

**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. 267/2023**

IN THE MATTER OF:

Ritvik Saini  
81/2 Laddhawala, Roorkee Road  
Muzaffarnagar, U.P- 251002

Appellant

Vs.

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

Respondent

Date of Order: 15 May, 2023

**ORDER**

- (1) The Appellant has filed first Appeal- No. ICSOI/A/E/23/00267 on 20.04.2023 under Section 19(1) of the Right to Information Act, 2005 in connection with Response Ref. No. ICSOI/R/E/23/11184 dated 19.04.2023 against the Central Public Information Officer (CPIO) (hereinafter referred to as Respondent) of the Institute of Company Secretaries of India.
- (2) The Appellant vide his application dated 25.03.2023 has requested to provide the answer sheets of CS Executive Program examination held in December, 2022 of the subjects: 1. Company Law, 2. Jurisprudence, Interpretation and General Laws, 3. Setting up of Business Entities and Closure, 4. Tax Laws
- (3) The Appellant has informed in the instant appeals 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 his RTI Application ICSOI/R/E/23/11184 dated 25.03.2023, at the email id of the Appellant registered with the Institute of Company Secretaries of India vide email dated 19.04.2023 and once again on 03.05.2023 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 19.04.2023 and again on 03.05.2023. Further, date extended till 10.05.2023 to access the scanned copies/Information sought. Appellant is requested to check his email id. Further, the Respondent is directed to extend the date to 20.05.2023 to access the scanned copies/information sought.

The appeal is accordingly disposed of.

Sd/-

(Ankur Yadav)  
First Appellate Authority

Copy to:

1. Mr. Ritvik Saini  
81/2 Laddhawala, Roorkee Road  
Muzaffarnagar, U.P- 251002
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