

CHAPTER - 18 (Manual - 17)

Other useful information

18.1 Frequently asked questions and their answers by public.

Stage of the bill

18.2 Related to seeking information

Application form (a copy of filled application form for reference)

FORM - A

Form of application for seeking information
(See rule 3)

To
The Director of Accounts and
Treasuries,
Puducherry.

1. Name of the Applicant : X
2. Address : XX
3. Particulars of information
 - (a) Concerned department : Directorate of Accounts and Treasuries.
 - (b) Particulars of information required
 - (i) Details of information required : Pending of TA Bill
 - (ii) Period of which information asked for : Stage of the bill
 - (iii) Other details . : Nil.
4. I state that the information sought does not fall within the restrictions contained in Section 6 of the Act and to the best of my knowledge it pertains to your office
5. A fee of Rs. has been deposited in the office of the Competent Authority vide No..... dt.

Place: Puducherry.

Date:.....

Signature of the Applicant

e-mail address, if any.....

Tel.No. (office) (Residence)

Note:

- (i) Reasonable assistance can be provided by the Competent Authority in filling up the Form-A.
- (ii) Please ensure that the Form-A is complete in all respect and there is no ambiguity in providing the details of information required.

2. Fee :

As fixed by the Govt. from time to time.

3. How to write a precise information request - few tips.

Already furnished.

4. Right of the Citizen in case of denial of information and procedure to appeal.

He has to apply to the next Higher authority.

18.3 With relation to training imparted to public by public authority

Nil.

18.4 With relation to Certificate, No Objection Certificate, etc., issued by the Public Authority not included in Manual-13.

Not applicable.

18.5 With relation to registration process

Not applicable.

18.6 With relation to collection of tax by Public Authority (Municipal Corporation Trade Tax, Entertainment Tax, etc.)

Not applicable.

18.7 With relation to issuing new connection electricity/water supply, temporary and permanent disconnection, etc. (This will be applicable to local bodies like Municipal Corporation/Municipalities/ UPCL)

Not applicable.

18.8 Details of any other public services provided by the Public Authority.

Nil.