



केन्द्रीय माध्यमिक शिक्षा बोर्ड
CENTRAL BOARD OF SECONDARY EDUCATION

No. CBSE/Vig./F.13351/2017/A-4163-4210

Date: 28th July, 2017

OFFICE ORDER

Sub: List of officers designated CPIOs for implementation of RTI ACT-2005 - reg.

In partial modification of office order no CBSE/Vig./F.13351/2016/A-3918-3965 dated 09th June, 2017 the revised jurisdiction of CPIO's and Appellate Authorities would be as follows:

SL. No.	Central Public Information Officer (CPIO) to whom application is to be sent	Jurisdiction	Name and Address of Appellate authority
01.	<p>Sh. Sachin Thakur Assistant Secretary (Admn.II & III) / CPIO CBSE, Headquarter, 2, Community Centre Preet Vihar, Delhi - 110092 Tel: 011-22500029 Email ID: asadm@cbse.gov.in</p> <p><u>Link Officer</u></p> <p>Smt. Satpal Kaur Assistant Secretary (Admn.IA, Admn.IB and RC)</p>	<p>Administration, Recruitment, Purchase of stores, Publication of Books, Vigilance, Establishment, Legal, Scholarship & Pension, Rajbhasha, Accounts (Matters pertaining to Headquarters).</p>	<p>Sh. Ajay Mishra Joint Secretary (A&L) (First Appellate authority) CBSE, Headquarter, 2, Community Centre Preet Vihar, Delhi - 110092 Tel: 011-22517252 / 22420300 Email ID: jsal.cbse@nic.in</p>
02.	<p>Dr. Manjit Singh Deputy Director (PE & Sports) / CPIO CBSE, Headquarter, 2, Community Centre Preet Vihar, Delhi - 110092 Tel: 011-22050061 Email ID: cbsegames@gmail.com, manjit.cbse@gmail.com</p> <p><u>Link Officer</u></p> <p>Smt. Satpal Kaur Assistant Secretary (Admn.IA, Admn.IB and RC)</p>	<p>All matters relating to Physical Education; Sports & Games.</p>	<p>Sh. Ajay Mishra Joint Secretary (A&L) (First Appellate authority) CBSE, Headquarter, 2, Community Centre Preet Vihar, Delhi - 110092 Tel: 011-22517252 / 22420300 Email ID: jsal.cbse@nic.in</p>



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03.	<p>Smt. S. Dharini Arun Deputy Secretary (NEET) / CPIO CBSE, Headquarter, 2, Community Centre, Preet Vihar, Delhi - 110092. Tel: 011-22019683 Email ID: aipmt.cbse@nic.in</p> <p><u>Link Officer</u></p> <p>Smt. Sharda Kumari Section Officer</p>	<p>All India Pre- Medical / Pre-dental Entrance Examination Unit / NEET.</p>	<p>Dr. Sanyam Bhardwaj Joint Secretary (NEET) and OSD (First Appellate authority) CBSE, Headquarter, 2, Community Centre, Preet Vihar, Delhi - 110092. Tel: 011-22059683 Email ID: sanyamb.cbse@nic.in</p>
04.	<p>Smt. Reeta Dhingra, Assistant Secretary (Affiliation) / CPIO CBSE, Headquarter, 2, Community Centre, Preet Vihar, Delhi - 110092. Tel: 011-22509256-57 Email ID: cbseaff.govt@gmail.com</p> <p><u>Link Officer</u></p> <p>Sh. J.B. Thapa Section Officer</p>	<p>All matters related to Affiliation of Schools, Up gradation of Schools, extension of affiliation and other related matters of Affiliation unit.</p>	<p>Sh. Jaiprakash Chaturvedi Deputy Secretary (Affiliation) (First Appellate authority) CBSE, Headquarter, 2, Community Centre Preet Vihar, Delhi - 110092 Tel: 011-22528257, 22426938, 22540655 Email ID: cbse.aff@nic.in</p>
05.	<p>Smt. Swati Gupta Deputy Director (Vocational) / CPIO CBSE, Headquarter, 2, Community Centre, Preet Vihar, Delhi – 110092 Tel: 011-22527173 Email ID: swaticbseapo@gmail.com</p> <p><u>Link Officer</u></p> <p>Smt. Niti S. Sharma Deputy Director Smt. Moushumi Sarkar Deputy Director</p>	<p>Vocational Education</p>	<p>Dr. Biswajit Saha Additional Director (Vocational) (First Appellate authority) CBSE, Headquarter, 2, Community Centre, Preet Vihar, Delhi – 110092 Tel: 011-22527184 Email ID: addldirector.cbse@gmail.com</p>



