

Central Information Commission

Subject: Minutes of the Meeting of the Commission held on 25.09.2006 to review the progress with the Annual Report 2005-2006.

A review meeting was held in the office of Shri P.K. Gera on 25.9.06 at 1030 am with Ms. Renu Vinod from the Centre for Civil Society and Madhumita Mitra, Consultant with CIC. First draft of the Annual Report submitted by CCS was reviewed. The draft Annual Report did not appear to have been seen by Dr. Parth Shah. Ms Renu Vinod was requested to send her draft report after Dr Parth Shah had approved it. Ms Renu Vinod requested for comments to enable her to modify the report to meet the requirement. The following preliminary issues were pointed out to Ms. Vinod:

- The tone and tenor of the language used in the draft chapters (particularly in Chapter 1 and Chapter 3) reflect the activist point of view. Since the Annual Report is that of the CIC, the language will require to be modified appropriately.
- The draft report needs to be formatted more presentably. It was pointed out that the page set-up of the text should be consistently in "portrait". The tables could be in "landscape". CCS may consider separating the Appendix from the main body and placing all the tables in the Appendix.

Certain other comments are offered regarding the first draft which CCS may incorporate in the second draft:

- Wherever Chapters (or parts thereof) comprise tables alone, a brief write-up/explanation of the findings should form part of the chapter or its part. The tables could find place in the Appendix.
- Significant initiatives by departments and public authorities should be summarized in such manner there was no duplication and credit for similar initiatives could be listed in brackets against each initiative. Many suggestions for reforms are common. These could again be clubbed in similar manner.
- The compliance reports of various PAs mentioned are too detailed and require editing. Only significant initiatives need be pointed out.
- CCS may like to give their own suggestions for reforms if they have any.

The above comments were preliminary not comprehensive. These would be prepared after Dr. Parth Shah had seen the report and satisfied personally with regard to the content and quality of the report which will be circulated to the Commissioners for their comments. The draft carrying out the above suggestions may be forwarded to the Commission by **28 September 2006**.