

**Agenda Items to be discussed in the meeting of the
Commission scheduled to be held on 24.7.2008 at 3.00 PM.**

**Item No. 1: *Second Annual Report of the State Information
Commission, Haryana for the period from
1.11.2006 to 31.12.2007.***

Section 25 of the RTI Act, 2005 stipulates that the State Information Commission shall as well as practicable after the end of each year prepare a report on the implementation of the provisions of the Act during the year and forward a copy thereof to the appropriate Government. The Commission was formed vide notification dated 31.10.2005 and the CIC was sworn-in on 1.11.2005. The Act does not specifically provide whether the Report should be for the calendar year or for the financial year. In the case of Haryana since the Commission came into being on 1.11.2005 the Annual Report for the period from 1.11.2005 to 31.10.2006 was prepared and forwarded to the State Government of Haryana in the month of August, 2007. A copy of the Report of the Commission both in English and Hindi is enclosed herewith for information. The Report was placed before the Haryana Vidhan Sabha in the Budget Session held in March, 2008. The State Government has been requested to take action to implement the recommendations of the Commission contained in the report.

It is suggested that the Second Annual Report of the Commission may cover the period from 1.11.2006 to 31.12.2007 (period of 14 months) so that future reports could be for the calendar year from January to December of each year. A copy of the proforma in which information was sought from all public authorities for the First Annual Report is placed at Annexure - A. It is proposed to include a few other items of information which could be useful while assessing the impact of the RTI Act, 2005. A copy of the proforma which can be adopted for the Second Annual Report is placed below at Annexure - B. The matter is placed before the Commission for consideration.

Item No. 2: *Progress of disposal of cases in the State Information Commission, Haryana.*

A report regarding the disposal of cases in the Commission for the period from January to June, 2008 (six months) is placed at Annexure - C (8 pages). The report indicates the number of cases pending at the end of each month, the institution/disposal during the month and cases pending at the end of the month for each Commissioner separately. The matter is placed before the Commission for consideration.

Item No. 3: *Disposal of appeals/complaints in a time-bound manner by the Commission.*

As per the provisions of the RTI Act, 2005, the SPIO as well as the First Appellate Authority are bound to dispose of applications/appeals within a specified period as provided under the Act. There are, however, no time limits prescribed for disposal of appeals/complaints by the State Information Commission, Haryana. Frequent queries are made about this matter in various public fora and demands have been made off and on that some time limit should also be fixed for the Commission in this regard. Queries are also being received by the SPIO of the Commission asking for details of cases disposed of including the time taken to dispose of a case. Even though the law may not prescribe any time limit it would be advisable for the Commission to ensure that cases are disposed of as expeditiously as possible keeping in view various facts involved. Generally it has been the effort to decide matters within a maximum period of 90 days and to a large extent the Commission has been successful in doing so. However to ensure that this tempo is maintained, certain issues require consideration. These are narrated below: -

- (I) ***Adjournments of hearings:*** - Generally the effort should be to decide the matter at one hearing and keep the adjournments to the minimum. Keeping in view the nature of the proceedings and the fact that very few advocates

appear it should be possible to do so. It would, therefore, be desirable to keep adjournments in cases to the minimum.

- (ii) **Presence of the Appellant:** - In the proceedings before the Commission the appellant is generally expected to be present in person. In the case of complaint he has been given a choice to appear. The reason for giving a personal hearing to the appellant/complainant is to ensure that there is a public hearing where both he and SPIO are present and the matter is settled to the satisfaction of both parties. Haryana is a small State and generally the appellants/complainants have been appearing in person or sometimes through authorized representatives. By having a public hearing when both parties are present various developments which may have taken place between the date of issue of the notice and the date of the hearing also come to the notice of the Commission and the matter is settled. If however the appellant chooses not to appear and has also not asked for an adjournment it would not be necessary to give an adjournment only to ensure his appearance. The departments who already have had enough time to respond to the appeal/complaint need not also be given further adjournments unless the subject matter is of such a nature that further time is required to provide the information. Even though the appellant is expected to be present personally in the case of appeals before the Commission, generally the Commission has not been dismissing cases just because he was not present on the date of the hearing. Cases have been decided on merit irrespective of the fact whether he chooses to be present or not. In the case of the Central Information Commission the presence of the appellant is not considered necessary. We may continue with the existing system but it is in the discretion of the Commission to insist upon the

presence of the appellant in a particular case if it is considered necessary.

