

**കേരള ഹൈക്കോടതി**  
**വിവരാവകാശചട്ടങ്ങൾ - 2006**

**KERALA HIGH COURT**  
**(RIGHT TO INFORMATION)**  
**RULES, 2006\***

In exercise of the power conferred by Sub-Section (1) of Section 28 of the Right to Information Act, 2005 the Chief Justice of High Court of Kerala hereby makes the following rules:

1. These rules shall be called the Kerala High Court (Right to Information) Rules, 2006.
2. They shall come into force with effect from the date of publication in the Kerala Gazette.
3. I. In these rules unless, the context otherwise requires:
  - (a) "Act" Means the Right to Information Act, 2005 (No. 22 of 2005);
  - (b) 'Appellate Authority' means the officer designated as such by the Chief Justice of Kerala High Court;
  - (c) "Public Information Officer" means the Public Information Officer notified as such by the High Court as per order of the Chief Justice;
  - (d) 'Form' means the form appended to these rules;
  - (e) 'High Court' means the High Court of Kerala.
  - (f) 'Officer' means an officer of the High Court not below the rank of Assistant Registrar.
  - (g) 'Section' means a section of the Act.
- II. Words and expressions used but not defined in these rules shall have the same meaning as assigned to them in the Act.
4. The Registrar General shall make every endeavour to make available as much information relating to the administration and functioning of the High Court as possible for public information, in the Website of the High Court.
5. Application for seeking information:-

Any person seeking information under the Act shall make an application in Form A to the Public Information Officer with remittance of required fee, as prescribed by notification published by State Government or High Court.
6. The Public Information Officer shall assign a number to the application. If the application is accompanied with the proof for having paid the prescribed fee, it shall be acknowledged

in form 'B' Application without accompanying such proof of remittance shall be rejected and the applicant intimated as in Form 'C'

7. The Public Information Officer shall maintain a register as stipulated in Annexure-I.
8. The Public Information Officer shall ensure that the information sought is collected and furnished within the time stipulated in the Act.
9. Every officer of the High Court, who is in charge of the file or material containing the information requisitioned shall furnish the information to the Public Information Officer, correctly and precisely without delay. The officer conveying the information shall be responsible for its accuracy and correctness.
10. If the information is in the custody or charge of two or more officers, the information shall be furnished by their common superior officer.
11. If the officer is of the view that the information requisitioned attracts any of the provisions in Section 8 or 9 of the Act, he shall intimate the Public Information Officer of the fact in writing. If a part of the information can be furnished as per the rules, the part shall be furnished.
12. No application for information or document relating to any judicial proceedings shall be entertained under these rules.
13. No application for information or document relating to a policy matter under consideration shall be entertained.
14. If the information sought is not available in the High Court, the Public Information Officer shall forward the application to the Public Authority concerned.
15. (1) Appeal under Sec. 19 shall be in Form 'D' and shall be accompanied with remittance of required fee, as prescribed by notification published by the State Government or High Court and an attested copy of the decision assailed.  
(2) On receipt of the appeal, the Appellate Authority shall after giving the appellant an opportunity of being heard, endeavour to dispose of it within thirty days from the date on which it is presented. A copy of the decision shall be furnished to the appellant and to the Public Information Officer.  
(3) The Appellate Authority shall maintain a Register as in Annexure-II.  
(4) The Public Information Officer shall carry out the decision of the appellate authority within such period as ordered by the Appellate Authority.
16. The Public Information Officer shall charge fee at the following rates:
  - (a) Rs. 10 on every application in Form A.
  - (b) Rupees two for each page (in A-4 or A3 size paper) created or copied;
  - (c) Actual charge or cost price of a copy in larger size paper;
  - (d) Rs. 50 per floppy/CD Diskette;
  - (e) For inspection of records, Rs. 10 for the first hour; and a fee of Rs. 50 for each additional hour (or fraction thereof) thereafter;
  - (f) The fee for filing Appeal shall be rupees fifty.

