

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.)

1st Appeal (Manual) dated 13.10.2025
(Ref.: RTI Application dated 06.09.2025, ICSI Letter No. RTI 2005/6748(25) dated 29.09.2025)

IN THE MATTER OF:

Mr. Manjunath S S/o Some Gowda
16/1, 4th Cross, Brindavan Extension,
Mysore – 570 020
Mobile 9964307595

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: 15th November, 2025

ORDER

- (1) The Appellant has filed first Appeal (Manual) dated 13.10.2025 received in the office of FAA on 23.10.2025 under Section 19(1) of the Right to Information Act, 2005 in connection with Response vide letter dated 29.09.2025 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 dated 06.09.2025 has requested to provide information as follows:

“I, Manjunath S, a member of the Institute of Company Secretaries of India (Membership No. A31880), residing at #16/1, 4th Cross, Brindavan extension, Mysore - 570020 hereby seek the following information under the provisions of the Right to Information Act, 2005:

1. Process/procedure adopted by the ICSI Mysore Chapter for filling the casual vacancy as per the notice sent on dated 18/11/2025⁴ in the Chapter Management Committee.
2. Number of applications received, and process followed for selection.
3. Name and Designation of the authority/committee within the Chapter that approved the filling of the said vacancy.
4. Confirm whether the Mysore Chapter is in compliance with, and maintaining records of the premises/building in accordance with, Clause 19.6.8 of the ICSI Chapter Management Guidelines. “

(3) The Appellant has submitted in the instant appeal as follows:

"I humbly request the First Appellate Authority to:

1. Direct the PIO, ICSI Mysore Chapter, to provide a point-wise and specific response to my RTI queries with copies of documents, resolutions, minutes, or approvals that justify the process followed in filling the casual vacancy.
2. Direct the chapter to provide documentary evidence supporting their claim of compliance with clause 19.6.8 of the ICSI Chapter Management Guidelines, obtained for the current premises. "

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

"With reference to query nos. 1, 2 and 3:-

"Our reply remains the same as provided in RTI Reply dated 29.09.2025."

With reference to query no. 4:-

The applicant has not requested any specific document or record under this point. The query is general in nature, seeking confirmation rather than identifiable documentary information. Under Section 2(f) of the RTI Act, 2005, only existing and identifiable records can be furnished.

Further, the building-related documents and compliance records are internal, confidential, and security-sensitive in nature. Their disclosure is exempt under Sections 8(1)(d) and 8(1)(j) of the RTI Act, 2005, as they are not related to the applicant personally.

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.

In addition, it is to submit that RTI Appeal dated 13.10.2025, the appellant has raised additional queries and accordingly the same cannot be added to the queries of the RTI Application at the 1st appeal stage.

In view of the forgoing, the contents made in the RTI reply stands good and therefore, 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.

The appeal is accordingly disposed of.

(Asit Kumar Rath)
First Appellate Authority

Copy to:

1. Mr. Manjunath S S/o Some Gowda
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Mysore – 570 020
Mobile 9964307595
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