



**ARUNACHAL PRADESH INFORMATION COMMISSION
ITANAGAR, ARUNACHAL PRADESH**

File No. SIC-216/2024/R-CIR

Dated Itanagar the 12th June, 2026

CIRCULAR

It has been observed that, in several cases, the acknowledgements of receipt of RTI applications and First Appeal applications enclosed with Second Appeals or Complaints bear only the signature of the receiving official and do not contain the official seal or stamp of the concerned public authority.

In the absence of the official seal or stamp, the authenticity of such acknowledgements and receipt of the application by the concerned public authority cannot be satisfactorily verified solely on the basis of the signature of the receiving official.

Therefore, acknowledgements of receipt bearing only signatures, without the official seal or stamp of the concerned public authority, **shall not be accepted** as valid proof of submission or receipt of RTI applications and First Appeal applications for the purpose of admission and processing of Second Appeals or Complaints filed before the Commission.

Applicants/Complainants are advised to ensure that acknowledgements of receipt obtained from the concerned public authority are duly endorsed with the **official seal or stamp** of the office, along with the **signature** of the receiving official and the **date of receipt** before enclosing the same with their Second Appeals or Complaints.

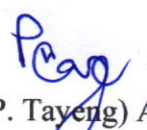
Sd/-
(S. Potom) APCS
Registrar
APIC, Itanagar

Memo No. SIC-216/2024/R-CIR/30

Dated Itanagar the 15 June, 2026

Copy to:

1. P.A./P.S. to the Hon'ble State Chief Information Commissioner for information
2. P.A./P.S. to all the Hon'ble State Information Commissioners for information
- ✓ 3. The Computer Cell, APIC, for uploading the same to the APIC website
4. Notice Boards
5. Office copy


(P. Tayeng) APCS
Deputy Registrar
APIC, Itanagar
Deputy Registrar
Arunachal Pradesh Information Commission
Itanagar