

THE RIGHT TO INFORMATION ACT, 2005

(Application for Obtaining Information)

From

Applicant Name

Full Postal Address

Mobile: XXXXXXXXXX

Email: example@gmail.com

To

The Public Information Officer

Delhi Handloom & Handicrafts Department

[Office Address]

Subject:

Request for Information under RTI Act, 2005 regarding Artisan Schemes, Craft Promotion, Subsidies, and Departmental Records

Respected Sir/Madam,

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

1. Certified details of schemes for handloom weavers and handicraft artisans implemented in [area/locality].
2. Number of artisans/weavers registered under departmental schemes along with beneficiary lists for the year [year].
3. Status of application submitted on [date] for artisan ID card/financial assistance/subsidy/tool kit support.
4. Certified copy of records relating to exhibitions, craft fairs, or marketing events conducted by the department during [year].

5. Details of funds allocated and utilised for handloom and handicraft development programs in [district/area].
6. Certified copies of guidelines, circulars, or notifications issued regarding artisan welfare, training programs, or financial schemes.
7. Action taken report (ATR) on complaints or grievances filed by artisans on [date] regarding delays or scheme-related issues.
8. Name, designation, and contact details of the officer responsible for handloom and handicrafts development in the concerned area.

Application Fee

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

Declaration & Requests

I am a citizen of India.

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

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

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

Yours sincerely,

Applicant Name