

**GOVERNMENT OF TELANGANA: FISHERIES DEPARTMENT**  
**Matsya Bhavan, 4<sup>th</sup> Lane, Shanthinagar, Masab Tank, Hyderabad**  
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**Lr. No/ 137/RTI/2014      Dated 09/02/2017**

**ORDER**

Subject: Fisheries- Right to Information Act 2005 - Appointment of Public Information Officers (PIOs), Assistant Public Information Officers (APIOs) and First Appellate Authority (FAA) in Department of Fisheries, Telangana State-Revised orders-Reg.

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In order to streamline the access to information under the provisions of the RTI Act 2005, and keeping in view of the nature of activities of the Department, the following officers of the Department of Fisheries Telangana State are hereby designated as Public Information Officers (PIOs) under Section 5(1), Assistant Public Information Officers (APIOs) under Section 5(2) and First Appellate Authority under Section 19(1) of the RTI Act 2005 in respect of Head Office/ Districts/specific subject matters.

**Head Office:**

S.No	Designation of the PIO	Designation of the APIO	Designation of the First Appellate Authority.(FAA)
1	Deputy Director Fisheries (Admin)	A.D. (Adm)	Joint Director of Fisheries/ Additional of Fisheries

**District Office**

S.No.	Designation of the APIO (which is available at District Office)	Designation of the PIO
1	Suptt. / Sr.Asst./ Jr.Asst.	District Fisheries Officer, Karimnagar
2	Suptt. / Sr.Asst./Jr.Asst.	Warangal ( R )
3	Suptt. / Sr.Asst/ Jr.Asst.	District Fisheries Officer, Jayashankar Bhupalapally
4	Suptt. / Sr.Asst./ Jr.Asst.	District Fisheries Officer, Nirmal
5	Suptt. / Sr.Asst./ Jr.Asst.	District Fisheries Officer, Nalgonda

6	Suptt. / Sr.Asst./ Jr.Asst.	District Fisheries Officer, Mahabubnagar
7	Suptt. / Sr.Asst./ Jr.Asst.	District Fisheries Officer, Nagarkurnool
8	Suptt. / Sr.Asst./ Jr.Asst.	District Fisheries Officer, Warangal ( U )
9	Suptt. / Sr.Asst./ Jr.Asst.	District Fisheries Officer, Suryapet
10	Suptt. / Sr.Asst./ Jr.Asst.	District Fisheries Officer, Medak
11	Suptt. / Sr.Asst./ Jr.Asst.	District Fisheries Officer, Janagaon
12	Suptt. / Sr.Asst./ Jr.Asst.	District Fisheries Officer, Yadadri
13	Suptt. / Sr.Asst./ Jr.Asst.	District Fisheries Officer, Nizamabad
14	Suptt. / Sr.Asst./ Jr.Asst.	District Fisheries Officer, Wanaparthy
15	Suptt. / Sr.Asst./ Jr.Asst.	District Fisheries Officer, Jagtial
16	Suptt. / Sr.Asst./ Jr.Asst.	District Fisheries Officer, Peddapalli
17	Suptt. / Sr.Asst./ Jr.Asst.	District Fisheries Officer, Rajanna (Sircilla)
18	Suptt. / Sr.Asst./ Jr.Asst.	District Fisheries Officer, Siddipet
19	Suptt. / Sr.Asst./ Jr.Asst.	District Fisheries Officer, Manchiryal
20	Suptt. / Sr.Asst./ Jr.Asst.	Kamareddy
21	Suptt. / Sr.Asst./ Jr.Asst.	District Fisheries Officer, Kumrambheem (Asifabad)
22	Suptt. / Sr.Asst./ Jr.Asst.	District Fisheries Officer, Bhadradri (Kothagudem)
23	Suptt. / Sr.Asst./ Jr.Asst.	District Fisheries Officer, Sangareddy
24	Suptt. / Sr.Asst./ Jr.Asst.	District Fisheries Officer, Medchal
25	Suptt. / Sr.Asst./ Jr.Asst.	District Fisheries Officer, Khammam
26	Suptt. / Sr.Asst./ Jr.Asst.	District Fisheries Officer, Mahabubabad
27	Suptt. / Sr.Asst./ Jr.Asst.	District Fisheries Officer, Rangareddy
28	Suptt. / Sr.Asst./ Jr.Asst.	District Fisheries Officer, Vikarabad
29	Suptt. / Sr.Asst./ Jr.Asst.	District Fisheries Officer, Hyderabad
30	Suptt. / Sr.Asst./ Jr.Asst.	District Fisheries Officer, Adilabad
31	Suptt. / Sr.Asst./ Jr.Asst.	District Fisheries Officer, Jogulamba ( Gadwal)

APIO to receive all RTI Applications (request for information) on behalf of all PIO at the Central Point and assists in all functions and perform functions as PIO in his absence. APIO/PIO will also handle RTI applications pertaining to the department but not connected with any subject specifically allotted to any PIO /and/or any other matter connected with implementation of RTI Act 2005.

