

How to apply under RTI Act, 2005(Offline mode)

The following may be noted while submitting requests seeking under RTI Act-

- Arrangements have been made at the Reception Counter of CVC for receiving applications/request seeking information under RTI Act, 2005.
- Applications/request can also be sent by post along with the requisite fee directly to concerned CPIO in CVC dealing with the subject. The names of CPIOs and the Appellate Authority may be consulted before forwarding the application to the concerned.
- The requisite fee along with the application/request could be paid by way of cash against proper receipt at the Reception Counter or by Indian Postal Order in favour of Section Officer, CVC. The Fee may also be paid by demand draft or banker's cheque drawn in favour of Section Officer, CVC.
- The details regarding rules and regulations pertaining to fees etc. under RTI act may be perused in the website of Ministry of Personnel, Public Grievances & Pension, Deptt. of Personnel & Training, New Delhi.

Making of RTI application/appeal through online mode

In order to facilitate filing of online RTI applications and 1st appeal by the Indian Citizens, the DoPT had launched a web portal named 'RTI online' with URL <http://rtionline.gov.in> for all Central Ministries/Departments /Organizations. This is a portal to file RTI applications/first appeals online along with payment gateway. Payment can be made through Internet banking, debit/credit cards of Master/Visa, RuPay cards and UPI. Through this portal, RTI applications/first appeals can be filed by Indian Citizens for all Ministries/Departments and other Public Authorities of Central Government. RTI applications/first appeals should not be filed for other Public Authorities under State Government through this portal. Further, through this portal, RTI applicants/appellants can view status of their applications/appeals. Guidelines for use of online portal are available on the portal itself.