

Agenda Items to be discussed in the meeting of the Commission scheduled to be held on 24.4.2009 at 3.00 PM.

Item No.1: Action taken on the minutes of the meeting of the Commission held on 24.7.2008.

(I) Regarding 2nd Annual Report: -

The work is under progress. It is also figuring as a separate item in this meeting.

(II) Progress of disposal of cases/appeals/complaints: -

The matter is being put up once again for review in this meeting.

(III) (a) Interaction with FCs, Special Secretaries and HODs: -

This item may be discussed in the meeting.

(b) Office Automation: -

One Laptop and a computer have already been provided to each Commissioner. Internet facility is available on all the computers and Laptops. A system to monitor the disposal of appeals and complaints as well as the tracking of files will be introduced and the Centre for Good Governance, Hyderabad has been approached for this purpose.

(c) Provision of Library: -

On the demand of Information Commissioners books are being purchased and provided.

(iv) Allotment of Govt. Accommodation to the Commissioners:

(a) Government accommodation has been allotted to Shri Prem Veer Singh, SIC. A reference was made on 28.7.2008 followed by reminder dated 13.1.2009 to the Government for hiring accommodation for the use of State Information Commissioners till regular allotment of houses by UT Administration is made. In reply Government is of the view that all the Information Commissioners are entitled to 15%

of their basic pay and dearness pay as House Rent Allowance in view of their terms and conditions of appointment. Therefore, they can hire accommodation accordingly. A copy of the communication dated 16.3.2009 received from the Government is added at Annexure 'A'.

(b) Designation of SPIO in Development & Panchayats Department: -

A reference was made to the Financial Commissioner & Principal Secretary to Government, Haryana, Development & Panchayats Department vide letter dated 15.7.2008 followed by reminders dated 29.8.2008 and 15.12.2008 but the action taken report is still awaited.

(v) (a) Policy Issues: -

Hindi Translator has been engaged for translating the orders passed by the Commissioners in English and are being provided to the appellants on demand.

(b) Operational Issues: -

As decided the notices/orders of the Commission meant for offices of Panchkula District are being posted in, Post Office, Sector 8, Panchkula instead of Chandigarh.

The Government vide letter dated 7.8.2008 followed by reminder dated 13.1.2009 has been requested to create remaining posts of Readers/Assistants/Clerks/Steno Typists. The concurrence of the Government is still awaited.

As regards provision of facilities in the office and residence of the SICs on the pattern of Chief Secretary is concerned, a reference dated 28.7.2008 was made to Chief Secretary followed by a reminder dated 13.1.2009. The reply is yet awaited.

Regarding filling up of vacancies, PAs have been provided to all the SICs by getting them on transfer from the Departments/Haryana Civil Secretariat. Arrangement for receiving *Dak* has been made in SCO No.114-115. Vacancies are also being filled through the out sourcing agency. The format of notice sent by the Commission has been amended indicating the bench and the location where it is being listed for hearing.

Instructions have also been issued to the Secretariat to avoid delay in issue of notice and communication of orders of the Commission.

Item No.2: Annual Report of the Commission for the period from 1.11.2006 to 31.10.2007:

Information has been received and consolidated from most of the departments and Public Authorities in the State. The Commission had made some useful suggestion in its report submitted to the Government in September, 2007. A copy of the action taken report received from Chief Secretary on 16.4.2009 is placed at Annexure 'B'. The Commission may also consider the following recommendations for the Second Report under preparation : -

- (a) Including a column pertaining to the performance under the RTI Act in the Annual Confidential Report of the Public Information Officers/Appellate Authorities of all Public Authorities.
- (b) Stressing the need to appoint persons of sufficient seniority as Public Information Officers by the Departments and Public Authorities.
- (c) On the pattern of the Election Commission and the Vigilance Commission, the SPIOs/First Appellate Authorities should be under the control of the State Information Commission and once appointed should not be transferred or changed without the concurrence of the Commission.

