

# ALL INDIA FOOTBALL FEDERATION

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## **Information Manual Under Right to Information Act,2005**

This information manual contains details about the All India Football Federation for use of all Citizens under the Right to Information Act,2005.

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### **Chapter 1**

#### **Introduction**

Founded in 1937, the All India football Federation (AIFF) is the apex administrative body, governing the game of football in India.

One of the founder members of the Asian football Confederation (AFC), AIFF was affiliated to FIFA (international governing body of football), in 1948 and to AFC (Asian Football Confederation ) in 1954.

Since its inception, AIFF has played a key role in promoting football in India.

To serve the purpose, it has taken the responsibility of the Indian national football team and has been hosting a number of tournaments at the national level, prominent being the

National Football League (I League), Federation Cup and National Football Championship for Santosh Trophy.

### **Brief History**

**Before AIFF** – Before the birth of the AIFF, India was lacking a properly constituted national organization for football. Since football gained immense popularity year after year, a need for the proper administration of the game was considered. The oldest and the most popular state association of its kind – the Indian Football Association (IFA), (The association that governed football in west Bengal, the hub of football) – was given the status of the de-facto governing body of football, by the football lovers of the country. During the time, the IFA was affiliated to the Football Association (FA) of England. All the foreign tours were organized by IFA.

**Birth of AIFF** – The All India Football Federation is the brainchild of the representatives of football associations of six regions, where the game was popular in the pre-independence period, in India. The delegates arranged a meeting on 23 June 1937 at the Army Headquarters, Shimla, and decided to establish a governing body for football, as the game was growing in popularity in the country. The associations and regions, which the delegates represented, were the Indian Football Association and regions, which the delegates represented, were the Indian Football Association, Army Sports Control Board and North West India Football Association, United Provinces, Bihar and Delhi. The office-bearers were elected at the inaugural meeting of AIFF.

## **Chapter-2**

### **Particulars of Organization, Function and Duties**

#### **All India Football Federation**

##### **1. Organisation**

All India Football Federation is registered with the Registrar of Societies, Mumbai under the Societies Registration Act 1860.

All India Football Federation is the governing Body for the game of Association of Football in India. It is affiliated to FIFA, AFC and the Indian Olympic Association. It is recognized by the Ministry of Sports and Youth Affairs.

All India Football Federation has 33 affiliated State Associations who are permanent members of the All India Football Federation.

The State Football Associations have districts Football Associations affiliated to them. Clubs are either directly affiliated to the District Football Associations or in States which have less than 7 districts directly affiliated to the State Associations .

A list of Departments of All India Football Federation are listed below:

- i. National Teams.
- ii. Competitions.
- iii. Technical Department which includes Grass Roots, Coaching, Academies & Women's Football.
- iv. Referees.
- v. Media.
- vi. IT .
- vii. Registration.
- viii. Accounts.

- ix. Operations & Strategic Planning.
- x. Integrity.
- xi. Administration.
- xii. Logistics.

### **Chapter –3**

#### **Powers and Duties of Officers and Employees**

General Secretary is the Chief Executive of the General Secretariat of the All India Football Federation.

#### **Responsibility of the General Secretary**

1. Implementing decisions passed by the General Body and the Executive Committee in compliance with the President’s directives.
2. To bring to the notice of the President and the Executive Committee any breaches to the AIFF Constitution ,Regulations, Directives and decisions by the Member Association, an official or Player or any other individual or organization.
3. Participate in all Meetings of the General Body ,Executive Committee and other committees as an ex officio member without any voting rights.
4. Managing and keeping accounts of the AIFF in consultations with the Treasure.
5. Compiling and circulating minutes of the General Body, Executive Committee, Emergency Committee and Standing and Ad Hoc committees.
6. Overseeing all correspondences of the All India Football Federation.
7. Relations with the Members,Committees,National Associations,FIFA,AFC and SAFF etc.
8. The appointment and dismissal of Staff working in the Secretariat with the approval of the President.
9. Organizing the General Secretariat including all departments.
10. Recommending appointment of the managerial staff to the President.
11. To present the brief monthly report to the President on activities and financial statement for understanding of the President.
12. Strategize all activities in line with the Vision of the AIFF.

