

**STATE INFORMATION COMMISSION, HARYANA**  
**SCO NO. 70-71, SECTOR 8-C, CHANDIGARH**  
**PHONE NO. 0172-2725494**

**Subject:- Meeting of the Commission.**

Will the Private Secretary/SCIC and SICs refer this Commission's U.O.  
No. 7949/CIC/2010/11A dated 8.10.2010 on the subject cited above?

A copy of the Agenda Items to be discussed in the meeting scheduled to  
be held on 12<sup>th</sup> November, 2010 at 3:45 PM is enclosed herewith for the kind  
information of Information Commissioners.

  
**Under Secretary**  
**for State Information Commission,**  
**Haryana**

**To**

1. Private Secretary/SCIC
2. PS/SIC(AS)
3. PS/SIC(MRR)
4. PS/SIC(PVS)

**U.O. No. 8034 /1 IA/SCIC/2010**

**Dated Chandigarh the 11 Nov., 2010**

**Agenda Items to be discussed in the meeting of the  
Commission scheduled to be held on 12.11.2010 at 3.45 PM.**

**Item No. 1:- Reallocation of work**

At present 941 matters are listed for hearing. Besides, 144 appeals/complaint cases (with complete documentations) received by the Readers are being processed for the decision of SCIC/SICs. Again, 398 communications (106 on account of compliance report and 290 as general requests) are pending with the Readers for further processing. A decision for reallocation of Departments amongst the Hon'ble State Chief Information Commissioner/ State Information Commissioners be taken. A list of matters listed for hearing is at Annexure 'A'.

**Item No. 2:- Service of notice to the persons concerned under RTI.**

The Government while notifying the Haryana Right to Information Rules, 2009, under Section 8 of the said Rules has Identified following modes of serving notices to the persons concerned under RTI:-

- (a) by hand delivery (dasti) through process server;
- (b) by Registered Post, Speed Post, Under Postal Certificate, Courier or such other means;
- (c) by electronic mail, If e-mail address is provided; or
- (d) by publication in the newspaper.

At present, the Commission has adopted 'Courier service' and 'Under Postal Certificate' as mode to serve notices to parties under the RTI Act. In a Public Interest Litigation No. 4670 of 2009 the Hon'ble Punjab & Haryana High Court has passed an order that "the

State Information Commission, Haryana still undertakes that in case the complainants or the appellants who have been served notices through 'Under Postal Certificate' service of the department of Posts do not appear before the Commission on the date fixed for hearing, the complainants or the appellants, as the case may be, shall be served another notice through Registered Post in order to afford them an opportunity of hearing before deciding the request under Right to Information Act, 2005."

In order to make uniformity and avoid delay in decision of the cases, Commission may decide the mode of serving the notices under the RTI Act. A copy of the judgment dated 15.9.2010 is placed at Annexure 'B'. However, the present mode i.e. Courier/UPC of dispatch shall continue to be followed for providing the copies of orders and other correspondence with the parties.

**Item No. 3:- 1<sup>st</sup> Draft Annual Report for the period 1<sup>st</sup> November 2006 to 31<sup>st</sup> October, 2007.**

1<sup>st</sup> Draft Annual Report of the Commission for the period from 1-11-2006 to 31-10-2007 is placed (Annexure 'C' will be supplied separately) before the Hon'ble Commission for consideration please.

**Item No. 4:- Centrally sponsored plan scheme on 'Strengthening, Capacity, Building and Awareness Generation for effective implementation of the Right to Information Act.'**

- (a) The Government of India vide its office Memorandum dated 20.11.2008 had decided to release

funds to the tune of Rs. 30 Lacs and Rs. 5 Lacs for IT enablement and Propagation of RTI Act respectively. In order to avail this opportunity, a project proposal for this purpose had been submitted on 5.12.2008 to Government of India:-

- |                            |                |
|----------------------------|----------------|
| 1. IT enablement.          | Rs. 24.00 Lacs |
| 2. Digitization of record. | Rs. 1.00 Lac   |
| 3. Video Conferencing      | Rs. 10.00 Lacs |
| 4. Propagation of RTI.     | Rs. 5.00 Lac   |

The Government of India has on 29.12.2008 released Rs. 14.00 Lacs and Rs. 3.50 Lacs for IT enablement and Propagation of RTI Act respectively. Subsequently on 12.8.2009 an amount of Rs. 7.00 Lacs was released under IT enablement. Rest of the amount is yet to be released.

Under IT enablement, the Centre for Good Governance (CGG), Hyderabad was asked on 28-5-2010 to develop application software (Electronic Office Management System, Monthly Reporting System, Website and SMS Module for status checking) and procurement of hardware for this purpose with a total cost of ₹ 15,95,500/-. Besides, five computers and its peripherals at the cost of ₹ 3,22,584/- have also been procured on 6-10-2009 and 1-10-2010 under the IT enablement. Though the said work has been completed by CGG, Hyderabad but due to non-release of balance funds by GOI, procurement of some software like Lease Line from BSNL costing about ₹ 2.50 Lakhs is yet to be made. After the procurement of said Lease Line, the developed software application would be operationalized. Again, two workshops with a total cost of Rs. 1,52,625/-, one at Kurukshetra University,

Kurukshetra and the other at CCS HAU, Hisar had also been organized for Propagation of the RTI Act. An order to re-print Government of India Guidelines on Guidelines with some modifications on RTI Act in Hindi and English with a total cost of ₹ 1,99,680/-, has been placed with Har Kalyan Binders & Printers, Panchkula, supply of which is still awaited. The work for providing of video conferencing facility has not been undertaken as the former SCIC had decided to undertake this work only after State Information Commission, Haryana shifts to its new building. Since the land is yet to be purchased, it would take atleast 4-5 years for the Commission to shift to new building. Therefore, a decision in this matter be taken.

- (b) The Government of India under a new initiative "Improving Transparency and Accountability in Government through Implementation of Right to Information Act" has vide letter dated 29.9.2009 earmarked Rs. 1.50 Lac for organizing workshops towards the celebration of RTI week but the funds are yet to be received.

The Utilization Certificates submitted to GOI and Earmarking of additional funds alongwith correspondence with GOI are placed at Annexure 'D'.

**Item No. 5:- Audit report alongwith comments submitted to Accountant General (Audit), Haryana for the period from 4/2006 to 8/2010.**

An audit report for the period from 4/2006 to 8/2010, received from the Accountant General, Haryana alongwith comments filed, is placed (Annexure 'E')

before the Hon'ble Commission for kind perusal. The major observations of the audit are as under:-

(i) **Appointment of staff on contract basis:**

While conducting audit, the Accountant General, Haryana has pointed out that appointments made on contract basis during the period under report were violative of the Government instructions. Though, while sending the comments, the former SCIC had intimated the Accountant General, Haryana, that there is no need to consult Finance Department in this matter but the present SCIC has reviewed the decision to refer the matter to the State Finance Department through Administrative Department as per requirement of the Audit Report for obtaining the concurrence. The following staff is still working in the Commission on contract basis:-

Sr. No.	Name of Officer/Official	Designation	Expiry of term of appointment
1.	Sh. K.L. Sharma (Retired as R.O. from Hr. Civil Secretariat)	Research Officer-cum-Consultant	26-3-2011
2.	Sh. L.N. Madan (Retired PS from Hr. Civil Secretariat)	Personal Assistant	31-12-2010
3.	Sh. Ram Kumar Panchal (Retired from Hr. Civil Sectt.)	Assistant	17-1-2011
4.	Sh. Sham Lal (Retired from Hr. Civil Sectt.)	Driver	31-12-2010
5.	Sh. Satish	Driver	--
6.	Sh. Sanjay	Driver	--
7.	Sh. Balbir	Driver	--
8.	Mrs. Hema Kumari from HARTRON	Clerk-cum-Computer Operator	31-12-2010
9.	Mrs. Sonia Gupta from HARTRON	Steno Typist	31-12-2010
10.	Sh. Anish	Steno Typist	31-12-2010
11.	Sh. Mukesh	Computer Programmer	31-12-2010
12.	Miss Chitra	Clerk-cum-Computer Operator	28-2-2011
13.	Miss Chander Kala	--do--	28-2-2011
14.	Sh. Hisam Rana	Clerk/Store Keeper	--
15.	Sh. Amarjeet Singh	Peon	--
16.	Sh. Balwinder Singh	Peon	--

Since the services of above contractual staff are still required in the Commission, therefore, Hon'ble Commission may take a decision about their continuation in service as contractual employees in the interest of work.

**(II) Purchase of costly furniture.**

The Accountant General (Audit) has raised objection regarding purchase of costly furniture for the use of State Information Commission, Haryana including the furniture purchased to furnish the residence of former CIC at the total cost of ₹ 30.64 Lacs. Though while sending his comments, the former SCIC had intimated the Accountant General, Haryana, that there was no need to consult Finance Department in this matter but the present SCIC has reviewed the decision and referred the matter to the State Finance Department for obtaining their concurrence as specifically desired in the audit report.

**(III) Recovery of Penalty.**

The Accountant General, Haryana during the course of audit of the record of the Commission observed that the pace of recovery of penalty imposed upon SPIOs is very slow. A DO addressed to Administrative Secretaries concerned had been sent on 25.10.2010 requesting them to take prompt action for recovering and deposit of the amount of penalty imposed upon the officer working under their control. A list of pendency is submitted for taking appropriate decision (Annexure 'E' Para 3)

**Item No. 6:- Status about permanent premises for office of State Information Commission, Haryana.**

On an initiative of Government of India, Government of Haryana has kindly agreed in principle to contribute on a matching basis, to the construction of the office building of the State Information Commission,

Haryana and has also agreed to allot land in favour of State Information Commission for this purpose. Accordingly the Estate Officer, HUDA has allotted Bay site No. 5,6,7 and 8 Sector 14, Panchkula with a total cost of ₹ 1,00,34,332/-. Efforts are being made to pursue the matter with the Government for making provisions of fund in the revised budget in order to make payment to the Estate Officer, HUDA, Panchkula. After the enhanced budget is approved under capital head, the Chief Architect, Haryana and the Engineer in Chief, PWD (B&R) shall be requested to prepare drawings and estimates of expenditure respectively. A set of correspondence made in this regard is placed at Annexure 'F' for the kind perusal of the Commission.

**Item No. 7:- Allocation of Budget to the State Information Commission from inception to 2010-2011.**

The State Government made the following provisions in the budget for carrying on the business of the State Information Commission, Haryana:-

₹ In Lakhs

Object	2005-06		2006-07		2007-08		2008-09		2009-10		2010-11
	Original	Final	Original	Final	Original	Final	Original	Final	Original	Final	Original
Salary	--	--	33.40	34.82	38.41	36.21	58.0	87.50	108.83	124.72	119.88
DA	--	--	87.80	87.33	88.33	14.94	22.27	23.88	41.79	32.93	48.48
TA	--	--	63.00	68.42	73.50	81.41	66.00	88.79	65.00	63.47	63.25
Office Exp.	30.00	26.78	63.00	74.00	68.00	39.40	63.00	36.84	83.00	37.83	28.70
GRY	--	--	00.00	00.00	20.00	00.00	20.00	00.00	00.00	00.00	00.00
Motor Vehicle	--	--	12.50	89.85	15.00	31.18	36.00	15.48	12.00	02.69	10.00
Med. Exp.	--	--	05.00	68.26	04.10	00.45	12.00	00.88	10.00	00.79	10.00
LTC	--	--	04.00	02.87	08.00	01.75	08.00	03.25	08.00	09.13	04.25
PCA	--	--	84.00	03.50	67.00	08.40	11.00	10.00	11.00	08.19	08.90
IT	--	--	87.50	03.18	86.40	06.20	68.00	08.31	06.00	02.69	07.19
Wages	--	--	--	--	--	--	--	--	--	--	18.00
Total	30.00	26.78	149.40	138.00	187.94	136.85	224.27	212.01	289.63	233.04	289.94

The figures of Budget provisions made for the Commission are placed before the Hon'ble Commission for information.



The above issues are placed before the Commission for consideration.

Any other matter with the permission of Chair.

