

**IN THE HON'BLE SUPREME COURT OF INDIA
(INHERENT JURISDICTION)**

CONTEMPT PETITION (CIVIL) DIARY NO. 36812 OF 2024

IN THE MATTER OF:

ANUJ NAKADE

... PETITIONER

VERSUS

**DR. POONAM MALAKONDAIAH, ... RESPONDENTS
GOVT. OF ANDHRA PRADESH
& ORS.**

**AFFIDAVIT ON BEHALF OF RESPONDENT NO.
1/ALLEGED CONTEMNOR NO. 1**

**PAPER BOOK
(For Index Kindly See Inside)**

Advocate for Respondent No. 1: **GUNTUR PRAMOD KUMAR**

INDEX

S.NO.	PARTICULARS	PAGE NO.S
1.	Affidavit on behalf of Respondent No. 1/Alleged Contemnor No. 1.	1-5
2.	<u>Annexure A-1</u> : A true copy of the G.O.Rt. No. 367, General Administration (AR) Department, dated 19.02.2025.	6-7
3.	<u>Annexure A-2</u> : A true copy of the Rc. No. 786/APIC/IT/2018, dated 16.04.2025	8-10
4.	<u>Annexure A-3</u> : A true copy of screenshots of the website of the Andhra Pradesh Information Commission	11
5.	<u>Annexure A-4</u> : A true copy of the G.O. Ms. No. 25, General Administration (AR) Department, dated 18.02.2026	12-18
6.	Proof of Service	

Filed on: 19.02.2026

GUNTUR PRAMOD KUMAR
(Advocate for the State of Andhra Pradesh)

AOR CODE: [REDACTED]

Tel.: [REDACTED]

Mobile: [REDACTED]

IN THE HON'BLE SUPREME COURT OF INDIA**(INHERENT JURISDICTION)****CONTEMPT PETITION (CIVIL) DIARY NO. 36812 OF 2024****IN THE MATTER OF:****ANUJ NAKADE****... PETITIONERS****VERSUS****DR. POONAM MALAKONDAIAH, ... RESPONDENTS
GOVT. OF ANDHRA PRADESH
& ORS.****ADDITIONAL AFFIDAVIT ON BEHALF OF
RESPONDENT NO. 1/ALLEGED CONTEMNOR NO. 1**

I, Shamsheer Singh Rawat S/o Shri Chandra Singh Rawat,
aged about 56 years, O/o A.P. Secretariat, Velagapudi,
Amaravati, Guntur District, Andhra Pradesh, do hereby solemnly
affirm and sincerely state as follows:

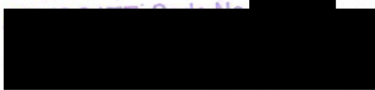


1. That I am the Principal Secretary to the Government of Andhra Pradesh ((FAC), General Administration (GPM & AR) Department and as such I am well acquainted with the facts of the case based on the available record, and competent to affirm the present affidavit.

19/2/26

2. That the instant affidavit is being filed in response to the captioned contempt petition filed by the Petitioner for the

Ch. Varalakshmi
CH. VARALAKSHMI
NOTARY M.A., LL.B.



alleged non-compliance of the Order dated 20.03.2023 passed by this Hon'ble Court in W.P. (C) No.1040 of 2019, and in continuation of the Affidavit dated 28.07.2025 earlier filed by the answering Respondent in the captioned contempt petition.

3. At the outset, the answering Respondent tenders an unconditional apology for the delay in ensuring compliance with the directions of this Hon'ble Court. It is most humbly submitted that the delay is neither wilful nor deliberate.
4. The Government of Andhra Pradesh has every intention to comply with the directions of this Hon'ble Court, and in this regard, the following steps have been taken:
 - i. The Government of Andhra Pradesh has engaged the National Information Centre (NIC), Andhra Pradesh, as the technical agency for complying with the directions of this Hon'ble Court.
 - ii. Subsequently, the Government of Andhra Pradesh, has released an amount of Rs. 2,03,90,987/- to the Andhra Pradesh Information Commission vide G.O.Rt. No. 367, General Administration (AR) Department, dated 19.02.2025, out of which Rs. 1,86,88,582/- has been sanctioned by the Andhra Pradesh Information Commission vide Rc. No. 786/APIC/IT/2018, dated 16.04.2025. The said amount has been remitted to the NICSI on 18.04.2025.



19/2/26

Ch. Va

CH. VARALAKSHMI
NOTARY MA LL.B.



