

**Frequently Asked Questions (FAQs)**  
**Under RTI Act, 2005**

S. No.	Question	Reply
1	What is Information?	Information is material in any form. It includes: records, documents, memos, e-mails, opinions, advices, press releases, circulars, orders, logbooks, contracts, reports, papers, samples, models, data material held in any electronic form and also information relating to any private body which can be accessed by the public authority under any law for the time being in force.
2	What is the procedure to file an RTI Application?	The procedure to file RTI Application has been mentioned on Quality Council of India (QCI) website under the following link: <a href="https://qcin.org/qci-secretariat/#rticell">https://qcin.org/qci-secretariat/#rticell</a>
3	In which language can application be filed?	The application can be filed either in: Hindi/ English.
4	What is fee for seeking information?	<p>In accordance to directive given in the Gazette notification issued by Deptt. of Personnel &amp; Training, Ministry of Personnel, Public Grievances and Pension, Govt. of India, vide no. 34012/8(s)/2005-Estt.(B) dated 16.09.2005, the application for obtaining information under sub-section (1) of section 6 must be accompanied by prescribed application fee of Rs. 10/-.</p> <p>For further details, refer to “<b>Filing of RTI Application offline/ online</b>” under the following link: <a href="https://qcin.org/qci-secretariat/#rticell">https://qcin.org/qci-secretariat/#rticell</a></p>
5	What is the time limit to supply the information?	<p>Section 7 (1) requires that the information requested by an applicant to CPIO/ PIO shall be furnished “as expeditiously as possible”.</p> <p>The time limits prescribed under the RTI Act for disposal of requests for information are as follows:</p> <ul style="list-style-type: none"> <li>• <b>30 days:</b> On receipt of a request for information, the CPIO/ PIO has either to provide information on payment of such fees as prescribed or reject the request with reasons for the same.</li> <li>• <b>48 hours:</b> If the information sought concerns the life or liberty of a person, the same has to be provided immediately, in any case, within 48 hours.</li> <li>• <b>35 days:</b> 05 more days to be added to the above time limits if the application is submitted to the Assistant Public Information Officer (APIO).</li> <li>• <b>40 days:</b> Where third party is involved (If the CPIO/ PIO intends to disclose any information which relates to or has been supplied by a third party and has been treated as confidential</li> </ul>

		<p>by it, the CPIO/ PIO has to give a written notice to such third party within 5 days from the receipt of request inviting such third party to make a submission).</p> <ul style="list-style-type: none"> <li>• <b>45 days:</b> Information pertaining to allegations of human rights violations from scheduled security and intelligence agencies.</li> <li>• <b>05 days:</b> Under Section 6 (3) of the Act, if a request application is made to a public authority on a subject that pertains to another public authority, the same shall be transferred to that other authority within 5 days from the date of receipt of the application.</li> </ul>
6	Provide the details of CPIO/ ACPIO & Appellate Authority under RTI Act 2005 along with email ids of each one of them.	The details of CPIO, ACPIO and Appellate Authority of QCI are available in Public Domain on QCI website: <a href="https://qcin.org/qci-secretariat/#rticell">https://qcin.org/qci-secretariat/#rticell</a>
7	Provide the details of Constitution of Committee of PIOs and FAAs for effective implementation of Section 4 of the RTI Act, 2005?	Information available in public domain at: <a href="https://qcin.org/qci-secretariat/#rticell">https://qcin.org/qci-secretariat/#rticell</a>
8	What are Aims, Purpose & activities of QCI?	The requested information is available on QCI website. Link for the same is mentioned below: <a href="https://qcin.org/qci-secretariat/#rticell">https://qcin.org/qci-secretariat/#rticell</a>
9	What are the organization's objective and under which act this organization has been registered?	Information is available in public domain on QCI website link: <a href="https://qcin.org/wp-content/uploads/2025/04/Service-Finance-Manual-2018-26.03.2025-1.pdf">https://qcin.org/wp-content/uploads/2025/04/Service-Finance-Manual-2018-26.03.2025-1.pdf</a>
10	What is Governance structure of QCI?	Following link may be referred to: <a href="https://qcin.org/the-organisation/#governance">https://qcin.org/the-organisation/#governance</a>
11	What are the schemes, policies, program implementations by this organization/ department?	Schemes, Program Implementations by QCI are available in Annual Report of each year. The same is available in public domain on following link: <a href="https://qcin.org/hr-administration/">https://qcin.org/hr-administration/</a>
12	How can scheme/ project/ training related information/ documents of Boards/ Divisions/ Cells of QCI be obtained?	The same may be obtained by downloading from website of the concerned board/ division/ cells. Or written request may be made to concerned board/ division/ cells of QCI. The links of various boards of QCI are available in public domain at: <a href="https://qcin.org/">https://qcin.org/</a>
13	List of hospitals currently accredited by National Accreditation Board for Hospitals & Healthcare Providers (NABH)?	The list of hospitals currently accredited by NABH is displayed in Public Domain on NABH website under the following link: <a href="https://nabh.co/">https://nabh.co/</a>
14	How can an applicant obtain NABH standards?	The Standards are available in public domain on NABH website under the following link:

