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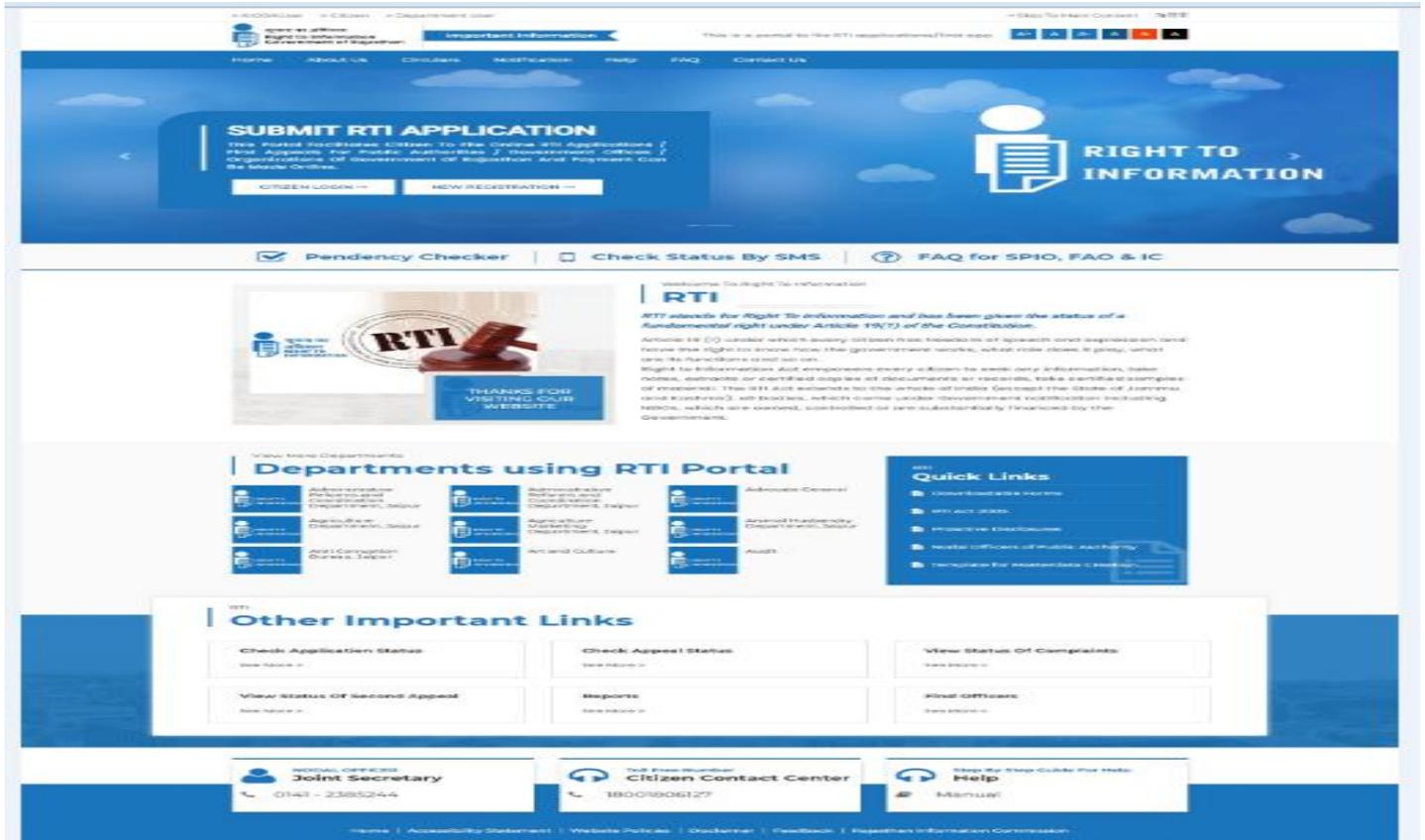
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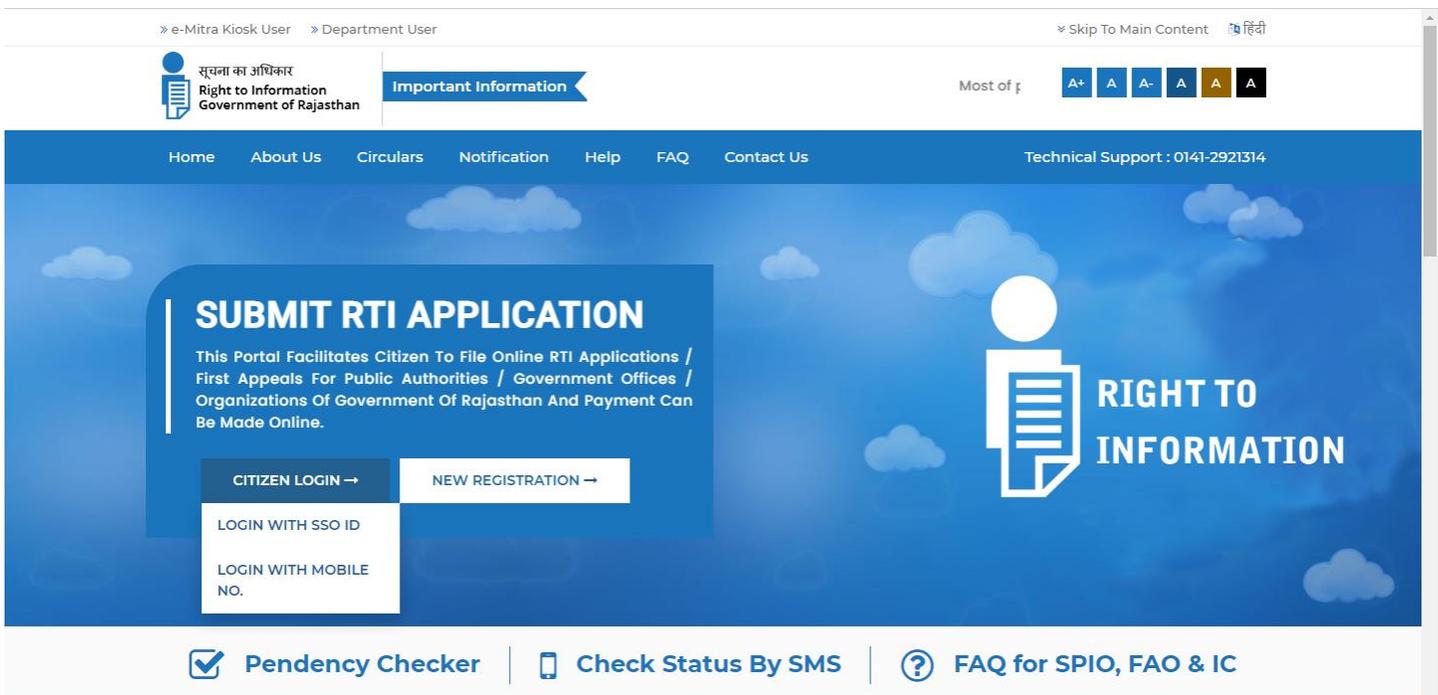
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RTI Application process by Citizen

Enter URL <http://rti.rajasthan.gov.in/> in the web browser and following home page of the Portal for Right To Information Act, 2005 will appear on the screen.



The screenshot shows the homepage of the RTI Portal for Rajasthan. At the top, there is a navigation bar with links for Home, About Us, Circulars, Notification, Help, FAQ, and Contact Us. A prominent banner features the text "SUBMIT RTI APPLICATION" and "RIGHT TO INFORMATION" with a document icon. Below the banner, there are buttons for "CITIZEN LOGIN" and "NEW REGISTRATION". A section titled "Departments using RTI Portal" lists various government departments such as Administration, Agriculture, and Health. Another section, "Other Important Links", provides quick access to application status, appeal status, and reports. At the bottom, there are contact details for the Joint Secretary and the Citizen Contact Center.



This screenshot shows the RTI Portal home page with user interface elements. The top navigation bar includes "e-Mitra Kiosk User" and "Department User" options. A language selector is set to "हिंदी". The main banner is identical to the previous screenshot, but with a "Most of" accessibility indicator showing "A+ A A- A A A". Below the banner, there are buttons for "Pendency Checker", "Check Status By SMS", and "FAQ for SPIO, FAO & IC".

For Filling RTI user can login through SSO ID and registered Mobile no. both login process in the following way

Citizen Login through SSO ID

Filling a RTI user Citizen must have valid SSO ID, for this further process

Rajasthan Single Sign On v21.9
One Digital Identity for all Applications

English | हिन्दी

Login | Registration

G2G APPS
240

G2C/ G2B APPS
160

IDENTITIES
2,24,05,445

RhiVick458

.....

5 8 6 4 8 5 Enter Captcha

Login

[I Forgot my Digital Identity \(SSOID\). Click Here](#)
[I Forgot my Password. Click Here](#)
[I have multiple SSIDs. Click here to merge](#)

1. Citizen has to enter registered SSO ID
2. Citizen has to enter Password of SSO ID
3. Citizen has to enter Captcha Code as mention
4. Click on login Button

After successful registration, citizen will be land on SSO citizen dashboard.

» e-Mitra Kiosk User » Department User

Skip To Main Content हिन्दी

सूचना का अधिकार
Right to Information
Government of Rajasthan

Important Information

Most of public interest information related to

A+ A A- A A A

Home About Us Circulars Notification Help FAQ Contact Us

Technical Support : 0141-2921314

Log in with Mobile No.

Mobile Number

GET OTP

Login through Mobile No .

1. Go to rti.rajasthan.gov.in. On the Middle, click on Citizen.
2. Citizen has to select Mobile no.
3. Citizen has to registered Mobile No.

4. Citizen has to click on GET OTP
5. Citizen has to entered OTP receive on Mobile No.
6. Citizen has to enter captcha Code
7. And Click on Login to enter

User Can Resend OTP If required and Citizen can attempt to login only 3 unsuccessful attempts
 If citizen has not registered yet on RTI Portal, he has to click on **new user registration**. This is one time activity. Details auto fill from the SSO after filling form Citizen has to submit button and page will be redirected to RTI portal dashboard.

Technical Support (09:30 AM To 06:30 PM) | 0141-2921314 | rti.helpdesk@rajasthan.gov.in

Citizen Registration

Personal Info

Applicant Name * Father/Spouse Name * Gender * Aadhar Number

Applicant Name Father/Spouse Name Male Female Aadhar Number

Date Of Birth * Email ID * Address * Pincode

dd-mm-yyyy Email ID Address 0

District * Select Category * Address

Select Select Address

Log In

After successful registration, citizen will be land on SSO citizen dashboard and User has to click on RTI Icon as displayed as.

