

THE HIGH COURT OF ORISSA

RTI PORTAL

Objective

Software Application to assist Public and RTI Cell of Hon'ble the High Court Of Orissa for the compliance against RTI queries.

Scope

Public and Hon'ble the High Court of Orissa.

Services Incorporated

For Users:-

- Registration of Users.
- Login for Users.
- Create and Save, Modify and Delete RTI Application before Payment.
- Dashboard - Count of total Created, Pending and Closed Applications.
- Make Payment (by uploading the Challan details through IFMS payment mode) by clicking on Upload Challan button.
- Download the Report uploaded by RTI Cell of the High Court of Orissa against the RTI Application.

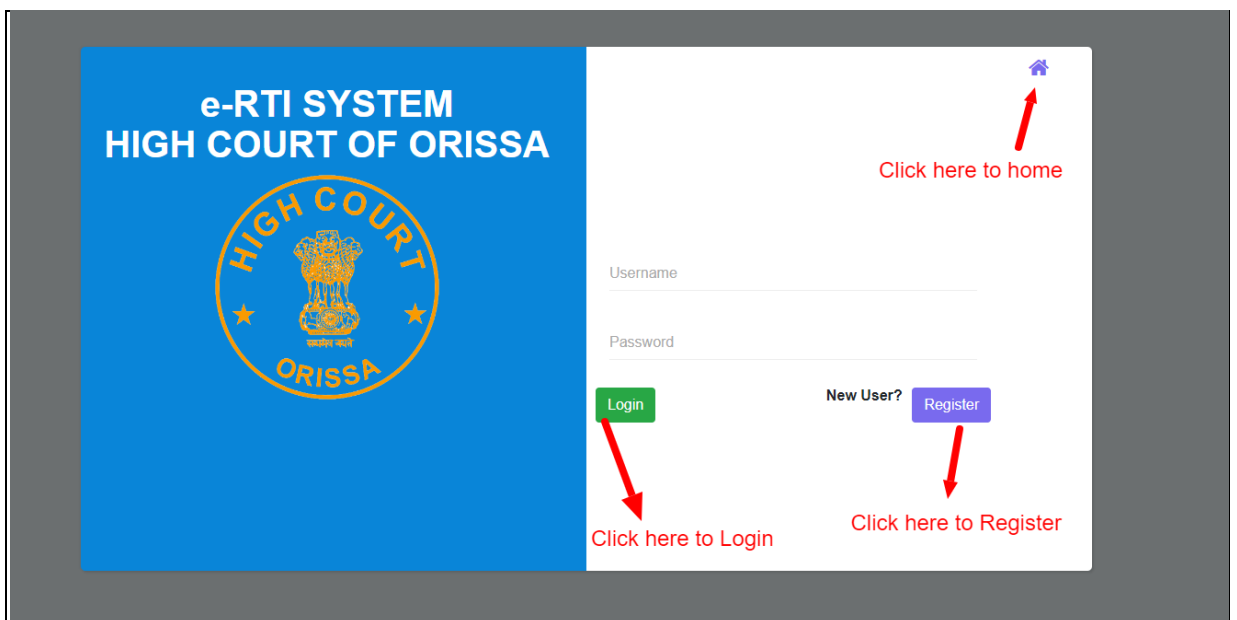
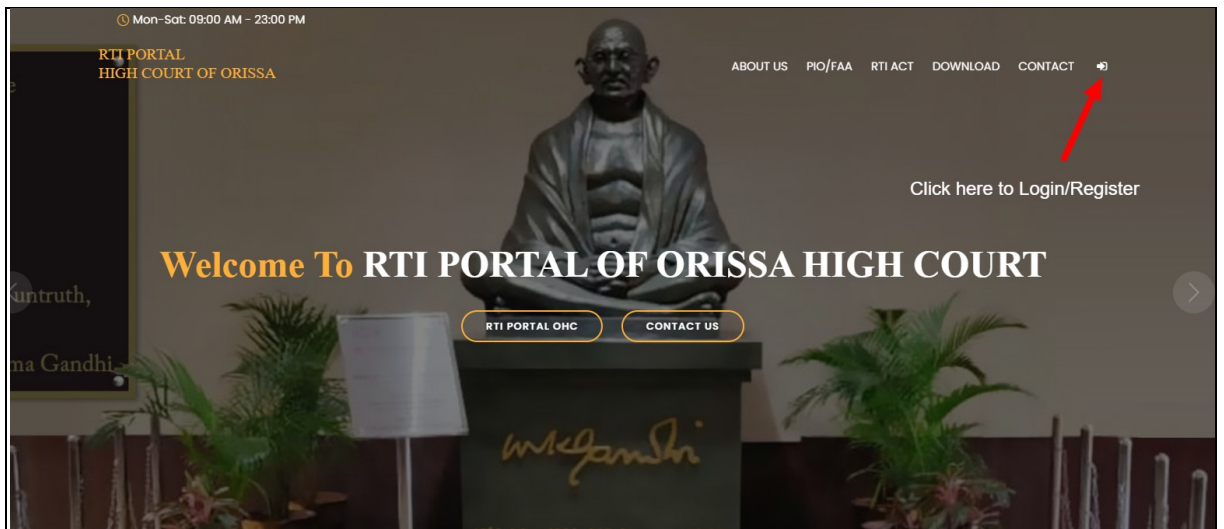
For RTI Cell (Administrator):-