Item No. 4. Agenda Points received from Lt. Gen J.B.S.Y. Yadav, SIC

(a) Interaction with Financial Commissioners, Special Secretaries and Heads of the Departments on Implementation of RTI Act:

It is proposed that interaction between all the SICs and Financial Commissioners, Special Secretaries; and Heads of the Departments of Govt. of Haryana should be organized at least twice in a year. Such interaction would be useful in understanding & the implementation of the RTI Act by all concerned. Full participation by all members of the SIC is necessary to share our experiences with them.

(b) Office Automation:

Office Automation is necessary as part of the modernization Plan undertaken by the SIC. This is in consonance with the policy of Govt. of Haryana. Under this Plan, office LAN should be established immediately with matching software so that paper work is reduced in all offices. Internet connectivity also needs to be provided to all the SICs. All the SICs are entitled of Laptop & these may be provided at an early date.

(c) Provision of Library:

Establishment of a Library to meet the requirements of the SIC needs to be looked into.

(d) Availability of Legal Advice.

A retired High Court Judge may be considered as Legal Adviser to the SIC on various issues where interpretation of the Act vis-à-vis the legal position necessitates such advice.

The above issues are placed before the Commission for consideration.

Item No. 5. Agenda Points received from Sh. M.R.Ranga, SIC

(a) Allotment of Government Accommodation to the Commissioners.

To allot Government Accommodation to the Commissioners of the Commission, applications have been forwarded to the House Allotment Committee through the State Government but no action has further been taken in this regard. Due to non allotment of Government Accommodation, the Commissioners are facing difficulty on account of residential accommodation in Chandigarh. It is proposed that the Chief Information Commissioner, Haryana may pursue the matter with the Government with a request to allot Government Accommodation on priority basis.

(b) Designation of SPIO in the Development and Panchayat Department.

While hearing the cases of Development and Panchayat Department, it has been noticed that Sarpanches of Gram Panchayat have been designated as SPIO. The Sarpanches are Honorary elected members and are not salary classed officers of the Development Department. Since they are not paid employees of the Government thus in case of default neither the Commission can recover the imposed penalty under section 20(1) of the Act nor able to recommend disciplinary action as no departmental service rules are applicable upon them. To implement the provisions of the Right to Information Act, 2005 in letter and spirit this decision needs review. Though a reference has been made to the Administrative Secretary of the Development and Panchayat still it will be appropriate if a reference be made from CIC side in this regard.

Item No. 6. Agenda Points received from Mrs. Meenaxi Anand Chaudhry, SIC

(I) Impediments in efficient disposal of appeal work in the Commission.

(a) POLICY ISSUES:

- (i) Non-compliance of directions of Commission by the Secretariat.
- (ii) Lack of cohesive approach.

(b) OPERATIONAL ISSUES:

- (i) Incorrect address of the Commission regarding SIC Benches.
- (ii) Absence of arrangement for receipt of the appeals/complaints in office building SCO No. 114-115 having all SIC benches.
- (iii) Delay in submissions of appeals/complaints to the Commissioners.
- (iv) Delay in issues of notices and communications of Commission's orders to the parties.
- (v) Mistake in notices/references sent by the Secretariat to the appellants.

Suggestions for decision:

(a) POLICY ISSUES:

- (i) Commission's directions received as part of the order should be complied in a time bound manner.
- (ii) Secretariat should assume the responsibility of listing and circulating important decisions interpreting the law to all Commissioners.

