



# **ANNUAL REPORT 2016-17**

**RIGHT TO INFORMATION COMMISSION  
KHYBER PAKHTUNKHWA**



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## ACRONYMS

CPDI	Center for Peace and Development Initiatives
CGPA	Center for Governance and Public Accountability
ERTI	Electronic Right to Information
GIZ	Gessellschaft Fur Internationale Zusammenerbelt
GPP	Governance Policy Project
NGO	Non-government Organization
KPK	Khyber Pakhtunkhwa
PIO	Public Information Officer
PATA	Provincially Administrated Tribal Areas
RTIC	Right to Information Commission
SDG	Sustainable Development Goals
UN	United Nations
OGP	Open Government Partnership

## FOREWORD

Public authority is a trust to be exercised by holders of public office for the benefit of citizens in a fair and reasonable manner so as to prevent abuse of authority, adhoc decision making, malfeasance and corruption. In the system of governance which we inherited as colonial legacy, public affairs were pre-dominantly the domain of a selected few. Participation of common citizens, was neither encouraged nor felt necessary.

In order to bring openness in the system of governance the provincial government enacted the KPK RTI Act, from the Assembly in December 2013. The sole purpose of introducing the law was to give the citizens their constitutional right to have access to information of public importance subject to regulation and reasonable restrictions. The law is under enforcement in the province for more than three years now, and is being effectively used by the people for getting information from public bodies. This law which is universally regarded as a sunshine law has certainly paved the way for transparency and accountability in the functioning of government departments and other public bodies in the province.

The RTI Commission which is presenting this report before you is tasked with the responsibility of overseeing the enforcement of the law, creating awareness among the public and deciding complaints of the citizens who are denied information by the public bodies. The report in hand will give the readers an overview of the activities of the Commission of the last one year, to inter alia include the difficulties that were experienced in enforcement of the law and the actions taken thereof for improvement of situation.

One thing which we have to realize is that a law like the RTI is still a new phenomenon in this part of world where public affairs were conducted in a culture of secrecy. Changing the mind set will certainly require persistent and concerted efforts but keeping in view the complete ownership of this law by the provincial government, I am fully confident that access to information will soon become an accepted norm in the functioning of all public bodies of this province.



**Azmat Hanif Orakzai,  
Chief Information Commissioner  
Khyber Pakhtunkhwa**



## 1) INTRODUCTION:

The right to seek information has been recognized as a basic human right in the Universal Declaration of Human Rights, adopted by the UN General Assembly in 1948, to which Pakistan is also a signatory.

To enable their citizens enjoy their right, more than 100 countries of the world have so far introduced access to information laws. In Pakistan too, the Freedom of Information Ordinance was promulgated in the year 2002. The Ordinance was however restricted to public bodies of the Federal government and the public bodies of the provinces remained out of its domain. The province of KPK was the first amongst the provinces to have enacted the Right to Information (RTI) Act through the



Assembly in 2013. Through this law the provincial government on the one hand provided a fundamental right to the citizens as enshrined in Article 19-A of the Constitution, whereas on the other hand introduced a legal mechanism for ensuring transparency and accountability in the functioning of all government departments and public bodies of the province.

The RTI law has provided an opportunity to the citizens to get integrated into the system of governance through seeking information in all matters of public importance, and re-using the information for personal and public benefit. It is a sort of social contract between the state and citizens which helps in empowering the citizens and can be used as a tool to prevent or expose abuses, improve delivery of services and even protect public health and welfare. Transparency of information is also vital to the functioning of democracy and holding government, autonomous and statutory organizations and institutions run on government and foreign funding more accountable to its citizens.

One has to admit that the RTI law is a rather new phenomenon for a country like Pakistan where the system of governance which was inherited as a colonial legacy hinged on a culture of secrecy in public affairs. Making dents in the system was therefore no easy task. However, with full ownership of the provincial government, the RTI law is gradually gaining ground in the public bodies. In the days to come it shall play its due role in the achievement of the Sustainable Development Goal no. 16, i.e. promoting peaceful and inclusive societies for sustainable development and building effective, accountable and inclusive institutions at all levels.

## 2) IMPLEMENTATION MECHANISM:

### a) Public Information Officers (PIOs):

In accordance with Section-6 of the KP RTI Act 2013, every public body in the province is bound to designate and notify an officer to act as PIO for the purpose of this Act, with whom request for information under the Act is lodged. Till date around 546 PIOs stand notified in KP who are entertaining information requests of citizens. In government departments the officers already working there, are performing functions as PIOs in addition to their own given responsibilities. Experience of past sometime has shown that the performance of a sizeable number of PIOs is still not up to the desired level owing to multifarious reasons. The RTI Commission has therefore chalked out an elaborate plan to improve the request management system at the PIO level. Details to the effect are contained in the succeeding paragraphs of this report.

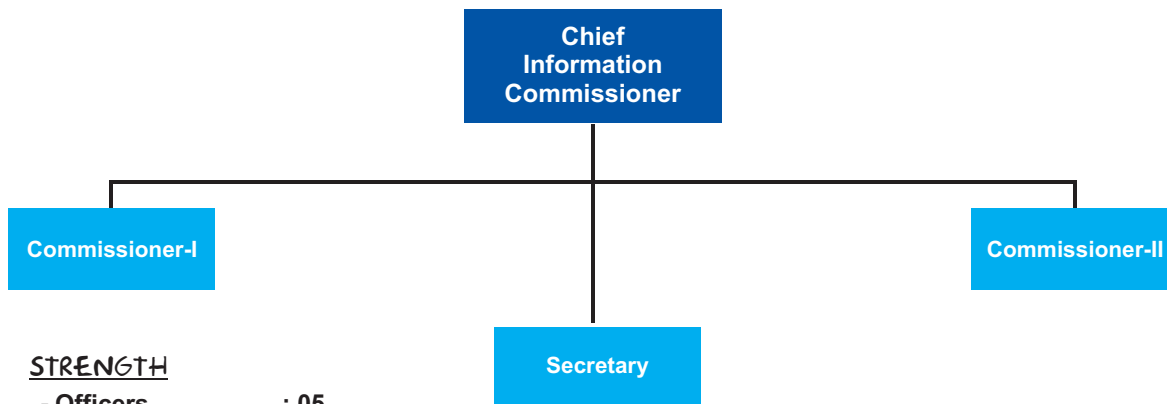


*A citizen filing information request with the PIO*

### b) The Information Commission:

For overseeing the enforcement of the RTI Law, the provincial government has established an Information Commission comprising of a Chief Information Commissioner and two Commissioners of varying background along with necessary supporting staff as per detailsshowed below.