SSO Dashboard

Recent Apps Active Apps Inactive Apps Quick Search SORT BY SIMPLE VIEW

RIGHT TO INFORMATION SALES AND INVENTORY MANAGEMENT SYSTEM RAJ SAMPARK EBAZAAR RAJ KAJ E-SANCHAR 2.0 EMAIL REQUEST FOREST RIGHTS ACT STATE INSURANCE & PROVIDENT FUND STATE INSURANCE & PROVIDENT FUND (NEW)

RAJMAIL CLEAR RECENT APPS OTHER ACTIVE APPS

HELPDESK

Citizen Dashboard

Following dashboard will be displayed when citizen lands on RTI Portal:

Technical Support (09:30 AM To 06:30 PM) 0141-2921314 rti.helpdesk@rajasthan.gov.in Welcome Ajays.Rathore@Rajasthan.Gov.In

Category	Count
Application	6
Human Resource Violation Request	0
Human Resource Violation Response	0
Third Party Request	1
Third Party Response	1
Fee Request	3
Fee Deposited	0
More Information Request	1
More Information Response	1
Personal Visit Request	2
Personal Visit Response	2
Application Withdraw	1
Application Reject	1
Information Received	2
Life Liberty	4

Profile

On the Right hand side of the Dashboard, citizen can view his details by clicking on Profile under the "Profile". On clicking he can see the following page:

Profile
Log out

After Click on Profile Link Next screen will appear as shown given below

GOVERNMENT OF RAJASTHAN

Dashboard

Submission

Application Transaction

First Appeal Transaction

Second Appeal Transaction

Complaint Transaction

Help

Reports

Citizen Profile

Personal Info

Applicant Name *	Father/Spouse Name *	Address *	Pincode
ajays.rathore@rajasthan.gov.in	Test Father/Spouse Name	E-736, JANPATH, GANDHINAGAR, JAIPUR	302015
District	Tehsil	Village	Email ID
Jaipur	Kotputli	Select	AJAYRATHORE1971@YAHOO.COM
Mobile No.	Phone No.		
9414350377	Phone No.		

UPDATE

On the screen there are filed details change, Edit, and Update. The details

User can change the language of the page by clicking on  on the upper part of the page.

It welcomes the Citizen and shows the dashboard of the citizen.

Application Submission

The screenshot shows the RTI application submission dashboard. At the top, there is a header with the logo of the Government of Rajasthan, technical support information (09:30 AM To 06:30 PM, 0141-2921314, rti.helpdesk@rajasthan.gov.in), and a welcome message for Ajays.Rathore@Rajasthan.Gov.In. The dashboard features a sidebar with navigation options: Dashboard, Submission, Application Submission (highlighted), First Appeal Submission, Second Appeal Submission, and Complaint Submission. The main content area displays a grid of application status cards:

Category	Count	More Info
Application	6	More info
Human Resource Violation Request	0	More info
Human Resource Violation Response	0	More info
Third Party Request	1	More info
Third Party Response	1	More info
Fee Request	3	More info
Fee Deposited	0	More info
More Information Request	1	More info

Person has to click on **Application Submission** Button. After clicking on it, a screen will appear which will ask that if the citizen is a BPL member or not?

The screenshot shows the 'Citizen Application Form' page. The sidebar is the same as in the previous screenshot. The main content area is titled 'Citizen Application Form' and contains a 'Criteria Selection' section. The question 'Is BPL?' is displayed with two radio button options: 'Yes' and 'No'.

If the citizen is a BPL member then he has to select **YES** and enter his BPL number and Upload BPL Proof in the text box, then click on **I Verify** button to validate the card. After validation, citizen has to fill all the details regarding application.

If the citizen is not a BPL member, then he has to select **NO** and proceed to fill the form. The form window will be displayed as:

- Dashboard
- Submission
- Application Transaction
- First Appeal Transaction
- Second Appeal Transaction
- Complaint Transaction
- Help
- Reports

Citizen Application Form

Criteria Selection

Is BPL?	Application Fee (INR)	Emtra Fee (INR)	Total Fee (INR)
<input type="radio"/> Yes <input checked="" type="radio"/> No	10 (INR)	0 (INR)	10 (INR)

Routing Information/Details

Department	Office/Section/Public Authority Name	Officer
Select	Select	Select

Personal Info

Applicant First Name	Applicant Middle Name	Applicant Last Name	Father/Spouse Name
Applicant First Name	Applicant Middle Name	Applicant Last Name	Father/Spouse Name
Gender	Mobile No.	Phone No.	Email ID
<input type="radio"/> Male <input type="radio"/> Female	Mobile No.	Phone No.	Email ID
Address	Pincode	District	Select Category
Address	Pincode	Select	Select
Life/Liberty Urgency	Citizen Identity Proof	Physical Handicap	Senior Citizen
<input type="radio"/> Yes <input type="radio"/> No	Select	<input type="checkbox"/> Physical Handicap	<input type="checkbox"/> Senior Citizen

Particulars Of Information Solicited

Subject of Application	Time Frame Of Information Required(From Date)	Time Frame Of Information Required(To Date)
Subject of Application	dd-mm-yyyy	dd-mm-yyyy
Intention of Application	Scanned Copy Of Application From Citizen	
Intention of Application	<input type="button" value="Choose File"/> No file chosen	

Specific Details Of Information Required

Rich text editor toolbar with options for bold, italic, underline, strikethrough, font color, background color, font size, text color, text background color, bulleted list, numbered list, link, unlink, undo, redo, and print.

Acceptance: The Information Provided By Applicant is Entered Correctly I Will Not Mause The Information Provided By The Applicant Further Processing Of Application Will Be Done According To The Provisions Of RTI Act-2005

Enclosure List

1. Select Department from the Drop down List.
2. Select from whom Information is to be required, either from Office/Public Authority/Section.
3. Select Office/Public Authority/Section from the Drop down list.
4. Enter the Applicant's Name.
5. Enter Father/Spouse name.
6. Select Gender.
7. Enter valid Mobile Number.
8. Enter Phone Number if he has.
9. Enter valid email address if he has.
10. Enter Postal address in English and Hindi.
11. Enter Pin code.
12. Select District from the drop down list. If applicant belongs to the district that is not given in the list, he has to select **other** option from

- the drop down list and enter name of the district in the text box given.
13. If citizen belongs to Rural area, then select the **Rural** radio button and Name of **Tehsil** and Village are to be entered, and if citizen belongs to Urban area, then select the **Urban** radio button and Name of the **City** and **Ward** are to be entered.
 14. If there is Life/Liberty Urgency then select the **yes** radio button otherwise not.
 15. Citizen Identity Proof select from the drop down menu.
 16. Identity Proof No. entered by the person related to the identity.
 17. Upload Identity Proof after click on browse button.
 18. Enter the Subject of Application (what information is to be asked)
 19. Select the time frame of which information is required.
 20. If citizen wants, then person can also give details of the information required.
 21. Scanned copy of application from Citizen uploaded by citizen.
 22. Check the checkbox of **Acceptance**, and accept that all information provided by citizen is correct.
 23. Click on **Submit** Button if you are sure to submit the application or click on **Reset** to reset or **Cancel** to cancel.
 24. After clicking on submit button, applicant will be redirected to payment gateway.



Goventment of Rajasthan
Department of Information Technology & Communication



Effective Governance
Better Citizen Services

Merchant PRN : **295614419**
Emitra Receipt Number : **21000242550**

Payment Options	Transaction Summary								
<div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;"> <input type="checkbox"/> Net Banking </div> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;"> <div style="display: flex; align-items: center;"> <div style="border: 1px solid #ccc; padding: 2px 5px; flex-grow: 1;">Rajasthan Payment PlatForm</div> <div style="background-color: #28a745; color: white; padding: 5px 10px; margin-left: 5px;">Pay Now</div> </div> </div> <div style="border: 1px solid #ccc; padding: 5px;"> <input type="checkbox"/> NEFT/RTGS </div>	<table style="width: 100%; border-collapse: collapse;"> <tr><td>Bill Amount</td><td style="text-align: right;">10.00</td></tr> <tr><td>Commission Amount</td><td style="text-align: right;">10.00</td></tr> <tr><td>Other Charges</td><td style="text-align: right;">0.00</td></tr> <tr><td>Total Amount</td><td style="text-align: right;">20.00</td></tr> </table>	Bill Amount	10.00	Commission Amount	10.00	Other Charges	0.00	Total Amount	20.00
Bill Amount	10.00								
Commission Amount	10.00								
Other Charges	0.00								
Total Amount	20.00								

[Click Here](#) to cancel this transaction.
Your IP Address **10.68.106.173** has been stored for security reasons.

25. After successful payment, application will be submitted and application no. gets generated. If fees is deducted from bank but transaction is not successful at portal due to any reason, applicant can see his/her payment status at Payment Transaction history page.

Dashboard

Submission ▼

Application Transaction ▼

First Appeal Transaction ▼

Second Appeal Transaction ▼

Complaint Transaction ▼

Help ▼

Reports ▲

→ Application Report

→ First Appeal Report

→ Second Appeal Report

→ Complaint Report

→ View Transaction History

Report

EXPORT EXCEL

District Department Filter Criteria From Date

To Date

[VIEW](#)

SR. NO.	REQUEST ID	APPLICATION NO.	REQUEST DATE	AMOUNT	FEE TYPE	PAYMENT STATUS
1	2021050316541016	RTI/2021/2	05-05-2021	10	APPLICATION FEE	Success

Items per page: 500 ▼

1 - 1 of 1



First Appeal Submission

The screenshot shows the 'First Appeal Form' page in the RTI portal. The page has a dark blue sidebar on the left with a menu containing: Dashboard, Submission (with a dropdown arrow), Application Submission, First Appeal Submission (highlighted in blue), Second Appeal Submission, Complaint Submission, Application Transaction (with a dropdown arrow), First Appeal Transaction (with a dropdown arrow), Second Appeal Transaction (with a dropdown arrow), Complaint Transaction (with a dropdown arrow), Help (with a dropdown arrow), and Reports (with a dropdown arrow). The main content area is white and features a 'First Appeal Form' header with a 'FIRST APPEAL FORM LIST' button on the right. Below the header is a form with a label 'Application Number' and a text input field containing 'Application Number'. A blue 'GO' button is positioned to the right of the input field. The top of the page includes a header with the Government of Rajasthan logo, technical support details (09:30 AM To 06:30 PM, 0141-2921314, rti.helpdesk@rajasthan.gov.in), and a user welcome message (Welcome Ajays.Rathore@Rajasthan.Gov.In).

