

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 Science & Technology Department

[Office Address]

Subject:

Request for Information under RTI Act, 2005 regarding Innovation Projects, Research Programs, Digital Initiatives, and Departmental Activities

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 schemes, innovation programs, or technology initiatives launched by the department in [year/area].
2. Details of funds allocated and utilised for research, development, or digital transformation projects in [district/area].
3. Status of proposal submitted on [date] for participation/grant/support under the department's innovation or R&D schemes.

4. Certified copies of project evaluation reports, feasibility studies, or technical assessments conducted by the department.
5. Details of incubators, research institutions, or technology centers supported or recognized by the department.
6. Certified copies of guidelines, circulars, or notifications related to science, technology, or innovation policies issued by the department.
7. Action taken report (ATR) on any complaint or request filed regarding delays, approvals, or technical support.
8. Name, designation, and contact details of officers responsible for science & technology programs 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