



# HOW INFORMATION CAN BE OBTAINED

OR

## Procedure for Request of Information

What is the Application Procedure for requesting information?

Under Section 6 of the Act any person may apply to CPIO

- ❖ In writing /application or through electronic means in English or Hindi or in the official language of the area, to the Public Information Officer, specifying the particulars of the information sought for;
- ❖ Reason for seeking information need not be given;
- ❖ Prescribed fee must be deposited and Receipt/IPO voucher etc should be attached along with the application.
- ❖ Application may be submitted to the e-jansampark in Chandigarh only.