

National Institute of Pharmaceutical Education & Research (NIPER), Raebareli Transit Campus: Lucknow

Suo Moto Disclosure of Information u/s 4(1) (b) of the RTI Act, 2005

(Updated as on 15.06.2026)

Introduction:

In order to promote transparency and accountability in the working of every public authority and to empower the citizens to secure access to information under the control of each public authority, the Government of India has brought out an Act, namely, "The Right to Information Act, 2005" (RTI Act) which came into force on 15.6.2005. In accordance with the provisions of section 4(I)(b) of this Act, the **National Institute of Pharmaceutical Education & Research, Raebareli** (NIPER-R) Transit Campus, Lucknow has brought out this handbook for information and guidance of the stakeholders and the general public.

The purpose of this Handbook is to inform the general public about the NIPER-R Lucknow's organizational set-up, its functions and duties, records and documents available in the NIPER-R Lucknow, etc. This handbook is aimed at the public in general and users of the services provided and the schemes, projects and programs being implemented by the NIPER-R Lucknow.

The website of the NIPER-R Lucknow (<https://www.niperraebareli.edu.in/>), of which this Handbook is a part, provides information about the policies and programs of the NIPER-Raebareli to the general public. In addition, information about the activities of the institute is made available through its Annual Reports. This document for the year 2024-25 is available to the general public as part of this website. In accordance with the Department of Personnel & Training Notification No. 34012/8(S)/2005-Estt.(B) dated 16th September 2005, the procedure and fee structure for getting information not available in this handbook will be as under:

- (a) A request for obtaining information under sub-section (1) of section 6 of the RTI Act shall be made, either in person or by post, to the CPIO concerned accompanied by an application fee of Rs. 10/- by way of cash against proper receipt or by demand draft or bankers' cheque or Postal order payable to the NIPER Raebareli payable at Lucknow.

[As per instruction available on <https://rtionline.gov.in/index.php>, the applicant who is filing the RTI request online, can pay the prescribed RTI fee through the following modes:

- (i) Internet banking through SBI payment gateway and its associated banks.
- (ii) Using ATM-cum-Debit card of State Bank of India.
- (iii) Credit/Debit card of Master/Visa.
- (iv) UPI

It may be noted that no RTI fee is required to be paid by a citizen who is below poverty line, as per RTI Rules, 2012. However, the BPL applicant must attach a copy of the certificate issued by the appropriate government in this regard, along with the application.]

- (b) For providing information under sub-section (1) of section 7, the request shall be made as at (a) above and the fee shall be charged by way of cash against proper receipt or by demand draft or bankers cheque or postal order payable to the NIPER-Raebareli payable at Lucknow at the following rates:
- a. Rupees two for each page (in A-4 or A-3 size paper) created or copied; b. Actual charge or cost price of a copy in larger size paper;
 - c. Actual cost or price for samples or models; and
 - d. For inspection of records, no fee for the first hour; and a fee of rupees five for each fifteen minutes (or fraction thereof) thereafter.
- (c) For providing information under sub-section (5) of section 7, of the RTI Act, the request shall be made as at (a) above and the fee shall be charged by way of cash against proper receipt or by demand draft or bankers cheque or Postal order payable to the NIPER Raebareli payable at Lucknow at the following rates:
- a. For information provided in diskette or floppy, at the rate Rs. 50/- (fifty) per diskette or floppy; and b. For information provided in printed form at the price fixed for such publication or Rs. 2 (two) per page of photocopy for extracts from the publication.

1. Organization and Function

1.1 Particulars of its Organization, functions and duties [Section 4(1)(b)(i)]

1.1.1. **Name and address of the organization:** National Institute of Pharmaceutical Education and Research (NIPER), Raebareli. **Transit Campus:** Bijnor-Sisendi Road, near CRPF Base Camp, Sarojini Nagar, Lucknow . Website: <https://niperraebareli.edu.in/rti.html>

NIPER, Raebareli is an autonomous institute established by an act of Parliament in the year 2008, under the Department of Pharmaceuticals, Ministry of Chemicals and Fertilizers, Govt. of India.

1.1.2. **Head of the organization:** Prof. Shubhini A Saraf, Director
(<https://niperraebareli.edu.in/DM.html>)

1.1.3. **Vision, Mission and Key objectives:** <https://niperraebareli.edu.in/vision.html>

1.1.4. **Function and duties:** As defined in the NIPER Acts and Statutes
(<https://niperraebareli.edu.in/niperact.html>)

1.1.5. Organisation Chart: https://niperraebareli.edu.in/images/RTI/Organogram_NIPERR.png

1.1.6. Any other details-the genesis, inception, formation of the department and the HoDs from time to time as well as the committees/ Commissions constituted from time to time have been dealt: The genesis, inception, formation of the institute is detailed under 1.1.1 above. (<https://niperraebareli.edu.in/index.html>) There are seven departments related to research and teaching in the institute. The details are available on the website <https://niperraebareli.edu.in/index.html>

1.2. Power and duties of its officers and employees [Section 4(1) (b)(ii)]

1.2.1. Powers and duties of officers (administrative, financial and judicial): As per NIPER Act and Statutes, as amended from time to time <https://niperraebareli.edu.in/niperact.html>

1.2.2. Power and duties of other employees: As per NIPER Act and Statutes as amended from time to time <https://niperraebareli.edu.in/niperact.html>

1.2.3. Rules/ orders under which powers and duty are derived and: As per NIPER Act and Statutes as amended from time to time <https://niperraebareli.edu.in/niperact.html>

Recruitment Rules & Regulation:
<https://niperraebareli.edu.in/niperact/Govt%20letter%20for%20Recruitment%20Rules%20and%20Regulation.pdf>

Sanctioned Posts: <https://niperraebareli.edu.in/niperact/Sanction%20Post%20for%20NIPER-R.pdf>

1.2.4. Exercised: As per NIPER Act and Statutes as amended from time to time <https://niperraebareli.edu.in/niperact.html>

1.2.5. Work allocation: As per NIPER Act and Statutes as amended from time to time <https://niperraebareli.edu.in/niperact.html>

1.3. Procedure followed in Decision Making Process [Section 4(1)(b)(iii)]

1.3.1. Process of decision making Identify key decision-making points: In the discharge of duties and in the decision-making process, the hierarchy specific to an activity, a scheme or a programme is followed and depending upon the issue under consideration decisions are taken at the level of the Head of Departments (HODs)/Dean for Academic matters and Registrar for administrative matters in the National Institute of Pharmaceutical Education & Research (NIPER), Raebareli and final approval(s) is/are given by the Director and/or Chairman, Board of Governors of the institute. To facilitate the decision-making process and discharge of functions different committees have been constituted at Institute level. <https://niperraebareli.edu.in/committees.html>

1.3.2. Final decision-making authority: Director and/or Chairman, Board of Governors of the institute.

1.3.3. Related provisions, acts, rules etc.: As per NIPER Act <https://niperraebareli.edu.in/niperact.html>

1.3.4. Time limit for taking a decision, if any: As such there is no time limit defined for taking decisions in the charter. However, time limit for taking any decision in the Institute is decided by the Competent Authority depending on the nature of job/task/complaint. The routine Correspondence, etc. received from different departments are of time bound nature and disposed of within the given time limit by the institute.

