

F.No.R.20/1/2021-RTI Cell-DOR
Government of India
Ministry of Finance
Department of Revenue

North Block, New Delhi
Dated 4th January, 2022

OFFICE MEMORANDUM

Subject : CIC's Advisory on perusal of Third Party Audit report of proactive disclosure package for the year 2020-21reg.

The undersigned is directed to refer to DoP&T's OM.No.1/6/2011-IR dated 15.04.2013 on the subject mentioned above wherein it has been inter alia mentioned that each Ministry/Public Authority should get its proactive disclosure package audited by a third party every year and submit it to the CIC. In pursuance of the said O.M of DoPT, an audit of the proactive disclosure package of Revenue Headquarters has been carried out by National Institute of Public Finance and Policy (NIPFP). The audit report was submitted by the NIPFP to the CIC and on perusal of the audit report the CIC has issued an advisory (copy enclosed).

2. Therefore, in pursuance of the CIC's advisory and with the approval of Joint Secretary (Revenue), a Committee has been constituted on 28.12.2021 in order to coordinate and identify frequently sought information under RTI and to make it available in the public domain on the Department's website. The committee shall consist of the following:

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|-------------------------------|---|------------------|
| i. Director (RTI), DoR (HQ) | - | Chairman |
| ii. CPIO & US (State Taxes-1) | - | Member |
| iii. CPIO & US (Ad.ED/SIT) | - | Member |
| iv. CPIO & US (Coordination) | - | Member |
| v. CPIO&US (RTI) | - | Member |
| vi. SO (RTI) | - | Member Secretary |

3. Further, all the CPIOs in the Revenue Headquarters are requested to attend the workshops and capacity building programmes on RTI Act offered by the Institute of Secretariat Training & Management.

Encl : As above

R. Singh
04/01/2022
(Raghvendra Singh Kushwah)
CPIO & Under Secretary (RTI Cell)
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To,

1. Shri Arvind Saran, FAA & Director (HQ), DoR,
2. Shri Sunil Kumar, CPIO & Under Secretary (State Taxes-1),
3. Shri Vivek Mishra, CPIO & Under Secretary (Ad.ED/SIT),
4. Shri Xavier Toppo, CPIO & Under Secretary (Coordination),
5. Smt. Sudha Rani, Section Officer (RTI)
6. All CPIOs in Revenue Headquarters.
7. Shri S.C.Sharma, Deputy Registrar, Central Information Commission, Baba Gangnath Marg, Munirka-110067.

Public Authority::Department of Revenue

The transparency audit of your organization has been carried out with reference to the audit report submitted to the commission. On perusal of your audit report the following has been observed.

1. Update & publish guidelines on RTI by the Public Authorities concerned
2. Committee of PIOs/FAAs with rich experience in RTI to identify frequently sought information under RTI - (a) Dates from which constituted, (b) Name & Designation of the Officers

The above point's needs urgent attention of the public authority. These issues may please be displayed at the respective websites of the public authority so as to avoid/ mitigate the RTI application.

It is also proposed that the public authority should periodically organized seminars/ conferences on the RTI Provision so as to enable the concerned officers in handling the RTI matters properly.