

# 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 Backward Classes Welfare Department

[Office Address]

Subject:

Request for Information under RTI Act, 2005 regarding OBC Welfare Schemes, Scholarships, Benefits, and Administrative 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 OBC welfare schemes implemented in [area/locality] during the year [year].
2. Number of beneficiaries registered under OBC scholarships, financial assistance programs, or coaching schemes.
3. Status of application submitted on [date] for [scholarship/benefit/financial aid].
4. Certified copy of fund allocation and utilisation related to OBC development programs in the district/area.
5. Certified copies of guidelines, circulars, and notifications issued by the department regarding OBC welfare initiatives.

6. Action taken report (ATR) on any grievance or complaint filed on [date] related to scheme delays or benefit denial.
7. Certified list of approved OBC institutions, hostels, or training centres supported by the department.
8. Name, designation, and contact details of officers responsible for implementing OBC welfare schemes 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