

### Frequently Asked Questions

S.No.	Question	Answer
1.	What is Information?	Information is any material in any form. It includes records, documents, memos, e-mails, opinions, advices, press releases, circulars, orders, logbooks, contracts, reports, papers, samples, models, data material held in any electronic form. It also includes information relating to any private body which can be accessed by the public authority under any law for the time being in force.
2	What is a Public Information Officer?	Public authorities have designated some of its officers as Public Information Officer. They are responsible to give information to a person who seeks information under the RTI Act.
3	What is an Assistant Public Information Officer?	These are the officers at sub-divisional level to whom a person can give his RTI application or Appeal. These officers send the application or Appeal to the Public Information Officer of the public authority or the concerned Appellate authority. An Assistant Public Information Officer is not responsible to supply the information
4	What is the Fee for Seeking Information from Central Government Public Authorities?	A person who desires to seek some information from a Central Government Public Authority is required to send, along with the application, a <b><u>demand draft or a banker's cheque or an Indian Postal Order of Rs.10/- (Rupees ten), payable to the Accounts Officer of the Public Authority</u></b> as fee prescribed for seeking information. The payment of fee can also be made <b><u>by way of cash</u></b> to the Accounts Officer of the public authority or to the Assistant Public Information Officer against proper receipt. <b><u>Non Judicial Stamp Paper and Court Fee Stamp are not the proper forms of submitting the application fee.</u></b>
5	What is the Fee for the BPL applicant for Seeking Information?	If the applicant belongs to below poverty line (BPL) category, he is not required to pay any fee. However, he should submit a proof in support of his claim for belonging <b><u>to / belong to the below poverty line.</u></b>
6	Is there any specific Format of Application?	There is no prescribed format of application for seeking Information. The application can be made on plain paper. The application should, however,

		have the name and complete postal address of the applicant, with contact no, email etc. The RTI Act is applicable only to Citizens of India.
7	Is there any provision for exemption from Disclosure of Information?	Sub-section (1) of section 8 and section 9 of the Act enumerate the types of information which is exempt from disclosure. Sub-section (2) of section 8, however, provides that information exempted under sub-section 3 (1) are exempted under the Official Secrets Act, 1923 can be disclosed if public interest in disclosure overweighs the harm to the protected interest
8	What is Third Party Information?	Third party in relation to the Act means a person other than the citizen who has made a request for information. The definition of third party includes a public authority other than the public authority to whom the request has been made.
9	What is the Method of Seeking Information?	A citizen, who desires to obtain any information under the Act, should make an application to the Public Information Officer of the concerned Public Authority in writing in English or Hindi or in the official language of the area in which the application is made. The application should be precise and specific. He should make payment of application fee at the time of submitting the application as prescribed in the Fee Rules, as indicated in S.No. 4 above.
10	Who determines equivalency of Degrees.	<a href="https://www.ugc.ac.in/pdfnews/1952431_UGC-Public-Notice-reg-equivalency-of-degrees.pdf">https://www.ugc.ac.in/pdfnews/1952431_UGC-Public-Notice-reg-equivalency-of-degrees.pdf</a>
11	Which are the Apex Level Bodies and Institutions directly under the department of Higher Education/ Ministry of Education?	<a href="https://www.education.gov.in/en/apex-level-bodies">https://www.education.gov.in/en/apex-level-bodies</a>
12	Which are the Central Universities working under MOE	<a href="https://www.education.gov.in/en/central-universities-0">https://www.education.gov.in/en/central-universities-0</a>

13	Can we obtain information in respect of IITs from Ministry of Education under RTI Act, 2005?	<p>All IITs are Public Authorities and have PIOs &amp; their own web portal. As per Section 4(2) of RTI Act the suo motu disclosure is mandate for all Public Authorities and is regularly published on their websites and accessible to general public in such form and manner which is easily accessible to the Public. Details of disclosure by these institutions can be assessed from their web portal and other means.</p> <p><a href="https://www.education.gov.in/en/iits">https://www.education.gov.in/en/iits</a></p>
14	Is there any portal from where information regarding Scholarships and Education Loan for students can be obtained?	<p><a href="https://www.education.gov.in/en/pm-usp-scholarships-education-loan">https://www.education.gov.in/en/pm-usp-scholarships-education-loan</a></p>