(b) OPERATIONAL ISSUES:

- (i) Need for sanction of additional staff in terms of Government's letter dated 31.1.2008 as well as leave reserve.
- (ii) Filling of all sanctioned vacancies.
- (iii) Readers be attached with the Commissioner as sanctioned in terms of Government of Haryana's letter dated 23.1.2006.
- (iv) Sub-Registry be opened in SCO No. 114-115, Sector 8-C, Chandigarh.

(II) The Commission Secretariat has failed to provide facilities in the office and camp office of State Information Commissioners on the pattern of the Chief Secretary Haryana as per provisions of Section 16(5) (b) of the RTI Act and Haryana Government's letter dated 12.1.2007.

Corrective measures be taken immediately by the Commission's Secretariat.

Item No. 7.

Agenda Points received from Sh. Ashok Mehta.
SIC

- (i) Residential Accommodation for State Information Commissioners.
- (ii) Work in rotation.
- (iii) Posting of official staff with SICs.

Item No. 8. Agenda Points received from Sh. Prem Veer Singh, SIC.

The initial hi-cups that are there in the initial stages of settling down in every organization have extended little longer for various reasons adversely impacting the efficiency of new SICs and are enumerated below:-

- a) Late arrival of computers by almost three months.
- b) Delayed installation of ACs in middle of June, 2008.
- c) Lack of sectorial support.
- d) Non availability of residential accommodation entailing lot of physical wear and tear.
- e) There should be provision if an SIC has to proceed on urgent work, he could request fellow SIC to hear his cases so that appellants are not put to in convenience.

If above C&D as mentioned above are resolved it shall have positive e impact on the working efficiency of new SICs.

Annexure 'C' (Page 1-9)

Detail of Institution/Decision/Pending Complaints/Appeals cases for the last six months in respect of CIC.

Month	Complaint Cases u/s 18(2)				Appeal Cases u/s 19(3)			
	Previous month's Pending Cases	Institution During the month	Decided during the month	Pendency at the end of Month	Previous month's Pending Cases	Institution During the month	Decided during the month	Pendency at the end of Month
January/08	16	03	09	10	82	32	56	58
February/08	10	01	07	04	58	15	37	36
March/08	04	03	02	05	36	21	27	30
April/08	05	06	04	07	30	29	07	52
May/08	07	04	05	06	52	33	37	48
June/08	06	02	02	06	48	28	12	64
Total Complaints/Appeals decided during last 6 months			29				176	
Pendency of Complaints/Appeals at the end of June/08				06				64

Note:- This figure does not include the cases decided/pending under section 19 (8) (b) and 20 (1) of RTI Act instituted subsequently as a result of hearing the Complaints/Appeals under section 18 (2)/ 19(3) respectively.

Detail of Institution/Decision/Pending Complaints/Appeals cases for the last six months in respect of SIC (MAC).

Month	Complaint Cases u/s 18(2)				Appeal Cases u/s 19(3)			
	Previous month's Pending Cases	Institution During the month	Decided during the month	Pendency at the end of Month	Previous month's Pending Cases	Institution During the month	Decided during the month	Pendency at the end of Month
January/08	07	04	05	06	51	26	18	59
February/08	06	00	04	02	59	11	21	49
March/08	02	00	02	00	49	15	29	35
April/08	00	02	01	01	35	20	23	32
May/08	01	00	01	00	32	25	19	38
June/08	00	06	00	06	38	45	19	64
Total Complaints/Appeals decided during last 6 months			13				129	
Pendency of Complaints/Appeals at the end of June/08				06				64

Note:- This figure does not include the cases decided/pending under section 19 (8) (b) and 20 (1) of RTI Act instituted subsequently as a result of hearing the Complaints/Appeals under section 18 (2)/ 19(3) respectively.

Detail of Institution/Decision/Pending Complaints/Appeals cases for the last six months in respect of SIC (AS).

