

# The Orissa Gazette



EXTRAORDINARY  
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HIGH COURT OF JUDICATURE, ORISSA, CUTTACK

NOTIFICATION

The 23rd February 2006

No. 77—In exercise of power conferred under Section 28 (1), Section 2 (e) (III) and Section 2 (h), read with Section 5 of The Right to Information Act, 2005 (Act No. 22 of 2005), the Chief Justice of the High Court of Orissa being the Competent Authority with the concurrence of the Public Authority does hereby make the following Rules :

## CHAPTER-I

### GENERAL

#### 1. Short Title and commencement—

- (i) These Rules shall be called "The Orissa High Court Right to Information Rules, 2005".
- (ii) They shall come into force with effect from the date of publication in the *Orissa Gazette*.

#### 2. Definition—In these rules unless the context otherwise requires—

- (a) "Act" means Right to Information Act, 2005 (No. 22 of 2005).
- (b) "Competent Authority" means the Chief Justice of Orissa High Court.
- (c) "Ministerial Officer" means an officer other than a Judicial Officer of the Court.
- (d) "Outlying Court" means a Court not situated at the Headquarters of the district where seat of the District and Sessions Court is situated.
- (e) "Public Authority" means the High Court of Orissa
- (f) "Subordinate Court" means the Judicial Courts subordinate to the High Court of Orissa situated within its territorial jurisdiction.
- (g) Words and Expressions used but not defined in these rules shall have the same meaning as are respectively assigned to them in the Act.

## CHAPTER-II

## DESIGNATION AND POWERS

3. (a) The Additional Deputy Registrar (J. & E.) shall be the *ex officio* State Public Information Officer of the High Court.

(b) The Registrar (Judicial) of the High Court shall be the Appellate Authority of the State Public Information Officer in respect of the Public Authority.

(c) The Ministerial Officers of the stations as mentioned in the Appendix-I shall be the *ex officio* State Assistant Public Information Officer of the respective areas.

(d) The District Judge of the concerned district shall be the Appellate Authority in respect of the appeal filed against the order of the State Assistant Public Information Officer posted at the Headquarters of the district.

(e) The senior most Judicial Officers of the station as indicated in Appendix I shall be the Appellate Authorities of their respective areas to decide the appeal against the order of the State Assistant Public Information Officer of the concerned area.

## CHAPTER-III

## FEES

4. (a) A person desirous of an information authorized under the Act may apply for information to State Public Information Officer or State Assistant Public Information Officer by filling an application with declaration on oath as indicated in the prescribed *pro forma* in Appendix-II or Appendix-II (A) as the case may be on payment of Rs. 50 towards application fees in shape of non-judicial stamp.

4. (b) When a copy is required in respect of an application is completed, it will be made over by the Copyist/Typist concerned together with the original documents to the comparer who shall be responsible for the correctness of the copy prepared. The prepared copy shall at the end bear the initial of the Copyist/Typist concerned and every page of the compared copy shall also be initialed by the comparer in token of comparison. All cuttings and corrections made during comparison will be initialed by the comparer who shall on completion of comparison put his/her signature with date at the foot of the last page of the copy. The certified copy of such document shall be issued under the signature of State Public Information Officer or the State Assistant Public Information Officer as the case may be.

(c) The person applying for such information may obtain the copy thereof on further payment of Rs. 20 in shape of non-judicial stamp for each sheet of paper comprising of 180 words or part thereof.

(d) The form of application for information shall be obtained from the office of the State Public Information Officer or State Assistant Public Information Officer, as the case may be at the rate of Rs. 10 per form. Each application form shall contain a serial number and signature of the issuing clerk with the date of issue and the seal of the State Public Information Officer or State Assistant Public Information Officer as the case may be.

(e) The applications for an information shall be consecutively numbered and registered as they are received along with its date in the Register to be maintained in the form prescribed in Appendix-III.

(f) The application form for information shall be issued and received during the office hours of the working days of State Public Information Officer or State Assistant Public Information Officer as the case may be.

(g) Cost will be determined within three working days of receipt of the application form.

(h) If the required information or decision on the disposal of the application is not received within 3 months, the same will be destroyed and the applicant will have to apply afresh in accordance with the procedure.

#### CHAPTER-IV MISCELLANEOUS

5. No information shall be provided to any applicant in the following matters :—

- (i) In respect of the document or records produced in a judicial proceeding.
- (ii) The information, which is likely to affect the security of any institution or the public order.
- (iii) The information, which has no relationship with the public activity
- (iv) The information, which could cause unwarranted invasion of the privacy to any person.
- (v) Separate application shall be filed for information in respect of the separate record or information.
- (vi) Other materials described in Sections 8 and 9 of the Act.

