

FORM 'A'

Form of application for seeking information (See rule 3)

To

**The Public Information Officer,
Office of the Accountant General (Audit),
Meghalaya, Shillong.**

1. Name of the Applicant :.....
2. Address :.....
:.....
3. Information sought:-
(Brief title of the information :.....
sought not to exceed one line)
(Details should include separate paras for each information sought)
4. I state that information sought does not fall within the restrictions contained in the Section 8 & 9 of the Act and to best of my knowledge it pertains to your office.
5. This is to certify that I,son/daughter/wife
of, am a citizen of India.
6. A fee @ of Rs.....has been deposited in Banker's Cheque No./Bank
Draft No./Indian Postal Order No.....drawn on Bank.....
dated.....
(No fees would be charged from the persons below poverty line)

Date:

Signature of Applicant

Place :

Tele No. (Office) :

(Residence) :

Postal Address:

RIGHT TO INFORMATION ACT

ARRANGEMENT OF RECEIPT FOR APPLICATION & FEE

Arrangement for receipt of Application & Fee has been made at the Reception Counter/DAG cells of this Office. The Applicant can also remit the requisite fee as per Procedure at 3(a).

APPEALS AND APPELLATE AUTHORITIES ETC. IF ANY

Appeals against the decision of PIO can be made before the Appellate Authority as per Section 19 (1) of RTI, Act 2005. The Accountant General (Audit), is the appellate authority for the O/o the. Accountant General (Audit) Meghalaya located at Shillong, Meghalaya.

REQUIREMENTS UNDER THE RIGHT FOR INFORMATION ACT

	Reference	Information Available At
Organisational	Chapter II, 4.1 (b) (i)	(About Us)
Duties	Chapter II, 4.1(b) (ii)	(DPC Act) Audit Function
Decision Making Process	Chapter II, 4.1 (b) (iii)	Manual of Standing Orders
Norms	Chapter II, 4.1 (b) (iv)	Norms and standard
Manuals	Chapter II, 4.1 (b) (v)	List of Manuals
Documents Held	Chapter II, 4.1 (b) (vi)	Documents held
Consultative Arrangements	Chapter II, 4.1 (b) (vii)	Not Applicable
Boards/Committees	Chapter II, 4.1 (b) (viii)	List of Committees under AG
Directory	Chapter II, 4.1 (b) (ix)	Contact Us
Pay Scales	Chapter II, 4.1 (b) (x)	Pay Scales
Budget	Chapter II, 4.1 (b) (xi)	Budget
Subsidy	Chapter II, 4.1 (b) (xii)	Not Applicable
Concessions', Permits, Authorizations	Chapter II, 4.1 (b) (xiii)	Not Applicable
Electronic information	Chapter II, 4.1 (b) (xiv)	Most of the information is available in electronic form and can be requested.
Facilities	Chapter II, 4.1 (b) (xv)	Interactive Voice Response System (IVRS)
Public Information Officer	Chapter II, 4.1 (b) (xvi)	Public Information Officer Pay and Accounts Officer