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PART II

Statutory Notifications (S.R.O.)

GOVERNMENT OF PAKISTAN
MINISTRY OF INFORMATION AND BROADCASTING

NOTIFICATIONS

Islamabad, the 4th September, 2023

S. R. O. 1483(I)/2023.— In exercise of the powers conferred by section 27 of the Right of Access to Information Act 2017 (XXXIV of 2017), the Information Commission is pleased to make the following regulations, namely:—

1. **Short title and commencement.**—(1) These regulations shall be called the Access to Information (Fee) Regulations, 2023.

(2) These regulations shall come into force at once.

2. **Definitions.**—In these regulations, until there is anything repugnant in the subject or context,—

- (a) “Act” means the Right of Access to Information Act, 2017 (XXXIV of 2017);
- (b) “fee” means a fee charged by a public body from an application against his request made for access to information or access to specific record; and

(3267)

Price : Rs. 6.00

[2024(2023)/ Ex.Gaz.]

- (c) “Schedule” means a schedule to these regulations setting out fee to be charged from applicants against their requests for access to information or access to a specific record of the public body.

3. **Fee.**—(1) Every applicant shall be required to pay a fee as set out in the Schedule in terms of clause (a) of sub-section (2) of section 13 of the Act.

(2) The schedule of fee to be charged under these regulations shall be prominently displayed on notice board of the public body, in offices of the designated official and uploaded on the official website of the public body.

(3) The fee shall be paid through bankers’ cheque or deposited in the treasury through challan and the applicant shall provide the receipt evidencing the payment of fee to the public body for the purpose of providing the record of the information requested for.

4. **Repeal.**—The Pakistan Information Commission’s Notification No. PIC/N-23/08/2019, dated the 23rd August 2019 and the provisions of such other notifications, orders and instruments relating to fee are hereby repealed.

SCHEDULE

[see regulations 2 and 3]

S. No.	Description	Fee in Rupees
(1)	(2)	(3)
1	Computer printed or photocopied information exceeding 20 pages;	7 per page
2	Photocopied answer sheet of any examination;	1000 per answer sheet of each subject.
3	Photocopied orders of the Information Commission;	Revenue stamps of Rupees 50
4	Photocopies of manuscripts, maps, drawings and other documents of historic value;	As set out by the public body
5.	Information through compact disc (CD), diskette, floppy, cassette, video or any other electronic device;	No cost, however, such electronic device shall be provided by the applicant
6	Published report, document, book or any other official record that is available in a published form;	Actual price determined by the public body
7	Materials published by the public body for fee of cost dissemination.	Nil

[No. 3(5)/2022/P-III/RAIA/TR.]

S. R. O.1484(1)/2023.—In exercise of the powers conferred by section 27 of the Right of Access to Information Act, 2017 (XXXIV of 2017), the Information Commission is pleased to make the following regulations, namely:—

1. **Short title and commencement.**—(1) These regulations shall be called the Processing of Appeals (Procedure) Regulations, 2023.

(2). These Regulations shall come into force at once.

2. **Procedures for processing of appeals.**—(1) The Registrar office of the Information Commission shall determine the admissibility of the appeal on the basis of the provision of the following information, documents or record with the original appeal, namely:—

- (a) name of the appellant;
- (b) postal address, e-mail or telephonic contact of the appellant;
- (c) copy of request sent to public body;
- (d) legible copy of appeal sent through post to the public body;
- (e) observance of limitation period to file appeal as per section 17 of the Right of Access to information Act, 2017(XXXIV of 2017);
- (f) certificate from the appellant that no appeal on identical matter is pending adjudication before the Information Commission till the date of filing of the appeal; and .
- (g) impugned order.

(2) In case, the appeal is inadmissible on the ground of deficiency in the provision of information, documents or record as mentioned in sub-regulation (1), the Registrar office shall return the appeal with the remarks to remove such deficiency within three working days. Thereafter, the Registrar office shall assign an appeal number after such deficiency has been removed.

(3) Each appeal shall be placed in the prescribed folder.

(4) If information sought is regarding protection of life and liberty of an individual, the word “urgent” shall be marked on the face of the file. Such an appeal shall be processed on priority basis.

- (5) The Registrar office, in the first instance, shall issue first hearing summons to the public body concerned and shall attach copy of request to get response from the public body.
- (6) On receipt of information from the public body, the Registrar office shall share the information with the appellant. In case, the appellant shows satisfaction or in case, the appellant does not respond to the information sharing letter issued by the Information Commission to the appellant for twenty days, the case shall be closed.

[No. 3(5)/2022/P-III/RAIA/TR.]

RUBA QASIM,
Assistant Director.