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**FORM OF MEMORANDUM OF APPEAL TO THE FIRST APPELLATE AUTHORITY UNDER SECTION 19(1) OF THE RIGHT TO INFORMATION ACT, 2005 ;**

From

\_\_\_\_\_

(Applicant's Name & Address)

Before

**The First Appellate Authority  
Director (P&A)  
National Aluminium Company Limited  
NALCO BHAWAN  
P/1, Nayapalli,  
BHUBANESWAR - 751013.**

1. Full Name of the Appellant

\_\_\_\_\_

2. Address

\_\_\_\_\_

PIN

Tel No : \_\_\_\_\_ E-mail ID : \_\_\_\_\_

3. Name of Public Information Officer (PIO)

4. Date of receipt of communication from PIO (Attach a copy of the letter received from PIO)

5. Last Date for filing the appeal (1<sup>st</sup> Appeal should be filed within 30 days of receipt of reply from PIO)

6. Particulars of Information sought/solicited

\_\_\_\_\_

7. The Grounds for appeal  
(If required, use additional sheets)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Verification**

I, \_\_\_\_\_ Full Name of the appellant, son of / daughter of / wife of \_\_\_\_\_ do hereby declare that the particulars furnished in the appeal are to the best of my knowledge and belief, true and correct and that have not suppressed any material fact.

**Place:**

**Date :**

**Signature of the Appellant**