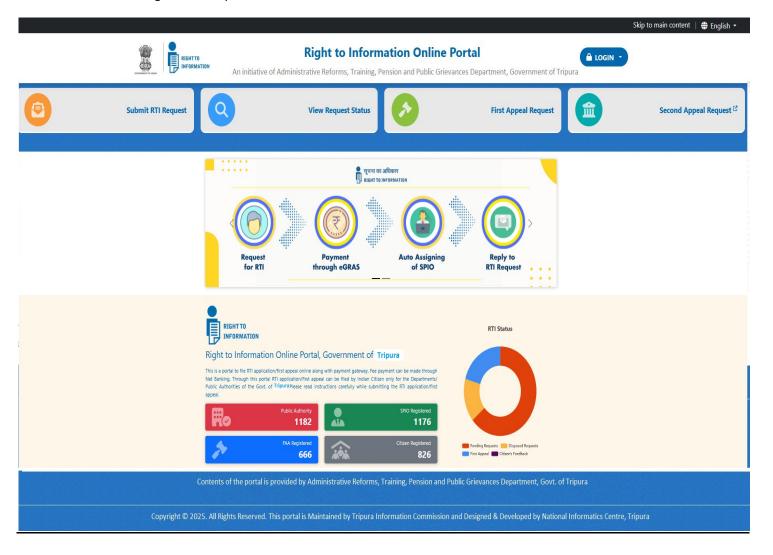
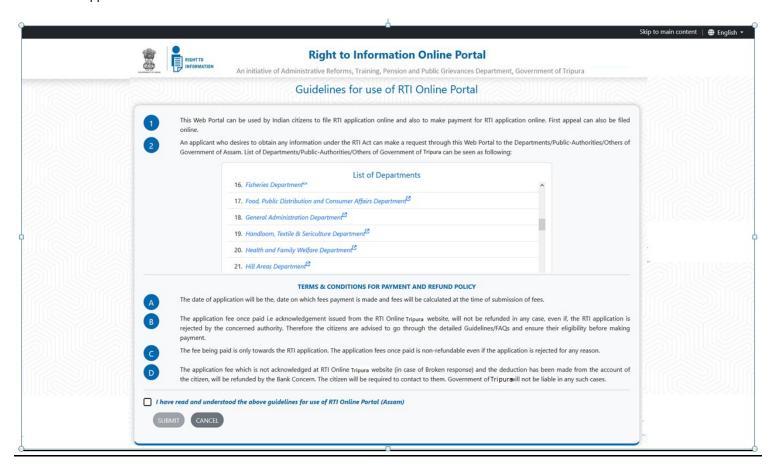
## **Citizen Portal**

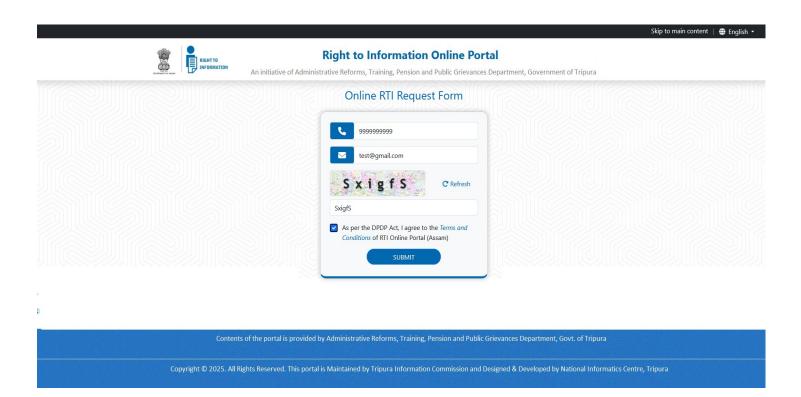
1. Create a Home Page for the Tripura RTI Portal.

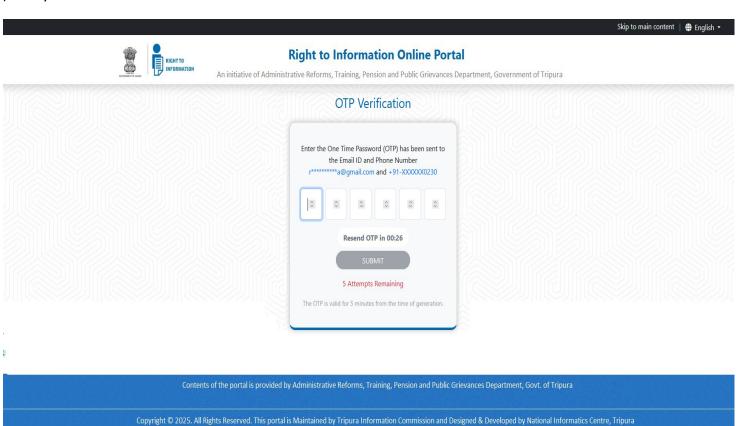


2. If anyone clicks the Submit RTI Request option, then guidelines page will show on the screen. In this page all the department list will appear in the list box. You need to click the check box & then Submit Button.

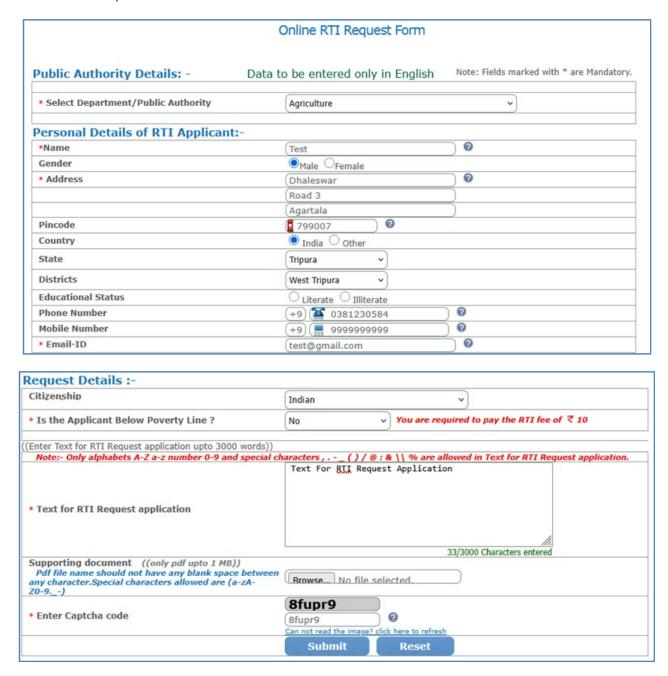


3. In this page, enter Email Id, mobile Number & Captcha in the text box. Then Click on Submit Button.





**4.** Citizen needs to be fill up this page for RTI Request. Here Department/ Public Authority, State, District, Citizenship are dropdown list and will be fill up from master tables.



At last Citizen will enter the Captcha Code and click the Submit button for save all the details.

5. After Successfully Registration, One Receipt Copy will generate in the portal. Then Citizen can print the Receipt copy of the RTI Request.