A true copy of the G.O.Rt. No. 367, General Administration (AR) Department, dated 19.02.2025 is annexed herewith and marked as ANNEXURE A-1.

A true copy of the Rc. No. 786/APIC/IT/2018, dated 16.04.2025 is annexed herewith and marked as ANNEXURE A-2.

- iii. The website of the State Information Commission has been designed, developed, and successfully launched by the NIC, Andhra Pradesh. The same is accessible at the URL: www.sic.ap.gov.in [https://sic.ap.gov.in/sic_fe/index_en.php].

A true copy of a screenshots of the website of the Andhra Pradesh Information Commission is annexed herewith and marked as ANNEXURE A-3.

- iv. The hybrid Video-Conference facility for hearings of the Andhra Pradesh Information Commission is also designed, developed and successfully deployed by the NIC, Andhra Pradesh. The same has been officially launched by the Hon'ble Governor on 08.09.2025.

- v. The RTI Request & Appeal Management Information System (RTIMIS), designed and developed by the NIC, Andhra Pradesh which enables Online filing of RTI Applications and appeals by the citizens, has been launched on 18.02.2026.



Ch. Va
CH. VARALAKSHMI
NOTARY M.A., LL.B.
ADVOCATE Code No. 2124

- vi. Further, the Government of Andhra Pradesh has issued G.O. Ms. No. 25, General Administration (AR) Department, dated 18.02.2026, which contains comprehensive orders regarding implementation of the RTI Request & Appeal Management Information System (RTIMIS).

A true copy of the G.O. Ms. No. 25, General Administration (AR) Department, dated 18.02.2026 is annexed herewith and marked as ANNEXURE A-4.

5. It is therefore humbly submitted that the Government of Andhra Pradesh has taken the necessary steps for abiding by the directions of this Hon'ble Court, and the delay in this regard has occurred for reasons beyond the control of the answering Respondent, & is neither wilful, nor deliberate. The Answering Respondent once again tenders an unconditional apology to this Hon'ble Court.



19/2/26
Ch. Va
CH. VARALAKSHMI
NOTARY MA, LL.B.



DEPONENT

Principal Secretary to Government (FAC)
General Administration (GPM & AR) Dept.,
Government of Andhra Pradesh,
A.P. Secretariat, Velagapudi,
Guntur District - 522238.



VERIFICATION

I, the deponent above named, do hereby verify that the contents stated in above paras are true to the best of my knowledge, belief and true and no part of it is false and nothing material has been concealed therefrom.

Verified at Amaravati on this the 19th day of February, 2026.





DEPONENT

Principal Secretary to Government (FAC)
General Administration (GPM & AR) Dept.,
Government of Andhra Pradesh,
A.P. Secretariat, Velagapudi,
Guntur District - 522238.

19/2/26

Ch. va

CH. VARALAKSHMI
NOTARY M.A., LL.B.

[Redacted Signature]

**GOVERNMENT OF ANDHRA PRADESH
ABSTRACT**

General Administration (A.R) Department - Administrative Sanction for an amount of RS. 2,03,90,987/- (Rupees Two Crores Three Lakhs Ninety Thousand Nine Hundred and Eighty Seven only) to Andhra Pradesh Information Commission for providing facility for conducting virtual / hybrid hearing of RTI complaints and appeals in compliance of the orders dated 09.10.2023 in W.P.(Civil) No.360 of 2021 and orders dated.20.03.2023 in W.P (Civil) No.1040 of 2019 with the W.P.(Civil) No.1325 of 2020 of Hon'ble Supreme Court of India – Orders – Issued.

GENERAL ADMINISTRATION (AR) DEPARTMENT

G.O. Rt. No.367

Dated : 19.02.2025
Read the following:

1. Orders dated 09.10.2023 of Hon'ble Supreme Court of India in the W.P.(Civil) No.360 of 2021 and orders dated.20.03.2023 in the W.P (Civil) No.1040 of 2019 with the W.P (Civil) No.1325 of 2020.
2. From the State Chief Information Commissioner, A.P. Information Commission, Mangalagiri, Lr.No.786/APIC/IT/2018 Dt. 11.12.2023.
3. From the State Informatics Officer(SIO), National Informatics Centre, A.P, Vijayawada Lr. No.NIC-APSC/SIO/IT2019/117, Dt. 02.01.2024
4. From the State Chief Information Commissioner, A.P. Information Commission, Mangalagiri, Lr.No.786/APIC/IT/2018, Dt.14.02.2024.
5. Note of the ITE & C Department, A.P.Secretariat, Dt.05.12.2024.