1.3.5. Channel of supervision and accountability: i. Channel of supervision is as per the Organization Structure of the National Institute of Pharmaceutical Education & Research (NIPER), Raebareli. https://niperraebareli.edu.in/images/RTI/Organogram_NIPERR.png

ii. Every employee is accountable towards the duties assigned by the authorities from time to time.

1.4. Norms for discharge of functions [Section 4(1)(b)(iv)]

1.4.1. Nature of functions/ services offered: The Nature of functions/services offered are given below: <https://niperraebareli.edu.in/niperact.html>

NIPER, Raebareli conducts the following courses and test facilities related to Pharmaceutical Sciences: <https://niperraebareli.edu.in/courses.html>

<https://niperraebareli.edu.in/testfacility.html>

1.4.2. Norms/ standards for functions/ service delivery: As per NIPER Act/ Statutes/ Ordinance as amended from time to time <https://niperraebareli.edu.in/niperact.html>

1.4.3. Process by which these services can be accessed: The services can be availed by the students and other beneficiaries by contacting the National Institute of Pharmaceutical Education & Research (NIPER), Raebareli. Further information regarding Central Instrumentation Facility can be obtained from this link: <https://cifniperr.org/>

1.4.4. Time-limit for achieving the targets: The targets are achieved as per the academic calendar of the institute. <https://niperraebareli.edu.in/academiccalendar.html>

1.4.5. Process of redress of grievances: Grievances are redressed amicably. All aggrieved students, staff, faculty, and others may approach the Grievance Redressal Committee of the institution and otherwise through CPGRAMS (<https://pgportal.gov.in/>).

1.5. Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]

1.5.1. Title and nature of the record/ manual /instruction: For discharging its function, the Institute follows “Act, Statutes, and ordinances and various Govt. guidelines available on the website of the institute and DoPT, DoE etc. websites, link below:
<https://niperraebareli.edu.in/niperact.html>
https://doe.gov.in/files/circulars_document/FInal_GFR_upto_31_07_2024.pdf

1.5.2. List of Rules, regulations, instructions manuals and records: Records of the yearly activities are available at: <https://niperraebareli.edu.in/annualreports.html>

The other documents are accessible at: <https://niperraebareli.edu.in/niperact.html>

1.5.3. Acts/ Rules manuals etc.: <https://niperraebareli.edu.in/niperact.html>

1.5.4. Transfer policy and transfer orders: Since the National Institute of Pharmaceutical Education & Research (NIPER), Raebareli is an autonomous body, none of the teaching/non-teaching staff has been transferred. However, Internal transfers are made as needed and required.

1.6. Categories of documents held by the authority under its control [Section 4(1)(b) (vi)]

1.6.1. Categories of documents: Administrative Files/ Documents, Financial Files/ Documents, Store & Procurement Files/ Documents, Academics Files/ Documents, Examinations Files/ Documents, Recruitment Files/ Documents, Confidential Files/ Documents, Other Departmental Files/ Documents.

1.6.2. Custodian of documents/categories: Custodians of these documents/categories are the respective HoDs/ Section Incharges.

1.7. Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]

1.7.1. Name of Boards, Council, Committee etc.: It is available at -

<https://niperraebareli.edu.in/bog.html>
<https://niperraebareli.edu.in/committees.html>

1.7.2. Composition: As per the National Institute of Pharmaceutical Education and Research Act, 1998, as amended from time to time.

1.7.3. Dates from which constituted: Yet to get update

1.7.4. Term/ Tenure: The term of office of chairperson and members of Board of Governors other than ex-officio members is three (03) years. The tenure for the other committees/bodies are as per the NIPER Act and statutes.

1.7.5. Powers and functions: As per NIPER Act, 1998 and Statutes (as amended from time to

time.

<https://niperraebareli.edu.in/niperact.html>

1.7.6. **Whether their meetings are open to the public?** No.

1.7.7. **Whether the minutes of the meetings are open to the public?** Yes, Except confidential minutes

1.7.8. **Place where the minutes if open to the public are available?** The Minutes are available with the Registrar NIPER Raebareli.

1.8. **Directory of officers and employees [Section 4(1) (b) (ix)]**

1.8.1. **Name and designation:** Available at NIPER, Raebareli website

<https://niperraebareli.edu.in/index.html>

1.8.2. **Telephone, fax and email ID:** Available at NIPER, Raebareli website

<https://niperraebareli.edu.in/index.html>

1.9. **Monthly Remuneration received by officers & employees including system of compensation [Section 4(1) (b) (x)]**

1.9.1. **List of employees with Gross monthly remuneration:** Gross monthly remuneration of all employees:

S. No.	Name of the Employee	Designation	Pay Level	Basic Pay
1	Dr. Shubhini A. Saraf	Director	17	225,000.00
2	Dr. Jai Narain	Registrar	13	147,000.00
3	Dr. Abha Sharma	Professor	14	148,500.00
4	Dr. Rakesh Kumar Singh	Professor	14	148,500.00
5	Dr. Sanjay Tiwari	Professor	14	148,500.00
6	Dr. Nihar Ranjan	Professor	14	148,500.00
7	Dr. Nidhi Srivastava	Associate Professor	13	142,700.00
8	Dr. Sandeep Chaudhary	Associate Professor	13	142,700.00
9	Dr. Gopal Lal Khatik	Associate Professor	13	126,800.00
10	Dr. Ashok Kumar Datusalia	Associate Professor	13	126,800.00

