



RTI Process

Identification of the Information Officer

Submission of the RTI request to
Information Officer

Confirmation of receipt by Information Officer

immediately

Decision outcome by the IO:
Sharing of information

Decision outcome by the IO:
Sharing of information

Decision outcome by the IO:
Information rejected

21 working days

14 working days

Identification of the Designated Officer

Submission of the appeal to
Designated Officer

Confirmation of receipt the Designated Officer

3 working days

Decision outcome by the DO:
Sharing of information

Decision outcome by the DO:
Information rejected

21 days

2 months

Submission of appeal to
RTI Commission

Decision outcome
by the RTI Commission

Submission of appeal to
Court of Appeal