

Punjab State Power Corporation Limited

Office of EIC/HRD, PSPCL, Patiala
(RTI CELL)

To

1. DGP/V&S, PSPCL, Patiala.
2. All Er.in-Chief/CEs, PSPCL.
3. CAO, PSPCL, Patiala.
4. Chief Administration, PSPCL, Patiala.
5. Chief Auditor, PSPCL, Patiala.
6. Financial Advisor, PSPCL, Patiala.

Memo No. 48767/807

RTI-G-18/Vol.4

Dated 30/4/12

Subject:- Maintenance of Records/Register of RTI requests by the PIO's.

Maintenance of Record of RTI applications by the PIO's is mandatory under section 25 of RTI Act. Govt. of Punjab (Department of Information & Technology) has supplied prescribed format which has already been circulated by the RTI Cell, PSPCL vide letter dt.20-09-07. However, it is observed that no such register has been maintained by the PIO's, PSPCL. Copy of prescribed format for maintenance of RTI requests is again sent for necessary action. You are therefore, requested that all the PIO's under your organization may be directed to maintain account of RTI requests in this register and keep the same under their personal custody. These registers shall be checked randomly any time by the RTI Cell, PSPCL.

DA/As Above.



Engineer in-Chief /HRD,
PSPCL, Patiala

