**INFORMATION UNDER R.T.I ACT – 2005**

Information for Public under Right to Information Act, 2005

In terms of Section 4(1) (b) and 4(2) of the Right to information Act, 2005, it is for the

Information of the general public that the NCVSTE, NEW DELHI

**What is the Application Procedure for requesting information?**

The Applicant who desires to take information under the Act shall make a request in writing as

far as possible or through electronic means in English or Hindi or in the official language of the

area in which application is made, specifying the particulars of the information sought for. The

Application shall be accompanied by such fee as has been prescribed by NCVSTE, NEW DELHI. The application

shall be made to the Public Information Officer, NCVSTE NEW DELHI.

Send Email All documents with Application Form to **RTINCVSTE@GMAIL.COM**

**What is the time limit to get the information?**

1. 30 days from the date of application.
2. 48 hours for information concerning the life and liberty of a person.
3. If the interests of a third party are involved then time limit will be 40 days (maximum

 Period + time given to the party to make representation).

 Note: Failure to provide information within the specified period is a deemed refusal.

**What is the fee?**

1. A request for obtaining information under sub-section(1) of section 6 of RTI Act shall be

 Accompanied by an application fee of Rupees Ten

**Other Fee**

1. Rupees two for each page (in A-4 or A-3 size paper) created or copied

2. Actual charges or cost price of a copy in larger size paper

3. Actual cost or price for samples or models

4. For inspection of records, no fee for the first hour, and a fee of rupees five for

Each subsequent hour (or fraction thereof)