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06.	<p>Sh. Somnath Section Officer (Co-ord) / CPIO CBSE, Headquarter, 2, Community Centre Preet Vihar, Delhi - 110092 Tel: Email ID:</p> <p style="text-align: center;"><u>Link Officer</u></p> <p>Smt. Indu Khattar Section Officer</p>	<p>All matters relating to rule position / various examination matters.</p>	<p>Sh. Tarun Kumar Assistant Secretary (Co-ord) (First Appellate authority) CBSE, Headquarter, 2, Community Centre Preet Vihar, Delhi – 110092 Tel: 011-22420400 Email ID: jsc.cbse@gmail.com</p>
07.	<p>Sh. Al Hilal Ahmed Joint Director / CPIO CBSE 17, Rouse Avenue, New Delhi - 110002 Tel: 011-23237780 Email ID: aeoasedof@gmail.com</p> <p style="text-align: center;"><u>Link Officer</u></p> <p>Sh. Sandeep Jain Joint Director (IC)</p>	<p>All Academic matters, Training, CCE, CBSE-i, Innovation & Research, Mentoring, Accreditation, ITMS, Saransh, UDAAN, CAER, Sahodaya, AEP.</p>	<p>Dr. Biswajit Saha Additional Director (Vocational and ART&I) (First Appellate authority) CBSE 17, Rouse Avenue, New Delhi - 110002 Tel: 011-23212603, 23234324 Email ID: directoracad.cbse@nic.in</p>
08.	<p>Smt. Shikha Tomar Assistant Secretary (CTET) / CPIO CTET, CBSE PS 1-2, Institutional Area, I. P. Extension, Patparganj, Delhi – 110092 Tel: 011-22240108 Email ID: shikha@cbse.gov.in</p> <p style="text-align: center;"><u>Link Officer</u></p> <p>Sh. Anil Kapoor Assistant Secretary</p>	<p>Proficiency Test, KV recruitment Test, JNVST and all matters pertaining to Central Teacher's Eligibility Test (CTET).</p>	<p>Sh. R.J. Khanderao Joint Secretary (CTET, JNVST and Misc. Exam) (First Appellate authority) CTET, CBSE PS 1-2, Institutional Area, I. P. Extension, Patparganj, Delhi - 110092 Tel: 011-22235774 Email ID: ctet@cbse.gov.in</p>



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09.	<p>Sh. J.K. Yadav Joint Secretary (JEE) / CPIO CBSE, H-149, Sector-63, Noida, Distt. Gautambudh Nagar-201309 (Uttar Pradesh)</p> <p style="text-align: center;"><u>Link Officer</u></p> <p>Sh. Sandeep Tandon Section Officer</p>	<p>Matters pertaining to JEE/JAB offline and online test and related matters.</p>	<p>Sh. Rajbir Singh Executive Director (JAB) (First Appellate authority) CBSE, H-149, Sector-63, Noida, Distt. Gautambudh Nagar-201309 (Uttar Pradesh) Tel: 0120-2427771 Email ID: rajbir.cbse@nic.in</p>
10.	<p>Sh. Rajesh Sethi Assistant Secretary (NET) / CPIO CBSE, H-149, Sector-63, Noida, Distt. Gautambudh Nagar-201309 (Uttar Pradesh) Tel: 0120-2427274 Email ID: asugc.cbse@gmail.com</p> <p style="text-align: center;"><u>Link Officer</u></p> <p>Sh. Suresh Kumar Section Officer</p>	<p>Matters pertaining to UGC-NET Examination and related matters.</p>	<p>Sh. Rajbir Singh Director (NET) (First Appellate authority) CBSE, H-149, Sector-63, Noida, Distt. Gautambudh Nagar-201309 (Uttar Pradesh) Tel: 0120-2427276 Email ID: dsugcnet.cbse@gmail.com</p>
11.	<p>Smt. M. Thilagavathy Assistant Public Relation Officer / CPIO CBSE, Regional Office, PS 1-2, Institutional Area, I. P. Extension, Patparganj, Delhi - 110092 Tel: 011 – 22236173 Email ID: apro.cbse@gmail.com</p> <p style="text-align: center;"><u>Link Officer</u></p> <p>Smt. Meenu Joshi Assistant Secretary</p>	<p>All matters pertaining to Regional of CBSE (Delhi & Foreign for Class-X and XII). All matters pertaining to: (i) Obtaining Photocopy of Answer Book. (ii) Obtaining Information regarding issue Migration Certificate, Duplicate Certificate etc. (iii) Admit card. (iv) Registration of students in class IX. (v) Status of correction in documents / date of birth / surname.</p>	<p>Sh. R.J. Khanderao Regional Officer (First Appellate authority) CBSE, Regional Office, PS 1-2, Institutional Area, I. P. Extension, Patparganj, Delhi - 110092 Tel: 011-22248885 Email ID: rodelhi.cbse@nic.in</p>



