

# \*THE KERALA RIGHT TO INFORMATION (REGULATION OF FEE AND COST) RULES, 2006

**S. R. O. No. 385/2006.**— In exercise of the powers conferred by sub-section (1) and clauses (b) and (c) of sub-section (2) of Section 27 of the Right to Information Act, 2005 (Central Act 22 of 2005), the Government of Kerala hereby make the following rules, namely:—

**1. Short title and commencement.**— (1) These rules may be called the Kerala Right to Information (Regulation of Fee and Cost) Rules, 2006.

(2) They shall come into force at once.

**2. Definitions.**— (1) In these rules, unless the context otherwise requires,—

(a) 'Act' means the Right to Information Act, 2005 (Central Act 22 of 2005);

(b) 'Commission' means the Kerala State Information Commission constituted under sub-section (1) of Section 15 of the Act;

(c) 'Section' means section of the Act.

(2) All other words and expressions used in these Rules but not defined and defined in the Act shall have meanings, respectively, assigned to them in the Act.

**3. Procedure for seeking information.**— (1) A request for obtaining information under sub-section (1) of Section 6 of the Act shall be made to the concerned State Public Information Officer or through the State Assistant Public Information Officer, as the case may be, accompanied by an application fee of rupees ten.

(2) The application fee shall be paid in any of the following manners, namely:—

(a) By affixing Court fee stamp; or

(b) by remitting the amount in the Government Treasury, under the head of account <sup>1</sup>[0070-other administrative services-60 other services-800 other receipts-36-Receipts under the Right to Information Act, 2005]; or

(c) by cash remittance against proper receipt in the office of the State Public Information Officer/State Assistant Public Information Officer, as the case may be; or

(d) by demand draft/bankers' cheque/pay order payable to the State Public Information Officer/State Assistant Public Information Officer.

<sup>2</sup>[Provided that in the case of public authorities other than the Government Departments, the fee <sup>3</sup>shall be remitted to the account of such public authority as provided in clauses (c) and (d).]

<sup>4</sup>[(3) An application under sub-rule (1) may specify the full name of the applicant, address, particulars of information required and other relevant reference, if any.]

**4. Fee for providing information.**— (1) For providing information under sub-section (1) of Section 7, the fee shall be charged at the following rates <sup>5</sup>[in case no separate fee is prescribed], namely:—

- \* Published under Notification No. 11259/Cdn. 5/2006/GAD. dt. 09/05/2006 in K. G. Ext. No. 893 dt. 18/05/2006.
1. Substituted by Notification G. O. (P) No. 344/2012/GAD, published as S. R. O. No. 854/2012 in K. G. Ext. No. 1432 dt. 11/12/2012 for the words and figures "0070 other administrative services-60 other services-800 other receipts-42 other items". (For full text of Notification please refer 2013 KCL 255)
  2. Inserted by Notification G. O. (P) No. 540/2007/GAD, published as S. R. O. No. 1074/2007 in K. G. Ext. No. 2290 dt. 22/12/2007.
  3. The said portion is not printed in the Gazette. However, after verification from the concerned office, the omitted portion is added as shown above.
  4. Substituted by Notification G. O. (P) No. 540/2007/GAD, published as S. R. O. No. 1074/2007 in K. G. Ext. No. 2290 dt. 22/12/2007. Prior to the substitution it read as:  
"(3) An application under sub-rule (1) may specify, as far as possible, the particulars mentioned in the Form appended to these rules."
  5. Inserted by Notification G. O. (P) No. 540/2007/GAD, published as S. R. O. No. 1074/2007 in K. G. Ext. No. 2290 dt. 22/12/2007.

- (a) rupees two for each page in 'A4' size paper;
- (b) actual charge or cost price of the copy in larger size paper;
- (c) actual cost or price for samples or models, maps, plans etc.; and
- (d) for inspection of records, no fee for the first hour; and a fee of rupees ten for every subsequent thirty minutes or fraction thereof.

