

INTRODUCTION

Section 4(1)(b) of the RTI Act 2005 lays down the information which should be disclosed by Public Authorities on a suo motu basis. The purpose of suo motu disclosures under Section 4 is to place large amount of information in public domain on a proactive basis to make the functioning of the Public Authorities more transparent and also to reduce the need for filing individual RTI applications.

Arunachal Pradesh Information Commission has come up with its Suo motu disclosures under RTI Act, 2005, to enable the public to have access to the functioning of the Commission.

The information is updated up to 31st March 2020

Section 4(1)(b) (i)- The Particulars of Organization, Functions and Duties

Name of the Office :- Arunachal Pradesh Information Commission.

Address: - Arunachal Pradesh Information Commission (APIC),
ESS Sector, Old Planning Building, Opposite Arunachal
Pradesh Legislative Assembly.
P.O Itanagar, Dist:Papum Pare
Arunachal Pradesh,PIN – 791111

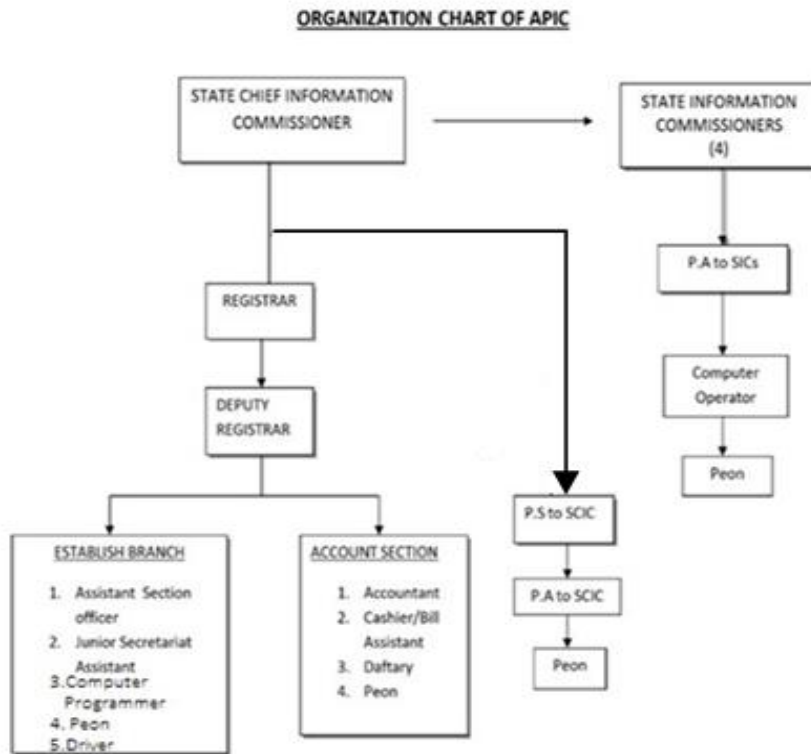
1. The particulars of its organization, functions and duties: -

The Right to Information Act, 2005 came into force on 12th October 2005. However, in the State of the Arunachal Pradesh Information Commission (APIC) was constituted on 19th October 2006 by government Notification No. OM-51/2005 dated 13.10.2006 with one State Chief Information commissioner (SCIC) and four State Information Commissioners (SIC) under section 15 of the Right to Information (RTI) Act, 2005.

2. The list of Chief Information Commissioner/Information Commissioners and other officers of Arunachal Pradesh information Commission, itanagar are given below:-

Sl. No	Full Name of Officer	Designation	Contact No.	Full Officer Address
1	Dr. Joram Begi	Chief Information Commissioner, CIC	9463040316	Arunachal Pradesh Information Commission (APIC), ESS Sector, Opposite Arunachal Pradesh Legislative Assembly, P.O: Itanagar, District: Papum Pare, Arunachal Pradesh, PIN- 791111.
2	Shri Shri Goto Ete	State Information Commissioner, SIC	8794259266	-----do-----
3	Shri Taru Talo	Secretary cum Registrar, APIC	9436630337	-----do-----
4	Smti Maman Padung	Dy. Registrar, APIC	9436046333	-----do-----
5	Shri Monsy Kurian	FAO	9436059269	-----do-----

3. Organization Structure



Section 4(1)(b) (ii)- Powers and duties of Officers and employees

S.No.	Designation	Power & Duties
1.	State Chief Information Commissioner (SCIC)	The Chief Information Commissioner in exercise of his powers allocates cases to all Commissioners for carrying out the functions of the Commission as contained in Section 18, 19 and 20 of the Right to Information Act 2005.
2.	State Information Commissioners (SICs)	Each Commissioner including the SCIC has been allocated with Departments for the purpose of dealing with Complaints and Appeals, assisting the SCIC in matters of the General Management of the Commission.