11	Dr. Awesh Kumar Yadav	Associate Professor	13	126,800.00
12	Dr. Keerti Jain	Associate Professor	13	126,800.00
13	Dr. Sunil Kumar Yadav	Finance & Accounts Officer	12	On Deputation with NCCF
14	Dr. Rahul Shukla	Assistant Professor	12	91,400.00
15	Dr. Saba Naqvi	Assistant Professor	12	91,400.00
16	Dr. Ravinder Kr. Kaundal	Assistant Professor	12	91,400.00
17	Dr. Sandeep Chandrashekharappa	Assistant Professor	12	91,400.00
18	Dr. Sapana Kushwaha	Assistant Professor	12	88,700.00
19	Dr. Saurabh Awasthi	Assistant Professor	12	81,200.00
20	Mr. Anand Vardhan Tripathi	System Engineer	10	67,000.00
21	Dr. Lakshay Mahajan	Veterinary Officer	10	61,300.00
22	Mr. Dibakar Sen	Library & Information Officer	10	61,300.00
23	Dr. Satyam Tiwari	Medical Officer	10	61,300.00
24	Major Kishan Singh (Retd.)	Estate & Security Officer	10	57,800.00
25	Dr. Nabanita Das	Scientist/Technical Supervisor Grade-I	9	59,700.00
26	Mr. Sourabh Dev Tiwari	Guest House & Hostal Supervisor	9	58,000.00
27	Mrs. Surabhi Gupta	Scientist/Technical Supervisor Grade-II	8	56,900.00
28	Mrs. Ankita Sharma	Scientist/Technical Supervisor Grade-II	8	56,900.00
29	Mrs. Sheetal Mishra	Secretary to Registrar	8	53,600.00
30	Mr. Anurag Singh	Non-Faculty	8	52,000.00
31	Mr. Devendra Sharma	Public Relation Officer	8	52,000.00
32	Mr. Abhishek Singh	Accountant	7	50,500.00
33	Mr. Rahul Joshi	Storekeeper	7	50,500.00
34	Mr. Vivek Kumar Singh	Receptionist cum Telephone operator	7	47,600.00
35	Mr. Prince Kumar Singh	Assistant Grade I	6	37,600.00
36	Mr. Ashish Pandey	Junior Hindi Translator	6	37,600.00
37	Mr. Alok Kumar Shukla	Junior Technical Assistant	5	28,700.00
38	Mr. Gaurav Kumar Singh	Junior Technical Assistant	5	27,100.00

1.9.2. **System of compensation as provided in its regulations:** As per the 7th CPC guidelines

**1.10 Name, designation and other particulars of public information officers
[Section 4(1) (b) (xvi)]**

1.10.1. Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority:

A. **Mr. Dibakar Sen**, Library and Information Officer

CPIO

B. **Dr. Jai Narain**, Registrar

First Appellate Authority

1.10.2. Address, telephone numbers & email ID of each designated official:

A. **Mr. Dibakar Sen**, Library and Information Officer

CPIO

National Institute of Pharmaceutical Education and Research, Raebareli

New Transit Campus, Bijnor Road, Sarojini Nagar, Near CRPF Base Camp,

Lucknow (UP)- 226002

Phone No: +919591718353

Email: Dibakar.sen@niperrbl.ac.in

B. **Dr. Jai Narain**, Registrar

First Appellate Authority

National Institute of Pharmaceutical Education and Research, Raebareli

New Transit Campus, Bijnor Road, Sarojini Nagar, Near CRPF Base Camp,

Lucknow (UP)- 226002

Email: registrar@niperraebareli.edu.in

**1.11. No. Of employees against whom Disciplinary action has been proposed/
taken (Section 4(2))**

1.11.1. No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings: NIL as on date

1.11.1. Finalised for Minor penalty or major penalty proceedings: NIL as on date

1.12 Programmes to advance understanding of RTI(Section 26)

1.12.1. Educational programmes: The institute organizes RTI Awareness Programmes for employees & students from time to time. The CPIO arranged one Session on RTI on 05.08.2024.

1.12.2. Efforts to encourage public authority to participate in these programmes: National Institute of Pharmaceutical Education & Research, Raebareli(NIPER-R), issues circulars/ emails to employees for participating in the RTI programmes. The Circulars and Notifications received from Central Information Commission from time to time are also shared and made available to the employees.

1.12.3. Training of CPIO/APIO: NIL

1.12.4. Update & publish guidelines on RTI by the Public Authorities concerned: National Institute of Pharmaceutical Education & Research, Raebareli (NIPER-R), updates & published Guidelines on RTI on regular intervals, and it was last updated on the website on 20 June 2026.

1.13 Transfer policy and transfer orders[F No. 1/6/2011- IR dt. 15.4.2013]

1.13.1. Transfer Policy And Transfer Orders[F No. 1/6/2011- IR Dt. 15.4.2013]: Since National Institute of Pharmaceutical Education & Research, Raebareli (NIPER-R), Lucknow is an autonomous body, none of the non-teaching staff has been transferred. No Internal transfers were made during the 2023-24.

2. Budget and Programme

2.1 Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)]

2.1.1. Total Budget for the public Authority: The budget for the FY 2025-26 was 36 Cr

2.1.2. Budget for each agency and plan & programmes: The budget is proposed by the HoD/Section Incharge based on their requirement which is then evaluated by the institute level committee and finally submitted to Finance Committee and BoGs for consideration and approval. The activities approved by the BoGs are carried out and budget allocated for activities are utilized by the department.

FY 2025-26	
GIA Salary	9 Crore
GIA General	1 Crore
GIA Capital	26 Core

2.1.3. Proposed expenditures: Available in the Annual Reports of NIPER, Raebareli

<https://niperraebareli.edu.in/annualreports.html>

2.1.4. Revised budget for each agency, if any: NA

2.1.5. Report on disbursements made and place where the related reports are available:

Report on disbursements made is available in Annual Reports

<https://niperraebareli.edu.in/annualreports.html>

2.2 Foreign and domestic tours (F.No. 1/8/2012- IR dt. 11.9.2012)

2.2.1. Budget: There is no separate Budget for Foreign and domestic tours. It is met out of General Budget as detailed under 2.1.1 above.

2.2.2. Foreign and domestic Tours by ministries and officials of the rank of Joint Secretary to the Government and above, as well as the heads of the Department.- (a) Places visited, (b) The period of visit, (c) The number of members in the official delegation, (d) Expenditure on the visit: It is available with the account's sections.