- To view RTI Applications applied by the Users.
- To verify the uploaded Challan details made by the user against the concerned RTI application by clicking on Verify payment button.
- To Comply the RTI application (in pdf format) after payment verification.

MODULE DESCRIPTION

USER (Dashboard)

1. Click on login /register button.



2. Fillup the required fields for registration.

The screenshot shows the registration interface for the e-RTI SYSTEM. On the left is a blue banner with the text "e-RTI SYSTEM Registration" and the High Court of Orissa logo. The registration form on the right includes the following fields and elements:

- Full Name: Demo user
- Mobile: 1234567890 (indicated by a red arrow and the text "Fill up the required fields")
- Email: demouser@gmail.com
- Username: demouser
- Password: masked with dots
- User dropdown menu: User
- Buttons: Register, Already Registered?, Login

3. After registration note login credentials to login to user dashboard.

The screenshot shows the registration interface after a successful registration. A green message box at the top of the form area contains the following text:

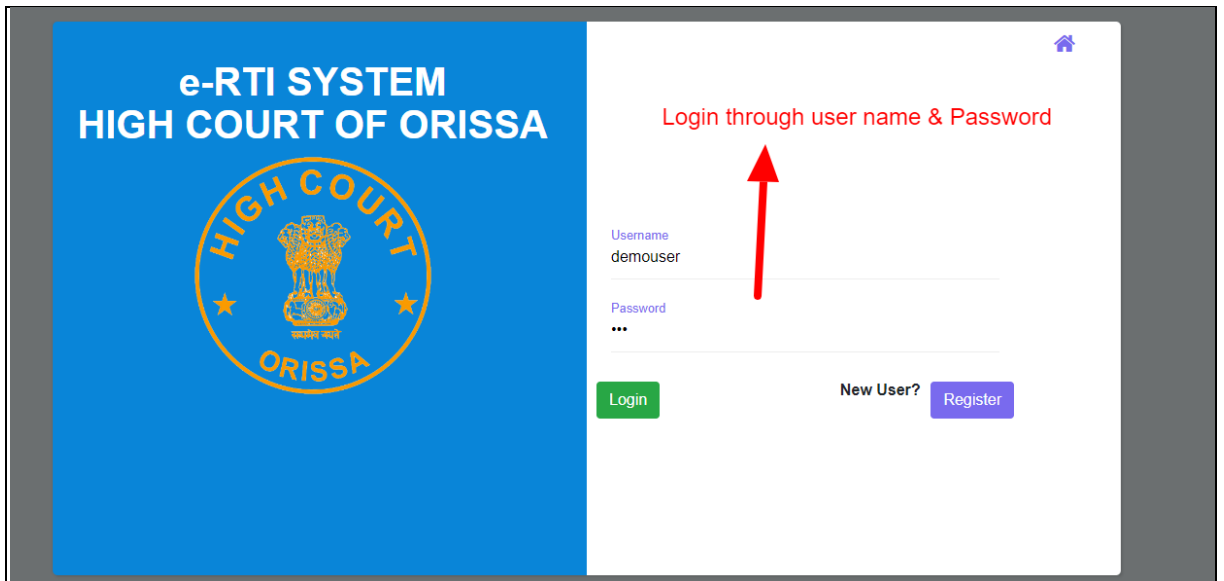
Registration Successful !
Please Note the Login Credential
User Id - demouser
Password - 123456