### **Chapter –4**

#### **Rules, Regulations, Instructions, Manual and Records, for Discharging Functions**

Name of the Document	Type of Document	Brief Write up	How to get copy	Fee charged
Regulations	Tournament regulations	Gives guidelines for all Tournament conducted by AIFF	Available ON Line in AIFF Website.	-
Players Status	Transfer of Players	Guidelines for Players Transfers	Available ON Line	-
Constitution	AIFF	Constitution of AIFF	Available	Nominal

	Constitution	conforming to FIFA,AFC Statues	ON Line	
Code of Ethics	Code of Ethics		Available ON Line	
Development Activities	On Line	Coaching & Education,Academy Accrediation,Grass Roots,Refereeing,Club Competitions,I League	All Line system for all stake holders.	

## **Chapter –5**

### **Particulars of any arrangement that exists for consultation with, or representation by, the members of the public in relation to the formulation of its policy or implementation thereof**

All communications of Public interest are disseminated through AIFF Website & Social Media.

## **Chapter –6**

### **A statement of the categories of documents that are held by it or under its control**

Statement of the categories of documents that are held by it or under AIFF control

S No	Category of Document	Name	On Line	Procedure to obtain	Held /control by

### **7 -A statement of boards, council, committees and other bodies constituted as its part.**

Frequency of meetings Once in 3 months Can public participate in the meetings : No  
Are minutes of the meetings prepared :Yes

**ALL INDIA FOOTBALL FEDERATION EXECUTIVE COMMITTEE 2017-20**

1.	Mr. Praful M. Patel	President
2.	Mr. Subrata Dutta	Vice President
3.	Mr. K.M.I. Mather	Vice President
4.	Mr. Subhash Chopra	Vice President
5.	Mr. Larsing Sawyan	Vice President
6.	Mr. Manvendra Singh	Vice President
7.	Mr. Z.A.Thakur	Treasurer
8.	Mr. A.R. Khaleel	Member
9.	Mr J.Jessiah Villavarayar	Member
9.	Mr. H.N. Brahma	Member
10.	Mr. Lalnghinglova . Hmar	Member
11.	Mr. Deepak Kumar	Member
12.	Mr. Deepak Sharma	Member
13.	Mr. Ghulam Rabbani	Member
14.	Mr. Sanjay Behera	Member
15.	Mr. Gulab Chauhan	Member
16.	Mr. Amit Deo	Member
17.	Ms Sara Pilot	Member (Women)
17.	Mr. Kushal Das	General Secretary (Ex - officio)

**AUDIT & FINANCE COMMITTEE**

1.	Mr. Utpal Ganguli	Chairman
2.	Mohd. Shamsuddin	Vice Chairman
3.	Mr. Z.A Thakur	Ex-officio (Treasurer)
4.	Mr. Hardev Jadeja	
5.	Mr. Franco Miranda	
6.	Mr. Subrato Debbarma	
7.	Mr J. Jesiah Villvayar	
8.	Mr. Aniruddha Ghosh	
9.	Mr Gopal Krishna Kosaraju	
10.	Mr N.K. Bhatia	

**COMPETITION COMMITTEE**

1.	Mr. Manvendra Singh	Chairman (for one year)
2.	Mr. A.R.Khaleel	Vice Chairman
3.	Mr. Deepak Sharma	
4.	Mr. Ankur Dutta	
5.	Mr. Syed Imtiaz	
6.	Mr. Dipen Ghosh	

7. Mr. Avijit Paul
8. Mr Devang Bhimjyani.
9. Mr Nagendra Singh.

Frequency of meetings on as required basis .  
Can public participate in the meetings :No  
Are minutes of the meetings prepared : Yes

### **REFEREES COMMITTEE**

- |     |                         |               |
|-----|-------------------------|---------------|
| 1.  | Mr. Gulab Singh Chauhan | Chairman      |
| 2.  | Mr. A.R.Dev             | Vice Chairman |
| 3.  | Mr. Rizwan ul Haq       |               |
| 4.  | Mr.S.Ramchandran Nair   |               |
| 5.  | Mr Nazeer Ahmed         |               |
| 6.  | Mr. Walter Pereira      |               |
| 7.  | Mr Bikash Mukherjee     |               |
| 8.  | Mr RD Sow               |               |
| 9.  | Mr Ravi Shankar         |               |
| 10. | Mr Inayatulla Khan      |               |
| 11. | Mr M.K Roy              |               |

Frequency of meetings : As required basis.  
Can public participate in the meetings :No  
Are minutes of the meetings prepared :Yes