**Details of Appeals/Complaints/Penal Proceedings Pending and listed from 1<sup>st</sup> November, 2010 to date**

Name of Department	No. of Cases			Total
	18(2)	19(3)	20(1)	
SCIC				
Power	07	32	04	43
Higher Education	04	18	04	26
Health, Ayush/PGIMS	06	14	16	36
Universities	01	11	-	12
Printing & Stationery	-	01	-	01
Election	-	01	-	01
Social Justice & Empowerment	01	04	05	10
Labour & Employment	-	02	-	02
Finance	02	02	-	04
Women & Child Development	02	01	01	04
Consumer Forum	-	-	-	-
Law and Legislative	-	-	-	-
Jail & Judicial	-	-	-	-
IT	-	-	-	-
Housing	-	-	-	-
Total	23	86	30	139
SIC (AS)				
PWD (S&R)	03	02	04	09
Public Health	02	08	11	21
Technical Education	01	08	01	10
Industrial Training & Vocational Education	03	01	02	06
Fisheries	01	01	02	04
Animal Husbandry & Dairy Development	01	18	-	19
Sports and Youth Affairs	01	07	01	09
School Education	10	128	34	172
Elementary Education	01	08	03	12
Board of School Education including Sarv Shiksha Abhyas	01	05	01	07
Total	24	186	59	269
SIC (MRA)				
Development & Panchayat	05	23	14	42
Cooperation	01	07	09	17
Architecture	-	02	01	03
Rural Development	-	07	-	07
Archaeology & Museum	-	-	-	-
Archives	-	-	-	-
Environment	-	-	-	-
Haryana Financial Corporation	-	-	-	-
Civil Aviation	-	-	-	-
Total	06	39	24	69
SIC (PVS)				
NPSC	01	08	-	09
Staff Selection Commission	02	22	01	25
Tourism	-	02	-	02
Information & Public Relations	-	-	-	-
Science & Technology	-	-	-	-

Renewable Energy	-	-	-	-
Urban Development	05	55	09	69
Municipal Authority	-	-	-	-
Mines & Geology	-	-	-	-
Irrigation	-	10	04	14
Agriculture	-	04	-	04
Horticulture	-	-	-	-
Forest Wild Life & Preservation	01	12	02	15
Food & Supply	01	02	02	05
Total	10	115	18	143
Former CIC				
Raj Bhavan	-	-	-	-
CM Office	04	01	-	05
Chief Secretary	02	09	05	16
Vidhan Sabha	-	-	-	-
Hospitality	-	-	-	-
High Court	03	-	-	03
Subordinate Courts	-	-	-	-
General Administration (CS Estts. Including Grievances)	-	-	-	-
CID	-	-	-	-
Vigilance	-	-	-	-
Police/Home	03	51	06	60
Revenue/DC	06	53	11	70
Consolidation and Rehabilitation	-	-	-	-
Town & Country Planning	02	21	05	28
Red Cross	01	02	-	03
Urban Estate	02	03	01	06
MUDA	04	44	25	73
Industries	-	01	-	01
Supply & Disposal	-	-	-	-
Chief Electrical Inspector	-	-	-	-
HSIIDC	-	03	01	04
SIC, Hariana	-	04	-	04
Excise & Taxation	01	10	03	14
Transport	02	20	04	26
Accountant General	-	1	-	01
Ward Board	-	04	02	06
Firms & Societies	-	-	01	01
Total	30	227	64	321
Grand Total	93	653	195	941

IN THE HIGH COURT OF PUNJAB & HARYANA AT  
CHANDIGARH

CWP No. 4670 of 2009 (O&M)  
Date of Decision: 13.09.2010

Sanjeev Malhotra

...Petitioner

Versus

State of Haryans and others

...Respondents.

CORAM: HONBLE MR. JUSTICE MUKUL MUDGAL, CHIEF JUSTICE  
HONBLE MR. JUSTICE AJAY TEWARI

1. Whether Reporters of local papers may be allowed to see the judgment ?
2. Whether to be referred to the Reporters or not ?
3. Whether the judgment should be reported in the Digest?

Present : Petitioner in person.

Mr. B.S.Rana, Addl. A.G. Haryana  
for the respondents.

\*\*\*\*

**MUKUL MUDGAL, C.J.(Oral)**

1. Petitioner has filed this petition for issuance of directions to respondents to adopt following modes of services as prescribed under the Right to Information Act, 2005:-

- i) To serve all notices, orders and letters to all Public Authorities, appellants/complainants under the Right to Information Act, 2005 by speed post or registered post as prescribed in Rule 7 of the Haryana RTI Act, 2005 Rules, during the pendency of this petition.
- ii) To direct all Public Authorities under its jurisdiction to send/deliver all notices, orders and letters Under RTI Act, 2005 by speed post or registered post as prescribed in Rule 7 of Haryana RTI Act, 2005 Rules during the pendency of this petition.
- iii) To direct all Government Public Authorities to send/deliver all notices, orders and Letters in applications & appeals under RTI Act, 2005 either by Speed Post or Registered post as prescribed in Rule 7 of the Haryana RTI Act, 2005 Rules during the pendency of this petition."

**STATE INFORMATION COMMISSION, HARYANA,  
SCO NO. 70-71(2<sup>nd</sup> floor), SECTOR 5-C, CHANDIGARH.  
Telephone No. 0172-2726568, fax No. 0172-2783534**

Annexure 'D'

No. 4568/CIC/1 IA/2008

To

Ms Anuradha S Chagti,  
Deputy Secretary (RTI),  
Government of India,  
Ministry of Personnel, Public Grievances & Pensions,  
Department of Personnel & Training,  
North Block, New Delhi.

Dated Chandigarh, the 5<sup>th</sup> December, 2008

**Subject:- Centrally Sponsored Plan Scheme on 'Strengthening,  
Capacity Building and Awareness Generation for Effective  
Implementation of the Right to Information Act: Guidelines  
for Implementation regarding.**

\*\*\*\*\*

I am directed to invite your reference issued vide No. 1/38/2007-1R.Vol. II dated 20<sup>th</sup> November, 2008, on the subject cited above and to forward herewith a proposal (5 copies) for the scheme as mentioned in the subject and in para 5-A of the scheme with a request to kindly allocate an amount of Rs.35.00 lacs during the current financial year 2008-09 to implement the proposed project.

  
Secretary  
State Information Commission,  
Haryana.

No.F. 1/30/2008-IR  
Government of India  
Ministry of Personnel, PG & Pension  
Department of Personnel & Training  
IR Section  
\*\*\*\*\*

North Block, New Delhi  
Dated January 02, 2009

To

The Secretary  
State Chief Information Commission  
Haryana

Subject:- Centrally Sponsored Scheme on Strengthening, Capacity Building and Awareness Generation for effective implementation of the RTI Act: IT enablement and Propagation of RTI.  
\*\*\*\*\*

7.1.09  
Sir,

I am directed to refer to this Department's sanction order of even number dated 29<sup>th</sup> December, 2008 on the subject mentioned above and to forward herewith Cheque No. 249546 dated 31.12.2008 for an amount of Rs.17,50,000/-.

Kindly acknowledge the receipt of the Cheque.

Yours faithfully,

*D.C. Sharma*  
(D.C. Sharma)  
Section Officer (IR)  
Tel. 2309 3022

Encl: As above

**By Registered Post**

No.F. 1/30/2008-IR  
Government of India  
Ministry of Personnel, PG & Pension  
Department of Personnel & Training  
IR Section  
\*\*\*\*\*

555-12  
14/8/09

North Block, New Delhi  
Dated August 12, 2009

To

18.8.09

The Secretary  
State Information Commission  
Haryana  
SCO No. 70-71  
Sector - 8C  
Madhya Marg,  
Chandigarh

Sing

Subject:- Centrally Sponsored Scheme on Strengthening, Capacity Building and Awareness Generation for effective implementation of the RTI Act  
\*\*\*\*\*


R  
Ls

Sir,

I am directed to refer to this Department's sanction letter of even number dated 21.07.2009 on the subject mentioned above and to forward herewith Cheque No. 250100 dated 30/07/2009 of an amount of Rs.7,00,000/- to meet the expenditure.

Kindly acknowledge the receipt of the Cheque.

Recd 30/7/09  
18/8/09

Yours faithfully,  
  
(D.C. Sharma)  
Section Officer (IR)  
Tel. 2309 3022

Encl. As above

**STATE INFORMATION COMMISSION, HARYANA,  
SCO NO. 70-71(1<sup>st</sup> floor), SECTOR 8-C, CHANDIGARH.  
Telephone No. 0172-2726568, fax No. 0172-2783834**

No. <sup>2322</sup> /CIC/11A/2010

To

Sh. Rajiv Sharma, IAS,  
Director General,  
Center for Good Governance,  
75 Jubilee Road, Hyderabad-500 033.  
e-mail- dg@CGG.gov.in.

Dated Chandigarh the 1<sup>st</sup> May, 2010


**Subject: - Development of IT Systems for State Information Commission, Haryana-  
communication of proposal.**

Sir,

Kindly refer to your project proposal sent vide letter No. CGG/PRG/CON/2511/2009-10 dated 21<sup>st</sup> April, 2010 towards development of Application Software (Electronic Office Management System, Monthly Reporting System, Website and SMS Module for status checking) and procurement of hardware with a total cost of Rs. 20,49,875/- (Rs. Twenty Lakhs Forty Nine Thousand and Eight Hundred Seventy Five only). The State Information Commission, Haryana has considered the proposal and accepted to the tune of Rs.15,97,500/- as per details given below:-

1.	Hardware and Networking	-	Rs.6,47,500/-
2.	Cost of the Project with the services mentioned in the Project proposal	-	Rs.9,50,000/-
	<b>Total</b>	-	<b>Rs.15,97,500/-</b>


As mentioned in the project proposal at Sr. No. 10 of para 3.2, Storage Device with 2 GB usable space for storing of the scan DATA, PDF documents, photos etc with a cost of Rs.4,00,000/- would be needed but not at present. This Commission has accepted your comments in this regard by reducing the cost of the device from the total cost of the project. As discussed CGG's consultancy charges for procurement @ 5% of the procurement cost of items proposed in the project will only be disbursed after successful completion of procurement and functioning of the programme after its installations in the State Information Commission, Haryana. Therefore, a demand draft of Rs.14,70,104/- (Rs. Fourteen Lakhs Seventy Thousand One Hundred and Four only) against the total payment of Rs. 15,97,500/- (Rs. Fifteen Lakhs Ninety Seven Thousand Five Hundred only) in favour of Center for Good Governance, Hyderabad is enclosed herewith. Kindly note that the balance amount can only be paid when it is received from Government of India Department of Personnel & Training, New Delhi for which a request is being made separately. It is, therefore, requested to kindly arrange APR of the amount being sent and to start the work on behalf of this Commission.

  
Under Secretary,  
for State Information Commission,  
Haryana.

Enclt. No. <sup>2323</sup> /11A/CIC/2010

Dated the Chandigarh 1<sup>st</sup> May, 2010

A copy of the above is forwarded to the Secretary to Govt. of India, Ministry of Personnel, Public Grievances and Pensions, Department of Personnel & Training, North Block, New Delhi with reference to letter No. P.1/30/2008-1R dated 2<sup>nd</sup> January, 2009 for information please.

  
Under Secretary,  
for State Information Commission,  
Haryana.

Letter E2



**STATE INFORMATION COMMISSION, HARYANA,  
SCO NO. 70-71(1<sup>st</sup> floor), SECTOR 8-C, CHANDIGARH.  
Telephone No. 0172-2726568, fax No. 0172-2783834**

No. 4625 /CIC/1 IA/2010

To

The Joint Secretary to Government of India,  
Ministry of Personnel,  
Public Grievances & Pensions,  
Department of Personnel & Training,  
North Block, New Delhi-11001.

Dated Chandigarh, the 2<sup>nd</sup> July, 2010


**Subject:- Utilization Certificate for Centrally Sponsored Plan Scheme.**

\*\*\*\*\*

Sir,

I am directed to invite your attention towards G.O. No. 1/30/2008-IR dated 6/11/2009 and this Commission's letter No. 6353/CIC/1 IA/2009 dated 23/11/2009, on the subject cited above and to forward herewith a Utilization Certificate to the tune of Rs.20,55,449/- out of the grant of Rs.21,00,000/- sanctioned to the State Information Commission, Haryana for IT Enablement. Though this Commission has a balance of Rs.44,551/- only but we have to make payment to the tune of Rs.1,27,396/- to Centre for Good Governance, Hyderabad on account of balance payment to the work order placed with them under intimation to you sent vide letter No. 3822/CIC/1 IA/2010 dated 28/5/2010 (copy enclosed). It is also to add here that some more procurement of software as suggested by CGG, Hyderabad vide their letter dated 21/4/2010 (copy enclosed) is to be made but due to paucity of funds the work of procurement of these software could not be started.


It is, therefore, requested to kindly release the rest of the 30% amount of the grant sanctioned to the State Information Commission, Haryana as early as possible so that balance work could be undertaken and completed without any further delay.

  
Under Secretary,  
for State Information Commission,  
Haryana.

Enclst. No. 4625 /CIC/1 IA/2010

Dated the Chandigarh 2<sup>nd</sup> July, 2010

A copy of the above alongwith Utilization Certificate is forwarded to Mr. Manas Ranjan Kar, Knowledge Manager, Center for Good Governance, Dr. MCR HRD IAP Campus, Road No. 25, Jubilee Hills, Hyderabad-500033, Andhra Pradesh. (Ph. 04023541907) for information and necessary action.

  
Under Secretary,  
for State Information Commission,  
Haryana.

