

THE RIGHT TO INFORMATION ACT, 2005
(Application for Obtaining Information)

From

Applicant Name

Full Postal Address

Mobile: XXXXXXXXXXXX

Email: example@gmail.com

To

The Public Information Officer

Himachal Pradesh Planning Department

[Office Address]

Subject:

Request for Information under RTI Act, 2005 regarding matters pertaining to the Planning Department

Respected Sir/Madam,

I, [Applicant Name], am filing this RTI application under the Right to Information Act, 2005.
Kindly provide the following information:

1. Details of development plans and schemes approved.
2. Certified copy of planning and appraisal documents.
3. Information on fund allocation and utilisation status.
4. Details of monitoring and evaluation reports.
5. Certified copy of planning guidelines.
6. Information on delayed or stalled projects.
7. Name and designation of the officer responsible.

Application Fee

■10/- IPO / Court Fee Stamp / Online payment / DD

Declaration & Requests

I am a citizen of India.

If information pertains to another authority, kindly transfer it under Section 6(3).

If additional fee is required, inform me under Section 7(3).

Please provide FAA details in the reply as per Section 7(8).

Yours sincerely,
Applicant Name