A red arrow points from this message box to the registration form fields below. The form fields are:

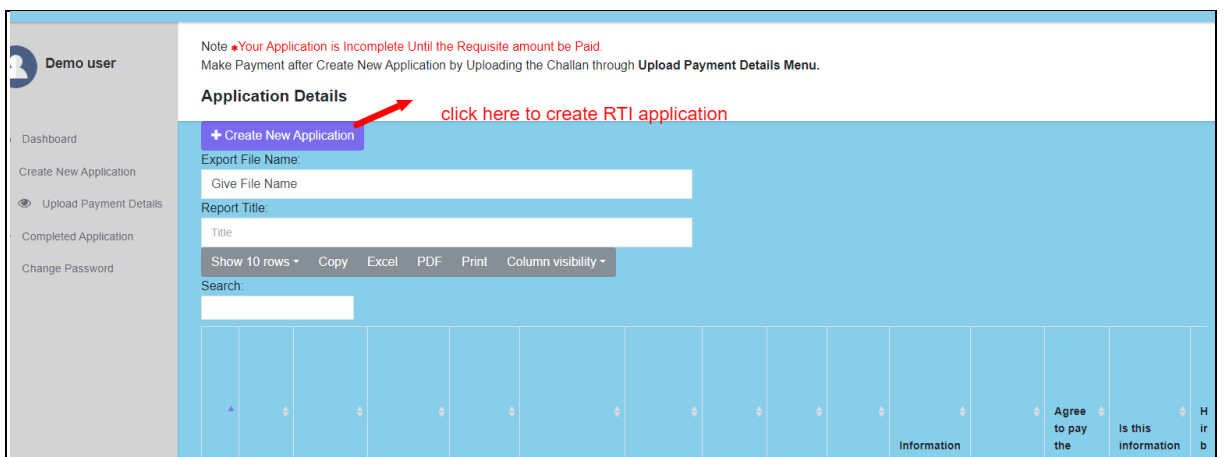
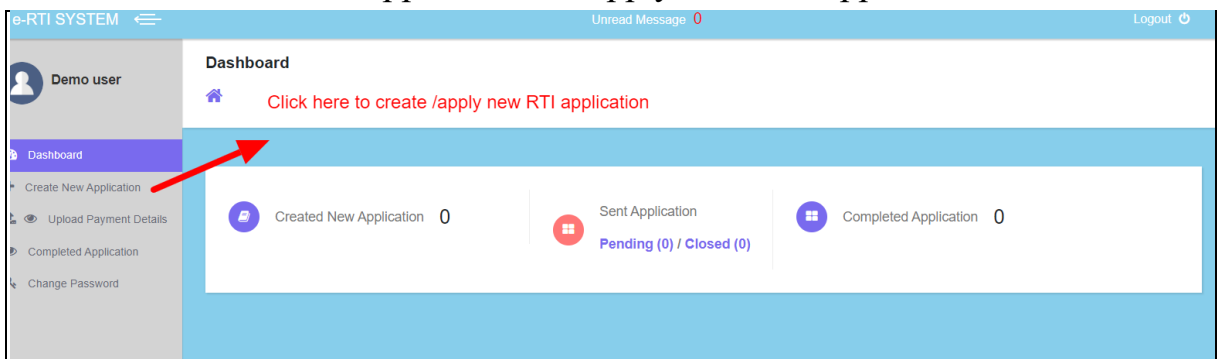
- Full Name
- Mobile
- Email
- Username
- Password
- User dropdown menu: User
- Buttons: Register, Already Registered?, Login

