` **PUNJAB STATE INFORMATION COMMISSION**
Red Cross Building, Near Rose Garden,
Sector 16, Chandigarh.
Ph: 0172-2864101, Helpline 0172-2864100
Email: pcic20@punjabmail.gov.in Visit us:www.infocommpunjab.com

Sh. Tarsem Singh
s/o Sh. Ajaib Singh,
VPO Bir Behman, Tehsil & Distt bathinda 151001
9464222946
RTI application No. 104130

.. appellant

Vs

Public Information Officer
o/o Secretary, SSSB, Punjab
Mohali

First Appellate Authority
o/o Secretary, SSSB, Punjab,
Mohali

..respondents

Appeal Case No. 1824 of 2024

ORDER

This order may be read with reference to the previous order dated 22.1.2025 vide which the order was reserved to be pronounced.

2. The brief of the case is that the appellant appeared in the examination conducted by the Subordinate Services Selection Board, Mohali for the post of Steno Typist on 5.5.2023 and has sought the following information related to the test given by him:-

> ”1. ਪੰਜਾਬ ਅਧੀਨ ਸੇਵਾਵਾਂ ਚੋਣ ਬੋਰਡ, ਮੋਹਾਲੀ ਵੱਲੋਂ ਇਸ਼ਤਿਹਾਰ ਨੰਬਰ 01 ਆਫ 2022 ਰਾਹੀਂ ਸਟੈਨੋਟਾਈਪਿਸਟ ਦਾ ਪੇਪਰ (ਡਿਕਟੇਸ਼ਨ ਟੈਸਟ) ਮਿੱਤੀ 5 ਮਈ 2023 ਨੂੰ ਪਹਿਲੇ ਬੈਚ ਵਿੱਚ ਲਿਆ ਗਿਆ ਸੀ। ਜਿਸ ਵਿੱਚ ਮੇਰਾ ਰੋਲ ਨੰਬਰ 10007 ਸੀ ਅਤੇ ਐਪਲੀਕੇਸ਼ਨ ਨੰਬਰ PSSSBJD1003073 ਸੀ। ਮੈਨੂੰ ਮੇਰੇ ਵੱਲੋ ਦਿੱਤੇ ਗਏ ਪੇਪਰ (ਡਿਕਟੇਸ਼ਨ ਟੈਸਟ) ਦੀ ਸ਼ਾਰਟੈਂਡ ਉਤਰ ਪੱਤਰੀ(ਜਿਸ ਏ4 ਪੇਪਰ ਉਪਰ ਮੈਂ ਸ਼ਾਰਟਹੈਂਡ ਲਿਖੀ ਸੀ) ਦੀ ਤਸਦੀਕਸ਼ੁਦਾ ਕਾਪੀ ਦਸਤੀ ਤੌਰ ਉਤੇ ਜਾਂ ਡਾਕ ਰਾਹੀਂ ਮੁਹੱਈਆ ਕਰਵਾਈ ਜਾਵੇ ਜੀ।
>
> 2. ਉਕਤ ਪੇਪਰ (ਡਿਕਟੇਸ਼ਨ ਟੈਸਟ) ਦੇ ਪੈਰੇ ਦੀ ਆਡੀਓ, ਜੋ ਮੈਨੂੰ ਮਿੱਤੀ 5 ਮਈ 2023 ਨੂੰ ਪਹਿਲੇ ਬੈਚ ਵਿੱਚ ਸਵੇਰੇ ਆਦਰਯੋਗ ਇੰਸਟਰਕਟਰ ਸਾਹਿਬ ਵੱਲੋ ਬੋਲੀ ਗਈ ਸੀ, ਦੀ ਤਸਦੀਕਸ਼ੁਦਾ ਕਾਪੀ ਦਸਤੀ ਤੌਰ ਉਤੇ ਜਾਂ ਡਾਕ ਰਾਹੀਂ ਮੁਹੱਈਆ ਕਰਵਾਈ ਜਾਵੇ ਜੀ। ਮੈਂ ਇਸ ਪੈਰੇ ਦੀ ਆਡੀਓ ਦੀ ਤਸਦੀਕਸ਼ੁਦਾ ਕਾਪੀ ਲੈਣ ਲਈ ਬਣਦੀ ਫੀਸ ਅਦਾ ਕਰਨ ਲਈ ਤਿਆਰ ਹਾਂ।”

3. The Public Information Officer after receipt of the RTI application supplied the information pertaining to Point No. 1 of the RTI application and the information related to Point No. 2 was denied.Thereafter the appellant filed the first appeal and feeling aggrieved the appellant filed the second appeal. Accordingly, a notice of hearing was issued to the parties and the reasonable opportunities were given to the parties

concerned and the case was adjourned number of times to take the matter to its logical end.

