

**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.332/2023**

IN THE MATTER OF:

Fazzool Muhammed  
Elampilassery House  
Kizhakkoth Post  
Koduvally- 673572  
Kerala

Appellant

Vs.

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

Respondent

Date of Order: 10<sup>th</sup> October, 2023

**ORDER**

- (1) The Appellant has filed first Appeal- No. ICSOI/A/E/23/00332 on 11.09.2023 under Section 19(1) of the Right to Information Act, 2005 in connection with Response Ref. No. ICSOI/R/E/23/14525 dated 09.09.2023 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 25.08.2023 has requested to provide the certified copy of CS Executive held in JUNE 2023 for the subjects:  
JIGL (421) CL (422) SBEC (423) TL (424)
- (3) The Appellant has informed in the instant appeal that "Details not provided".
- (4) The reply of the Respondent against the instant appeal is as under: -

"It is submitted that the requisite information as sought by the Applicant (Appellant hereinafter) in his RTI Application ICSOI/R/E/23/14525 dated 25.08.2023, is in public domain and freely available without any cost at link <https://cc.icsi.edu> .

Further, the Appellant was informed about the said link and the procedure to fetch the information in response to his above mentioned RTI Application vide letter dated 09.09.2023. An announcement in this regard has also been published on the website of the Institute (copy of announcement attached).

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.

The requisite information as sought by the Appellant was freely available in public domain without any cost at link <https://cc.icsi.edu> as intimated by CPIO EXAM to the appellant vide communication dated 11.09.2023.

However, Appellant may seek support from CPIO EXAM at the email ID [cpioexam@icsi.edu](mailto:cpioexam@icsi.edu) , if required. CPIO EXAM is requested to support the Appellant on request.

The appeal is accordingly disposed of.

Sd/-

(Sonia Baijal)

First Appellate Authority

Copy to:

1. Mr. Fazzool Muhammed  
Elampilassery House  
Kizhakkoth Post  
Koduvally- 673572  
Kerala
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

(copy of Announcement).

### **ATTENTION STUDENTS!**

#### **SUPPLY OF COPY OF ANSWER BOOK(S) TO THE STUDENTS OF CS EXAMINATIONS - JUNE, 2023 SESSION UNDER THE PROVISIONS OF THE RIGHT TO INFORMATION ACT, 2005.**

1. The Institute is announcing to commence the facility of Supply of Copy of Answer Book(s) to the students on their request under the provisions of the Right to Information Act, 2005.
2. The copy of evaluated Answer Book(s) shall be supplied to the Applicant Students within the prescribed time as per the Record Retention Schedule of the Institute / RTI Act, 2005.
3. Any student can seek a copy of his/her Answer Book(s). The copy of evaluated Answer Book(s) is the personal information of the student, and such Answer Book(s) shall only be supplied to the student concerned and not to anyone else. Please note that disclosure of personal information of a person to any other person is exempt under Section 8(1)(j) of the RTI Act, 2005.
4. A candidate who wishes to obtain Copy of his/her Answer Book(s) of any subject(s), as above, can apply using the following link:

<https://cc.icsi.edu>

5. After applying, necessary credentials and other information for accessing the answer book(s) will be sent to the student at his/her email id registered with the Institute in the Student Account/Smash Portal. In case of any difficulty in accessing of answer book(s), the students may write at [cpioexam@icsi.edu](mailto:cpioexam@icsi.edu) within the retention period of the Institute.
6. The copy of the Answer Book(s) supplied to the student shall be for his/her exclusive self-inspection/ personal reference, guidance and solely be used for the *bona fide* educational purposes by the Applicant Student and same shall not be used for any legal purposes. Under no circumstances, the Answer Book(s) so supplied shall be made available or put up for review in public domain to any other person or put up for view in public domain. Sharing copy of Answer Book(s) or part thereof to any other person or in public domain/social media, etc. and/or making comments publicly on evaluation of Answer Book(s) are strictly prohibited and such instances will be viewed seriously.
7. A Student who has accessed his/her Answer Book(s) of any subject/s of June 2023, Examination under the RTI Act, 2005 and wishes to address his/her grievances in respect of any error(s) or inconsistency in valuation of Answer Book(s), if any, should apply using prescribed Application Form together with the requisite fee for Verification of Marks under Regulation 42(2) of CS Regulations 1982 through Student login on the ICSI Portal within 60 days from the date of Declaration of Result or 15 days from accessing of the Answer Book(s) as made available to the Student by the Institute, whichever is earlier.