### c) Organogram Of The Information Commission



#### STRENGTH

- Officers : 05
- Supporting Staff : 24
- Total : 29

### d) Powers/functions of the Commission

The main functions of the Information Commission are:-

- i. To decide complaints of citizens who are denied information by the public bodies (PIOs).
- ii. To create awareness about the RTI Law.
- iii. To take all other measures which are necessary for implementation of the Law.

For performance of the above functions, the Commission has been entrusted with powers of a Civil Court under the Civil Procedure Code (CPC), 1908. While deciding complaints, the Commission shall have the powers to impose penalties on any official for willfully obstructing the receipt of information by a citizen.



*Awareness Seminar for  
Local Bodies Councillors at Batagram*

### 3) PROGRESS:

For evaluating the usage of RTI Law by citizens, it will be essential to present before the readers a consolidated progress report with regard to the information requests lodged by citizens with different departments and the status of their disposal. Similarly the details about complaints filed by citizens against various public bodies and their disposal by the Commission are also contained in this report.

During the period from 1st July 2016 to 30th June 2017, a total of 2859 requests for information were filed by citizens with different departments in 17 districts of the province, barring Malakand Division, where the Act has still not been extended. In 54 percent cases the PIOs disposed of the requests within the time limit as prescribed in the law, whereas the remaining who were not provided information by the PIOs filed complaints before the Commission.



*Awareness Seminar for  
Local Bodies Councillors at D.I. Khan*

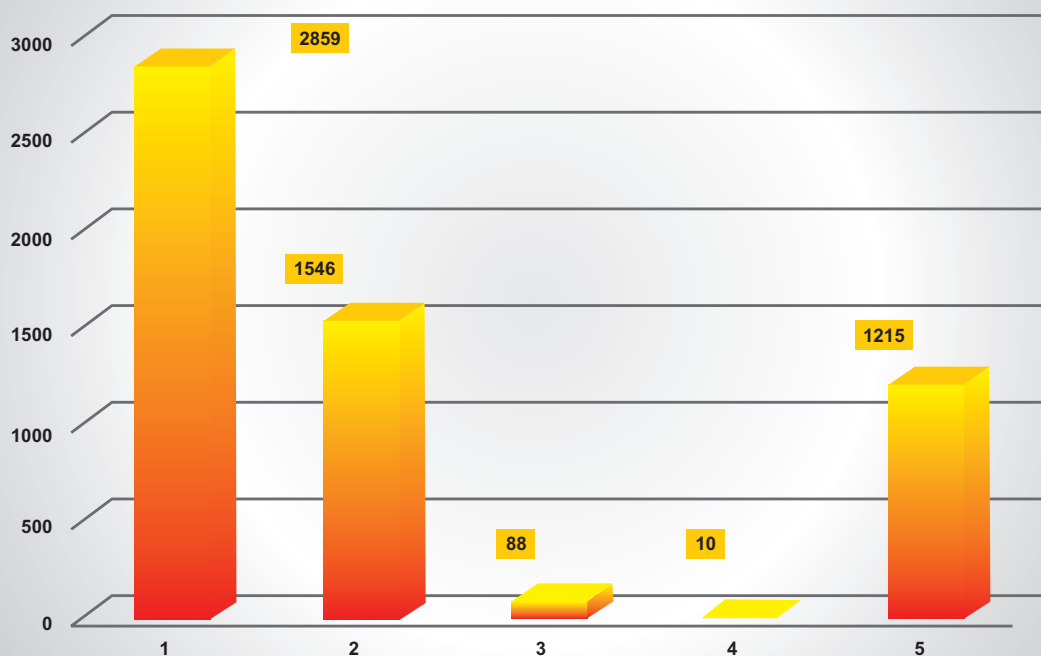
a) **Department Wise Information Requests Filed by Citizens in 17 Districts of the Province During the Year are as Tabled below.**

RTI Requests July 16 - June 17						
No.	Departments	Total RTI Requests	RTI Requests			
			Addressed	In-Process	Rejected	Converted to Complaints
1	Agriculture, Livestock & Co-Operation Deptt:	185	131	22	10	22
2	Auqaf, Hajj, Religious & Minority Affairs Deptt:	40	32	0	0	8
3	Autonomous	340	15	0	0	325
4	Chief Minister's Secretariat	47	36	0	0	11
5	Communication & Works Deptt: (C&W)	32	19	0	0	13
6	Establishment Deptt:	230	135	6	0	89
7	Education Boards	55	30	5	0	20
8	Elementary & Secondary Education Deptt:	504	304	6	0	194
9	Energy & Power Deptt:	14	0	0	0	14
10	Excise & Taxation Deptt:	12	4	0	0	8
11	Finance Deptt:	44	26	2	0	16
12	Food Deptt:	4	0	0	0	4
13	Forestry, Environment & Wildlife Deptt:	42	27	0	0	15
14	Governor House	6	0	0	0	6
15	Health Deptt:	266	115	1	0	150
16	Higher Edu, Archives & Libraries Deptt:	206	113	31	0	62
17	Home & Tribal Affairs Deptt:	245	205	0	0	40
18	Housing Deptt:	4	1	0	0	3
19	Industries, Commerce, Labour & Techincal Education Deptt.	21	5	0	0	16

