

## 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 Power Department

[Office Address]

Subject:

Request for Information under RTI Act, 2005 regarding Electricity Supply / Power Regulations / 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 copy of electricity supply status reports for the area [location] for the period [from] to [to].
2. Certified copy of notifications, circulars, or orders issued by the Power Department regarding power supply regulations.
3. Details of power infrastructure upgrades, maintenance works, or improvements planned for [area].
4. Certified copies of outage reports, load shedding schedules, and reasons for power interruptions in [locality].
5. Details of funds allocated and utilized for power distribution enhancement projects in [area].

6. Copies of internal correspondence, note-sheets, or action taken reports related to power complaints submitted on [date].
7. Name and designation of the officer responsible for overseeing power supply and regulation 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