### **WOMEN'S FOOTBALL COMMITTEE**

- |    |                        |                  |                |
|----|------------------------|------------------|----------------|
| 1. | Mrs. Sara Pilot        | Chairperson      | (for one year) |
| 2. | Mr Sanjay Behera       | Vice Chairperson | (for one year) |
| 3. | Ms. Rekha Yadav        |                  |                |
| 4. | Ms. Sudeshna Mukherjee |                  |                |
| 5. | Mr. L.Ranjit Roy       |                  |                |
| 6. | Ms. Shabana Rabbani    |                  |                |
| 7. | Mr. S Dhanasegar       |                  |                |
| 8. | Ms Anjali Shah         |                  |                |
| 9. | Ms Swati Kothari       |                  |                |

Frequency of meetings :Biannual.  
Can public participate in the meetings : No.  
Are minutes of the meetings prepared : Yes

### **DEVELOPMENT COMMITTEE**

1. Mr. Larsing M Sawyan Chairman
2. Mr Subhash Chopra Vice Chairman
3. Mr. Gulam Rabbani
5. Mr. Deepak Kumar
6. Mr Surinder Kumar
7. Mr. Joydeep Mukherjee
8. Mr Yash Patel
9. Mr. Menla Ethenpa

Frequency of meetings on as required basis .

Can public participate in the meetings : No

Are minutes of the meetings prepared :Yes

### **CLUB LICENSING COMMITTEE**

1. Dr Girija Mungali Chairman.
2. Anirban Gupta,Advocate. Vice Chairperson
3. Mr Jeet Parikh.
4. Mr Shekhar Nagar.
5. Mr Bikramjit Singh Purkaystha

### **SPORTS MEDICAL COMMITTEE**

Frequency of meetings on as required basis .Can public participate in the meetings :No

Are minutes of the meetings prepared :Yes

1. Dr. Vece Paes - Chairman
2. Dr. G.D. Gandhi Vice Chairman
3. Dr. PSM Chandran
4. Dr. Nisha Alvares
5. Dr. Manpreet Singh
6. Dr. Sandeep Kumar
7. Mr Heath Matthew

### **LEGAL ADVISORY COMMITTEE**

1. Mr Rahul Mascarenhas,Advocate.

2. Mr Prateek Chadha,Advocate.
3. Mr Pijush SC Roy,Advocate.
4. Ms Vandana Gupte.

### **TECHNICAL COMMITTEE**

1. Mr. Shyam Thapa Chairman
2. Mr. Henry Menezes Vice Chairman
3. Mr. G.P Palguna
4. Mr. Abhishek Yadav
5. Mr. Pradip Dutta
6. Mr Ishfaq Ahmed
7. Mr. Prosanto Banerjee
8. Mr. Sunder Raman

Frequency of meetings on as required basis .

Can public participate in the meetings: No

Are minutes of the meetings prepared : Yes

### **Futsal & Beach Football Committee**

1. Mr. Sivankutty - Chairman
2. Mr. Lavino J. Rebello Vice Chairman
3. Mr. Amit Khemani
4. Mr. Adesh Jeejeebhoy
5. Mr Malli Reddy Srinivasulu
6. Mr G.Srinivasan
7. Mr .Rajeev Gupta
8. Mr Seenimohideen
9. Mr. Dr S.A Rahman

### **DISCIPLINARY COMMITTEE**

1. Mr U.N. Banerjee ,Sr Advocate Chairman
2. Mr AN Roy Vice Chairman.
3. Mr Adithya Reddy,Advocate.
4. Mr Amit Anand Tiwari
5. Mr Harish Vohra
6. Mr Godfred Pereira
7. Mr Krishendu Banerjee,Advocate.



8. Mr N.A Khan

. Frequency of meetings:: as required.