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12.	<p>Sh. Vikas Arora Assistant Secretary / CPIO CBSE, Regional Office, Todarmal Marg, Ajmer – 305030 (Rajasthan) Tel: 0145-2634107 Email ID: vikas.arora@live.com</p> <p><u>Link Officer</u></p> <p>Sh. Gopal Lal Yadav Section Officer</p>	<p>All matters pertaining to Regional Office (Rajasthan, Gujarat, MP, Dadra and Nagar Haveli). All matters pertaining to: (i) Obtaining photocopy of Answer Book. (ii) Obtaining information regarding issue Migration Certificate, Duplicate Certificate etc. (iii) Admit card. (iv) Registration of students in class IX. (v) Status of correction in documents / date of birth / surname.</p>	<p>Sh. Inderjeet Singh Regional Officer (First Appellate authority) CBSE, Registered Office, Todarmal Marg, Ajmer – 305030 (Rajasthan) Tel: 0145-2627460, 2629928 Email ID: roajmer.cbse@nic.in</p>
13.	<p>Smt. Snigdha Ghosh Assistant Secretary / CPIO CBSE, Registered Office, Todarmal Marg, Ajmer – 305030 (Rajasthan) Tel: 0145-2634108 Email ID: snigdha.ghosh@rediffmail.com</p> <p><u>Link Officer</u></p> <p>Sh. Asif Ali Section Officer</p>	<p>All matters pertaining to Registered Office Marks & Migration, Duplicate Marksheet, Record of RO Allahabad, RO Patna and RO, Bhubaneswar upto year 2000, RO Delhi upto year 2002, RO Panchkula upto year 2000, RO Chennai upto year 1990 RO, Guwahati - 2001.</p>	<p>Dr. (Smt.) Sadhana Parashar Director (Appellate Authority) CBSE, Registered Office, Todarmal Marg, Ajmer – 305030 (Rajasthan) Tel: 0145-2621228, 2634104 Email ID: director.cbseajmer@gmail.com</p>
14.	<p>Sh. Vijay Singh Yadav Assistant Secretary / CPIO CBSE, Regional Office, 35-B, Civil Station, M. G. Road, Civil Lines, Allahabad – 211001 (Uttar Pradesh) Tel: 0532-2400626 Email ID: vijaysinghcbse@rediffmail.com</p> <p><u>Link Officer</u></p> <p>Sh. Rakesh Sharma Assistant Secretary</p>	<p>All matters pertaining to Regional Office (UP and Uttarakhand state only). All matters pertaining to: (i) Obtaining photocopy of Answer Book. (ii) Obtaining information regarding issue Migration Certificate, Duplicate Certificate etc. (iii) Admit card. (iv) Registration of students in class IX. (v) Status of correction in documents / date of birth / surname.</p>	<p>Sh. Piush Kumar Sharma Regional Officer, (First Appellate authority) CBSE, Regional Office, 35-B, Civil Station, M. G. Road, Civil Lines, Allahabad – 211001 (Uttar Pradesh) Tel: 0532-2400119 Email ID: roallahabad.cbse@nic.in</p>



