



Haryana Land Reclamation & Development Corporation Limited

PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULES 4(i) (B)(1) OF THE RIGHT TO INFORMATION ACT,2005 .

Form A

To

The State Public Information Officer/
State Assistant Public Information Office,
(Name of the office wit address)

1. Full name of the applicant :
2. Address:
3. Particulars of information required :-
 - (i) Subject matter of information *
 - (ii) The period to which the information relates**
 - (iii) Description of the information required **
 - (iv) Whether information is required by post or in person
(the actual postal charges shall be included in addition to the fees.)
 - (v) In case by post (Ordinary, Register or Speed)

Place :

Signature of the Applicant.

Date:

* Board category of the subject to be indicated (such as Grant / Government land/Service matters/Licenses etc.)

** Relevant period for which information is required to be indicated.

*** Specific details of the information are required to be indicated.

ACKNOWLEDGEMENT

Received your application dated,--vide Diary
No,.....
dated.....

(Signature)
State Public Information Officer/
State Assistant Public Information
Officer
Name of the Department / Office

Quantum of fee.[section 6 and 7].-

- (1) An application for obtaining any information under sub-section (1) of section 6 shall be accompanied with a fee of Rs.10.
- (2) For providing an information under sub-section (1) of section 7, the fee shall be charged from the applicant at the following rates , namely:-
 - (a) Rs.2 for each page in A-4 or A-3 size paper ,created or copied; and
 - (b) If information is to be provided on a large size of paper than that of specified in clause (a), the actual cost price of such a paper shall be charged.
- (3) For providing an information under sub-section (5) of section 7,the fee shall be charged from the applicant at the following rates, namely:-
 - (a) Rs.50 for providing information in a floppy;
 - (b) Rs. 100 for providing information in diskette; and
 - (c) If information sought is of such a nature , which is contained in a printed document of which a price has been fixed , then that information shall be provided after charging the price, fixed for that printed document. However ,if only an extract or page of such a printed document is asked for, then a fee of Rs.2 per page shall be charged.
- (4) No fee for inspection of record shall be charged, if such an inspection is made for one hour only. However ,if inspection is made for a period of more than one hour then a fee of rupees ten shall be charged for every fifteen minutes in excess of first hour. Every fraction of the period above fifteen minutes, shall be construed as a complete period of fifteen minutes and it shall be charged as full period of fifteen minutes.