**FORM GFR 19-A  
FORM OF UTILISATION CERTIFICATE**

Name of the Institution **STATE INFORMATION COMMISSION, HARYANA**

Name of Symposium/Conference **Centrally Sponsored Plan Scheme on "Strengthening, Capacity Building and Awareness Generation for Effective Implementation of the Right to Information Act."**

Value **Not Applicable** Or **Not Applicable**

Sr. No.	Letter No.	Amount
1.	P. No. 1/30/2008-TR dt. 29/12/2008	14.00 Lakhs (IT Enablement)
2.	P. No. 1/30/2008-TR dt. 29/12/2008	3.50 Lakhs (Propagation of RTI)
3.	P. No. 1/30/2008-TR dt. 21/7/2009	7.00 Lakhs (IT Enablement)

1. Certified that out of Rs. 24.50 Lakh i.e. Rs. 21.00 & Rs. 3.50 Lakhs sanctioned for IT Enablement and Propagation of RTI respectively (Rupees Twenty Four Lakhs and Fifty Thousand Only) of grants-in-aid sanctioned during the year 2008-09 & 2009-10 in favour of State Information Commission, Haryana a sum of Rs. 20,55,449 (Rupees Twenty Lakh Fifty Five Thousand Four Hundred Forty Nine Only) and Rs. 1,52,625 (Rupees One Lakh Fifty Two Thousand Six Hundred Twenty Five Only) has been utilized for the purpose of IT Enablement and Propagation of RTI respectively for which it was sanctioned and that the remaining unutilized balance of Rs. 44,551 and Rs. 1,97,375 i.e. Rs. 23,50,106 (Rupees Twenty Three Lakhs Fifty Thousand One Hundred and Six Only) would be utilized during current financial year i.e. 2010-2011. This includes the utilization certificate sent on 22/11/09.

2. Certified that I have satisfied myself that the conditions on which the grants-in-aid was sanctioned have been duly fulfilled and that I have exercised the following checks to see that the money was actually utilized for purpose for which it was sanctioned.

(kinds of checks exercised).

1. Vouchers
2. Cash/bank books

IT Enablement		Propagation of RTI
1. Cost of Document Management Software needed for Digitizing the record.	Rs 1,60,680/-	
2. Digitization of record of the Commission	*Rs 1,27,396/-	
3. Application software (Electronic Office Management System, Monthly Reporting System, Website and SMS Module for status checking) and procurement of Hardware through Center for Good Governance, Hyderabad, against a total cost of Rs.15,97,800/- but amount actually released to the tune of Rs.14,70,104/- without calculating the consultancy charges for procurement of software @ 5% of the cost.	** Rs.14,70,104/-	
<b>Total Expenditure</b>	<b>Rs.17,58,180/-</b>	<b>00</b>
<b>GC already submitted</b>	<b>Rs.2,97,269/-</b>	<b>Rs.1,52,625/-</b>
<b>Grand Total</b>	<b>Rs.20,55,449/-</b>	<b>Rs.1,52,625/-</b>
<b>Balance Available</b>	<b>Rs.44,551/-</b>	<b>Rs.1,97,375/-</b>

\* Out of Rs.1,27,396/- APR of Rs.95,547/- on account of 75% of the payment has been received whereas APR of Rs.31,849/- is still awaited from the firm.

\*\* APR of Rs.14,70,104/- received from Center for Good Governance is attached, however, after completion of the assignment utilization certificate received from CGG, Hyderabad will be sent in due course.

Signature of the  
Under Secretary (GPO) with seal  
State Information Commission  
Chandigarh

Signature of the Secretary with seal  
(Absurd on long term training & no replacement is provided by the Government)

Counter Signature by Chief Information Commissioner with seal

Signature of the Secretary  
Chandigarh

**STATE INFORMATION COMMISSION, HARYANA,  
SCO NO. 70-71(1<sup>st</sup> floor), SECTOR 8-C, CHANDIGARH.  
Telephone No. 0172-2726568, fax No. 0172-2783834**

No. 6165 /CIC/1 IA/2010

To

The Joint Secretary to Government of India,  
Ministry of Personnel,  
Public Grievances & Pensions,  
Department of Personnel & Training,  
North Block, New Delhi - 11001

Dated Chandigarh: 05<sup>th</sup> September, 2010

**Subject:- Utilization Certificate for Centrally Sponsored Plan Scheme.**

Sir,

I am directed to draw your attention on the subject cited above and to forward herewith a Utilization Certificate to the tune of Rs.1,99,680/- out of the grant of Rs 3,50,000/- sanctioned to the State Information Commission, Haryana for Propagation of RTI on the format prescribed for the purpose.

In this connection it is submitted that though this Commission has a balance of Rs.44,551/- carry over of the funds released to the tune of Rs. 21.00 Lacs for IT Enablement but we have to make provision to the tune of Rs.1,27,396/- to Centre for Good Governance, Gurgaon for account of balance payment to the work order placed with them under intimation to you. Some vide letter No. 3822/CIC/1 IA/2010 dated 28/5/2010 (copy enclosed). It is also to add here that some more procurement of software as suggested by them is to be made and due to paucity of funds the work of procurement of the suggested software could not be started.

It is, therefore, requested to kindly release the rest of the 30% amount of the grant sanctioned to the State Information Commission, Haryana as early as possible so that balance work could be undertaken and completed without any further delay.

  
Under Secretary,  
for State Information Commission,  
Haryana.

Encl. No. 6165 /CIC/1 IA/2010

Dated the Chandigarh 05<sup>th</sup> Sept, 2010

A copy of the above alongwith Utilization Certificate is forwarded to Mr Manas Ranjan Kar, Knowledge Manager, Center for Good Governance, Dr. MCR HRD IAP Campus, Road No. 25, Jubilee Hills, Hyderabad-500033, Andhra Pradesh (Ph. 04023541901) for information and necessary action.

  
Under Secretary,  
for State Information Commission,  
Haryana.

**FORM GFR 19-A  
FORM OF UTILISATION CERTIFICATE**

Name of the Institution : STATE INFORMATION COMMISSION, HARYANA

Name of Symposium/Conference : Centrally Sponsored Plan Scheme on "Strengthening, Capacity Building and Awareness Generation for Effective Implementation of the Right to Information Act."

Venue : ☐ Not Applicable ☐ Not Applicable

Sr. No.	Letter No.	Amount
1	F. No. 1/30/2008 IR dt. 29/12/2008	14.00 Lakhs (IT Enablement)
2	F. No. 1/30/2008-IR dt. 29/12/2008	3.50 Lakhs (Propagation of RTI)
3	F. No. 1/10/2008-IR dt. 21/7/2009	7.00 Lakhs (IT Enablement)

1. Certified that out of Rs. 24.50 Lakh (Rs. 14.00 & Rs. 10.50 Lakhs sanctioned for IT Enablement and Propagation of RTI respectively) (Rupees Twenty Four Lakhs and Fifty Thousand Only) of grants-in-aid sanctioned during the year 2008-09 & 2009-10 in favour of State Information Commission, Haryana a sum of Rs. 20,55,449 (Rupees Twenty Lakh Fifty Five Thousand Four Hundred Forty Nine Only) and Rs. 3,52,305 (Rupees Three Lakh Fifty Two Thousand Three Hundred Five Only) has been utilized for the purpose of IT Enablement and Propagation of RTI respectively for which it was sanctioned and that the remaining unutilized balance of Rs. 44,551 and Rs. (-) 2305/- i.e. Rs. 42, 246 (Rupees Forty Two Thousand Two Hundred and Forty Six Only) would be utilized during current financial year i.e. 2010-2011. This includes the utilization certificate sent on 03/11/09 and 27/7/2010.

2. Certified that I have advised myself that the conditions on which the grants-in-aid was sanctioned have been duly fulfilled and that I have utilised the following checks to see that the money was actually utilized for purpose for which it was sanctioned:

(Kinds of check enclosed 1)

- 3 Vouchers
- 4 Cash/ bank books

**IT Enablement**

**Propagation of RTI**

1. Issuing of Guide on Right to Information in Regional language Hindi and English for the use of all the State officers, Information Stokers, PIOs, LACs and Public Authorities.

1,99,680/-

Total Expenditure Rs. Nil  
UC already submitted Rs. 20,55,449/-  
Grand Total Rs. 20,55,449/-  
Balance Available Rs. 44,551/-

Rs. 1,99,680/-  
Rs. 1,52,625/-  
Rs. 3,52,305/-  
(-) Rs. 2305/-

Signature of the  
Under Secretary  
State Information Commission  
Haryana, Chandigarh

Signature of the Secretary with seal  
(Award on long term training & no replacement is provided by the Government)

(Check) Signature by the Information Commissioner with seal

*[Signature]*

*Speed Post*

**STATE INFORMATION COMMISSION, HARYANA,  
SCO NO. 70-71(1<sup>st</sup> floor), SECTOR B-C, CHANDIGARH.  
Telephone No. 0172-2726368, fax No. 0172-2783834  
No. 6353 /CIC/1 IA/2009**

To

The Joint Secretary to Govt. of India,  
Department of Personnel & Training,  
Ministry of Personnel, Public Grievances and Pensions,  
North Block, New Delhi-110001.

Dated, Chandigarh the 23 November, 2009

**Subject : Utilisation Certificate of Centrally Sponsored Plan Scheme.**

I am directed to invite your attention towards D.O. letter No. 1/30/2008-IR dated 6/11/2009, on the subject cited above and to intimate you that out of Rs. 24.50 Lakhs sanctioned to this Commission cheque bearing No. 24956 of Rs. 17.50 Lakhs delivered vide your letter even No. dated 2<sup>nd</sup> January, 2009 were actually released to the State Information Commission, Haryana after its clearance only on 23/4/09. Also funds released vide your cheque No. 250100 dated 30/7/09 actually came into the account of the Commission on 25/9/09. Therefore, it is clear that funds of Rs. 17.50 Lakhs which were released by you during 2008-09 were actually received in the account of State Information Commission, Haryana only during the current financial year i.e. 2009-2010. Thereafter, the Commission has spent Rs. 2,97,269/- out of the funds provided for IT Enablement and Rs. 1,52,625/- on Propagation of RTI. Utilisation Certificate of the total amount of Rs. 4,49,894/- on Form GFR 19-A along with vouchers as desired are enclosed herewith for your record.

In this connection it is added that due to Assembly Elections in the State most of the officers who were designated as State Public Information Officers and officers functioning as First Appellate Authorities under the RTI remained busy on account of Election duty or to maintain Law and Order in the State of Haryana, therefore, the Commission could not conduct more workshops/seminars for the Propagation of RTI. Hence funds provided for this purpose could not be utilized fully. However, it is assured that the amount provided for this purpose will be utilized before the closing of current financial year.

So far as utilizing funds provided for IT Enablement, it is intimated that we have recently completed the process of tenders for finalizing the rates to digitize the record of the Commission. The identified agency has been given two months time to complete the task. Also we are in touch with the Centre for Good Governance, Hyderabad for the introduction of MIS system on the pattern of Andhra Pradesh/Central Information Commission and also like other States who are in touch with this Centre for the purpose. However, the entire amount will be utilized during the current financial year for the purpose it has been sanctioned. This is for your kind information and record.

*C. S. H.*  
Secretary  
State Information Commission,  
Haryana

**FORM GFR 19-A  
FORM OF UTILISATION CERTIFICATE**

Name of the Institution

STATE INFORMATION COMMISSION, HARYANA

Name of Symposium/Conference

Centrally Sponsored Plan Scheme on "Strengthening, Capacity Building and Awareness Generation for Effective Implementation of the Right to Information Act."

Value

Not Applicable

Or

Not Applicable

Sr. No.	Letter No.	Amount
1.	F. No. 1/30/2008-IR dt. 29/12/2008	14.00 Lakhs (IT Enablement)
2.	F. No. 1/30/2008-IR dt. 29/12/2008	3.50 Lakhs (Propagation of RTI)
3.	F. NO. 1/30/2008-IR dt. 21/7/2009	7.00 Lakhs (IT Enablement)

1. Certified that out of Rs. 24.50 Lakh (Rs. 21.00 & Rs. 3.50 Lakhs sanctioned for IT Enablement and Propagation of RTI respectively) (Rupees Twenty Four Lakhs and Fifty Thousand Only) of grants-in-aid sanctioned during the year 2008-09 & 2009-10 in favour of State Information Commission, Haryana a sum of Rs. 2,97,269 (Rupees Two Lakh Ninety Seven Thousand Two Hundred Sixty Nine Only) and Rs. 1,52,625 (Rupees One Lakh Fifty Two Thousand Six Hundred Twenty Five Only) has been utilized for the purpose of IT Enablement and Propagation of RTI respectively for which it was sanctioned and that the remaining unutilized balance of Rs. 21,52,731 and Rs. 1,97,375 i.e. Rs. 23,50,106 (Rupees Twenty Three Lakhs Fifty Thousand One Hundred and Six Only) would be utilized during current financial year i.e. 2009-2010.

2. Certified that I have satisfied myself that the conditions on which the grants-in-aid was sanctioned have been duly fulfilled and that I have exercised the following checks to see that the money was actually utilized for purpose for which it was sanctioned.

(kinds of checks exercised).

1. Vouchers
2. Cash/bank books

IT Enablement		Propagation of RTI	
Cost of computers/its peripherals	Rs. 2,67,014	Seminar/Workshop organized on 29/6/09 at Kurukshetra University, Kurukshetra.	
Cost of PDF Writer- Adobe Acrobat	Rs. 20,540	Payment to resource person	Rs. 2,768
Inviting Tenders for Digitization of records	Rs. 9,715	Expenditure made for making arrangements for providing Refreshment/Lunch to the participants	Rs. 61,390
		Cost of materials provided to the participants	Rs. 26,000
		<b>Total 'A'</b>	<b>Rs. 90,158/-</b>
		Seminar/Workshop organized on 13/8/09 at Haryana Agriculture University, Hisar.	
		Expenditure made for making arrangements for providing Refreshment/Lunch to the participants	Rs. 39,028
		Cost of materials provided to the participants	Rs. 23,439
		<b>Total 'B'</b>	<b>Rs. 62,467</b>
<b>Grand Total</b>	<b>2,97,269</b>		<b>1,52,625</b>

Under Secretary/DDO  
Signature of the Secretary  
Under Secretary/DDO with seal

Signature of the Secretary with seal  
Secretary  
State Information Commission,  
Chandigarh

Counter Signature by Chief Information Commissioner with seal

Chief Information Commissioner  
Haryana, Chandigarh

No.F.1/6/2010-IR  
 Government of India  
 Ministry of Personnel, PG and Pensions  
 Department of Personnel & Training  
 \*\*\*\*\*

North Block, New Delhi  
 Dated September 29, 2010

Sanction Order

Subject:- Central Sector Scheme on 'Improving Transparency and Accountability in Government Through Effective Implementation of RTI Act, 2005'- Celebration of RTI Week.