&&&

ORDER :

Whereas in the reference first read above, the Hon'ble Supreme Court of India has ordered that all the State Governments shall, where funds are required, ensure provision of necessary funds to all the State Information Commissions for setting up the infrastructure for conducting virtual hearings and to setup operationalize online web portals.

2. Through the reference second read above, the State Chief Information Commissioner, Andhra Pradesh Information Commission, Mangalagiri has sent a proposal to the Government for sanction of an amount of Rs. 2,51,02,582/- to meet the expenditure for developing and revamping the official website of Andhra Pradesh Information Commission to comply with the directions of Hon'ble Supreme Court of India.

3. Through the reference fifth read above, the Information Technology Electronics & Communications Department, A.P. Secretariat have stated that they have conducted survey at APIC and submitted the estimate for total CAPEX Rs.1,25,90,987/- and OPEX (for 3 years) Rs.78,00,000/-total CAPEX & OPEX is Rs.2,03,90,987/-.

4. After careful examination, Government hereby accord sanction for an amount of Rs. 2,03,90,987/-(Rupees Two Crores Three Lakhs Ninety Thousand Nine Hundred and Eighty Seven only) to Andhra Pradesh Information

Commission for providing facility for conducting virtual / hybrid hearing of RTI complaints and appeals in compliance of the orders dated 09.10.2023 in W.P.(Civil) No.360 of 2021 and orders dated.20.03.2023 in W.P (Civil) No.1040 of 2019 with the W.P (Civil) No.1325 of 2020 of Hon'ble Supreme Court of India under the Head of Account of : "M.J.H.2220 - Information & Publicity; S.M.H.60 - Others; M.H:001 - Direction & Administration; G.S.H:00 - S.H.06 - Andhra Pradesh Information Commission; D.H. 210 - Supplies and Materials; S.D.H. - 213 - Purchase of Office Hardware & Peripherals

5. The State Chief Information Commissioner, A.P. Information Commission, Mangalagiri, shall take further necessary action accordingly in the matter.

6. This order issues with the concurrence of the Finance (FMU.GAD.I) Department vide their U.O.No.FIN01-FMU0RBAB/112/2024-FMU-GAD-I(Computer.No.2427788) Dt.29.09.2024.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

**VANI MOHAN GALI
PRINCIPAL SECRETARY TO GOVERNMENT (GPM & AR)**

To
The State Chief Information Commissioner, APIC, Mangalagiri.
Copy to
PS to CS
PS to Prl.Secy to Govt.GA (GPM & AR) Dept.
The Finance (FMU.GAD.I) Dept.(w.r.t.Comp No.2427788)
SC / SF (C.No. 2298711)

//FORWARDED :: BY ORDER //

SECTION OFFICER

//A TRUE COPY//



ANDHRA PRADESH INFORMATION COMMISSION

(Under Right to Information Act, 2005)

1st Floor, MGM Capital,

Near NRI Hospital Cross Roads, Service road of NH-16,
Chinnakakani, Mangalagiri, Guntur District-522 503.

Email: sic-ap@gov.in, website: www.sic.ap.gov.in, Ph. No:0863-2387345

PROCEEDINGS OF THE STATE CHIEF INFORMATION COMMISSIONER: A.P.I.C.
Mangalagiri.

Present : Sri.R.Mahabooh Basha,

Rc.No: 786/APIC/IT/2018

dated:16.04.2025.

Sub:- A.P.I.C., Mangalagiri – Sanction of amount of Rs.1,86,88,582/- to
M/s National Informatic Centre Services Inc., New Delhi for
Execution and installation of the electronic infrastructure/ apparatus
For virtual online hearing at A.P.I.C.and for development of the software
for the development of Web portal for A.P.I.C. – Orders – Issued.

- Read:- 1. Orders dated:09.10.2023 of the Hon'ble Supreme Court of India
In the W.P.(Civil) No:360 of 2021 and orders dated:20.03.2023 in w.P
(Civil) No:1040 of 2019 with the W.P.(Civil) No:1325 of 2020.
2.Letter Rc.No:786/APIC/IT/2018, dated:11.12.2023 of the State
Chief Information Commissioner, A.P.I.C., Mangalagiri.
3.G.O.Rt.No:367 General Administration (AR) Department,
Dated:19.02.2025.
4. Minutes of the meeting held on 24.02.2025.
5.Office Progs. Rc.No:786/APIC/IT/2018, dated:24.02.2025 of the
Chief Information Commissioner, A.P.I.C., Mangalagiri.
6.Invoice No:PPCAP240922, DATED:27.02.2025 of the
National Informatics Centre Services Inc., New Delhi.
7. This Office Procg. Rc.No. 786/APIC/IT/2018,dated.17.03.2025.
8. G.O.Rt.No.1441 Finance (FMU-GAD-1) Department, Dated.16-04-
2025.

