

**MANUAL-17**

*Section 4(1)(b)(vii)*

**Such other information as may be prescribed:**

The person seeking information may apply on a plain paper giving particulars of information being sought and his/her correct address for communication.

The Citizen of India can also seek information online, the facility provided by the Government of India through RTI Online portal at the following link:

<<https://rtionline.gov.in/>>

A request for obtaining information under sub-section (1) of section 6 shall be accompanied by an application fee of rupees ten by way of cash receipt from Accounts Office of Jamia Millia Islamia, New Delhi or by demand draft or bankers cheque or Indian Postal Order payable to Jamia Millia Islamia, New Delhi.

For providing the information under sub-section (1) of section 7, the fee shall be charged by way of cash against proper receipt or by demand draft of bankers cheque or Indian Postal Order payable to Jamia Millia Islamia, New Delhi at the following rates:

- (a) Rupees two for each page (in A4 or A3 size paper) created or copied;
- (b) Actual charges or cost price of a copy in larger size paper
- (c) Actual cost or price for samples or models; and
- (d) For inspection of records, no fee for the first hour; and a fee of rupees five for each subsequent hour (or fraction thereof).

For providing the information under sub-section (5) of section 7, the fee shall be charged by way of cash against proper receipt or demand draft or bankers cheque or Indian Postal Order payable to Jamia Millia Islamia, New Delhi at the following rates:

- (a) For information provided in diskette/CD or floppy, rupees fifty per diskette/CD or floppy; and
- (b) For information provided in printed form at the price fixed for such publication or rupees two per page of photocopy of extracts from the publications.