

F.No. 295/30/2010-CX-9
Government of India
Ministry of Finance
Department of Revenue
Central Board of Excise & Customs

New Delhi, the 23th July, 2012

To,
All Chief Commissioners/ Directors General

Subject: Fee payable under RTI Act-reg.

Sir,

I am directed to refer the Board's letter of even no. dated 18.11.2010 on the above subject and to say that in para 2, it has been mentioned that the demand drafts/ postal orders required to be furnished by the applicant for seeking information under the Act need to be drawn in favour of a Chief Accounts Officer of the Public Authority. It is further mentioned therein that the name of the office of Public Authority is also to be indicated by the respective public authorities. In fact, the intention was that the Public Authority concerned will be notifying the designation of their accounting authority for this purpose, which has not been done.

2. Now, it has been noticed that the applicants are submitting demand drafts/ postal orders in favour of Chief Accounts Officer, Department of Revenue, although the designation of the accounting authority in the Department of Revenue is the Pay and Accounts Officer. **It is accordingly clarified that for seeking information from the CBEC (HQ), Department of Revenue, New Delhi, the fees is to be drawn in favour of Pay and Accounts Officer, Department of Revenue or Section Officer, Cash Section, Department of Revenue, New Delhi or by depositing the amount of fees in cash, against a proper receipt with the Cashier, Cash Section, Department of Revenue, Room No. 256, North Block, New Delhi.**

3. The field formations may also notify the name of their Pay and Accounts Officer or the officer authorized by them to receive to amount of fees in cash, at appropriate place, such as, their website etc.

Yours faithfully,

(Surendra Singh)
Under Secretary to the Govt. of India
Tel: 239 2413

Copy to: - Webmaster, CBEC with the request to replace the letter dated 18.11.2010 from the website by this letter.