

GOVERNMENT OF INDIA (BHARAT SARKAR)
MINISTRY OF RAILWAYS (RAIL MANTRALAYA)
(RAILWAY BOARD)

Office Order No. 56 of 2012

Subject:- Compliance of Section 4(1)(B) of RTI Act, 2005, Uploading of Information of IR website and RTI web portal.

Reference:- Secretary Railway Board's Office Order no. 24 of 2012.

Attention is invited to Office Order no. 24 of 2012(para-4) wherein instructions have been laid down for all concerned Branches/Dtes of Railway Board to send their already published Office Orders, Notices, Circulars, Manuals, Codes, Rules, Acts etc to the programmer/computer cell(under C&IS Dte of Railway Board) for enabling the records be uploaded to RTI website in order to ensure compliance of order of Hon'ble CIC within the target date.

As a result of arduous working, Computer Cell has provided the necessary software provisions on RTI website and now the onus of uploading the information under various categories u/s 4(1)(b) of RTI Act, 05 as already indicated in para-4 of office Order no 24 of 2012, is on the concerned Branches/Dtes of Railway Board.

An expeditious action is required to be undertaken by the concerned Branches/Dtes to send their already published records duly categorized to computer cell.

Any further delay may attract the adverse remarks/penalty from CIC.

NO. RB/RTI/2012/010026449/CIC

Dated: 01 /11/2012


(SUNIRA BASSI)

Executive Director/Public Grievances & AA
Railway Board

DA: Form for contend uploading.

All Officers and Branches in Board's Office and at Metro Bhawan, Pragati Maidan.

वेबसाइट पर कंटेंट अपलोड करने का फार्म
Form for content upload on website

1. अपलोडिंग हेतु कंटेंट लाने वाले का नाम
Name of Deputed person for uploading : _____
2. पदनाम / Designation : _____
3. अपलोड किया जाने वाला पत्र/सर्कुलर/टेंडर सं.
Letter /Circular/Tender No. being uploaded : _____
4. अपलोड किया जाने वाला फाइल सं.
File No. being uploaded : _____
5. दिनांक / Dated : _____
6. विषय / Subject : _____
7. कुल पृष्ठ सं.
Total Number of Page(s) : _____
8. कहां अपलोड किया जाना है
To be uploaded on : इंटरनेट / Internet (www.indianrailways.gov.in)
 रेल नेट / RBSPPS (10.1.10.21)
9. वेबसाइट के उस सेक्शन का नाम - कंटेंट अपलोड
किया जाना है / Location of website section
to which content is to be uploaded : _____
10. क्या उपलब्ध कंटेंट द्विभाषा(हिंदी एवं अंग्रेजी) में है
Whether provided content in bilingual : हां / Yes नहीं / No
11. क्या कंटेंट सूचना का अधिकार के अधिनियम
4(1)(बी) से संबंधित है, यदि हां, संबंधित नियम सं०
और उसका लिंक विवरण दें
Whether content pertaining to RTI Act
4(1)(b), if Yes, Please indicate clause and
Link of RB website. : _____
12. क्या कंटेंट ई-मेल से भेजा गया है
Whether content sent by email to -
contentmanager@rb.railnet.gov.in : हां / Yes नहीं / No

उपलब्ध कराई गई कंटेंट वेबसाइट पर अपलोड करने योग्य है / The above content is suitable for uploading on the website.

वेबसाइट से कंटेंट की आवश्यकता खत्म होने पर इसे हटाने की सूचना नोडल ऑफिसर दें, यदि लागू हो।
The Nodal Officer shall intimate for removal of the above content on its expiry, if applicable.

कंटेंट की सूची / List of content(s) :

नोडल ऑफिसर का हस्ताक्षर / Signature of Nodal Officer

नाम / Name : _____

पद / Designation : _____

निदेशालय / Directorate : _____

ईमेल / E-mail : _____

Phone No. : _____ Date : _____

वरि० प्रोग्रामर, रेलवे बोर्ड कंप्यूटर सेंटर
Sr.Programmer, RBCC

संपर्क करें / Contact us : contentmanager@rb.railnet.gov.in दूरभाष / Phone No.44256/44257



F. No. 1/ 8/2012-IR
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel & Training

North Block, New Delhi
Dated: 11th September, 2012

Office Memorandum


Sub: Suo motu disclosure on official tours of Ministers and other officials.

Sub-Section (2) of Section 4 of the RTI Act, 2005 requires every public authority to take steps in accordance with the requirements of clause (b) of sub-section (1) to provide as much information *suo motu* to the public at regular intervals through various means of communications, including internet, so that the public have minimum resort to use the Act to obtain information.

2. It has been brought to the notice of this Department that public authorities are receiving RTI applications frequently asking for details of the official tours undertaken by Ministers and other officials of the Ministries/Departments concerned. In compliance with the provisions of Section 4 of the RTI Act, 2005, it is advised that Public Authorities may proactively disclose the details of foreign and domestic official tours undertaken by Minister(s) and officials of the rank of Joint Secretary to the Government of India and above and Heads of Departments, since 1st January, 2012. The disclosures may be updated once every quarter starting from 1st July, 2012.

3. Information to be disclosed proactively may contain nature of the official tour, places visited, the period, number of people included in the official delegation and total cost of such travel undertaken. Exemptions under Section 8 of the RTI Act, 2005 may be taken in view while disclosing the information. These advisory would not apply to security and intelligence organisations under the second schedule of the RTI Act, 2005 and CVOs of public authorities.

4. Contents of this OM may be brought to the notice of all concerned.


(Sandeep Jain)
Deputy Secretary
Tele: 23092755

RTI call

1. All the Ministries / Departments of the Government of India
2. Union Public Service Commission/Lok Sabha Sectt./Rajya Sabha Secretariat/ Cabinet Secretariat/ Central Vigilance Commission/ President's Secretariat/ Vice-President's Secretariat/ Prime Minister's Office/ Planning Commission/Election Commission.
3. Central Information Commission.
4. Staff Selection Commission, CGO Complex, New Delhi
5. Office of the Comptroller & Auditor General of India, 10, Bahadur Shah Zafar Marg, New Delhi.
6. All officers/Desks/Sections, of DOP&T, Department of Pension & Pensioners Welfare and Department of Administrative Reforms and Public Grievances.

Copy to: Chief Secretaries of all the States/UTs.

