

**PROCEEDINGS OF THE COMMISSIONER OF COMMERCIAL TAXES,
THIRUVANANTHAPURAM.**

PRESENT: P. MARA PANDIYAN. I. A. S.

Sub: - Right to Information Act 2005 - Designate Officers as State
Public Information Officers - Reg:-

Read: - 1. GO (P) 367/2005/GAD dated 10/10/2005.
2. Circular No. 77000/CDN - 5/05/P & AR Department
dated 31/10/2006.
3. Order of the CCT on 20/12/08 in file No. K1 -
49515/08/CT.

Consequent on the publication of the Right to Information Act 2005, the Government of Kerala have decided to implement the said Act in the Kerala State also. As per Section 15 of the Act " Kerala State Information Commission " has been constituted to exercise the powers conferred on and to perform the functions assigned to it under the said Act.

As per the Government Order read above it was directed that to all Heads of Departments shall take immediate steps to maintain all records duly catalogued and indexed in a manner and from which facilitate the RTI and to ensure computerization of records to access such records by citizen.

As envisaged in the G.O. read above a senior level Officer in each department will be designated as many officers as State Public Information Officer in all administrative Units or officers under it as may be necessary to provide information to person requesting for the same as laid down in Section 5 (1) of the Act.

Presently Deputy Commissioner (G) is the State Public Information Officer and AC II is the Assistant PIO of the Commissionerate. Deputy Commissioner (G) has pointed out certain practical difficulties faced by him in obtaining and consolidating the details from various sections. The procedure presently followed consumers a lot of time.

In the above circumstances in order to implement the Right to Information Act in the office of Commissioner of Commercial Taxes effectively, the applications received in this office will be classified in to two categories. One administrative, (service / pension / seniority / disciplinary etc.) and other than administrative subjects (Tax / Legal / Audit etc.) . In the above circumstances the following orders are issued.

ORDER NO. K1 - 22601/08/CT dated 27/01/2009

The Assistant Commissioner - I and Assistant Commissioner - II will be the two State Public Information Officers and Superintendent (A) Section and Superintendent (K) Section will be the Assistant State Public Information Officers respectively. Matters relating to A, Addl. A, B, D and G Sections will have to be furnished by the State Public Information Officer (**I**) and matters relating to other sections will have to be furnished by the SPIO (II) and ASPIO (II). The name and designation of the SPIO's and ASPIO's were exhibited in a display board. The ' K ' Section will have to maintain a register and distribute the application related to A, Addl. A, B, D and G Sections to the Asst. PIO I and the SPIO (I) shall nominate a section clerk to deal with the works. Matters related to other sections will be furnished from the K Section itself. All Public Information Officers will attend to the duties envisaged in the Act in additional to their normal duties. They are also directed to take immediate steps to maintain all records duly catalogued and indexed in a manner and form which facilities the Right to Information.

COMMISSIONER