

## DISCLOSURE UNDER SECTION- 4 (1) (b) OF RTI ACT-2009

<p>(i) The particulars of its organisation, functions and duties;</p>
<p>❖ All details are available at ERA <a href="http://WWW.jkera.org">WWW.jkera.org</a> under various links</p>
<p>(ii) The powers and duties of its Officers and Employees;</p>
<p>❖ Available at "<a href="http://jkera.org/ERAFPWeb/Contactus.asp">jkera.org/ERAFPWeb/Contactus.asp</a>"</p>
<p>(iii) The procedure followed in appeals and complaint under RTI Act 2009</p>
<p>❖ The Organisation receives the complaints under Section 15 of the RTI Act. The Complaint is placed before the concerned Public Information Officer (PIO). The directions are passed on to the concerned Officers/Officials for providing the required information within stipulated time frame.</p> <p>❖ After preparing the copies of information, against the fee paid the desired information is delivered directly to the applicant by the respective PIO with copy endorsed the Chief Executive Officer.</p>
<p>(iv) The norms set by it for the discharge of its functions;</p>
<p>❖ The appeals/complaints are taken up for hearing on first come first serve basis. Wherever the Respondents/Appellants have number of cases, efforts will be made to club such cases so that they could be heard on a single day. Preference may also be given to Senior Citizens and physically challenged persons for an out of turn hearing. There remain certain exceptions in maintaining the chronology on account of infirmities/deficiencies found in the documentation of appeal/complaint papers or delay in receiving the response from concerned PIO/public authority which requires issuance of second notice.</p>
<p>(v)&amp; (vi) The rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions and documents that are held by it.</p>
<ol style="list-style-type: none"><li>1. The J&amp;K Right to Information Act (RTI) 2009</li><li>2. The J&amp;K Right to Information Rules 2012</li><li>3. Files of complaints along with their Status.</li></ol>
<p>(vii) (Viii) Consultation with members of the Public and statement of the boards, councils, committees and other bodies.</p>
<p>Consultation with the members of the Public:</p> <p>❖ Interaction with civil society and public exists - either through the electronic mails and written suggestions.</p> <p>❖ The Civil Society/NGOs' views are part of the Convention every year and its recommendations, if any, to be passed on to the Government for appropriate action. This is also a mandate for the implementation of Externally Aided/funded Projects</p>
<p>(ix) A directory of its officers and employees.</p>
<p>❖ Available at "<a href="http://jkera.org/ERAFPWeb/Contactus.asp">jkera.org/ERAFPWeb/Contactus.asp</a>"</p>
<p>(x) The remuneration received by each of its officers and employees.</p>
<p>❖ Available at "<a href="http://jkera.org/ERAFPWeb/Contactus.asp">jkera.org/ERAFPWeb/Contactus.asp</a>"</p>
<p>(xi) The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made;</p>
<p>❖ Not Applicable to J&amp;K ERA</p>
<p>(Xii) (Xiii) the manner of execution of subsidy programmes, &amp; particulars of recipients of Concessions permits or authorizations granted by it.</p>
<p>❖ Not Applicable to J&amp;K ERA</p>
<p>(xiv) details in respect of the information, available to or held by it, reduced in an electronic form;</p>
<p>❖ J&amp;K RTI Act 2009, RTI Rules 2009, RTI Rules 2010, RTI Rules 2012, Files of complaints and Appeals</p>
<p>(XV) &amp; (XVI) The particulars of facilities available to citizens for obtaining information, Including the working hours of a library or reading room, if maintained for public use; &amp; the names, designation and other particulars of the Public Information Officers.</p>
<p>❖ Available at "<a href="http://jkera.org/ERAFPWeb/RTIHome.asp">jkera.org/ERAFPWeb/RTIHome.asp</a>"</p>