

Lalith Babu
By FAT**GOVERNMENT OF KERALA**

No:CDN1/18/2023-GAD
General Administration (Co-ordination) Department
Thiruvananthapuram,
Dated:16-06-2023

CIRCULAR

Sub: General Administration Department- Implementation of RTI Online Portal in the State- Nodal Officers for the Portal- Reg.

RTI Online Portal is being implemented in the State for the ease of submitting and processing of applications under the Right to Information Act, 2005. The following instructions are issued regarding designating Nodal Officers for the above said portal.

In the Government Secretariat, Thiruvananthapuram, Superintendents, Office Sections will be designated as the Nodal Officers of the respective departments. In the other Government Offices of the State, the Officer in charge of the Section that receives and distributes the Tappals will be designated as the Nodal Officer.

The Nodal Officers mapped in the Portal will be responsible for receiving the applications under Right to Information Act, 2005 and distributing them to the State Public Information Officers concerned. They will monitor the RTI Online Portal on a daily basis and ensure that the applications received are distributed within time limit stipulated as per the Right to Information Act, 2005.

MUHAMMED RIYAZ
ADDITIONAL SECRETARY

To:

All Departments of Government Secretariat including Finance and Law

- ✓ All Heads of Departments
- ✓ All District Collectors
- SF/OC

Forwarded / By order,

Signed by
Sreekumar T

Date: 16-06-2023 14:41:41
Section Officer.