		<a href="https://portal.nabh.co/NABHStandards.aspx#gsc.tab=0">https://portal.nabh.co/NABHStandards.aspx#gsc.tab=0</a>
15	From where can NABL documents pertaining to accreditation of Laboratories be obtained?	NABL Accreditation and documents pertaining to the same are available on NABL website under the following link: <a href="https://nabl-india.org/nabl/index.php?c=publicaccreditationdoc&amp;m=index&amp;docType=both&amp;Itemid=199">https://nabl-india.org/nabl/index.php?c=publicaccreditationdoc&amp;m=index&amp;docType=both&amp;Itemid=199</a>
16	List of laboratories that have been accredited by National Accreditation Board for Testing and Calibration Laboratories (NABL).	The list of laboratories currently accredited by NABL is available in public domain and the same can be downloaded from NABL's website vide link: <a href="https://nablwp.qci.org.in/laboratorysearchone">https://nablwp.qci.org.in/laboratorysearchone</a>
17	List of organisations accredited for management systems by National Accreditation Board for Certification Bodies (NABCB).	The list of present accredited bodies of NABCB is available in public domain under the following link: <a href="https://nabcb.qci.org.in/search-accredited-bodies/">https://nabcb.qci.org.in/search-accredited-bodies/</a>
18	What is the process for obtaining scheme of Accreditation for EIA Consultant Organizations?	Scheme for Accreditation of EIA Consultant Organizations may be obtained from NABET website under the following link: <a href="https://nabet.qci.org.in/eia_consultant/">https://nabet.qci.org.in/eia_consultant/</a>
19	List of EIA consultant organizations accredited by NABET?	The list of EIA consultant organizations currently accredited by NABET is available in public domain under the following link: <a href="https://nabet.qci.org.in/eia_consultant/">https://nabet.qci.org.in/eia_consultant/</a>
20	How many RTI Applications and First Appeal applications have been received and disposed?	Information pertaining till last quarter is available in Public Domain on QCI website under the following link: <a href="https://qcin.org/qci-secretariat/#rticell">https://qcin.org/qci-secretariat/#rticell</a>
21	Details of RTI trainings undertaken by CPIO/ ACPIO/ PIO/ FAA.	Information available in public domain at: <a href="https://qcin.org/qci-secretariat/#rticell">https://qcin.org/qci-secretariat/#rticell</a>
22	From where Service & Finance Manual of QCI may be obtained?	Service & Finance Manual of QCI may be obtained from the following link: <a href="https://qcin.org/qci-secretariat/#rticell">https://qcin.org/qci-secretariat/#rticell</a>
23	From where can tender related information be obtained?	Tender related information may be obtained from following link on QCI website: <a href="https://qcin.org/work-with-us/#tenders">https://qcin.org/work-with-us/#tenders</a>
24	Is a First Appellate Authority (FAA) expected to give a personal hearing in every case?	If the applicant desires a hearing, the FAA may consider it favorably depending upon the facts of the case.