

HIGH COURT OF ANDHRA PRADESH

RIGHT TO INFORMATION ACT, 2005, FRAMING OF RULES U/S 28 OF THE ACT.

ROC.No.852/SO/2005.- In exercise of the powers conferred under Section 28 (1) of the Right to information Act, 2005, and all enabling provisions in that behalf, the Chief Justice of Andhra Pradesh High Court makes the following Rules for carrying out the provisions of the Right to Information Act, 2005.

1 . Short title, commencement and application:

- (i) These Rules shall be called the Andhra Pradesh High Court Right to information Rules, 2005¹.
- (ii) They shall come into force with effect from the date of publication in the Official Gazette.
- (iii) These Rules shall be applicable to the High Court of Andhra Pradesh, Hyderabad and all the subordinate courts under the control of the High Court of Andhra Pradesh.

2. Definitions: In these Rules, unless the context otherwise requires:

- (a) 'Act' means the Right to information Act, 2005.
- (b) 'State Public Information Officer' means the Registrar (Judicial), High Court of Andhra Pradesh as designated by the High Court under Section 5 (1) of the Act.
- (c) State Assistant Public Information Officer means the Administrative Officer/ Chief Ministerial Officer as the case may be as designated by the High Court Under Section 5(2) of the Act.
- (d) 'Registrar (Judicial)', means the Registrar (Judicial), High Court of Andhra Pradesh.
- (e) 'Administrative Officer' means the Administrative Officer of the Principal District Courts/Chief Judge, City Civil Court/ Chief Judge, City Small Causes Court/ Metropolitan Sessions Judge Court/Special Court.
- (f) 'Chief Ministerial Officer' means the Chief Ministerial Officers of the Courts presided over by the senior most Judicial Officer at the stations having more than one Court other than the District Headquarters and the Chief Ministerial Officers of the Courts where there is only one Court at a station.
- (g) 'Subordinate Courts', means and includes City Civil Court, City Small Causes Court, Metropolitan Sessions Court, District Courts, Motor Accidents Claims Tribunals, Senior Civil Judge Courts, Chief Metropolitan Magistrates Courts, Judicial Magistrate of First Class Courts and Junior Civil Judge Courts etc.

¹ The Rules are published in A.P. Gazette No.50, dated 09.11.2005.

- 3. Request for furnishing information:** Any request for obtaining of information shall be accompanied with a fee of [Rs.10/- (Rupees Ten only)]² paid by way of adhesive court fee stamps, [demand draft, pay order or postal order]³ and the complete address of the applicant for communication.
- 4. Fee for providing the information:**
- [(i) The fee payable for providing the information except by way of inspection of documents or records shall be Rs.2/- per each page of information (foolscap size), or as prescribed by the competent authority from time to time and such fee shall be paid by way of adhesive Court fee stamps, demand draft, pay order or postal order.
- (ii) There shall be no fee for inspection of documents or records for the first hour and a fee of Rs. 5/- for each 15 minutes thereafter, shall be paid by way of adhesive Court fee stamps, demand draft, pay order or postal order.”]⁴
- 5. Procedure regarding inspection of documents:** For the purpose of inspection of documents or records, the applicant shall not cause any hindrance to the Office work and shall cooperate with the staff and complete the inspection as soon as possible. The Public Information Officer concerned shall have the right to fix the time and date of the inspection according to administrative convenience and his/her decision shall be final.
- 6. Information to be provided in the form of certified copies:**
Information as requested by the party shall be provided in the form of certified copies/xerox copies attested by the State Public Information Officer/State Assistant Public Information Officer concerned. The Applicant shall not be entitled to take the originals from the custody of the Officer/Sections concerned.
- 7. Register to be maintained:**
The State Public Information Officer/State Assistant Public Information Officers shall maintain a register in the format as per the appendix and make necessary entries in the register with regard to the requests received and processed.
- 8. Appeal:** The Registrar General, High Court of Andhra Pradesh shall be the Officer to whom an appeal can be preferred under Section 19(1) of the Act.

²Substituted in the place of Rs.25/- (Rupees Twenty five only) [vide notification published in A.P. Gazette No.4, dated 07.09.2017]

³Added after the words ‘adhesive court fee stamps’, the words “demand draft, pay order or postal order” [vide notification published in A.P. Gazette No.165, dated 06.07.2013].

⁴Sub Rule “(i) and (ii)” of Rule 4 are amended, vide A.P. Gazette No.4, dated 07.09.2017

APPENDIX

Sl. No.	Date of Application	Name and Address of the party	Purpose of request	Fee paid	Information furnished on	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)

Sd/-

REGISTRAR GENERAL