

INDIAN STATISTICAL INSTITUTE

203 B. T. Road, Kolkata -700108

OFFICE ORDER NO. D.O./2017/502 DATED 18 OCTOBER, 2017

In continuation of the earlier Office Order No. D.O./2017/452 dated 12th September, 2017 all CPIOs of the Institute constituted under the RTI Act 2005 will require to forward the summary statement as per the attached form II alongwith the case details to CE(A & F) within 3rd of every month.

Similarly, all First Appellate Authorities will require to forward their statement in Form I (enclosed) to the Director of the Institute on quarterly basis with 3rd April, 3rd July, 3rd October and 3rd January of the year. The reports of CPIO's and appellate authorities may be forwarded by e-mail to avoid delay and to enable the Headquarters to forward a summary report to the Nodal Ministry within 5th of the month concerned. In case of non-receipt of RTI application by the CPIO/1st Appellate Authority a 'Nil' report should be sent.



S. Bandyopadhyay
(Sanghamitra Bandyopadhyay)
Director

Copy to :

1. Director
 2. Chief Executive (A & F)
 3. Dean of Studies
 4. Head, Delhi Centre
 5. Head, Bangalore Centre
 6. Head, Chennai Centre
 7. Chairman, Committee for ISI North-East Centre, Tezpur
- } Appellate Authority

8. Shri A.K. Biswas, Dy. CE(Admn.)
 9. Shri Anjan Mookherjee, SAO, PU
 10. Shri Bijan Barman, AO
 11. Shri Srinivas, AO, Delhi Centre
 12. Shri Palash Karan, AO, Bangalore Centre
 13. Administrative Officer, Chennai Centre
 14. Administrative Officer, Tezpur
- } CPIO

15. Director's Office
16. CE(A & F)'s Office
17. Personnel Unit

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TML