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THE HIGH COURT OF ORISSA, CUTTACK

NOTIFICATION

No. 1516/R, Dated the 8<sup>th</sup> December, 2023

In exercise of power conferred under Section-28(1) of the Right to Information Act, 2005, the Chief Justice of the High Court of Orissa is pleased to amend “The Orissa High Court Right to Information Rules, 2005” as under:

1. These Rules may be called “The Orissa High Court Right to Information (Amendment) Rules, 2023”.
2. They shall come into force with effect from the date of publication in the Odisha Gazette.
3. In the Orissa High Court Right to Information Rules, 2005, (hereinafter refer to as the said Rules),-
  - (1) Insert the following as clause (iii) after clause (ii) of Rule-1 of the said Rules;  
“(iii) These Rules shall be applicable to the High Court of Orissa and all the District and Subordinate courts under the control of the High Court of Orissa.”
  - (2) Substitute the existing clause-(e) of the Rule-2 of the said Rules as follows;  
“(e) “Public Authority” means the High Court of Orissa as well as District and Subordinate courts under the control of the High Court of Orissa”
  - (3) Substitute the word “Sheristadar” occurring in clause (c) of Rule-3 of the said Rules as “Chief Administrative Officer”.
  - (4) Substitute the existing clause (a) of Rule-4 of the said Rules as follows-  
“4 (a)(i) A person desirous of obtaining information authorized under the Act from the High Court of Orissa, Cuttack or District and Subordinate Courts of

Odisha may apply to the respective State Public Information Officer in offline mode by filing an application in the form as prescribed by the Government of Odisha on payment of Rs.10/- towards application fees in shape of non-judicial stamp/ Money Order/IPOs/ Bank Drafts etc.

(ii) A person desirous of obtaining information authorized under the Act from the High Court of Orissa, Cuttack or District and Subordinate Courts of Odisha may apply to the respective State Public Information Officer through online RTI portal by visiting the Court's website i.e. orissahighcourt.nic.in, on payment of Rs.10/- towards application fees, through online mode only in the manner prescribed under the 'Guidelines for using Online RTI Portal of High Court of Orissa'."

- (5) Substitute the existing clause (b) of Rule-4 of the said Rules as follows-
- "4 (b) When any information or copy of document is required to be furnished in response to an application complete in all respect, the said information after due approval of the controlling officer shall be made over by the Superintendent of the concerned Section/ Department/ Office as soon as possible by putting signature with date on each page of the copy. The certified copy of such document(s) shall be issued under the signature of State Public Information Officer."
- (6) Substitute the existing clause (c) of Rule-4 of the said Rules as follows:
- "4(c) The person applying for such information through offline mode or RTI online Portal may obtain the copy thereof on further payment of Rs.2/- (Rupees two Only) in shape of Non-judicial Stamp/Money Orders/IPOs/Bank Drafts etc. or through online mode in the manner specified under Rule-4(a)(ii), as the case may be, for each sheet of paper comprising of 180 words or part thereof.
- Provided that the fees as specified under Rule-4 (a) and (c) shall not be payable in case of a person whose name appears in the latest list of persons below poverty line for which the applicant has to produce photocopy of BPL Card duly attested by himself."
- (7) Substitute the word "Appendix-III" occurring in Clause-(d) of Rule-4 of the said Rules as "Appendix-I".
- (8) Substitute the existing clause (e) of Rule-4 of the said Rules as follows;

“(e) The duly filled in application form for information, complete in all respect shall be received during the office hours of the working days of State Public Information Officer.”

- (9) Substitute the clause (f) of Rule-4 of the said Rules as follows-

“(f) Cost of information shall be determined after receipt of the required information from the concerned Section/Department/ Office.”

- (10) Substitute the clause (i) of Rule-5 of the said Rules as follows-

“(i) In respect of the documents or records produced in judicial proceedings, the resolutions/notings/ proceedings/minutes of meetings of the administrative committees and the internal reports.”

- (11) Substitute the Form under APPENDIX-III appended to the said Rules as follows-

“APPENDIX-I

REGISTER OF APPLICATIONS FOR INFORMATION IN THE HIGH COURT OF ORISSA,  
CUTTACK AND DISTRICT & SUBORDINATE COURTS OF THE STATE”

Serial Number with date of application	Name of the applicant with address	Date of estimating the cost of information to be paid	Date of filing of cost of information	Date of delivery of information	Signature of the applicant	Remarks
1	2	3	4	5	6	7

- N.B. - (1) If application is rejected, brief reasons thereof shall be entered in red ink in the remarks column.
- (2) If there is delay beyond the prescribed period in delivery of the information, the reasons for such delay shall be noted in the remarks column.
- (3) Register shall be verified by the State Public Information Officer once in every week.”

**BY ORDER OF THE HIGH COURT**

**Sd/-**

**(SUMAN KUMAR MISHRA)  
REGISTRAR (JUDICIAL)**