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15.	<p>Sh. Manish Agrawal, Assistant Secretary / CPIO CBSE, Regional Office, 6th Floor, Alok Bharti Complex, Saheed Nagar, Bhubaneswar – 751007 (Odisha) Tel: 0674-2548512 Email ID: manishcbse105@gmail.com</p> <p><u>Link Officer</u></p> <p>Sh. Neeraj Negi Section Officer</p>	<p>All matters pertaining to Regional Office (West Bengal, Orissa, Chhattisgarh). All matters pertaining to: (i) Obtaining photocopy of Answer Book. (ii) Obtaining information regarding issue Migration Certificate, Duplicate Certificate etc. (iii) Admit card. (iv) Registration of students in class IX. (v) Status of correction in documents / date of birth / surname.</p>	<p>Sh. Manoj Kumar Srivastava Regional Officer, (First Appellate authority) CBSE, Regional Office, 6th Floor, Alok Bharti Complex, Saheed Nagar, Bhubaneswar – 751007 (Odisha) Tel: 0674-2548412, 2542312, 2548812 Email ID: robhubaneshwar.cbse@nic.in</p>
16.	<p>Sh. R. Venkatesh Assistant Secretary / CPIO CBSE, Regional Office, New no. 3 (Old no. 1630-A), J Block, 16th Main Road, Anna Nagar (W), Chennai – 600040 (Tamil Nadu) Tel: 044-26164995 Email ID: admn.cbsechennai@gmail.com</p> <p><u>Link Officer</u></p> <p>Smt. Shirly John Section Officer</p>	<p>All matters pertaining to Regional Office (Tamil Nadu, Andhra Pradesh, Karnataka, Maharashtra, Goa, Pondicherry, Andaman & Nicobar Islands, Daman & Diu). All matters pertaining to Class X and XII: (i) Obtaining photocopy of Answer Book. (ii) Obtaining information regarding issue Migration Certificate, Duplicate Certificate etc. (iii) Admit card. (iv) Registration of students in class IX. (v) Status of correction in documents / date of birth / surname.</p>	<p>Sh. M.D. Dharmadhikari Regional Officer, (First Appellate authority) CBSE, Regional Office, New no. 3 (Old no. 1630-A), J Block, 16th Main Road, Anna Nagar (W), Chennai – 600040 (Tamil Nadu) Tel: 044-26162213, 26162214, 26161100, 26162011 Email ID: rochennai.cbse@nic.in</p>
17.	<p>Sh. Gopal Dutt Assistant Secretary / CPIO CBSE, Regional Office, 99, Kaulagarh Road, Dehradun – 248001 (Uttarakhand) Tel: 0135-2753251 Email ID: gdatt26@gmail.com</p> <p><u>Link Officer</u></p> <p>Sh. Shekhar Chandra Assistant Secretary</p>	<p>All matters pertaining to Regional Office (Dehradun). All matters pertaining to Class X and XII: (i) Obtaining photocopy of Answer Book. (ii) Obtaining information regarding issue Migration Certificate, Duplicate Certificate etc. (iii) Admit card. (iv) Registration of students in class IX. (v) Status of correction in documents / date of birth / surname.</p>	<p>Sh. Ranbir Singh Regional Officer, (First Appellate authority) CBSE, Regional Office, 99, Kaulagarh Road, Dehradun – 248001 (Uttarakhand) Tel: 0135-2757766, 2757744 Email ID: roddn.cbse@nic.in</p>