\*\*\*\*\*

Sanction of the President is hereby accorded for the payment of ₹1,50,000/- (Rupees One lakh fifty thousand only) to the State Information Commission, Haryana towards the Celebration of RTI Week.

2. This sanction is subject to the conditions given in annexure-I.
3. The expenditure will be debitable to Major Head 2052 - Secretariat General Services, 05.14 - Propagation of Right to Information Act 05.14.26 - Advertising and Publicity under Grant No. 71 for the year 2010-11.
4. This issues with the concurrence of Integrated Finance Division vide their Dy.No. 1366/JS(Fin/Per)/2010 dated 28<sup>th</sup> September, 2010.



(R.K. Girdhar)

Under Secretary to the Govt. of India  
 Tel. 2309 2759

To

1. The Pay & Accounts Officer, Ministry of Personnel, PG and Pensions, DOP&T, Lok Nayak Bhawan, Khan Market, New Delhi.
2. The Drawing & Disbursing Officer, DOP&T.
3. IFD w.r.t. I.D.No. referred above.
4. Budget Division
5. The Secretary, State Information Commission, Haryana, SCO No. 70-71 Sector 8C, Madhya Marg, Chandigarh
6. Guard File

**Annexure-I**

This sanction is subject to the following terms and conditions:-

- a) The grant of Rs. 1,50,000/- (Rupees One lakh fifty thousand only) to the State Information Commission, Haryana [Rs.60,000/- for State level workshop/seminar and Rs.90,000/- for Regional level workshop/seminar] is towards the Celebration of RTI Week. Grant would be released in one instalment.
- (b) The State Information Commission should send to this Department for record, a Utilization Certificate in the GFR 19 A format duly countersigned by the Secretary of the SIC. The UC should be sent to this Department immediately along with the details of the activities undertaken but in no case later than 31<sup>st</sup> December, 2010.
- (c) In case the amount of grant (if any) remains unutilised, it should be surrendered to the Govt. of India by a draft favouring Pay & Accounts Officer, DOP&I.



धारा 1 दैनिक वेतन के आधार पर नियुक्त कर्मचारियों के वेतन का अनियमित भुगतान राशि रु0 28.00 लाख

वित्तायुक्त एवं प्रधान सचिव, वित्त विभाग हरियाणा सरकार के पत्र क्रमांक 5/18/2000-1 बी एवं सी दिनांक 18.3.2000 तथा 5/6/2002-1 बी एवं सी दिनांक 2.1.2003 के द्वारा दैनिक आधार पर कर्मचारियों की नियुक्तियों पर पाबंदी है। इसी संदर्भ में पत्र क्रमांक 5/6/2009-1 बी एवं सी दिनांक 8.7.2009 के द्वारा विभागों को निर्देशित किया गया कि भविष्य में इन निर्देशों की अवहेलना कर यदि किसी विभाग द्वारा तदर्थ/दैनिक वेतन के आधार पर नियुक्ति की जाती है तो वह विभाग, इस तरह के वेतन भुगतान तथा भविष्य की देयताओं के लिये उत्तरदायी होगा या इन देयताओं की वसूली संबंधित विभागाध्यक्ष/कर्मचारी से की जायेगी।

मुख्य सूचना आयुक्त, हरियाणा चंडीगढ़ के लेखों की नमूना लेखापरीक्षा के दौरान यह पाया गया कि विभाग द्वारा 5/2006 से 8/2010 तक की अवधि में दैनिक आधार पर कर्मचारियों की नियुक्तियों की गई तथा उनके वेतन का भुगतान आकस्मिक निधि से किया गया जिसका विवरण अनुलग्नक 'क' में दर्शाया गया है।

इस प्रकार, सरकार की कड़ी हिदायतों के बावजूद विभाग द्वारा दैनिक आधार पर कर्मचारियों की नियुक्ति करने एवं उनके वेतन के रूप में 28.0 लाख रु0 के भुगतान के औचित्य से लेखापरीक्षा को अवगत करवाया जाए।

(2) दैनिक भोगियों पर किये गये व्यय को वित्त विभाग, हरियाणा सरकार की टिप्पणी प्राप्त कर लेखापरीक्षा को सूचित किया जाये।

विभाग को प्रेमि सं-05 दि. 16.9.2010 जारी किया गया है  
विभाग द्वारा दिया गया उत्तर संतोष नहीं है। जे. पी. ज्ञान  
लेखापरीक्षा अधिका

**Para No.1      Payment of wages to persons appointed on contractual basis during the period 2006 to 2010.**

The audit has pointed out in the Commission employees were appointed on contractual basis from May 2006 to August, 2010 and a sum of Rs.28 lakhs was paid as wages which according to audit was a violation of the instructions of the State Government and the Finance Department whereby there was a ban on appointment of daily wagers. Attention has been drawn to the instructions No. 5/6/2009-1B&C, dated 08.07.2009 (copy enclosed) whereby the departments were informed that in case persons are appointed on adhoc/daily wage basis, the responsibility will vest squarely with the department.

The State Information Commission came into being on 1<sup>st</sup> November, 2005 with the induction of Shri G.Madhavan as Chief Information Commissioner, Haryana. This is a Statutory Authority under the provisions of the Central Enactment namely the Right to Information Act, 2005. The Chief Information Commissioner, Haryana under the provisions of the Act has the status and perquisites of the Election Commissioner of India which is equal to that of a Judge of Supreme Court of India. Alongwith the induction of the Chief Information Commissioner a total number of 30 posts were also sanctioned by the State Government. The sanction stipulated that the posts should be filled up primarily by taking persons on deputation from the State Government department/Haryana Civil Secretariat and only when persons were not available from any of these sources direct recruitment could be resorted to. At the time of induction of Shri G.Madhavan as Chief Information Commissioner, he was provided a room in the Haryana Civil Secretariat alongwith a peon and Private Secretary. Subsequently, he had to shift to some temporary accommodation on the second floor of SCO No. 70-71, Sector 8-C, Chandigarh. The process of recruiting staff by taking them on deputation/transfer from the State Government departments was initiated by the Commission but no budget was sanctioned till the end of March, 2006. The vacancies were circulated to various departments but did not elicit any satisfactory response from the departments. Even the peons who were posted with the Chief Information Commissioner by the State Government were not interested in continuing with the Commission and went back to the parent department. There was no particular incentive for the Class-IV staff to come to the Commission on the same pay scale which they enjoyed in the department or the Secretariat and this was probably the reason for poor response to the circulars sent by the Commission. In May, 2006 Smt. Meenakshi Anand Chaudhary, IAS (Retd) was also inducted as State Information Commissioner and the supporting staff already decided for the Information Commissioner was also sanctioned by the State Government. The work of the Commission also started in full swing and appeals and complaints were being heard everyday by the Commission. Vehicles were also purchased for the Chief Information Commissioner as well as the State Information Commissioner, apart from a Tata Sumo for the general use in

अनुमानक 'क'

**Payment of Wages to the staff engaged on contract basis during 2006 - 8/10.**

Sr. No.	Name and Designation	Per Month Contracted Amount	Period	Total Amount to be paid
1.	Sh. K.L. Sharma, ROC	10000/-	27/9/06 to 5/08	211313/-
		12500/-	7/08 to 7/09	162500/-
		15000/-	8/09 to 8/10	195000/-
		<b>Total</b>		<b>568813/-</b>
2.	Sh. Vijay Narain, Personal Assistant	9200/-	5/07 to 10/07	57040/-
3.	Sh. L.N. Madan, PA	18144/-	1/2010 to 8/2010	125818/-
4.	Sh. Avdhash, Steno Typist	4500/-	11/06 to 7/07	31500/-
		5000/-	8/07	4782/-
		5500/-	9/07 to 1/08	27690/-
		<b>Total</b>		<b>63972/-</b>
5.	Mrs. Sonia Gupta, Steno Typist	5500/-	10/07 to 4/08	34906/-
		6000/-	4/08 to 7/08	11886/-
		6550/-	8/08 to 10/09	93153/-
		9500/-	11/09 to 8/10	81603/-
		<b>Total</b>		<b>221548/-</b>
6.	Sh. Hisham Singh, Clerk-cum-Store Keeper	5000/-	9/07 to 12/09	136500/-
		5600/-	1/10 to 8/10	44800/-
		<b>Total</b>		<b>181300/-</b>
7.	Sh. Mukesh, Computer Professional	5000/-	5/09 to 8/10	78038/-
8.	Sh. Anish, Clerk-cum-Computer Professional	4118/-	12/09 to 8/10	34789/-
9.	Mrs. Jogesh, Clerk	4202/-	4/10 to 8/10	23992/-
		5750/-	5/06 to	253556/-

11.	Sh. Sanjay Singh, Driver	5750/-	6/06 to 12/09	240542/-
		6750/-	1/10 to 8/10	54000/-
		<b>Total</b>		<b>294542/-</b>
12.	Sh. Balbir Singh, Driver	5750/-	8/06 to 12/09	231855/-
		6750/-	1/10 to 8/10	54000/-
		<b>Total</b>		<b>285855/-</b>
13.	Sh. Sham Lal, Driver	5750/-	1/09 to 8/10	115000/-
14.	Sh. Ajay, Driver	4148/-	12/09 to 8/10	35999/-
15.	Sh. Amarjeet Singh, Peon	3650/-	4/06 to 3/09	125438/-
		3784/-	4/09 to 8/10	64202/-
		<b>Total</b>		<b>189640/-</b>
16.	Sh. Balwinder Singh, Peon	3300/-	6/06 to 3/09	18378/-
17.	Sh. Surinder Yadav, Chowkidar	2900/-	11/06 to 2/07	14403/-
		3022/-	3/07 to 4/07	6044/-
		3213/-	5/07 to 7/07	9328/-
		<b>Total</b>		<b>29775/-</b>
18.	Sh. Nandan Singh, Peon	3213/-	5/07 to 1/08	26118/-
19.	Sh. Parteek Madan, Peon	3213/-	2/08 to 3/08	4539/-
20.	Sh. Rajesh Kumar, Peon	1456/-	25/9/06 to 11/06	2148/-
21.	Sh. Dharamvir Singh, Peon	3213/-	2/08 to 4/08	4650/-
22.	Sh. Suresh Kumar, Peon	3213/-	18/7/07 to 11/08	55376/-
23.	Sh. Nathu Ram, Peon	3784/-	5/08 to 7/08	5802/-
24.	Sh. Kamal Thapa, Peon	3784/-	8/10	2319/-
25.	Sh. Surander Yadav, Chowkidar	2900/-	11/06 to 2/07	11503/-
		3022/-	3/07 to 4/07	6044/-
		3213/-	6/07 to 7/07	6115/-
		<b>Total</b>		<b>23662/-</b>
26.	Sh. Bhoj Pal, Chowkidar	3213/-	8/07 to 4/08	35400/-
27.	Sh. Madan Lal, Chowkidar	3213/-	3/08 to 4/08	3216/-

28.	Sh. Jasmeet Kumar, Part Time Sweeper	1456/-	6/06 to 6/11/06	5290/-
29.	Sh. Rajesh, Sweeper	1456/-	Two Months	582/-
30.	Sh. Rakesh, Sweeper	2900/-	11/06 to 12/06	5220/-
31.	Total			2796368/-