& & &

ORDER:

This Office Proceedings vide reference 7th read above, were issued sanctioning the amount of Rs.1,86,88,582/- to the NICSI, New Delhi and whereas, due to non-issue of the Budget Release order to the said date, the said proceedings are kept under Null and void.

In the reference 1st read above, the Hon'ble Supreme Court of India has ordered that all the State Governments shall, where funds are required, ensure provision of necessary funds to all the State Information Commissions for setting up the infrastructure for conducting virtual / hybrid hearing and to setup operationalise online

web portal and therein, it has also been ordered the NIC to extend their services for hassle-free execution.

Taking in to account of the momentousness of the aforesaid orders, the State Chief Information Commissioner, APIC, Mangalagiri vide reference 2nd read above has requested the State Government of Andhra Pradesh to release of necessary funds for execution of the said orders through the State Informatic Officer, N.I.C., Vijayawada.

Soon after checks and balance, the State Government of Andhra Pradesh has released a total amount of Rs.2,03,90,987/- to the A.P.Information Commission for providing facility for conducting virtual / hybrid hearing of RTI Complaints and appeals in compliance of the Hon'ble Supreme Court Orders as mentioned , under the head of Account : MJH 2220 Information & Publicity; SMH 60 Others; MH 001 Direction & Administration ; GSH 00; SH 06 Andhra Pradesh Information Commission; DH 210 Supplied and Materials ; SDH 213 Purchase of Office Hardware & Peripherals. Further, the amount kept under the disposal of the State Chief Information Commissioner, A.P.I.C., Mangalagiri for taking further necessary action accordingly in the matter.

Consequent on release of funds, being the Head of the Institution and by exercising the powers delegated to his under Rule 15 (4) of RTI Act, 2005, the State Chief Information Commissioner, A.P.I.C., Mangalagiri has called for the Officials from the Office of the SIO, NIC, Vijayawada for meeting on 24.02.2025 and made elaborate deliberations with them on implementation of the aforementioned orders of the Hon'ble Supreme Court of India and sought the execution of work on cost to cost basis and during the course of the deliberations, the NIC authorities disclosed to quote lowest rate among the APTS and the difference is notified as remarkable. Thus, in order to save the funds, the A.P.I.C has inclined to NIC besides compliance the orders of the Hon'ble Supreme Court that for getting technical support from the NIC. Thereby, NIC authorities have disclosed to put a workorder initially for getting the proforma invoice from the sister concerned NATIONAL INFORMATICS CENTRE SERVICE Inc.

Basing on the minutes of the meeting held on 24.02.2025 communicated vide reference 4th read above, a work order was placed with M/s NATIONAL INFORMATICS CENTRE SERVICE Inc., New Delhi for providing facility for conducting virtual / hybrid hearing of RTI Complaints and appeals and for development of web-portal for APIC vide reference 5th read above.

Accordingly, the M/s NATIONAL INFORMATICS CENTRE SERVICE Inc., New Delhi has furnished a proforma Invoice vide reference 6th read above for an amount of Rs.1,86,88,582/- inclusive all taxes for making advance payment for execution of the works.

Since the work is ameliorated state, the amount of Rs.1,86,88,582/- (Rupees One Crore Eighty Six lakhs Eighty Eight thousand Five hundred and Eighty Two only) is hereby freshly sanctioned to M/s National Informatics Centre Services Inc., New Delhi for providing facility for conducting virtual / hybrid hearing of RTI Complaints and appeals and for development of web-portal for APIC.

The SIO, NIC, Vijayawada is requested to entrust the work of accomplishing the project to the officials of NIC who are already coordinating and supervising the project for successful compliance and to ensure the quality and quantity of the products as mentioned in proforma invoice duly liaison with M/s National Informatics Centre Services Inc., New Delhi and complete the work on war-footing basis.

The amount as sanctioned above shall be debited to the following Head of Account MJH 2220 Information & Publicity; SMH 60 Others; MH 001 Direction & Administration ; GSH 00; SH 06 Andhra Pradesh Information Commission; DH 210 Supplied and Materials ; SDH 213 Purchase of Office Hardware & Peripherals.

