

**OFFICE OF THE FIRST APPELLATE AUTHORITY**  
**(Appointed under the Right to Information Act, 2005)**  
**The Institute of Company Secretaries of India ICSI**  
**House, C-36, Sector-62, Institutional Area,**  
**Noida - 201 309 (U.P.)**

**Appeal No.235/2023**

IN THE MATTER OF:

Khushboo Mishra  
F 301, Sanskruti Apt  
Near Fire Brigade  
Nallasopara East  
Maharashtra- 401209

Appellant

Vs.

Central Public Information Officer (EXAM)  
The Institute of Company Secretaries of India  
C-37, Sector 62, NOIDA- 201309

Respondent

Date of Order: 09 May, 2023

**ORDER**

- (1) The Appellant has filed first Appeal- No. ICSOI/A/E/23/00235 on 13.04.2023 under Section 19(1) of the Right to Information Act, 2005 in connection with Response Ref. No. ICSOI/R/E/23/07089 dated 31.03.2023 against the Central Public Information Officer (CPIO) (hereinafter referred to as Respondent) of the Institute of Company Secretaries of India.
- (2) The Appellant vide her application dated 06.03.2023 has requested to provide the certified photocopies of CS Professional Program examination, Session: December 2022 for the subjects: 1. Governance, Risk Management, Compliances and Ethics, 2. Advanced Tax Laws, 3. Drafting, Pleadings and Appearances, 4. Corporate Funding & Listings in Stock Exchanges, 5. Multidisciplinary Case Studies, 6. Insolvency–Law and Practice
- (3) The Appellant has informed in the instant appeal that “No Response Within the Time Limit”.
- (4) The reply of the Respondent against the instant appeal is as under: -

“It is submitted that we have provided the requisite information as sought by the Applicant (Appellant hereinafter) in her RTI Application ICSOI/R/E/23/07089 dated 06.03.2023, at the email id of the Appellant registered with the Institute of Company Secretaries of India vide email dated 31.03.2023 and once again on 02.05.2023 in which a web-link, Username and Password have been provided to the Appellant to access the information sought.

Further, the date of accessing the scanned copies has also been extended till 10.05.2023.

The contents as above made in the RTI reply stands as it is and are candid”.

(5) This Office has carefully considered the application, the response, the appeal and the records made available and finds that the matter can be decided based on the material available on record.

(6) This Office concurs with the submission of the Respondent. Respondent has provided the response to Appellant vide email dated 31.03.2023 and once again on 02.05.2023 & also date extended till 10.05.2023 to access the scanned copies/ information sought. Appellant is requested to check her email id.

The appeal is accordingly disposed of.

Sd/-

(Ankur Yadav)  
First Appellate Authority

Copy to :

1. Ms. Khushboo Mishra  
F 301, Sanskruti Apt  
Near Fire Brigade  
Nallasopara East  
Maharashtra- 401209
2. Central Public Information Officer (EXAM)  
The Institute of Company Secretaries of India  
C-37, Sector 62, NOIDA- 201309
3. Directorate of IT - For publishing on the website