Finally, the respondent filed the response vide memo No. PSSSB/ESTBOCC/23/171 dated 18.3.2025 and the relevant portion of the same is as follows:-

(a) The attested copy of answer book has already been supplied vide letter dated 30.10.23 and copy of short hand has been provided on 28.10.2024.

(b) That the information sought by the appellant has already been denied under ection 8(1)(g) and 8(1)(j) and as per the instructions dated 9.8.2021 of the Governance Reforms Department, Punjab and also as per the judgement datged 13.11.2019 of Hon'ble Supreme Court in CWP no. 10044 of 2010 titled as CPIO, Supreme Court Vs Subhash Chandra Aggarwal."

4. The respondent denied the information pertaining to Point No. 2 of the RTI application primarily on the grounds that the information sought falls under Section 8(1)(g) and 8(1)(j) vide letter No. 171 dated 18.3.2025, mentioned herein.

From the reply filed by the respondent, now, it is evident that the information sought is covered under Section 2(f) of the RTI Act, 2005 which is not a dispute in this case as the respondent denied the information under Section 8(1)(g) and 8(1)(j) of the Act.

5. The Hon'ble Courts have consistently held that not all information needs to be disclosed under the Act. But the authorities have to strike a balance between the need for transparency and the obligation to protect individuals potentially at risk which requires a careful case-by-case assessment to ensure that the protections afforded are not misused to unnecessarily withhold the information.

6. Now the question before the Commission is whether the request of the respondent is tenable in the eyes of law for that each provision of the RTI Act, 2005,referred to by the respondent,has to be considered separately i.e. Section 8(1)(g) and Section 8(1)(j).

7. Section 8(1)(g) of the RTI Act, 2005 provides:-

"(g) information, the disclosure of which would endanger the life or physical safety of any person or identify the source of information or assistance given in confidence for law enforcement or security purposes;"

Whether a mere request made by the respondent that the information cannot be supplied under Section 8(1)(g) can be accepted

OR

to invoke the exemption the respondent has to justify each and every point of the said section, mentioned herein.

As per Section 8(1(g),mentioned above,the information must pertain to assistance given in confidence for law enforcement or security agencies, as such, this part of the said clause is not applicable in the respondent's case, as the respondent department is neither a law enforcement agency nor security related department. Hence, no weightage can be given to the respondent in this regard.

Secondly, information must have been given in confidence, but in this case the respondent Board has taken the test for the appointment of Steno-Typist/Junior Scale Stenographer and the appellant is seeking the information related to the audio of dictation paper by the instructor and if it assumed that whosoever has given the dictation then it can't be said that the assistance has been given in confidence rather the official/officer who so ever has performed the duties during exams cannot be said to be endanger his life or physical safety.

Also the words have been used as endanger the life or physical safety for which the respondent has to show the tangible threat where the likelihood of physical harm is significant and mere mentioning that the information sought falls under Section 8(1)(g) is not sufficient.

More important are the words mentioned at the last of Section 8(1)(g) i.e for law enforcement or security purposes but SSSB is neither a law enforcement agency nor the security purposes are involved. It is also appropriate to mention that under Section 4, every public authority has to publish on the website, the

details of staff along with their salaries on their website so a mere submissions made by the respondent to deny the information under Section 8(1)(g) of the RTI Act, 2005 are not sustainable as the staff,whosever, has performed his official duties, the public authority is bound to publish his/her details on the website under Section 4 of the RTI Act.

8. In addition to rely upon Section 8(1)(g), referred to above the respondent also merely mentioned that the information under Section 8(1)(j) of the RTI Act, 2005 cannot be supplied. The Section 8(1)(j) provides:-

"(j) information which relates to personal information the disclosure of which has no relationship to any public activity or interest, or which would cause unwarranted invasion of the privacy of the individual unless the Central Public Information Officer or the State Public Information Officer or the appellate authority, as the case may be, is satisfied that the larger public interest justifies the disclosure of such information:

Provided that the information which cannot be denied to the Parliament or a State Legislature shall not be denied to any person."

Whether, the mere submissions by the respondent that the information cannot be supplied to the appellant under Section 8(1)(j) can be accepted or not?