Month	Complaint Cases u/s 18(2)				Appeal Cases u/s 19(3)			
	Previous month's Pending Cases	Institution During the month	Decided during the month	Pendency at the end of Month	Previous month's Pending Cases	Institution During the month	Decided during the month	Pendency at the end of Month
January/08	00	04	00	04	00	25	00	25
February/08	04	00	00	04	25	06	00	31
March/08	04	00	00	04	31	06	00	37
April/08	04	02	00	06	37	10	00	47
May/08	06	00	00	06	47	04	00	51
June/08	06	01	02	05	51	12	15	48
Total Complaints/Appeals decided during last 6 months			02				15	
Pendency of Complaints/Appeals at the end of June/08				05				48

Note:- This figure does not include the cases decided/pending under section 19 (8) (b) and 20 (1) of RTI Act instituted subsequently as a result of hearing the Complaints/Appeals under section 18 (2)/ 19(3) respectively.

Detail of Institution/Decision/Pending Complaints/Appeals cases for the last six months in respect of SIC (JBSY).

Month	Complaint Cases u/s 18(2)				Appeal Cases u/s 19(3)			
	Previous month's Pending Cases	Institution During the month	Decided during the month	Pendency at the end of Month	Previous month's Pending Cases	Institution During the month	Decided during the month	Pendency at the end of Month
January/08	01	01	01	01	18	04	06	16
February/08	01	00	00	01	16	09	07	18
March/08	01	00	00	01	18	05	08	15
April/08	01	00	01	00	15	08	09	14
May/08	00	00	00	00	14	11	07	18
June/08	00	00	00	00	18	20	08	30
Total Complaints/Appeals decided during last 6 months			02				45	
Pendency of Complaints/Appeals at the end of June/08				00				30

Note:- This figure does not include the cases decided/pending under section 19 (8) (b) and 20 (1) of RTI Act instituted subsequently as a result of hearing the Complaints/Appeals under section 18 (2)/ 19(3) respectively.

Detail of Institution/Decision/Pending Complaints/Appeals cases for the last six months in respect of SIC (AM).

Month	Complaint Cases u/s 18(2)				Appeal Cases u/s 19(3)			
	Previous month's Pending Cases	Institution During the month	Decided during the month	Pendency at the end of Month	Previous month's Pending Cases	Institution During the month	Decided during the month	Pendency at the end of Month
January/08	02	00	00	02	32	00	03	29
February/08	02	00	00	02	29	11	05	35
March/08	02	00	00	02	35	12	09	38
April/08	02	00	00	02	38	19	06	51
May/08	02	00	00	02	51	08	15	44
June/08	02	02	00	04	44	10	10	44
Total Complaints/Appeals decided during last 6 months			00				48	
Pendency of Complaints/Appeals at the end of June/08				04				44

Note:- This figure does not include the cases decided/pending under section 19 (8) (b) and 20 (1) of RTI Act instituted subsequently as a result of hearing the Complaints/Appeals under section 18 (2)/ 19(3) respectively.

Detail of Institution/Decision/Pending Complaints/Appeals cases for the last six months in respect of SIC (MRR).

Month	Complaint Cases u/s 18(2)				Appeal Cases u/s 19(3)			
	Previous month's Pending Cases	Institution During the month	Decided during the month	Pendency at the end of Month	Previous month's Pending Cases	Institution During the month	Decided during the month	Pendency at the end of Month
January/08	06	00	00	06	10	00	00	10
February/08	06	01	03	04	10	05	08	07
March/08	04	04	01	07	07	12	02	17
April/08	07	03	05	05	17	10	07	20
May/08	05	03	01	07	20	05	04	21
June/08	07	03	06	04	21	14	08	27
Total Complaints/Appeals decided during last 6 months			16				29	
Pendency of Complaints/Appeals at the end of June/08				04				27

Note:- This figure does not include the cases decided/pending under section 19 (8) (b) and 20 (1) of RTI Act instituted subsequently as a result of hearing the Complaints/Appeals under section 18 (2)/ 19(3) respectively.

Detail of Institution/Decision/Pending Complaints/Appeals cases for the last six months in respect of SIC (PVS).

