

# **Information Handbook under Right to Information Act.**

**Labour Department, Punjab  
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# Chapter-1

## INTRODUCTION

**1.1. Please throw light on the background of this hand book (Right to Information Act, 2005).**

The Right to Information Bill, 2005 was passed by the Parliament on 12-5-05 and it received the ascent of President of India on 15-6-05. It came on the statute book as the Right to Information Act. As per provisions of section-4(b) of the above Act every public authority shall publish 17 manuals as prescribed in the above section to achieve the goals and objects of the Act.

**1.2. Objective /purpose of this hand book.**

As per provisions of sub-section 2 of section 4 of the Act every public authority shall take steps to provide as much information to the public at regular intervals through various means of communication so that the public have minimum resort to the use of this Act to obtain information. The Department of Labour has made efforts to give as much information as possible to general public through this hand book so that public has no need to use this Act to obtain information.

**1.3. Who are the intended users of this hand book.**

The objective of Department of Labour is to implement various labour laws enacted by Govt. of India and State Govt. Apart from this the department tries to maintain industrial peace between owners of industrial establishments and workers. Therefore owners of industrial establishments, workers and trade unions who are representatives of workers are intended users. Apart from this various Govt. departments, advocated dealing with labour laws, law students, employers' associations e.g. CII, PHD Chamber of Commerce & Industry, ASSOCHAM, FICCI and Policy Makers/ Planners are the potential users.

**1.4. Organisation of the information in this hand book.**

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	thereof	
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**1.5. Definitions (please provide definitions of various terms used in the hand book.**

No definitions are required because all the terms have been explained at the appropriate place

**1.6. Contact person in case same body wants to get more information on topics covered in the hand book as well as other information also.**

The Department has already designated Assistant Public Information Officers, Public Information Officers and Appellate Authority as per provisions of section-5 and section-19 of the Act. The list of officers of Labour Department in the State of Punjab has been given in Chapter 8.

**1.7. Procedure and Fee structure for getting information not available in the hand book.**

As per rules framed under the Act.