In 1st part of the Section, it has mentioned that the information which relates to personal information the disclosure of which has no relationship to any public activity or interest, in this regard, the respondent denied that the information relates to third party. Third party means a person other than the citizen making a request for information and includes a public authority. It is pertinent to mention here that 3rd party is not an exemption under Section 8(1)(j) rather it is a mandatory procedure to deal with third party information which provides:-

11. Third party information. (1) Where a Central Public Information Officer or a State Public Information Officer, as the case may be, intends to disclose any information or record, or part thereof on a request made under this Act, which relates to or has been supplied by a third party and has been treated as confidential by that third party, the Central Public Information Officer or State

Public Information Officer, as the case may be, shall, within five days from the receipt of the request, give a written notice to such third party of the request and of the fact that the Central Public Information Officer or State Public Information Officer, as the case may be, intends to disclose the information or record, or part thereof, and invite the third party to make a submission in writing or orally, regarding whether the information should be disclosed, and such submission of the third party shall be kept in view while taking a decision about disclosure of information:

Provided that except in the case of trade or commercial secrets protected by law, disclosure may be allowed if the public interest in disclosure outweighs in importance any possible harm or injury to the interests of such third party.

(2) Where a notice is served by the Central Public Information Officer or State Public Information Officer, as the case may be, under sub-section (1) to a third party in respect of any information or record or part thereof, the third party shall, within ten days from the date of receipt of such notice, be given the opportunity to make representation against the proposed disclosure."

Whereas, the exemptions have been provided under Section 8 of the RTI Act.

9. It is also appropriate to mention the decision of the Supreme Court of India in Civil Appeal No. 10044 of 2010 – Central Public Information Officer, Supreme Court of India Vs Subhash Chandra Agarwal in which the issue regarding the exemptions under Section 8, procedure under Section 11 to be adopted by the Central Public Information Officer/State Public Information Officer has been elaborated in detail which are in line with the case in question. The relevant potion of the judgement is reproduced below:-

"The definition of a "third party" includes a public authority. 'Third party information' is information which "relates to or has been supplied by any other person (including a public authority) other than the information applicant and has been treated as confidential by such third party. Where disclosure of 'third party information' is sought, and such information has been prima facie treated as confidential by the third party in question, the procedure under Section 11 of the RTI Act is mandatory. The Information Officer shall, within five days of receiving

the request for 'third party information' notify the relevant third party to whom the information relates or which had supplied it. The notice shall invite the third party to submit reasons (in writing or orally) as to whether or not the information sought should be disclosed. Section 11(2) provides the third party with a right to make a representation against the proposed disclosure within ten days of receiving the notice. The provision expressly mandates the Information Officer to take into consideration the objections of the third party when making a decision with respect to disclosure or non-disclosure of the information. It encapsulates the fundamental idea that a party whose personal information is sought to be disclosed is afforded the opportunity to contest disclosure. The proviso to sub section (1) of Section 11 permits disclosure where the "public interest" in disclosure "outweighs" any possible harms in disclosure highlighted by the third party.

Sections 8 and 11 must be read together. Other than in a case where the information applicant seeks the disclosure of information which relates to the information applicant himself, information sought that falls under the category of "personal information" within the meaning of clause (j) of Section 8(1) is also "third party information" within the ambit of Section 11, Therefore, in every case Where the information requested is "personal information" within the operation of clause (j) of sub section 1 of Section 8, the procedure of notice and objections under Section 11 must be complied with. The two provisions create a substantive system of checks and balances which seek to balance the right of the information applicant to receive information with the right of the third party to prevent the disclosure of personal information by permitting the latter to contest the proposed disclosure."

From the above, it is evident, that Section 11 is a mandatory procedure and not an exemption. The exemptions have been provided under Section 8 but no procedure has been adopted by the respondent, therefore, there is no justification to accept the submissions made by the respondent especially when neither *it relates to or has been*

supplied by any other person and has been treated as confidential by such third party, therefore, the request of the respondent is also not justifiable.

Furthermore, there is a proviso added under Section 8(1)(j), mentioned above, that the information which cannot be denied to the Parliament or a State Legislature shall not be denied to any person". In such a situation, the request of the respondent is also not acceptable.

More so, in case, the complainant/appellant is seeking 3rd party information even then the information can be supplied when the larger public interest justifies the disclosure of such information.

10. Although, the request of the respondent to deny the information under Section 8(1)(g) and 8(1)(j) of the RTI Act is not sustainable in light of the above.

Even though, if it assumed that the appellant has to establish the larger public interest involved then whether in this situation, information can be supplied or not.

it is also appropriate to mention over here that there are large numbers of RTI applications have been filed by the appellants in which the information related to the paper of Steno Typist/Junior Scale Stenographer held by the Subordinate Services Selection Board between 5th to 8th May, 2023 had been sought and are pending adjudication.

