

OFFICE ORDER

Sub:- Right to Information Act – 2005 - Municipal Corporation, Guntur – Appointment of 1st Appellate Authority, Public Information Officer and Assistant Public Information Officer – Orders -Issued.

Ref :-Proceedings No.1373/2013-OPI Dt.01-02-2013 of Commissioner & Director of Municipal Administration, A.P., Hyderabad.

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In pursuance of the proceedings of the Commissioner & Director of Municipal Administration in 1st cited, the appointment of Appellate Authority, Public Information Officers and Assistant Public Information Officers under R.T.I. Act – 2005 as detailed below:

The Additional Commissioner of Guntur Municipal Corporation is appointed as 1st appellate authority.

Sl.No.	Guntur Municipal Corporation	Authority	Name of the Officer
1.	1 st Appellate Authority	Additional Commissioner	Sri C Obulesu, Additional Commissioner 9849908396

The Deputy Commissioner of Guntur Municipal Corporation is appointed as Public Information Officer (Nodal).

Sl.No.	Guntur Municipal Corporation	Authority	Assistant to Nodal P.I.O. (A.P.I.O.)
1.	P.I.O. Nodal	Sri D Srinivasarao Deputy Commissioner-1 9849908364	Sri Addanki Srinivasarao, Junior Office Assistant 9885963266

Sri Addanki Srinivasarao, Junior Office Assistant, (C9) is directed to attend the R.T.I. work and maintenance of the R.T.I. records and assist the Nodal P.I.O in receiving the applications and distributing to other PIOs with whom the information is available. He is also directed to prepare and send quarterly progress report in proforma “D” to the A.P. information commission. He is further instructed to prepare and submit RTI’s appeal pending list section wise every fortnightly before Nodal P.I.O/1st Appellate Authority /Executive Authority concerned.

The following officers have been appointed as Public Information Officer and Assistant Public Information Officer for each section.

Sl.No.	Section	Public Information Officer	Assistant Public Information Officer
1	Establishment	Sri Ch Srinivas, Deputy Commissioner – II, 9704600939	Sri SVVS Madan Gopal, Superintendent, 9963995363
2	Education	Sri D Srinivasarao, Deputy Commissioner – I, 9849908364	Sri M Poleswara rao Superintendent, 9493921074
3	Accounts Section	Sri P Namrat Kumar, Accountant – I 8328263547	Smt. L. Padma, Superintendent, 7799240121
4	Public Health	Dr Sobha Rani, Chief Medical & Health Officer, 7799222882	Sri M Poleswara rao, Superintendent, 9493921074
5	Engineering	Sri K Naga Malleswara Rao Superintendent Engineer, 9849908401	Sri Ch Rajasekhar, Senior Office Assistant, 9963995302
	Computer Section		MVB Swamy, DPO, 9963995309

6	Town Planning	Sri. D Rambabu, City Planner, 9849908390	Sri H. Venkateswarlu Superintendent, 9963995305
	Election Cell		Sri P. Padmanabha Rao Superintendent, 9177001863
7	UPA Cell	Sri D Srinivasarao, Deputy Commissioner – I, 9849908364	Sri J Rama Rao, Project Officer I/c, 9959666935
8	Revenue	Sri T Venkata Krishnaiah, Deputy Commissioner-III, 9963995326	Sri J Syam Prasad, Senior Office Assistant, 9963995336
9	Ward Secretariat Section	Sri Ch Srinivas, Deputy Commissioner – II, 9704600939	Sri B Siva Shankar Rao, Junior Office Assistant, 9704600940
10	Secretary Section (Corporation Meetings)	Sri Ch Srinivas, Deputy Commissioner – II, 9704600939	Sri SVVS Madan Gopal, Superintendent 9963995363

These orders will come in to force with immediate effect. The officers appointed under R.T.I. Act – 2005 should take necessary steps for sending the information as required by the Public with in time prescribed. Any delay in sending the information is found, they will be viewed seriously and departmental action will be taken besides collecting the penalty as per rules from the officers concerned.

The Assistant Public Information Officers should maintain two separate registers one for first information and the second for Appeals. The registers should be maintained as per the Proforma enclosed (I & II).

The Assistant P.I.O's are instructed to receive the RTI/first appeal applications from Nodal PIO and to distribute to the dealing assistant under acknowledgement duly entering in the RTI/appeal applications registers.

All P.I.O's and A.P.I.O's should monitor RTI/appeal applications and to issue information within the stipulated time to the applicants to avoid penal provisions.

COMMISSIONER

MUNICIPAL CORPORATION, GUNTUR