(2) For providing information under sub-section (5) of Section 7, the fee shall be charged at the following rates, namely:—

- (a) for information provided in diskette or floppy or CD or any other electronic mode, rupees fifty (for each);
- (b) for information provided in printed form, rupees two for each page or the actual price fixed for such publication.

(3) The fee specified in sub-rules (1) and (2), shall be collected by way of cash against proper receipt or by remitting the amount in the Treasury under the head of account '[0070-other administrative services-60 other services-800 other receipts-36-Receipts under the Right to Information Act, 2005] or by demand draft, or bankers' cheque or pay order payable to the concerned State Public Information Officer. → \*\*

<sup>6</sup>[Provided that in the case of public authorities other than the Government Departments, the fee shall be remitted to the account of such public authority as provided in clauses (c) and (d) of Rule 3.]

\* \*\* (4) Notwithstanding anything contained in sub-rules (1) and (2), no fee shall be charged from the person who are below poverty line as may be determined by the Competent Authority. Such persons shall produce valid certificate along with the application proving that they belong to the category of below poverty line.

Ad 5. **Remittance of fee by way of demand draft etc.**— Every demand draft, bankers' cheque or pay order mentioned in Rule 3 or Rule 4 shall be taken in favour of the State Public Information Officer/Assistant Public Information Officer in their official designation and every demand draft shall be drawn in such a way that the same shall be encashed at the branches of any Nationalised Bank/Scheduled Bank situated near the Office of the State Public Information Officer/State Assistant Public Information Officer.

<sup>7</sup>[x x x x]

6. Inserted by Notification G. O. (P) No. 540/2007/GAD, published as S. R. O. No. 1074/2007 in K. G. Ext. No. 2290 dt. 22/12/2007.
7. Omitted by Notification G. O. (P) No. 540/2007/GAD, published as S. R. O. No. 1074/2007 in K. G. Ext. No. 2290 dt. 22/12/2007. Prior to the omission it read as:

**APPENDIX  
FORM**

[See Rule 3]

**(Application to be submitted for information under Right to Information Act, 2005)**

To

The State Public Information Officer  
(Name of Office/Institution with address)

1. Full name of the applicant
2. Address
3. Particulars of information required  
(Specify the category of subject also)
4. Year to which the information pertains
5. Other relevant reference, if any

Place :

Date :

Signature of the Applicant.

**Explanatory Note**

(This does not form part of the notification, but is intended to indicate its general purport.)

In accordance with Section 15 of the Right to Information Act, 2005, the State Government have constituted the Kerala State Information Commission with its Headquarters at Thiruvananthapuram. Section 27 of the Act empowers the State Government to make rules prescribing the rate of fee, for providing information to the Citizen. Accordingly, Government have decided to prescribe the rate of fee to be charged from the Citizens, for providing information under the Act.

This notification is intended to achieve the above object.

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GOVERNMENT OF KERALA

General Administration (Co-ordination) Department

NOTIFICATION

G. O. (P) No. 268/2014/GAD. Dated, Thiruvananthapuram, 25th September, 2014  
9th Kanni, 1190.

S. R. O. No. 592/2014.—In exercise of the powers conferred by sub-section (1) and clauses (b) and (c) of sub-section (2) of Section 27 of the Right to Information Act, 2005 (Central Act 22 of 2005), the Government of Kerala hereby make the following rules further to amend the Kerala Right to Information (Regulation of Fee and Cost) Rules, 2006 issued under Notification No. 11259/Cdn.5/2006/GAD, dated 9th May, 2006 and published as S.R.O. No. 385/2006 in the Kerala Gazette Extraordinary No. 893 dated 18th May, 2006, namely:—

RULES

1. *Short title and commencement.*—(1) These rules may be called the Kerala Right to Information (Regulation of Fee and Cost) (Amendment) Rules, 2014.

(2) They shall come into force at once.

