

Application No.....

FORM 'A'

Application Form for Information under the RTI Act

Pawan Hans LTD

C.P.I.O. concerned

1. Name of Applicant:

2. Address for Correspondence:

_____ PIN CODE _____

3. Information Required :

4. Please enclose the receipt of Bank Draft/Banker's Cheque/Cash vide which the fee has been deposited. Also indicate its no. _____ and date _____.

(Name and Signature of the Applicant)

E-Mail : _____

Tel. (Off): _____

Dated: _____ (Res): _____

Procedure:

1. Prescribed fee and cost for obtaining information under sub-section (1) of Section 6 is Rs.10/-.
2. For information under sub-section (1) of Section 7, the following rates are chargeable:
 - (i) Rs. 2 for each page (in A-4 or A-3 size paper) created or copies;
 - (ii) For inspection of records, no fee for the first hour; and a fee of Rs.5 for each fifteen minutes (or fraction thereof) thereafter.
3. The fee should be deposited in cash/DD/Indian Postal Order drawn in favour of Pawan Hans Limited, payable at Noida with the, Corporate Office at Pawan Hans Tower, C-14, Sector - 1, Noida -201301.
4. Kindly fill up the form either in English or Hindi.
5. All columns should be filled up completely.
6. PHL shall send the information at the address as given by the applicant.
Return of letter due to incomplete/incorrect address shall not be the responsibility of the PHL.

Name & Designation of the PIO _____	Application No. _____
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Acknowledgement of Application in Form A

1. Received an application in Form A from Shri/Ms _____ resident of _____ under section 6(1)/7(1)/7(5) of the Right to Information Act, 2005.
2. The reply as per provision of RTI Act will be sent at the address supplied by you.

Dated: _____

(Signature of the Receiving Official)