

**EMPLOYEES' STATE INSURANCE CORPORATION**  
**PANCHDEEP BHAWAN, CIG ROAD, NEW DELHI-2**  
**ISO 9001:2008 certified**

No Z-12/14/ID No.1275/DrMJ/ 2010-RTI

Dated: 16.08.2010

To

All Regional Directors/ Jt. Directors I/cs,  
SSMCs/ SMCs/MSs/ Directors/ D(M) Delhi/ NOIDA,  
Regional Offices/ Sub Regional Offices,  
ESI Hospital/ Modal Hospital.

**Sub: Compliance of provisions of RTI Act, 2005.**

Sir/ Madam,

During proceedings for hearing in an appeal case filed by the appellant before the Central Information Commission, the Hon'ble Commission observed that denial of information by CPIO/ Appellate Authority under Section 8 (1) of RTI Act, 2005 without recording/ giving reasons justifying the relevant exemption clause is not correct and providing information at the behest of CIC would not lessen the guilt of CPIO/ deemed CPIO.

In other appeals heard by the Commission, the Information Commissioner, Shri Shailesh Gandhi has decided that the CPIO shall provide information under RTI Act, 2005 relating to:

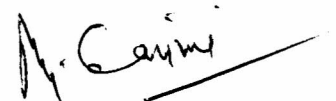
- (i) copies of complete APARs;
- (ii) minutes cum proceedings of DPCs;
- (iii) selection process of all examinations conducted by the Public authority.;
- (iv) marks obtained by candidate in the written exam, skill test and interview. (Address of the candidates may be hidden, if the CPIO so decides, after recording his reasons);
- (v) name, Roll No., category, marks earned in written exam, skill test and interview by all qualified/ and non-qualified candidates;
- (vi) cut off marks for various categories of candidates in written exam, skill test and interview,
- (vii) minutes cum proceedings of interview board;
- (viii) Evaluation Sheet/s of written Exam and/ or skill test;
- (ix) copies of recruitment regulations and relaxation relating to age, experience, if any, for the ensuing examination;
- (x) the status of occupational disease cases referred to special medical board constituted in ESI Hospital cum Occupational Disease Centre.

The Information Commissioner has also suggested that information relating to conduct of examinations/ interviews by ESIC and result thereof may be posted on ESIC's web site showing as much information as possible including name, roll number, marks obtained in written exam, skill test, interview, cut off marks for each category of candidates etc. The information relating to important indicators like suspected occupational diseases and such other information be centrally collected and updated every month.

The above guidelines/ decisions of the CIC may be kept in mind by all concerned while disposing of requests for information under RTI Act. This issues with the approval of Director (CPIO) and Insurance Commissioner (Appellate Authority) Hqrs.

Encl.: As Above.

Yours faithfully,



(RAJ KANWAL)

**JOINT DIRECTOR (RTI), HQRS.**

Copy to:

PS to DG/ FC/ MC/ IC/ AC (P&A) for information.

JD (Systems), Hqrs. with the request to upload it on the website.