No.	Departments	Total RTI Requests	RTI Requests			
			Addressed	In-Process	Rejected	Converted to Complaints
20	Information,Public Relation & Culture Deptt:	12	11	0	0	1
21	Inter Provincial Coordination Deptt:	1	1	0	0	0
22	Irrigation Deptt:	35	20	0	0	15
23	Law ,Parliamentary Affairs & Human Rights Deptt:	18	15	0	0	3
24	Local Government & Rural Development (LG &RD)	147	65	0	0	82
25	Mines & Minerals Department	25	14	0	0	11
26	Planning & Development (P&D)	27	23	0	0	4
27	Population Welfare Deptt:	13	13	0	0	0
28	Provincial Assembly	0	0	0	0	0
29	Public Health Engineering	72	33	15	0	24
30	Relief Rehabilitation & Settlement Deptt:	12	0	0	0	12
31	Revenue & Estate	76	71	0	0	5
32	Sarhad Development Authority	0	0	0	0	0
33	Science & Tech & Info Tech (ST&IT)	29	15	0	0	14
34	Social Welfare, Special Education & Women Empowerment	31	26	0	0	5
35	Sports, Culture Tourism & Youth Affairs	25	17	0	0	8
36	Transport & Mass Transit	11	6	0	0	5
37	Zakat and Ushar	18	18	0	0	0
38	Printing & Press	2	0	0	0	2
39	Others	8	0	0	0	8
<b>Total</b>		<b>2859</b>	<b>1546</b>	<b>88</b>	<b>10</b>	<b>1215</b>



### RTI Requests July 16 - June 17



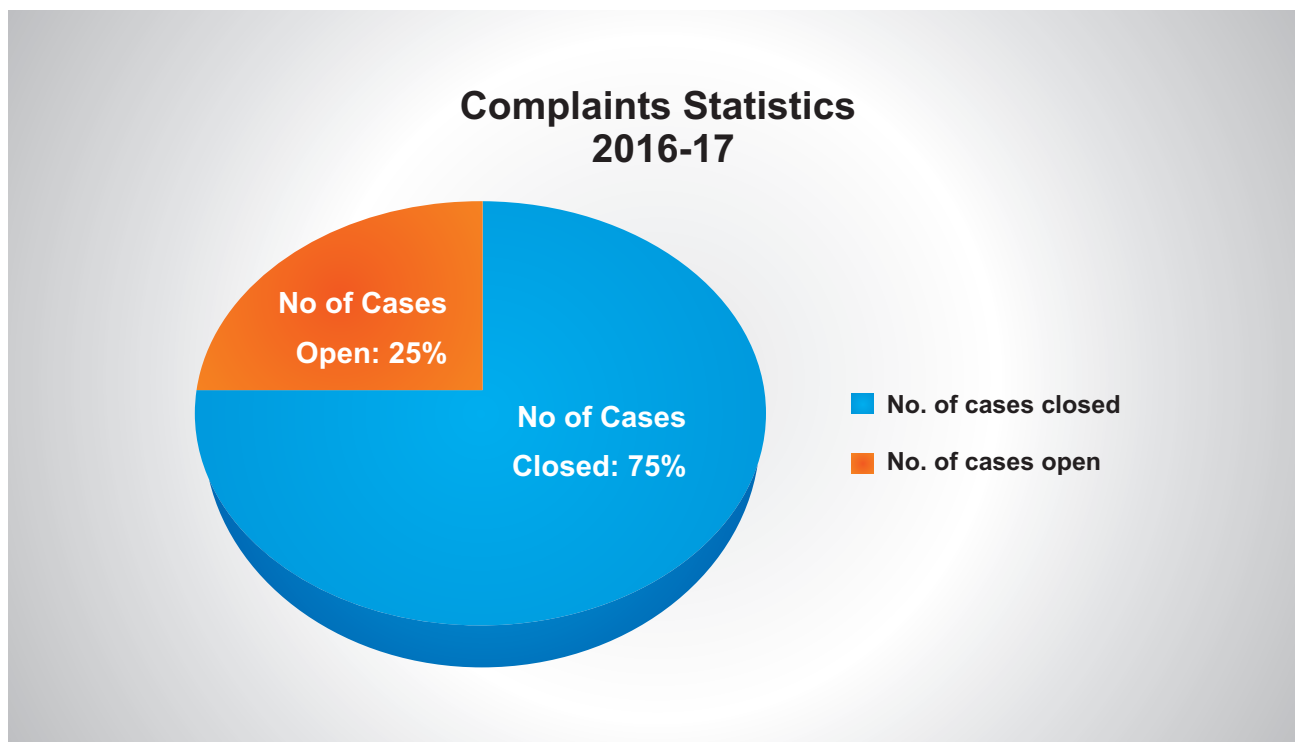
### B) Department Wise Details of Complaints Filed by Citizens against Public Bodies:-

