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सामान्य प्रशासन विभाग
पोर्ट भवन, दूसरा माला,
शुर्जी वल्लभदास मार्ग, बल्लाई इस्टेट,
मुंबई - 400 001
General Administration
Department,
Port House, 2nd floor,
S.V. Marg, Ballard Estate,
MUMBAI - 400 001.

No. AA/RTI/AAOrder -01/ 137

23.01.2026

Mrs. Manisha Charania,
Survey No.124, Belkadi Village,
Near Taki Co., Kaman Village,
Vasai (East), Dist. Palghar.

ORDER NO. 01 OF 2026

Sub : Online RTI Appeal dated 12.12.2025 of Mrs. Manisha Charania - Disposal-reg.

1. WHEREAS, Mrs. Manisha Charania had preferred an online RTI application No. MPTRS/R/E/25/00113 dated 21.10.2025 to the CPIO of Legal Division, Mumbai Port Authority, seeking information on 7 points and the CPIO, Legal Division by his letter No. L/GM-RTI-58 (Mrs.M.Charania)/367 dated 12.12.2025, replied to the Applicant as under:
 - I. Point No.1: Shri Sadruddin A. Quazi joined Mumbai Port Authority on 01.11.2023 vide General Administration Department's letter No.GAD/P/Con-Legal Advisor (2023)/1140 dtd.01.11.2023.
 - II. Point No.2: Copy of Letter No. GAD/P/Con-Legal Advisor (2023)/1140 dated 01.11.2023 is enclosed herewith.
 - III. Point No.3: As per available record, Shri Sadruddin A. Quazi had been called for interview on 03.08.2023.
 - IV. Point No.4: Copy of offer letter No. GAD/P/Con-Legal Advisor (2023)/176 dated 11.08.2023 is enclosed herewith.
 - V. Point No.5: Copy of the advertisement dated 26.04.2023 is enclosed herewith.
 - VI. Point No.6: Extension of contract period is under consideration.
 - VII. Point No.7: From 01.11.2023 - 30.10.2024 consolidated remuneration - Rs.1,25,000 per month From 03.11.2024 - 02.11.2025 consolidated remuneration - Rs.1,31,250 per month

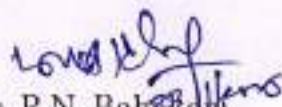
10/11/25

2. WHEREAS, Mrs. Manisha Charania has preferred an Appeal No. MPTRS/A/E/25/00017 dated 11.12.2025 stating that no response was received within the time limit and requested to provide the details as soon as possible.
3. The CPIO, Legal Division, in his comments on the Appeal, has stated that the reply was prepared and emailed to Mrs. Charania on 12.12.2025 on the same email id as mentioned in the application (legalsolutions@gmail.com). The reply could not be given with the stipulated time due to unavoidable administrative reasons including change in work order, transfer of work profile/responsibilities in the Legal Division during the relevant period, and appointment of a new officer, there was a temporary disruption in the routine online uploading process on the RTI portal. It is seen that due to administrative difficulties the password was generated on 05.12.2025 and hence the new CPIO could not access the RTI portal. As soon as the username and password was generated the CPIO perused the application and disposed off the same within seven days.
4. The said reply was sent also by India Post (Consignment No. EM896709586IN) on 19.12.2025. However, subsequent events indicate possible redirection/return handling, leading to the article being kept in deposit and ultimately marked unclaimed at Vasai East IE S.O. on 30.12.2025.
5. The undersigned has carefully examined the original RTI application, the reply furnished by the CPIO, Legal Division, the contents of the First Appeal, the comments of the CPIO on the Appeal, the email sent by CPIO and the postal tracking details.
6. With respect to point '6' of your application, the information has also has been conveyed to you by email dated 14.01.2026.
7. It is observed that complete information on all '7' points had been provided by the CPIO. The non-receipt of the physical letter might be due to postal handling/return issues beyond the control of the public authority.
8. The CPIO had taken action by transmitting the information through email and then by post, thereby ensuring the applicant received the information without further delay.
9. In the present circumstances, the undersigned is satisfied that the CPIO, Legal Division has substantially complied with the provisions of the RTI Act, 2005. There has been no denial of information nor any undue delay attributable with mala fide intent. The administrative difficulties faced were genuine and upon resolution of the same, the application was addressed promptly.

bndj

10. The subject matter involved seeking inputs from other section and coordinating responses took extra time. Furthermore, the FAA was on sanctioned official tour therefore the file could not be processed within stipulated time. However, it is seen that all the information sought has been provided.
11. As per the provisions and guidelines under the RTI Act, 2005, the Public Authority is required to provide only such information as exists and is held by it. The CPIO is not expected to create fresh information. In the present case, all available information has been furnished.
12. Therefore, this Appeal does not survive and the same disposed off accordingly.
13. If, Mrs. Manisha Charania is not satisfied by this order, she may prefer Second Appeal to the Central Information Commission to the Registrar, Central Information Commission, 2nd floor, 'B' Wing, August Kranti Bhavan, Bhikaji Cama Place, New Delhi 110 066.

Mumbai, dated this 12th day of January 2026.


(Dr. P.N. Bahuguna)
SECRETARY &

FIRST APPELLATE AUTHORITY, GAD
MUMBAI PORT AUTHORITY

Encl: Format of second appeal

FORMAT OF APPEAL UNDER SECTION 9(3) OF THE RIGHT TO INFORMATION ACT, 2005
(to be submitted in duplicate)

To:

The Registrar,
Central Information Commission,
2nd floor, "B" Wing,
August Kranti Bhavan,
Bhikaji Cama Place,
New Delhi 110 006.

1. Names and Address of the Appellant including Phone No. and email id:
- 2(1) (a) Name and address of the CPIO against the decision of whom the appeal is preferred.
- (b) Date of filing of Application
- (c) Date of order of the CPIO
- (d) Date of receipt of the order by the Applicant/Date of deemed refusal
- (f) Particulars of deposition of the fee
- II (a) Name, Designation and Address of : Dr. P.N. Bahekar,
the First Appellate Authority Secretary, Mumbai Port Authority,
Port House, Ballard Estate,
Mumbai 400 001.
- (b) Date of filing First Appeal :
- (c) Date of order of the :
First Appellate Authority
- (d) Date of receipt of order of the :
First Appellate Authority/Date of
deemed refusal
3. Particulars of the order including number, if any, against which the appeal is preferred :
- 3.1 Last date of filing an appeal if condonation for delay is sought :
4. Brief facts leading to the appeal :

5. Prayers or relief sought :
6. Grounds for prayer or relief sought :
7. Any other information necessary for deciding the appeal:

- DA: 1. Copy of RTI Application with proof of payment of fee
2. CPIO's Order
3. Copy of First Appeal
4. Copy of First Appellate Authority's Order
5. Documents relied upon in the Appeal
6. Index of documents in appeal
7. Chronologically listed dates on progress of disposal of the RTI Application
8. Proof of submission of copy of second appeal CPIO and First Appellate Authority

Place:

Date :

Signature of the Applicant

DECLARATION

I, _____ (Name of the appellant), son of/daughter of/wife of _____ hereby declare that the particulars furnished in the appeal are to the best of my knowledge and belief, true and correct and that I have not suppressed any material facts.

I, further certify that the matter under appeal have not been filed previously or pending with any court or tribunal or with any other authority.

Place:

Date :

Signature of the Applicant