(d) HIPA should be asked to conduct district level training once again to all SPIOs and ASPIOs and First Appellate Authorities since the last training was conducted in 2007.

Annexure - A

From

The Chief Secretary to Government Haryana,
Administrative Reforms Department.

To

✓ The Secretary,
State Information Commission, Haryana.

Memo No. 5/6/2008-1AR,
Dated Chandigarh, the. 16/3/09

Subject:- Hiring of accommodation for the State Information Commissioners till regular allotment of house by U.T. Administration.

18/2/09
17/3/09
Reference your letter no. 151/CIC/1 IA /2009, dated, 13-1-2009 on the subject noted above.

2. The matter has been examined and it has been observed that in case the State Information Commissioners do not avail of official accommodation they will be entitled to 15% of their basis pay and dearness pay House Rent Allowance in view of the serial No. 4 of terms and conditions of appointment of State Information Commissioners. The action is to be taken by Drawing & Disbursing Officer (Competent Authority) of the department.

16/3/09
17/3/09
17/3/09

by
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17/3
K. B. Sharma
Superintendent, Administrative Reforms,
for Chief Secretary to Government Haryana,
Administrative Reforms Department.

13/3/09

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Each report shall state in respect of the year to which the report relates – recommendations for reform, including recommendations in respect of the particular public authorities, for the development, improvement, modernisation, reform or amendment to this Act or other legislation or common law or any other matter relevant for operationalising the right to access information.

Suo motu Disclosure

Haryana State Information Commission

Period of A. R.	Issue Raised by the IC	Recommendation made by the IC	Authority to Implement the Recommendation	Action taken by the Authority Concerned
01.11.05 - 31.10.06	Compliance with S. 4 has been very poor. In spite of the SIC writing to the State Govt. to publish a complete list of State PIOs; and FAOs for each PA, there has been no progress.	The process of printing a directory of State PIOs and FAOs in the State (which is yet to be done) may expedited. It should be a reasonably priced document to be made available on request. D.C. should be asked to get this list published at the district level.	State Govt.	A directory of SPIOs/FAOs has been published by HIPA and the same is available on State Web-sit as well as on web-site of Chief Secretary. HIPA has fixed Rs. 20/- as price of said directory. A Monitoring Committee has been constituted by the State Government under the Chairmanship of Chief Secretary to review the action taken on Action Plan drawn up by the Committee for implementation of RTI Act, 2005.
	Every PA was expected to make this information available w.e.f 12.10.2005, but very few PAs have attempted this exercise so far.	Each administrative ministry has to chalk out a time-bound programme for compliance with this section. By PAs under its control and complete the exercise by 31.1.2007. This requires an attitudinal change on the part of the PAs. They have to devise ways and make judicious use of the resources available to them to ensure maximum disclosure. All PAs need to review the manner in which the decision making process takes place in the organisation as well as their channels of supervision and accountability to ensure maximum disclosure under S. 4(1)(b)(#) of the Act. A time bound programme should be chalked out for compliance.	All PAs	

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Even though most PAs have notified their officials designated under the Act, updated information about them is not always available on the Website. Full information is also not available with the Commission, even though repeated requests have been made in this regard.

A list of the designated officers under each PA should be placed on the Websites or published, which should be updated as and when the occasion arises.

All PAs

RTI Cell has been constituted in Administrative Reforms Department to receive the applications of various departments, to forward these applications to concerned department and monitoring of these applications. The Cell is also updating the lists of PIOs/FAOs available on website.

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Each report shall state in respect of the year to which the report relates - recommendations for reform, including recommendations in respect of the particular public authorities, for the development, improvement, modernisation, reform or amendment to this Act or other legislation or common law or any other matter relevant for operationalising the right to access information.

