

## **R.T.I Rules**

1. If any information sought for is of personal nature regarding any student, teacher, employee or any person connected to the University, the University shall not be obliged to answer such details and requisite information can be sought from the person concerned.
2. If providing the information involves spending of more than two hours of time then the actual cost shall be paid at Rs. 100 per hour.
3. If information asked for is related to some legal question/legal opinion, enquirer shall be requested to seek answer/legal opinion from legal expert.
4. If the answer to RTI regulations includes providing copies of number of documents i.e. more than two pages, person making the enquiry shall have to make payment of the costs incurred in providing those copies at the rate of Rs. 10 per page.
5. If the RTI enquiry is made with malafide, ulterior motives or for oblique reasons, i.e. to blackmail or hurt or to cause harm to a student/teacher or any staff, the University shall not be obliged to give answer to such RTI.
6. RTI fee is Rs. 200.
7. University shall not be obliged to give any information if the requisite fee is not paid.
8. If required information is already available on the website of the University, the University shall not be obliged to provide any separate information.
9. If the information sought for is subject matter of court proceedings, the University shall not be obliged to provide the information if it may amount to interference in due process of law or it may result into contempt of court proceedings.
10. If the information sought for may result into breach of any confidentiality provision in any contract or in any law, the University shall not be obliged to provide such information.
11. If providing of any information involves disclosure of trade secret or has to prejudice the interest and welfare of any student/teacher/staff or any authority of the University, the University shall not be obliged to provide the same.

By Order

Singhania University