

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 Archaeology Department

[Office Address]

Subject:

Request for Information under RTI Act, 2005 regarding Heritage Sites, Conservation Work, Excavation Records, 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 details of protected monuments, heritage structures, or archaeological sites in [location/area].
2. Copies of conservation, restoration, or maintenance project reports undertaken for the site located at [site name].
3. Certified copies of inspection reports, structural safety assessments, or damage evaluation reports for the concerned site.
4. Details of funds allocated and utilised for restoration or preservation activities during the period [from] to [to].

5. Copies of permissions/NOCs issued by the department for construction, renovation, or development near protected sites.
6. Certified copies of excavation reports, research documentation, or historical findings (if applicable).
7. Action taken report (ATR) on complaints related to encroachment, illegal construction, or vandalism near heritage locations.
8. Name, designation, and contact details of the officer responsible for conservation and heritage protection 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