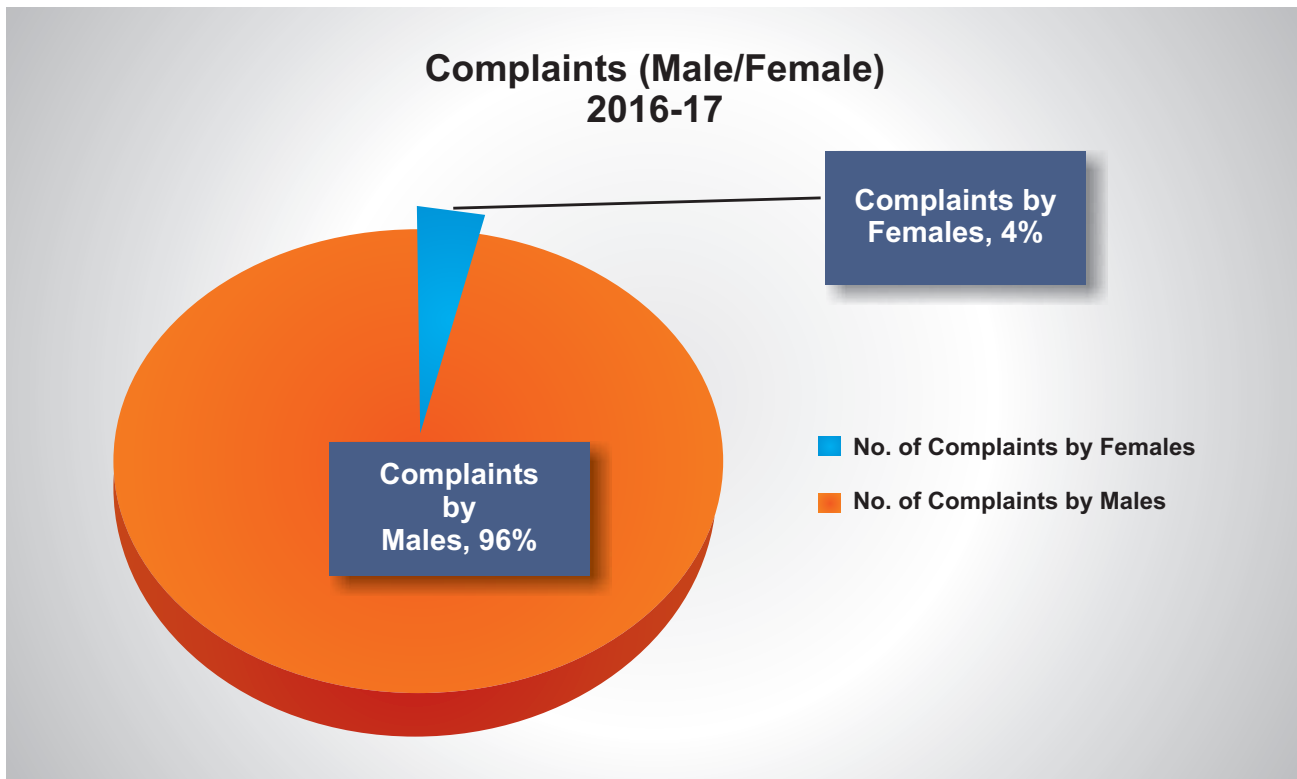
RTI Complaints July 16 - June 17				
No.	Departments	RTI Complaints		
		Total	Open	Closed
1	Agriculture, Livestock & Co-Operation Deptt:	22	3	19
2	Auqaf, Hajj, Religious & Minority Affairs Deptt:	8	2	6
3	Autonomous	325	76	249
4	Chief Minister's Secretariat	11	0	11
5	Communication & Works Deptt: (C&W)	13	4	9
6	Establishment Deptt:	89	18	71
7	Education Boards	20	4	16
8	Elementary & Secondary Education Deptt:	194	38	156
9	Energy & Power Deptt:	14	4	10
10	Excise & Taxation Deptt:	8	0	8

No.	Departments	RTI Complaints		
		Total	Open	Closed
11	Finance Deptt:	16	7	9
12	Food Deptt:	4	0	4
13	Forestry, Environment& Wildlife Deptt:	15	2	13
14	Governor House	6	0	6
15	Health Deptt:	150	50	100
16	Higher Edu, Archives & Libraries Deptt:	62	18	44
17	Home & Tribal Affairs Deptt:	40	15	25
18	Housing Deptt:	3	2	1
19	Industries, Commerce, Labour & Technical Education Deptt.	16	2	14
20	Information,Public Relation & Culture Deptt:	1	0	1
21	Inter Provincial Coordination Deptt:	0	0	0
22	Irrigation Deptt:	15	4	11
23	Law ,Parliamentary Affairs & Human Rights Deptt:	3	0	3
24	Local Government & Rural Development (LG &RD)	82	20	62
25	Mines & Minerals Department	11	2	9
26	Planning & Development (P&D)	4	1	3
27	Population Welfare Deptt:	0	0	0
28	Provincial Assembly	0	0	0
29	Public Health Engineering	24	3	21
30	Relief Rehabilitation & Settlement Deptt:	12	4	8
31	Revenue & Estate	5	3	2
32	Sarhad Development Authority	0	0	0
33	Science & Tech & Info Tech (ST&IT)	14	2	12
34	Social Welfare, Special Education & Women Empowerment	5	1	4
35	Sports, Culture Tourism & Youth Affairs	8	3	5
36	Transport & Mass Transit	5	2	3
37	Zakat and Ushar	0	0	0
38	Printing & Press	2	0	2
39	Others	8	0	8
G. Total		1215	302	913



Complaint Status (July 16 - June 17)	
Total No. of Cases Registered	1215
No. of Cases Closed	925
No. of Cases Open	290
No. of Complaints By Females	46
No. of Complaints By Males	1169





#### c) Electronic Right to Information (ERTI):

In order to build the RTI process on modern lines, the RTIC developed an online system with the help of the E-Governance team of the IT Directorate, Peshawar. The E-RTI portal was formally launched in September, 2015. The purpose was to facilitate the citizen file Information request through Internet and the PIOs were to respond through designated Dashboard of E-RTI Web portal. The system also had a provision of instant messaging between the Citizen and the PIO; and enabled the RTIC to monitor PIOs performance and complaints traffic ratio. Admittedly

the system so developed met with little success owing to the frequent transfers of PIOs who were trained on this system, non-availability of data with public bodies in soft form, lack of internet facilities and shortage of IT equipment etc. To reinvigorate the system, the RTIC has planned to proceed in a phased manner i.e. to make the ERTI functions in one department, and to extend it to other departments in a phase manner.