BY ORDER OF THE COURT

Registrar (I. & E.)

#### APPENDIX-I

#### LIST OF STATE ASSISTANT PUBLIC INFORMATION OFFICER IN THE SUBORDINATE COURTS AND ITS APPELLATE AUTHORITY

SI No.	Name of the Station (2)	State Assistant Public Information Officer (3)	Appellate Authority (4)
(1)	CUTTACK (0671)		
1	Cuttack	Sheristadar	District & Sessions Judge 2368219
2	Athagarh (06723)	Sheristadar	Civil Judge( Sr. Division) 220230
3	Baramba (06721)	Sheristadar	Additional Civil Judge( Jr. Division) 240375
4	Narasinghpur (06721)	Senior-most Sr. Clerk	J.M.F.C. 270259
5	Banki (06723)	Sheristadar	Civil Judge( Sr. Division) 240375
6	Salipur (0671)	Sheristadar	Civil Judge( Jr. Division) 2852979
7	Jagatsinghpur (06724)	Bench Clerk	Additional District Judge 220149

(1)	(2)	(3)	(4)
8	Kujanga (06723)	Sheristadar	Civil Judge( Jr. Division) 226450
9	Kendrapara (06727)	Bench Clerk	Additional District Judge 233201
10	Pattamundai (06729)	Senior-most Sr. Clerk	Civil Judge( Jr. Division), J.M.F.C. 220693
11	Jajpur (06728)	Bench Clerk	Additional District Judge 225133
12	Jajpur Road (06726)	Sheristadar	Civil Judge( Jr. Division) 225299
	PURI (06752)		
13	Puri	Sheristadar	District & Sessions Judge 23175
14	Nimapara (06758)	Sheristadar	Civil Judge( Sr. Division) 25020
15	Pipili (06758)	Senior-most Sr. Clerk	Civil Judge( Jr. Division), J.M.F.C. 240968
16	Nayagarh (06757)	Bench Clerk	Additional District Judge 25300
17	Daspalla (06757)	Senior-most Sr. Clerk	Civil Judge( Jr. Division), J.M.F.C. 22001
18	Khandapara (06757)	Senior-most Sr. Clerk	Civil Judge( Jr. Division), J.M.F.C. 30001
19	Ranpur (06757)	Senior-most Sr. Clerk	J.M.F.C. 236225
	KHURDA		
20	Bhubaneswar 0674	Sheristadar	District & Sessions Judge 243429
21	Khurda 06755	Bench Clerk	Additional District Judge 221366
22	Khurda Road	Senior-most Sr. Clerk	Special Railway Magistrate
23	Banpur 06756	Senior-most Sr. Clerk 223075	Civil Judge( Jr. Division), J.M.F.C.
	PURBA (06762)		
24	Dhenakanal	Sheristadar	District & Sessions Judge 227616
25	Hindol (06732)	Sheristadar	S.D.J.M. 251123
26	Kamakshyanagar (06769)	Sheristadar	Civil Judge( Sr. Division) 270470
27	Angul (06764)	Bench Clerk	Additional District Judge 231323
28	Talcher (06760)	Bench Clerk	Additional District Judge 240469
29	Pallahara (06765)	Sheristadar	S.D.J.M. 279427
30	Athamallick (06763)	Sheristadar	Civil Judge( Sr. Division) 254201
	BALASORE (06785)		
31	Balasore	Sheristadar	District & Sessions Judge 262107
32	Jaleswar (06781)	Sheristadar	Additional Civil Judge( Jr. Division) 222699
33	Soro (06788)	Senior-most Sr. Clerk	Additional Civil Judge 222028 ( Jr. Division), J.M.F.C.
34	Nilgiri (06782)	Sheristadar	Civil Judge( Sr. Division) 233016
35	Bhadrak (06784)	Bench Clerk	Additional District Judge 250961
36	Basudevpur (06784)	Senior-most Sr. Clerk	Additional Civil Judge ( Jr. Division), J.M.F.C. 271512