B. Designation of APIOs; PIOs; and FAOs, their Functions and their Service Conditions

Haryana State Information Commission

Period of A. R.	Issue Raised by the IC	Recommendation made by the IC	Authority to Implement the Recommendation	Action taken by the Authority Concerned
01.11.05 - 31.10.06		<p>'E-Disha' centres which have been started in the districts should be utilised for accepting application under the Act.</p> <p>An exclusive counter should be earmarked for this purpose and an APIO should be put on duty for accepting applications and passing them on to the concerned PAs <u>within 3 days</u>.</p> <p>This will, in addition to providing relief to the information seekers, help eliminate complaints of non-acceptance and indifference made regarding some PAs. Govt has designated certain POs as APIOs who receive RTI applications in respect of Central PAs. Since Post Offices are located in rural areas and payment of fee through IPO is an accepted form of payment, it is suggested that some of the POs at the district and sub-divisional level may be designated as APIOs who can receive RTI applications with respect to State PAs.</p> <p>PIOs can forward these applications alongwith the application fee and charge postal fee separately from the applicant. This matter may be taken up with the Post Master General of Haryana at a suitable level and necessary provisions made in the rules thereafter.</p>	<p>State Govt.</p> <p>Nodal Dept.</p>	<p>E-disha centres in Panchkula, Hisar, Sonapat, Gurgaon and Jhajjar district are being directed to made functional for implementation of RTI Act, 2005.</p> <p>RTI Cell has been constituted in Administrative Reforms Department to receive the applications under RTI Act and to forward these applications to the concerned PIO. Postal Authorities gave negative response regarding receipt of applications under RTI Act and to designate APIOs to the employees working under their control.</p>

iii	<p>Significant responsibility has been placed on information officers under the Act. There are stringent penalties for non-compliance within the fixed time frame which is why officers are generally reluctant to perform these functions.</p>	<p>Reasonable honorarium be paid to the APIOS / PIOs / FAOs commensurate with the additional responsibilities shouldered by them under the Act.</p>	<p>State Govt.</p>	<p>Matter will be taken with Finance Department.</p>
iv	<p>Certain authorities / organisations substantially funded or controlled by the Govt. of Haryana have been taking the plea that they are not covered under the Act. Clarifications are sought from the Commission from time to time.</p>	<p>All Ministries / Depts. should clearly notify all the PAs under their jurisdiction.</p>	<p>All Ministries / Depts. of the State Govt.</p>	<p>A directory of SPIOs/FAOs in all Deptts. have been published by HIPA which clears the PA in each department.</p>
v	<p>Some PAs tend to appoint junior level functionaries as State PIOs, which seriously affects their ability to get information from their seniors in the same Dept., which in turn makes them unable to discharge their responsibilities within the time frame provided in the Act.</p>	<p>Persons of suitable seniority should be designated as PIOS to ensure effective implementation of the Act.</p>	<p>State Govt. / PAs</p>	<p>SPIOs designated so far by PAs are almost not less then class B officers.</p>
vi	<p>There are still complaints of harassment caused due to reluctance in accepting applications.</p>	<p>Each PA should streamline its procedure on this subject and issue clear cut instructions to its functionaries about acceptance of applications, mode of payment of fees etc. Implementation of the procedure thus set should be ensured.</p>	<p>PA which are yet to do so</p>	<p>Instructions have already been issued in this regard and mode of payment is clearly mentioned in the Haryana RTI Rules. 2005.</p>
vii	<p>Despite repeated instructions by the State Govt., many PAs have not displayed information about State PIOs and FAOs</p>	<p>In addition to the above, the procedure regarding display of information outside the offices should also be streamlined and implemented accordingly.</p>	<p>PAs which are yet to so</p>	<p>All PAs have already been directed to place the information regarding RTI Act on a Board at the entrance of each office.</p>

5. Each report shall state in respect of the year to which the report relates - recommendations for reform, including recommendations in respect of the particular public authorities, for the development, improvement, modernisation, reform or amendment to this Act or other legislation or common law or any other matter relevant for operationalising the right to access information.