Can public participate in the meetings : No ,Are minutes of the meetings prepared Yes

### **PLAYERS STATUS COMMITTEE**

- |                                   |              |
|-----------------------------------|--------------|
| 1. Mr Babu Mather                 | Chairman.    |
| 2. Mr M.P. Swamy                  | Dy Chairman. |
| 3. Mr Anil Kshatriya              |              |
| 4. Mr Adlear D'Cruz               |              |
| 5. Mr KP Sunny                    |              |
| 6. Mr Niharendu Majumdar,Advocate |              |
| 7. Mr Pradip Chowdhury            |              |
| 8. Mr MS Patwal.                  |              |
| 9. Mr Godfrey Pereira             |              |

### **ETHICS COMMITTEE**

- |                       |             |
|-----------------------|-------------|
| 1. Mr Amod Kanth      | Chairman    |
| 2. Mr Premtosh Mishra | Dy Chairman |
| 3. Mr Pradip Bose.    |             |
| 4. Mr H.N Brahma      |             |
| 5. Mr PS Raman.       |             |
| 6. Mr Atuo Mezhur     |             |

### **AIFF APPEALS COMMITTEE**

- |                                |               |
|--------------------------------|---------------|
| 1. Mr. Justice (Retd) MY Iqbal | Chairman.     |
| 2. Mr Amrendra Sharan          | Vice Chairman |
| 3. Mr Sourav Kripal,Advocate   |               |
| 4. Mr Shuva Mandal             |               |
| 5. Mr Shivanand (DGP Retd)     |               |
| 6. Mr Savio Messias.           |               |
| 7. Mr Sharafatullah            |               |
| 8. Mr Sushil Solanki           |               |
| 9. Mr Tamal Mukherjee,Advocate |               |

### **LEAGUE COMMITTEE**

- |                          |               |
|--------------------------|---------------|
| 1. Mr. Subrata Dutta     | Chairman      |
| 2. Mr Lalnghinglova Hmar | Vice Chairman |
| 3. Mr. B.K Roka          |               |

4. Mr. Anil Kumar P
4. Mr. Souter Vaz
5. Mr. Chirag Tanna
6. Mr. Rochak Langer

Frequency of meetings on as required basis .  
Can public participate in the meetings :No  
Are minutes of the meetings prepared : Yes

## **Chapter –8**

### **The names, designation and other particulars of the Public Information Officers**

Central Public Information Officer of All India Football Federation as on 1<sup>st</sup> Sep 2014.

Mr Harendra Swain  
Senior Manager  
AIFF Football House  
Sector 19,Dwarka  
New Delhi 110075  
Phone :011-25308200  
E Mail : [aiff@the-aiff.com](mailto:aiff@the-aiff.com)

#### **Appellate Authority.**

Mr Subrata Dutta  
Vice President  
AIFF Football House  
Sector 19,Dwarka  
New Delhi 110075  
E Mail : [aiff@the-aiff.com](mailto:aiff@the-aiff.com)

## **Chapter –9**

### **Procedure followed in Decision Making Process**

Procedures laid down in AIFF Constitution is followed.

## **Chapter –10**

### **Directory of Officers and Employees**

Directory of Officers and Employees working in AIFF Secretariat as on 1<sup>st</sup> April 2017.

### **LIST OF AIFF OFFICIALS & STAFF**

<b>S.No.</b>	<b>Name &amp; Designation</b>	<b>Designation</b>
1.	Mr. Kushal Das	General Secretary
2.	Mr Kishore Taid	HO Operations & SP
3.	Ms. Jyotsna Gupta	Executive Assistant to General Secretary
4.	Mr. Sunando Dhar	CEO, I-League
5.	Mr Akshay Rohtagi	Manager Club Licensing & Operations I league
6.	Mr Indranil Das	Asst Manager
7.	Mr Shoubhik Mukhopadhyay	Media officer I League
8	Mr Rohan Nandi	Coordinator
9.	Mr Abhishek Yadav	Coordinator State Development
10.	Mr Jai Narain	Assistant
11.	Mr Javed Siraj	Integrity Officer
12.	Mr. Anil Kamat	AGS & Director (Competitions)
13.	Mr. Sanjay Kumar	Sr. Manager (Competitions Deptt)
14.	Mr. Vinod Panicker	Coordinator
15.	Ms. Shantha Gopinath	Manager (NT Deptt)
16.	Mr Sanjay Dhyani	Team Assistant NTD
17.	Mr. Savio Medeira	Acting Technical Director
18.	Mr Richard Hood	GR Development
19.	Mr Pushparga Chattopadhyay	Head of Administration Technical Department
20.	Ms Shveta Sharma	Asst Manager
21.	Mr Shubham Kapoor	Coordinator
22.	Ms Indu Chaudhary	Manager (Women Football)
23.	Ms Anju Turambekar	Asst Manager GR
24.	Ms. Sapna Rani	Asst Manager (W)
25.	Ms Akanksha Chhibber	Coordinator Women's Deptt
26.	Col Gautam Kar (Retd)	Director (Referees)
27.	Mr Pratap Singh	Referee Development Officer
28.	Mr Anup Kumar	Asst Manager Referees Department
29.	Mr Sankalp Pujari	Manager REGN/FIFA TMS
30.	Mr Swagato Bhattacharya	Asst Manager Registration
31.	Lt. Col. B.M.R. Mehta (Retd)	AGS (Admin)
32.	Ms. Meenakshi Khattar	PA to AGS (Admin)
33.	Mr. Harender Swain	Sr. Manager

