

**Proceedings of the Staff Meeting held on 06/08/2006 at 4.00 PM in the Court
Hall of Karnataka Information Commission.**

Members Present:

- 1) Sri K.K.Misra, SCIC, KIC.
- 2) Sri K.A.Thippeswamy, SIC, KIC
- 3) Sri S.R.Sayinath Prakash, Under Secretary, KIC.
- 4) Sri R.Mohana, Senior PA to SCIC.
- 5) Sri D.G.Vishwanath, Assistant, KIC.
- 6) Sri Hebbar, SO, KIC.
- 7) Sri N.S.Ganesha, Junior Assistant, KIC
- 8) Sri N.Venu, Assistant, KIC

A. Review of pendency statements.

1. In the statement of receipts, a column for number of letters dispatched will be added. Yet another column showing the files sent to records room shall also be added. The heading of this table will be changed to Receipts, dispatches and files sent to record room. Part I of the revised table is reproduced below:

Number of	From inception to end Dec.2005	From Jan.2006 to date	From inception to date	Remarks
Receipts				
Dispatches				
Files sent to record room				

B. Disposal of Appeals and Complaints:

2. In the table dealing with Disposal of Cases one more row shall be added below (b), namely "reopened during the month" as follows:

(b 1)	Reopened during the month				
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3. It was decided that Appeals and Complaints which are pending for more than six month shall be tabulated and shall be reviewed in the staff meeting with a view to ensure their early disposal.

4. While correcting and approving the orders, the SCIC & SIC shall mention the action to be taken by the office, like issue of fresh summons, marking of copies to public authorities etc. in bold letters and the Under Secretary and concerned officials shall ensure that the action is taken on such orders as quickly as possible.

5. In the statement prepared, for the month of February 06, the carried forward cases were only nine and only 15 cases were heard during the month. Yet the number of cases disposed on in the month is shown as 31. This appears to be incorrect.

6. Mr. Duggappa said that some other correspondence disposed off might have not included in the disposals of cases. He has requested to verify again. He was also asked to be careful in preparing these statements since any discrepancy would bring a bad name to the Commission.

7. Whenever the Commission's order states that an appeal or a complaint has been disposed off it should be taken as having been disposed off and it should be shown under the column disposed off during the month.

8. To avoid any wrong counting, it was suggested that under "my documents" separate master folders for appeals and complaints could be created. The appeal folder shall have one folder for each appeal, in which notices issued, orders passed etc. can be stored. The day a particular appeal has been disposed of, the connected folder can be dragged and dropped in suitable "appeals disposed off" folder for the month.

C. Contempt Powers

9. In some cases where the Commission passes a final order based on an undertaking given by one of the parties, and that party does not fulfill the undertaking, contempt proceedings have to be initiated against the defaulting party on the application of the opposite party. At present the commission does not have the powers to deal with its own contempt. Section 18(3) (f) prescribes that powers under other sections of C.P.C. could also be given to the Commission. 10. The Commission decided to write to the State Government to delegate the powers to invoke its own contempt under C.P.C. with a view to ensure that the orders made by the Commission are carried out expeditiously.

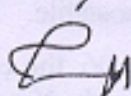
C. Facilities/Amenities to the Commission's office in the M.S. Building.

11. Following matters have to be followed up.

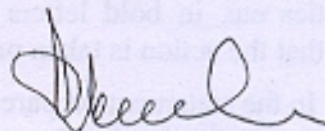
- (a) Providing of internal telephones from Secretariat Exchange. The proposal has been sent. It has to be followed up.
- (b) Proposal has to be sent for release of funds for meeting the expenses of the Commission.

12. The office of the Commission has shifted to M.S. Building. Some of the employees want their salaries to be paid at State Bank of Mysore Branch at M.S. Building. It was suggested that one of the two courses could be followed:

- (a) The Commission could open a second account at M.S. Building Branch.
- (b) The State Bank of Mysore Branch at Vidhan Soudha could be given a list of employees who want to draw their salaries at State Bank of Mysore M.S. Building Branch and on the 1st of the month they could credit the account of the concerned employees and debit the amount to Commission's Account at Vidhana Soudha Branch.
- (c) Commission can also request State Bank Mysore to open an ATM Counter in their branch at M.S. Building, Bangalore.



