



**EMPLOYEES' STATE INSURANCE CORPORATION  
PANCHDEEP BHAWAN; C.I.G.MARG : NEW DELHI**

No.Z-12/14/Misc./2007/RTI.Col. II

Dated : 10-7-2009

To

All the Appellate Authorities,  
All the CPIOs.,  
Regional/Sub-Regional/Divisional Offices,  
A.C.(NTA), D(M)D/D(M)Noida,  
M.Ss./SSMCs./SMCs.,  
ESI Corporation/ESI Hospital,

Subject :- Disclosure of ' file noting ' under the Right to Information Act,2005

Sir/Madam,

The Department of Personnel and Training, Ministry of Personnel, Public Grievances & Pensions, Govt. of India vide office memorandum No.1/20/2009-IR dated 23-6-2009 has since clarified that file noting can be disclosed except file noting containing information exempt from disclosure under Section 8 of the Act. The Director General, Hqrs. has approved that the aforesaid guidelines of DOPT may be followed in the offices of the Corporation. The Office Memorandum No.1/20/2009-IR dated 23-6-2009 from department of Personnel & Training is enclosed. This will supersede the Hqrs. instructions on supply of file notings issued vide letter of even no. dated 4-4-2006.

Encl. : As above

केंद्रीय लोक सूचना अधिकारी  
Office of the CPIO  
प्रावती सं./Receipt No. 1248.  
दिनांक/Date....22/7/09.....

Yours faithfully,

हस्ताक्षर /Signature.....

( B.D.SHARMA )  
**DIRECTOR/CPIO**

Copy to :- All officers at Hqrs. office.

2. All Branches at Hqrs. Office.

*(Handwritten Signature)*

**JT. DIRECTOR (R.T.I.)**

*Put in our website*

*2010*

*(Handwritten Signature)*

www.esic.gov.in (का० सूच० प्र०)  
नि० कक्षा आयरी सं० 1586

No.1/20/2009-IR  
Government of India  
Ministry of Personnel, Public Grievances & Pensions  
Department of Personnel & Training

North Block, New Delhi  
Dated: the 23<sup>rd</sup> June, 2009

**OFFICE MEMORANDUM**

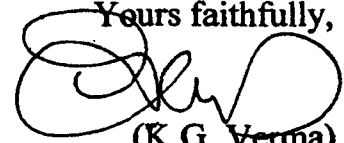
Subject : Disclosure of 'file noting' under the Right to Information Act, 2005.

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The undersigned is directed to say that various Ministries/Departments etc. have been seeking clarification about disclosure of file noting under the Right to Information Act, 2005. It is hereby clarified that file noting can be disclosed except file noting containing information exempt from disclosure under section 8 of the Act.

2. It may be brought to the notice of all concerned.

Yours faithfully,



(K.G. Verma)

Director

1. All the Ministries / Departments of the Government of India
2. Union Public Service Commission/ Lok Sabha Sectt./ Rajya Sabha Secretariat/ Cabinet Secretariat/ Central Vigilance Commission/ President's Secretariat/ Vice-President's Secretariat/ Prime Minister's Office/ Planning Commission/Election Commission.
3. Central Information Commission/State Information Commissions.
4. Staff Selection Commission, CGO Complex, New Delhi
5. O/o the Comptroller&Auditor General of India, 10, Bahadur Shah Zafar Marg, New Delhi.
6. All officers/Desks/Sections, DOP&T and Department of Pension & Pensioners Welfare.

Copy to: Chief Secretaries of all the States/UTs.

23/06/09  
जारी किया  
ISSUED