

# **TEMPLATE FOR THE INFORMATION HANDBOOK UNDER RTI ACT**

## **CHAPTER - 1**

This handbook is compiled to highlight the function and activities of the Soil & Water Conservation Department. The objective of this handbook is to provide information to the Government and public in general relating to the works of the Department.

The notified Appellate Authority is the contact person for seeking information relating to this Department.

This handbook will be useful to all information seekers.

**( P.W. INGTY )**

Commissioner & Secretary to the Govt. of Meghalya,  
Soil & Water Conservation Department.

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