The details of the said cases in which the appellants has sought the information related to the Test conducted by the SSSB for the post of Steno Typist/Junior Scale Stenographer between 5th to 8th May, 2023 are as follows:-

1. Appeal Case No. 1115 of 2024
2. Appeal Case No. 1168 of 2023
3. Appeal Case No. 1276 of 2024
4. Appeal Case No. 1166 of 2024
5. Appeal Case No. 1111 of 2024
6. Appeal Case No. 1770 of 2024
7. Appeal Case No. 1806 of 2024
8. Appeal Case No. 1742 of 2024
9. Appeal Case No. 1769 of 2024

10. Appeal Case No. 1771 of 2024
11. Appeal Case No. 1772 of 2024
12. Appeal Case No. 1773 of 2024
13. Appeal Case No. 1842 of 2024
14. Appeal Case No. 1843 of 2024
15. Appeal Case No. 1847 of 2024
16. Appeal Case No. 1805 of 2024
17. Appeal Case No. 2343 of 2024
18. Appeal Case No. 2677 of 2024
19. Appeal Case No. 1300 of 2024
20. Appeal Case No. 2771 of 2024
21. Appeal Case No. 344 of 2024
22. Appeal Case No. 2547 of 2024
23. Appeal Case No. 2112 of 2024

For the establishment of larger public interest, few instances of the cases mentioned above againstthe respondent SSSB are being taken, the details of which are as follows:-

(i) Appeal Case No. 2112 of 2024

The appellant has sought the following information in this case:-

"ਬੇਨਤੀ ਹੈ ਕਿ ਮੈਂ ਇਸ਼ਤਿਹਾਰ ਨੰਬਰ 01 ਆਫ 2022 ਸਟੈਨੋ ਟਾਈਪਿਸਟ ਅਤੇ ਜੂਨੀਅਰ ਸਕੇਲ ਦੀ ਭਰਤੀ ਸਬੰਧੀ ਹੋਈ ਨਕਲ ਅਤੇ ਇਨਸਟਰੱਕਟਰਾਂ ਵਲੋਂ ਆਪਣੇ ਨਿੱਜੀ ਸੈਂਟਰਾਂ ਵਿੱਚ ਕੀਤੇ ਗਏ ਪੇਪਰ ਲੀਕ ਅਤੇ ਲੈਬ ਬਾਰੇ ਪਹਿਲਾਂ ਹੀ ਦੱਸਣ ਸਬੰਧੀ ਇੱਕ ਅਰਜ਼ੀ ਨਾਲ ਇੱਕ ਪੈਨ ਡਰਾਈਵ (ਪੈਰਟ ਗਰੀਨ ਕਲਰ) ਸਬੂਤ ਵਜੋਂ 18.12.2023 ਨੂੰ ਵਿਜੀਲੈਂਸ ਬਿਊਰੋ ਨੂੰ ਡਾਕ ਰਾਹੀਂ ਭੇਜੀ ਸੀ। ਕਿਰਪਾ ਕਰਕੇ ਇਸ ਦਾ ਜਵਾਬ ਦਿੱਤਾ ਜਾਵੇ...."

The appellant sought the above information from the Vigilance Bureau, Punjab and during the proceedings of the case the Vigilance Bureau informed that the said complaint has already been forwarded to the Chairman, SSSB, Punjab with the directions to hold the enquiry at their own level as no enquiry has been conducted at the level of the Vigilance Bureau. Accordingly, the said office to whom the complaint was forwarded i.e. SSSB was made party in the said case.

Thereafter, the SSSB out rightlyinformed that the said complaint has not received in the SSSB and when the Vigilance Bureau was directed to produce a copy of the receipt of the said complaint given by the SSSB officer/officials then the Vigilance Bureau submitted a copy of the receipt given by the officials of the SSSB.

Afterwards, the SSSB taken a u-turn, and made the submission that the said complaint hasalready been received. Although, at the belated stage, the respondent SSSB replied in the said case that the complaints filed by the appellants have already been filed vide letter No. 769 dated 6.8.2025 i.e. filed only after intervention by the Commission that too appears that the respondent SSSB did it in hurriedly. But such type of response/attitude in dealing with the complaints, especially when the appellants submitted the complaint in electronic form in a pen drive,by an esteemed institution justifies itself the larger public interest.

