

First Appeal u/s 19(1) of the Right To Information Act 2005

before

CEO, DDCA

First Appellate Authority

Appeal Date:

Appellant:

YOUR NAME

Address:

Email:

Phone:

Enclosed is the first appeal by _____, against the **Public Information Officer OR unsatisfactory reply of Public Information Officer OR denial of information by Public Information Officer**], [vide letter No. _____ dated _____ OR for/to RTI application dated _____. Index of enclosed first appeal is as follows:

INDEX OF FIRST APPEAL

of Mr. _____ dated _____

S. No.	Title	Pages
1	Index of Appeal	1
2	Original First Appeal	2 -
3	Chronological chart of events	
4	<u>Annexure - A:</u> Copy of RTI Application	
5	<u>Annexure - B:</u> Copy of PIO Response	

Total number of pages including enclosures: _____

**Original First Appeal is sent to FAA
Copy of First Appeal is sent to PIO**

Date :
Place: DELHI

**YOUR NAME
(Appellant)**

First Appeal u/s 19(1) of the Right To Information Act 2005

before

CEO, DDCA

First Appellate Authority

Appeal Date: _____

1	Appellant details	YOUR NAME <hr/> Email: _____ ; Phone: _____		
2	PIO Details	PIO Name, Designation Address:		
3	Appeal Against	Deemed Refusal (u/s 7(2) , RTI Act) for RTI Application dated _____ PIO reply vide Letter No. _____ dated _____		
4	Reason(s) for Appeal	Aggrieved by the response of PIO No response (deemed refusal of Information u/s 7(2) of the RTI Act)		
5	Particulars of RTI application	Application Sent on		
		Application sent by Speed Post		
		Fee Details		
		Enclosed in <u>Annexure A</u>: Copy of RTI Application		
6	Particulars of PIO Orders	PIO Order No.		
		Dated		
		Received on		
		Enclosed in <u>Annexure B</u>: A Copy of PIO Response		
7	Chronological order of events	RTI Application Sent on	DD-MON-YYYY	Annexure – A
		PIO Response received on		Annexure – B

		First Appeal filed on		
8	Brief facts leading to appeal			
9	Grounds for this Appeal			
Information Requested		Information Supplied		Remarks
10	Verification	I hereby state that the information and particulars given above are true to the best of my knowledge and belief.		
11	Signature of Appellant	Date : XXXXXXXX Place: XXXXX (Appellant)		
12	Enclosures(s)	1) Index of Appeal 2) Chronological Chart of Events 3) Annexure – A: Copy of RTI Application 4) Annexure – B: Copy of PIO Response		
13	COPY TO	1) PIO Name, Designation Address:		

Total number of pages including enclosures: _____

Original First Appeal is sent to FAA
Copy of First Appeal is sent to PIO

Date :
Place: XXXXX

XXXXXXXX
(Appellant)

CHRONOLOGICAL CHART OF EVENTS

of Mr. _____ dated _____

S. No.	Event	Date
1	RTI Application sent on	
3	PIO Response received on	
4	First Appeal filed on	