The powers and duties of Officers and Employees

Sl.No.	Designation	Power & Duties
1.	Registrar	Management of the overall documentation, supervision, monitoring the work of the Registry in dealing with Complaints and Appeals including compliance of the decisions of the Commission.
2.	Deputy Registrar	<p>Attend to the complaints of non-compliance of the orders passed by the Commissioners to which he/she is attached.</p> <p>After placing the complaints before the Commissioner and after obtaining necessary orders, he/she will ensure that the orders are communicated to the persons concerned and will monitor the case records from time to time.</p> <p>Scrutinize incoming Complaint Petitions/ Second Appeals, make correspondence with the complainants/ appellants in order to meet deficiencies, if and and ensure furnishing of status report from the PIO/First Appellate Authority and place the records with case summaries for reference of the respective Commissioners.</p>

		<p>Review timely dispatch of the orders of the Commission and uploading of the same in the website.</p> <p>Undertake research work related to case decisions by High Courts/ Supreme Court with the assistance of the concerned ALOs and bring to the notice of the Presiding Officers as part of knowledge building exercise in the Commission.</p> <p>Any other duty to be entrusted by the Registrar</p>
3.	Law Officer	Render assistance to the Arunachal Pradesh Information Commission in disposal of Complaint Cases and Second Appeals, monitoring of follow up action of the order of the Commission and other Court cases
4.	SPA/PS/PA to SCIC, SICs,	Secretarial Assistance including diary, dispatch and any other work assigned in routine course.
5.	Finance & Accounts Officer	The Finance and Accounts Officer shall be responsible for presenting the annual budget, statement of accounts and audit reports.
6.	Section Officer/Assistant/UDC/LDC.	To assist the Senior Officers with reference to matters dealt in the concerned section.
7	Computer Programmer	To update the all relevant information on the website of the Commission.

Section 4(1)(b) (iii) The procedure followed in the decision-making process, including channels of supervision and accountability

Salient features about filing Second Appeal/Complaint in Arunachal Pradesh Information Commission.

1. Any person aggrieved by an order passed by the First Appellate Authority or by non-disposal of his first appeal by the First Appellate Authority, may file a Second Appeal this Commission.

FORMAT OF APPEAL

- (i) Name and address of the appellant/ Complaint
- (ii) Name and address of the Public Information Officer to whom the application was addressed
- (iii) Name and address of the Public Information Officer who gave reply to the Application
- (iv) Name and address of the First Appellate Authority Who decided the First Appeal.
- (v) Particulars of the application.
- (vi) Particulars of the order(s) including number, if any, against which the appeal is preferred
- (vii) Brief facts leading to the appeal
- (viii) Prayer or relief sought
- (ix) Grounds for the prayer or relief

- (x) Any other information relevant to the appeal
- (xi) Verification/authentication by the appellant

2. The following documents are to be submitted along with Second Appeal:

- (i). A copy of the application submitted to the Public Information Officer
- (ii). A copy of the reply received, if any, from the Public Information Officer
- (iii). A copy of the appeal made to the First Appellate Authority;
- (iv). A copy of the Order received, if any, from the First Appellate Authority
- (v). Copies of other documents relied upon by the appellant and referred to in his appeal;
- (vi). An index of the documents referred to in the appeal

3. Only one copy of Second Appeal/Complaint addressed to this Commission along with requisite documents, as mentioned above is to be submitted to this Commission

4. Application for Second Appeal/Complaint can be submitted through post or by hand at the address: -

Arunachal Pradesh Information Commission (APIC), ESS Sector,
Old Planning Building, Opposite Arunachal Pradesh Legislative
Assembly.
P.O Itanagar, Dist:Papum Pare
Arunachal Pradesh,PIN – 791111

5. A Second Appeal against the decision of the First Appellate Authority may be filed before this Commission within 90 (ninety) days from the date on which the decision should have been made by the FAA or was actually

received. But there is no time limit for filing a complaint. However, a Complaint should be filed within a reasonable period, as soon as a cause of action in the matter has arisen.

6. If a person gets aggrieved with the reply provided by the PIO/FAA consequent upon issuance of the directions given by this Commission while deciding second appeal filed by him earlier, then instead of registration of a Complaint, the case is to be registered as a non-compliance case.

Section-4(1)(b)(iv) : The Norms set by it for discharge of its functions

- (i) Take up Public Interest Cases (PICs) on short datelines on a fast-track disposal basis.
- (ii) Single Bench disposals are also envisaged in addition to Division Bench consisting of both the SCIC and the SIC.

Section-4(1)(b)(v) : List the rules / regulation / instructions / manuals / records held in APIC for discharging its functions

1. The list of Rules, regulation and instructions are available on APIC's Website at:-

<http://www.arnsic.nic.in/amendments.html>

2. The Annual report issued by APIC in terms of Section 25(1) of RTI Act, 2005 is available on APIC's Website at :-

<http://www.arnsic.nic.in/reports.html>

Section-4(1)(b)(vi)- A statement of the categories of documents that are held by it or under its control.

