

Form of application for seeking information

I.D. No._____
(For official use)

To

The Central Public Information Officer,
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1. Name of the Applicant
2. Address
3. Information sought* : -

[Details should include specific points for each information sought]

4. I state that the information sought does not fall within the restrictions contained in Section 8 and 9 of the Act and to the best of my knowledge it pertains to your office.
5. This to certify that I, _____ Son/Daughter/Wife of _____, am a citizen of India.
6. A fee** of Rs._____ has been deposited with the Cashier, Department of Commerce vide Receipt No. _____ dated _____ (enclosed in original)/ or a Bank Draft/ Pay Order No. /Indian Postal Order No. _____ drawn in favour of D.D.O., Department of Food & Public Distribution, is enclosed.

Place:
Date:

Signature of Applicant
E-mail address, if any: _____
Tel. No.(Office) _____
(Residence) _____
Postal Address _____

- Note:-
- (i) Reasonable assistance can be provided by the Central Public Information Officer in filling up the form.
 - (ii) Please ensure that the form is complete in all respect and there is no ambiguity in providing the details of information required.
 - (iii) *Brief title of the information sought not to exceed one line.
 - (iv) ** Fee in the form of Demand Draft/ Banker's Cheque/ Indian Postal Orders drawn in the favour of Drawing & Disbursing Officer, Department of Food & Public Distribution and payable at New Delhi, should be enclosed with application. Arrangements have been made in the Department's Facilitation Centre at Gate No.6, Krishi Bhawan for receipt of applications and payment of fee in Cash. Original Receipt of cash deposit fee should be submitted along with the application.

(v) Accordingly, under the provision of this Act, Department of Food & Public Distribution, its Attached and subordinate offices and PSUs working under it and substantially funded Institutions have been declared as separate Public Authorities. All these Public Authorities have since appointed their CPIOs/ACPIOs/Officer senior to the CPIOs in their respective Organizations, a complete list of which is available on the website of the Department of Food & Public Distribution and of the respective Public Authorities as laid down under Section 4.1(b) of the Act.

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