

## 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 Public Works Department (PWD)

[Office Address]

Subject:

Request for Information under RTI Act, 2005 regarding Road Works / Construction Projects / Maintenance 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 work order/sanction letter issued for road construction/repair work at [location].
2. Status of ongoing PWD work at [area], including expected completion time.
3. Details of funds allocated and utilized for the PWD project at [location].
4. Certified copies of tender documents, contractor details, and payment records.
5. Copies of inspection reports, quality audit reports, or compliance reports for the work executed.
6. Action taken report (ATR) on complaints submitted regarding poor construction/maintenance at [location].

7. Certified copy of file notings and internal correspondence related to the above matter.

**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