



By email/Speed Post

No: Updation/RTI/No 3/2009-10/ 25

Government of India
Ministry of Water Resources, RD & GR
Central Ground Water Board
Bhujal Bhavan, NH IV, Faridabad -12100

Dated:

03 JAN 2018

To

The Regional Director, CGWB

NHR/NWHR/NWR/WR/WCR/CR/NCCR/NCR/SWR/SR/SECR/KR/SER/ER/NER/MER/NR/UR/RGI
Jammu/Dharamshala/Chandigarh/Jaipur/Ahmedabad/Nagpur/Raipur/Bhopal/Bengaluru/Hyderabad/
Chennai/Trivandrum/Bhubaneswar/Kolkata/ Guwahati/Patna/Lucknow/Dehradun/Raipur

The Officer-in-Charge, SUO, CGWB

Jodhpur/Pune/Belgaum/Visakhapatnam/Ranchi/Allahabad/ Shillong/Agartala/Itanagar/Delhi

The Executive Engineer, CGWB

Division 1/ Division 2/ Division 3/ Division 4/ Division 5/ Division 6/ Division 7/ Division 8/ Division 9/
Division 10/ Division 11/ Division 12/ Division 13/ Division 14/ Division 15/ Division 16/ Division 17
Ahmedabad/Ambala/Varanasi/Chennai/Ranchi/Nagpur/Guwahati/Jammu/Hyderabad/Bhubaneswar/
Jodhpur/Bhopal/Raipur/Bengaluru/Kolkata/Bareilly/Dharamshala

Sub: Appellate Authority for RTI related matter for CGWB

Sir,

All Regional Directors of CGWB are hereby designated as Appellate Authorities for RTI related matters pertaining to Region, State Unit Office & Division Offices under their jurisdictions. Regional Director, CGWB, NCCR, Raipur will have additional responsibility for RTI related matters pertaining to RGI, Raipur. Member (HQ), CGWB will continue to be Appellate Authority for RTI in respect of CGWA, SUO-Delhi & CGWB (CHQ). The Regional Directors may inform all CPIOs under their jurisdiction about the decision to designate Regional Directors as Appellate Authorities so that CPIOs may provide the name & contact address of the concerned Appellate Authority, while providing the replies to RTI requests.

The contact details of the Appellate Authorities and authorities to whom the payment is to be made in respect of Appeal are being uploaded in CGWB website for information of all concerned and public at large. A list of the Appellate Authorities of CGWB approved by the Chairman is enclosed for kind information and record (Annexure-1). Any changes in Appellate Authority due to transfer or superannuation or otherwise should be informed to CHQ for taking the approval of Chairman, CGWB & for uploading the changes in CGWB website.

The appeals received online will be forwarded to the concerned Regional Director, CGWB by the Nodal Officer (RTI) of CGWB functioning from CGWB, CHQ, Faridabad. In case, appeals are received by the post, the concerned Appellate Authority may upload the same in RTIMIS portal in a similar process followed by CPIO for uploading RTI request received by post. Subsequently the decisions have to be uploaded in the


RTIMIS portal with respect to the appeal, to dispose the same. The quarterly & annual progress of disposal of requests and appeals are obtained by the Nodal Officer (RTI) from RTIMIS portal and hence it is essential that all requests and appeals are updated in RTIMIS portal.

In order to facilitate online disposal of the cases, usernames and passwords are created for Appellate Authorities and is provided as Annexure-2. The RTI Guide, which gives the duties and responsibilities of CPIOs & Appellate Authorities is also enclosed as Annexure-3. All Annexures are being sent as attachment in the mail.

The disposal of the appeal is a time bound exercise and all Appellate Authorities are requested to check the RTIMIS portal regularly for timely disposal of the appeals.

This issues with the approval of Chairman, CGWB.

Yours faithfully

 21/18

Dr S.Suresh

Scientist-D & Nodal Officer (RTI)

Copy for kind information to

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1. Dr E.Sampath Kumar, Member (NGI), Central Ground Water Board, Bhujal Bhavan, NH IV, Faridabad -121001.
2. Shri G.C.Pati, Member (East), CGWB, Bhujal Bhawan, NH IV, Faridabad-121001
3. Member (HQ), CGWB, Bhujal Bhawan, NH IV, Faridabad-121001
4. Director (Admn.), Central Ground Water Board, Bhujal Bhavan, NH IV, Faridabad -121001.
5. TS to Chairman, Central Ground Water Board, Bhujal Bhavan, NH IV, Faridabad -121001.
6. Shri Krishnagopal, Programmer, Central Ground Water Board, Bhujal Bhavan, NH IV, Faridabad -121001, with a request to update CGWB website in respect of information provided for Appellate Authorities for RTI matter for CGWB as enclosed.
7. CPIO, Central Ground Water Board, Bhujal Bhavan, NH IV, Faridabad -121001.
8. PA to Chairman, Central Ground Water Board, Bhujal Bhavan, NH IV, Faridabad -121001.

 21/18

Dr S.Suresh

Scientist-D & Nodal Officer (RTI)

o/c