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C. Records Management

Haryana State Information Commission

Period of A. R.	Issue Raised by the IC	Recommendation made by the IC	Authority to implement the Recommendation	Action taken by the Authority Concerned
01.11.05 - 31.10.06	The standard of record keeping is in a very poor shape in the offices of most of the PAs. Access to information is denied in many cases on the pretext that record is irretrievable or misplaced.	<p>The Finance Dept. has to ensure that a minimum percentage of budget is fixed for each PA for the computerisation of records - which should be started without delay.</p> <p>Some of the schemes of GoI available for modernisation / computerisation of records should also be fully availed of to speed up this process.</p> <p>An exercise - at the State level - needs to be carried out to review and update the record retention procedures so that it fully conforms to the provision of S. 4(1)(a) of the Act.</p> <p>Each PA should earmark some percentage of its budget for implementing these provisions - particularly with reference to computerisation of records.</p>	State Govt. & All PAs	<p>All the depts. Have been directed to host their rules, instructions on their web-site as well as on web-site of the State.</p> <p>To review and update the record retention procedures, meetings of offices of all departments are being held and matter is under active consideration.</p>



Each report shall state in respect of the year to which the report relates – recommendations for reform, including recommendations in respect of the particular public authorities, for the development, improvement, modernisation, reform or amendment to this Act or other legislation or common law or any other matter relevant for operationalising the right to access information.

D Payment of Fees



Haryana State Information Commission

Period of A. R.	Issue Raised by the IC	Recommendation made by the IC	Authority to implement the Recommendation	Action taken by the Authority Concerned
01.11.05 - 31.10.06	-	Payment of fee through affixation of court fees stamps could be considered as a mode of payment (in addition to the existing modes - Cash, Demand Drafts, and Indian Postal Orders). A suitable amendment to this effect can be considered in the rules notified by the State Govt.	State Govt.	No action could be taken on this point because it was not feasible as the revenue would go to the GOI.

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E Capacity Building of Public Officials and Mass Awareness



Haryana State Information Commission

Period of
A. R.

Issue Raised by the IC

Recommendation made by the IC

Authority to
implement the
Recommendation

Action taken by
the Authority
Concerned

01.11.05
-
31.10.06

There is limited awareness
about the Act and its benefits
in the rural areas of the State.

It is the obligation of the Govt. to do so. To create the necessary public awareness, especially among people residing in rural areas, a special programme with specific budget should be developed and organised by the Govt. so that all sections of the society benefit.

This programme should focus on: (a) organise and develop educational and training programmes to spread awareness and to advance the understanding of the public especially the disadvantaged communities to empower them to exercise their right; (b); direct PAs to participate in the development and organisation of programmes as mentioned above and to undertake such programmes themselves; (c) promote timely and effective dissemination of accurate information by PAs about their activities; (d) organise in-depth training of APIOS / PIOS / FAOs; and (e) produce relevant training materials for use by PAs especially in relation to Ss. 8 & 9 of the Act.

State Govt.

Information and Public Relations Department of the State has been requested to bring out posters to promote the usage of RTI Act, 2005.

There is large scale ignorance amongst PIOs (the pivots around which the entire Act revolves) about even the basic provisions of the Act and the procedures to be followed in dealing with applications seeking information.

ii

One-day training Programme conducted by the Haryana Institute of Public Administration (HIPA) has not been enough.

Some of the larger PAs of Govt. Depts. which have more interaction with the public, need to organise specific training programmes for their officers and HIPA (the ATI) should have no difficulty in conducting such programmes.

The Depts. / PA concerned & the ATI

HIPA is organising workshops on RTI from time to time.

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Budgetary and Other Resource Support to PAs and ICs

Haryana State Information Commission

Period of A. R.	Issue Raised by the IC	Recommendation made by the IC	Authority to Implement the Recommendation	Action taken by the Authority Concerned
01.11.05	A common difficulty faced by PAs is that while the fee and documentation charges are deposited under the receipt head of Govt. Depts. / PAs, the charges for photocopying have to be met out of the contingency budget, which puts severe strain on the Depts.	One way of addressing this problem is to make a provision whereby a reasonable percentage of fee / charges collected by a PA is placed at its disposal to meet the cost of providing information.	State Govt.	Matter will be taken up with Finance Department
31.10.06	In cases where a large number of documents have to be photocopied, especially from outside, the expenses are huge and cannot be met from the inadequate budget provided under the head "Contingency expenditure".	Alternatively, the provision under the head Contingency should be suitably enhanced keeping in view the quantum of applications received under the Act.		

