

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

From

Applicant Name

Full Postal Address

Mobile: XXXXXXXXXX

Email: example@gmail.com

To

The Public Information Officer

Nagaland Public Works Department

[Office Address]

Subject:

Request for Information under RTI Act, 2005 regarding matters pertaining to the Public Works 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 road and building projects executed.
2. Certified copy of tenders issued and awarded.
3. Information on project completion status.
4. Details of quality control and inspection reports.
5. Information on funds allocated and utilised.
6. Certified copy of PWD manuals or guidelines.
7. Name and designation of the Executive Engineer concerned.

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