

# **CHAPTER 1**

## **Introduction**

**1. Please throw the light on the background of this handbook (Right to Information Act-2005)**

The Right to Information Act, 2005 makes the right to information more progressive, participatory and meaningful. Now, therefore, it is expedient to provide for furnishing information to citizens who desire to have it. Democracy requires an informed citizenry and transparency or information which are vital to its functioning and also to contain corruption and to hold Governments and their instrumentalities accountable to the governed.

In the light of the above, this handbook has been prepared which contains the details of the entire working of this institution i.e. The Punjab State Cooperative Agricultural Development Bank Ltd., Chandigarh.

**1.2 Objective/Purpose of this hand-book :**

The objective/purpose of this hand-book is to provide/ ensure greater and more effective access to information when sought by any citizen under the Act.

**1.3 Who are intended users of this hand-book? :**

The Institutional Head and the Public Information/ Assistant Public Information Officer and the Appellate Authority

**1.4 Organisation of the information in this hand-book**

The Punjab State Cooperative Agricultural Development Bank Ltd., Chandigarh

**1.5 Definitions (Please provide definitions of various terms used in the hand-book):**

- "Act"** means The Right to Information Act - 2005
- "M.D"** means the Managing Director of the Punjab State Cooperative Agricultural Development Bank Ltd., Chandigarh.
- "S.A.D.B"** means the Punjab State Cooperative Agricultural Development Bank Ltd., Chandigarh
- "P.A.D.B"** means the Primary Cooperative Agricultural Development Bank Ltd.

**1.6 Contact person in case somebody wants to get more information on topics covered in the hand-book as other information also:**

1. Sh. Gurmit Singh Brar,  
(Additional Managing Director) is the Appellate Authority
2. Sh. Joginder Pal Singh Mann  
(Deputy General Manager) Public Information Officer
3. S. Balbir Singh Gill, AGM  
Asstt. Public Information Officer

**3.2 Procedure and Fee Structure for getting information not available in the hand-book:**

The Public/Requisitioner should contact the official mentioned in column No. 1.6 above during office hours only.