#### **4) PROPOSED AMENDMENTS IN THE KPK RTI ACT 2013:**

The Information Commission has lately proposed certain amendments in the KP RTI Act 2013, so as to make it more people friendly and keep afloat the spirit of RTI Law. The proposed amendments are currently being examined by the Law Department of the KP Government. As and when the proposed amendments are approved by the provincial government, not only will the citizens benefit but these will also provide a degree of protection to the PIOs who are the persons responsible for disposal of the requests of the citizens and are simultaneously liable for penalties under the law.

#### **5) CREATING AWARENESS ABOUT THE RTI LAW:**

One of the primary functions of the Commission is to create awareness among the public about the usage and benefits of the RTI Law. During the period under review, a number of activities were undertaken by the Commission single handedly, and also in collaboration with NGOs like CGPA and CPDI. These inter alia included holding of seminars for the general public, local bodies' councilors, media persons, students, members of civil society and civil servants etc. Public service messages relating to RTI law were also prepared in Urdu and Pashto languages and aired on different FM radio channels of the province.

Similarly pamphlets, table calendars and wall calendars were printed and distributed. Besides this, Bill boards were installed at prominent places in Peshawar in quick intervals for mass awareness. Some of the leading newspapers also published stories/articles relating to matters of public importance after obtaining information from public bodies using the RTI Law.



*Awareness Seminar for village councillors of District Peshawar*

## **6) RTI AS A TOOL FOR STRENGTHENING OF DEMOCRACY:**

In April 2017, the CGPA conducted a detailed exercise to assess the performance of KP Assembly legislators through a number of information requests under KP RTI Act 2013. Some of the information such as record of Standing Committees was provided in printed form while other information was downloaded from the website of KP Assembly where proactive disclosure was ensured/available.

From the data obtained, the performance of the legislators' vis-à-vis the Assembly business was thus made a barometer for contribution of each legislature in a democratic process was assessed/ranked accordingly. The exercise encouraged the legislators for playing a more proactive role in the Assembly business for the ultimate benefit of the people.

## **7) CHALLENGES IN ENFORCEMENT OF THE RTI LAW:**

The enforcement of the RTI Law in the province during the period under review was not devoid of challenges of different sorts. These are briefly enumerated below:

### **a) RTI and its Jurisdiction:**

The KPK RTI Act 2013 is at the moment stands extended to 17 districts of the province. Seven districts of Malakand Division are out of its ambit because the law has still not been extended to PATA. A case for extension of this law to PATA has already been sent to the Federal Government by the provincial government. As and when the case is approved by the President of Pakistan under Article-247(3), of the Constitution, the people of Malakand Division will also reap the benefits of this law.

### **b) Lack of awareness about the Law, particularly in the rural areas of KPK:**

Though the Commission undertook a number of activities to create awareness about the law in the province as highlighted in the para-5 above. It is still felt that the desired level of awareness has not been achieved especially in the remote districts of the province and the rural areas. In the days to come the Commission plans to initiate extensive awareness campaigns with the help of GIZ and other partners for the purpose. Innovative methodology is planned to be adopted so that knowledge about the RTI law reaches every nook and corner of the province. The elected local bodies' councilors of KPK will be actively associated in the awareness campaigns.

### **c) Limited use of Information Technology:**

The PIOs of Public bodies are still disposing information requests manually i.e. through use of paper. The reason being the lack of computer knowledge and non-availability of IT equipment. This inadequacy, hampers the speedy disposal of Information requests by the

PIOs. The Commission has planned to address the problem and strategy for this purpose has been highlighted in the subsequent paragraphs of this report.

**d) Poor Report Generation by PIOs:**

At the moment more than 546 PIOs stand nominated by their relevant public bodies to deal with RTI requests filed by citizens. Under the RTI Law, it is obligatory for the PIO to generate annual report specifically prescribing the actions taken by them to implement the law in its true spirit. The Commission found the annual reports received from the PIOs /Public Bodies to be unsatisfactory. There is a need that PIOs follow the instructions issued by the Commission from time to time.

**e) Proactive disclosure by public bodies need significant improvement:**

Section-5 of the KP RTI Act states that around 12 categories of information of public importance shall duly be published by public bodies in an up to date fashion and in a manner that they are accessible to those for whom they may be relevant including over the internet (Websites).



*Awareness Seminar at IM Sciences, Peshawar*



It was observed that during the period under review that majority of the public bodies failed to comply with the provision contained in this Section of the RTI law. Only 32 departments (Public Bodies) uploaded essential public information on their websites. The Commission has been time and again asking the public bodies to pro-actively disclose the required information using all available means.

In this regard, a letter was also sent to Heads of all departments by the Chief Secretary KPK which did compel certain departments to update their websites. It will be however an endeavor of the Commission to ensure pro-active disclosures of information by public bodies for the benefit of citizens. The main obstacle in the way of putting the required information on website is the non-availability of technical staff and IT facilities with public bodies. The Directorate of Information Technology is overburdened because every Public Body relies on it not only for the development of the official websites but also for its updation.

**f) Maintenance and indexation of public record:**

The KP RTI Act envisages that each public body shall ensure that its public record is properly maintained so as to enable it to comply with its obligations under the RTI Act. It was however observed that in most of the public bodies' record is not properly maintained/indexed. This situation creates problems for PIOs in retrieving the relevant information being demanded by the citizens. The provincial government would be requested to setup special task force to overhaul the system of record management and classification with special reference to future direction of the RTI regime. Wherever possible the records should be stored electronically in a manner such that it becomes easier for PIOs to quickly identify and supply the information to citizens. The CGPA in collaboration with RTIC is also embarking upon an exercise to improve the maintenance of public record by public bodies in-line with standards established by the RTIC.