Lack of adequate staff to process the applications (which are bound to increase with the passage of time) as conveyed by some PAs like Haryana Urban Development Authority, Dept. of Education etc.

This genuine difficulty needs to be addressed. Even with the process of computerisation of records, some support staff will be required to process applications under the Act.

Further to the recommendation that the Finance Dept. should earmark a minimum percentage of budget of each PA for implementation of the Act, it has been further recommended that ~~some part of the budget be utilised to provide additional staff to State PIOs and FADs~~ for better implementation of Act. The staff to be so sanctioned will be decided by the PA depending upon the quantum of workload under the Act.

Each report shall state in respect of the year to which the report relates – recommendations for reform, including recommendations in respect of the particular public authorities, for the development, improvement, modernisation, reform or amendment to this Act or other legislation or common law or any other matter relevant for operationalising the right to access information.

New Rules or Amendment of Extant Rules under the Act

Maryana State Information Commission

Period of A. R.	Issue Raised by the IC	Recommendation made by the IC	Authority to implement the Recommendation	Action taken by the Authority Concerned
01.11.05 - 31.10.06	No procedure has been prescribed for depositing fees in the case of seeking information through e-Mail – which the Act allows for.	A provision may be made in the rules that the PIO concerned should write to the applicant asking him to send the required fee through any of the prescribed methods within a fortnight to ensure action on the application.	State Govt.	When an application received without fee, the applicants are being asked to deposit the requisite fee by any of prescribed method. However matter will be taken to mention the time limit.

Each report shall state in respect of the year to which the report relates – recommendations for reform, including recommendations in respect of the particular public authorities, for the development, improvement, modernisation, reform or amendment to this Act or other legislation or common law or any other matter relevant for operationalising the right to access information.

If it appears to the Central Information Commission or State Information Commission, as the case may be, that the practice of a public authority, in relation to the exercise of its functions under this Act does not conform with the provisions or spirit of this Act, it may give to the authority a recommendation specifying the steps which ought, in its opinion to be taken for promoting such conformity.

Other Observations & Recommendations

Haryana State Information Commission

Period of A. R.	Issue Raised by the IC	Recommendation made by the IC	Authority to implement the Recommendation	Action taken by the Authority Concerned
01.11.05 - 31.10.06	A guide – in the official language that the Govt. has an obligation to compile to assist the citizen wanting to exercise his right (under the Act) – is yet to be published. All PAs including Govt. Depts., Board & Corporations under the administrative control of the State Govt. normally bring out an annual administrative report dealing with various activities undertaken by them during the year.	Preparing and making available a comprehensive guide book, in an easily comprehensible form, is strongly recommended. A specific chapter on the subject of implementation of the Act during the year in question should be an essential ingredient of this report before it is approved by the competent authority and published.	State Govt. Competent Authorities of Govt. Depts. / Board & Corporations.	A User's Guide has been published by HPA both in Hindi and English to facilitate the people to use of RTI Act, 2005. The same guide is also available on Web-site of HPA as well as on State web-site. HPA has fixed Rs. 25/- as price of the said guide.

Education Department of the State has already decided to add a chapter on RTI Act, 2005 in School/ College curricula from next year.

Agenda Items to be discussed in the meeting of the Commission scheduled to be held on 24.4.2009 at 11.30 AM.

Item No.3: Progress of disposal of cases in the State Information Commission, Haryana:

Report regarding disposal of cases in the Commission during the period from January, 2008 to December, 2008 and January, 2009 to March, 2009 is placed at Annexure 'C' and 'D' respectively. The Commission may consider.