Citizen can submit first appeal for their submitted application to relevant FAO .First appeal can be submitted for following reasons:

- I. PIO did not provide information within specified time period (48 hrs/ 30 days/ 35 days/ 40days/ 45 days).
- II. PIO provided incomplete or wrong information.
- III. PIO intimated more fees for providing information.

Citizen has to click on **First Appeal Submission** link under Submission section which will show following screen.

Dashboard

Submission

Application Transaction

First Appeal Transaction

Second Appeal Transaction

Complaint Transaction

Help

Reports

First Appeal Form

FIRST APPEAL FORM LIST

Application Number

Application Number

GO

Then citizen will enter his application number and click on **Go** button. This process takes him to the next process where a form has to be filled by him.

Appellant Information

(Application Date, Applicant First Name, Applicant Middle Name, Applicant last Name, Father/Spouse Name, Gender, Mobile No. Phone No. Email ID, Address, Pincode, District, Select Category, Life/Liberty Urgency, Citizen Identity proof, Physical Handicap and Senior Citizen) displayed

Particulars of Information Solicited

1. Particulars of information solicited and sequence of events on application will be shown.

First Appeal Detail

2. Select one option from the Appeal Submitted by Whom? Options are Self/Other.
3. Enter the complete description in Reasons/grounds for this appeal field.
4. Now choose options from Personal Presence at hearing option in form of Yes/ No.
5. Upload any one of document out of four which are Photocopies of original RTI Appeal with its enclosures, Postal proof of mailing, Acknowledgement of SPIO, and Information provided by SPIO.
6. Click on Submit button for submitting the forms.

Second Appeal Submission

Filling of Second Appeal User has to First Appeal, Application No or to select "No" option to submit

(Application Date, Applicant First Name, Applicant Middle Name, Applicant last Name, Father/Spouse Name, Gender, Mobile No. Phone No. Email ID, Address, Pincode, District, Select Category, Life/Liberty Urgency, Citizen Identity proof, Physical Handicap and Senior Citizen) displayed.

These details auto filled when to submit second appeal with first appeal no. or Application No.

Particulars of Information Solicited

Particulars of information solicited and sequence of events on application will be shown.

These details auto filled when to submit second appeal with first appeal no.

First Appeal Detail

1. Select one option from the Appeal Submitted by Whom? Options are Self/Other.
2. Enter the complete description in Reasons/grounds for this appeal field.
3. Now choose options from Personal Presence at hearing option in form of Yes/ No.
4. Upload any one of document out of four which are Photocopies of original RTI Appeal with its enclosures, Postal proof of mailing, Acknowledgement of SPIO, and Information provided by SPIO.
5. Click on Submit button for submitting the forms.

These details auto filled when to submit second appeal with first appeal no.

Second Appeal Detail

1. Select one option from the **Appeal Submitted by Whom?** Options are **Self/Other**.
2. Enter the complete description in **Reasons/grounds for this appeal field**.
3. Now choose options from **Personal Presence at hearing option** in form of **Yes/ No**.
4. **Inward number** will be shown automatically.
5. **Inward date** have to be entered in the field.
6. **Remark** has to be entered if required.
7. Upload all attachments such as **Photocopies of original RTI Appeal with its enclosures, Postalproof of mailing, Acknowledgement of SPIO, and Information provided by SPIO**.
8. Click on **Submit button** for submitting the forms.

- Dashboard
- Submission
 - Application Submission
 - First Appeal Submission
 - Second Appeal Submission
 - Complaint Submission
- Application Transaction
 - First Appeal Transaction
 - Second Appeal Transaction
 - Complaint Transaction
- Help
- Reports

Second Appeal Submission

Second Appeal Form

Do You Have System Generated First Appeal Number? *

Yes No

Do You Have Auto Generated Application Number From System *

Yes No

Appellant Detail

Application Date *

dd-mm-yyyy

Applicant First Name *

Applicant First Name

Applicant Middle Name

Applicant Middle Name

Applicant Last Name *

Applicant Last Name

Father/Spouse Name

Father/Spouse Name

Gender *

Male Female

Mobile No.

Mobile No.

Phone No.

Phone No.

Email ID

Email ID

Address *

Address

Pincode

Pincode

District

Select

Select Category *

Select

Is BPL? *

Yes No

Life/Liberty Urgency *

Yes No

Disability *

Yes No

Senior Citizen Mode

If Yes

Citizen Identity Proof

Select

Receiving Mode

By Post

Particulars Of Information Solicited

Subject Of Application *

Subject of Application

Time Frame Of Information Required(From Date) *

dd-mm-yyyy

Time Frame Of Information Required(To Date) *

dd-mm-yyyy

Intention Of Application *

Intention of Application

Specific Details Of Information Required

</> Undo Redo Bold Italic Underline Strikethrough X Clear

 Montserrat 11 A

 Text Color Background Color Bulleted List Numbered List Indent Outdent Table Image Link Unlink

State Public Information Officer Detail

District

Select

Department *

Select

Office/Section/Public Authority Name *

Select

State Public Information Officer Name *

Select

Date Of Application Received *

dd-mm-yyyy

Information Submitted By State Public Information Officer

Action Taken By State Public Information

Officer

Select

First Appeal Detail

Action Taken By FAO Select	Action Select	Letter Reference Number Letter Reference Number	Date Of First Appellate Authority Decision dd-mm-yyyy
Decision Decision	Reason For Appeal Reason For Appeal	Receiving Mode <input type="checkbox"/> By Post	

Second Appeal Detail

Appeal Submitted By Whom <input type="radio"/> Self <input type="radio"/> Other	Reasons/Grounds For This Appeal Reasons/grounds for this appeal	Personal Presence At Hearing <input type="radio"/> Yes <input type="radio"/> No	Inward No. 468733
Inward Date dd-mm-yyyy			
Remarks Remarks			
Enclosures			
<input type="checkbox"/> Copy Of RTI Application Choose File No file chosen	<input type="checkbox"/> Proof Of RTI Application Fee Choose File No file chosen	<input type="checkbox"/> Copy Of First Appeal Choose File No file chosen	<input type="checkbox"/> Copy Of Second Appeal Choose File No file chosen
<input type="checkbox"/> Other Attachment Choose File No file chosen	<input type="checkbox"/> Copy Of Fee Payment Proof Choose File No file chosen	<input type="checkbox"/> First Appellate Authority Decision Choose File No file chosen	<input type="checkbox"/> Copy Of Reply SPIO Choose File No file chosen
<input type="checkbox"/> Verification By Appellant Choose File No file chosen	<input type="checkbox"/> Senior Citizen Choose File No file chosen	<input type="checkbox"/> Physical Handicap Choose File No file chosen	<input type="checkbox"/> BPL Card Choose File No file chosen
<input type="checkbox"/> Life/Liberty Urgency Choose File No file chosen	<input type="checkbox"/> Identity Proof Of The Appellant Choose File No file chosen		

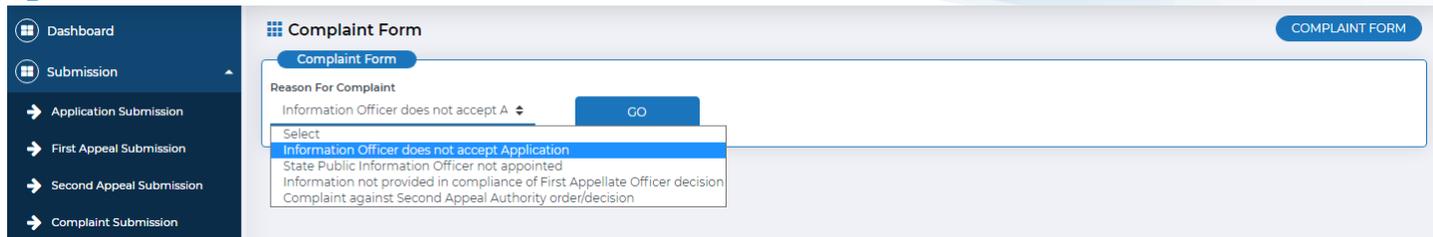
SUBMIT

PREVIEW FORM

RESET

Complaint Submission

In case when no action is taken by PIO or FAO or if citizens have issues related to various submission then they can choose this option. Selection of this option will display a drop down menu where they have to select a reason related to complaint as given in following screen:



The screenshot shows a web application interface for a 'Complaint Form'. On the left is a dark blue sidebar with navigation options: 'Dashboard', 'Submission', 'Application Submission', 'First Appeal Submission', 'Second Appeal Submission', and 'Complaint Submission'. The main content area is titled 'Complaint Form' and contains a 'Reason For Complaint' section. A dropdown menu is open, showing the following options: 'Select', 'Information Officer does not accept Application', 'State Public Information Officer not appointed', 'Information not provided in compliance of First Appellate Officer decision', and 'Complaint against Second Appeal Authority order/decision'. A 'GO' button is visible to the right of the dropdown.

Information Officer does not accepting application

After selection of this option a form will be displayed, where following information has to be entered

1. Select **Department name** from the Drop-down menu.
2. Select **office name** from the drop-down menu.
3. Select **officer name** from drop-down menu.
4. **Application date** has to be selected from date menu.
5. Complainant's first name has to be entered in **Appellant First Name** field.
6. Complainant's middle name has to be entered in **Appellant Middle Name** field.
7. Complainant's last name has to be entered in **Appellant Last Name** field.
8. Complainant's father's or spouse's name has to be entered in **Father / Spouse Name** field.
9. Complainant's gender has to be selected i.e. male or female from **Gender** radio button.
10. Complainant's mobile number has to be entered in **Mobile No** field.
11. Complainant's phone number has to be entered in **Phone No** field.
12. Complainant's email id has to be entered in **Email ID** field.
13. Complainant's address has to be entered in **Address** field.
14. Complainant's pin code has to be entered in **Pin code** field.
15. Complainant's District has to be selected from drop-down menu from **District** field. If complainant belongs to the district that is not given in the list, he has to select **other** option from the drop down list and enter name of the district in the text box given.
16. If Complainant belongs to rural area, then select the **Rural** radio button and Name of **Tehsil** and **Village** are to be entered, and if citizen belongs to Urban Area, then select the **Urban** radio button and Name of the **City** and **Ward** are to be entered.
17. If Appellant is BPL (Below Poverty Line), then select **Yes** from **Is BPL?** radio

button. On selection two fields will become visible for **BPL Card Number** and **Upload BPL Proof** else if citizen is not BPL, Select **No** from **Is BPL?** radio Button. On Selection, fields for **Payment Mode** and **Amount** will be shown.

18. If the Application is concerned with life/liberty of a person, Select **Yes** from Life / Liberty Urgency radio button and then upload the Life/Liberty Proof, else Select **No** from **Life / Liberty Urgency** radio button.