Month	Complaint Cases u/s 18(2)				Appeal Cases u/s 19(3)			
	Previous month's Pending Cases	Institution During the month	Decided during the month	Pendency at the end of Month	Previous month's Pending Cases	Institution During the month	Decided during the month	Pendency at the end of Month
January/08	05	00	02	03	38	00	06	32
February/08	03	01	00	04	32	10	12	30
March/08	04	00	00	04	30	21	07	44
April/08	04	02	00	06	44	11	09	46
May/08	06	00	02	04	46	20	10	56
June/08	04	01	00	05	56	24	07	73
Total Complaints/Appeals decided during last 6 months			04				51	
Pendency of Complaints/Appeals at the end of June/08				05				73

Note:- This figure does not include the cases decided/pending under section 19 (8) (b) and 20 (1) of RTI Act instituted subsequently as a result of hearing the Complaints/Appeals under section 18 (2)/ 19(3) respectively.

Details of compensation awarded and penalty imposed during the last 6 months i.e. 1/08 to 6/08

Detail of Compensation awarded				Detail of Penalty imposed			
Case No.	DOD	Amount	Defaulter SPIO	Case No.	DOD	Amount	Defaulter SPIO
227 in 176/07	10/1/08	2000/-	Sh. Vinay Mutneja Vs EO, HUDA, Faridabad	213/07 in 1457/07	15/1/08	5000/- in 2 installments	SPIO-cum-DRO, Gurgaon
114 & 115 in 1586/07	23/1/08	1000/-	Sh. Hamarayan Vs O/o DGP, Panchkula	102 & 103 in 1273/07	16/1/08	750/-	i) Sh. Narender Kumar, SPIO-cum-BDPO, Dadri now at Nissing. ii) Sh. Satinder Siwach BDPO, Dadri now at Nagina.
1963/07	27/2/08	1500/-	Director General School Education, Haryana.	188/07 in 1485/07	23/1/08	5000/- in 2 installments	SPIO-cum-Tehsildar presently working as Principal Patwar Training School, Hisar.
120/07 in 1680/07	27/2/08	7500/-	Smt Vimal Vs O/o CA HUDA, Panchkula.	251/07 in 1616/07	7/2/08	2000/-	Sh. V.K. Goyal SPIO, Town & Country Planning.
1041/08	28/2/08	10000/-	Mrs Saria Totta Vs EO-I, HUDA, Gurgaon.	240/07 in 1606/07	7/2/08	5000/- in 2 installments	Sh. V.K. Goyal SPIO, Town & Country Planning.
18/06	29/2/08	10000/-	Sh. Ajeet Singh Vs Town & Country Planning.	249/07 in 182/07	14/2/08	10000/- in 2 installments	Sh. Darshan Singh BDPO, Shahzadpur Vs Raghubir Singh Grewal.
1076/07	25/3/08	2000/-	Sh. Ajay Kumar Makkar Vs HSIDC	108/07 in 1310/07	19/2/08	10000/- in 4 installments	Sh. Ashwani Kumar Vs EO, HUDA, Gurgaon.
1082/07	26/3/08	2000/-	Sh. Amrik Singh Chahal Vs HUDA, Jagadhari	215/07 in 1656/07	5/3/08	25000/-	SPIO O/o The Urban Development Department in Dr. Rajender Prasad case
1095/07	27/3/08	5000/-	Sh. Sudhir Bhatia Vs EO-I, HUDA, Gurgaon	22/08 in 239/07	8/4/08	5000/- in two installments	Co. Man Singh Vs SPIO O/o Administrator, HUDA, Gurgaon.
19 & 20/08 in 1681/07	1/4/08	5000/-	Sh. Vijay Kumar Gupta Vs EO-I, HUDA, Gurgaon	108/07 in 1310/07	9/4/08	10000/- in two installments	Sh. Ashwani Kumar Vs SPIO-cum-XEN, HUDA, Division No.3, Gurgaon
108/07 in 1310/07	9/4/08	20000/-	Sh. Ashwani Kumar Vs EO-II, HUDA, Gurgaon.	157/07 in 29/07	10/4/08	5000/-	Smt. Beena Vs Sh. Narinder Dhull, BDPO, Rai
106/07 in 1142/07	10/4/08	2000/-	Sh. Shamsher Singh Vs Administrative Reforms	107/08 in 22/08	29/4/08	15000/-	Sh. Krishan Lal Vs Sh. R.K.Sharma, BDPO, Pundri.
29/08	23/4/08	5000/-	Sh. Surinder Pal Sharma Vs EO-I, HUDA, Gurgaon.	47/07 in 1085/06	5/5/08	10000/- in 2 installments	Sh. P.C. Sanghi Vs SE, HUDA, Circle No. 1, Gurgaon
38/08 in 1891/07	23/4/08	1000/-	Sh. Subhash Chander Sharma Vs DC, Rewari.	115/08 in 1708/07	8/5/08	2000/-	Sh. Gopi Chand Sedha Vs SPIO O/o Excise & Taxation, Hry.
1212/08	9/5/08	2000/-	Sh. K.C. Arya Vs HUDA,	69,70 &	22/5/08	4500/-	Sh. Lakhbir Singh Vs SPIO HICA, Karnal.

