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**Government of West Bengal
Department of Health & Family Welfare
Office of the Appellate Authority
Swasthya Bhawan; GN-29: Sector-V
Salt Lake City; Kolkata-700091**

No:-HF/O/GA/~~W3~~3A- 105 /2018

Dated, Kolkata 22.05.18

From:- Assistant Secretary & SPIO to the Government of west Bengal

To:- All SPIOs/Appellate Authorities under the Department of Health & Family welfare

Sub:- Submission of Proforma Report U/S 25 of the RTI Act,2005 and details in respect of SPIO & the Appellate Authority including the Public Authorities as per PROFORMA enclosed following direction of West Bengal Information Commission.

Ref:- WBIC communications No. 1556-WBIC/Admn/1R-01/2017 dt. 05.04.18 &1557-WBIC/Admn/1R-01/2017 dt. 05.04.18

In inviting a reference to the above you are requested to provide data and information as cited above as per Proforma enclosed and communicate the same to the undersigned at the earliest for its onward transmission to WBIC.

Timely response is therefore solicited.

Enclos. - AS STATED

Assistant Secretary & SPIO

WEST BENGAL INFORMATION COMMISSION

Khadya Bhaban,
11A, Mirza Ghalib Street,
Kolkata - 700 087
Ph. No. - (033) 2252-0509
Fax No. - (033) 2252-0501
Website : www.wbic.gov.in
E-mail : scic-wb@nic.in

Asst. Secy UD/09
10/5
26/11/5/18

No. 1557-WBIC/Admn/1R-01/2017 WFTS No. HF/03 /2018/00135-DATE: 05.04.2018

From: Secretary,
West Bengal Information Commission

Dated 10/5/18

To: The Additional Chief Secretary / Principal Secretary / Secretary

Health and Family Welfare Department.

Swasthya Bhavan, GN-29,

Sector-D, Salt Lake, Kolkata - 700091.

Received On	8-5-18
No.	665
dt.	10-5-18
Referred to:	SSGA
Remarks	
Principal Secretary H & F.W. Deptt.	

Sub: Submission of details in respect of SPIO & the Appellate Authority including the Public Authorities under your department.

Sir,

You are requested to furnish a list of the SPIO & the Appellate Authority of your Department including all the Public Authorities under your Department mentioning their names, designation, complete postal address, e-mail ID, Contact No. & jurisdiction to this Commission in the proforma enclosed herewith within 15th May, 2018.

You are also requested to provide the aforementioned information also in soft copy format to our e-mail address : scic-wb@nic.in within the same period as mentioned above.

Further you are requested to upload the details of SPIOs & Appellate Authorities of your department as well as the public authorities under your department in the website of the department.

Yours faithfully,

Enclo: A copy of the prescribed proforma.


Secretary

West Bengal Information Commission

**SUBMISSION OF DETAILS I.R.O. SPIO & APPELLATE AUTHORITY INCLUDING
PUBLIC AUTHORITIES UNDER DEPARTMENT.**

<u>Sl. No.</u>	<u>NAME</u>	<u>DESIGNATION</u>	<u>COMPLETE POSTAL ADDRESS</u>	<u>e-MAIL ID</u>	<u>CONTACT NO.</u>	<u>JURISDICTION</u>

WEST BENGAL INFORMATION COMMISSION

Khadya Bhaban,
11A, Mirza Ghalib Street,
Kolkata - 700 087
Ph. No. - (033) 2252-0509
Fax No. - (033) 2252-0501
Website : www.wbic.gov.in
E-mail : scic-wb@nic.in

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4m 11/5/18
WFTS No. HF/03 12018/00134

Dated 10/5/18

No. 1556-WBIC/Admn/1R-01/2017

DATE: 05.04.2018

From: Secretary,
West Bengal Information Commission

To: The Additional Chief Secretary / Principal Secretary / Secretary

Health and Family Welfare Department,

Swasthya Bhavan, GN-29, Sector-V,

Saltlake, Kolkata - 700091.

AS & SPIO
R
10/5

Received On	8-5-18
No.	667
dt.	10-5-18
Referred to	SS GA
Remarks	
Principal Secretary H & F.W. Deptt.	

Sub: Submission of Proforma Report u/s 25 of the RTI Act, 2005 for preparation of Annual Report for the year 2017.

Sir,

This is to inform that the West Bengal Information Commission is going to finalize the Annual Report for the year 2017.

To facilitate preparation of this report, each Department is required in accordance with the provisions of Section 25(2) of the RTI Act, 2005 to collect and provide such information to this Commission as is required to prepare the Annual Report in relation to the public authorities within their jurisdiction.

The Commission therefore requests you to submit the consolidated report of ALL the public authorities under your department by 15th May, 2018 along with a list of all Public Authorities under your department in the enclosed proforma.

The reporting period is **01.01.2017 to 31.12.2017.**

You are also requested to report any success story or exemplary case under RTI, Workshop / Seminar / Awareness Campaign on RTI matters (both write-ups & photographs) during the period mentioned above.

The Commission will finalize the Annual Report, 2017 with the reports to be received till 15.05.2018 without making any further reference to its effect.

You are also requested to let this Commission know the communication address of SPIO & Appellate Authority along with the email ID.

Timely response is therefore solicited.

Encl: A copy of the prescribed proforma.

Yours faithfully,

Secretary

West Bengal Information Commission

No. 1556/1(3)-WBIC/Admn/1R-01/2017

DATE: 05.04.

Copy for favour of kind information and taking necessary action forwarded please to the :-

1. The Sr. P.S. to Hon'ble State Chief Information Commissioner, West Bengal, Khadya Bhaban, 11A, Mirza Ghalib Street, Kolkata - 700 087.
2. The P.S. to Hon'ble State Information Commissioner, West Bengal, Khadya Bhaban, 11A, Mirza Ghalib Street, Kolkata - 700 087.
3. Office Copy.



Secretary
West Bengal Information Commission

PROFORMA

[Reporting period 01.01.2017 to 31.12.2017]

Name of the Deptt.	Name of the Public Authority (under the jurisdiction)	Total No. of registered cases (including Those pending at the time of reporting)	No. of cases where access granted			Total No. of	Cases Rejected											U/s 9	U/s 11	U/s 24	o t h e r	T o t a l	
			Within 30 days	After 30 days	Total		Deemed Refusal U/s 7(2)	Under Section 8															
								8 (1) (a)	8 (1) (b)	8 (1) (c)	8 (1) (d)	8 (1) (e)	8 (1) (f)	8 (1) (g)	8 (1) (h)	8 (1) (i)	8 (1) (j)						
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22		

No. of cases where 1 st Appeal has been made u/s 19(1)			Amount of charges collected	Any facts which indicate the effort of the Public Authority to administer and implement the spirit and intention of the Act.
Access granted	Denied	Total		
23	24	25	26	27