19. If citizen has got the identity proof with him, then select the Identity Proof from the **Citizen**

/Identity Proof drop down list. On selection, two fields will become visible for **Identity Proof Number**

and **Upload Identity Proof**.

20. Select check box if you want to post it on **receiving mode** field.

- Dashboard
- Submission
 - Application Submission
 - First Appeal Submission
 - Second Appeal Submission
 - Complaint Submission
- Application Transaction
- First Appeal Transaction
- Second Appeal Transaction
- Complaint Transaction
- Help
- Reports

Complaint Form
COMPLAINT FORM

Complaint Form

Reason For Complaint

Complaint against Second Appeal At
GO

Second Appeal Number

CIC/SNG10010000/A/2021/000022
GO

Complainant Detail

Application No.	Application Date	Complainant Name	Father/Spouse Name
	28/09/2021	Kapil	
Gender	Mobile No.	Phone No.	Email ID
Male	9887362961		Kapil@Gmail.Com
Address	Pincode	District	Is BPL?
Jaipur	302001	Jaipur	
Life/Liberty Urgency	Disability	Senior Citizen Mode	Citizen Identity Proof
	No		Aadar Card

Particulars Of Information Solicited

Subject Of Application	Time Frame Of Information Required(From Date)	Time Frame Of Information Required(To Date)	Intention Of Application
Second Appeal	28-09-2021 14:59:08		Second Appeal
Specific Details Of Information Required			

State Public Information Officer Detail

District	Department	Office/Section/Public Authority Name	State Public Information Officer Name
Jaipur	Information Technology And Communication Department, Jaipur	Head Office,Doitc.	Bhoopendra Jain Gfngfgh
Date Of Application Received			
28/09/2021			

First Appellate Authority Detail

First Appeal Number	District	Department	Office/Section/Public Authority Name
	Jaipur	Information Technology And Communication Department, Jaipur	Head Office,Doitc.
First Appeal Officer Name	Date Of Appeal Received	Date Of First Appellate Authority Decision	Decision
Bhoopendra Jain Cfngfhgfh	28/09/2021		

Second Appeal Detail And Decision

Second Appeal Number	Second Appeal Officer Name	Date Of Second Appeal Received	Reasons/Grounds For This Appeal
CIC/SNG10010000/A/2021/000022		28/09/2021	
Date Of Second Appeal Decision	Second Appeal Decision		

Complaint Decision

Complaint Submitted By Whom?	Reason/Grounds For This Complaint	Personal Presence At Hearing	Manual Inward Number
<input type="radio"/> Self <input type="radio"/> Other	<input type="text" value="Reason/Grounds For This Complaint"/>	<input type="radio"/> Yes <input type="radio"/> No	766143

Remarks

Remarks

Enclosures

<input type="checkbox"/> Copy Of RTI Application <input type="button" value="Choose File"/> No file chosen	<input type="checkbox"/> Proof Of RTI Application Fee <input type="button" value="Choose File"/> No file chosen	<input type="checkbox"/> Copy Of First Appeal <input type="button" value="Choose File"/> No file chosen	<input type="checkbox"/> Copy Of Second Appeal <input type="button" value="Choose File"/> No file chosen
<input type="checkbox"/> Other Attachment <input type="button" value="Choose File"/> No file chosen	<input type="checkbox"/> Copy Of Fee Payment Proof <input type="button" value="Choose File"/> No file chosen	<input type="checkbox"/> First Appellate Authority Decision <input type="button" value="Choose File"/> No file chosen	<input type="checkbox"/> Copy Of Reply SPIO <input type="button" value="Choose File"/> No file chosen
<input type="checkbox"/> Verification By Appellant <input type="button" value="Choose File"/> No file chosen	<input type="checkbox"/> Senior Citizen <input type="button" value="Choose File"/> No file chosen	<input type="checkbox"/> Physical Handicap <input type="button" value="Choose File"/> No file chosen	<input type="checkbox"/> BPL Card <input type="button" value="Choose File"/> No file chosen
<input type="checkbox"/> Life/Liberty Urgency <input type="button" value="Choose File"/> No file chosen	<input type="checkbox"/> Identity Proof Of The Appellant <input type="button" value="Choose File"/> No file chosen		

No file chosen

PREVIEW FORM

SUBMIT

RESET

CANCEL

Particulars of Information Solicited

21. Enter Subject of Application in Subject of Appeal field.
22. Time frame of information required has to be selected i.e. the From and To date from Timeframe of information required field.
23. Specific details of the information requested by the Appellant, has to be entered in Specific details of information required field.

Particulars Of Information Solicited

Subject Of Application *
Subject of Application

Time Frame Of Information Required(From Date)
dd-mm-yyyy

Time Frame Of Information Required(To Date)
dd-mm-yyyy

Receiving Mode
 By Post

Scanned Copy Of Application From Citizen
Choose File No file chosen

Intention Of Application *
Intention of Application

Specific Details Of Information Required

Acceptance: The Information Provided By Applicant Is Entered Correctly I Will Not Misuse The Information Provided By The Applicant Further Processing Of Application Will Be Done According To The Provisions Of RTI Act-2005

SUBMIT RESET

Complainant details

24. Select one option from the Complaint Submitted by Whom? Options are Self/Other.
25. Enter the complete description in Reasons/grounds for this complaint field.
26. Now choose options from Personal Presence at hearing option in form of Yes/ No.
27. Enter Inward Number and Inward date from relevant menu.
28. Upload all attachments which are Copy of RTI Complaint Form, Copy of RTI Application, Proof of Application Fee, Document Proof of not accepting Application , Verification by Complainant, and Other attachment.

29. Click on Submit button for submitting the form.

Dashboard

Submission

Application Submission

First Appeal Submission

Second Appeal Submission

Complaint Submission

Complaint Form

COMPLAINT FORM

Complaint Form

Reason For Complaint

Information Officer does not accept A

GO

Select

Information Officer does not accept Application

State Public Information Officer not appointed

Information not provided in compliance of First Appellate Officer decision

Complaint against Second Appeal Authority order/decision

User has to select any one from the dropdown

Information Officer does not accepting application

After selection of this option a form will be displayed, where following information has to be entered

1. Select **Department name** from the Drop-down menu.
2. Select **office name** from the drop-down menu.
3. Select **officer name** from drop-down menu.
4. **Application date** has to be selected from date menu.
5. Complainant's first name has to be entered in **Appellant First Name** field.
6. Complainant's middle name has to be entered in **Appellant Middle Name** field.
7. Complainant's last name has to be entered in **Appellant Last Name** field.
8. Complainant's father's or spouse's name has to be entered in **Father / Spouse Name** field.
9. Complainant's gender has to be selected i.e. male or female from **Gender** radio button.
10. Complainant's mobile number has to be entered in **Mobile No** field.
11. Complainant's phone number has to be entered in **Phone No** field.
12. Complainant's email id has to be entered in **Email ID** field.
13. Complainant's address has to be entered in **Address** field.
14. Complainant's pin code has to be entered in **Pin code** field.
15. Complainant's District has to be selected from drop-down menu from **District** field. If complainant belongs to the district that is not given in the list, he has to select **other** option from the drop down list and enter name of the district in the text box given.
16. If Complainant belongs to rural area, then select the **Rural** radio button and

Name of **Tehsil** and **Village** are to be entered, and if citizen belongs to Urban Area, then select the **Urban** radio button and Name of the **City** and **Ward** are to be entered.

17. If Appellant is BPL (Below Poverty Line), then select **Yes** from **Is BPL?** radio button. On selection two fields will become visible for **BPL Card Number** and **Upload BPL Proof** else if citizen is not BPL, Select **No** from **Is BPL?** radio Button. On Selection, fields for **Payment Mode** and **Amount** will be shown.

18. If the Application is concerned with life/liberty of a person, Select **Yes** from Life / Liberty Urgency radio button and then upload the Life/Liberty Proof, else Select **No** from **Life / Liberty Urgency** radio button.

19. If citizen has got the identity proof with him, then select the Identity Proof from the **Citizen /Identity Proof** drop down list. On selection, two fields will become visible for **Identity Proof Number** and **Upload Identity Proof**.

20. Select check box if you want to post it on **receiving mode** field.

The screenshot shows a web form titled "Complaint Decision". It contains several sections:

- Complaint Submitted By Whom? ***: Radio buttons for "Self" and "Other".
- Reason/Grounds For This Complaint ***: A text input field with placeholder text "Reason/Grounds For This Complaint".
- Personal Presence At Hearing ***: Radio buttons for "Yes" and "No".
- Manual Inward Number**: A text input field containing "710308".
- Remarks**: A large text area with placeholder text "Remarks".
- Enclosures**: A grid of checkboxes and file upload buttons for various documents:
 - Copy Of RTI Application (Choose File No file chosen)
 - Proof Of RTI Application Fee (Choose File No file chosen)
 - Copy Of First Appeal (Choose File No file chosen)
 - Copy Of Second Appeal (Choose File No file chosen)
 - Other Attachment (Choose File No file chosen)
 - Copy Of Fee Payment Proof (Choose File No file chosen)
 - First Appellate Authority Decision (Choose File No file chosen)
 - Copy Of Reply SPIO (Choose File No file chosen)
 - Verification By Appellant (Choose File No file chosen)
 - Senior Citizen (Choose File No file chosen)
 - Physical Handicap (Choose File No file chosen)
 - BPL Card (Choose File No file chosen)
 - Life/Liberty Urgency (Choose File No file chosen)
 - Identity Proof Of The Appellant (Choose File No file chosen)

At the bottom of the form, there are four buttons: "PREVIEW FORM", "SUBMIT", "RESET", and "CANCEL".

SPIO not appointed

The same as given in the process Information **Officer does not accepting Application** will be followed for **SPIO not appointed case**.