34.	Mr. Naveen Jain	Astt Manager ( Accounts)
35.	Mr. Arunendra Pratap Singh	Sr Executive Accounts
36.	Mr Anupam Jain	Accounts Executive
37.	Mr. Ashok Arora	Head of Logistics
38.	Ms. Snigdha Bagchi	Astt Manager Logistics
39.	Mr Kapil Asija	Executive
40.	Mr Nilanjan Datta	Media Manager
41.	Mr Joseph Solomon	Media Coordinator
42.	Mr. Bineet Jha	Manager ( IT)
43.	Ms Pushpa Rana	Receptionist
44.	Ms Rajani Rawat	Receptionist
45.	Mr. Satender Kumar	Electrician cum office Asst
46.	Mr. Gopal Singh Rawat	Driver
47.	Mr Mohan Kumar	Driver
48.	Mr. Ram Balak Das	Office Boy
49.	Mr. Bahadur Singh Karki	Office cum Field Assistant
50.	Mr. Hardev	Office Boy
51.	Mr Sunil Jha	Office Boy

### **Mailing Address**

All India Football Federation, Football House, Sector -19, Phase 1, Dwarka ,  
New Delhi-110075

Phone Nos. 011 25308200 , Fax Nos. 011 25308234,25308236.

Website : [www.the-aiff.com](http://www.the-aiff.com); Email Id : [aiff@the-aiff.com](mailto:aiff@the-aiff.com)

### **Chapter –12**

#### **The Budget Allocated to each Agency**

**(Particulars of all plans, proposed expenditures and reports on disbursement made)(as published in Website)**

### **Chapter –13**

#### **The Manner of Execution of Subsidy Programmes**

All India Football Federation gives subsidy for tournaments as per Budget approved by the AGM & Regulations of the tournaments.

### **Chapter –14**

#### **Particulars of Recipients of Concessions, permits or**

## **authorization granted by it.**

Only Railways concession is available to players participating in various Tournaments.

## **Chapter –15**

Norms set by it for the discharge of its functions

As per norms set by FIFA/AFC and AIFF constitution and Tournament Regulations.

## **Chapter –16**

### **Information available in an electronic form**

This information is also available ON LINE in All India Football Federation's website, [www.the-aiff.com](http://www.the-aiff.com)

## **Chapter –17**

### **Particulars of the facilities available to citizens for obtaining information**

Citizens can contact AIFF through [www.the-aiff.com](http://www.the-aiff.com) or visit AIFF Office for necessary information.

## **Chapter –18**

### **Other Information**

#### **1 Application Procedure for requesting information.**

Apply in writing or through electronic means in English or Hindi or in the official language of the area, to Principle Information Officer specifying the particulars of the information sought for.

Reasons for seeking information are not required to be given .Pay fees as prescribed below (if not belonging to the below poverty line category).

#### **2 Payment of fee.**

A request for obtaining information under sub-section (1) of section 6 of the Act shall be accompanied by an application fee of Rupees Ten by way of cash against proper receipt or by demand draft or bankers cheque payable to ALL INDIA FOOTBALL FEDERATION

1. The fee charged is rupees two for each page for information requested in print /photocopy form, rupees fifty for information provided on a floppy and Rs. 100 for CD.
2. If further fees are required, then the same will be intimated in writing with calculation details of how the figure was arrived at;
3. Applicant can seek review of the decision on fees charged by the PIO by applying to the appropriate Appellate Authority;
4. No fee will be charged from people living below the poverty line.
5. Applicant will be provided information free of cost if the PIO fails to comply with the prescribed time limit.

#### **3 Time limit to get the information.**

30 days from the date of application

48 hours for information concerning the life and liberty of a person

5 days shall be added to the above response time, in case the application for information is given to Central- Assistant Public Information Officer.

