

Application to receive Information

RTI-01: Information Application Form

National Aquatic Resources Research and Development Agency (NARA)

Note: Completion of this Form is not a compulsory requirement to make a request for information. Any written letter, e-mail or verbal request with essential information to identify the requested information is sufficient.

Section A: Requestor Information

01. Name of Requestor

02. Address

03. Contact No. (if any)

04. Email Address (if any)

Section B: Information Requested

05. Details about Information requested

I. Specific Public Authority

II. Information requested

III. Specific period information is requested (if applicable)

Section C: Manner of Access

06. Manner in which information is requested

- ☐ Inspect relevant work, documents, records
- ☐ Take notes, extracts or certified copies of documents or records
- ☐ Take certified samples of material
- ☐ Obtain information in the form of CD/DVD/storage media/tapes/video cassettes/any other electronic mode/printouts

07. Language in which requestor prefers access

- ☐ Sinhala
- ☐ Tamil
- ☐ English

08. Does the information request concern the life and personal liberty of a citizen?

- ☐ Yes
- ☐ No

If Yes, give reason for belief:

09. Any other details

10. Relevant documents attached (If any)

- 1.
- 2.
- 3.

11. Is the requestor a citizen of Sri Lanka?

- ☐ Yes
- ☐ No

Signature Section

Date:

Signature:

For Official Use Only

Registration Number:

Date Received:

Received by:
