

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. 000012/2026

IN THE MATTER OF:

Divya Malhotra
718, New Janta Colony
Haryana

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: 16th April, 2026

ORDER

- (1) The Appellant has filed first Appeal- No. ICSOI/A/E/26/00012 on 22/03/2026 under Section 19(1) of the Right to Information Act, 2005 in connection with Response vide letter dated 19/01/2026 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/26/00592 dated 26/02/2026 has requested the following information:

I appeared for the CS Professional Examination in December 2025. Please provide certified copies of my answer sheets for the following subjects:

Subject 1- SMCF- Strategic Management and Corporate Laws

Subject 2- CRVI- Corporate Restructuring, Valuation and Insolvency

Subject 3- IBC- Insolvency and Bankruptcy- Law and Practice

Details: Name- Divya Malhotra

Roll No- 306977

Registration Number- 240928369/05/2021

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

"I am writing to formally request the copies of my evaluated answer books for the ICSI December 2025 examinations. The subjects for which I require the copies are:

1. SMCF - Strategic Management and Corporate Laws
2. CRVI - Corporate Restructuring, Valuation and Insolvency
3. IBC - Insolvency and Bankruptcy - Law and Practice Previously,

I had applied under RTI to obtain these copies. However, upon disposal of my RTI request, I was directed to access the answer books through the ICSI Examination Answer Books Portal (<https://cc.icsi.edu/>). Despite following the instructions and logging in with my credentials, I was unable to retrieve the requested copies. The portal instead advised me to submit a new request. In light of this, I kindly request that the evaluated copies of my answer books for the above-mentioned subjects be provided to me at the earliest convenience."

- (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 her RTI Application ICSOI/R/E/26/00592 dated 26.02.2026, was provided to her vide letter dated 19.03.2026, in which the Appellant was informed about weblink and the procedure to access the Answer Books through "ICSI Examination Answer Books Portal" (**Copy of letter enclosed**). An announcement in this regard was also published on the website of the institute (**Copy of Announcement enclosed**).

It is to inform that the Appellant also applied on the ICSI Examination Answer Books portal on 19.03.2026, and subsequently, she had been provided a user ID and password through email on the same day to access the requisite

information.

Further, the sought information i.e. scanned copies of Answer Books has been made available to her at the ICSI Examination Answer Books portal on 26.03.2026 (Copy of screenshot attached). The Appellant can access the same till 30.04.2026.

In case of any difficulty in accessing the Answer Book(s), the Appellant can contact at cpioexam@icsi.edu.

Furthermore, no other information is required to be provided.

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

Therefore, the appeal deserves to be dismissed *in-limine*."

- (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.

This office concurs with the submissions of the Respondent in his reply to the instant appeal.

The appeal is accordingly disposed of.

Sd/-

(Ashvini Kumar Srivastava)
First Appellate Authority

Copy to:

1. Divya Malhotra
718, New Janta Colony
Haryana
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