

**GUJARAT UNIVERSITY
SYLLABUS FOR --- B.COM.**

SEMESTER IV

Course Code: FC 202 E

NAME OF THE COURSE: RIGHT TO INFORMATION

Unit-I

Introduction to RTI Act

The evolution of the Right to Information in India.

- The important terms and concepts used in the Act.
- The salient features of the Act

Public Authorities and their Obligations under the Act

- What is a Public Authority?
- Who are the Public Authorities covered under the Act?
- Which Public Authorities are exempted from the ambit of the Act?
- Obligations of Public Authorities.

Unit-II

Role of Public Information Officers: PIOs and APIOs - Accepting an Information Request, Processing and Disposing

- The requirement for designation of Information Officers - PIOs / APIOs - in public authorities
- The specific Duties & Responsibilities of Information Officers.
- The liabilities of a PIO for non-compliance with the provisions of the Act.
- How to accept information requests and assist citizens in making information requests?
- What is the process for disposal of requests?
- The time limits for disposal of information requests.
- The fees and costs to be charged for providing information.
- The grounds on which requests can be rejected and the procedure for such rejection.

Unit-III

Exemptions from Disclosure of Information, Partial Disclosure and "Third Party" Information

- Specific provisions of the Act which exempt certain kinds of information - the classification of such exempted information.
- Application of public interest test with respect to exempted information.
- Grounds that allow for partial disclosure of information.

- The concept of 'Third Party' and the issues and considerations revolving around its involvement.

Unit-IV

The roles and responsibilities of Appellate Officers within Public Authorities.

- The process involved in making first appeals to designated Appellate Officers.
- Timelines for making a first appeal and disposal of the appeal
- First Appeals and Appellate Officers - Important Provisions

Information Commission: Powers and Functions

- The Role and Responsibilities of the Information Commissions.
- The relevant provisions in the RTI Act dealing with Complaints to the Information Commission and the specifications thereof.
- The "Second Appeal" process and the Commissions' mandate for the same.
- The power of Information Commissions with regard to enforcing compliance of public authorities with the provisions of the RTI Act, imposing penalty / recommending disciplinary action against erring PIOs etc.

Reference:

1. Right To Information by S P Sathe
2. Right To Information by Sarbjit Sharma