ANNEXURE-C

DETAILS OF COMPLAINTS/APEALS DISPOSED OF BY THE STATE INFORMATION COMMISSION, HARYANA DURING FINANCIAL YEAR 2008.

Disposal during 2008																			
Period	Disposal by	U/s 18(2)			Advice 19	u/s	U/s 19(3)			U/s 19(8)(b)			U/s 20(1)			Status Review			Total
Decisions taken during 2008	Div. Bench	00			00		02			00			00			00	02		
	CIC	59			15		398			06			130			22	630		
	SIC (MAC)	34			42		330			00			133			10	549		
	SIC (AS)	06			02		67			00			01			00	76		
	SIC (JBSY)	07			05		162			05			70			28	277		
	SIC (AM)	07			06		113			00			26			01	153		
	SIC (MRR)	28			08		101			00			50			04	191		
SIC (PVS)	07			12		128			01			58			03	209			
Total decisions up to Dec., 2008		148			90		1301			12			468			68	2087		
Detail of pending cases as on 31.12.2008																			
Issued by	U/s 18(2)			U/s 19(3)			U/s 19(8)(b)			U/s 20(1)			Status Review			Total			
	Pre.	12/08	Total	Pre.	12/08	Total	Pre.	12/08	Total	Pre.	12/08	Total	Pre.	12/08	Total	Pre.	12/08	Total	
DB	00	00	00	02	00	02	00	00	00	00	00	00	00	00	00	02	00	02	
CIC	06	09	15	46	63	109	00	00	00	28	11	39	05	04	09	85	87	172	
SIC(MAC)	05	04	09	33	41	74	00	00	00	29	09	38	05	02	07	72	56	128	
SIC(AS)	02	01	03	32	14	46	00	00	00	38	04	42	00	00	00	72	19	91	
SIC(JBSY)	02	00	02	43	15	58	01	00	01	29	06	35	06	02	08	81	23	104	
SIC(AM)	01	00	01	27	05	32	00	00	00	19	16	35	00	00	00	47	21	68	
SIC(MRR)	00	00	00	07	13	20	04	00	04	27	11	38	00	00	00	38	24	62	
SIC(PVS)	02	01	03	24	13	37	02	00	02	01	05	06	01	00	01	30	19	49	
Total	18	15	33	214	164	378	07	00	07	171	62	233	17	08	25	427	249	676	
No. of misc. cases disposed of by suitably advising the applicant's																			
No. of cases disposed of up to 31/12/2008																			2413

Annexure - D.
DETAILS OF COMPLAINTS/APEALS DISPOSED OF BY THE STATE INFORMATION COMMISSION, HARYANA .

Disposal during 2009 (upto March)																		
Period	Disposal by	U/s 18(2)			Advice u/s 19	U/s 19(3)			U/s 19(4)(b)			U/s 20(1)			Status Review	Total		
Decisions up to March, 2009	Div. Bench	00			00	00			00			00			00	00		
	CIC	27			70	145			01			37			07	287		
	SIC (MAC)	21			21	97			00			30			10	179		
	SIC (AS)	01			11	16			00			24			00	52		
	SIC (JBSY)	01			107	59			00			27			12	206		
	SIC (AM)	02			32	26			00			33			01	94		
	SIC (MRR)	02			32	35			01			20			01	91		
	SIC (PVS)	06			47	59			00			18			00	130		
Total decisions up to Mar., 2009		60			320	437			02			169			31	1039		
Detail of pending cases as on 31.3.2009																		
Issued by	U/s 18(2)			U/s 19(3)			U/s 19(4)(b)			U/s 20(1)			Status Review			Total		
	Pre.	3/09	Total	Pre.	3/09	Total	Pre.	3/09	Total	Pre.	3/09	Total	Pre.	3/09	Total	Pre.	3/09	Total
DB	00	00	00	02	00	02	00	00	00	00	00	00	00	00	00	02	00	02
CIC	01	08	09	22	50	72	00	00	00	26	08	34	01	00	01	50	66	116
SIC(MAC)	05	17	22	19	39	58	00	00	00	26	16	42	01	00	01	51	72	123
SIC(AS)	02	01	03	50	21	71	00	00	00	21	04	25	00	00	00	73	26	99
SIC(JBSY)	04	02	06	74	38	112	01	00	01	29	10	39	02	00	02	110	50	160
SIC(AM)	00	07	07	28	14	42	00	00	00	14	05	19	00	00	00	42	26	68
SIC(MRR)	00	06	06	27	20	47	03	00	03	25	09	34	00	00	00	55	35	90
SIC(PVS)	00	02	02	23	26	49	02	00	02	04	11	15	01	00	01	30	39	69
Total	12	43	55	245	208	453	06	00	06	145	63	208	05	00	05	413	314	727
No. of misc. cases disposed of by suitably advising the applicant's																		
No. of cases disposed of by advising the applicant suitably upto 3/2009																397		