PIO/RTI Section is responsible for submission of monthly, quarterly and Annual progress reports to the Government information u/sec 4(1)(b) of RTI Act 2005.

First Appellate Authority deals with appeals referred against all the above PIOs under RTI Act.

The APIOs/PIOs/FAA will maintain registers for recording the receipt and disposal of the applications.

It would be open to any member of public to file/deliver RTI application directly to PIO/APIO concerned as detailed above or to the PIO/APIO, who would, immediately, and in any case within 5 days, transfer such application to the concerned PIO. The concerned PIO, on receipt of such application, either directly or through his APIO or Nodal PIO/ APIO, dispose of such application as per the provisions of RTI Act, Rules, guidelines and instructions issued from time to time, within the prescribed time-limit(s).

All replies/communications to applicants would be issued under the signature of concerned PIO or APIO on behalf of PIO. APIOs will furnish replies to RTI applicants with the approval of PIOs. In the absence of PIO, whether on account of leave or tour etc. APIO shall perform the duties of PIO. However, all such replies sent by APIO to the RTI applicants shall be submitted to PIO on his/her return for confirmation.

Concerned officers while signing the communication under RTI should, in addition to indicating their normal designation like Joint Director/ Deputy Director /Asst. Director/ Deputy Registrar /Accounts Officer etc., should also indicate their position/designation of being the PIO. The copy of the reply would also be marked to the PIO or APIO for record and for furnishing report to Information Commission.

Similarly, it would be open to any member of public to deliver first appeal either directly to the designated Appellate Authority or to the PIO/ APIO.

If the information sought by the applicant pertains to two or more than one Division/Subject the PIO/APIO shall collect individual replies from the concerned PIOs/APIOs addressed to the applicant and send a consolidated reply to the applicant with a covering letter under the signature of Nodal PIO/ APIO.

PIO/APIO and the RTI Section will also act as Secretariat of the First Appellate Authority for the purpose of disposing off the first appeals received against the decisions of the PIOs in this Department.

Time limit for disposal of applications/appeals under RTI Act would start from the date on which application/appeal petition is initially received by any officer at District/Head Office. Hence, it is essential that all such applications/appeal petitions are transferred by the receiving officer to concerned PIOs/APIOs /Appellate Authority without any delay, and in any case, within a maximum period of five days.

In case any PIO/APIO is transferred out or has retired, till any further notification is issued, his successor/officer holding charge of his subject will automatically perform the functions of PIO/APIO.

The designated PIO/APIO would use the staff working under them for their assistance. PIOs/APIOs may seek the assistance of any other officer working under them as he or she considers necessary for the proper discharge of his or her duties. The officer, whose assistance is so sought by the PIO/APIO would render all assistance to him. For any refusal such an officer shall be liable for contravention of any provisions of the Act the same way as any other Public Information Officer. The concerned PIO can always inform the officer whose assistance is sought, about the above provision, at the time of seeking his assistance.

All PIOs would send monthly report(s) to PIO in the prescribed format(s) with regard to receipt/disposal/pendency of applications under RTI within 5 days of close of each month. PIO would compile these reports and prepare a consolidated monthly report for the Department. PIO would also make a monthly compilation of first appeals received, disposed off and pending.

This supersedes all the previous orders issued with regard to appointment of PIOs, APIOs and First Appellate Authority, in the department. These orders would come into force with immediate effect, and would also be applicable for all pending applications/appeals.

Yours faithfully  
**Sd/Dr. C. Suvarna**  
Commissioner of Fisheries

To  
All designated PIOs / APIOs / appellate Authority.  
Copy to:

1. Principal Secretary, AHDD&F, Secretariat, Telangana State.
2. Commissioner, Information Commission. Telangana Hyderabad.
3. Copy to DDF, Admin at Head Office with requested to arrange sign board at Head Office PIO / APIO / Appellate Authority.

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Deputy Director of Fisheries