

EMPLOYEES' PROVIDENT FUND ORGANISATION
(Ministry of Labour, Govt. of India)
Head Office, Bhavishya Nidhi Bhawan,
14-Bhikaiji Cama Place, New Delhi – 110 066

No. PID/HQ/CPIO/AA/07

Dated:

-To

13 0 JUN 2011

CVO/ F& CAO/All Addl. Central.P.F.Commissioner(Zones/Head Office)/Director NATRSS
All Regional.P.F.Commissioners(Regions)/Head Office
All Officer In-Charge(Sub-Regional Offices)
All Dy. Director(vigilance) (Zones)
All Officer In-Charge (ZTIs)

**Sub:- Obligations of the Public Authorities set out in Section 4 of the RTI Act -
regarding.**

Sir,

The RTI Act casts obligation on the Public Authority to facilitate the citizens to have access to the information held under their control for ensuring the rights of the citizens of India.

Section 4(1)(a) of RTI Act states that every public authority shall:-

“maintain all its records duly catalogued and indexed in a manner and the form which facilitates the right to information under this Act and ensure that all records that are appropriate to be computerised are, within a reasonable time and subject to availability of resources, computerised and connected through a network all over the country on different systems so that access to such records is facilitated”

In the light of above mentioned section, it is requested to ensure the compliance of the above provision under RTI Act for cataloguing records and index them for easy dissemination and disclosure.

Yours faithfully,

(A.Kulshrestha)

Additional CPFC(Pension)/Transparency Officer

Copy to:-The RPFC(NDC) for web upload.