The text "Login Credentials after successful registration" is written in red below the Mobile field.

4. Login through user name and password.



5. Click on the create new application to Apply new RTI application



6. Fillup the RTI application form and click on save to apply a new RTI application

Subject matter of information* query regarding RTI The period to which the information relates 2023-03-01 2023-03-31

Specific details of information required* query regarding RTI

Whether information is to be sent by post or received in person Post Person Email

Is this information not made available by the Public authority? Yes No

Have you deposited application fee? Yes No

Has the information been provided earlier? Yes No

Do you agree to pay the required fee? Yes No

Whether belongs to BPL category, have you furnished the proof of the same? Yes No

Prescribed id proof* Choose File ID PROOF.pdf

Note * Your Application is Incomplete Until the Requisite amount be Paid.

e-RTI SYSTEM

Unread Messages: 0 Logout

Demo user

- Dashboard
- Create New Application
- Upload Payment Details
- Completed Application
- Change Password

e-RTI Application

Department* RTI CELL (OHC)

Full name of the applicant* RAHUL SINGH

Name of the Father/Husband* Father MANOHAR SINGH

Permanent Address

Address* TEST ADDRESS State* ORISSA

District* Cuttack Pincode* 751001

Mailing Address (Same as permanent address)

Address* TEST ADDRESS State* ORISSA

District* Cuttack Pincode* 751001

Contact No.(Mobile No.)* 1234567890 Email Id* rahul@gmail.com

ID Proof of the Applicant* District* Cuttack Identity Number* 751001

Contact No.(Mobile No.)* 1234567890 Email Id* rahul@gmail.com

ID Proof of the Applicant* District* Cuttack Identity Number* 751001

Agree to pay the required fee

Is this information not made available

7. Click here to edit or delete the saved application.

Note: Your Application is Incomplete Until the Requisite amount be Paid.
Make Payment after Create New Application by Uploading the Challan through Upload Payment Details Menu.

Application Details

Application Saved successfully!
go to the Upload Payment Details menu to Upload the Challan or Click Here to Upload Challan i.e [Upload Challan](#)

[+ Create New Application](#)

Export File Name:
Give File Name

Report Title:
Title

Show 10 rows ▾ Copy Excel PDF Print Column visibility ▾

Search:

SI No.	Action	Reference Number	Department	Applicant Name	Father/Husband	Permanent Address	Mailing Address	Subject matter	Specific details	Information is to be sent by	Have fee Deposited	Agree to pay the required fee	It is in a
1		OHCRTI098605	RTI CELL (OHC)	RAHUL SINGH	MANOHAR SINGH	TEST ADDRESS, State - ORISSA, District - Cuttack, Pincode - 751001	TEST ADDRESS, 26, 364, 751001, 1234567890, rahul@gmail.com, 2, 1234567890, APPQ3214	query regarding RTI From 2023-03-01 To 2023-03-31	query regarding RTI	3	N	Y	N

CLICK HERE TO UPLOAD CHALLAN

BEFORE PAYMENT APPLICATION CAN BE MODIFIED OR DELETED

8. Click here to make payment by uploading the challan details made through IFMS site under the **Head of Account (HoA):-**

