

RTI Fees

In accordance with the Department of Personnel & Training Notification No. 34012/8(S)/2005-Estt. (B) dated 16th September, 2005 and subsequent Notification of even number dated 17th May, 2006, the procedure and fee structure for getting information not available in this RTI Disclosure 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 list published on our official website and accompanied by an application fee of **Rs. 10 (Rupees Ten)** by way of cash against proper receipt or by demand draft or banker's cheque or Indian Postal Order payable to **PAO, MSME, New Delhi**. Information and Facilitation Counter, Gate No. 4 Ground Floor, Nirman Bhawan, New Delhi – 110108 is functioning as a single window facility for receiving applications and fee under the Right to Information Act in respect of DC, MSME. Accordingly, the application along with prescribed fee, can also be submitted in person at the above mentioned Information and Facilitation Counter.

- (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 banker's cheque or Indian Postal Order payable to the Pay and Accounts Officer, MSME, New Delhi at the following rates:-
 - i) Rupees two for each page (in A-4 or A-3 size paper) created or copied;
 - ii) Actual charge or cost price of a copy in larger size paper;
 - iii) Actual cost or price for samples or models; and
 - iv) 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 the 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 Indian Postal Order payable to the Pay and Accounts Officer, MSME, New Delhi at the following rates:-
 - i) For information provided in printed form at the price fixed for such publication or Rs. 2/- (Rupees Two Only) per page or photocopy for extracts from the publication.