

(Most Urgent)

**GOVERNMENT OF ODISHA  
INFORMATION AND PUBLIC RELATIONS DEPARTMENT**

File. No. IPR-RTI-RPT-0002-2022 / 13501 /IPR, BBSR, Dt. 03/10/2023

From

Sri Sanjay Kumar Singh, IAS

Principal Secretary to Govt.

To

**The Additional Chief Secretary to Govt/ Principal Secretary to Govt/**

**Commissioner-Cum-Secretary to Govt to All Departments.**

Sub: Preparation of Annual Report of Odisha Information Commission under section - 25(1) of the RTI Act-2005 for the **year 2022-2023.**

Madam/Sir,

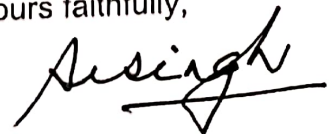
You may be aware that a report on the implementation of the provisions of RTI Act, 2005 is prepared and laid before the Odisha Legislative Assembly under Section-25 of the RTI Act, 2005 at the end of every year. The compilation of Annual Reports of the last year is yet to materialise.

In this context, I request you to ensure early submission of consolidated information as Annual Report in respect of your Department as well as Sub ordinate Offices under your administrative control in the prescribed format basing on the closing balance of the year 2021-2022 **by 31st October, 2023, positively** to this Department so as to enable us to prepare an error free compilation for in-turn publication of Annual Report, **2022-2023 by the Odisha Information Commission.**

Further, it is requested to furnish the list of all Public Authorities (**From Directorate to District Level**) under the administrative control of respective Departments for updating & integration into the RTI Portal of the State with a view to have effective implementation of RTI Act, 2005.

This may please be accorded "**Priority**".

Yours faithfully,



Principal Secretary to Government.

PTO