(1)	(2)	(3)	(4)
	KALAHANDI		
37	Bhawanipatna (06670)	Sheristadar	District & Sessions Judge 230 221
38	Madanpur-Rampur (06676)	Senior-most Sr. Clerk	Additional Civil Judge (Jr. Division), J.M.F.C. (250 205)
39	Dharamgarh (06672)	Sheristadar	Civil Judge (Sr. Division) 24 2206
40	Nuapada 06678	Bench Clerk	Additional District Judge 223647
41	Khariar 06671	Senior-most Sr. Clerk	Additional Civil Judge (Jr. Division), J.M.F.C. 232440
	SAMBALPUR		
42	Sambalpur 0663	Sheristadar	District & Sessions Judge 2410369
43	Kuchinda 06642	Sheristadar	Civil Judge (Sr. Division) 220 281
44	Rairakhola 06644	Sheristadar	S.D.J.M. 253067
45	Deogarh 06641	Bench Clerk	Additional District Judge 226917
46	Baragarh 06646	Bench Clerk	Additional District Judge 230625
47	Padampur 06683	Sheristadar	Civil Judge (Sr. Division) 223 772
48	Sohella 06685	Senior-most Sr. Clerk	J.M.F.C. 220 218
49	Barpalli 06685	Senior-most Sr. Clerk	Civil Judge (Jr. Division), J.M.F.C. 256880
50	Jharsuguda 06645	Bench Clerk	Additional District Judge 270933
	BOLANGIR (06652)		
51	Bolangir	Sheristadar	District & Sessions Judge 232105
52	Patnagarh (06658)	Sheristadar	Civil Judge (Sr. Division) 202352
53	Kantabanji (06657)	Senior-most Sr. Clerk	J.M.F.C. 220010
54	Titilagarh (06655)	Bench Clerk	Additional District Judge 220558
55	Sonepur (06654)	Bench Clerk	Additional District Judge 220492
56	Biramaharajpur (06651)	Sheristadar	S.D.J.M. 254333
57	Rampur (06653)	Senior-most Sr. Clerk	Civil Judge (Jr. Division), J.M.F.C. 276150
58	Lusingha (06657)	Senior-most Sr. Clerk	J.M.F.C. 274186
	KORAPUT		
59	Jeypore 06854	Sheristadar	District & Sessions Judge 251216
60	Laxmipur 06855	Senior-most Sr. Clerk	J.M.F.C. 268506
61	Kotpad 06860	Senior-most Sr. Clerk	J.M.F.C. 283387
62	Koraput 06852	Sheristadar	Civil Judge (Sr. Division) 251779
63	Nawarangapur 06858	Bench Clerk	Additional District Judge 222901
64	Umerkote 06866	Senior-most Sr. Clerk	J.M.F.C. 270251
65	Malkanagiri 06861	Bench Clerk	Additional District Judge 230595
66	Mottu (M.V. 79) 06859	Senior-most Sr. Clerk	J.M.F.C. 271183

(1)	(2)	(3)	(4)
67	Raygada 06856	Bench Clerk 235759	Additional District Judge
68	Kashipur 06865	Senior-most Sr. Clerk	J.M.F.C. 285129
69	Bissam-Cuttack 06863	Senior-most Sr. Clerk	J.M.F.C. 247131
70	Gunupur 06857	Sheristadar 250072	Civil Judge (Sr. Division)
GANJAM (0680)			
71	Berhampur	Sheristadar	District & Sessions Judge 22020
72	Digapahand (06814)	Senior-most Sr. Clerk	J.M.F.C. 247233
73	Chhatrapur (06811)	Sheristadar (262016)	Civil Judge (Sr. Division)
74	Sorada (06819)	Sheristadar 270233	Civil Judge (Jr. Division), J.M.F.C.
75	Bhanjanagar (06821)	Bench Clerk (240227)	Additional District Judge
76	Kodala (06810)	Senior-most Sr. Clerk 268393	Civil Judge (Jr. Division), J.M.F.C.
77	Aska (06822)	Sheristadar (273618)	Civil Judge (Sr. Division)
78	Khallikote (06810)	Senior-most Sr. Clerk	J.M.F.C. 256530
79	Patrapur (0680)	Sheristadar 2642380	Civil Judge (Jr. Division)
80	Purusottampur (06811)	Senior-most Sr. Clerk	J.M.F.C. 275226
81	Paralakhemundi (06815)	Bench Clerk 223233	Additional District Judge
82	R. Udayagiri (06817)	Senior-most Sr. Clerk	J.M.F.C. 240270
PHULABANI			
83	Phulabani 06842	Sheristadar 254440	District & Sessions Judge
84	G. Udayagiri 06847	Senior-most Sr. Clerk	J.M.F.C. 260013
85	Daringbadi 06849	Senior-most Sr. Clerk 241558	Civil Judge (Jr. Division), J.M.F.C.
86	Baliguda 06846	Sheristadar 243079	Civil Judge (Sr. Division)
87	Boudh 06841	Bench Clerk 222704	Additional District Judge
88	Kantamal 06844	Senior-most Sr. Clerk 277363	Civil Judge (Jr. Division), J.M.F.C.
SUNDARGARH			
89	Sundargarh 06622	Sheristadar 272844	District & Sessions Judge
90	Bonai 06626	Sheristadar 244452	Civil Judge (Sr. Division)
91	Rajgangpur 06624	Senior-most Sr. Clerk	J.M.F.C. 220616
92	Rourkela 0661	Bench Clerk 2501199	Additional District Judge
MAYURBHANJ			
93	Baripada 06792	Sheristadar 252896	District & Sessions Judge
94	Rairangapur 06794	Bench Clerk 222717	Additional District Judge
95	Udala 06795	Sheristadar 232230	Civil Judge (Sr. Division)
96	Karanjia 06796	Sheristadar 220326	Civil Judge (Sr. Division)
KEONJHAR			
97	Keonjhar (06760)	Sheristadar 253483	District & Sessions Judge
98	Champua 06767	Sheristadar 240230	Civil Judge (Sr. Division)
99	Barbil 06767	Senior-most Sr. Clerk 275824	Civil Judge (Jr. Division), J.M.F.C.
100	Anandapur 06731	Sheristadar 240288	Civil Judge (Sr. Division)

