

WEST BENGAL INFORMATION COMMISSION

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No. 65-WBIC/RTI/14/08

DATE: 09.01.2008

CIRCULAR

The West Bengal Information Commission has been receiving complaints and appeals u/s. 18 and 19 respectively of the Right to Information Act, 2005. Complainants and appellants have been submitting those in a single copy. Due to limited resources of the Commission, it is being found difficult to photocopy the said complaints / appeals in a large number in order to send them to all the respondents.

The Commission has, therefore, decided that all complainants / appellants be requested by letter / e-mail / over phone to submit 5 (five) copies of their submission before the Commission takes up the matter for enquiry or hearing. The State Chief Information Commissioner, exercising powers conferred u/s. 15(4) of the Right to Information Act, 2005 has approved that upon receiving complaint / appeal, if complainant / appellant has not submitted adequate number of copies within three days, he / she be requested to file 5 copies of their complaint / appeal before these are taken up further for necessary action by the Commission. However, inadequate number of copies will not in itself warrant rejection. In case, 5 copies are not received within four weeks of receipt of complaint / appeal, the case be taken up for further processing in the Commission.

Sd/-

Secretary & Acting Registrar,
West Bengal Information Commission