सूचना का अधिकार
Right to Information
Government of Rajasthan

Technical Support (09:30 AM To 06:30 PM) 0141-2921314 rti.helpdesk@rajasthan.gov.in हिंदी Welcome BHUPENDRA JAIN

Dashboard

Submission

Application Submission

First Appeal Submission

Second Appeal Submission

Complaint Submission

Application Transaction

First Appeal Transaction

Second Appeal Transaction

Complaint Transaction

Help

Reports

Complaint Form

COMPLAINT FORM

Complaint Form

Reason For Complaint

State Public Information Officer not a

Appellant Detail

Department Name <input type="text" value="Select"/>	Office Name <input type="text" value="Select"/>	Officer Name <input type="text" value="Select"/>	District <input type="text" value="Select"/>
Complainant First Name <input type="text" value="Complainant First Name"/>	Complainant Middle Name <input type="text" value="Complainant Middle Name"/>	Complainant Last Name <input type="text" value="Complainant Last Name"/>	Father/Spouse Name <input type="text" value="Father/Spouse Name"/>
Gender <input type="radio"/> Male <input type="radio"/> Female	Mobile No. <input type="text" value="Mobile No."/>	Phone No. <input type="text" value="Phone No."/>	Email ID <input type="text" value="Email ID"/>
Pincode <input type="text" value="Pincode"/>	District <input type="text" value="Select"/>	Select Category <input type="text" value="Select"/>	Is BPL? <input type="radio"/> Yes <input type="radio"/> No
Complaint Date <input type="text" value="dd-mm-yyyy"/>	Life/Liberty Urgency <input type="radio"/> Yes <input type="radio"/> No	Physical Handicap <input type="checkbox"/> Physical Handicap	Senior Citizen <input type="checkbox"/> Is Senior Citizen

Receiving Mode

By Post

Complaint Decision

Complaint Submitted By Whom? Self Other

Reason/Grounds For This Complaint

Personal Presence At Hearing? Yes No

Manual Inward Number

Remarks

Enclosures

<input type="checkbox"/> Copy Of RTI Application <input type="button" value="Choose File"/> No file chosen	<input type="checkbox"/> Proof Of RTI Application Fee <input type="button" value="Choose File"/> No file chosen	<input type="checkbox"/> Copy Of First Appeal <input type="button" value="Choose File"/> No file chosen	<input type="checkbox"/> Copy Of Second Appeal <input type="button" value="Choose File"/> No file chosen
<input type="checkbox"/> Other Attachment <input type="button" value="Choose File"/> No file chosen	<input type="checkbox"/> Copy Of Fee Payment Proof <input type="button" value="Choose File"/> No file chosen	<input type="checkbox"/> First Appellate Authority Decision <input type="button" value="Choose File"/> No file chosen	<input type="checkbox"/> Copy Of Reply SPIO <input type="button" value="Choose File"/> No file chosen
<input type="checkbox"/> Verification By Appellant <input type="button" value="Choose File"/> No file chosen	<input type="checkbox"/> Senior Citizen <input type="button" value="Choose File"/> No file chosen	<input type="checkbox"/> Physical Handicap <input type="button" value="Choose File"/> No file chosen	<input type="checkbox"/> BPL Card <input type="button" value="Choose File"/> No file chosen
<input type="checkbox"/> Life/Liberty Urgency <input type="button" value="Choose File"/> No file chosen	<input type="checkbox"/> Identity Proof Of The Appellant <input type="button" value="Choose File"/> No file chosen		

Information not provided in compliance of First Appeal Officer decision

In this category a citizen has to **first select Reason for dissatisfaction?** from the drop down menu. Enter **first appeal number** and then click on **Go** button. A form will display data related to application and first appeal, few data has to be filled by citizen which are as follow:

Complaint details

1. Select one option from the **Complaint Submitted by Whom?** Options are **Self/Other**.
2. Enter the complete description in **Reasons/grounds for this complaint field**.
3. Now choose options from **Personal Presence at hearing option** in form of **Yes/ No**.
4. Enter **Inward Number** and **Inward date** from relevant menu.
5. Upload all attachments which are **Copy of RTI Complaint Form, Copy of RTI Application, Proof of Application Fee, Document Proof of not accepting Application, Verification by Complainant, and Other attachment**.
6. Click on **Submit button** for submitting the form.

- Dashboard
- Submission
- Application Transaction
- First Appeal Transaction
- First Appeal Transaction
- Download First Appeal Decision
- First Appeal Withdrawal
- Second Appeal Transaction
- Complaint Transaction
- Help
- Reports

Complaint Form

COMPLAINT FORM

Complaint Form

Reason For Complaint

Information not provided in complian

GO

Reason For Dissatisfaction

State Public Information Officer does

First Appeal Number

039532463862396

GO

Complainant Detail

Application No. 039977789230279	Application Date 08/09/2021	Complainant Name Rrt	Father/Spouse Name Fgfg
Gender Male	Mobile No. 9460292927	Phone No. 9460292927	Email ID A@A.Com
Address Jaipur	Pincode	District Jaipur	Is BPL? Yes
Life/Liberty Urgency Yes	Disability No	Senior Citizen Mode No	Citizen Identity Proof Aadar Card

Particulars Of Information Solicited

Subject Of Application Fgfg	Time Frame Of Information Required(From Date) 08/09/2021	Time Frame Of Information Required(To Date) 08/09/2021	Intention Of Application Fgfg
Specific Details Of Information Required Fgf			

State Public Information Officer Detail

District Jaipur	Department Information Technology And Communication Department, Jaipur	Office/Section/Public Authority Name Head Office,Doitc.	State Public Information Officer Name Bhoopendra Jain
Date Of Application Received 20/10/2021			

First Appellate Authority Detail

First Appeal Number 039532463862396	District Jaipur	Department Information Technology And Communication Department, Jaipur	Office/Section/Public Authority Name Head Office,Doitc.
First Appeal Officer Name Bhoopendra Jain	Date Of Appeal Received 20/10/2021	Date Of First Appellate Authority Decision	Decision

Complaint Decision

Complaint Submitted By Whom? Self Other

Reason/Grounds For This Complaint
fgfgfgf

Personal Presence At Hearing? Yes No

Manual Inward Number
761615

Remarks

Remarks

Enclosures

- | | | | |
|--|--|---|--|
| <input type="checkbox"/> Copy Of RTI Application
Choose File No file chosen | <input type="checkbox"/> Proof Of RTI Application Fee
Choose File No file chosen | <input type="checkbox"/> Copy Of First Appeal
Choose File No file chosen | <input type="checkbox"/> Copy Of Second Appeal
Choose File No file chosen |
| <input type="checkbox"/> Other Attachment
Choose File No file chosen | <input type="checkbox"/> Copy Of Fee Payment Proof
Choose File No file chosen | <input type="checkbox"/> First Appellate Authority Decision
Choose File No file chosen | <input type="checkbox"/> Copy Of Reply SPIO
Choose File No file chosen |
| <input type="checkbox"/> Verification By Appellant
Choose File No file chosen | <input type="checkbox"/> Senior Citizen
Choose File No file chosen | <input type="checkbox"/> Physical Handicap
Choose File No file chosen | <input type="checkbox"/> BPL Card
Choose File No file chosen |
| <input type="checkbox"/> Life/Liberty Urgency
Choose File No file chosen | <input type="checkbox"/> Identity Proof Of The Appellant
Choose File No file chosen | | |

PREVIEW FORM

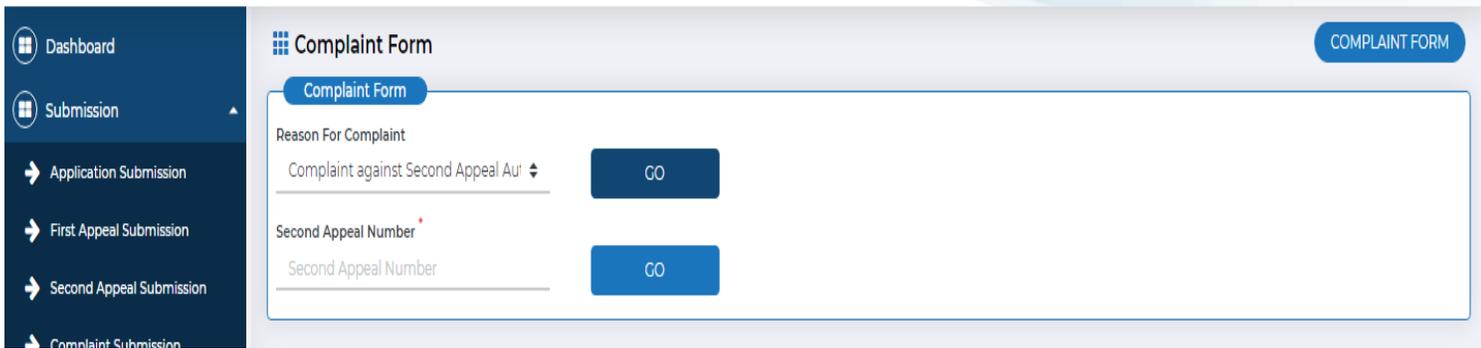
SUBMIT

RESET

CANCEL

Complaint against second appeal authority decision

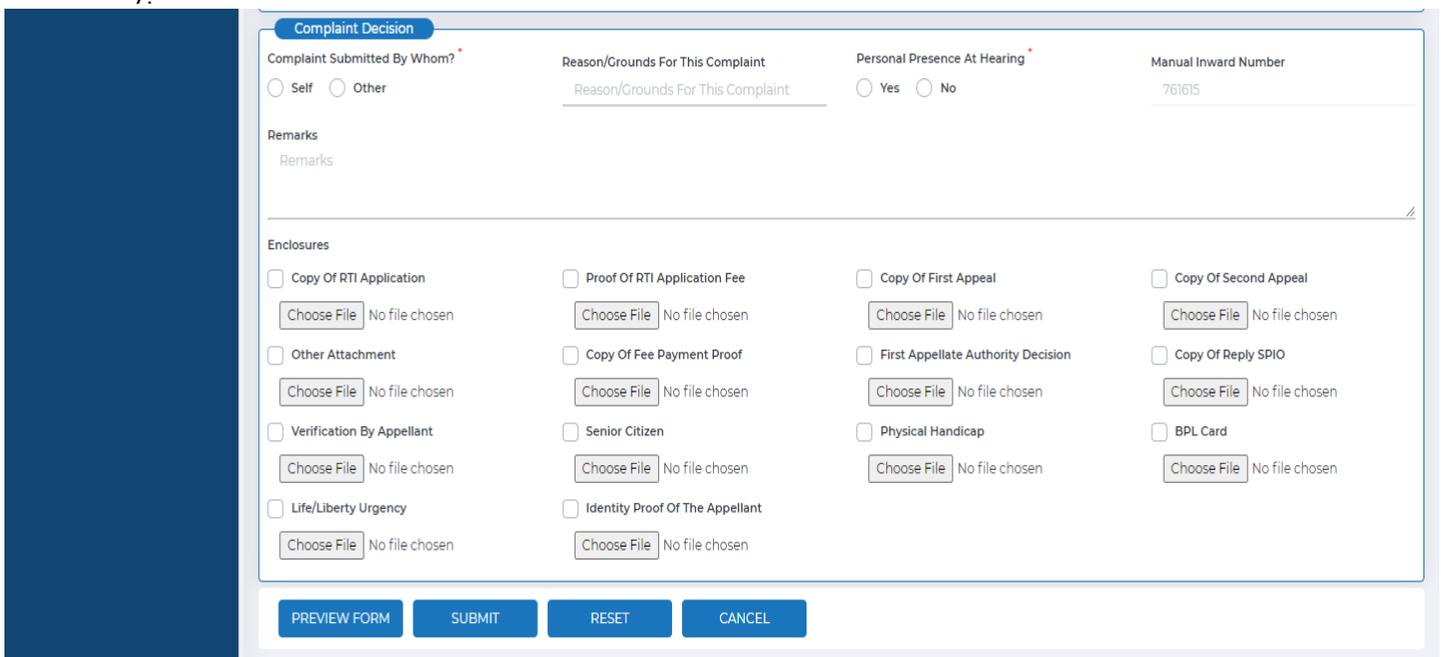
This fourth type of complaint is called Complaint against second appeal authority decision. In this case, a form will be displayed where you have to enter **Second appeal number** and then click on **Go** button. This will display a form where all application and first appeal related details will be shown.. Few information have to be filled which are as follows:



