



GOVERNMENT OF ANDHRA PRADESH  
GENERAL ADMINISTRATION (GPM&AR) DEPARTMENT

Circular U.O.Note. No. 38912/RTIA / GPM&AR/2012.

Dt: 15.11.2012

HYDERABAD

Sub:- Right to Information (RTI) Act, 2005 – Provisions of Special Imprest for meeting the expenditure on providing information to RTI Applicants – Instructions – Issued.

It has come to the notice of the Government that the Public Information Officers (PIOs) are facing certain difficulty for meeting the expenditure on photocopying, stationery, etc., while providing information to the applicants under the RTI Act, 2005, as no specific budget provision has been provided for this purpose and the money being collected from the applicants is being remitted to the State exchequer.

2. The High Level Committee (HLC) established for monitoring the implementation of RTI Act on 28.07.2012 discussed this issue and the Committee has decided to provide the Public Information Officers (PIOs) with the resources required for meeting the expenditure incidental to providing information under the RTI Act.

3. In this background, all the Departments of Secretariat / HODs / District Collectors are informed that the expenditure essential for providing information to the applicant under RTI Act like stationery, photocopying, etc., may be met from the detailed HOA " 200 – other administrative expenses" under respective sub-heads of the Head Quarters / District offices and administrative Departments of Secretariat. Accordingly all concerned are requested to make necessary provision in the Revised Estimates of 2012-2013 FY and the Budget Estimates of 2013 – 2014 FY while submitting proposals to the Finance Department for making provisions in their respective budgets at appropriate time.

4. These instructions are issued with the concurrence of Finance Department vide their U.O.No.29145 / 684 / Expr.GAD.I / 12, dt.07.11.2012.

**MINNIE MATHEW**  
CHIEF SECRETARY TO GOVERNMENT

To  
All the Spl.C.S's / Prl.Secys / Secys to Government.  
All the Departments of Secretariat.  
All the Heads of Departments.  
All the District Collectors.

**Copy to :**

The Secretary,  
A.P.Information Commission,  
HACA Bhavan, Hyderabad.  
The Finance (Expr.GAD.I)Department.  
The P.S to Chief Secretary to Government.  
The P.S to Principal Secretary to Government,  
G.A(GPM&AR)Department.  
SF / SC.

//FORWARDED::BY ORDER//

*R.V.S. Babha*  
ASSISTANT SECRETARY TO GOVT.