The Accounts Officer (I/c), A.P.I.C., Mangalagiri is requested to credit the amount now sanctioned to the following ICICI Bank, Bank Account: National Informatics Centre Services Inc., A/c No: 032201002813, Branch: ICICI Bank CMS, IFSC: ICIC0000322.

The Dy. PAO, O/o PAO, Secretariat Wing, Velagapudi is requested to honour the bill to the extent of the amount now sanctioned immediately.

Sd/- R. MAHABOOB BASHA
State Chief Information commissioner.

To

M/s M/s National Informatics Centre Services Inc., New Delhi through the O/o the SIO, NIC, Vijayawada.

Copy the State Informatics Office, National Informatic Centre, Vijayawada for information.

Copy to the Accounts Officer (I/C), A.P.I.C., mangalagiri for taking appropriate action.

Copy to the Dy. PAO, O/o PAO, Secretariat Wing, Velagapudi for information.

Copy to the Principal Secretary, General Administration (Administrative Reforms), Secretariat, Velagapudi for information.

Copy to the Secretary, Central Information Commission, New Delhi with a request to appraise the information to the Hon'ble Central Chief Information Commissioner.

//t.c.f.b.o.//


16/4/25
SUPERINTENDENT


16/4/25
JALCO

//A TRUE COPY//

Government of Andhra Pradesh
Right To Information (RTI Act, 2005)

The RTIMIS (RTI Request and Appeal Management Information System)

RTI Act Departments & Public Authority Information Submit Request 6(1) Citizen Department Login Admin Login Contact Us

This is a portal to file RTI application/first appeal online by Indian Citizen for the Departments/
Public Au

WELCOME WHAT IS NEW CIRCULARS

» The Government of Andhra Pradesh has constituted the Andhra Pradesh Information Commission to exercise the powers conferred and to perform the functions assigned under the Right to Information Act, 2005.

» The Andhra Pradesh Information Commission is a quasi-judicial body that addresses complaints filed under the RTI Act, 2005. The jurisdiction of the Commission extends over all Andhra Pradesh State Public Authorities.

» On this platform, citizens can submit RTI requests, file first appeals, and lodge complaints under the provisions of the RTI Act, 2005. Second appeals, however, are handled directly by the Andhra Pradesh Information Commission.

Government of Andhra Pradesh
Right To Information (RTI Act, 2005)

The RTIMIS (RTI Request and Appeal Management Information System)

RTI Act Departments & Public Authority Information Submit Request 6(1) Citizen Department Login Admin Login Contact Us

Citizen Registration

Name * Enter Name Gender * ---Select Gender--- Email (Optional) Enter Email [Verify\(Optional\)](#)

Mobile No (Primary) * Enter Mobile Number Mobile No (Alternative) Enter Mobile Number State * ---Select State--- [Verify](#)

District * ---Select District--- Mandal * ---Select Mandal--- Village * ---Select Village---

Address * House No, Building Name, Street, Area, Colony Pincode * Enter Pincode

Location * ☐ Rural ☐ Urban Educational Status * --Select qualification-- Below Poverty Line? * ☐ Select/పెరిచుకోండి

//A TRUE COPY//

**GOVERNMENT OF ANDHRA PRADESH
ABSTRACT**

GAD - RTI Act, 2005 - Launch of RTI Request & Appeals Management Information System (RTIMIS) – Orders – Issued.

GENERAL ADMINISTRATION (AR) DEPARTMENT

G.O.Ms.No.25

Dated:18.02.2026.

Read the following: -

1. The Right to Information Act, 2005.
2. Orders of Hon'ble Supreme Court of India, dated 20.03.2023 in W.P (Civil) No.1040 of 2019 Contempt Petition (Civil) D.No.36812 of 2024.
3. Orders of Hon'ble Supreme Court of India dated.09.10.2023 in W.P(Civil)No.360 of 2021.

ORDER:

The Right to Information Act, 2005 provides the citizens the right to secure access to information under the control of public authorities, thereby promoting transparency & accountability in the functioning of every public authority & better governance.

2. The recent strides in digital technology, makes it imperative to leverage the rapid advancements to strengthen seamless implementation of Right to Information Act, 2005, for reducing delays, eliminating redundancy, reducing transaction cost & effort for the citizens.

3. The Hon'ble Supreme Court of India, in its orders in the references 2nd and 3rd read above, also directed the State Governments to take action for the deployment of IT tools, viz. web portal, hybrid online hearing & online filing of applications/appeals, to ease & enhance access by the citizens.