The screenshot shows a web interface for filing a complaint. On the left is a dark blue sidebar with navigation options: Dashboard, Submission, Application Submission, First Appeal Submission, Second Appeal Submission, and Complaint Submission. The main content area is titled 'Complaint Form' and contains two input sections. The first section is labeled 'Reason For Complaint' and has a dropdown menu with 'Complaint against Second Appeal Au' selected and a blue 'GO' button. The second section is labeled 'Second Appeal Number' and has a text input field with 'Second Appeal Number' and a blue 'GO' button. A 'COMPLAINT FORM' button is visible in the top right corner.

Complaint details

1. Select one option from the **Complaint Submitted by Whom?** Options are Self/**Other**.
2. Enter the complete description in **Reasons/grounds for this complaint field**.
3. Now choose options from **Personal Presence at hearing option** in form of **Yes/ No**.
4. Enter **Inward Number** and **Inward date** from relevant menu.
5. Upload any one of document out of four which are **Copy of RTI Complaint Form, Copy of RTIApplication, Proof of Application Fee, Document Proof of not accepting Application Verification by Complainant, and Other attachment**.
6. Click on **Submit button** for submitting the form.
- 7.



The screenshot shows the 'Complaint Decision' form. It includes several input fields and checkboxes. The 'Complaint Submitted By Whom?' field has radio buttons for 'Self' and 'Other'. The 'Reason/Grounds For This Complaint' field has a text input with 'Reason/Grounds For This Complaint'. The 'Personal Presence At Hearing' field has radio buttons for 'Yes' and 'No'. The 'Manual Inward Number' field has a text input with '761615'. There is a 'Remarks' field with a text input. The 'Enclosures' section contains a grid of checkboxes and file upload buttons: 'Copy Of RTI Application', 'Proof Of RTI Application Fee', 'Copy Of First Appeal', 'Copy Of Second Appeal', 'Other Attachment', 'Copy Of Fee Payment Proof', 'First Appellate Authority Decision', 'Copy Of Reply SPIO', 'Verification By Appellant', 'Senior Citizen', 'Physical Handicap', 'BPL Card', 'Life/Liberty Urgency', and 'Identity Proof Of The Appellant'. Each checkbox is accompanied by a 'Choose File' button and the text 'No file chosen'. At the bottom, there are four buttons: 'PREVIEW FORM', 'SUBMIT', 'RESET', and 'CANCEL'.

Application Transaction

Citizen can view the application details submitted by him by clicking on Application **Transaction** tab in this way:

Application Transaction Menu appears (Pending Transaction, More information Required, Deposit Intimated fees, Download information given and Application withdrawal.)

Citizen Pending List

From Date: dd-mm-yyyy To Date: dd-mm-yyyy Search: Search By Keyword [VIEW](#)

SR. NO.	APPLICATION NO.	SUBMIT DATE	APPLICANT NAME	LIFE/LIBERTY	STATUS	VIEW
1	039059251912604	2021-10-14T13:12:27.347	Bhoomika	Yes	Application submitted to SPIO -> Intimation sent for More Information to citizen -> Response received for More Information -> Citizen requested for Personal Visit -> Application forward to Third Party -> Response received from Third Party -> Application rejected by SPIO	
2	039323905648732	2021-09-08T11:47:14.683	test	No	Application submitted to SPIO -> Fee Intimation sent to citizen -> Response received for Fee Intimation	
3	039861428460040	2021-09-08T11:39:07.657	Rozy	Yes	Application submitted to SPIO	

Items per page: 5 1 - 3 of 3

1. Pending Transaction this menu shows applications which are pending.
2. More information required this menu shows if SPIO request for more information require.
3. Deposit Intimated fees this menu shows if SPIO request for fee transfer.
4. Download information given this menu shows when SPIO provide you the information as requested Application.
5. Application withdrawal in this menu shows the application which withdraws.

All the entire menu contains the following columns: **Sr. No. Application No., Submit Date, Applicant Name, Life/Liberty, Department, Office, Application Submitted To, Info Details, Action, Status, Print Acknowledgement.**

- Dashboard
- Submission
- Application Transaction
- Panding Transaction
- More Information Required
- Deposit Information Fees
- Download Information Given
- Application Withdrawal
- First Appeal Transaction
- Second Appeal Transaction
- Complaint Transaction
- Help
- Reports

View Application Detail

PRINT FORM
BACK

Application No.
039327620662873

Department Name	Office Name	Officer Name	Application Date
Information Technology And Communication Department, Jaipur	IT Building, Tilak Marg, C-Scheme, Jaipur	Bhoopendra Jain Cfngfhgfh	14 Oct 2021
Applicant Name	Mobile No.	District	Tehsil
Avik	9269090432	Jhunjhunun	Mandawa
Village	Cender	Father/Spouse Name	Email ID
	Male	A KKK Gaur	Rozychittoria@gmail.Com
Phone No.	Pincode	Payment Mode	Physical Handicap
	302006	Online	No
Senior Citizen	District	Is BPL?	
No	Jhunjhunun	Yes	
Life/Liberty Urgency			
Yes			

Linked Applications

Application No.
039327620662873

Particulars Of Information Solicited

Subject Of Application	Intention Of Application	The Period To Which The Information Relates	Specific Details Of Information Required
Opinion And Suggestions.	Opinion And Suggestions.	From : -01/09/2021 To :-13/10/2021	View Information Download File

Sequence Of Events For Application

SR. NO.	INWARD/OUTWARD ACTIVITY	INWARD/OUTWARD DATE	INWARD/OUTWARD NUMBER	INWARD/OUTWARD ACTION PERFORMED BY	INWARD/OUTWARD REMARKS	TYPE
1	Application submitted to SPIO	14/10/2021	828503			Inward
2	Fee Intimation	14/10/2021	507574		transfer urgently	Outward
3	Information Given to Citizen	14/10/2021	271653		sdfsdfsf	Outward

Citizen Document List

SR. NO.	FILE NAME	VIEW
1	BPL	View
2	Life_LibertyUrgency	View

PRINT FORM
BACK

If citizen wants to View application citizen has to click on View button, it will displayd as shown , can take a print out of the application filled.

More Information Response

If SPIO is unable to understand the application submitted by citizen, he can request the citizen for more information. Citizen can give response for that request through this action.

1. Select More information require menu
2. Click on Action button this will redirected to more information request form
3. Citizen can view details as requested from SPIO.
4. **Response for more Information required** has to be entered.
5. **Inward number** will be displayed automatically.
6. **Inward date** have to be selected from menu.
7. **Remark** has to be entered if needed and then click on Submit button.

Citizen More Information

[View Application Details](#)

Please Fill All Mandatory Fields Marked With *

Application No.	Application Date	Applicant Name	Mobile No.
039861428460040	08 Sep 2021	Rozy	9269090432

Particulars Of Information Solicited

Subject Of Application	Intention Of Application	Specific Details Of Information Required
Testtttttttt	Testtttttt	View Information

Received Information

Outward No. 127721	VIEW DETAILS	
Inward No. 327643	Inward Date dd-mm-yyyy	Remarks

Other Details

[</>](#) [↶](#) [↷](#) **B** *I* U ~~S~~ X' X, sans-serif 14

Fee payment

If SPIO intimates citizen to submit fees for getting information, citizen can pay that fees through this action.

8. Select Deposit intimated Fees
9. Click on Action button this will redirected to Deposit intimated Fees form
10. Citizen can view fees details as requested from SPIO.
11. **Requested details auto filled .**
12. **User need to click on Pay Now button** then page will redirected to Payment gateway as displayed.

Citizen Fee Payment Response			
View Application Details			
Application No.	Application Date	Applicant Name	Mobile No.
039327620662873	14 Oct 2021	Avik	9269090432
Department Name	Office Name	Officer Name	
Information Technology And Communication Department, Jaipur	Head Office,Doitc.	Bhoopendra Jain Cfngfghf	
Particulars Of Information Solicited			
Subject Of Application	Intention Of Application	The Period To Which The Information Relates	Specific Details Of Information Required
Subject Of Application	Intention Of Application	From : -01/09/2021 To :>13/10/2021	View Information Download Details
Citizen Fee Payment Response			
Outward No.	Received Amount (Total Amount)	Fee Disks	No. Of Pages
507574	110	50	20
No. Of Disks	Model Sample Fee	Large Paper Size Cost	Publication Fee
1	5	10	5
Fee Intimation Other Details Transfer Payment Urgently			
PAY NOW		RESET	

After click on pay now it redirect to payment gateway .

Government of Rajasthan
Department of Information Technology & Communication

Merchant PRN : **295614419** Emitra Receipt Number : **21000242550**

Payment Options

Net Banking

Rajasthan Payment PlatForm

Pay Now

NEFT/RTGS

Transaction Summary

Bill Amount	10.00
Commission Amount	10.00
Other Charges	0.00
Total Amount	20.00

[Click Here](#) to cancel this transaction. Your IP Address **10.68.106.173** has been stored for security reasons.

After successful payment information fee will get deposit. If payment deducted from bank but not successfully redirect to portal then applicant can see his/her payment status at view Transaction history under report.

Report EXPORT EXCEL

District Department Filter Criteria From Date

To Date VIEW

SR. NO.	REQUEST ID	APPLICATION NO.	REQUEST DATE	AMOUNT	FEE TYPE	PAYMENT STATUS
1	2021050316541016	RTI/2021/2	05-05-2021	10	APPLICATION FEE	Success

Items per page: 1 - 1 of 1 ⏪ ⏩

Information Download

After complete processing of RTI application by SPIO, SPIO will upload the required information on the portal. Citizen can View the information via click on action button in download information given menu. Citizen can download the information in form of attachment if Public information officer uploaded. Click on to view download icon .

