

**Government of West Bengal  
Public Works Department  
Establishment Branch  
Khadya Bhawan  
11A, Mirza Ghalib Street, Kolkata -87.**

No.: 848-PW/ O/E-IV/2R-15/17

Dated: 05.03.2019

From: The Officer on Special Duty &  
Ex-Officio Assistant Secretary &  
State Public Information Officer  
P.W.D.

To: The State Public Information Officer.....  
Under P.W.Deptt.

Sub: Proforma Report required for preparation of Annual Report for the period from 01.01.2018 to 31.12.2018.

The undersigned is to forward herewith a copy of letter no 308-WBIC/Admn/1R-01/2019 dated 29.01.2018 as sent by the Secretary, West Bengal Information Commission along with a Prescribed Proforma on the above mentioned subject through the Website of this Deptt. and to request him to send the proforma to be filled in to the Secretary, West Bengal Information Commission for <sup>The</sup> period from 01.01.2018 to 31.12.2018 direct under intimation to this Deptt., for preparation of Annual Report by the commission.



Officer on Special Duty &  
Ex-Officio Assistant Secretary  
&  
State Public Information Officer  
P.W.D.

TE: 29.0

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**PROFORMA**  
[Reporting period 01.01.2018 to 31.12.2018]

Name of the Deptt.	Name of the Public Authority (under the jurisdiction)	Total No. of registered cases (including Those pending at the time of reporting)			No. of cases where access granted			Total No. of	Cases Rejected									U/s 9	U/s 11	U/s 24	o t h e r	T o t a l	
									Under Section 8														
1	2	3			4	5	6	7	8 (1) (a)	8 (1) (b)	8 (1) (c)	8 (1) (d)	8 (1) (e)	8 (1) (f)	8 (1) (g)	8 (1) (h)	8 (1) (i)	8 (1) (j)	18	19	20	21	22
		Pending since last year	Registered during 2018	Total																			

No. of cases where 1 <sup>st</sup> Appeal has been made u/s 19(1)			Amount of charges collected	Any fact(s) which indicate the effort of the Public Authority to administer and implement the spirit and intention of the Act.
Access granted	Denied	Total		
23	24	25	26	27