**g) Capacity building of PIOs:**

As stated earlier PIO designated by the public bodies is the key person upon whom depends the success or otherwise of the implementation of the RTI Law. It was observed during the period under review and previously too that the PIO remained the soft underbelly of the RTI process. The reasons for this weakness are as under:

- i) The PIO of every department is an officer who performs RTI functions in addition to his/her duties with no incentives or privileges. Similarly in cases where the citizens file a complaint in the Commission, it is the PIO who has to process his case and also face the liability of penalty in case he/she does not provide information to the citizens.

- ii) In the peculiar bureaucratic setup and other cultural sensitivities, some of the PIOs were found reluctant in entertaining the requests of citizens in the desired manner, resulting in piling up of complaints in the Commission. To give the PIOs freedom from fear, and built their institutional capacities, the Commission in collaboration with GIZ have devised a well thought out strategy. The details of which stand highlighted in the succeeding paragraphs.

## 8) FUTURE DIRECTIONS:

- a) As a result of constant monitoring of the implementation of the RTI, the Commission has taken visible steps to remove the grey areas and make the receipt of information by citizens convenient and speedy. A major initiative of the Commission was the signing of agreement with GIZ (Federal Republic of Germany) through the EAD Islamabad in December, 2016 as a partner in the support to Local Governance Program 2017-2019. One result area under the program is State-Citizen Dialogue which covers institutional support to PIOs, focusing on their trainings, RTI framework support will be initially in 4 districts of KPK, to be rolled out to other districts in a phased manner.
- b) The development of request management system and extension of complaints management system also form part of the package. Hitherto the GIZ in collaboration with RTIC has completed a baseline survey related to PIOs. Based on this survey 200 copies of Hand Books have been printed for distribution among the public bodies. Similarly training curriculum for PIOs is also under preparation.
- c) Improving Pro-active Disclosures: The RTIC in collaboration with a non-profitable organization E-Jirga is preparing a plan to improve pro-active disclosures in collaboration with provincial government. The plan inter-alia focuses on developing of standards for public bodies for preservation and sharing of information, both on demand and in pro-active manner.



## **9) USE OF IT TO ENHANCE RTI IMPLEMENTATION:**

The RTIC will make endeavors to promote the usage of Information Technology for speedy and authentic receipt of information by citizens from public bodies. For digitization of RTI process the availability of internet facilities, official websites, social media pages, official E-mail addresses, necessary IT equipment and computer literate staff in all public bodies. Keeping in mind the ground situation, it may not be possible to achieve the objective overnight. A phased approach will hopefully yield the desired results.

Section-25(H), requires to have an accredited accountant conduct an audit of its accounts on annual basis. The same was conducted through Nazir Chaudhri & Co. which is contained in this report.

## **10. CONCLUSION:**

The RTI legal regime in KPK is entering its four year now. During these years more than 10000 citizens filed information requests with public bodies in 17 districts of the province. In about 64% cases the PIOs responded in time whereas 48% filed complaints with the RTIC which disposed-off 3229 complaints. In nutshell, information was provided to 94% citizens indicating a satisfactory situation in the face of odds as highlighted in the preceding paragraphs. The RTIC is nevertheless making persistent efforts to further improve the enforcement of the law and introduce the values intrinsic to the "Charter of Good Governance legislative Framework" of the provincial government which inter-alia envisages openness and which require public office holders to give reasons and all information related to discharge of functions by a public authority shall be made freely available to citizens. The achievement of this objective may appear to be difficult, but certainly not impossible. A lesson from public administration is that in achieving objectives, needs have to be identified, obstacles eliminated and progress maintained.







*Mr. Atif Khan, Minister Education  
at the RTI stall at Education Expo Peshawar*



*Faculty members of Gomal University D.I.Khan  
being briefed about the RTI Law.*



*Training Session for PIOs*

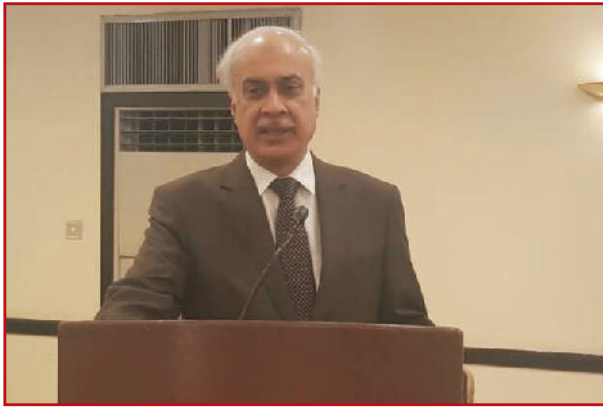


*Awareness Seminar on KPK RTI  
for journalists at Islamabad*



*Members of civil society  
being briefed about RTI Law*

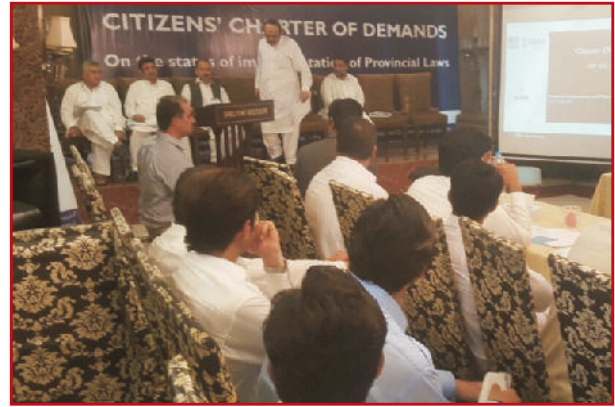




*Mr. Abid Saeed Chief Secretary KPK Addressing the Seminar on OGP at Peshawar*



*Dialogue on RTI Law between journalists and PIOs*



*Seminar on OGP*



*Awareness Seminar on RTI at Change Pakistan Conference Peshawar*



**STATEMENT OF ACCOUNTS  
RIGHT TO INFORMATION COMMISSION  
GOVT. OF KHYBER PAKHTUNHWA  
FOR THE YEAR ENDED JUNE 30, 2017**





## NAZIR CHAUDHRI & CO. CHARTERED ACCOUNTANTS

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### INDEPENDENT AUDITOR'S REPORT

We have audited the accompanying Financial Statements of "Right To Information Commission Govt. Of Khyber Pukhtunkhwa" as at **June 30, 2017**, and the related statement of income and expenditure account & Statement of Cash Flow, for the year then ended and summary of significant accounting policies and other explanatory information.