**MINUTES OF THE MEETING OF THE STATE INFORMATION
COMMISSION, HARYANA HELD ON 24.4.2009 AT 11.30 AM.**

Present: - The Chief Information Commissioner and State Information Commissioners except Shri M.R.Ranga who was away on leave.

Item No.1:- Action taken on the minutes of the last meeting held on 24.7.2008.

(I) Regarding 2nd Annual Report: -

The Chief Information Commissioner informed the members that the information has been collected and report is under preparation. He briefed the members about the details of the information collected.

(iii) (a) Interaction with FCs, Special Secretaries and HODs:

After discussion it was felt that the Individual Commissioner may interact with FCs, Special Secretaries and HODs wherever it was felt necessary.

(b) Office Automation: -

The position was noted.

(c) Provision of Library: -

It was felt that since there was a space constraint for the office of the Commission efforts should be made to take some more accommodation for the office of the Commission so that the Library could also be housed. It was decided that the matter should be taken up with the Chief Secretary to Government Haryana for hiring one more floor of SCO No. 114-115 for this purpose.

(iv) Allotment of Govt. Accommodation to the Commissioners: -

(a) The position was noted. It was decided that the matter should be taken up once again with the State Government.

✓

(b) Designation of SPIO in Development & Panchayats Department: -

The position was noted.

(v) (a) Regarding Hindi Translator: -

The position was noted.

(b) Operational Issues: -

It was decided that the matter of creating posts may be taken up with the State Government after the conclusion of General Elections.

Item No.2: Annual Report of the Commission for the period from 1.11.2006 to 31.10.2007.

The members took note of the suggestions and it was decided that a final view will be taken when the draft report is submitted. It was decided to initiate the process of collecting information for the third report.

As regards the Action Taken Report received from the Chief Secretary on the recommendations made in the First Report, the position was noted.

Item No.3:- Progress of disposal of cases in the State Information Commission, Haryana.

After discussion the following decisions were taken: -

- (i) Postponement of proceedings shall be kept to the minimum. Every effort will be made to notify the parties about the postponement in advance.
- (ii) Effort should be made to improve the disposal of cases pending with the Commission. More public hearings should be scheduled for this purpose.
- (iii) As regards penal proceedings it was noted that during the year 2008 penalties were imposed in 63 cases and an amount of Rs.3.63 lacs was imposed as fine. In the year 2009 up to February, in nine cases a sum of Rs.46,750/- has been imposed as fine. During the year

2008 disciplinary proceedings were recommended in 74 cases against the defaulting officers/officials. It was noted that the Commission has been keeping a balance between the citizen and the Public Information Officer in the matter of imposing penalties to ensure that information is furnished.

Item No.4: - **Regarding convening monthly meeting of the Commission and Re-allocation of work amongst the various Benches of the Commission.**

It was agreed that a meeting of the Commission may be held every quarter. As regards re-allocation of work amongst the various Benches of the Commission some proposals were discussed. Since Shri M.R.Ranga, Information Commissioner was away on leave, it was decided to finalize this matter after discussions with him on his return.

The meeting ended with a vote of thanks to the chair.