4. In the above context, & in compliance of aforementioned orders of the Hon'ble Supreme Court of India, the Government of Andhra Pradesh has onboarded the National Informatics Centre, Andhra Pradesh, as the technical agency, allocated the requisite budget, & the web portal [https:// sic.ap.gov.in](https://sic.ap.gov.in) & hybrid video conference facility is developed, deployed, & made live on 8th September, 2025.

5. The National Informatics Centre, Andhra Pradesh has designed and developed the 3rd functionality i.e., the online RTI Request & Appeals Management Information System (RTIMIS) & which was demonstrated in the stakeholders conferences held on 30-12-2025 & 09-01-2026. Based on the feedback, the application has undergone multiple iterations to make it citizen centric with robust functionality, & is ready for deployment.

6. Government, after careful examination, hereby issue the following comprehensive orders for launch of the RTI Request & Appeals Management Information System (RTIMIS), detailing the work flow, roles & responsibilities of Nodal Officer (RTI) i.e., DDOs of Heads of Offices (HOOs), Public Information Officers (PIOs), First Appellate Authorities (FAAs) in all establishments under purview of Right to Information Act, 2005 & Second Appellate Authorities (SAAs) & other stakeholders for ensuring timely receipt, processing & disposal of the RTI applications & appeals, received in both online & physical mode, for strict compliance by all the concerned.

(P.T.O)

I - Nodal Officer (RTI)

1. The Drawing & Disbursing Officers (DDOs) working in Heads of Offices (HoOs) in Secretariat Departments, HoDs, Collectorates, Other Units, ULBs, Corporations, Societies & persons holding the DDO/Equivalent designations in other establishments under purview of the RTI Act, 2005, are hereby designated as the Nodal Officer (RTI), and shall discharge of the following responsibilities:

- (a) Initial Mapping of PIOs with FAAs in their respective offices
- (b) Subsequent, updating/mapping of PIOs & FAAs, as required from time to time.
- (c) Initial receipt of all RTI applications, both in online mode & physical mode, & forwarding the same to the appropriate PIO.
- (d) Ensuring disposal of RTI Applications/Appeals as per statutory timelines.
- (e) Implementation of RTI Request & Appeals Management Information System (RTIMIS) & all issues concerned thereof.
- (f) Act as the Single point of Contact (SPoC) for GA(AR) Department for all matters relating to the implementation of the RTI Act, 2005 & timely submission of reports, statutory reports, periodicals, data, etc., in respect of his/her office.

II - District Nodal Officer (RTI)

The District Revenue Officer, on behalf of the Collector & District Magistrate, shall act as the District Nodal Officer (RTI) & discharge of the following responsibilities:

- (a) Supervision of discharge of the allocated responsibilities by all the Nodal Officer (RTI) in the district.
- (b) Implementation of RTI Request & Appeals Management Information System (RTIMIS) and issues concerned thereof.
- (c) Act as the Single point of Contact (SPoC) for GA(AR) Department for all matters relating to the implementation of the RTI Act, 2005, & coordination with all Nodal Officers (RTI) in the District for timely submission of all the reports, statutory reports, periodicals, data, etc. in respect of his/her district.

III. Scope: The scope of RTIMIS, is as follows.**1. Online Mode**

- (a) RTI Application/Appeal can be file online through <https://rtionline.ap.gov.in>
- (b) The payment gateways are integrated for application fee/additional charge payment.
- (c) The electronic status tracking and communication is enabled.
- (d) The workflow-based processing is by the PIOs, Nodal Officers, FAAs,& the APIC.

2. Offline Mode

- (a) The PIOs shall also register & process all the manual applications received, along with requisite fee (Postal Order/DD/etc.), in the online application.
- (b) The scanned copies of RTI applications and replies have to be uploaded.
- (c) This enables centralized monitoring & record management of all RTI Applications / Appeals (both online and offline).

(Contd...P.3)

IV. Roles & Responsibilities

The role & responsibilities of stakeholders in RTIMIS is as follows:

