

No. 2025/547/RTI Cell  
HARYANA GOVERNMENT  
CHIEF SECRETARY'S ORGANISATION  
GENERAL ADMINISTRATION DEPARTMENT

Dated Chandigarh, the 01<sup>st</sup> October, 2025

To

All State Public Information Officers (SPIOs),  
Haryana Civil Secretariat,  
Chandigarh.

Subject: **Directive Regarding Acceptance of RTI Applications Transferred by RTI Cell, Chief Secretary Office.**

Sir/Madam,

As you are aware, following the enactment of the Right to Information Act, 2005, the **RTI Cell** was constituted in the **Office of the Chief Secretary**, Haryana, with the specific mandate to handle all RTI applications addressed to the Chief Secretary. The core function of the RTI Cell is to examine each application and **transfer it to the appropriate department or SPIO** under whose jurisdiction the information sought falls, in accordance with the provisions of Section 6(3) of the RTI Act, 2005.

It has, however, been observed with concern that **many SPIO's posted in the Haryana Civil Secretariat are refusing to accept such transferred RTI applications**, despite the information clearly falling within their purview. This not only disrupts the process of transparent information dissemination but also places the RTI Cell in a difficult and inappropriate position, contrary to the spirit and letter of the RTI Act.

**In this context, the following directives are hereby issued for strict compliance:**

1. Every efforts is made by the RTI Cell to forward these RTI applications to the concerned SPIO dealing with the subject matter. However, due to overlapping of subject matter between various SPIO's it is possible that an application marked to a SPIO may not pertain to his sphere of work.

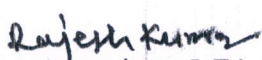
Section 6(3) of RTI Act, 2005 provides that where an application is made to a public authority requesting for any information which the subject matter of which is more closely connected with the functions of another public authority, the authority to which such application is made, shall transfer the application to that other public authority.

In view of provision contained in RTI Act, 2005, as enumerated above, all SPIO's of Haryana Civil Secretariat are hereby advised that in case an application requesting for information held by another SPIO's is received, the SPIO concerned should transfer such application to another SPIO directly. Such application should in no case be returned to the RTI Cell.

2. Any future instance of refusal to accept transferred RTI applications by any SPIO shall be viewed seriously and **the matter shall be referred to the State Information Commission under Section 20 of the RTI Act, 2005.**
3. It is reiterated that **the concerned SPIO shall be held personally responsible** for any adverse observations, penalties, or consequences imposed by the State Information Commission for non compliance with the RTI provisions.

You are requested to acknowledge receipt of this directive and ensure its **strict implementation without exception.**

**This issues with the approval of the competent authority.**

  
Superintendent, R.T.I. Cell  
for Chief Secretray to Government of Haryana