

**OFFICE OF THE FIRST APPELLATE AUTHORITY**  
**(Appointed under the Right to Information Act, 2005)**  
**The Institute of Company Secretaries of India ICSI House**  
**C-36, Sector-62, Institutional Area**  
**Noida - 201 309 (U.P.)**

**Appeal No.00056/2024**

IN THE MATTER OF:

Shri Shivam Sharma  
House No. 499, Bulakipada, Begamabad, Budana 3,  
Modinagar  
Uttar Pradesh 201204

Appellant

Vs.

Central Public Information Officer (EXAM)  
The Institute of Company Secretaries of India  
C-37, Sector 62, NOIDA- 201309

Respondent

Date of Order: 13<sup>th</sup> May, 2024

**ORDER**

- (1) The Appellant has filed first Appeal- No. ICSOI/A/E/24/00056 on 15.04.2024 under Section 19(1) of the Right to Information Act, 2005 in connection with Response Ref No. ICSOI/R/E/24/01600 dated 08.03.2024 against the Central Public Information Officer (CPIO) (hereinafter referred to as Respondent) of the Institute of Company Secretaries of India.
- (2) The Appellant vide his application dated 26.02.2024 has requested to provide soft copy of the answer sheets of Professional Programme for the subjects: Group 3 1. Multidisciplinary Case Studies 2. Labour Laws & Practice.
- (3) The Appellant has informed in the instant appeal that "Details not provided".
- (4) The reply of the Respondent against the instant appeal is as under: -

"It is submitted that the requisite information as sought by the Applicant (Appellant hereinafter) in his RTI Application ICSOI/R/E/24/01600 dated 26.02.2024, was provided to the Appellant vide letter dated 08.03.2024 in which the Appellant was informed about weblink and the procedure to fetch the sought information (copy of letter enclosed). An announcement in this regard was also published on the website of the Institute (copy of announcement attached).

Further, this is to inform that the Appellant applied at the portal as instructed and subsequently the Answer Book were provided to him thereafter. However, the Appellant

did not access the information provided to him at the portal (copy of Screen shot attached).

Furthermore, this is also to inform that the Answer Books of the CS Examination, Dec. 2023 have now been disposed of in accordance with the Record Retention Schedule of Directorate of Examinations, ICSI and hence, the same cannot be provided.

It is also to submit that the Appellant has filed the Appeal on 15.04.2024 in response to the information supplied to her on 08.03.2024 against his RTI Application No. ICSOI/R/E/24/01600 dated 26.02.2024 beyond the time limit as specified under Section 19(1) of the Right to Information Act, 2005.

The contents as above made in the RTI reply stands as it is and are candid”.

(5) This Office has carefully considered the application, the response, the appeal and the records made available and finds that the matter can be decided based on the material available on record.

The requisite information as sought by the Applicant was freely available in public domain without any cost at link <https://cc.icsi.edu> as intimated by CPIO EXAM to the Appellant vide communication dated 8.03.2024.

This Office concurs with the submission of the Respondent that since Answer books of CS Examination Session December 2023 have been disposed off in accordance with the Record Retention Schedule of Directorate of Examination of ICSI, hence the same cannot be provided.

The appeal is accordingly disposed of.

Sd/-

(Sonia Baijal)  
First Appellate Authority

Copy to:

1. Shri Shivam Sharma  
House No. 499, Bulakipada, Begamabad, Budana 3,  
Modinagar  
Uttar Pradesh 201204
2. Central Public Information Officer (EXAM)  
The Institute of Company Secretaries of India  
C-37, Sector 62, NOIDA- 201309
3. Directorate of IT - For publishing on the website