(ii) Appeal Case No. 1300 of 2024

In this case, the appellant sought the following information:-

*“ਆਰਟੀਆਈਐਕਟ**2005** ਰਾਹੀਂਜਾਣਕਾਰੀ**24** ਘੰਟਿਆਂਦੇਅੰਦਰਅੰਦਰਮੁਹੱਈਆਕਰਵਾਈਜਾਵੇ।ਬੇਨਤੀਹੈਜੀਜੋਇਸ਼ਤਿਹਾਰਨੰਬਰ**1/2022** ਰਾਹੀਂਸਟੈਨੋਟਾਈਪਿਸਟਤੇਸਟੈਨੋਗ੍ਰਾਫਰਾਂਦੀਭਰਤੀਕੀਤੀਗਈਸੀਜਿਸਦਾਪੇਪਰ**5/5/2023** ਤੋਂਲੈਕੇ**8/5/2023** ਤੱਕਲਿਆਗਿਆਸੀ।ਜਿਸਵਿੱਚਜੋਟਰਾਇਲਪੈਰੇਬੋਲੇਗਏਹਨਉਹਜਿਸਮੱਜੂਦਾਅਧਿਕਾਰੀਦੁਆਰਾਬੋਲੇਗ ਏਸਨਉਸਦਾਨਾਮਤੇਜਿਸਵੀਅਧਿਕਾਰੀਦੁਆਰਾਪੇਪਰਲਿਆਗਿਆਹੈਭਰਤੀਇਨਚਾਰਜਦਾਨਾਮ।ਸਾਫਟ*

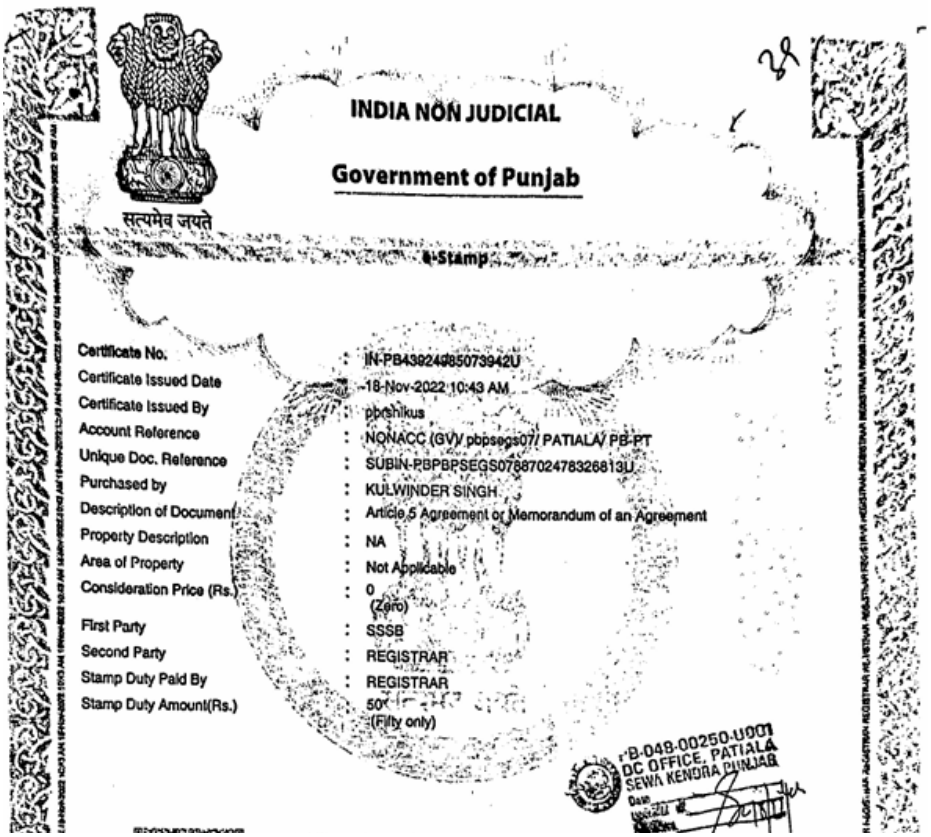
ਵੇਅਰਤਿਆਰਕਰਤਾਦਾਨਾਮਤੇਜਿਸਸਟਾਫਦੀਡਿਊਟੀਸੀਉਸਦੇਨਾਮਤਸਦੀਕਸ਼ੁਦਾਭੇਜੇਜਾਣ।ਜੋਪੈਰੇ ***10*** *ਦੇਕਰੀਬਇਨਸਟਰਕਟਰਾਂਨੂੰਭੇਜੇਗਏਸਨ।ਉਹਨਾਂਪੈਰਿਆਂਦੀਆਂਤਸਦੀਕਸ਼ੁਦਾਕਾਪੀਆਮੇਰੀਮੇਲਤੇਭੇ ਜੀਆਂਜਾਣਮੇਰੀਮੇਲਹੈ* ***gurpreetsinghguri53@gmail.com*** *ਹੈ।ਜਾਂਡਾਕਰਾਹੀਂਜਲਦਤੋਂਜਲ ਦਭੇਜਿਆਜਾਣਤਾਂਜੋਅਸੀਂਆਪਣਾਪੱਖਸਾਈਬਰਕਰਾਈਮਵਿੱਚਪੱਖਰੱਖਸਕੀਏ।ਮੈਨੂੰਆਸਹੈਕਿਇਹਜਾਣ ਕਾਰੀਜਲਦਹੀਮੁਹੱਈਆਕਰਵਾਈਜਾਵੇਗੀ।ਆਪਜੀਦਾਧੰਨਵਾਦੀਹੋਵਾਂਗਾ।ਤਾਂਜੋਵੀਪੈਰੇਲੀਕਹੋਏਹਨਉ ਹਨਾਂਦੀਇਨਕੁਆਰੀਜਲਦਤੋਂਜਲਦਹੋਸਕੇ।"*