सूचना का अधिकार
Right to Information
Government of Rajasthan

Technical Support (09:30 AM To 06:30 PM) ☎ 0141-2921314 ✉ rti.helpdesk@rajasthan.gov.in हिंदी Welcome JAYESH LODHA ▾

Dashboard

Submission ▾

Application Transaction ▲

→ Pending Transaction

→ More Information Required

→ Deposit Intimated Fees

→ Download Information Given

First Appeal Transaction ▾

Second Appeal Transaction ▾

Complaint Transaction ▾

Help ▾

Reports ▾

Given Information Download

View Application Details

Please Fill All Mandatory Fields Marked With *

Application No.	Application Date	Applicant Name	Mobile No.
219974383166341	18/09/2021	Jayesh Lodha	7877779888

Particulars Of Information Solicited

Subject Of Application	Specific Details Of Information Required
Certified Copy Of Action Taken On My Enclosed Complain	View Information Download File

Fees Intimation Information Details

SR. NO.	NO. OF PAGES (₹)	NO. OF DISKS (₹)	PUBLICATION FEE (₹)	MODEL SAMPLE FEE (₹)	LARGE PAPER SIZE COST (₹)	REQUESTED FEE (₹)	FEE REQUESTED DATE	RESPONSE OTHER DETAILS	FEE INTIMATION OTHER DETAILS
1	58	0	0	0	0	116	20/10/2021	system generated details	suchana patra bheja gaya

Download Information Details

SR. NO.	COMMENTS FROM SPIO	STATUS	VIEW
1	नियमानुसार सूचना प्रेषित की गई।	Information Given	

Reports

To view the report of the applications submitted by the citizen, he/she has to click on **REPORT** Button. After clicking, a window will be displayed in which citizen has to select the dates to and from which he has to view the report of the applications submitted in that period. He can also further select the Department to which the application was submitted, Department District, from and to date Filter Criteria.

The window which will be displayed is as follows:

SR. NO.	APPLICATION NO.	APPLICANT NAME	SUBMIT DATE	DISTRICT NAME	DEPARTMENT NAME	OFFICE NAME	LIFE/LIBERTY	APPLICATION SUBMITTED TO	INFO DETAILS	INFO FROM DATE	INFO TO DATE
1	039059251912604	Bhoomika hfsfsdfsdChawala	14/10/2021	SriGanganagar	Information Technology and Communication Department, Jaipur	Head office,Doitc.	Yes	Bhoopendra jain gfnfgfn			
2	039861428460040	Rozy KC	08/09/2021	SriGanganagar	Information Technology and Communication Department, Jaipur	Head office,Doitc.	Yes	Bhoopendra jain gfnfgfn		08/09/2021	08/09/2021
3	039327620662873	Avik kkkjumaGaur	14/10/2021	Jhunjhunun	Information Technology and Communication Department, Jaipur	Head office,Doitc.	Yes	Bhoopendra jain gfnfgfn		01/09/2021	13/10/2021
4	039440510449313	Mohan kumarverma	14/10/2021	Jaipur	Information Technology and Communication Department, Jaipur	Head office,Doitc.	No	Bhoopendra jain gfnfgfn			
5	039217578281537	sunita kumarisharma	08/09/2021	Jaipur	Information Technology and Communication Department, Jaipur	Head office,Doitc.	Yes	Bhoopendra jain gfnfgfn		08/09/2021	08/09/2021
6	039323905648732	test tssstest	08/09/2021	Barmer	Information Technology and Communication Department, Jaipur	Head office,Doitc.	No	Bhoopendra jain gfnfgfn		08/09/2021	08/09/2021

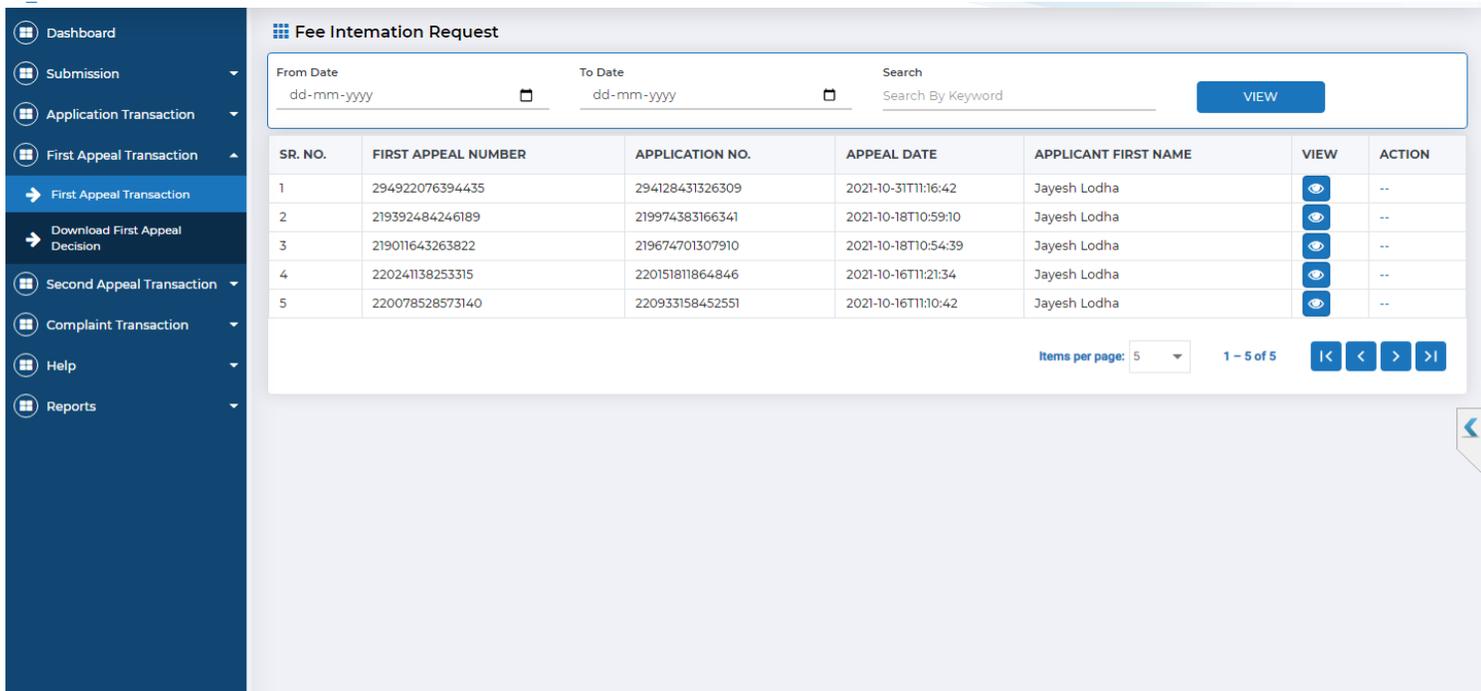
A report grid shows various details like **Application No., Applicant Name, Submit Date, District Name, Department Name, Office Name, Life / Liberty, Application Submitted To, Info Details, Info from Date, Info To Date**. All details can be seen through info details tab. All the relevant report can be shown on the basis of District, Date, Department name, and different filter criteria.

All reports can be seen on the basis of different filters which selects through radio buttons which are as follows

First Appeal Transaction

Citizen can view the First appeal details submitted by him by clicking on First appeal **Transaction** tab in this way:

In First appeal transaction grid will be shown (Sr. No. First Appeal Number, Application No, Appeal Date, Applicant First Name View and Action)



The screenshot displays a web application interface for 'Fee Intimation Request'. On the left is a dark blue sidebar with navigation options: Dashboard, Submission, Application Transaction, First Appeal Transaction (expanded), First Appeal Transaction (selected), Download First Appeal Decision, Second Appeal Transaction, Complaint Transaction, Help, and Reports. The main content area has a search bar with 'From Date' (dd-mm-yyyy), 'To Date' (dd-mm-yyyy), and a 'Search' field (Search By Keyword) with a 'VIEW' button. Below the search bar is a table with the following data:

SR. NO.	FIRST APPEAL NUMBER	APPLICATION NO.	APPEAL DATE	APPLICANT FIRST NAME	VIEW	ACTION
1	294922076394435	294128431326309	2021-10-31T11:16:42	Jayesh Lodha		--
2	219392484246189	219974383166341	2021-10-18T10:59:10	Jayesh Lodha		--
3	219011643263822	219674701307910	2021-10-18T10:54:39	Jayesh Lodha		--
4	220241138253315	220151811864846	2021-10-16T11:21:34	Jayesh Lodha		--
5	220078528573140	220933158452551	2021-10-16T11:10:42	Jayesh Lodha		--

At the bottom right of the table, there is a pagination control showing 'Items per page: 5' and '1 - 5 of 5' with navigation arrows.

The Transaction grid shows (S.R No., Inward DAK No., Applicant First Name, Application No., Appeal Date, View and Action). And court master list can be filtered by Search keyword.

Download First Appeal Decision

After complete processing of RTI application by SPIO, SPIO will upload the required First Appeal Decision on the portal. Citizen can View the First Appeal Decision via click on action button in download First Appeal Decision given menu.

Citizen can download the First Appeal Decision in form of attachment if First Appellate officer uploaded. Click on to view download icon .

First Appeal Report

A report grid shows various details like **Application No., Appeal No., Applicant Name, District, Department, Office, Submit Date, Appeal Submitted To, Info Details, Info From Date, Info To Date.**

All details can be seen through info details tab. All the relevant report can be shown on the basis of District, Date, Department name, and different filter criteria.