0070-60-800-0097-02082-000 : Other Admin Dept Misc Other Receipt

Sent Application Details

Export File Name:
Give File Name

Report Title:
Title

Show 10 rows ▾ Copy Excel PDF Print Column visibility ▾

Search:

SI No.	Action	Department	Reference Number	Applicant Name	Father/Husband	Per Add
1		OHCRTI098605	RTI CELL (OHC)	RAHUL SINGH	MANOHAR SINGH	TES ADD Stat ORT

click here to upload challan details

9. Go to the IFMS site then click on General button for payment aforementioned head of the account.

e-Challan Details click here to go IFMS site for payment ✕

Please pay the requisite amount of rupees 10/- through IFMS e-Challan Payment Gateway by clicking on General icon and upload the acknowledgement receipt to complete the the final submission process.

1. Payment gateway <https://www.odishatreasury.gov.in/echallan/challan-details>

2. Head of Account : 0070-60-800-0097-02082-000 - Other Admin Dept Mlsc Other Receipt

3. Amount to be paid : 10/-

e Challan Reference Id make payment under given head of account

Mode of Payment

Date of Payment

Description

File Edit Insert View Format Table Tools

← → Formats **B** / [List Icons] [Link Icon] [Image Icon]

payment through net banking

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Upload Payment Receipt (If Any)

e-challan.pdf

10. Choose the head of account from below list by clicking search manually.

Online Challan Submission

Select a challan section to start payment

Commercial Tax

Deposit of Fees only by Stock Holding Corporation of India Ltd (NOT FOR GENERAL PUBLIC)

Deposit/Repayment of Loan stipend under Higher Education Department

Deposits to be made by STATE PENSION TREASURY Authorities only

Election Related Deposits

Excise

Forest

General

Irrigation (FA & CAO)

Operationalisation of corpus fund constituted under GARIMA Scheme

Registration & Land Revenue

Works

Select a search option

CRN BRN DRN

7xxxid

Captcha *

Search

click on general to pay

Public Services

- Download MIS
- Offline Bank Branch List
- Department Console

Select details relevant to the challan type

Note: Click on the date/month/year field to open calendar.

* marked fields are mandatory.

Previous Next ✓

Challan Purpose

Search Manually

Search challan purpose manually

0070-60-800

0070-60-800-0097-02082-000 - Other Admin Dept Mlsc Other Receipt

0070-60-800-0097-02234-000 - Penalties/Fines/Recoveries due to Audit/ official proceedings

0070-60-800-0232-02226-000 - PAYMENT OF CONCENT FEE

0070-60-800-0232-02228-000 - For Temporary use of Govt. land at State Capital

choose the head of account

11. View the uploaded challan details.

Print

UPLOADED CHALLAN DETAILS

Challan Uploaded Details


Application Reference No. : OHCRTI098605

e Challan Reference Id : 3357E93E0D

Payment Date : 2023-03-31

Payment Mode : 1

Details: **payment through net banking**

Payment Receipt : 


Uploaded Date : 2023-03-31 11:53:35


Status: Payment Verification Pending

Close

12. Click on the payment verification pending button to check the verification status.

CLICK HERE TO CHECK THE UPLOADED CHALLAN DETAILS

SI No.	Action	Department	Reference Number	Applicant Name	Father/Husband	Perma Address
1	 Payment Verification Pending	OHCRTI098605	RTI CELL (OHC)	RAHUL SINGH	MANOHAR SINGH	TEST ADDRESS State: ORISSA District: Cuttack Pincode: 751005

SI No.	Action	Department
1	 Payment Verified	OHCRTI098605

click here to see status

[Print](#) ✕

Challan Uploaded Details


Application Reference No. : OHCRTI098605

e Challan Reference Id : 3357E93E0D

Payment Date : 2023-03-31

Payment Mode : 1



Details: **payment through net banking**

Payment Receipt : 

Uploaded Date : 2023-03-31 11:53:35 ↑ application status

Status: Payment Verified, Awaiting for Comply

[Close](#)