In this case, the SSSB denied the information primarily on the grounds that the Punjabi University, Patiala has done the job on behalf of the SSSB and the SSSB denied the information in accordance with Section 8(1)(g) and 8(1)(j) and as per the judgement passed by the Hon'ble Supreme Court of India in CWP no. 10044 of 2010 in the matter CPIO, Supreme Court Versus Subhash Chandra Agrawal and the relevant portion of the same is reproduced below:-

" 59. Reading of the aforesaid judicial precedents, in our opinion, would indicate that personal records, including name, address, physical, mental and psychological status, marks obtained, grades and answer sheets, are all treated as personal information. Similarly, professional records, including qualification, performance, evaluation reports, ACRs, disciplinary proceedings, etc. are all personal information. Medical records, treatment, choice of medicine, list of hospitals and doctors visited, findings recorded, including that of the family members, information relating to assets, liabilities, income tax returns, details of investments, lending and borrowing, etc. are personal information. Such personal information is entitled to protection from unwarranted invasion of privacy and conditional access is available whenstipulation of larger public interest is satisfied. This list is indicative and not exhaustive."

But the most important part in this case is that the respondent SSSB submitted a copy of an agreement between SSSB and Punjabi University, Patiala and claimed that the information relates to third party as the Punjabi University, Patiala had taken the test. The relevant portion of the agreement filed by the

respondent in this case is as follows:-



INDIA NON JUDICIAL

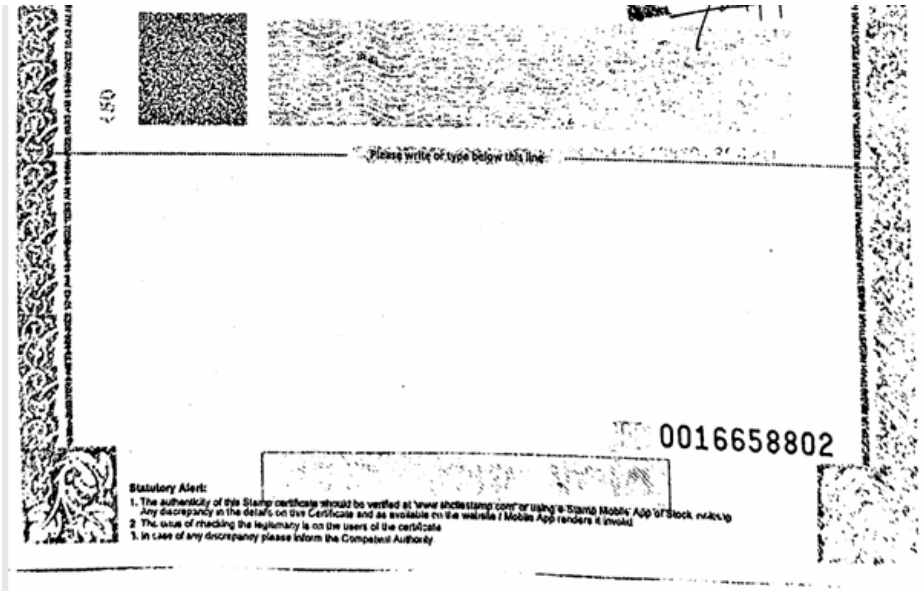
Government of Punjab

सत्यमेव जयते

e-Stamp

Certificate No.	:	IN-PB43924985073942U
Certificate Issued Date	:	18-Nov-2022 10:43 AM
Certificate Issued By	:	pbshikus
Account Reference	:	NONACC (GV)/ pbpsegs07/ PATIALA/ PB-PT
Unique Doc. Reference	:	SUBIN-PBPBPSEGS07887024783268131U
Purchased by	:	KULWINDER SINGH
Description of Document	:	Article 5 Agreement or Memorandum of an Agreement
Property Description	:	NA
Area of Property	:	Not Applicable
Consideration Price (Rs.)	:	0 (Zero)
First Party	:	SSSB
Second Party	:	REGISTRAR
Stamp Duty Paid By	:	REGISTRAR
Stamp Duty Amount(Rs.)	:	50 (Fifty only)