28/10/10  
APD

Under Secretary  
State Information Commission  
12/10/10

post of peon. There was, therefore, no other option except to go for contractual appointments on the rates fixed by the Deputy Commissioner, Chandigarh. The Department of Women and Child Development had some surplus staff who were rendered surplus because of the closure of a World Bank Scheme but these drivers who had an experience of nearly 5 to 6 years of the department were not on a regular grade but were on contract with the department. The Commission felt that it was preferable to go in for drivers who have already put in some service in a Government department and have also worked with officers and were quite conversant with the working of the Government department. Similarly, there were some class-IV employees of the Women and Child Development department who had been rendered surplus because of the closing down of the project and were available to Commission. The Commission, therefore, decided to appoint three drivers and two peons who were earlier working with the department on contractual basis with the Commission during the year 2008. With the induction of 5 more Information Commissioners in the year 2008, Honda City cars were purchased for their use and the Commission once again faced the problem of getting regular drivers who were competent to drive these vehicles. There was poor response to the circular sent by the Commission and even some drivers taken from the office of Financial Commissioner, Revenue did not continue for long in the service of the Commission. Since the Information Commissioners had to be provided drivers there was no other option except to go for contractual appointments but drivers were selected after a thorough test taken by the department of Transport in the Ministry Car Section of Chandigarh Depot. From the year 2008, the Commission resorted to out sourcing the job of peons, chowkidars, sweepers etc. by inviting contracts on an annual basis. However, since the drivers and class-IV staff who had joined the Commission from the Women & Child Development Department from the inception of the Commission were doing an excellent job, it was decided to continue with their services in the Commission. The Commission has its office at two different locations in Sector-8, Chandigarh and at one location 2 floors of the building have the office of the Commission and Chowkidar/Watch and Ward staff had to be provided at both the places since costly equipments by way of computers, telephones, air conditioners were installed in the office of the Commission. The Commission also found an acute shortage of steno-typists and stenographers for being posted with the officers. With the best efforts it was possible to persuade some employees from the State Government to come and work in the Commission but vacancies arose periodically and in the absence of stenographers, the Commissioners were facing a lot of difficulty in discharging their court work and dictation of judgments. Under these circumstances, steno typists had to be employed from the open market so that the work of the Commission did not suffer. Even the Chief Information Commissioner, Haryana had to face a problem in getting a Personal Assistant and consequently retired PAs of the State Government were taken on contractual basis. The salary paid to them was on a consolidated basis worked out on the formula of last pay drawn minus pension. As regards the post of Research Officer-cum-Consultant since no body from the Government department was willing to come on deputation/transfer to the Commission, it was decided to engage the services of Shri K.L.Sharma who had retired as Research Officer from the State Government. It may also be mentioned that other

organizations like the State Finance Commission have also employed retired persons on contractual basis from time to time. No irregularity of any kind was involved in these appointments for the following reasons:

1. These appointments were made only when the Commission was unable to get suitable persons on deputation/transfer from the State Government/ Government Department, and there was no option except to hire persons on contract basis to carry on the work of the Commission.
2. Appointments were always made against the sanctioned posts in the Commission and there was no excess staff at any stage.
3. Contractual appointments are being made by other Statutory Authorities in the State of Haryana like State Finance Commission as well as the various Boards and Corporations.
4. As regards the circular dated 08.07.2009 ( copy enclosed ) of the Finance Department to which reference has been made by the audit, it is clear that these instructions apply only to those departments where there was a ban on recruitments. In the case of the Commission which was newly constituted, and where posts were sanctioned the ban did not apply and consequently no violation of the instructions was made by the Commission. Even after the induction of contractual staff some posts of Private Secretary/PA attached to Commissioners are still vacant and no suitable candidates are willing to come on deputation/transfer to the Commission.
5. The Chief Information Commissioner has been delegated the powers of the Administrative Secretary under the Civil Service Rules as well as the Punjab Financial Rules by the State Government vide letter No.5/5/2005-1AR, dated 01/03-03-2006. He is, therefore, fully competent to make these appointments particularly when suitable persons were not available from the departments in spite of repeated efforts. In addition, under Section 15(4) of the Right to Information Act, 2005, the Chief Information Commissioner enjoys full authority to carry on the affairs of the Commission autonomously without being subjected to directions by any other authority. Copies of the Govt. Letter dated 01.03.2006 as well as extract of the provision of Section 15(4) of the RTI Act are enclosed for information. It is also a fact that the State Government / Chief Secretary to Government, Haryana was apprised about these contracted employees and full post wise details of which were also sent vide this Commission's letter No. 1898/CIC/7 I A / 2010 dated 18.3.2010 ( copy enclosed ).

In view of what has been stated above no irregularity was committed in employing persons on contractual basis in the State Information Commission, Haryana which was done in the interest of work and for carry on affairs of the Commission in a smooth fashion. As already mentioned these appointments were made against the sanctioned posts and were on contractual basis and not on daily wages/adhoc basis. The instructions issued by the State Government pertain to employing daily wagers or on adhoc basis which was not done by the Commission. Under these circumstances, it is requested that the objection raised by the audit is kindly be dropped.

3

  
Under Secretary  
State Information Commission  
Haryana, Chandigarh

  
Chief Information Commissioner  
Haryana, Chandigarh

विश्वीय नियमानुसार सरकारी प्रयोग हेतु सत्तानों की खरीद मिलव्यवित्तापूर्वक केंद्रित (centralized) रूप में की जानी चाहिये ।

वित्त विभाग, हरियाणा सरकार के पत्र क्रमांक 5.10.2005-1 की एंव सी दिनांक 22.12.05 के द्वारा यह निर्देश दिया गया है कि महंगे कर्मीकर, इत्यादि खरीद करने हेतु प्रशासनिक सचिव की स्वीकृति के परन्तु वित्त विभाग से स्वीकृति प्रदान करनी थी ।

मुख्य सूचना आयुक्त, हरियाणा, बडोदा की लेखों की मजूना सेवापरिक्षा के दौरान यह पाया गया कि वित्त-विन्य विभागों के माध्यम से सरकारी खजाने से राशि का आहरण कर 30.84 लाख रु० से महंगे कर्मीकर अलग-अलग वर्षों से वित्त विभाग की स्वीकृति के बगैर खरीदे गये । इसकी बड़ी राशि की खरीद बी.जी.एस. एंड की विभाग के माध्यम से एकमुश्त करनी चाहिए थी परंतु कार्यलय द्वारा, मार्च 2008 से नवम्बर 2008 के बीच 30.84 लाख रु० की महंगे कर्मीकर की अलग-अलग तिथियों में खरीद कार्यलय स्तर पर कर ली गई जिसका विवरण अनुसन्धक 'क' में दर्शाया गया है । कार्यलय द्वारा 30.84 लाख रु० के कर्मीकर में से सिर्फ 27,200 रु० की कुर्सियां अनुसन्धकों (visitors) के लिए खरीदी गईं शेष 30.37 लाख रु० की राशि का उपयोग अधिकारियों/कर्मचारियों (जिनकी संख्या सिर्फ 30-40 की बीच है) के प्रयोग हेतु कुटेशनों के आधार पर स्थानीय बाजार से खरीदी गई । इस संबंध में निम्न सेवापरिक्षा दिप्पनी की जाती है:

- i. वित्त विभाग की स्वीकृति के बगैर इसकी बड़ी राशि की कर्मीकर की खरीद बिना निविदा मंगये स्थानीय बाजार से कुटेशन के आधार पर करने का कारण स्पष्ट किया जाए ।
- ii. सिर्फ 30-40 स्टाफ हेतु 30.84 लाख रु० की कर्मीकर की खरीद की क्या आवश्यकता थी ?
- iii. इस संबंध में वित्त विभाग की दिप्पनी लेकर सेवापरिक्षा की अवगत करवाया जाए ।

जे.पी.गन

सेवापरिक्षा अधिकारी



**Para-2: Purchase of costly furniture amounting to Rs.30.64 lakhs for the office of the State Information Commission.**

The audit has pointed out that costly furniture for the office of the Commission amounting to Rs.30.64 lakhs was purchased without following centralized purchase procedure. It has also been pointed out that approval of the Finance Department was not obtained before making this purchase. Details of the purchases made during the period from March 2006 to November 2008 has been listed by the audit separately. It has also been pointed out that chairs for an amount of Rs.27200/- have been purchased only for the visitors. A sum of Rs.30.37 lakhs has been incurred for buying furniture for the use of officers/officials whose total strength is between 30 to 40.

The Commission was established w.e.f. 1st November, 2005 and Shri G.Madhavan retired Chief Secretary, Haryana was sworn in as the Chief Information Commissioner. No budget was sanctioned till the Supplementary Estimates were approved towards the end of March, 2006. The Commission had to function initially from a room allotted in the Secretariat and subsequently from a make shift room allotted on the 2<sup>nd</sup> floor of SCO No. 70-71, Sector 8-C, Chandigarh where presently the office of Chief Information Commissioner on the first floor is situated. A sum of Rs.30 lakhs was allotted for establishing the office of the Commission and this had to be utilized before the end of the financial year 2005-06. Since the funds were to be made available only in the last week of March, 2006 after the approval of the Supplementary Budget by the Vidhan Sabha, the Commission had to take an advance action for purchasing of furniture and other items so that the grant is utilized within a short period of one month. The Chief Information Commissioner enjoys the status of Election Commissioner of India which is equivalent to that of Judge of the Supreme Court and he is the senior most functionary in the state of Haryana both in terms of his pay scale, responsibilities and status. The State Government conferred on him the powers of Secretary to Government under the Civil Service Rules as well as the Punjab Financial Rules for incurring expenditure vide orders No.5/5/2005-IAR, dated 01/03-03-2006 (Copy enclosed). Both the Chief Information Commissioner as well as one State Information Commissioner, who was inducted in May, 2006 had to conduct public hearings which are quasi judicial proceedings under the provisions of the Act. Keeping in view of the fact that the Commissioner enjoyed the status of Chief Secretary of the State, a Committee constituted for this purpose recommended (copy enclosed) that furniture for use of these officers should be of standard make and specific recommendation was made by the Committee to go in for purchase of Godrej furniture. Representatives of the department of PWD (B&R), Architecture as well as the Finance Department were members of this Committee which recommended for purchase of Godrej furniture by the Commission. The Commission was also informed that some of the departments like the PWD (B&R) and Architecture had gone in for purchase of Godrej furniture for use in their offices. The Haryana Civil Secretariat especially the 4<sup>th</sup> floor occupied by the Hon'ble Chief Minister, senior officers including the Chief Secretary, Haryana was being renovated by the State Government around the same time and the department of PWD (B&R) went in for purchase of standard furniture including Godrej for

T  
Signature 'S'

### Detail of Furniture

No.	Particulars	Bill No/Date	Qty	Unit Price	Total
1.	Icon Suitable (+ERI)	1513/25.3.06	1	62045.00	62045.00
2.	Halo Chair PCH 9200 R with Auto Return	1513/25.3.06	1	26190.00	26190.00
3.	Halo Chair PCH 9202 R with Auto Return	1513/25.3.06	10	19130.00	191305.00
4.	Hunter Sofa (3+1+1 seater)	1513/25.3.06	1	56460.00	56460.00
5.	Coffee Table Alica	1513/25.3.06	2	6650.00	13300.00
6.	Corner Table Flora	1513/25.3.06	2	1240.00	2480.00
7.	Conference table 8 seater	1513/25.3.06	1	28091.28	28091.28
8.	Chair PCH 41031	1513/25.3.06	15	2619.06	39285.90
9.	Sofa 2 seater Gold Sn. Leather	1513/25.3.06	2	10770.00	21540.00
10.	WT 712	1513/25.3.06	2	13021.30	26042.60
11.	PCH 5002T	1513/25.3.06	2	4211.26	8426.52
12.	Reception table 3 Arc DI. Top	1513/25.3.06	1	43726.86	43726.86
13.	6 Person reflex 5*5 Screens	1513/25.3.06	2	125229.09	250458.18
	Total				769351.34
	VAT @ 4%				30774.08
	Grand Total				800125.98


Signature  
Under Secretary/D.D.O.  
State Information Commission,  
Harjana, Chandigarh

1	WT-718-IERU	1514/28.3.06	1	19420.91	19420.91	
2	WT 718	1514/28.3.06	1	18897.10	18897.10	
3	PCH 7001	1514/28.3.06	1	8198.78	8198.78	
4	PCH 5001T	1514/28.3.06	1	4554.88	4554.88	
5	PCH 5002T	1514/28.3.06	1	4213.26	4213.26	
6	PCH 1007	1514/28.3.06	14	2049.70	28695.80	
7	Safe 26 inch	1514/28.3.06	1	31884.00	31884.00	
8	430 dy Optimize	1514/28.3.06	1	42983.00	42983.00	
	Total				158847.73	
	VAT @ 4%				6353.90	
	Grand Total				165201.63	
1.	Jeon Suit	518/13.9.06	1	62045.00	62045.00	
2.	Chair PCH 9200R	518/13.9.06	1	26190.00	26190.00	
3.	Chair PCH 9202RV	518/13.9.06	6	19130.50	114783.00	
4.	Sofa make hunter	518/13.9.06	1	56460.00	56460.00	
	VAT @ 4%				10379.00	
	Total				269857.00	
Sr. No.	Name of Firm	Particular	Bill No/date	Qty	Rate	Amount
1.	M/s Anil Steel Ind.	Office Table	1064/24.10.2006	1	3300.00	3300.00
2.	M/s Anil Steel Ind.	Revolving Chair	1064/24.10.2006	1	1100.00	1100.00
3.	M/s Anil Steel Ind.	Computer Chair	1064/24.10.2006	2	900.00	1800.00
4.	M/s Anil Steel Ind.	Visitor Chair staff	1064/24.10.2006	32	850.00	27200.00
5.	M/s Anil Steel Ind.	Computer Table	1064/24.10.2006	2	1250.00	2500.00
	Total					35900.00
	VAT @ 4%					1436.00
	Grand Total					37336.00


Under Secretary U.I.C.  
State Information Commission,  
Haryana, Chandigarh.