1	 	OHCRTI098605	RAHUL SINGH	MANOHAR SINGH	TEST ADDRESS, State - , District - , Pincode - 751001	TEST ADD 26, 364, 751001, 123456789 rahul@gma 2, 123456789 APPQ3214
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payment status

click here to check the compliance report

[Print](#) ✕

Compliance Details

Application Reference No. : **OHCRTI098605**


Applied Dated : **31-3-2023 15:23:35**

Subject matter of information : **query regarding RTI**

Date of Complied : **31-3-2023 15:52:38**

Note : **compliance report by admin**

Complied By : **RTI CELL (OHC)**

Comply Report : 

[Close](#)

compliance report uploaded by admin

ADMINISTRATOR (Dashboard)

13. Login to admin profile and check the no. of RTI applications received and verify the payment details.

Dashboard

RTI CELL (OHC)

Received Application 2 / 0

Sent Application Pending (0) / Closed (0)

Completed Application 1

click here to check the no. of RTI application

administrator dashboard area

14. Verify the payment made against the concerned application by clicking on the verify payment button.

Received RTI Application

CLICK HERE

SI No.	Status	Action	Department	Reference Number	Applicant Name	Father/Husband	Permanent Address	Mailing Add
1		 	OHCRTI818601	RTI CELL (OHC)	SNEHALATA PANDA	sanatan nayak	kamardihi, State - ORISSA, District - Khordha , Pincode - 751010	kamardihi, 26, 592, 751010, 2147483647 p.sneha@gn 4, 2147483647 9667310404
2			OHCRTI098605	RTI CELL (OHC)	RAHUL SINGH	MANOHAR SINGH	TEST ADDRESS, State - ORISSA, District - Cuttack,	TEST ADDR 26, 364, 751001, 1234567890 rahul@gmail

CLICK HERE TO VERIFY PAYMENT MADE BY USER

15. View and verify the payment status of RTI application.

Print
print the details
✕

Challan Uploaded Details

Application Reference No. : **OHCRTI098605**

e Challan Reference Id : **3357E93E0D**

Payment Date : **2023-03-31**

Payment Mode : **1**

Details: **payment through net banking**

Payment Receipt :

Uploaded Date : **2023-03-31 11:53:35**

Verify Payment : Select ▾

Verify Payment
 click here to verify payment

Close

16. Comply the RTI application as per the query made after the payment verification.

Sr No.	Status	Action	Department	Reference Number	Applicant Name	Father/Husband	Permanent Address	Ma
1		Paid Complied	OHCRTI818601	RTI CELL (OHC)	SNEHALATA PANDA	sanatan nayak	kamardihi, State - ORISSA, District - Khordha , Pincode - 751010	kan 26, 592 751 214 p.s 4, 214 966
2		Paid Comply	OHCRTI098605	RTI CELL (OHC)	RAHUL SINGH	MANOHAR SINGH	TEST ADDRESS, State - ORISSA, District - Cuttack, Pincode - 751001	TES 26, 364 751 123 rah 2, 123 AD

click here to comply after payment verification

17. Upload the compliance report as per the RTI application.

Comply RTI Application ✕

Application Reference Number : **OHCRTI098605**

Note


File ▾ Edit ▾ Insert ▾ View ▾ Format ▾ Table ▾ Tools ▾

← → Formats ▾ **B** *I* [List Icons] [Link Icon] [Image Icon]

compliance report

p

Upload Report (If Any)

compliance report.pdf  **upload the compliance report**

✕

Compliance Details

Application Reference No. : **OHCRTI098605**



Applied Dated : **31-3-2023 15:23:35**

Subject matter of information : **query regarding RTI**

Date of Complied : **31-3-2023 15:52:38**

Note : **compliance report by admin**

Complied By : **RTI CELL (OHC)**

Comply Report :   **compliance report uploaded by admin**

18. Accordingly the RTI Application closed successfully.