			Faridabad	116/08 in 1820/07			
1213/08	15/5/08	2000/-	Sh. Nirmal Mittal Vs HUDA, Hisar.	129/08 in 1174/08	3/6/08	10000/-	Sh. Gurdial Vs BDPO, Naraingarh (Sh. Waryam Singh)
1097/08	22/5/08	5000/-	Sh. Nirmal Mittal Vs Urban Estates Department, Haryana.	59/08 in 1587/07	17/6/08	1000/-	Sh. Jagmohinder Singh Vs SPIO, Govt. College, Nahar.
1257/08	27/5/08	1000/-	Sh. K.C. Arya Vs HUDA, Faridabad.	62/08 in 1813/07	17/6/08	1000/-	Sh. Narinder Kumar Dhull Vs SPIO Govt. College, Nahar.
1145/08	27/5/08	1500/-	Sh. Sukinder Singh Vs DEO, Rewari and /DGSE.	65/08 in 1580/07	17/6/08	1000/-	Sh. Narinder Kumar Dhull Vs SPIO Govt. College, Nahar.
1314/08	10/6/08	2000/-	Sh. V.P. Gupta Vs EO, HUDA, Panchkula.	201/08 in 1533/07	17/6/08	1000/-	Sh. Narinder Kumar Dhull Vs SPIO Govt. College, Nahar.
1311/08	10/6/08	3000/-	Mrs Vijay Rani Garg Vs EO-I, HUDA, Gurgaon.	204/08 in 1528/07	17/6/08	1000/-	Sh. Narinder Kumar Dhull Vs SPIO Govt. College, Nahar.
1341/08	12/6/08	2000/-	Sh. Raj Singh Vs S.P. Fatehabad.	205/08 in 1525/07	17/6/08	1000/-	Sh. Narinder Kumar Dhull Vs SPIO Govt. College, Nahar.
59/08 in 1587/07	17/6/08	500/-	Sh. Jagmohinder Singh Vs SPIO, Govt. College, Nahar.	206/08 in 1527/07	17/6/08	1000/-	Sh. Narinder Kumar Dhull Vs SPIO Govt. College, Nahar.
206/08 in 1527/07	17/6/08	500/-	Sh. Narinder Kumar Dhull Vs SPIO Govt. College, Nahar.	207/08 in 1529/07	17/6/08	1000/-	Sh. Narinder Kumar Dhull Vs SPIO Govt. College, Nahar.
				208/08 in 1526/07	17/6/08	1000/-	Sh. Narinder Kumar Dhull Vs SPIO Govt. College, Nahar.
				232/08 in 1619/08	17/6/08	1000/-	Sh. Narinder Kumar Dhull Vs SPIO Govt. College, Nahar.
				87/08 in 1663/08	25/6/08	3000/-	Sh. Lakhbir Singh Vs Civil Aviation Department, Haryana.
				52/08 in 1763/07	25/6/08	20000/-	Sh. Bed Parkash Vs BDPO, Sonapat.
				51/08 in 1925/07	25/6/08	20000/-	Sh. Bed Parkash Vs BDPO, Sonapat.

