**For Office Use Only**

Date of Receipt :

Application ID :

File Number :

**Application Under Right To Information Act 2005**

**February 17, 2012**

**To:**

**Public Information Officer**

Punjab National Bank,

North Eastern Circle Office,

Nilgiri Mansion 1st floor, G.S.Road, Bhangaghar,

Guwahati - 781005

**Sir,**

***Sub: Information Sought Under Right to Information Act of 2005***

I, **X**, a citizen of India, as per the Right to Information Act 2005 apply for information pertaining to **BANK OFFICERS posted at all branches of Punjab National Bank, Guwahati**, **Branch Code: 18900, 190700, 321300, 458900, 459000, 465100, 465200, 668100, 687500 & 703500.** Particulars of the RTI application as under (1 to 4):

1. **Details of the applicant:**
	1. Name :
	2. Address :
	3. Email :
2. **Information Sought:**
	1. **(Information No.1)** Please provide me with **certified copies of** **latest location posting orders / location transfer orders of all the Bank Officers presently posted in above said branches in Guwahati.**
	2. **(Information No.2)** Please provide me with **copy of Citizen Charter of your department FREE.**
	3. **(Information No.3)** Please provide me with a **printout from HRMS system, which indicates the names of the officers who are posted in one place for more than THREE years in above said branches in Guwahati.**

FYI: From any HRMS system list of names of officers who are posted in one place for than THREE years can be easily fetched.

* 1. **(Information No.4)** Please provide me with a **printout from HRMS system, which indicates the names of the officers who are posted in one place for more than SEVEN years in above said branches in Guwahati.**

FYI: From any HRMS system list of names of officers who are posted in one place for than SEVEN years can be easily fetched.

* 1. **(Information No.5)** Please inform me of the name, designation and office address of the **FIRST APPELLATE AUTHORITY.** Also, inform me of the details of appeal fee, if any.

***You are requested to follow section 7 (3) of RTI Act 2005 for providing information / providing with the photocopies of supporting documents related to the informations requested above.***

1. **Application Fee Details:**

**Encl.** application fee of **Rs 10/-** by IPO No. **03F 504842** , dated **27-Jan-2012**, PAY TO: Accounts Officer, Punjab National Bank**,**  Payable at:

***I request you to communicate the Additional Fee, if any, for providing the requested information.***

1. **It is preferred that the information sought above be sent to the communication address mentioned in Para 1 of this application.**

**Below ( A – E ) are for your kind information and consideration:**

1. If all/part of the information sought in Section 2 of this application is held by or related to another public authority, I request you follow Section 6(3) of the RTI Act 2005 to transfer the application or such part of it as may be appropriate to that other public authority within five days of the receipt of this application and, provide an intimation on the same.
2. As prescribed under Section 7(1) of the RTI Act 2005, I request you to provide the information sought within 30-day period of receipt of the application.
3. As prescribed under Section 10(1) of the RTI Act 2005, in situation when the whole information cannot be provided, I request you to provide only the part of information that can be given according to the RTI Act 2005. In such case, the certified copies of the laws /bylaws /order /circular etc. shall be provided to me.
4. As per provisions of the RTI Act of 2005, I request you to provide your details such as Name and Designation and Office address for further communications, if required.
5. Information can be denied only u/s 8 or 9 as mandated in section 7.1 of RTI Act. I also append below extracts from CIC decisions:

**A] “Through this Order the Commission now wants to send the message loud and clear that quoting provisions of Section 8 of the RTI Act ad libitum to deny the information requested for, by CPIOs/Appellate Authorities without giving any justification or grounds as to how these provisions are applicable is simply unacceptable and clearly amounts to malafide denial of legitimate information attracting penalties under section 20(1) of the Act.”CIC/OK/A/2006/00163 dated 7 July, 2006.**

**DECLARATION**

|  |  |
| --- | --- |
| **Date: February 17, 2012****Place:**  | **()****Signature of the applicant** |

I declare that I am a citizen of India. I assure you that I shall not allow/ cause to use/ pass/share/display/ or circulate the information received in any case and under any circumstances, with any person or in any manner which would be detrimental to the Unity and Sovereignty or against the Interest of India.

**Enclosure:**

1. **IPO No. 03F 504842, dt. 27-JAN-2012,**