(K.A. THIPPESWAMY)
State Information Commissioner



(K.K. MISRA)
State Chief Information Commissioner

Proceedings of the Staff Meeting held on 19/08/2006 at 3.30 PM in the Court Hall of Karnataka Information Commission

Members Present:

- 1) Sri K.K.Misra, SCIC, KIC.
- 2) Sri K.A.Thippeswamy, SIC, KIC
- 3) Sri S.R.Sayinath Prakash, Under Secretary, KIC.
- 4) Sri R.Mohana, Senior PA to SCIC.
- 5) Sri D.G.Vishwanath, First Division Assistant, KIC.
- 6) Sri Hebbar, SO, KIC.
- 7) Sri N.Venu, Assistant, KIC

1. Sending of the files to record room.

It was decided that the closed filed shall be regularly sent to the records - room. Mr.D.G.Vishwanath, will look after this work till further orders.

2. Complaints of non-compliance of Commission's orders.

It was decided that complaints of non-compliance of the Commission's orders should be treated as contempt cases. Since the commission does not have powers to try for its own contempt, it will have to file complaints before jurisdiction magistrate in all such cases. It would be advisable that the Commission issues preliminary notices and conducts a preliminary enquiry before filing a complaint. The procedure to be followed for this purpose should be evolved and streamlined.

3. Monitoring the disposal of cases:

An excel document will be got created in which file numbers of appeals and complaints heard and file numbers disposed off will be entered after hearing is over every day. At the end of the month, this table will automatically yield the number of cases which have been disposed off during the month along with file numbers.

4. Creation of data regarding appeals and complaint received at the stage of GRR entry itself.

According to the newly proposed GRR format, new appeals/complaints will get segregated from other correspondence at GRR entry stage itself. It is suggested that at this stage itself, two separate folders could be created, one for new appeals and another one for complaints. Thus the number of appeals and complaints received would become known at GRR stage itself.

5. Quick processing of Complaints and Appeals filed with the Commission.

It was decided that separate folders containing new Appeals / Complaints shall be put up to SIC and SCIC and they shall pass orders regarding admission and issue of summons in appropriate cases at tappal stage itself. Thereafter the section can

immediately get the summonses issued and put the file for information of the Commissioners.

6. **Training in Tally:**

The suppliers of tally will be requested to give a presentation-cum-training programme on 2nd September 2006 at the Commission's court hall.

7. **Arrangements for the Secretaries meeting on 23/08/2006 at 3.30 pm.**

Following arrangements are to be followed up.

(a) Presentation on Annual report by center of Good Governance.

(b) Treating of Dr.Mohanty, IAS Centre for Good Governance at a State Guest/or non-paying guest.

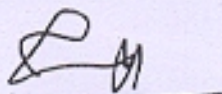
(c) Arrangements for projector and a screen in Conference Hall.

8. **Preparation of Annual Report of the Commission:**

Central Information Commission has already outsourced this task to a Private Organization. The Commission felt that this KIC could also either invite offers for preparation of Annual Report or entrust the task to the TECSOK, which is a GOK under taking. It was decided that TECSOK representatives may be asked to attend the Secretaries' meeting on 23/08/2006 and give their offer for taking up this assignment.

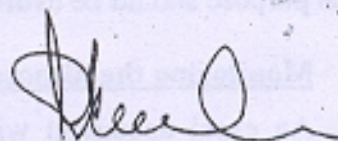
9. **Release of Grant-in-aid to KIC.**

Sri N.Venu shall sent the proposal for release of 2nd instalment of Grant- in -aid to KIC to DPAR-AR positively on 21/08/2006 and then follow it up.



(K.A.THIPPESWAMY)

State Information Commissioner



(K.K.MISRA)

State Chief Information Commissioner