

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
Nagaland Information Technology & Communication Department
[Office Address]

Subject:

Request for Information under RTI Act, 2005 regarding matters pertaining to the Information Technology & Communication 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 IT and communication projects implemented.
2. Information on digital infrastructure maintained.
3. Certified copy of IT policy guidelines.
4. Details of fund utilisation.
5. Information on system audits conducted.
6. Details of complaints received.
7. Name and designation of the IT 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