III

1.	M/s Classic Furniture	Five seater Sofa	2042/23.10.06	1 (3+1+1)	15000.00	15000.00
2.	M/s Classic Furniture	Centre Table	2042/23.10.06	4	2500.00	10000.00
3.	M/s Classic Furniture	Side Table	2042/23.10.06	6	1400.00	8400.00
	Total					33400.00
	VAT 4%					1336.00
	Grand Total					34736.00
1.	M/s Anil Steel Ind.	Office steel Almari	777/7.11.2006	3	3500.00	10500.00
2.	M/s Anil Steel Ind.	Computer Table	777/7.11.2006	1	1250.00	1250.00
	Total					11750.00
	Tax					470.00
	Grand					12220.00
1.	M/s Anil Steel Ind.	Office Steel Almari	779/10.11.2006	4	2300.00	9200.00
	Tax					368.00
	Total					9568.00
1.	M/s Raj Traders	Sofa Set 11 Seater	163/17.11.2006	11	3500.00	38500.00
2.	M/s Raj Traders	Notice Board	163/17.11.2006	2	1500.00	3000.00
3.	M/s Raj Traders	Table for reader	163/17.11.2006	2	6000.00	12000.00
4.	M/s Raj Traders	Court Room Table	163/17.11.2006	1	16500	16500.00
5.	M/s Raj Traders	Cup board for kitchen	163/17.11.2006	1	4500.00	4500.00
6.	M/s Raj Traders	Setty with cushion	163/17.11.2006	1	7500.00	7500.00
	Total					82000.00
	Tax					3280.00
	Grand					85280.00
1.	M/s Arthant Steel Ind.	Office Steel Almari	1216/24.1.2008	5 ✓	2500.00	12500.00
	Tax					1562.00
	Total					14062.00

  
 Under Section 30A(1) D.O  
 State Information (Customs)  
 Mysore, Channarayana

	M/s Godrej Company	Icon Executive Table	16878/15.1.2008	5	69054.00	345270.00
2.	--do--	Chair PCH 9200 RH	16939/14.2.2008	5	29072.04	145360.20
3.	--do--	Chair PCH 9202 RX	--do--	20	21262.45	425249.80
	Total					915880.00
	Tax					114485.00
	G. Total					1030365.00
1.	M/s Godrej Co.	Sofa Set 1 seater	16879/15.1.2008	10	13535.00	135350.00
2.	--do--	Sofa Set 3 seater	--do--	5	13570.00	117850.00
3.	--do--	Coffee Table	--do--	2	7973.00	15946.00
4.	--do--	Coffee Table Alice	16889/18.1.2008	3	7973.00	23919.00
	Total					293065.00
	Tax					36633.00
	G. Total					329698.00
1.	M/s Godrej Co.	Table T-8	16897/23.1.2008	2	5843.02	11686.04
2.	--do--	Table T-9	--do--	3	9226.78	27680.34
3.	--do--	Chair CH-1007	16915/31.1.2008	20	2223.16	44463.20
4.	--do--	Table T-8	16915/31.1.2008	1	5843.02	5843.02
5.	--do--	Table T-9	16922/7.2.2008	1	9226.78	9226.78
6.	--do--	Table T-8	16936/12.2.2008	4	5843.02	23371.08
	Total					122270.46
	Tax					15283.80
	G. Total					137554.00
1.	M/s Godrej Co.	Table T-8	16858/20.2.2008	3	5843.02	17529.06
2.	--do--	Table T-9	--do--	1	9226.78	9226.78
3.	Total					26755.84
	Tax					3344.48
	G. Total					30100.00

  
 Under Secretary/D.O.  
 State Information Commission  
 Maryana, Dha Waj, 2011

	M/s Atul Furniture	2 Easy Chair	823/29.3.2008	2	3500.00	7000.00
	--do--	Side Table	--do--	12	1600.00	19200.00
	--do--	D Type Table	--do--	2	4800.00	9600.00
	Total					35800.00
	Tax					4475.00
	Carry Charges					450.00
	G.Total					40725.00
1.	M/s Deepika Enterprises	Seater Sofa Set	547/29.3.2008	10	3480.00	34800.00
	Total					34800.00
	Tax					1392.00
	G.Total					36192.00
	M/s R.P. Enterprises	4 Fold Wooden Screen	000053/7.1.2008	1	4000.00	4000.00
	Total					4000.00
	Tax					160.00
	G.Total					4160.00
1.	M/s Methodox System	Book Shelf	2074/27.11.2008	3 ✓	8884.52	26553.00
	Total					26553.00

Grand Total	Page No. 1	=	8,00,125.98
	Page No. 2	=	4,72,394.63
	Page No. 3	=	1,53,866.00
	Page No. 4	=	15,27,717.00
	Page No. 5	=	1,07,630.00

30,63,733.61

Under Secretary (I.T.O.)  
State and Union Tax Department  
Muzaffargarh, Punjab

*[Signature]*  
AFO

furnishing the offices on the 4<sup>th</sup> floor in the Haryana Civil Secretariat. The status and importance of the State Information Commission, Haryana is no less as compared to senior officers working in the State Government as well as in the CM's Secretariat and keeping in view the recommendation of the Committee, the Commission decided to go in for purchase of Godrej furniture by directly placing the order with the manufacturer. The CIC as well as the SICs are entitled to a Private Secretary, PA, Reader as well and other supporting staff as per the sanction issued by the State Government. Computers had to be provided to the Commissioners as well as the personal staff and the necessary infrastructure in terms of computer tables and office chairs had to be procured. The expenditure of Rs.12.72 lakhs shown on pages 1 to 3 of the statement mostly pertains to purchase made for the office of Chief Information Commissioner as well as the State Information Commissioner during the period March, 2006 to October, 2006. The Commission also decided to follow the system of work station by allotting separate computers to the office personnel who were supposed to deal with the case and put them up for the orders of the officers. The Secretary of the Commission is a senior IAS officer and had to be provided furniture and infrastructure commensurate to his status. The personal staff had also to be provided Almirahs for keeping important files as is done in the State Government. It is also a fact that a large number of visitors come to the Commission everyday both in connection with the public hearings conducted by the Commissioners and also with regard to enquiries in connection with complaints/ appeals filed by them before the Commission. In many cases senior officers of the department come to attend the hearings and it was necessary to make proper seating arrangements for them while they await their turn for the hearing before the Commission. The visitor chairs was, therefore, a necessity apart from the sofas which had to be designed keeping in view the space available in the premises given to the Commission. It was not possible to purchase all these items in one go as purchases had to be made depending upon the requirement and the staff strength of the Commission. On 3<sup>rd</sup> January, 2008, 5 more Information Commissioners were inducted in the Commission by the State Government. Their personal staff numbering 10<sup>on the</sup> pattern approved for Information Commissioners was also sanctioned (copy enclosed) by the State Government. Consequently, both the Commissioners and the staff had to be provided office furniture by the Commission. As regards Commissioners, orders were placed once again with M/s Godrej Company as was done earlier in the case of the Chief Information Commissioner as well as the State Information Commissioner, who joined in May, 2006. Steel almirahs, computer tables etc. had also to be provided to the personal staff and some sofa sets had also to be purchased for officers and officials who come to attend the hearing before the Commissioners. It is also be clarified that all the Commissioners hold independent hearings everyday and the number of visitors is quite large and even the arrangements made were not found adequate. However because of the space constraints, this was the best that could be done under the circumstances. The purchases made during the months January to March, 2008 as mentioned at pages 4 and 5 were in the context of the induction of 5 more Information Commissioner and their supporting staff. The purchases were made from the open market at competitive rates by inviting quotations after following the due procedure prescribed in the Financial Rules.

As regards Godrej furniture meant for the Information Commissioner, orders were placed directly with the manufacturer as was done earlier. It was not possible to arrange furniture on a centralized basis as suggested by the audit since purchases could be made only after the induction of the Information Commissioners and the supporting staff about which no prior intimation was available with the Commission. Even otherwise, there was no justification to purchase furniture on a large scale on the assumption that Information Commissioners would be inducted on a future date. The initial purchase for the Chief Information Commissioner and the State Information Commissioner was made out of the budget of Rs.30 lakhs allotted and subsequent purchases in the year 2008 were made within the budget allotted for the year 2007-2008. Thus no irregularity was committed in the purchase of these furniture items for the office use of Chief Information Commissioner and State Information Commissioners. As already explained, the State Information Commission was constituted in November, 2005 for the first time and the office of the Commission had to be furnished at a proper scale keeping in view the status and responsibilities of the incumbent Commissioners and the duties which were to be discharged by the Statutory Authority namely the State Information Commission, Haryana. As per the instructions of the Government in the case of new offices, the Administrative Secretary/Head of the Department was competent and had full powers for the purchase of furniture with reference to instructions No. 2/1(4)-87-4-PR, dated 12.03.2006 (copy enclosed). Attention is also invited to provisions of Section 15 (4) of the Right to Information Act, 2005 which reads as under:

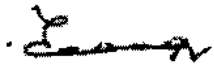
"The general superintendence, direction and management of the affairs of the State Information Commission shall vest in the Chief Information Commissioner who shall be assisted by the State Information Commissioners and may exercise all such powers and do all such acts and things which may be exercised or done by the State Information Commission autonomously without being subjected to directions by any other authority under this Act." (Copy enclosed)

A perusal of the above provision shows that the Chief Information Commissioner has full powers for managing the affairs of the Commission and enjoys autonomy without being subjected to directions by any authority including the State Government. The Commission was, therefore, not legally expected to seek the concurrence of the Finance Department keeping in view the fact that the Chief Information Commissioner already had the powers under the Punjab Financial Rules for making purchases and the Commission was a new Statutory Authority which came into being in November, 2005. With the induction of Chief Information Commissioner appeals and complaints started reaching the Commission and the necessary infrastructure had to be created in a short span of time so that the responsibilities given to the Commission under the Act are discharged properly by the Commission. The procedure adopted for the purchase for various items of furniture in the Commission was strictly in accordance with the financial rules of the State Government and based on the recommendation of the Expert Committee constituted for this purpose. The objection of the audit that for a total staff of 30-40 persons there was



no justification for purchasing furniture worth Rs.30.64 lakhs is not correct. As already explained, the total staff including drivers, Class-IV, chowkidar and personal staff of the Commissioners works out to 68. The major amount of purchase pertains to furniture meant for the Information Commissioners who enjoy the status of Chief Secretary to Government, Haryana and have to conduct regular public hearings where senior officers and members of the public appear before them in quasi judicial proceedings. The scale of furniture purchased was in tune with their status and no extravagant purchase was made by the Commission.

In view of what has been stated above it is requested that the objection raised by the audit may kindly be dropped.

  
Under Secretary  
State Information Commission  
Chandigarh

  
Chief Information Commissioner  
Chandigarh

सूचना के अधिकार अधिनियम, 2005 के सेक्शन 20(1) के अनुसार यदि कोई सूचना अधिकारी किसी व्यक्तिगत कारण के बिना सूचना के लिए आवेदन प्राप्त करने से इंकार करता है या धारा 7 की उप धारा (1) के अधीन विनिर्दिष्ट समय के भीतर सूचना नहीं देता या जानबूझ कर गलत अपूर्ण या भ्रामक सूचना देता है या सूचना को नष्ट करता है जो कि अनुरोध का विषय थी या किसी रीति से सूचना देने में बाधा डालती थी, तो राज्य सूचना आयोग उन अपीलों का निपटारा करते समय, ऐसे प्रत्येक दिन के लिए, जब तक आवेदन प्राप्त किया जाता है या सूचना दी जानी थी, प्रत्येक दिन के लिए 250 रुपये और अधिक से अधिक 25000 रुपये का जुर्माना अधिशेषित करेगा, इसके अतिरिक्त धारा 7 की उपधारा (1) के अधीन राज्य आयोग को सूचना अधिकारी के विरुद्ध लागू सेवा नियमों के अधीन अनुशासनिक कार्रवाई करने के लिए सिफारिश का भी अधिकार है ।

हरियाणा राज्य सूचना आयोग, चण्डीगढ़ के लेखों की जांच के दौरान देखा गया कि राज्य आयोग ने उपरोक्त धाराओं की अनुपालना करते हुए अनुसंग 'अ' के अनुसार 52 मामलों में समय पर वांछित सूचना प्रदान न करने के कारण, सूचना अधिकारियों के विरुद्ध 3.88 लाख रुपये का जुर्माना प्रभावित किया था जिसकी वसूली अभी तक सम्बन्धित अधिकारियों से नहीं हुई थी । वसूली न होने कारण लेखापरीक्षा को सूचित किये जाये तथा की गई कार्रवाई से लेखापरीक्षा को अदगत किया जाये ।

जे.पी. म.ग.  
लेखापरीक्षा अधिकारी


**Para-2: Recovery of Rs.3.88 lakhs as penalty under Section 20(1) of the Right to Information Act, 2005.**

The audit has pointed out that in 52 cases where penalty was imposed by the Commission under Section 20(1) of the Right to Information Act an amount of Rs.3.88 lakhs was yet to be recovered from the concerned Public Information Officers. The audit has desired to know reasons for non recovery as well as action taken in this regard.