IN-B-048-00250-U001
DC OFFICE, PATIALA
SEWA KENDRA PUNJAB



Please write or type below this line

0016658802

Statutory Alert:
1. The authenticity of this Stamp certificate should be verified at 'www.shcilestamp.com' or using e-Stamp Mobile App of Stock Holding. Any discrepancy in the details on this Certificate and as available on the website / Mobile App renders it invalid.
2. The onus of checking the legitimacy is on the users of the certificate.
3. In case of any discrepancy please inform the Competent Authority.

AGREEMENT

(Conduct of Steno Type Test)

Punjabi University, Patiala

And

Subordinate Services Selection Board, Forest Bhawan, Sector 68, SAS Nagar, Mohali

This agreement is made on the ..... day of Month..... Year..... between the Subordinate Services Selection Board, Sector 68, SAS Nagar, Mohali (hereinafter called as SSSB) as the First Party.

And

Punjabi University, Patiala (hereinafter called the University) as the Second Party.

Whereas, the SSSB intends availing services by the University, and,
Whereas, the University proposes to provide services for conducting the Punjabi and English Steno Type test for Advertisement No. 01 of 2022 for the posts of Steno Typist and Junior Scale Stenographer issued by the Subordinate Services Selection Board, Punjab.

Now, therefore, it is hereby agreed between the parties as follows:

1. Definition and Interpretations

1.1 The following terms and expressions shall have the following meanings for the purpose of this agreement.

1.1.1 "Agreement" shall mean this agreement made in accordance with the terms of this agreement.

1.1.2 "Party" shall mean either Punjabi University, Patiala or Subordinate Services Selection Board, Punjab.

2. General Conditions

2.1 The University shall charge at following rates for the conduct of Steno Type Test:

Computer Steno Type Test for single language(Punjabi or English)

Number of candidates	Charges per candidate
Upto 200	Rs.1.50 Lakh fixed
200-1000	Rs. 500/- (Min. Rs. 1.5 Lakh)
1000-5,000	Rs. 450/- (Min. Rs. 5.0 Lakh)
5000-10,000	Rs. 425/- (Min. 22.5 Lakh)
Above 10,000	Rs. 400/- (Min. 42.5 Lakh)

Computer Steno Type Test for both Punjabi and English:

Number of candidates	Charges per candidate
Upto 200	Rs.2.50 Lakh fixed
200-1000	Rs. 600/- (Min. Rs. 2.5 Lakh)
1000-5,000	Rs. 550/- (Min. Rs. 6.0 Lakh)
5000-10,000	Rs. 525/- (Min. 22.5 Lakh)
Above 10,000	Rs. 500/- (Min. 52.5 Lakh)

Note: The above rates do not include cost of biometric attendance system for conducting the test. These tasks will be outsourced to outside agencies. The tentative extra charges are:

S. No.	Task	Charges per candidate
I.	Biometric attendance system (for all the 2 stages i.e. type test and counselling)	Rs. 65

The payment shall be made on actual numbers of Admit Cards issued. The scope of work will include:

a) Soft copy of cut list (in Excel format) of all/eligible candidates for test will be provided by SSSB Mohali to Punjabi University Patiala.
b) Preparation of list of candidates to be called for the Steno Type Test.
c) Preparation and uploading of online admit cards.
d) To host the test and manage the test delivery process through Intranet Based Solution at the examination centre
e) To arrange/provide adequate displays of seating plan and provide required instructions/information to the candidates appearing for test at examination centres
f) Conduct of Steno Type Test including preparation and printing of Question Papers and recording of dictation
g) To make arrangement of videography/photography at each exam centre and submission of DVD/CDs or Hard Disks to department.
h) To maintain complete log of all the activities of candidates during the course of examination to enable complete audit of the assessment process
i) To print candidate's response/answer-sheets at the end of the test
j) Preparation of result of the test conducted as per the requirement of Board.

2.2 The University shall charge GST @ 18% extra (or as applicable) on all the payments due to the University.

2.3 The Steno Type Test will be conducted in collaboration with officials from State Language Department, who will be assisting in recording of dictation and manually checking selected answer sheets.

2.4 The result of the Steno Type Test will be handed over to the SSSB as soon as possible but not later than a month from the conduct of the type test.