#### **Management's Responsibility for the Financial Statement**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with approved accounting standard as applicable in Pakistan and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error

#### **Auditor's responsibility**

Our responsibility is to express an opinion on this financial statement based on our audit. We conducted our audit in accordance with international auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of any material misstatement.

An audit involves performing procedures to obtain audit evidence about the amount and disclosure in the financial statements. The procedure selected depend on the auditor's judgment, including assessment of the risk of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considered internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedure that are appropriate in the circumstances, but not for the purpose of expressing and opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used in the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We belief that our audit provides a reasonable basis for our opinion.

#### **OPINION**

In our opinion, the financial statements give a true and fair view of the financial position of the **Right To Information Commission Govt. Of Khyber Pukhtunkhwa** as at **June 30, 2017** and of its financial performance, its cash flow for the year then ended in accordance with approved accounting standards as applicable in Pakistan.

PESHAWAR

September 16, 2017

*Nazir Chaudhri*  
NAZIR CHAUDHRI  
CHARTERED ACCOUNTANTS



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Hasrat Mohani Raod,  
Karachi  
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RIGHT TO INFORMATION COMMISSION GOVT OF KPK  
BALANCE SHEET  
AS AT JUNE 30, 2017

	NOTE	2017 RUPEES	2016 RUPEES
<u>CURRENT ASSETS</u>			
Cash and bank balances	5	15,753,391	18,328,380
		15,753,391	18,328,380
<u>LESS - CURRENT LIABILITIES</u>			
Accrued and other payables	6	171,888	292,084
NET- CURRENT ASSETS		15,581,503	18,036,296
<u>FUNDS AND SURPLUS</u>			
Surplus Fund -Opening Balance		18,036,296	12,853,020
Deficit for the year		(2,454,793)	5,183,276
		15,581,503	18,036,296



*2/6/17*  
B & A OFFICER

*[Signature]*  
CHIEF INFORMATION COMMISSIONER

*[Signature]*  
SECRETARY



**RIGHT TO INFORMATION COMMISSION GOVT OF KPK**  
**INCOME AND EXPENDITURE ACCOUNTS**  
**FOR THE YEAR ENDED JUNE 30, 2017**

		2017 RUPEES	2016 RUPEES
<b><u>RECEIPTS / INCOME</u></b>			
Grant In Aid	7	24,000,000	30,000,000
Other receipts	8	58,265	118,890
		<u>24,058,265</u>	<u>30,118,890</u>
<b><u>EXPENDITURE</u></b>			
Salaries and allowances	9	16,045,963	15,336,411
Purchase of Assets	10	416,457	375,819
Repair & Maintenance	11	548,100	234,217
Rent -Office building		2,280,000	2,280,000
T.D/D.A charges		136,340	307,016
Medical expenses Reimbursement		30,347	9,472
News paper , books and periodicals		55,547	58,378
Consultancy charges		1,350,968	1,286,667
Internet Service charges		635,036	336,824
Local Conveyance charges		14,140	1,640
Remuneration/Honoraria		193,800	-
Printing and Stationery		913,900	712,661
Telephone charges		234,769	289,926
Legal & professional charges		337,500	1,150,000
Electricity charges		374,833	374,334
Gas Charges		15,500	15,170
Postage and Courier expenses		200,302	169,792
Seminars , Workshop & meeting expenses		455,207	46,750
POL & CNG expenses	12	587,966	686,278
Entertainment expense		50,692	14,566
Advertisement expenses		1,496,179	1,213,466
Audit Fee		95,000	-
Bank Charges		2,000	3,500
Misc Expenses		42,512	32,727
		<u>26,513,058</u>	<u>24,935,614</u>
Excess of expenditure over receipts		<u>(2,454,793)</u>	<u>5,183,276</u>
Deficit / Surplus for the year carried to the balance sheet		<u>(2,454,793)</u>	<u>5,183,276</u>

B & A OFFICER

CHIEF INFORMATION COMMISSIONER

SECRETARY



**RIGHT TO INFORMATION COMMISSION GOVT OF KPK**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED JUNE 30, 2017**

**1 THE COMMISSION AND ITS OPERATIONS**

The Right to Information Commission was established through an Act of the Provincial Assembly of Khyber Pakhtunkhwa in November 2013. Under section 24 (2) of the Act, the Commission is an Independent Statutory body enjoying operational and administrative autonomy from any other person or entity, including Government and any of its agencies, except as specifically provided for by law. This Commission is headed by the Chief Information Commissioner. The Primary responsibility of the Commission is to receive and decide the complaints if the citizen is non providing information by a particular Department.

**2 BASIS OF PREPARATION**

**2.1 Statement of Compliance**

The financial statements have been prepared in accordance with approved accounting standards as applicable in Pakistan. Approved accounting standards comprised on the Modified Cash Accounting model and Accounting policies and procedure Model. Under the Modified Cash Accounting Model all payment relating to acquisition, construction or improvement of fixed assets are recognized on cash Basis.

**2.2 Functional and presentation currency**

The financial statements are presented in Pakistan Rupees, which is also the Commission's functional currency. All the financial information presented in Pak Rupee has been round-off to nearest Rupee.