Sl.	Role	Responsibilities
1	GA(AR) Department	Overall administrative control.
2	Secretariat Department & Head of Department (HoD)	Supervise & Review RTI Application / Appeal processing across all offices under their administrative control.
3	Nodal Officer (RTI)	All the responsibilities mentioned at Para 6(I) of this G.O.
4	Head of Office (HOO)	Oversee timely disposal of RTI application/ Appeal in his office and all subordinate offices.
5	District Nodal Officer (RTI)	All the responsibilities mentioned at Para 6(II) of this G.O.
6	Public Information Officer (PIO)	Receive, process & reply to RTI applications, both online & physical within prescribed timelines.
7	First Appellate Authority (FAA)	Disposes first-level appeals from the citizens dissatisfied with PIO's replies or delay in reply or no reply.
8	State Information Commission	2 nd Appellate Authority disposes appeals by online hearing & monitors RTI disposal performance.
9	RTI Applicant	Files RTI Applications with requisite fee u/s 6 & 7 of the RTI Act, 2005, and tracks application/appeal status.
10	APCFSS	Provide real-time & incremental data as requested by NIC, Andhra Pradesh.
11	Super Admin (NIC)	National Informatics Centre, AP manages master data (Department, Organisation, Public Authority, PIO, FAA, Nodal Officers), monitor system performances & responds to all technical & master change request made by GA(AR) Department.
12	Secretary, APIC	Review & monitoring of overall functioning of RTIMIS

V. Modules: The modules in RTIMIS, are as follows.

Sl.	Module Name	Role Description
1.	RTI Applicant	Files RTI application/Appeal, views responses, uploads additional documents, and makes required payments.
2.	Nodal Officer(RTI)	Bridge between RTI Applicants, PIOs & FAAs. Forwards RTI applications & manages PIO-FAA mapping.
3.	Public Information Officer (PIO)	Receives RTI applications from Nodal Officers, processes, responds, rejects, requests for clarification/payment.
4.	First Appellate Authority (FAA)	Disposes appeals U/s 19(1) against PIO orders/or non-response, conducts hearings if needed & issues final orders.

(Contd...P.4)

5.	Super Admin (NIC)	Master data management including Departments, Districts, Organizations (DDOs), Nodal Officers, Public Authorities, PIOs, and FAAs. has full system control.
6.	Payment	Secure online payment and reconciliation.
7.	Reports & Dashboard	Department-wise, district-wise, and status-based analytics.
8.	Offline Data Entry	Entry and tracking of manually received applications.
9.	State Information Commission	Monitoring, analytics, and appellate case management.

VI. Workflow: The workflow in RTIMIS , is as follows.

- 1.The RTI Applicants registers through <https://rtionline.ap.gov.in>
- 2.Upon registration, the applicant receives user /login credentials through SMS / email.
- 3.To file an RTI Application under Section 6(1) of the RTI Act, 2005, the user must log in to the RTI portal and submit the required details viz.(a) Department (b) District(c) Office (Public Authority) (d) Information sought (e)Supporting documents(f) Online payment (if applicable)/ if Below Poverty Line, the White Ration Card to be uploaded.
- 4.The RTI application will be routed to concerned Nodal Officer (RTI) of Department/ Office/ DDO concerned with SMS notification to the officer.
- 5.The RTI applicant can track the status of the request online at any time.
- 6.The Nodal Officer (RTI) will verify the application received under Section 6(1) & forward to the correct Public Information Officer (PIO) within (5)days.
- 7.The PIO, within 30 days of the receipt of the application by the Nodal Officer (RTI), will provide the information or redirect to the correct PIO, if any additional information is required or if it does not pertain to him.
- 8.The PIO will request the applicant for additional online payments under Section 7 of RTI Act, 2005 if formats such as Book/CD/Pen drive, etc. are required.
- 9.After disposal of RTI application by PIO, the information is accessible in "Disposed" section of the applicant's login.
- 10.1st & 2nd Appeals under RTI Act.
 - (a) If PIO fails to respond or provides incomplete or irrelevant information, or does not act on the RTI Applications within (30) days, the RTI Applicant can file the 1st Appeal before the First Appellate Authority in the Government Departments under Section 19(1) of the RTI Act duly submitting the grounds for appeal.
 - (b) The FAA may dispose it or reject the appeal or call for a hearing with the RTI Applicant & PIO.
 - (c) During the hearing the FAA shall record the statements, verify compliance & dispose the First Appeal as per the provisions of the RTI Act.

(Contd..P.5)

- (d) The FAA shall issue the order within the 45 days.
- (e) If RTI applicant is dissatisfied with the response of the FAA or receives no response within (30) days, he/she can file Second Appeal before Andhra Pradesh Information Commission (APIC) with grounds for the 2nd Appeal within (90) days.
- (f) The Second Appellate Authority i.e. APIC may admit the appeal within (90) days & in exceptional cases even after expiry of the period of 90 days & dispose the 2nd appeal.
- (g) The APIC shall record the statements and communicate its final orders digitally
- (h) SMS & email alerts are automatically generated, at every stage, and sent to the concerned Officers (PIO/FAA/Nodal Officer) and the RTI Applicant as well