It may be explained that while passing orders under Section 20(1) of the RTI Act for imposing penalty on the Public Information officers instructions are also sent to the DDOs to recover the amount from the pay of the concerned officers and deposit it through treasury challan under the relevant Head of Account namely "0070-Administration-60-Other Receipts. In many cases, the Commission has also ordered for recovery of amount by way of monthly instalments from the pay of the officers. Consequently, the entire amount will be recovered over a period of time and the DDOs are asked to send a compliance report at the end of the period intimating the Commission about the recovery. The Commission has been following up the recovery of these cases on a periodical basis and has also taken up the matter with the concerned Public Authorities at the level of Administrative Secretaries as well as the "Heads of Departments to ensure that the recovery is effected. It may also be mentioned that out of total of 245 cases where penalty has been imposed upto the August, 2010 involving a total amount of Rs.14.46 lakhs an amount of Rs.10.58 lakhs has been recovered barring the 52 cases mentioned in the audit note. The majority of above cases pertains to the departments of School Education, Development & Panchayats, Urban Development and the Engineering Departments. In a few cases the SPIOs have also obtained stay orders from the High Court against the recovery which can not be effected until the matter is disposed of by the High Court. The recovery also pertains to mostly cases decided in the year 2009 and 2010 and the matter will be rigorously followed up with the departments concerned.

In view of the position explained above, this para may kindly be dropped.

---

  
Under Secretary  
Right to Information Commission  
Bhopal

  
Joint Secretary  
Right to Information Commission  
Bhopal

**रोकड़ बही (Cash Book) में अनियमितताएँ**

मुख्य सूचना आयुक्त, हरियाणा के कार्यालय के लेखों की लेखापरीक्षा के दौरान यह रोकड़ बही में निम्न त्रुटियाँ पाई गईं:

- (i) खजाने से प्रत्येक माह खजाना अनुसूची (Treasury Schedule) प्राप्त कर रोकड़ बही के साथ मिलान (Reconcile) किया जाना चाहिये तथा इस संबंध में प्रमाण पत्र दर्ज किया जाना चाहिए परंतु रोकड़ बही में ऐसा नहीं किया गया है। मार्च 2010 की खजाना अनुसूची मिलान करने पर निम्न शशिया अनुसूची में पाई गई परंतु रोकड़ बही में नहीं पाई गई:

तिथि	वाचकर रु०	राशि (रुपए में)
18.3.10 ✓	103 ✓	2863 ✓
31.3.10	386 ✓	411732 ✓
	387 ✓	157018
	395 ✓	267234
	398	158468
	398	32518
	399	37198
	400	35287

- (ii) रोकड़ बही लिखने वाले के अतिरिक्त किसी अन्य अधिकारी/कर्मचारी द्वारा रोकड़ बही के कुल योग की जाँच कर हस्ताक्षर किया जाना चाहिये परंतु ऐसा नहीं किया गया है।


उपरोक्त अनियमितताओं को दूर कर लेखापरीक्षा को सुधित किया जाए।

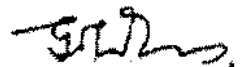
जे.सी. नाग  
लेखापरीक्षा अधिकारी

**(Para 4)- Irregularities in Cash Book.**

I As pointed out by the Audit, the matter stands referred to the Treasury Officer, Haryana, Chandigarh vide this Commission's letter No. 7456/CIC/AA/2010 dated 18<sup>th</sup> October, 2010 for rectification the treasury schedule for the month of March, 2010. It is also submitted that the amount shown in the audit para has not been drawn by the State Information Commission, Haryana, however, after receipt of the reply from the Treasury Officer, Haryana, Chandigarh, the Audit will be requested to drop the para accordingly.

II There is no post of Cashier sanctioned in the Commission, therefore, after writing the Cash Book by the Accounts Assistant signatures are being done by the DDO i.e. Under Secretary, State Information Commission, Haryana. Since the Accounts Assistant is not doing his signatures after writing the Cash Book, therefore, arrangement has been made by directing the Accounts Assistant to put his signatures on the entries made by him. Thereafter the Under Secretary in the capacity of DDO will check the totals before counter signing the Cash Book in token. Therefore, the Audit is requested to kindly drop the para.

  
Under Secretary  
State Information Commission  
Chandigarh



**तैयार न करना**

मुख्य सूचना आयुक्त, हरियाणा, थंडीगढ़ के लेखों की नमूना लेखापरीक्षा के दौरान यह पाया गया कि विभाग द्वारा निम्नलिखित रिकार्ड तैयार नहीं किया जा रहा है ।

1. एस.टी.आर.-8
2. ऋण/अग्रिम रजिस्टर
3. गाड़ियों की रिपेयर रजिस्टर
4. टी.ए. चेक रजिस्टर
5. टेलीफोन रजिस्टर

उपरोक्त रिकार्ड न बनाये जाने के कारण दावे की जांच नहीं की जा सकी ।

उपरोक्त रिकार्ड तैयार कर लेखापरीक्षा को सूचित किया जाए तथा भविष्य में अनुपालना की जाए ।

-sd-  
लेखापरीक्षा अधिकारी

(Para 5)- Preparation of Record.

As suggested by the Audit the STR-6, Loan/Advance Register, Repair of Vehicle Registers, TA Check Register and Telephone Register has been prepared. The Audit is requested to kindly drop the para.



Under Secretary  
State Finance Commission  
Lucknow, U.P.

Page 5/9  
Annexure 'B' D.O. No. 1/12/2008-TAP  
Chief Secretary, Haryana,  
Chandigarh. Annexure 'B'  
E-mail: cs@hry.nic.in  
Dated 21.5.2008

Subject:-

Strengthening and capacity building of the State Information  
Commissions- Formulation of a centrally sponsored plan scheme.  
\*\*\*

My dear

Please refer to your D.O. letter No. 1/38/2007-JR, dated 27.3.2008 addressed to me on the above mentioned subject.

The State Government welcomes to initiative being taken by the Government of India, Ministry of Personnel in framing a centrally sponsored plan scheme with a view to strengthening and building capacity of the State Information Commissions. The Chief Information Commissioner of Haryana has already communicated his comments directly to you vide his letter No. 2480/SS/CIC-08, dated 11.4.2008, a copy of which is attached for ready reference. The State Government is broadly in agreement with his views. We are also agreeable in principle to contribute to the construction of the office building of the State Information Commission, Haryana on a matching basis and will also ensure allotment of land with a clear title in favour of State Information Commission for this purpose. You are, therefore, requested to take further action and include the State of Haryana as well as State Information Commission, Haryana in the proposed scheme at the earliest.

Yours sincerely,

SH/-  
(Dharam Vir)

Shri Satyananda Mishra,  
Secretary, Government of India,  
Ministry of Personnel,  
Public Grievances & Pensions,  
Department of Personnel & Training,  
North Block,  
New Delhi- 110 001.

Encl. No.

Dated Chandigarh the

✓ A copy is forwarded to Sh. G. Madhavan, IAS (Retd.) Chief Information Commissioner, Haryana for information.

  
Chief Secretary to Govt. of Haryana.



Sh.C.B.Palwal  
Joint Secretary(E/RTI)  
Tele: 011-23094276  
D.O.No.1/38/2007-TRVol.III

भारत सरकार  
कार्मिक और प्रशिक्षण विभाग  
कार्मिक, लोक शिकायत तथा पेंशन मंत्रालय  
पश्चिम ब्लाक, नई दिल्ली-110001  
GOVERNMENT OF INDIA  
DEPARTMENT OF PERSONNEL & TRAINING  
MINISTRY OF PERSONNEL, PUBLIC GRIEVANCES  
AND PENSIONS  
NORTH BLOCK, NEW DELHI-110001

dated 15<sup>th</sup> January, 2010

Dear Sir,

You are aware that a Centrally Sponsored Plan Scheme on "Strengthening, Capacity Building and Awareness Generation for effective implementation of the RTI" is under implementation since November, 2008. Funds have been disbursed to the 26 State Information Commissions for IT Enablement and propagation of RTI under the scheme. At the time of initiation of the above scheme, there was a component for 'Construction of HQ Building of State Information Commission' under capacity building of SICs in the scheme. The component had to be postponed at that time as the Planning Commission had advised to re-examine the proposal and re-prioritize components of the scheme so that they are accommodated within the reduced projected outlay for the Eleventh Five Year Plan.

2. In the meanwhile some State Governments had approached DOPT for taking up the proposal with the Planning Commission again. Accordingly, this Department has re-submitted a proposal for allocation of funds for this component during the ensuing financial year i.e., 2010-11. Planning Commission has agreed in-principle for incorporation of 'Construction of HQ Building for the SIC' having a central grant of Rs.7.50 crores for each State Information Commission. However, the grant is subject to the fulfilment of the following conditions:-

i. The Central Government will provide 50% with a ceiling of Rs.7.50 crores for ready built building or construction of building for SIC subject to confirmation from the State Government regarding availability of land with clear title in the name of SIC, clearance from municipal authorities, lay out design and plans of buildings duly approved by architect/PWD. The balance expenditure on the building for SIC would have to be borne by the State Government as grant for which necessary budget provision should be made and a confirmation to this effect would have to be obtained from Finance Secretary of the State Government;

ii. Land for construction of SIC buildings may have to be made available by the concerned State Governments free of cost with clear title of land;

iii. A Detailed Project Report (DPR) on the subject would need to be prepared clearly bringing out component-wise coverage, physical parameters, layout/design of buildings, manner of implementation, realistic cost estimates, monitorable physical and financial targets, outputs/outcomes and funding modalities etc. of the scheme.

3. I shall be grateful if you could send the proposals for "Construction of HQ Building for State Information Commission" duly following the above guidelines, so that the matter may be taken up with concerned authorities for budget provision during 2010-2011.

With regards.

Yours sincerely

Mrs. Urvashi Guleti  
Chief Secretary  
Haryana  
Chandigarh

(C.B.Palwal)

[ Madhavan IAS (Retd.)

D.O. No. 1786/CIC/HIA  
Chief Information Commissioner  
Haryana, Chandigarh.  
Dated 12/2/10

**Subject: Allotment of site for construction of the office building of the State Information Commission, Haryana at Panchkula by HUDA.**

Dear

The State Information Commission Haryana is a permanent statutory body established under the provisions of the Right to Information Act, 2005. Ever since its inception in November, 2005, the Commission has been functioning from the rented premises situated in Sector-8, Chandigarh. The Commission has decided to go for construction of its own building at Panchkula as has already been done by a large number of statutory bodies, corporations and boards of the Haryana Government. The Government of India is also willing to meet 50% of the expenditure on construction subject to the condition that remaining cost is met by the State Government and land is also made available to the Commission by the State Government. The Communication in this regard received from the Department of Personnel and Training addressed to the Chief Secretary to Government of Haryana is enclosed herewith for your perusal.

Sometime back an assurance was given by the State Government of Haryana to the Government of India that the State Government will bear half the cost of the construction of building apart from the making land available to the Commission for construction. I am very keen that State of Haryana should make use of this opportunity to avail the assistance being provided by the Government of India to the extent of Rs.7.50 crores for construction of the building of the Commission. With a view to ascertain the availability of land a meeting was held in my office room which was attended by the Administrator, HUDA, Panchkula as well as the Estate Officer, HUDA and District Town Planner, Panchkula. A representative of the Architecture Department was also associated in the deliberations. Keeping in view the requirement of the Commission which can have a maximum strength of 11 Commissioners including the Chief Information Commissioner and other

infrastructure facilities which should find place in the office of the Commission. It was felt that we would require an area of four bays (each measuring 187sq. mtr.) for the office of the Commission. The officers of HUDA informed me that in Sectors 2 and 4 meant for Institutional area, there is no site available for allotment. The only site which will fulfill the requirement of the Commission is in Sector-14, Panchkula and bays No. 5,6,7 & 8 are available for allotment. The total cost of the 4 bays comes to around Rs.34 lakhs as intimated by the Estate Officer, HUDA during the meeting. We have enough provision in the current year's budget to make the payment of 25% of the cost required to take possession of the plot. Once the site is allotted and possession is taken by us we shall be in position to move the Government of India for the necessary assistance.

In view of what has been stated above, I would request you to kindly expedite the allotment of site in question in Sector-14, Panchkula to the State Information Commission, Haryana for construction of its office building. An early action is requested since we are keen to make the payment and take possession of the site in the current Financial Year.

*with regards,*

Yours sincerely,

  
(G. Madhavan)

**Shri D.S.Dhasi, IAS,  
Financial Commissioner &  
Principal Secretary to Govt. Haryana,  
Town & Country Planning and  
Urban Estates Department.**

P/6/9

FORM 'C-1'

(See Regulation 5(3))

(Form of allotment letter, for allotment made on free hold basis, to be used for residential/industrial/commercial plots/buildings disposed of by allotment only)

From

The Estate Officer,  
Maryana Urban Development Authority,  
Panchkula.

To

The Chief Information Commissioner,  
State Information Commission, Maryana,  
ACO No.70-71, Sector 8-C, Chandigarh.

Memo.No. 9583

Dated : 1/7/2010

Subject : Allotment of Bay Site No.5, 6, 7 & 8, Sector 14, Panchkula.

Please refer to your application for the allotment of site in Sector 14, Panchkula.

Your application has been considered and a Institutional Plot as detailed below has been allotted to you on free hold basis as per the following terms & conditions and subject to the provisions of the Maryana Urban Development Authority Act 1977 (hereinafter referred to as the Act) and the rules/regulations applicable thereunder and as amended from time to time. The approximate area of the site and the tentative premium of the plot as given below is subject to adjustment in accordance with the actual measurement of the site at the time of delivery of possession.

