

**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. 116/2023**

IN THE MATTER OF:

Gayatri Gajendra Chavan  
Plot No. 27 R.S.N 747  
Aashirwadam Devkar Panand Road  
Vasant Vishwas Nagar, Karveer-416007  
Maharashtra

Appellant

Vs.

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

Respondent

Date of Order: 21<sup>th</sup> April, 2023

**ORDER**

- (1) The Appellant has filed first Appeal- No. ICSOI/A/E/23/00116 on 25.03.2023 under Section 19(1) of the Right to Information Act, 2005 in connection with Response Ref. No. ICSOI/R/E/23/05798 dated 24.03.2023 against the Central Public Information Officer (CPIO) (hereinafter referred to as Respondent) of the Institute of Company Secretaries of India.
- (2) The Appellant vide her application dated 02.03.2023 has requested to provide certified copies of answer book for CS Executive Level 1, December 2022 Examination for the subjects :  
01 : Jurisprudence, Interpretation & General Laws, 02 : Company Law, 03 : Setting up of Business Entities and Closure, 04 : Tax Law, 05 : Securities Law and Capital Markets, 06 : Economic Business and Commercial Laws, 07 : Corporate and Management Accounting, 08 : Financial and Strategic Management .
- (3) The Appellant has informed in the instant appeals that “Details not provided”.
- (4) The reply of the Respondent against the instant appeal is as under: -

“It is submitted that we have provided the requisite information as sought by the Applicant (Appellant hereinafter) in her RTI Application ICSOI/R/E/23/05798 dated 02.03.2023, at the email id of the Appellant registered with the Institute of Company Secretaries of India vide email dated 24.03.2023 and once again on 20.04.2023 in which a web-link, Username and Password have been provided to the Appellant to access the information sought.

Further, the date of accessing the scanned copies has also been extended till 30.04.2023.

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.
- (6) This Office concurs with the submission of the Respondent. Response provided by CPIO EXAM to the Appellant to access the information sought vide email dated 24.03.2023 and once again on 20.04.2023 & also date extended till 30.04.2023 for accessing the scanned copies. Appellant is requested to check her registered email ID.

The appeal is accordingly disposed of.

Sd/-

(Ankur Yadav)  
First Appellate Authority

Copy to :

- 1. Ms. Gayatri Gajendra Chavan  
Plot No. 27 R.S.N 747  
Aashirwadam Devkar Panand Road  
Vasant Vishwas Nagar, Karveer-416007  
Maharashtra
- 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

