

TELANGANA STATE INFORMATION COMMISSION

(Under Right to Information Act, 2005)

Samachara Hakku Bhavan, D.No.5-4-399, '4' Storied Commercial Complex,
Housing Board Building, Mojam Jahi Market, Hyderabad – 500 001.
Phone Nos: 040-24740638 (o); 040-24740592(f); E-Mail:scicpeshi@gmail.com

REQUIREMENTS FOR FILING A COMPLAINT / SECOND APPEAL UNDER RTI ACT, 2005 BEFORE THE STATE INFORMATION COMMISSION

1. The Appellant should be a citizen of India and the application should be by name and not by designation.
2. The Appellant should first file an application **u/s 6(1) of RTI Act, 2005** before the Public Information Officer designated by the concerned Public Authority (Department)
3. Complaint / Appeal should be filed before the Telangana State Information Commission after the stipulated period of (30) days separately for each 6(1) application.
4. Under the State Information Commission (Appeal Procedure) Rules 2006, the Appeal / Complaint shall contain:
 - (i) Name and address of the Appellant / Complainant;
 - (ii) Name and address of the State Public Information Officer and First Appellate Authority against the decision of whom the Complaint / Second Appeal is preferred;
 - (iii) Copy of the 6(1) application and the First Appeal;
 - (iv) Copy of the order if any, against which the appeal / complaint is preferred;
 - (v) Prayer or relief sought;
 - (vi) Verification with Appellant / Complainant signature;

Note:- For complete details, the Appellants are advised to refer to the RTI Act, 2005 and the Rules made there under.

// BY ORDER //

**SECRETARY(LAW)
TSIC**