Sl.No.	Subject	Type of Document/File/Register/ Voucher- etc.
1.	Appeals	Physical Files/Electronic Files
2.	Complaints	Physical Files/Electronic Files
3.	General/ Miscellaneous	Files/Folders
4.	Administration	Files
5.	Annual Report	Files

Section-4(1)(b)(vii): The 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

The primary function of the Arunachal Pradesh Information Commission is public in nature. All hearings of the Commissions are open to general public. Time and again individuals and groups of members of the public seeking any discussion are given opportunity to put forward their standpoints to the State Commission either through personal contact or interactive workshops.

Section-4(1)(b)(viii): A statement of the Boards, Councils, Committees & other bodies consisting of two or more persons constituted as its part or for the purpose of its advice & as to whether meetings of those Boards, Councils, Committees & other bodies: -

There is no Board/Council/Committee set up as yet to advise the State Commission. However, the matter is under active consideration.

Section-4(1)(b)(ix): Telephone Directory of Arunachal Pradesh Information Commission.

Sl No .	Name of Officers	Designation	Telephone	Mobile Number	eMail ID
1	Dr. Joram Begi	SCIC, APIC	0360-2213952(0)	9463040316	jorambegi@gmail.com
2	Shri Goto Ete	SIC, APIC		9436228668	gotoete63@gmail.com
3	Shri Taru Talo	Secretary cum Registrar, APIC		9436630337	TARUTALO@GMAIL.COM
4	Smti Maman Padung	Deputy Registrar, APIC		9436046333	mamanpadungdoke@gmail.com
5	Shri Monsy Kurian	Finance & Accounts Officer, APIC		9436059269	-----

Section-4(1)(b)(x): The monthly remuneration including system of compensation as provided in its regulation

(1) The State Chief Information Commissioner shall receive a pay of Rs. 2,50,000 (Rupees two lakh and fifty thousand) (fixed) per mensem.

(2) The State Information Commissioners shall receive a pay of Rs. 2,25,000 (Rupees two lakh and twenty-five thousand) (fixed) per mensem.

(3) In case the State Chief Information Commissioner and State Information Commissioners, as the case may be, at the time of his appointment is, in receipt of any pension, the pay of such State Chief Information Commissioner or State Information Commissioners, as the case may be, shall be reduced by the amount of that pension including any portion of pension which was commuted and pension equivalent of other forms of retirement benefits excluding pension equivalent of retirement gratuity.

(4) In case the State Chief Information Commissioner and State Information Commissioners, as the case may be, at the time of his appointment, is in receipt of retirement benefits in respect of any previous service rendered in Corporation established by or under any Central Act or State Act or a Government company owned or controlled by the Central Government or the State Government, his salary in respect of the service as the State Chief Information Commissioner and State Information Commissioners shall be reduced by the amount of pension equivalent to the retirement benefits.

The scales of pay of officers and employees of Arunachal Pradesh Information Commission are as under: -

Sl.No.	Designation	Scale of Pay
1	State Chief Information Commissioner	Rs. 2,50,000/-(fixed)
2	State Information Commissioner	Rs. 2,25,000/-(fixed)
3	Registrar	Rs.118500- 214100
4	Deputy Registrar	Rs. 67700- 208700
5	Private Secretary	Rs. 56100- 177500
6	Senior Personnel Assistant	Rs. 35400- 112400
7	Computer Programmer	Rs. 35400- 112400
8	Upper Division Clerk	Rs. 29200- 92300
9	LDC cum Computer operator	Rs. 25500- 81100
10	Driver	Rs. 25500- 81100
11	MTS (Peon)	Rs. 18000- 56900
12	MTS (Chowkidar)	Rs. 18000- 56900

Salary Details of Officers and Employees Drawn From APIC.

Sl No	Name of Commissioner/ Officers	Designation	Amount (in Rs.)
1	Dr. Joram Begi	SCIC, APIC	2,49,200
2	Shri Goto Ete	SIC, APIC	2,91,249
3	Shri Taru Talo	Secretary cum Registrar, APIC	1,67,790
4	Smti Maman Padung	Deputy Registrar, APIC	1,18,782