Minutes of the Meeting of the State Information Commission, Haryana held on 24.7.2008 at 3.00 P.M.

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**Present:** - All the State Information Commissioners along with the State Chief Information Commissioner were present. Smt. Asha Sharma, State Information Commissioner could not be present being away on casual leave/station leave.

**The following decisions were taken: -**

### **Agenda Item No.1: -**

**Second Annual Report of the State Information Commission, Haryana for the period from 1.11.2006 to 31.12.2007.**

It was decided that the next Annual Report shall be for the period from 1.11.2006 to 31.10.2007. As regards the proforma to be adopted it was felt that since the period of the proposed report is already over it may be difficult for the public authorities to give information on the additional points and this may delay the receipt of information and consequently preparation of the report. It was decided to continue with the earlier proforma for obtaining information from various departments/public authorities. It was also decided that for future a system of obtaining information on a quarterly basis from all the public authorities may be introduced to facilitate finalization of the Annual Report expeditiously.

### **Agenda Item No.2: -**

**Progress of disposal of cases in the State Information Commission, Haryana.**

It was noted that the report did not include 256 cases disposed of under Sections 20 (1) and 19(8) (b) and cases of status review. After discussions it was decided that efforts should be made to expedite the disposal of cases keeping in view the pendency and institution of cases in the Commission.

### **Agenda Item No.3: -**

**Disposal of appeals/complaints in a time-bound manner by the Commission.**

It was felt that it may not be feasible and legal to prescribe any specific time limit for disposal of appeals/complaints by the State Information Commission. However, the effort should be to dispose of cases as expeditiously as possible by giving minimum adjournments without compromising the need to give opportunities to both the parties to put forward their case before the Commission. As regards the presence of the appellant, it was felt that the existing system may continue in the context of the position explained in the agenda note.

**Agenda Item No.4: -**

**(a) Interaction with Financial Commissioners, Special Secretaries and Heads of the Departments on implementation of RTI Act.**

It was decided that an interaction may be arranged between all the State Information Commissioners and Financial Commissioners/Special Secretaries and Heads of Departments of Haryana sometime in the first fortnight of September, 2008. Such interactions can be held twice in a year since they are bound to prove very useful in the implementation of the RTI Act by all concerned.

**(b) Office Automation.**

It was brought to the notice of the members that a proposal to introduce computerization and file tracking system on the analogy of Secretariat is already under consideration. As regards the Local Area Network (LAN), in view of the distance between the two offices of the Commission, this may involve laying of over-head cables and consequent issue of licence. The Chief Information Commissioner informed the members that discussions are taking place with the NIC as well as HARTRON to provide a better alternative in this regard. As regards Internet connectivity and provision of Laptops, it was decided that the computers with Internet connectivity and Laptops should be provided to all the Information Commissioners who do not have this facility. The latest polity in this regard has been communicated recently by the Department of Information Technology and orders for these equipments will be placed as per that policy with HARTRON.

**(c) Provision of Library.**

It was felt that creation of a library immediately will be difficult because of the space constraint in the office of the Commission. However, some books on RTI Act, 2005 have been purchased as per

the requests made by the Commissioners from time to time. It was decided some more books available on the subject can be purchased for the use of the Commissioners.

**(d) Availability of Legal Advice.**

It was felt that there may not be any necessity to appoint a High Court Judge as Legal Adviser in the Commission. Even though there does not seem to be any immediate requirement on this subject the appointment of legal adviser in the long run should be considered.