VII. Timeline Summary: The summary of timelines in RTIMIS, is as follows.

Sl.	Stage	Officer	Action	Legal Timeline (Days)
1.	RTI Application Filing	RTI Applicant	Submit under Sec. 6(1) of RTI Act	Day 0 (originating)
2.	Forward/Reject Request	Nodal Officer (RTI)	Must act on request	Within 5
3.	PIO Response	PIO	Respond / Reject / Seek info/Payment	Within 30
4.	First Appeal Filing	RTI Appellant	Against PIO/Delay in reply/ no reply	After 30
5.	FAA Decision	FAA	Dispose of first appeal	Within 30
6.	Second Appeal Filing	RTI Appellant	Against FAA/No reply	Within 90
7.	APIC Decision	2 nd Appellate Authority	Dispose 2nd appeal and communication of final orders digitally	No time frame

VIII. Roles & Responsibilities Summary: The summary of roles & responsibilities in RTIMIS, is as follows.

Sl.	Role	Key Responsibilities	Portal Access
1.	RTI Applicant	File RTI Application/Appeal, upload docs, pay fees, track status, respond to notices.	Create, view, respond
2.	Nodal Officer(RTI)	Verify, forward RTIs, manage mappings, monitor timelines.	Forward, view PA data
3.	PIO	Process RTI Application, respond/reject, request extra details/payment, update status.	Respond/reject/update
4.	FAA	Review 1st appeals, conduct hearings, dispose or reject, issue final order.	Hear, dispose, reject
5.	2 nd Appellate Authority (APIC)	Decide 2 nd appeals & complaints on access to information from public authorities.	Hear, dispose

(Contd..P.6)

6.	Super Admin (NIC-AP)	Master data management, deploy change requests & monitor system performance	Create, Read, Update, Delete on all modules
----	-------------------------	---	---

IX. Data Source & Integration: The data source & integration to NIC-AP, for RTIMIS shall be provided by the APCFSS, Finance Department, as follows.

Sl.	Component	Data Source	Remarks
1	Department /District /Org., as requested by NIC	APCFSS	Updated on real-time basis.
2	Employee Data, as requested by NIC	APCFSS	Updated on real-time basis.
3	Payment Processing, as requested by NIC	APCFSS	Linked to PostgreSQL transaction function citizen_request_rti_transaction

7. Timelines

1. The web application shall "Go Live" on 18th February 2026 & receipt of online RTI applications shall be enabled
2. The mapping of PIO & FAA shall be completed by the Nodal Officer (RTI) by 28th February 2026, without fail.
8. The CEO, APCFSS, Finance Department shall provide necessary data & technical support to the NIC, Andhra Pradesh.
9. The SIO, National Informatics Centre, Andhra Pradesh shall ensure smooth functioning of RTI online web portal, the hybrid video conferencing facility, & the RTI Requests & Appeals Management Information System (RTIMIS) & deploy the change requests expeditiously.
10. The Spl.Chief Secretaries/Principal Secretaries/Secretaries to Government, the Heads of Departments, Heads of Offices, District Collectors, District Nodal Officer(RTI), /District Revenue Officers, Heads of Offices (HOOs),Nodal Officer (RTI), Public Information Officers (PIOs),Heads of all other establishments under purview of the RTI Act, 2005,First Appellate Authorities (FAAs), Second Appellate Authorities (SAAs)/ APIC & the Secretary, APIC shall take necessary action as per the above orders.
11. This order is available at <https://goir.ap.gov.in>

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

K.VIJAYANAND
CHIEF SECRETARY TO GOVERNMENT

To

The AP Information Commission, Mangalagiri.

The Spl.Chief Secretaries / Principal Secretaries/ Secretaries to Government

The Director General of Police/Inspector General of Police

The Principal Finance Secretary

The Registrar of A.P. High Court, Amaravati.

(Contd..P.7)

- 7 -

The CEO,APCFSS
The SIO,NIC-AP
The Secretary, APIC
All the Heads of Departments
All the Collectors & District Magistrates in the State
All the Superintendents of Police in the State
(with a request to communicate the above order to all their unit offices in the State)
All the Drawing & Disbursing Officers in the State
Copy to: -
The P.S. to CS / The P.S. to Prl. Secy (Pol) / The P.S. to Spl. CS (Ser &HRM)
All the Public Information Officers in GAD
All the First Appellate Authorities in GAD
SF /SC (Computer No.3150498)

//FORWARDED::BY ORDER//

E. Hand B. da
SECTION OFFICER

SP

//A TRUE COPY//