2.2.3. Information related to procurements- (a) Notice/tender enquires, and corrigenda if any thereon, (b) Details of the bids awarded comprising the names of the suppliers of goods/ services being procured, (c) The works contracts concluded – in any such combination of the above-and, (d) The rate/ rates and the total amount at which such procurement or works contract is to be executed.:

<https://niperraebareli.edu.in/tender.html>

2.3 Manner of execution of subsidy programme [Section 4(i)(b)(xii)]

2.3.1. Name of the programme of activity: Not applicable

2.3.2. Objective of the programme: Not applicable

2.3.3. Procedure to avail benefits: Not applicable

2.3.4. Duration of the programme/ scheme: Not applicable

2.3.5. Physical and financial targets of the programme: Not applicable

2.3.6. Nature/ scale of subsidy /amount allotted: Not applicable

2.3.7. Eligibility criteria for grant of subsidy: Not applicable

2.3.8. Details of beneficiaries of subsidy programme (number, profile etc): Not applicable

2.4 Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013]

2.4.1. Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions: Not applicable

2.4.2. Annual accounts of all legal entities who are provided grants by public authorities: Not applicable

2.5 Particulars of recipients of concessions, permits of authorizations granted by the public authority [Section 4(1) (b) (xiii)]

2.5.1. Concessions, permits or authorizations granted by public authority: Not applicable

2.5.2. For each concessions, permit or authorization granted – (a) Eligibility criteria, (b) Procedure for getting the concession/ grant and/ or permits of authorizations, (c) Name and address of the recipients given concessions/ permits or authorizations, (d) Date of award of concessions/ permits of authorizations: Not applicable

2.6 CAG & PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]2.3.2. Not applicable

2.6.1. CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the parliament.: The detailed CAG Report can be viewed by clicking the link: <https://niperraebareli.edu.in/annualreports.html>

3. Publicity Band Public interface

3.1. Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation there of [Section 4(1)(b)(vii)] [F No 1/6/2011-IR dt. 15.04.2013]

3.1.1. Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens:

<https://niperraebareli.edu.in/index.html>

<https://niperraebareli.edu.in/niperact.html>

<https://niperraebareli.edu.in/bog.html>

<https://niperraebareli.edu.in/courses.html>

<https://niperraebareli.edu.in/annualreports.html>

<https://niperraebareli.edu.in/admin.html>

<https://cifniperr.org/>

3.1.2. Arrangements for consultation with or representation by – (a) Members of the public

in policy formulation/ policy implementation, (b) Day & time allotted for visitors,(c) Contact details of Information & Facilitation Counter (IFC) to provide publications frequently sought by RTI applicants:

The NIPER Raebareli has on its board three persons from the Pharmaceutical industry nominated by Central Govt. as per Rule 4(3) of the NIPER Act. These members contribute their inputs in the policy and guidance to the Board of Governors of National Institute of Pharmaceutical Education & Research, Raebareli

Day & time allotted for visitors: From 09:00AM to 05:30PM

Contact details of Information & Facilitation Counter (IFC) to provide publications frequently sought by RTI applicants:

Mr. Dibakar Sen, CPIO

National Institute of Pharmaceuticals Education and Research, New Transit Campus, Bijnor Road, Sarojini Nagar, Near CRPF Base Camp,

Lucknow (UP)- 226002 Phone No: +919560820416

Email: Dibakar[dot]sen[at]niperrbl[dot]ac[dot]in

Dr. Jai Narain,

First Appellate Authority

National Institute of Pharmaceuticals Education and Research, New Transit Campus, Bijnor Road, Sarojini Nagar, Near CRPF Base Camp,

Lucknow (UP)- 226002 Email: registrar[at]niperraebareli[dot]edu[dot]in

3.1.3. Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any: Not applicable

3.1.4. Public- private partnerships (PPP)- Detailed project reports (DPRs): Not applicable

3.1.5. Public- private partnerships (PPP)- Concession agreements: Not applicable

3.1.6. Public- private partnerships (PPP)- Operation and maintenance manuals: Not applicable

3.1.7. Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP: Not applicable

3.1.8. Public- private partnerships (PPP) - Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government: Not applicable

3.1.10. Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.): Not applicable

3.1.11. Public- private partnerships (PPP) - All payment made under the PPP project: Not applicable

3.2 Are the details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]

3.2.1. Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive – Policy decisions/ legislations taken in the previous one year: Detail is given under 3.1.1 above

3.2.2. Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive- Outline the Public consultation process: Detail is given under 3.1.1 above

3.2.3. Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive- Outline the arrangement for consultation before formulation of policy: Detail is given under 3.1.1 above

3.3. Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]

3.3.1. Use of the most effective means of communication – Internet (website): Website of NIPER-Raebareli - <https://niperraebareli.edu.in/>

3.4. Form of accessibility of information manual/ handbook [Section 4(1)(b)]

3.4.1. Information manual/handbook available in Electronic format–Yes, it is available on the website of National Institute of Pharmaceutical Education & Research, Raebareli

3.4.2. Information manual/handbook available in Printed format–The printed format of Information manual/handbook is available in the office of FAA/CPIO.

3.5. Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]

3.5.1. List of materials available Free of cost–Detail is given under 3.1.1 above. These documents are available free of cost from the website.

3.5.2. List of materials available at a reasonable cost of the medium–The certified copy of the above listed material can be obtained by citizen by paying reasonable fee as per RTI Act, 2005.

4. E-Governance

4.1. Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]

4.1.1. English–Yes, it is uploaded on the website

4.1.2. Vernacular/ Local Language–Yes, it is uploaded on the website

4.2. When was the information Manual/Handbook last updated? [F No. 1/6/2011-IR dt 15.4.2013]

4.2.1. Last date of Annual updation–15th June 2026

4.3. Information available in electronic form [Section 4(1)(b)(xiv)]

4.3.1. Details of information available in electronic form: As detailed in 3.1.1. above

4.3.2. Name/ title of the document/record/ other information:

<https://niperraebareli.edu.in/index.html>

<https://niperraebareli.edu.in/niperact.html>

<https://niperraebareli.edu.in/bog.html>

<https://niperraebareli.edu.in/courses.html>

<https://niperraebareli.edu.in/annualreports.html>

<https://niperraebareli.edu.in/admin.html>

<https://cifniperr.org/>

4.3.3. Location where available: The information can be accessed on the institute's website.

4.4. Particulars of facilities available to citizen for obtaining information[Section 4(1)(b)(xv)]

4.4.1. Name & location of the facility: It is available with RTI cell. Information pertaining to activities

dealt with NIPER, Raebareli is provided to the users who demand the information.

