

**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.00005/2026**

IN THE MATTER OF:

Mr. Alok Kumar  
3C, Susham Apartment, 112,  
NSC Bose Road, Regent Park,  
Netaji Nagar, Ranikuthi,  
Kolkata, West Bengal - 700040

Appellant

Vs.

Central Public Information Officer  
The Institute of Company Secretaries of India  
'ICSI House', 22, Institutional Area, Lodi Road,  
New Delhi – 110003

Respondent

Date of Order: 3rd March, 2026

ORDER

- (1) The Appellant has filed first Appeal- No. ICSOI/A/E/26/00005 on 31/01/2026 under Section 19(1) of the Right to Information Act, 2005 in connection with Response vide letter dated 31/01/2026 against the Central Public Information Officer (hereinafter referred to as Respondent) of the Institute of Company Secretaries of India.
- (2) The Appellant vide his RTI Application No. ICSOI/R/E/26/00002 dated 01/01/2026 has requested the following information:
  1. Kindly provide copies of the existing rules, regulations, guidelines, notifications, circulars, or office memoranda issued by ICSI governing the grant, eligibility, conditions, scope, restrictions, and compliance requirements of Certificate of Practice (including part-time, restricted, or equivalent forms, if any) for ICSI members who are engaged in full-time employment, including employment in Government, PSU, Banks, or private sector.
  2. Kindly inform whether ICSI has entered into any Memorandum of

Understanding (MoU), agreement, or formal collaboration with the Indian Institute of Corporate Affairs (IICA), Government of India

If yes, kindly provide copies of the MoU/agreement and related official communications, as available on record.

The information sought does not require any interpretation, clarification, or creation of fresh information and is limited to documents already on record.

- (3) The Appellant has submitted in his instant appeal regarding the reply provided by the Respondent to the RTI query number 02 is as under:

"This appeal is filed against the reply received for RTI Application ICSOI/R/E/26/00002, wherein information has not been provided citing commercial confidence. As the information sought pertains to institutional records of a public authority and is not in the nature of trade secrets. The mere existence and terms of an MoU/arrangement between institutions performing public functions is, by its nature, an administrative record. Further, ICSI already discloses MoU information on its website, which indicates that such information is not inherently commercial confidence or fiduciary in character. Therefore, Sections 8(1)(d) and 8(1)(e) should not be invoked to deny the records in toto. Kindly provide the required information in brief."

- (4) The reply of the Respondent against the instant appeal is as under: -

"The CPIO vide its letter dated 28.01.2026 replied to the query of the Applicant. Accordingly, First Appellate Authority may seek view of the Concerned Directorate before giving its decision.

Therefore, the contents made in the RTI Reply stands as it is and the appeal deserves to be dismissed."

- (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 past decisions of FAA of ICSI i.e. FAA Order No. 29/2018 in the matter of ICSI Vs. Sajeevan G. and submission of the Appellant.
- (7) Respondent may exclude the confidential part of information, if any.
- (8) Based on that, the Respondent is directed to provide the requisite information within 30 working days from the date of issue of this order.

The appeal is accordingly disposed of.

Sd/-

(Ashvini Kumar Srivastava)  
First Appellate Authority

Copy to:

1. Mr. Alok Kumar  
3C, Susham Apartment, 112,  
NSC Bose Road, Regent Park,  
Netaji Nagar, Ranikuthi,  
Kolkata, West Bengal - 700040
2. Central Public Information Officer  
The Institute of Company Secretaries of India  
'ICSI House', 22, Institutional Area, Lodi Road,  
New Delhi – 110003
3. Directorate of IT – For publishing on the website