

**HOOGHLY DOCK & PORT ENGINEERS LTD.  
( A GOVERNMENT OF INDIA UNDERTAKING)**

**NOTICE**

**Fees and Cost of information under RTI Act, 2005**

It is hereby notified that the following fees and costs are payable for seeking information under the Right to Information Act, 2005 :-

- i) Request for information under sub-section 1 of section 6 shall be accompanied by an application fee of Rs. 10/- by way of cash against proper receipt or by demand draft or banker's cheque payable to Hooghly Dock & Port Engineers Ltd.
- ii) For providing information under sub-section 1 of section 7, the fee shall be charged by way of cash against proper receipt or by a demand draft or banker's cheque payable to Hooghly Dock & Port Engineers Ltd. at the following rates :-
  - a) Rs. 2/- for each page (in A4 or A3 size paper) created or copied.
  - b) Actual charge or cost price of a copy in larger size paper.
  - c) Actual cost or price for samples or models.
  - d) For inspection of records, no fee for the first hour and the fee of Rs.5/- for each 15 minutes or fraction thereof thereafter.
- iii) For providing the information under sub-section 5 of section 7, the fee shall be charged by way of cash against proper receipt or by the demand draft or banker's cheque payable to Hooghly Dock & Port Engineers Ltd. at the following rates :-
  - a) For information provided in diskette or floppy - Rs. 50/- per diskette or floppy.
  - b) For information provided in printed form at the price fixed for such publication or Rs. 2/- per page of photocopy for extracts from the publication.

**Company Secretary**