



**XV.) PARTICULARS OF FACILITIES AVAILABLE TO CITIZENS FOR  
OBTAINING INFORMATION.**



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In order to provide information to the citizens, the Department has provided the following facilities:

- Information, wherever it is available in electronic format, is hosted on the Website ([http:// www.aptransco.gov.in](http://www.aptransco.gov.in)). Information can be downloaded from this website at free of cost.
- For obtaining any other information, citizens can make an application to the SPIO for the information required. For obtaining information of concerned zones the application/request may be made to the APIO of concerned zone.
- Applicant shall pay the prescribed fee of Rs.10/- in the form of court fee or by DD/IPO in favour of the Pay officer/APTRANSCO or can be paid in cash during the office working hours. The application made to the PIO's of zones should remit application fee to their concerned SE/TL&SS of zones.
- Applicants belonging to Below Poverty Line (BPL) category need not pay the fee. For claiming exemption from payment of fee under BPL category, the applicant shall attach the following document as proof of his belonging to BPL category.
  - Ration card
- The request for information will be generally processed within the time period mentioned under the RTI Act.