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18.	<p>Sh. Jagdish Barman Assistant Secretary / CPIO CBSE, Regional Office, Shilpogram Road, (Near Sankardev Kalakshetra), Panjabari, Guwahati-781037 (Assam) Tel: 0361-2331995 Email ID: basrog@gmail.com</p> <p><u>Link Officer</u></p> <p>Sh. Thongkholet Mate Assistant Secretary</p>	<p>All matters pertaining to Regional Office (Assam, Nagaland, Manipur, Meghalaya, Tripura, Sikkim, Arunachal Pradesh, Mizoram). All matters pertaining to: (i) Obtaining photocopy of Answer Book. (ii) Obtaining information regarding issue Migration Certificate, Duplicate Certificate etc. (iii) Admit card. (iv) Registration of students in class IX. (v) Status of correction in documents / date of birth / surname.</p>	<p>Sh. Sanjib Das Deputy Secretary & Regional Officer, (First Appellate authority) CBSE, Regional Office, Shilpogram Road, (Near Sankardev Kalakshetra), Panjabari, Guwahati-781037 (Assam) Tel: 0361-2333333, 2338994, 2331995 Email ID: roguwahati.cbse@nic.in</p>
19.	<p>Ms. Shwetta Arora Assistant Secretary / CPIO CBSE, Regional Office, Sector 5, Panchkula-134152 (Haryana) Tel: 0172-2583547 Email ID: shvetta.cbse@gmail.com</p> <p><u>Link Officer</u></p> <p>Smt. Seema Khakha Assistant Secretary</p>	<p>All matters pertaining to Regional Office (Haryana, Punjab, Chandigarh, J&K, Himachal Pradesh). All matters pertaining to: (i) Obtaining photocopy of Answer Book. (ii) Obtaining information regarding issue Migration Certificate, Duplicate Certificate etc. (iii) Admit card. (iv) Registration of students in class IX. (v) Status of correction in documents / date of birth / surname.</p>	<p>Dr. Joseph Emmanuel Regional Officer (First Appellate authority) CBSE, Regional Office, Sector 5, Panchkula-134152 (Haryana) Tel: 0172-2585193 Email ID: ropanchkula.cbse@nic.in</p>
20.	<p>Sh. Ram Veer Assistant Secretary / CPIO CBSE, Regional Office, Ambika Complex, Behind State Bank Colony Near Brahmsthan, Sheikhpura, Raja Bazar, Baily Road, Patna-800014 (Bihar) Tel: Email ID: ropatna.cbse@nic.in</p> <p><u>Link Officer</u></p> <p>Sh. Rajesh Kumar Gupta Assistant Secretary</p>	<p>All matters pertaining to Regional Office (Bihar, Jharkhand). All matters pertaining to: (i) Obtaining photocopy of Answer Book. (ii) Obtaining information regarding issue Migration Certificate, Duplicate Certificate etc. (iii) Admit card. (iv) Registration of students in class IX. (v) Status of correction in documents / date of birth / surname.</p>	<p>Sh. Lakhan Lal Meena Regional Officer, (First Appellate authority) CBSE, Regional Office, Ambika Complex, Behind State Bank Colony Near Brahmsthan, Sheikhpura, Raja Bazar, Baily Road, Patna- 800014 (Bihar) Tel: 0612-2295088, 2295048 Email ID: ropatna.cbse@nic.in</p>



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21.	<p>Sh. Vikas Kumar Agrawal Assistant Secretary / CPIO CBSE, Regional Office, LIC Divisional Office Campus, 2nd Floor, Block B, Pattom, Thiruvananthapuram-695004 (Kerala) Tel: 0471-2534404 Email ID:</p> <p><u>Link Officer</u></p> <p>Sh. Ramesh P Section Officer</p>	<p>All matters pertaining to Regional Office (Thiruvananthapuram) (Kerala State). All matters pertaining to Class X and XII: (i) Obtaining photocopy of Answer Book. (ii) Obtaining information regarding issue Migration Certificate, Duplicate Certificate etc. (iii) Admit card. (iv) Registration of students in class IX. (v) Status of correction in documents / date of birth / surname.</p>	<p>Sh. Dinesh Ram Regional Officer, (First Appellate authority) CBSE, Regional Office, LIC Divisional Office Campus, 2nd Floor, Block B, Pattom, Thiruvananthapuram-695004 (Kerala) Tel: 0471-2534404, 2534405 Email ID: rotrivandrum.cbse@nic.in</p>
22.	<p>Dr. (Smt.) Praggya M. Singh Joint Director / CPIO Centre of Excellence for Teachers (COET), CBSE, Plot No. 76-G, Sector-18, Behind HIPA Building, Gurugram – 122015 (Haryana) Tel: 0124-4684060 Email ID: praggyamsingh.cbse@gov.in</p>	<p>All matters relating to Centre of Excellence for Teachers (COET), Gurugram.</p>	<p>Dr. Biswajit Saha Additional Director (Vocational and ART&I) (First Appellate authority) CBSE 17, Rouse Avenue, New Delhi - 110002 Tel: 011-23212603, 23234324 Email ID: directoracad.cbse@nic.in</p>
23.	<p>Sh. E. Daniel Raju Joint Director / CPIO Centre of Excellence for Teachers (COET), CBSE, Ramaraopeta, Behind Sivalayam, Kakinada, Andhra Pradesh - 533004 Tel: 0884-2377666 Email ID: coeftkakinada.cbse@gmail.com</p>	<p>All matters relating to Centre of Excellence for Teachers (COET), Kakinada</p>	<p>Dr. Biswajit Saha Additional Director (Vocational and ART&I) (First Appellate authority) CBSE 17, Rouse Avenue, New Delhi - 110002 Tel: 011-23212603, 23234324 Email ID: directoracad.cbse@nic.in</p>
24.	<p>Sh. Ram Shankar Joint Director / CPIO Centre of Excellence for Teachers (COET), CBSE, Camp Office, Kendriya Vidyalaya Primary Wing, ITI Campus, Rae Bareli – 229010 (Uttar Pradesh) Tel: 0535-2702013, 2702012 Email ID: coetraebareli@gmail.com</p>	<p>All matters relating to Centre of Excellence for Teachers (COET), Rae Bareli</p>	<p>Dr. Biswajit Saha Additional Director (Vocational and ART&I) (First Appellate authority) CBSE 17, Rouse Avenue, New Delhi - 110002 Tel: 011-23212603, 23234324 Email ID: directoracad.cbse@nic.in</p>



