

**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.00024/2025**

IN THE MATTER OF:

Mr. Sharad Kumar Jhunjhunwala  
A-11, ASHOK VIHAR  
Ranchi – 834002  
Jharkhand

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: 12<sup>th</sup> May 2025

**ORDER**

- (1) The Appellant has filed first Appeal- No. ICSOI/A/E/25/00024 on 17.04.2025 under Section 19(1) of the Right to Information Act, 2005 in connection with Response vide letter dated 17.04.2025 against the Central Public Information Officer (hereinafter referred to as Respondent) of the Institute of Company Secretaries of India.
- (2) The Appellant vide RTI Application No. ICSOI/R/E/25/01836 dated 23/03/2025 has requested the following information:

“Please provide all the file notings in the file relating to petitioners own case as described below. Complaint dated 26th May 2023 filed by (myself) CS Sharad Kumar Jhunjhunwala, FCS 12246 against CS B Narsimhan, FCS 1303 in which final order was reserved on 10th April 2024 and issued on 6th May 2024.”
- (3) The Appellant has submitted in his instant appeal with regard to the reply provided by the Respondent to the RTI queries as under:

“File noting for complaint dated 26 May 2023 was sought, which has not been provided. What action was taken after receipt of complaint dated 26 May 2023 till the disposal of case is not reflected as the documents provided itself are dated prior to 26 May 2023. Hence this appeal with request to provide documents showing all action from 26 May 2023 till final disposal.”
- (4) The reply of the Respondent against the instant appeal is as under: -

“As per the query of the aforesaid RTI application, the file notings relating to the referred case has already been provided.

Further, it is to inform that the public authority under the RTI Act, 2005 is not to create or collate information; or to interpret information. Therefore, the information which is readily available in the format/content can only be provided to the appellant and not as per the choice of the information seeker. The reply(ies) to the query(ies) cannot be created and designed in the manner and wish of the appellant.

Therefore, the contents made in the RTI reply stand 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.

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

The appeal is accordingly disposed of.

Sd/-

(Asit Kumar Rath)  
First Appellate Authority

Copy to:

1. Mr. Sharad Kumar Jhunjhunwala  
A-11, ASHOK VIHAR  
Ranchi – 834002  
Jharkhand
2. Central Public Information Officer  
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'ICSI House', 22, Institutional Area, Lodi Road,  
New Delhi - 110003
3. Directorate of IT - For publishing on the website