

FORM 'A'

[See Rule 4 (1)]

Application for Information under Section 6(1) of the Act

To

**The State Information Officer/
The State Assistant Public Information Officer
Directorate of Health Services/Hospital & Medical Education/
Health & Family Welfare Department
Govt. of Mizoram**

1. Full name of the applicant : _____
2. Father/Spouse name : _____
3. Permanent address with contact No : _____

4. Particulars in respect of identity of applicant : _____
5. Particulars of information solicited : _____
 - a) Subject matter of information : _____

 - b) The period to which the information relates : _____
 - c) Whether information is required by post or in person (the actual postal charges shall be included in providing information) : _____
 - d) In case by post (ordinary, register or speed) : _____
6. Address to which information will be sent & in which form : _____
7. Has the information been provided earlier : _____
8. Is this information not made available by the Public Authority. : _____
9. Do you agree to pay the required fee : _____
10. Have you deposited application fee (If yes, details of such deposit) : _____
11. Whether belongs to BPL Category, Have you furnished the proof of the same : _____

Full signature of the applicant : _____

Address : _____

Place : _____ Contact No. : _____

Office of the Public Information Officer

Received of the application Receipt No.

From

Address

On seeking information

Place : _____

Date : _____

Procedure for submission of RTI Application forms:

1. Download RTI Application forms
2. Fill up the necessary applicants information.
3. Submit Application forms and pay fees to PIO
4. If no reply/ not satisfied with reply in 30 (or 35 days in case of submission to APIO or under Section 6(3)),
5. First Appeal to the First Appellate Authority (normally a officer higher than the PIO)
6. If no reply/ not satisfied with reply in 45 days to the First Appeal, then Second Appeal to the CIC/SIC (Time period is 90 days)