Office Address: National Institute of Pharmaceutical Education & Research, Raebareli, Transit Campus, Bijnor Road, Sarojini Nagar, Near CRPF Base Camp, Lucknow (UP)- 226002.

The information is also uploaded on the website of the institute, i.e. <https://www.niperraebareli.edu.in> for general reference.

4.4.2. Details of information made available: As per 3.1.1

4.4.3. Working hours of the facility: 9 AM to 5:30 PM.

4.4.4. Contact person & contact details (Phone, fax email): Mr. Dibakar Sen, CPIO

National Institute of Pharmaceuticals Education and Research,
Transit Campus, Bijnor Road, Sarojini Nagar, Near CRPF Base Camp,
Lucknow (UP)- 226002
Phone No: +919591718353
Email: dibakar.sen@niperrbl.ac.in

4.5. Such other information as may be prescribed under Section 4(i) (b)(xvii)

4.5.1. Grievance redressal mechanism: Grievances are redressed amicably. All aggrieved students, staff and others may approach to the Internal Committee of the institution in the first instance, and if they are not satisfied with the decision of the committee, they may send their appeals to the concerned authority and shall exercise its powers to hear those grievances and ensure its disposal within one month of the receipt of the appeal.

Detail of Internal Complaint Committee is available here: <https://niperraebareli.edu.in/committees.html>

4.5.2. Details of applications received under RTI and information provided: Status of RTI request for the year 2025-2026 as follows:

- Total number of RTI requests received in the year 2025-26: 27
- Total Number of RTI requests disposed off in the year 2025: 27
- Total Number of balance RTI request in the year 2025-26: 00

NIPER, Rae Bareli

Summary Report of Request(s) Pending with DIBAKAR SEN during the period of 01/04/2025 to 31/03/2026

Opening Balance (प्रारंभिक शेष)	Receipt During the Period (अवधि के दौरान रसीद)	Total Request (कुल अनुरोध)	Requests Yet to be Assessed (अनुरोध का मूल्यांकन किया जाना है)	TakenUp Requests (अनुरोध को हाथ में लिया)	Requests Transferred to Other Public Authority (अन्य लोक प्राधिकरण को हस्तांतरित अनुरोध)	Disposed (निपटान)	Rejected (अस्वीकृत)	Total Disposal (कुल निपटान)	Disposal as % of Total Requests (कुल अनुरोध के % के रूप में निपटान)	Pending for Payment with Requester (अनुरोधकर्ता के साथ भुगतान के लिए लंबित)	Pending with CPIO (सीपीआईओ के पास लंबित)
1	2	3=(1+2)	4	5	6	7	8	9=(6+7+8)	10	11	12=3-(9+11)
0	26	26	0	0	0	26	0	26	100	0	0

4.5.3. List of completed schemes/ projects/ Programmes: List of completed projects

S.No.	Name of PI	Title of the Project	Funding Agency	Project Cost
1	Dr Nihar Ranjan	Aminoglycoside (Tobramycin) based hybrid small molecules targeting bacterial Rnra A-site for developing new anti-tuberculosis Agents	Science and Engineering Research Board	4,144,910.00
2	Dr Awesh Kumar Yadav	Self Degradable DNA nanoclew based site specific anticancer drug	Science and Engineering Research Board	4,781,310.00
3	Dr Rahul Shukla	Dual nanoengineered BBB-penetrating lipid nanoparticles for targeting cerebral carcinoma	Science and Engineering Research Board	1,188,603.00
4	Dr Munindra Ruwali	Evaluation of the Nrf2 anti-oxidant response element (ARE) pathway as a promising target for alleviating chemoresistance in treatment of Acute Lymphoblastic Leukemia (ALL)	Science and Engineering Research Board	1,050,000.00
5	Dr Ashok Kumar Datusalia	Assessment of Acute Toxicity of Agrochemicals (NanoBioDAP)	AAL Biosciences Research Pvt. Ltd.	351,000.00
6	Dr Ashok Kumar Datusalia	Regulation of Stress Response and Neuroinflammatory Markers in Diet-induced Obesity and Aging	ISN International Society of Neurochemistry	USD 4700
7	Dr Sanjay Tiwari	Tumor selective drug delivery using targeted micellar systems	UGC-DAE-CSR	474,136.00
8	Dr Rewati Raman Ujjwal	Fabrication of biodegradable and biocompatible polymeric nanocomposites for anti-cancer targeted therapeutics	Science and Engineering Research Board	1,060,206.00
9	Dr Rakesh Kumar Singh	In-vitro study of inhibition of ethanol induced biomarkers	Leiutis Pharma LLP	505,000.00
10	Dr Saba Naqvi	Women Scientist Scheme	Department of Science and Technology	253,532.00

11	Prof Shubhini A Saraf	Exploration of carbohydrate-lectin interaction in targeted delivery of doxorubicin hydrochloride to hormonal receptor positive breast cancer cells	Indian Council of Medical Research, New Delhi	515,600.00
12	Dr Sandeep Chaudhary	Exploring the immunomodulatory activities of novel Toll-like receptor-signaling inhibitors in peripheral blood mononuclear cells from lupus patients: A study to identify TKRs as drug targets for lupus	Science & Engineering Research Board, New Delhi	6,278,980.00
13	Dr Sanjay Tiwari	UGC DAE	University Grants Commission	45,000.00
14	Dr Abha Sharma	Novel synthesis of flavonoid-hydroxypyridinone hybrids as potential anti Alzheimer agents	Council of Science & Technology, Lucknow	930,000.00
15	Dr Ashok Kumar Datusalia	Neurobehavioral and molecular neuroplasticity differences in stress response circuitry for resilience and vulnerability for post-traumatic stress disorder	Science & Engineering Research Board, New Delhi	2,994,020.00
16	Dr Rahul Shukla	LRP engineered nanolipidic carriers as potential therapeutics for brain targeting in Wilson's disease	Science & Engineering Research Board, New Delhi	2,363,080.00
17	Dr Ashok Kumar Datusalia	Development of modified kynurenic acid-based scaffolds for treatment of post-traumatic stress disorder	Council of Science & Technology, Lucknow	600,000.00
18	Dr Sandeep Chaudhary	Discovering the anti-inflammatory effects of novel toll like receptor signalling inhibitors on rheumatoid arthritis mononuclear cells and synovial fibroblasts: An in vitro study to identify TLS signaling inhibition as future potential strategy to control inflammation in rheumatoid arthritis	Indian Council of Medical Research, New Delhi	1,260,000.00
19	Dr Rakesh Kumar Singh	Consultancy Research Project	Leitidis Pharma LLP 2	611,240.00

