

**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, Institutional Area, Sector-62,  
Noida - 201 309 (U.P.)**

**Appeal No. 94/2020**

IN THE MATTER OF:

Shivam Mishra  
H.No. A1  
Tribhuvan Nagar  
Ayodhya  
Uttar Pradesh – 224 001

Appellant

Vs.

Central Public Information Officer  
The Institute of Company Secretaries of India  
ICSI House  
22, Institutional Area, Lodi Road  
New Delhi - 110 003

Respondent

Date of Order : 16th July, 2020

**ORDER**

1. The Appellant has filed first appeal on 24<sup>th</sup> June, 2020 under Section 19(1) of the Right to Information Act, 2005 against response issued vide letter Ref. No. RTI 2005/4648(20) dated 17.04.2020 by 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 26.03.2020 had requested to provide the copies of answer books pertaining to his appearance in December, 2019 session of CS Examinations.
3. The Respondent vide letter dated 17.04.2020 issued the response to the Appellant wherein it was advised to send the requisite fee applicable under the RTI Act.
4. The Appellant has informed in the instant appeal that the response has not been issued within the time limit.
5. The Respondent has informed against the instant appeal that the earlier reply stands and has further informed as under :

"This is to inform that as per notifications issued by the Government of India; we are still in national lockdown and have to take preventive measures to contain the spread of Novel Coronavirus (COVID-19) and waiting for the national lockdown to end and get back to normalcy of regular office work since the requisite information is available only in

hardcopies and the same is in office where we are not allowed to go due to national lockdown and the offices are still not open completely for all the employees.

However, we can understand the concern of applicant, therefore, it is necessary to inform that we are now providing soft copy(ies) of answer sheets to the RTI applicants, and we will provide the soft copy(ies) of answer sheets to the RTI applicant as per the Right To Information Act, 2005 read with Rule 4 of RTI Rules, 2012 at the earliest."

6. 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.
7. This Office concurs with the submissions of the Respondent. However, the Respondent is directed to forward the copies of answer books to the Appellant after the prevailing situation in the country is normalized on compliance with all formalities by the Appellant.

The appeal is accordingly disposed of.

Sd/-  
(Ankur Yadav)  
First Appellate Authority

Copy to :

1. Mr. Shivam Mishra  
H.No. A1  
Tribhuvan Nagar  
Ayodhya  
Uttar Pradesh – 224 001

2. Mr. Surya Narayan Mishra  
Central Public Information Officer  
The Institute of Company Secretaries of India  
ICSI House, 22, Institutional Area  
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3. Directorate of IT - For publishing on the website