

Right to Information

Tamil Nadu Archives as a repository of records covering an extensive period of time, receives large number of application under RTI Act querying on aspects of Government Orders, Land Records, Voter List, Gazette, etc.,

Public Information Officer (GOs, Gazettes, Land Records, Voter List, etc.):	Research Officer, Tamil Nadu Archives & Historical Research, Egmore, Chennai -8.
Public Information Officer at District Record Centres:	Research Officers of Respective District Record Centres.
Appellate Authority:	Assistant Commissioner, Tamil Nadu Archives & Historical Research, Egmore, Chennai -8. Phone: 044 – 28190355, 28190855 Extn.206.

The procedure and fee structure for getting information are as follows: -

- A request for obtaining information under Section 6(1) of the RTI Act shall be made in writing or through electronic means either in person or by post to the Public Information Officer and must be accompanied by an **application fee of Rs.10/-** by cash (at APIO counter) or by demand draft or bankers cheque or a Court fee stamp or Treasury Challan.
- For providing information under Section 7 of the Right to Information Act, the **copy fees** as below: -
 1. Rupees two for each page (A4 or A3 size paper) photocopied.
 2. for inspection of records, no fees for the first hour; and a fee of Rs.5/- for every one hour (or Fraction thereof) thereafter.
 3. for providing information in electronic format, Rs.50/- (Fifty) per diskette or floppy.

4. for information provided in printed form, at the price fixed for such publication or rupees two for extracts from the publication.

- **Mode of payment** (whichever is convenient for the applicant) given below: -

1.	Cash	In person at APIO Counter of Tamil Nadu Archives.
2.	Demand Draft	Assistant Commissioner, Tamil Nadu Archives, Egmore, Chennai-8.
3.	Banker's Cheque	
4.	Treasury Challan	"0070 Other Administrative Services – 60 Other Service – 118 Receipts under Right to Information Act, 2005 – AA – collection of Fees under Right to Information (Fees) Rules 2005" (DP 0070 60 118 AA 0005)

- Persons below the poverty line are exempted from the payment of fees for seeking information under the Right Information Act, 2005 and necessary BPL certificate has to be attached.
- The required information, if available, it will be furnished within the prescribed period of 30 days from the date of receipt of the application.