2. *Amendment of the Rules.*—In the Kerala Right to Information (Regulation of Fee and Cost) Rules, 2006,—

(a) in rule 3, in clause (b), for the words and figures “0070-other administrative services-60 other services-800 other receipts-36 other items”, the words and figures “0070-60-118-99-Receipts under the Right to Information Act, 2005” shall be substituted;

(b) in rule 4, in sub-rule (3), for the words and figures “0070-other administrative services-60 other services-800 other receipts-36 other items”, the words and figures “0070-60-118-99-Receipts under the Right to Information Act, 2005”, shall be substituted.

By order of the Governor,

K. R. JYOTHILAL,  
Secretary to Government.

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No.

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AMENDMENT - notification

GOVERNMENT OF KERALA  
General Administration (Co-ordination) Department

NOTIFICATION

G. O. (P) No. 338/2014/GAD. Dated, Thiruvananthapuram, 5th December, 2014  
19th Vrischikam, 1190.

37AD.

S. R. O. No. 795/2014. In exercise of the powers conferred by sub-section (1) and clauses (b) and (c) of sub-section (2) of Section 27 of the Right to Information Act, 2005 (Central Act 22 of 2005), the Government of Kerala hereby make the following rules further to amend the Kerala Right to Information (Regulation of Fee and Cost Rules), 2006 issued under Notification No. 11259/Cdn.5/2006/GAD., dated the 9th May, 2006 and published as S. R. O. No. 385/2006 in the Kerala Gazette Extraordinary No. 893 dated the 18th May, 2006, namely:

RULES

1. *Short title and commencement.*—(1) These rules may be called the Kerala Right to Information (Regulation of Fee and Cost) Second Amendment Rules, 2014.  
(2) They shall come into force at once.

## AMENDMENTS

**\*\*** 2. *Amendment of the Rules.*—In the Kerala Right to Information (Regulation of Fee and Cost) Rules, 2006,—

(a) in rule 3, in sub-rule (2), after clause (d), the following clauses shall be inserted, namely:—

97 “(e) by cash remittance in the Akshaya Common Service Centres or at any agency duly authorized by the Government, against proper receipt generated by the online software for this purpose; or

(f) by electronic payment to the Government Account, if facility for receiving fees through electronic means like State designated e-payment gateway is available in the online software for this purpose”;

**\*\*** (b) in rule 4, in sub-rule (3), after the words “State Public Information Officer”, the words “or by cash remittance in the Akshaya Common Service Centres or at any agency duly authorized by the Government, against proper receipt generated by the online software for this purpose or by electronic payment to the Government Account, if facility for receiving fees through electronic means like State designated e-payment gateway is available in the online software for this purpose” shall be inserted.

By order of the Governor,

K. R. JYOTHILAL,  
*Secretary to Government.*

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GOVERNMENT OF KERALA

General Administration (Co-ordination) Department

NOTIFICATION

O. (P) No. 20/2015/GAD. Dated, Thiruvananthapuram, 17th January, 2015  
3rd Makaram, 1190.

S. R. O. No. 53/2015.—In exercise of the powers conferred by sub-section (1) and Clauses (b) and (c) of sub-section (2) of Section 27 of the Right to Information Act, 2005 (Central Act 22 of 2005), the Government of Kerala hereby make the following rules further to amend the Kerala Right to Information (Regulation of Fee and Cost) Rules, 2006 issued under Notification No. 11259/Cdn.5/2006/GAD dated 9th May, 2006 and published as R.O. No. 385/2006 in the Kerala Gazette Extraordinary No. 893 dated 18th May, 2006, namely:—

RULES

1. *Short title and commencement.*—(1) These rules may be called the Kerala Right to Information (Regulation of Fee and Cost) Amendment Rules, 2015.

(2) They shall come into force at once.

2. *Amendment of the rules.*—In the Kerala Right to Information (Regulation of Fee and Cost) Rules, 2006, in sub-rule (4) of Rule 4, after the words, “no fee shall be charged” the words, figures and brackets “except for particulars under rule 4 (1) (b)” and after the words “as may be determined by the Competent authority”, the words, figures and brackets “provided that the free supply of materials under rule 4(1) (a) shall be restricted to 20 pages only” shall be inserted respectively.