S.No.	Name of Urban Area	Plot No.	Approx.Dimension (In Meters)	Area in Sq.Mtr.	Rate per Sq. Mtr.	Tentative Price of the plot
14	Panchkula Bay Site	No.5, 6, 7 & 8	(15.92 x 19.82 x 4)	631.07	14455/-	91,22,120.00
				(10% of Corner Site)		9,12,212.00
Total :						1,00,34,332.00

- The plots are preferential and an extra premium of 10% of the price mentioned in para 2 above is Rs.912212.00
- In case you refuse to accept this allotment, you shall communicate your refusal by a registered letter within 30 days from the date of issue of this allotment letter, failing which this allotment shall stand cancelled and the earnest money deposited by you shall be forfeited to the Authority and you shall have no claim for damages.
- In case you accept this allotment please send your acceptance by registered post along with an amount of Rs.23,08,583/- within 30 days from the date of issue of this allotment letter which together with an amount of Rs.111/- paid by you alongwith your application as earnest money will constitute 25% of the total tentative premium.
- The balance amount i.e. Rs.75,25,749/- of the tentative premium of the plot/building can be paid in lump-sum without interest within 60 days from the date of issue of the allotment letter or in 4 Annual Instalments. The first instalment will fall due after the expiry of one year of the date of issue of the letter. Each instalment would be recoverable together with interest on the balance premium at 12% interest on the remaining amount. The interest shall however, accrue from the date of offer of possession.

7. The possession of the site will be offered after completion of development work.
8. Building/Zoning plan wherever required shall be got approved NUDA by the Corporation. Any addition/alternation/amendment in the building/zoning plan shall prior approval of NUDA. The control over the building shall be exercised through a zoning plan of the site which shall provide for the building zone, maximum ground coverage, maximum height, parking area, type of boundary wall and gate etc. besides specifying the use of plot.
9. Each instalment shall be remitted to the Estate Officer and every such remittance shall be accompanied by a letter showing the full particulars of the site i.e. the number of plot and sector number to which the payment pertains. In the absence of these particulars the amount remitted shall not be deemed to have been received.
10. The above price is tentative to the extent that any Enhancement in the cost of land awarded by the Competent Authority under the Land Acquisition Act shall also be payable proportionately as determined by the Authority. The additional premium determined shall be paid within thirty days of its demand.
11. In case the instalment is not paid by the 10th of the month following the month in which it falls due (or in case the additional price is not paid within time), The Estate Officer shall proceed to take action for imposing of penalty and resumption of plot in accordance with the provision of the section 17 of the said Act.
12. In the event of the breach of any other condition of transfer the Estate Officer, may resume the land in accordance with the provision of the section 17 of the said Act.
13. The Land shall continue to belong to the Authority until the entire consideration money together with interest and other amount, if any due to the Authority on account of sale of such land paid. You shall have no right to transfer by way of sale, gift, mortgage or otherwise the plot or any right title or interest therein till the full price is paid to the authority, except with the prior permission of the competent authority.
14. On the payment of 100% of the price of the plot, you shall execute the Deed of Conveyance in the prescribed form and in such manner as may be directed by the Estate Officer. The charges for registration and stamp duty will be paid by you.
15. The plot shall not be used for any purpose other than that for which it has been allotted in accordance with the plans approved by the competent Authority. No obnoxious trade shall be carried out in or any land/building.
16. You shall have to pay all general and local taxes rates or cesses imposed or assessed on the said land/building by the competent authority.
17. You shall have to pay separately for any construction material bricks, structures and compound wall existing in your plot at the time of allotment of which compensation has been assessed and paid by the Authority, if you want to make use of the same.
18. The Authority will not be responsible for leveling the uneven sites.
19. You will have to complete the construction within two years of the date of offer of possession after getting the plans of the proposed building approved from the competent authority in accordance with the regulations governing the erection of buildings. The time limit is

extendable by the Estate Officer, if he is satisfied that non-construction of the building was due to reasons beyond your control, otherwise this plot is liable to be resumed and the whole or part of the money paid, if any, in respect of it forfeited in accordance with the provision of the said act. You shall not erect any building or make any alteration addition without prior permission of the Estate Officer. No fragmentation of any land or building shall be permitted.

20. The Authority reserves to itself all mines and minerals whatsoever in or under the said site with all such rights and powers as may be necessary or expedient for the purpose of searching for, working, obtaining removing and enjoying the same at all such times in such manner as the Authority shall think fit, with power to carry out any surface or any underground working and to let down the surface of all or any part of the said site and to sink pits, erect buildings, construct lines and generally appropriate and used surface of the said site for the purpose of doing all such things as may be convenient or necessary for the full enjoyment of the exceptions and reservations herein contained.

Provided that the allottee shall be entitled to receive from the Authority such payment for the occupation by the Authority of the surface and for the damage done to the surface or building on the said land by such works or workings or letting down as may be agreed upon between the allottee and the Authority or failing such agreement as shall be ascertained by reference to arbitration.

21. The Authority may by its officers and servants at all reasonable times and in a reasonable manner after twenty four hours notice in writing enter in and upon any part of the said land/building erected there on for the purpose of ascertaining that the allottee has fully performed and observed the conditions to be observed under the rules/regulations under the said Act.

22. The Authority shall have full rights power and authority at all times to do through its officer or servants all acts and things which may be necessary or expedient for the purpose of enforcing compliance with all or any of the terms condition and reservations imposed and to recover from you as first charge upon the said land/building, the cost of doing all or any such act and things and all cost incurred in connection therewith or in and any way relating thereto.

23. All disputes and differences arising out of or in any way touching or concerning this allotment whatsoever shall be referred to the sole arbitration of the Chief Administrator or any other officer appointed by him. It will not be an objection to such appointment that the arbitrator so appointed is a Government servant or an officer of the

Authority that he had to deal with the matter to which this allotment relates in the course of his duties as such Government servant or officer as the case may be, he has expressed his views on all or any of the matters in dispute or difference. The decision of such arbitrator shall be final and binding on the concerned parties.

24. All payment shall be made by means of the demand draft payable to the Estate Officer, Haryana Urban Development Authority, Panchkula drawn on any scheduled bank situated at Panchkula.

25. No separate notice will be sent for payment of the instalments. However, the information regarding the instalment amount, the due date etc. may be sent as a matter of courtesy.

26. In case the allottee fails to make the payment of instalment by due date, the penal interest @15% per annum shall be charged for the delayed period or as amended by the competent authority for time to time.

27. The shops shall not be allowed in the allotted area under any circumstances.
28. Any Enhancement compensation, awarded by the courts, in future, shall however, be charged extra and shall be recovered as per HUDA policy.
29. The transfer of ownership of plot, change of land use shall not be allowed under any circumstance.
30. That HUDA shall provide the service only upto the periphery of the earmarked/allotted site, and the internal development shall be the responsibility of State Information Commission,aryana.

  
Estate Officer,  
HUDA, Panchkula.

Encl.No.

Dated :

A copy of the above is forwarded to the following for information and necessary action please.

1. The Chief Administrator, HUDA, Panchkula w.r.t. their memo.No.US-A-25647 dated 29.6.2010.
2. The Administrator, HUDA, Panchkula.
3. The Chief Controller of Finance, HUDA, Panchkula.
4. The Chief Engineer, HUDA, Panchkula.
5. The Chief Town Planner, HUDA, Panchkula.
6. The Distt. Town Planner, Panchkula.

  
Estate Officer,  
HUDA, Panchkula.

**STATE INFORMATION COMMISSION, HARYANA**  
**SCO NO. 70-71, SECTOR 8-C, CHANDIGARH**  
**PHONE NO. 0172-2725494**

**Subject:- Meeting of the Commission.**

Will the Private Secretary/SCIC and SICs refer this Commission's U.O. No. 8034/CIC/2010/IIA dated 11.11.2010 on the subject cited above?

The following points/agenda items are enclosed for information of the Hon'ble Commission:-

1. Annexure of 1<sup>st</sup> draft of Annual Report of the Commission i.e. Annexure 'C'.
2. Item No. 4:- Sample of RTI guidelines (Hindi & English) being printed.
3. In view of oral agenda of SIC(AS), a list of items purchased by the former SCIC for furnishing his Official residence, is enclosed at Annexure 'G' as item No. 8.

  
**Under Secretary**  
**for State Information Commission,**  
**Haryana,**

**To**

1. Private Secretary/SCIC
2. PS/SIC(AS)
3. PS/SIC(MRR)
4. PS/SIC(PVS)

**U.O. No. 8034 / IIA/SCIC/2010**

**Dated Chandigarh the 12 Nov., 2010**



**Reference:- INSTALLATION OF VIDEO CONFERENCING  
FACILITY IN THE PRESENT OFFICE PREMISES.**

Since there was little time to pursue the agenda paper circulated for the last meeting of the Commission, it is hereby stated that we already have shortage of space in the present office premises besides installation, retrieving and subsequent installation of the above facility in the proposed new office premises could impair, damage the facility. Consequently, we may defer installation Video Conferencing facility for the present.

  
**SIC (PVS)**  
**18.11.2010**

~~SIC~~

Endst. No. / 16 - 16 / SIC (PVS)-2010 dated

A copy is forwarded to the following for information and necessary action:-

1. SIC (AS)
2. SIC (MRR)

  
**SIC (PVS)**  
**18.11.2010**

  
16/11

16/11/10

Sydney

**STATE INFORMATION COMMISSION, HARYANA**  
**SCO NO. 70-71, SECTOR 8-C, CHANDIGARH**  
**PHONE NO. 0172-2725494.**

**Subject:-** Minutes of the Meeting of the State Information Commission, Haryana held on 12.11.2010 at 3.45 PM.

Will the Private Secretary/SCIC and SICs refer this Commission's U.O. No. 8034/1 IA/SCIC/2010 dated 11.11.2010 on the subject cited above?

A copy of the minutes of the meeting of the State Information Commission, Haryana held on 12.11.2010 at 3.45 PM are enclosed herewith for the kind information of Information Commissioners.

*9/2*  
**Under Secretary**  
**for State Information Commission,**  
**Haryana,**

**To**

- 14/11/10*  
*15/11/10*  
*15/11/10*
1. Private Secretary/SCIC
  2. PS/SIC(AS)
  3. PS/SIC(MRR) *12-11-2010*
  4. PS/SIC(PVS)

**U.O. No. 8142 /1 IA/CIC/2010**

**Dated Chandigarh the 15 Nov., 2010**

**Subject:- Minutes of the Meeting of the State Information Commission, Haryana Under the Chairmanship of Mrs. Meenaxi Anand Chaudhry, Chief Information Commissioner, Haryana held on 12-11-2010 at 3.45 PM.**  
\*\*\*\*\*

**Present:**

1. Mrs. Asha Sharma, State Information Commissioner, Haryana.
2. Sh. M.R. Ranga, State Information Commissioner, Haryana.
3. Sh. Prem Veer Singh, State Information Commissioner, Haryana.

At the outset the Chief Information Commissioner, Haryana welcomed the Information Commissioners.

The following decisions were taken:-

**Agenda Item No. 1 - Re-allocation of Work**

The Commission agreed to authorize Chief Information Commissioner to decide re-allocation of work amongst various Benches.

**Agenda Item No. 2 - Service of Notice to the persons concerned under Right to Information Act, 2005**

- (I) Noted.
- (II) In order to ensure prompt service of Notices, the Commission decided to adopt the mode of dispatch through "registered post" to serve the notices to the parties as it would avoid delay in deciding the cases even if any of the parties is not present during the hearing. However, the present mode of dispatch through Courier or Under Postal Certificate cover was approved to be followed for providing the copies of orders and other correspondence with the parties under the RTI Act.

**Agenda Item No. 3 - First Draft Annual Report for the period 1<sup>st</sup> November, 2006 to 31<sup>st</sup> October, 2007**

The Commission considered the First Draft of the Annual Report of the Commission for the period from 1-11-2006 to 31-10-2007. The Information Commissioners agreed to send their suggestions if any, to the Commission's Secretariat latest by 30-11-2010.

**Agenda Item No. 4 - Centrally Sponsored Plan Scheme on 'Strengthening, capacity, Building and Awareness Generation for effective Implementation of the Right to Information Act.'**

- (i) Noted
- (ii) The Commission directed the Secretariat to take up the matter with Government of India for releasing the balance grant in order to complete the said activities. The Commission, taking note of the investment of ₹ 21.00 lac under the project, approved the operationalization of Video Conference Facility immediately. It was decided that NIC should be approached in this respect.

**Agenda Item No. 5 - Audit Report alongwith comments submitted to Accountant General (Audit), Hariana for the period from 4/2006 to 8/2010.**

- (i) The Commission perused the above mentioned Audit Report.
- (ii) The Commission approved in public interest the retention of staff appointed on contract basis in view of the fact that the matter has been referred to Finance Department as per advice of the Audit party

- (III) To recover the amount of penalty/compensation from the SPIOs, on priority basis, Commission decided that Commission's Secretariat should furnish a list of defaulting SPIOs/Public Authorities to each Bench.

**Agenda Item No. 6 - Status about permanent premises for office of State Information Commission, Harvana**

Noted.

**Agenda Item No. 7 - Allocation of Budget to the State Information Commission from inception to 2010-2011**

Noted.

The meeting ended with a vote of thanks to the Chair.