**3 BASIS OF MEASUREMENT**

**3.1 These financial statements have been prepared under Historical Cost Convention**

The preparation of financial statements in conformity with approved standard requires management to make judgments, estimates and assumption that affect the application of policies and reported amounts of income and expenditures. The estimates / judgments and associates assumption are based on historical experience and other factors including expectation of future events that are believed to be reasonable under the circumstances. Actual results may differ from these estimates.



**4 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:**

Following accounting policies are applied in the preparation of these accounts:

**4.1 Property, Plant and Equipments**

Property, plant & equipment are stated at cost. Maintenance and normal repairs are charged to income while major renewals and repairs are capitalized. gain or loss arising from the disposal of property, plant equipment is charged to the current year profits.

**4.2 Revenue recognition**

Copying fee and others receipts is accounted for on actual receipts basis.

**4.3 Expenses recognition**

All expenses are recognized when outflow of resource is confirmed.

**4.4 Financial Instruments**

All the financial assets and financial liabilities are recognized at the time when the Commission becomes a party to the contractual provisions of the instruments. Any gain or loss on de-recognition of the financial assets and financial liabilities is taken to income and expenditures account.

**4.5 Accrued and other Liabilities**

Accrued and other liabilities are stated at cost which is fair value of the consideration to be paid in future.

**4.6 Cash and cash equivalents.**

Cash and cash equivalents are carried in the balance sheet at cost. For the purposes of cash flow statement, cash and cash equivalent comprises of cash in hand, balance with banks and short term investments realizable within three months.





	2017 <u>RUPEES</u>	2016 <u>RUPEES</u>
<b>5 CASH AND BANK BALANCES</b>		
The Bank of Khyber -A/C No. 09844-00-6	<u>15,753,391</u>	<u>18,328,380</u>
The Right to Information Commission has maintained current account in The Bank of Khyber saddar road Peshawar cantt with approval of Provincial Finance Department. The Department accounts are reconciled with the Bank Statements.		
<b>6 ACCRUED &amp; OTHER PAYABLES</b>		
Income tax payables (Salaries and supplies)	115,796	239,033
Sale tax withheld payable	<u>56,092</u>	<u>53,051</u>
	<u>171,888</u>	<u>292,084</u>
<b>7 GRANT IN AID</b>	<u>24,000,000</u>	<u>30,000,000</u>

The Govt of KPK has released Grant-in-Aid for the year 2016-17 of Rs. 24.00 (M) in two equal installment for salaries and operational activities of the Commission and its Secretariat.

**8 Other Receipts**

Copying Fee	250	1,738
Auction of Newspaper and Batteries	6,100	10,595
Recovery of POL Charges from Officers for extra usage.	11,185	32,577
Recovery of Salary from Communication Officer on resignation	-	20,680
Cash Return from AYS International on Camera Purchase	40,730	-
Refund of POL Security From FC Filling Station	-	50,000
Misc receipts	-	3,300
	<u>58,265</u>	<u>118,890</u>



	2017 RUPEES	2016 RUPEES
<b>9 PAY &amp; ALLOWANCES</b>		
Pay of officers	8,345,843	8,478,214
Pay of staff (Basic)	3,519,692	2,707,570
House Rent	775,099	732,788
Housing Subsidy	78,434	-
Conveyance Allowance	1,078,319	994,968
Washing Allowance	12,450	8,400
Adhoc Relief 2010	890,644	814,161
Adhoc Relief 2013	144,838	397,217
Adhoc Relief 2014	-	264,791
Adhoc Relief 2015	98,682	358,616
Adhoc Relief 2016	497,672	-
Medical Allowance	523,890	507,899
Dress Allowance	5,250	3,600
Integrated Allowance	39,150	28,800
Computer Allowance	36,000	39,387
	<u>16,045,963</u>	<u>15,336,411</u>

<b>10 PURCHASE OF ASSETS</b>		
Purchase of office equipments	76,610	49,900
Purchase of Photostat machine & equipments	184,082	116,600
Purchase of consumable items	60,765	5,780
Purchase of other items	95,000	133,220
Purchase of computer items	-	70,319
	<u>416,457</u>	<u>375,819</u>

Proper assets registered has been maintained by the Commission as provided in Financial Reporting procedures.

<b>11 REPAIR &amp; MAINTENANCE</b>		
Repair & Maintenance of vehicles	443,340	164,867
Repair & Maintenance of Furniture & Fixtures	9,400	3,350
Repair & Maintenance of Machinery & equipments	95,360	65,400
Repair & Maintenance of Office Building	-	600
	<u>548,100</u>	<u>234,217</u>

**12 POL AND CNG**  
The Commission has properly maintained separate log books for official vehicles. For excess used of POL beyond the limits were recouped.

**13 GENERAL**

Record regarding receipts and expenses is maintained properly.  
Figures have been rounded off to the nearest of rupees.

B & A OFFICER

CHIEF INFORMATION COMMISSIONER

SECRETARY



RIGHT TO INFORMATION COMMISSION GOVT OF KPK  
CASH FLOW STATEMENT  
YEAR ENDED JUNE 30,2017

	2017 <u>RUPEES</u>	2016 <u>RUPEES</u>
CASH FLOW FROM OPERATING ACTIVITIES		
Deficit / Surplus for the year	(2,454,793)	5,183,276
Operating Deficit /surplus before working capital changes	(2,454,793)	5,183,276
Increase / decrease Working Capital Changes		
Income tax and sale tax	(120,196)	134,925
	(120,196)	134,925
Cash Generated from Operations	(2,574,989)	5,318,201
Net Decrease /increase in cash and cash equivalents	(2,574,989)	5,318,201
Cash and cash equivalents at the beginning of the year	18,328,380	13,010,179
Cash and cash equivalents at end of the year	15,753,391	18,328,380



  
B & A OFFICER

  
CHIEF INFORMATION COMMISSIONER

  
SECRETARY



## **RIGHT TO INFORMATION COMMISSION KHYBER PAKHTUNKHWA**

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