4.5.4. List of schemes/ projects/ programme underway: List of ongoing projects

Sl. No.	Name of PI	Title of the Project	Funding Agency	Project Value	Duration	Date of Start
1	Dr Gopal Lal Khatik	Designing of Senolytic agents for the treatment of Alzheimer's disease	Science & Engineering Research Board, New Delhi	3,943,764.00	3 Years	28.02.2022

2	Dr Ravinder Kumar Kaundal	Evaluation of the neuroprotective potential of SERCA activators in experimental models of cerebral ischemia	Science & Engineering Research Board, New Delhi	4,040,625.00	3 Years	09.03.2022
3	Dr Keerti Jain	Comprehensive biological evaluation of different drug loaded surface engineered dendrimer conjugates for treatment of cancer	Indian Council of Medical Research, New Delhi	2,501,075.00	3 Years	01.10.2022
4	Dr Abhishek Dey	Unraveling the impact of RNA structure and epigenetic modifications on Hepatitis C virus pathogenesis	DBT-Ramalingaswami Fellowship	12,360,000.00	5 Years	18.12.2022
5	Dr Sourabh Awasthi	Ultrasensitive detection and single molecule level biophysical characterization of alpha synuclein oligomers for the diagnosis and therapeutic monitoring of parkinson's disease	DBT-Ramalingaswami Fellowship	12,360,000.00	5 Years	11.05.2022
6	Dr Abha Sharma	Synthesis and evaluation of novel dual GSK3B/HDAC inhibitor as an anti-Alzheimer agent	Science & Engineering Research Board, New Delhi	3,791,040.00	3 Years	30.08.2023
7	Dr Niranjana Meher	PSMA-Targeted Agents for Combined Photodynamic and Photothermal Therapy of Prostate Cancer	DST Inspire Faculty Fellowship	11,000,000.00	5 Years	17.06.2023
8	Dr Ravinder Kumar Kaundal	Development and evaluation of novel multi-target urolithin analogues as potential neuroprotective therapeutics for ischemic stroke (Project ID 5397)	Indian Council of Medical Research, New Delhi	6,086,084.00	3 Years	06.01.2024
9	Dr Gopal Lal Khatik	Exploration of oxadiazole scaffolds into potential pan peroxisome proliferator-activated receptors (PPARs)	Anusandhan National Research Foundation (ANRF) Formerly known as SERB	4,676,720.00	3 Years	20.06.2024

		agonists as antidiabetic agents				
10	Dr. Sanjay Tiwari	Pharmacokinetics and biodistribution studies	Leutis Pharma LLP	460,000.00		31.05.2022
11	Dr Rakesh Kumar Singh	Design, synthesis, characterization of dibromo indolizine analogs and evaluation of their anti- inflammatory activity in lipopolysaccharide (LPS)-induced model in vitro	Council of Science &Technology, Uttar Pradesh	900,000.00	2 Years	23.11.2023
12	Dr Saba Naqvi	To investigate multifunctional dendrimers as modulars against LPS induced neuroinflammation	Council of Science &Technology, Uttar Pradesh	1,486,000.00	3 Years	08.02.2024
13	Dr. Nidhi Srivastava	DBT- Research Associateship Program	Regional Centre for Biotechnology	763,540.00	2 Years	16.05.2024
14	Dr. Ankita Sharma	Targeting Nrf2-ARE stress response mechanism to suppress ferroptosis and mitochondrial dysfunction in BPA-induced nephrotoxicity (Project ID 3929)	Council of Science &Technology, Uttar Pradesh	1,100,000.00	2 Years	05.11.2024
15	Dr. Sandeep Chandrashekhar appa	Synthesis and evaluation of nitrogen tethered derivatives in Cell-Based and Animal Models of Acute Lung Injury (Project ID 4041)	Council of Science &Technology, Uttar Pradesh	1,536,000.00	3 Years	12.11.2024
16	Dr. Nidhi Srivastava	Design and development of nano-spray from unutilized stalk of Capsicum annum L. (Bell Pepper) for post-harvest management of crop yields Pradesh	Council of Science &Technology, Uttar Pradesh	1,250,000.00	2 Years	05.11.2024

17	Dr. Nihar Ranjan	Development of multiple guanidine modified small molecules as inhibitors of drug-resistant bacteria: Synthesis, nucleic acid binding and antimicrobial studies against ESKAPE pathogens. (Project ID)	Council of Science & Technology, Uttar Pradesh	1,150,000.00	2 Years	06.11.2024
18	Dr. Sapana Kushwaha	Investigating the therapeutic potential of Capsicum annum ethanolic extract in arsenic-induced premature ovarian insufficiency (Project Id 4023)	Council of Science & Technology, Uttar Pradesh	1,150,000.00	2 Years	12.11.2024
19	Dr Awesh Kumar Yadav	Synthesis, safety and efficacy of aminobutyric acid linked curcumin nanodiamonds conjugate for the treatment of Alzheimer's disease	Council of Science & Technology, Uttar Pradesh	1,436,000.00	3 Years	06.11.2024
20	Dr Ravinder Kumar Kaundal	Targeting Nrf2/TGF1/Smad axis for mitigating chronic kidney disease: Preclinical evaluation of phytochemicals. (Project ID 4140)	Council of Science & Technology, Uttar Pradesh	1,636,000.00	3 Years	24.11.2024
21	Dr Keerti Jain	Consultancy - Development and characterization of a bioflavonoid (Rutin) based intramuscular formulation	INMAS DRDO	720,000.00	1 Year	10.03.2025
22	Dr Ashok Kumar Datusalia	Aspratame, Neurovascular flow, and cognitive performance: A molecular approach to understanding deficits in learning and memory.	AIIMS Raebareli funded by ICMR	927,000.00	3 Years	15.07.2025
23	Dr Abhishek Dey	Unraveling the Influence of Ribosomal Frameshifting Elements Conformational Ensembles on Japanese Encephalitis Virus Pathogenesis.	Anusandhan National Research Foundation (ANRF) TSA Hybrid Model	6,077,940.00	3 Years	