WAGES OF CONTINGENCY/CONTRACTUAL PAID STAFF (UN-SKILLED/SKILLED) OF THE ARUNACHAL PRADESH INFORMATION COMMISSION

Sl No	Name of Staff	Designation	Amount (in Rs.)
1	Mrs. Kiri Ori	MTS	12000
2	Mrs. Bamang Yapar	MTS	12000
3	Miss Yape Yomgam	MTS	12000
4	Shri Ternga Gadi	MTS	12000
6	Mrs. Jummu Rai	Sweeper	12000
7	Shri Karbi Tali	Chowkidar	11000
8	Shri Toko Tash	MTS	11000
9	Miss Hage Ampi	MTS	11000
10	Miss Gambom Diyum	MTS	11000
11	Sri Kali Lombi	Driver	11000
12	Mrs. Nyadam Gamlin	MTS	11000
13	Miss Marter Lollen	MTS	11000
15	Sri Bani Taki	MTS	10000
17	Shri Subhan Gogoi	Driver	11000
19	Shri Penya Ronya	Driver	11000
20	Tage Padi	Computer Programmer	44,900

WAGES OF REGULAR PAID STAFF OF THE ARUNACHAL PRADESH INFORMATION COMMISSION

Sl No	Name of Staff	Designation	Amount (in Rs.)
1	Bali Jini	Driver	31,911
2	Nima Tsering Megegi	Driver	34,895

Section-4(1)(b)(xi) : The details of allocation of budget, disbursement made during the current year is given below:-

ANNUAL ACCOUNT OF THE COMMISSION
Major Head 2070 OAS, Demand No. 67 (2019-20)

Sl. No.	Sub Head	Fund Allocation (in Rupees thousand)	Expenditure
1.	01-Salary	176,93,000	176,93,000
2.	02-Wages	21,82,000	21,82,000
3.	03-Overtime Allowance	Nil	Nil
4.	11-Domestic TE	5,00,000	3,75,850
5.	13-OE	10,00,000	8,38,640
6.	20-Other Administrative Expensive	7,00,000	5,28,000
7.	27-Minor Work	Nil	Nil
8.	28-Professional Services	1,50,000	1,27,000
9.	50- Other Charges	14,00,000	11,99,600
10	13- Office Expenses (POL)	4,50,000	3,86,660
11	Total	24,075,000	23,330,750

Section-4(1)(b)(xii) : The manner of execution of subsidy programmes, including the amount allocation and the details of beneficiaries of such programmes

(a) Manner of execution of subsidy programmes : The State Commission does not implement any subsidy programme.

(b) Details of beneficiaries of subsidy programmes : Not Applicable

Section-4(1)(b)(xiv) : RTI Details of Information available in electronic form in APIC.

Sl No.	Type of Document	In which Electronic format is kept.	Mode of retrieval
1.	RTI Act,2005.	On website.	Internet.
2.	Minutes of meeting of the Commission.	-----do-----	-----do-----
3.	Disposed Cases	-----do-----	-----do-----
4.	Upcoming Hearing cases Notice	-----do-----	-----do-----
5.	Cause List	-----do-----	-----do-----
6.	Annual Report.	-----do-----	-----do-----
7.	Form-A (Application Form for seeking information), Form-B (Format for forwarding of application by PIO when information sought is outside the jurisdiction of Competent authority.),	-----do-----	-----do-----

	Form-C (Rejection order), Form-D (Form for supply of information to the applicant), Form-E (Complain under section 18(1) of the Right to Information Act, 2005), Form-E (FORM-'E' Second Appeal under 19(3) of the Right to Information Act, 2005).		
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Section-4(1)(b)(xv) : The Particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room if maintained for public use

The new building of the commission is under construction and will soon facilities library, reading room etc. The State Commission has engaged a facilitator to help the citizens fill up forms, as necessary and clarify their doubts. Officers of the State Commission are also available on phone and personally from 9.00 a.m. to 5.00 p.m. (Monday to Friday except Holidays). Information can also be obtained on telephone Number 0360-2213952(O) and from the website www.arnsic.nic.in

Section-4(1)(b)(xvi) : The Name & Designation of FAA and PIO

Public Information Officer/ First Appellate Authority of the Arunachal Pradesh Information Commission

Public Information Officer: Deputy Registrar

**Address: - Arunachal Pradesh Information Commission (APIC), ESS Sector, Old Planning Building, Opposite Arunachal Pradesh Legislative Assembly.
P.O Itanagar, Dist:Papum Pare
Arunachal Pradesh,PIN – 791111
Email: arunachal.ic@gmail.com**

First Appellate Authority:

**Registrar
Address: - Arunachal Pradesh Information Commission (APIC), ESS Sector, Old Planning Building, Opposite Arunachal Pradesh Legislative Assembly.
P.O Itanagar, Dist:Papum Pare
Arunachal Pradesh,PIN – 791111
Email: arunachal.ic@gmail.com**

Section 4(1)(b) (xvii) :- Other Information

1. The State Commission has provided all information on the website.
2. Highlights of decisions and penalties imposed are indicated on the website, updated weekly.
3. All decisions in respect of Complaint Cases and Second Appeals are also posted on the website.
4. Home page of the State Commission website provides “Links” to important State and National level websites.