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).

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

**Appellate Authority**

Mr Hardev Jadeja ,Treasure All India Football Federation has been named as the Appellate Authority in all cases pertaining to the All India Football Federation.

**FORMS :**

**Application for seeking Information : FORM –A** The application form should be simple and the Dealing hand at the facilitation counter should give reasonable assistance to the applicant to fill up the forms.

**Performa for transfer of application. – FORM -B**

**Performa for rejection order – FORM –C**

**Format of register to be maintained by the Public Information officer.**

The forms are as follows:

**Form ‘A’**

**Form of application for seeking information**

**(See rule 3)**

**I.D.No \_\_\_\_\_**

**(For official use)**

**To**

**The Competent Authority,**

.....  
.....

1. Name of the Applicant :

2. Address :

Particulars of information.

(a) Concerned department :

(b) Particulars of information required :

i. Details of information required :

ii. Period for which information

asked for :

iii. Other details :

I state that the information sought does not fall within the restrictions contained in the Right to Information Act,2005 and to the best of my knowledge it pertains to your office.

A fee of Rs. \_\_\_\_\_ has been deposited in the office of the Competent authority

Vide No \_\_\_\_\_ dated \_\_\_\_\_.

Place : .....

Date : .....

Signature of Applicant

E-mail address, if any .....

Tel. No. (Office) .....

(Residence) .....

Note :- (i) Reasonable assistance can be provided by the competent authority in filling up the Form A.

(ii) Please ensure that the Form A is complete in all respect and there is no ambiguity in providing the details of information required.

**ACKNOWLEDGEMENT OF APPLICATION IN FORM –A**

I.D No \_\_\_\_\_ Dated: \_\_\_\_\_

1. Received an application in Form A from Shri/Ms. \_\_\_\_\_ resident of \_\_\_\_\_ under the Right to Information Act, 2005.
2. The information is proposed to be given normally within 30 days from the date of receipt of application and in case it is found that the information asked for cannot be supplied, the rejection letter shall be issued stating reason thereof.
3. The applicant is advised to contact the Shri. \_\_\_\_\_ between 11 A.M to 1 P.M.
4. In case the applicant fails to turn up on the scheduled date(s), the Competent Authority shall not be responsible for delay, if any
5. The applicant shall have to deposit the balance fee, if any, with authorized person before collection of information.
6. *The applicant may also consult Web-site of the department from time to time to ascertain the status of his application.*

Signature and Stamp of the Authority accepting the application

E-mail address:.....

Web-site : .....

Tel.No .....

Dated .....

**Form 'B'**

**TRANSFER OF APPLICATION FORM**

From \_\_\_\_\_

No. F. \_\_\_\_\_ Date :

.....

To,

\_\_\_\_\_

\_\_\_\_\_

Sir / Madam,

Please refer to your application; I.D. No. \_\_\_\_\_ dated \_\_\_\_\_ addressed to the undersigned regarding supply of information on \_\_\_\_\_

2. The requested information does not fall within the jurisdiction of this

Competent Authority and, therefore, your application is being referred herewith to Shri \_\_\_\_\_

3. This is suppression of the acknowledgement given to your on \_\_\_\_\_

Yours faithfully,

Competent Authority.

E-mail address : .....

Web-site : .....

Tel.No.....

**Form 'C'**  
**Rejection Order**

[See rule 8&9]

From \_\_\_\_\_

No. F. \_\_\_\_\_ Dated :

.....

To,

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Sir/ Madam,

Please refer to your application, I.D. No. \_\_\_\_\_ dated  
\_\_\_\_\_ addressed to the undersigned regarding supply of  
information on \_\_\_\_\_

The information asked for cannot be supplied due to following reasons: -

i).....

ii).....

As per Section 7 (8) of Right to Information Act, 2005, you may file an appeal to the Appellate authority , within 30 days of the issue of this order.

Your faithfully,

Competent Authority.

E-mail address :.....

Web-site : .....

Tel. No.....

**FORMAT OF REGISTER TO BE MAINTAINED BY THE COMPETENT  
AUTHORITY**

I.D

No

Name and Address of Applicant

Date of receipt of application in Form A

Type of information asked

Particulars of fee deposited Status of disposal of application

Amount Receipt

No.

Date Information Application



Supplied Partly  
Supplied  
Rejected Returned  
To applicant