24	Dr Saurabh Awasthi	Single-Molecule Nanopore Technology for Detection of Exosomal Tau in Alzheimer's Disease Diagnostics.	Anusandhan National Research Foundation (ANRF) TSA Hybrid Model	5,907,440.00	3 Years	
25	Dr Ashok Kumar Datusalia	Assesment of Test Formulations for Glucose and Lipid Manaement in High-Fat Diet STZ-Induced Diabetic Rats	Pharma Instinct Pvt. Ltd. Consultancy Work	786,470.00	1 Year	
26	Dr. Keerti Jain	Pharmaceutical Development and Standardization of a Lodhradi Yonivarti, Ayush LPM Vaginal tablet, and Ayush LPM Vaginal Gel, Along with its Evaluation of Vaginal Irritation Study, Shelf-life, and Antimicrobial Study	CARI, Central Coucil for Research in Ayurvedic Sciences Jhansi	2,404,600.00	2.5 Years	01.08.2025
27	Dr. Rahul Shukla	Flavanoid-loaded mannosylated nano lipidic vesicles for therapeutic intervention of Wilson Disease (Project ID-4645)	Council of Science &Technology, Uttar Pradesh	1,436,000.00	3 Years	
28	Dr Sandeep Chaudhary	Exploration of multi-targeted Novel Aza-/Thia-heterocycles as selective Acetylcholinesterase (AChE) and Secretase (BACE1) Inhibitors: A systematic investigation towards the development of Anti-Alzheimer's agents. (Project ID-5620)	Council of Science &Technology, Uttar Pradesh	1,486,000.00	3 Years	30.10.2025
29	Dr Abhishek Dey	Unraveling the Influence of Ribosomal Frameshifting Elements Conformational Ensembles on Japanese Encephalitis Virus Pathogenesis. (Project ID-5199)	Council of Science &Technology, Uttar Pradesh	1,150,000.00	2 Years	17.11.2025

30	Dr Abha Sharma	Synthesis and photophysical characterization of the functionalized fluorescent probe for the early-stage detection of Alzheimer's disease biomaker: In vitro study. (05403)	Indian Council of Medical Research, New Delhi	854,900.00	3 Years	18.12.2025
			Total	95,377,198.00		

4.5.5. Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract: National Institute of Pharmaceutical Education & Research, Raebareli, is procuring most of the services, goods from Government e Marketplace (GeM) and Central Public Procurement Portal (CPPP) which is publicly accessible.

Tenders:

<https://niperraebareli.edu.in/tender.html>

Security Services provided by: M/s A.P. Securitas Pvt. Ltd.

Housekeeping Services provided by: M/s Shine & Sind Security Solutions Pvt. Ltd.

4.5.6. Annual Report: It is available at <https://niperraebareli.edu.in/annualreports.html>

4.5.7. Frequently Asked Question (FAQs): Annexure I

4.5.8. Any other information such as – (a) Citizen's Charter, (b) Result Framework Document (RFD), (c) Six monthly reports on the , (d) Performance against the benchmarks set in the Citizen's Charter:

Not Applicable

4.6. Receipt & Disposal of RTI applications & appeals [F.No 1/6/2011-IR dt. 15.04.2013]

4.6.1. Details of applications received and disposed:

- Total number of RTI requests received in the year 2025-26: 27
- Total Number of RTI requests disposed off in the year 2025-26: 27
- Total Number of balance RTI request in the year 2025-26: 00

4.6.2. Details of appeals received and disposed:

- Total number of RTI appeals received in the year 2025-26: 3
- Total Number of RTI appeals disposed off in the year 2025: 3

- Total Number of balance RTI appeals in the year 2025: 0

4.7. Replies to questions asked in the parliament [Section 4(1)(d)(2)]

4.7.1. Details of questions asked and replies given in the parliament:

STATUS OF PARLIAMENT QUESTIONS (Starred/ Unstarred)			
Year	Total PQ asked (Starred/ Unstarred)	Total PQ replied (Starred/ Unstarred)	Balance PQ (Starred/ Unstarred)
2023-24	08	08	00
2024-25	01	01	00
2025-26	11	11	00

5 Information as may be prescribed

5.1. Such other information as may be prescribed [F.No. 1/2/2016-IR dt. 17.8.2016, F No. 1/6/2011-IR dt. 15.4.2013]

5.1.1. Name & details of – (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1.1.2015:

Central Public Information Officer

Mr. Dibakar Sen

Library and Information Officer and CPIO

National Institute of Pharmaceutical Education and Research, Raebareli

Transit Campus, Bijnor-Sisendi Road, Sarojini Nagar, Near CRPF Base Camp, Lucknow (UP)-226002

Phone No: +919591718353 Email: dibakar.asen@niperbl.ac.in

Appellate Authority

Dr. Jai Narain, Registrar

National Institute of Pharmaceutical Education and Research, Raebareli

Transit Campus, Bijnor-Sisendi Road, Sarojini Nagar, Near CRPF Base Camp, Lucknow (UP)-226002

Email: registrar@niperraebareli.edu.in

b) Earlier CPIO and FAA

Central Public Information Officer

Dr. Sunil Kumar Yadav, Finance and Accounts Officer
CPIO & Nodal Officer

Mr. Prabina Kumar Pradhan
Assistant Registrar

Appellate Authority

Dr. Jai Narain, Registrar

5.1.2. Details of third party audit of voluntary disclosure -(a) Dates of audit carried out , (b) Report of the audit carried out: Third Party Audit of National Institute of Pharmaceutical Education & Research, Raebareli (NIPER-R), is being carried out by Dr R R Dhanapal(Indian Institute of Public Administration, IIPA, Puducherry Regional Branch, A Training Institute of Govt. of India.) for the year 2024-25.

5.1.3. Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD – (a) Date of appointment, (b) Name & Designation of the officers:

Dr. Jain Narain, Registrar and Nodal Officer of RTI

Date of Appointment: 26th February 2020

5.1.4. Consultancy committee of key stake holders for advice on Suo-motu disclosure – (a) Dates from which constituted, (b) Name & Designation of the officers: Yet to be updated

5.1.5. Committee of PIOs/FAAs with rich experience in RTI to identify frequently sought information under RTI – (a) Dates from which constituted, (b) Name & Designation of the Officers Name and Designation of the Officers

Yet to be updated

6. Information Disclosed on own Initiative

6.1. Item/information disclosed so that public have minimum resort to use of RTI Act to obtain information

6.1.1. Item/information disclosed so that public have minimum resort to use of RTI Act to obtain information: Item / information, is disclosed in the website of National Institute of Pharmaceutical Education & Research, Raebareli(NIPER-R), <https://www.niperraebareli.edu.in>, which is updated on regular intervals.