**Agenda Item No.5: -**

**(a) Allotment of Government Accommodation to the Commissioners.**

It was brought to the notice of the Commissioners that their applications for allotment of Government Accommodation at Chandigarh are pending before the House Allotment Committee of the U.T. Administration. It was decided that the State Government may be requested to hire private accommodation for the Information Commissioners at Chandigarh/Panchkula in keeping with their status till regular allotment is made by the U.T. Administration.

**(b) Designation of SPIO in the Development & Panchayat Department.**

It was brought to the notice of the members that earlier the DDPOs were appointed throughout the State as SPIOs for the Gram Panchayats and this was creating a lot of difficulties in dealing with applications under the RTI Act, 2005 as pointed out during various interactions of the Chief Information Commissioner with the District Officers. Some Deputy Commissioners had also designated Sarpanches as SPIOs within their own district. To ensure some uniformity the Department was requested to consider appointing either the Sarpanches or the Panchayat Secretaries as SPIOs. It was felt after discussions that since Sarpanches are non-officials, the Commission may not be able to take any punitive action under Section 20(1) of the Act. This may impede the implementation of the decisions of the Commission. A reference has already been made to the Administrative Secretary of the Development & Panchayats Department and the views of the Commission may be communicated to the Administrative Secretary on this matter.

**Agenda Item No.6: -**

**(I) Policy Issues.**

As regards non-implementation of the Commission's directions received as part of the order the only instance was with regard to providing a Hindi translation of the decision of the Commission in a particular case. It was brought to the notice of the members that both the office of Legal Remembrancer, Haryana as well as the Languages Department have not been able to provide any assistance and this has resulted in the directions not being complied with so far. It was decided that the Commission's Secretariat should get a panel of people from the market who can be assigned this job on a case-wise basis depending on the requirement for such translations in future. As regards listing and circulating important decisions to all the Commissioners, it was decided that it may be helpful if the Commissioners gave a direction to this effect in the noting portion of the file of the case where decision needed to be circulated. It shall be the responsibility of the Secretariat of the Commission to ensure that in such cases the decisions are circulated to all the Commissioners.

**(b) Operational Issues.**

As regards the incorrect address of the Commission in the notices being issued it was decided that the format of the notice will be revised to indicate the name of the Bench before which the case will be listed for hearing in future. Instructions will also be issued to the Secretariat to avoid delay in submission of appeals/complaints to the Commissioners as well as in issue of notices and communication of Commission's orders to the parties.

It was brought to the notice of all the members that efforts are on to fill up remaining sanctioned vacancies. It was further decided that the State Government will be requested to sanction the remaining posts in the category of Readers, Steno-typists and Clerks-cum-Computer Operators in terms of Government letter dated 31.1.2008. A proposal will also be sent to the State Government for creating leave reserve in the category of Drivers/PAs in the Commission. It was further decided that the question of adjustment of Readers with the Commissioners shall be taken up after the posts are sanctioned by the State Government. It was further decided that arrangements shall be made to receive Dak in the office of the Commission at SCO No.114-115.



(II) As regards provision of facilities in the office and residence of the State Information Commissioners on the pattern of the Chief Secretary to Government Haryana it was decided that a reference shall be made to the State Government to intimate the facilities being provided to the Chief Secretary to Government Haryana in this regard.

**Agenda Item No.7: -**

**Work rotation.**

As regards work rotation of the Commissioners it was decided that this can be taken up sometime during November, 2008.

**Agenda Item No.8: -**

**Late arrival of computers and installation of ACs.**

Regarding the late arrival of computers and installation of Air Conditioners it was brought to the notice of the members that the reasons were beyond the control of the Secretariat of the Commission and all efforts were made to expedite the matter. As regards the suggestion to assign the work of a State Information Commissioner to another SIC in his absence with a view to avoid inconvenience to the general public it was decided that this can be arranged in case the concerned SIC informs the Chief Information Commissioner who can reassign the work depending upon the availability/ convenience of the other State Information Commissioners/Chief Information Commissioner.

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