

## Right to information and obligations of public authorities

### 4(1) b(xv):

#### **The particulars of facilities available to citizens for obtaining information including the working hours of a library or reading room, if maintained for public use**

A Citizen, seeking information available with the Company, can send his/her application to the CPIO mentioned along with requisite fee.

#### **Public Information Officer:**

Name:	Shri Ritesh Kumar Jain or Shri Shri V. Balasubramanian
Address:	IDBI Intech Limited, IDBI Building Plot No. 39-41, Sector- 11 CBD Belapur, Navi Mumbai-400614
Contact No.:	39148009/39148011

#### **Appellate Authority**

Name:	Shri Dinyar Sutaria
Address:	IDBI Intech Limited, IDBI Building Plot No. 39-41, Sector- 11 CBD Belapur, Navi Mumbai-400614
Contact No.:	39148047

#### **How to apply under RTI Act**

Any 'citizen' can request for information by making an application in writing, or through electronic media, in English / Hindi / local language of the area from which the application is being made, and submit the same along with the requisite fee (Rs. 10/-) in the proper mode as prescribed under the RTI Act to the CPIO of the Company. According to Section 3 of the RTI (Regulation of Fee and Cost) Rules, 2005, the stipulated fee is payable by way of cash against proper receipt (to be given by the concerned CPIO on a letter head), banker's cheque, demand draft or Indian Postal Order in favor of IDBI Intech Limited. Payable at Mumbai. **'Court Fee stamp' is not an acceptable mode of**

**payment of fee** for seeking information from the Company.

Other Details:

- Citizens who are Physically/Visually Challenged and / or Below Poverty Line, requiring assistance to prepare their applications for information under RTI Act, can get in touch with the official receiving RTI applications.
- No Fee will be charged from citizens Below Poverty Line for seeking information under RTI Act.

**Receipt & Acknowledgement of hand-delivered RTI applications at the Companies Registered office.**

All RTI applicants seeking information from IDBI Intech can also hand-deliver their applications to the CPIO Registered Office and obtain due Acknowledgement duly signed and bearing Companies rubber stamp. In case the application fee is tendered in the form of cash, the official receipt for the same should also be obtained from the official.