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25.	Ms. Anjali Chhabra Deputy Director / CPIO Centre of Excellence for Teachers (COET), CBSE, Sector-5, Panchkula – 134152 (Haryana) Tel: 0172-2565767 Email ID: cbse.coepanchkula@gmail.com	All matters relating to Centre of Excellence for Teachers (COET), Panchkula	Dr. Biswajit Saha Additional Director (Vocational and ART&I) (First Appellate authority) CBSE 17, Rouse Avenue, New Delhi - 110002 Tel: 011-23212603, 23234324 Email ID: directoracad.cbse@nic.in
26.	Sh. R.P. Singh Joint Director / CPIO Centre of Excellence for Teachers (COET), CBSE, Millennium City IT Park, Tower II, 12 th Floor, DN 62, Sector V, Salt Lake, Kolkata – 700091 (West Bengal) Tel: 033-23675533 Email ID: cbsecoekolkata@gmail.com	All matters relating to Centre of Excellence for Teachers (COET), Kolkata	Dr. Biswajit Saha Additional Director (Vocational and ART&I) (First Appellate authority) CBSE 17, Rouse Avenue, New Delhi - 110002 Tel: 011-23212603, 23234324 Email ID: directoracad.cbse@nic.in
27.	Smt. Arunima Mazumdar Deputy Director / CPIO Centre of Excellence for Teachers (COET), CBSE, C – 316/A, Shoppers Orbit, Vishrantwadi, Pune – 411015 (Maharashtra) Tel: 020-46917171, 46917100 Email ID: cbsecoe.pune@gmail.com	All matters relating to Centre of Excellence for Teachers (COET), Pune	Dr. Biswajit Saha Additional Director (Vocational and ART&I) (First Appellate authority) CBSE 17, Rouse Avenue, New Delhi - 110002 Tel: 011-23212603, 23234324 Email ID: directoracad.cbse@nic.in
28.	Sh. Pramod Kumar T.K. Joint Director / CPIO Centre of Excellence for Teachers (COET), CBSE, Vilayil Building, Edappally – Pookattupadi Road, Unichira Junction Changampuzha Nagar (P.O), Ernakulum – 682033 (Kerala) Tel: 0484-2575171 Email ID: coekochi@cbse.gov.in	All matters relating to Centre of Excellence for Teachers (COET), Kochi	Dr. Biswajit Saha Additional Director (Vocation and ART&I) (First Appellate authority) CBSE 17, Rouse Avenue, New Delhi - 110002 Tel: 011-23212603, 23234324 Email ID: directoracad.cbse@nic.in



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The Link Officer would function as in the absence of first officer due to leave /tour/training/transfer etc.

2. Smt. Rama Sharma, Public Relations Officer shall be the Nodal Officer.

3. Indian Citizens, with email ID and mobile number may submit RTI Application online with prescribed fee for obtaining information from CBSE under RTI Act. For details, website www.rtionline.gov.in may be visited.

4. Applicants are advised to ensure that they address their request to respective PIO as per jurisdiction given above. Affiliation branch has only information in respect of schools affiliated with CBSE / under consideration cases. In respect of schools affiliated with ICSE / State Board applicants are requested to contact the CPIO concerned.

5. Applicants can send their RTI applications directly to CPIO or through Nodal Officer alongwith the requisite fee of `10/- in the form of Demand Draft / IPO in name of "Secretary, CBSE" payable at city where office is located.

6. If the applicant does not receive any information / is not satisfied with the reply he / she may submit 1st appeal addressed to the Appellate Authority as provided above. CPIOs concerned are expected to send the reply within 30 days of receipt of the 1st Appeal.

7. CPIOs and Appellate authorities should ensure that in no case information sought under RTI Act is delayed beyond stipulated period.

8. Joint Secretary (A&L) will perform the duties of Nodal Officer in the absence of Smt. Rama Sharma, PRO.

9. This issues with the approval of the Competent Authority.

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(K.K. Choudhury)
Chief Vigilance Officer