- Dashboard
- Submission
- Application Transaction
- First Appeal Transaction
- Second Appeal Transaction
- Complaint Transaction
- Help
- Reports
 - Application Report
 - First Appeal Report**
 - Second Appeal Report
 - Complaint Report
 - View Transaction History

Report
EXPORT EXCEL

District

Department

From Date

To Date

SR. NO.	APPLICATION NO.	APPLICANT NAME	SUBMIT DATE	DISTRICT NAME	DEPARTMENT NAME	OFFICE NAME	LIFE/LIBERTY	APPLICATION SUBMITTED TO	INFO DETAILS	INFO FROM DATE	INFO TO DATE
1	039059251912604	Bhoomika hfsdfsdfdfChawala	14/10/2021	SriGanganagar	Information Technology and Communication Department, Jaipur	Head office,Doitc.	Yes	Bhoopendra jain gfngfhgfh			
2	039861428460040	Rozy KC	08/09/2021	SriGanganagar	Information Technology and Communication Department, Jaipur	Head office,Doitc.	Yes	Bhoopendra jain gfngfhgfh		08/09/2021	08/09/2021
3	039327620662873	Avik kkkjumaGaur	14/10/2021	Jhunjhunun	Information Technology and Communication Department, Jaipur	Head office,Doitc.	Yes	Bhoopendra jain gfngfhgfh		01/09/2021	13/10/2021
4	039440510449313	Mohan kumarverma	14/10/2021	Jaipur	Information Technology and Communication Department, Jaipur	Head office,Doitc.	No	Bhoopendra jain gfngfhgfh			
5	039217578281537	sunita kumarisharma	08/09/2021	Jaipur	Information Technology and Communication Department, Jaipur	Head office,Doitc.	Yes	Bhoopendra jain gfngfhgfh		08/09/2021	08/09/2021
6	039323905648732	test tsssstest	08/09/2021	Barmer	Information Technology and Communication Department, Jaipur	Head office,Doitc.	No	Bhoopendra jain gfngfhgfh		08/09/2021	08/09/2021

Items per page: 1 - 6 of 6

Second Appeal Transaction

Citizen can view the Second appeal details submitted by him by clicking on Second appeal Transaction tab in this way:

The screenshot shows a web application interface. On the left is a dark blue sidebar menu with the following items: Submission, Application Transaction, First Appeal Transaction, Second Appeal Transaction (highlighted), Download Second Appeal Decision, Second Appeal Withdrawal, Kami Poorti Upload, Complaint Transaction, Help, and Reports. The main content area has a search bar with 'From Date' and 'To Date' fields (format dd-mm-yyyy) and a 'Search By Keyword' field. Below the search bar is a table with the following data:

SR. NO.	APPLICATION NO.	SUBMIT DATE	APPLICANT NAME	LIFE/LIBERTY	VIEW	ACTION
1	039327620662873	2021-10-14T13:21:57.51	Avik	Yes		
2	039217578281537	2021-09-08T11:25:36.44	sunita	Yes		

At the bottom right of the table area, there is a pagination control showing 'Items per page: 5' and '1 - 2 of 2' with navigation arrows.

Second Appeal Transaction Menu appears (Second Appeal Transaction, Download Second Appeal Decision, Second Appeal Withdrawal and Kami Poorti Upload)

1. Second Appeal Transaction this will shows pending Second Appeal
2. Download Second Appeal Decision from this download decision of second appeal when Information commission upload the dashboard.
3. Second Appeal Withdrawal in this menu shows the second appeal which withdraws.
4. Kami Poorti Upload this menu shows if request sent from information commission for Upload kami poorti document.

All the entire menu contains the following columns: Sr. No. Application No., Submit Date, Applicant Name, Life/Liberty, Department, Office, Application Submitted To, Info Details, Action, Status, Print Acknowledgement.

Download Second Appeal Decision

After complete processing of RTI application by SPIO, SPIO will upload the required Second Appeal Decision on the portal. Citizen can View the second Appeal Decision via click on action button in download Second Appeal Decision given menu.

Citizen can download the second Appeal Decision in form of attachment if Appellate Authority uploaded. Click on to view download icon .

Second Appeal

A report grid shows various details like **Inwad No., Application No., First Appeal No., Second Appeal No., Applicant Name, District, Department, Office, Submitted Date, Appeal Submitted To, Info Details, Info From Date, Info To Date.**

- Dashboard
- Submission
- Application Transaction
- First Appeal Transaction
- Second Appeal Transaction
- Complaint Transaction
- Help
- Reports
 - Application Report
 - First Appeal Report
 - Second Appeal Report
 - Complaint Report
 - View Transaction History

Report

District
Department
From Date
To Date

SR. NO.	APPLICATION NO.	APPLICANT NAME	SUBMIT DATE	DISTRICT NAME	DEPARTMENT NAME	OFFICE NAME	LIFE/LIBERTY	APPLICATION SUBMITTED TO	INFO DETAILS	INFO FROM DATE	INFO TO DATE
1	039059251912604	Bhoomika hfdfsdfdfChawala	14/10/2021	SriGanganagar	Information Technology and Communication Department, Jaipur	Head office,Doitc.	Yes	Bhoopendra jain gfngfghfn			
2	039861428460040	Rozy KC	08/09/2021	SriGanganagar	Information Technology and Communication Department, Jaipur	Head office,Doitc.	Yes	Bhoopendra jain gfngfghfn		08/09/2021	08/09/2021
3	039327620662873	Avik kkkjumaGaur	14/10/2021	Jhunjunun	Information Technology and Communication Department, Jaipur	Head office,Doitc.	Yes	Bhoopendra jain gfngfghfn		01/09/2021	13/10/2021
4	039440510449313	Mohan kumarverma	14/10/2021	Jaipur	Information Technology and Communication Department, Jaipur	Head office,Doitc.	No	Bhoopendra jain gfngfghfn			
5	039217578281537	sunita kumarisharma	08/09/2021	Jaipur	Information Technology and Communication Department, Jaipur	Head office,Doitc.	Yes	Bhoopendra jain gfngfghfn		08/09/2021	08/09/2021
6	039323905648732	test tssstest	08/09/2021	Barmer	Information Technology and Communication Department, Jaipur	Head office,Doitc.	No	Bhoopendra jain gfngfghfn		08/09/2021	08/09/2021

Items per page: 500
1 - 6 of 6

Complaint Transaction

Citizen can view the application details submitted by him by clicking on **Transaction** tab in this way:

From Date
To Date
Search

SR. NO.	APPLICATION NO.	SUBMIT DATE	APPLICANT NAME	LIFE/LIBERTY	VIEW	ACTION
1	039327620662873	2021-10-14T13:21:57.51	Avik	Yes	<input type="button" value="VIEW"/>	<input type="button" value="ACTION"/>
2	039217578281537	2021-09-08T11:25:36.44	sunita	Yes	<input type="button" value="VIEW"/>	<input type="button" value="ACTION"/>

Items per page: 5
1 - 2 of 2

Download Complaint Decision

After complete processing of RTI application by SPIO, SPIO will upload the required Complaint Decision on the portal. Citizen can View the Complaint Decision via click on action button in download Complaint Decision given menu.

Citizen can download the Complaint Decision in form of attachment if Appellate Authority uploaded. Click on to view download icon.

Complaints

A report grid shows various details like , **Application No., Applicant Name., Second Appeal No., Complaint No., Applicant Name, District, Department, Office, Submitted Date, AppealSubmitted To, Info Details, Info From Date, Info To Date**

Dashboard

Submission

Application Transaction

First Appeal Transaction

Second Appeal Transaction

Complaint Transaction

Help

Reports

Application Report

First Appeal Report

Second Appeal Report

Complaint Report

View Transaction History

Report

EXPORT EXCEL

District Department From Date To Date

Select dd-mm-yyyy dd-mm-yyyy

VIEW

SR. NO.	APPLICATION NO.	APPLICANT NAME	SUBMIT DATE	DISTRICT NAME	DEPARTMENT NAME	OFFICE NAME	LIFE/LIBERTY	APPLICATION SUBMITTED TO	INFO DETAILS	INFO FROM DATE	INFO TO DATE
1	039059251912604	Bhoomika hfsfsdfsdChawala	14/10/2021	SriGanganagar	Information Technology and Communication Department, Jaipur	Head office,Doitc.	Yes	Bhoopendra jain gfnfgfgh			
2	039861428460040	Rozy KC	08/09/2021	SriGanganagar	Information Technology and Communication Department, Jaipur	Head office,Doitc.	Yes	Bhoopendra jain gfnfgfgh		08/09/2021	08/09/2021
3	039327620662873	Avik kkkjumaGaur	14/10/2021	Jhunjhunun	Information Technology and Communication Department, Jaipur	Head office,Doitc.	Yes	Bhoopendra jain gfnfgfgh		01/09/2021	13/10/2021
4	039440510449313	Mohan kumarverma	14/10/2021	Jaipur	Information Technology and Communication Department, Jaipur	Head office,Doitc.	No	Bhoopendra jain gfnfgfgh			
5	039217578281537	sunita kumarisharma	08/09/2021	Jaipur	Information Technology and Communication Department, Jaipur	Head office,Doitc.	Yes	Bhoopendra jain gfnfgfgh		08/09/2021	08/09/2021
6	039323905648732	test tssstest	08/09/2021	Barmer	Information Technology and Communication Department, Jaipur	Head office,Doitc.	No	Bhoopendra jain gfnfgfgh		08/09/2021	08/09/2021

Items per page: 500 1 - 6 of 6

< < > >

Help

Citizen Issue grid shows basic details of the Citizen Issue List (S.R No., Issue Type, Issue, Ticket To, Attachment File and Status).And Citizen issue list can be filtered by Search keyword.

- Dashboard
- Submission
- Application Transaction
- Pending Transaction
- More Information Required
- Deposit Intimated Fees
- Download Information Given
- First Appeal Transaction
- Second Appeal Transaction
- Complaint Transaction
- Help
- Submit Help
- Reports

Citizen Issue

ADD NEW CITIZEN ISSUE

SR. NO.	ISSUE TYPE	ISSUE	TICKET ID	ATTACHMENT FILE	STATUS
1	Administrative	For Not Working Page Error	RTITicket0001	Reference File	Close
2	Technical	test	RTITicket0004	Reference File	Pending
3	Technical	gfgfgf	RTITicket0005	Reference File	Pending
4	Technical	dghdg	RTITicket0006	Reference File	Pending
5	Technical	aa	RTITicket0007	Reference File	Pending

Items per page: 5 1 - 5 of 5 < < > >

Add New Citizen Issue

If Citizen has issue related to technical and administrative then user can raise issue in the following way.

The screenshot shows a web application interface for raising a citizen issue. On the left is a dark blue sidebar menu with icons and text for various functions: Dashboard, Submission, Application Transaction, Pending Transaction, More Information Required, Deposit Intimated Fees, Download Information Given, First Appeal Transaction, Second Appeal Transaction, Complaint Transaction, Help, Submit Help, and Reports. The main content area is titled 'Issue By Citizen' and features a light blue header with a button labeled 'ISSUE BY CITIZEN'. Below the header is a form with two input fields: 'Issue Type' (a dropdown menu with 'Select' and 'Issue' options) and 'Referral Document' (a file upload area with a 'Choose File' button and 'No file chosen' text). At the bottom of the form are three blue buttons: 'SUBMIT', 'BACK', and 'RESET'.

1. IC has to click on to Add New Citizen Issue
 2. Enter Issue Type
 3. Enter Issue
 4. Attach Referral Document
- Next click on Submit button