APPENDIX-II

APPLICATION FORM FOR INFORMATION

SERIAL No. ....

IN THE HIGH COURT OF ORISSA, CUTTACK

Space for Court Fee Stamp

<p>Description of document of which the Information is required.</p>	<p>I,..... son of ....., at..... P.S....., Dist..... do hereby apply for the information/order passed by the Hon'ble High Court relating to.....</p>
<p>Declaration:  I,..... the applicant do hereby solemnly affirm and state that the facts stated in the application form are true to my knowledge and are based on information which I have obtained from the authentic sources. I believe the said information to be true and the information sought for by me are not coming within the purview of Section 8 (1) (a) to (j) of The Right to Information Act, 2005 and under Rule 5 of The Orissa High Court Right to Information Rules, 2005.</p>	<p>Dated this.....day of.....20.....</p> <p>Signature of the applicant</p>
<p>Signature of the applicant</p>	
<p>Date:</p>	

FOR OFFICE USE ONLY

<p>Application received on..... Copy ready for supply..... Compared by (1) ..... (2) .....</p>	<p>Estimated cost..... Record received on..... Information ready on..... Information delivered on.....</p>
<p>Signature of the Issuing Clerk</p>	<p>State Public Information Officer</p>
<p>Date.....</p>	<p>Date..... (Seal)</p>
<p>Received copy of information</p>	
<p>Signature of the applicant</p>	

APPENDIX II-A

APPLICATION FORM FOR INFORMATION

SERIAL NO.....

IN THE COURT OF .....

Space for Court Fee Stamp

<p>Description of document of which the Information is required.</p> <p>Declaration:</p> <p>I,.....</p> <p>the applicant do hereby solemnly affirm and state that the facts stated in the application form are true to my knowledge and are based on information which I have obtained from the authentic sources. I believe the said information to be true and the information sought for by me are not coming within the purview of Section 8 (1) (a) to (j) of The Right to Information Act, 2005 and under Rule 5 of The Orissa High Court Right to Information Rules, 2005.</p> <p>Signature of the applicant</p> <p>Date.....</p>	<p>I,.....</p> <p>son of ....., at.....</p> <p>P.S. ...., Dist. ....</p> <p>do hereby apply for the information/order passed by the Court relating to.....</p> <p>.....</p> <p>Dated this.....day of.....20</p> <p>Signature of the applicant</p>
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FOR OFFICE USE ONLY

<p>Application received on.....</p> <p>Copy ready for supply.....</p> <p>Compared by (1) .....</p> <p>(2) .....</p> <p>Signature of the Issuing Clerk</p> <p>Date.....</p> <p>Received copy of information</p> <p>Signature of the applicant</p>	<p>Estimated cost.....</p> <p>Record received on.....</p> <p>Information ready on.....</p> <p>Information delivered on.....</p> <p>State Assistant Public Information Officer</p> <p>Date..... (Seal)</p>
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3  
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## APPENDIX-III

REGISTER OF APPLICATIONS FOR INFORMATION IN THE  
ORISSA HIGH COURT, CUTTACK

Serial Number with date of application	Name of the applicant with address	Date of estimating the value of Court Fees to be paid	Date of filing of deficit stamp	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 be noted in the remarks column.**

**(3) Register be verified by the State Public Information Officer/State Assistant Public Information Officer once in every week.**