

LOK SABHA SECRETARIAT  
INFORMATION CELL

FB074, PLB  
New Delhi  
04.09.2013

No. 28084

CIRCULAR

**Subject: Implementation of *suo motu* disclosure under Section 4 of RTI Act, 2005 –  
Issue of guidelines regarding.**

In pursuance of OM No. 1/6/2011-IR dated 15.04.2013 of the DoPT and guidelines therein, the Information Cell have geared up itself for their implementation which are relevant to them. The following steps, among others, are proposed to be taken w.e.f. from 1<sup>st</sup> October, 2013.

**1(a)** Uploading of RTI applications, 1<sup>st</sup> Appeals, 2<sup>nd</sup> Appeals and receipts/responses and/or Orders thereto of the authorities concerned viz., the CPIO, First Appellate Authority and 2<sup>nd</sup> Appellate Authority (CIC) on the website of the Lok Sabha Secretariat under the heading RTI ([http://164.100.47.132/LssNew/RTI/main\\_right.aspx](http://164.100.47.132/LssNew/RTI/main_right.aspx)).

However, the personal information of an individual will not be disclosed as they do not serve any public interest (Guidelines No. 1.4.1 of the OM *ibid*) under the heading “**suo motu disclosure of more items under Section 4**”. The decision on the information to be uploaded on the website will be taken by the Central Public Information Officer as defined under Section 2(c) of the RTI Act, 2005.

**1(b)** Uploading of comprehensive databased factsheet on the Lok Sabha public RTI portal showing the relevant particulars including the status of the movement/action on the RTI applications, first and second appeals.

2. All Divisional Officers/ Branches are requested to go through DoPT OM No. 1/6/2011-IR dated 15.04.2013 available on the website of DoPT ([http://ccis.nic.in/WriteReadData/CircularPortal/D2/D02rti/Suo\\_moto\\_disclosure-15042013.pdf](http://ccis.nic.in/WriteReadData/CircularPortal/D2/D02rti/Suo_moto_disclosure-15042013.pdf)) and comply with the provisions of the guidelines contained therein (whichever is relevant to them) after obtaining Orders of their respective Competent Authorities as per work allocations made by the Administration Branch.

  
(SURENDER SINGH)

CENTRAL PUBLIC INFORMATION OFFICER  
2/1(2)/IC/13