

OFFICE OF THE FIRST APPELLATE AUTHORITY
(Designated 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. 00033/2026

IN THE MATTER OF:

Nitesh Kumar
556/A, Main Shyam Park, Sahibabad
Ghaziabad – 201 005, Uttar Pradesh

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: 22nd July, 2026

ORDER

- (1) The Appellant has filed first Appeal No. ICSOI/A/E/26/00033 on 24/06/2026 under Section 19(1) of the Right to Information Act, 2005 in connection with Response vide letter dated 17/06/2026 against the Central Public Information Officer (hereinafter referred to as Respondent) of the Institute of Company Secretaries of India.
- (2) The Appellant vide her RTI Application No. ICSOI/R/E/26/01420 dated 26/05/2026 has requested the following information:

S. No.	INFORMATION REQUESTED
1.	Provide me the action report from 06 March 2026 to 25 May 2026 Daywise for Letter which was sent by speed post with Consignment number EU823719004IN Sent Date 02 March 2026 Sender Name NITESH KUMAR
2.	Provide me the file number for above mentioned letter.
3.	Provide me the certified copy of Notesheet under section 2(j)(ii) of RTI Act 2005 for above mentioned letter file.

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

S. No.	GROUND OF APPEAL
1.	When I sent a letter to the president of Institute of company secretaries of India by the Speed Post with the consignment number EU823719004IN. Date 02 March 2026. Then how the Public Information officer replied that collection of such information is not maintained.
2.	Which kind of this answer this is not the collection of any information this is the available information in your domain.
3.	Then Provide me the desired information.

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

"Our reply remains the same as provided in RTI Reply dated 17.06.2026.

Further, it is to inform that the "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 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 submissions of the Respondent in his reply to the instant appeal.
- (7) The appeal is accordingly disposed of.

Sd/-

(Ashvini Kumar Srivastava)
First Appellate Authority

Copy to:

1. Nitesh Kumar
556/A, Main Shyam Park, Sahibabad
Ghaziabad – 201 005, Uttar Pradesh
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