6.2. Guidelines for Indian Government Websites (GIGW) is followed (released in February, 2009 and included in the Central Secretariat Manual of Office

Procedures (CSMOP) by Department of Administrative Reforms and Public Grievances, Ministry of Personnel, Public Grievances

6.2.1. Whether STQC certification obtained and its validity: Not yet obtained

6.2.2. Whether STQC certification obtained and its validity: No

National Institute of Pharmaceuticals Education & Research, Raebareli

Frequently Asked Question (FAQs)

RTI Related FAQs

Q.1. What is Information?

Information is any material in any form. It includes records, documents, memos, e-mails, opinions, advices, press releases, circulars, orders, logbooks, contracts, reports, papers, samples, models, data material held in any electronic form. It also includes information relating to any private body which can be accessed by the public authority under any law for the time being in force.

Q.2. What is a Public Authority?

A "public authority" is any authority or body or institution of self government established or constituted by or under the Constitution; or by any other law made by the Parliament or a State Legislature; or by notification issued or order made by the Central Government or a State Government. The bodies owned, controlled or substantially financed by the Central Government or a State Government and non-Government organizations substantially financed by the Central Government or a State Government also fall within the definition of public authority. The financing of the body or the NGO by the Government may be direct or indirect.

Q.3 What is a Public Information Officer?

Public authorities have designated some of its officers as Public Information Officer. They are responsible to give information to a person who seeks information under the RTI Act.

Q.4. What is the Fee for Seeking Information from Central Government Public Authorities?

A person who desires to seek some information from a Central Government Public Authority is required to send, along with the application, a demand draft or a banker's cheque or an Indian Postal Order of Rs.10/- (Rupees ten), payable to the Accounts Officer of the public authority as fee prescribed for seeking information. The payment of fee can also be made by way of cash to the Accounts Officer of the public authority or to the Assistant Public Information Officer against proper receipt. However, the RTI Fee and the mode of payment may vary as under Section 27 and Section 28, of the RTI Act, 2005 the appropriate Government and the competent authority, respectively, by notification in the Official Gazette, make rules to carry out the provisions of this Act.

Q.5. What is the Fee for the BPL applicant for Seeking Information?

If the applicant belongs to below poverty line (BPL) category, he is not required to pay any fee. However, he should submit a proof in support of his claim to belong to the below poverty line.

Q.6. Is there any specific Format of Application?

There is no prescribed format of application for seeking information. The application can be made on plain paper. The application should, however, have the name and complete postal address of the applicant.

Q.7. Is it required to give any reason for seeking information?

The information seeker is not required to give reasons for seeking information.

Q.8. Is there any provision for exemption from Disclosure of Information?

Sub-section (1) of section 8 and section 9 of the Act enumerate the types of information which is exempt from disclosure. Sub-section (2) of section 8, however, provides that information exempted under sub-section 3 (1)

or exempted under the Official Secrets Act, 1923 can be disclosed if public interest in disclosure outweighs the harm to the protected interest.

Q.9. Is there any assistance available to the Applicant for filing RTI application?

If a person is unable to make a request in writing, he may seek the help of the Public Information Officer to write his application and the Public Information Officer should render him reasonable assistance. Where a decision is taken to give access to a sensorily disabled person to any document, the Public Information Officer, shall provide such assistance to the person as may be appropriate for inspection.

Q.10. What is the Time Period for Supply of Information?

In normal course, information to an applicant shall be supplied within 30 days from the receipt of application by the public authority. If information sought concerns the life or liberty of a person, it shall be supplied within 48 hours. In case the application is sent through the Assistant Public Information Officer or it is sent to a wrong public authority, five days shall be added to the period of thirty days or 48 hours, as the case may be.

Q.11. Is there any provision of Appeal under the RTI Act?

If an applicant is not supplied information within the prescribed time of thirty days or 48 hours, as the case may be, or is not satisfied with the information furnished to him, he may prefer an appeal to the first appellate authority who is an officer senior in rank to the Public Information Officer. Such an appeal, should be filed within a period of thirty days from the date on which the limit of 30 days of supply of information is expired or from the date on which the information or decision of the Public Information Officer is received. The appellate authority of the public authority shall dispose of the appeal within a period of thirty days or in exceptional cases within 45 days of the receipt of the appeal.

Q.12. Is there any scope for second appeal under the RTI Act?

If the first appellate authority fails to pass an order on the appeal within the prescribed period or if the appellant is not satisfied with the order of the first appellate authority, he may prefer a second appeal with the Central Information Commission within ninety days from the date on which the decision should have been made by the first appellate authority or was actually received by the appellant.

Q.13. Whether Complaints can be made under this Act? If yes, under what conditions?

If any person is unable to submit a request to a Public Information Officer either by reason that such an officer has not been appointed by the concerned public authority; or the Public Information Officer has refused to accept his or her application or appeal for forwarding the same to the appellate authority, as the case may be; or he has been refused access to any information requested by him under the RTI Act; or he has not been given a response to a request for information within the time limit specified in the Act; or he has been required to pay an amount of fee which he considers unreasonable; or he believes that he has been given incomplete, misleading or false information, he can make a complaint to the Information Commission.

Q.14. What is Third Party Information?

Third party in relation to the Act means a person other than the citizen who has made request for information. The definition of third party includes a public authority other than the public authority to whom the request has been made.

Q.15. What is the Method of Seeking Information?

A citizen who desires to obtain any information under the Act, should make an application to the Public Information Officer of the concerned public authority in writing in English or Hindi or in the official language of the area in which the application is made. The application should be precise and specific. He should make payment of application fee at the time of submitting the application as prescribed in the Fee Rules.

Q.16. Is there any organization(s) exempt from providing information under RTI Act?

Yes, certain intelligence and security organizations specified in the Second Schedule, are exempted from providing information excepting the information pertaining to the allegations of corruption and human rights violations. Courtesy – Guide on Right to Information Act, 2005 issued by the department of personnel and training Ministry of Personnel, Public Grievances and Pension Government of India.