2.5 Responsibility of maintaining total secrecy and utmost integrity in conduct of the Steno Type Test shall lie with the University. Assured support from designated officials of SSSB, Punjab in terms of confidentiality and conduct of the Steno Type Test will be provided to the University.

2.6 After the test, no communication with the candidates will be made by the University.

2.7 The University will not be party to any litigation(if any) at any stage in the conduct of the type test and thereafter. However, during the course of litigation, required technical assistance shall be provided by the University.

2.8 SSSB will release 50% of the total estimated expenditure in advance on receipt of the bill from the University. The balance payment will be made by the SSSB to the University after handing over the result of the said type test but not later than two weeks of the conduct of the Steno Type Test. The payment will be made in favour of Registrar, Punjabi University, Patiala.

2.9 The University shall handover all the records/documents regarding the conduct of the Steno Type Test (including admit cards, answer sheets, attendance sheets, etc.) for a period to the Board. The University shall also maintain soft copy of the record with it for backup.

2.10 The university reserve the right to conduct the Steno type test on its campus or at any other suitable place outside the campus and fix the dates accordingly.

Gurpreet Singh Tejinder Singh

3. Miscellaneous

3.1 Nothing under this agreement shall be construed as establishing or creating between the parties, any relationship of Master and Servant or Principal and Agent between the University and the SSSB.

3.2 The agreement can be modified or altered only on written agreement signed by both the parties.

3.3 Authorized representative of the University or SSSB shall attend the meetings held in concern with the conduct of type test by the University or by the Chairman/Secretary, SSSB.

4. Arbitration

In case of any dispute or difference whatsoever (the decision whereof is not herein otherwise provided for) shall arise between the University and the SSSB upon or in relation to or in connection with or arising out of the Agreement, the case shall be referred to for arbitration by the Chairman, SSSB and Vice Chancellor, Punjabi University, Patiala to a mutually agreed person, who will give written award of the decision to the Parties. The decision of the Arbitrator will be final and binding. The provisions of the Arbitration and Conciliation Act, 1996 shall apply to the arbitration proceedings. The venue of the arbitration proceedings shall be at Mohali or Patiala.

In witnesses whereof, the parties have caused this Agreement to be signed and executed on the day, month and the year first above mentioned.

Signed by

18.11.2022

Registrar,
Punjabi University, Patiala.

Registrar
Punjabi University
Patiala

In the presence of
(Witnesses)

1. Gurpreet Singh

2. Tejinder Singh

And

Member
Subordinate Services Selection Board, Punjab,
Sector-68, SAS Nagar, Mohali.

In the presence of
(Witnesses)

1.

2.

After perusal of the agreement, mentioned herein, it is not ascertained whether the said agreement between the SSSB and the Punjabi University, Patiala actually executed or not, as the date mentioned in the said agreement is left blank.

Secondly, the Member, SSSB has signed the agreement but his name is not mentioned there and it could not be ascertained that by whom the said agreement has been signed.

Thirdly, the agreement between the parties should have been signed between the Secretary, SSSB and Registrar, Punjabi University but it has been signed by one of the Member of SSSB whose details have not been mentioned in the said agreement, which raises eyebrows.

Fourth, the agreement is said to be signed between the parties, is being shown, but no witness has signed the agreement on behalf of the SSSB which appears that the agreement is not fully executed. An unsigned agreement can lead to uncertainty, misunderstandings and difficulty proving intent. To ensure clarity and enforceability, all parties should have signed the document complete in all respects.

In this situation also, it is justified that the larger public interest warrants to supply the information.

11. Keeping in view the above, the plea of the respondent to withhold the information is not tenable. As such, the respondent Public Information Officer is directed to supply the information as has been sought by the appellant within one month from the issue of this order under intimation to the Commission. A copy of this order be placed in the concerned connected file(s).

12. So far as the issue concerning an agreement which appears to be not in line, therefore, this issue is brought to the notice of the **Chief Secretary, Punjab** to look into this matter and take appropriate action as per the procedure established by law,in addition to issue of appropriate instructions to all the departments regarding the

agreement made by, on or behalf of, the Government so that there should not be a breach of contract and/or to avoid any risk in future.

13. Accordingly, the case is disposed of and closed.

Dated:29.9.2025

(Inderpal Singh)
Chief Information Commissioner,
Punjab.

Sh. KAP Sinha, IAS
Chief Secretary, Punjab
Punjab Civil Secretariat-1,
Chandigarh.

Chairman (By name)
Subordinate Services Selection Board, Pb.
Sector 68, Mohali

Secretary (By name)
Subordinate Services Selection Board, Pb.
Sector 68, Mohali