

**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.317/2023**

IN THE MATTER OF:

Kevin  
Kadamkulam House  
Ayavana PO Muvattupuzha  
Kerala- 686668

Appellant

Vs.

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

Respondent

Date of Order: 27<sup>th</sup> July, 2023

**ORDER**

- (1) The Appellant has filed the first Appeal- No. ICSOI/A/E/23/00317 on 12.07.2023 under Section 19(1) of the Right to Information Act, 2005 in connection with Response Ref. No. ICSOI/R/E/23/08295 dated 06.04.2023 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 12.03.2023 has requested to provide the answer sheet of all the exams written to date by KEVIN K PAULSON, having registration number 340671332/08/2018.
- (3) The Appellant has informed in the instant appeal that "Refused access to Information Requested."
- (4) The reply of the Respondent against the instant appeal is as under: -

"It is submitted that the information sought was the Answer Books of the Applicant (Appellant hereinabove) in respect of all of his appearances in CS Examinations, and that the Answer Books of the previous CS Examinations, have been disposed of in accordance with the Record Retention Schedule of Directorate of Examinations, ICSI and hence, the same cannot be provided.

Record Retention schedule of the Institute is in public domain and available at Institute's website [www.icsi.edu](http://www.icsi.edu).

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. Since the Answer Books of the previous CS Examination have been disposed of in accordance with the Record Retention Schedule of the Directorate of Examinations, ICSI. Hence, the same cannot be provided.

The Appeal is accordingly disposed of.

Sd/-

(Ankur Yadav)  
First Appellate Authority

Copy to:

1. Mr. Kevin  
Kadamkulam House  
Ayavana PO Muvattupuzha  
Kerala- 686668
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