

[Insert unique code here for internal record-keeping, for example: MMfD / RTI / 02 / 2017 / 15]

[Write date here for example 19 September 2017]

[Write name/designation of Public Information Officer or Head of Public Body here.

Najam Ahmad Shah,
Secretary, Specialized Healthcare and Medical Education,
Health Department, Government of Punjab]

Subject: For example, **RTI Request – Information about Dengue Incidence and Prevention**

In accordance with the right to information granted to citizens under the Punjab Transparency and Right to Information Act 2013, I would like to request the following information:

1. For example, District-wise yearly breakdown of patients diagnosed with dengue in Punjab, patients treated successfully, and people who died of dengue in the province between 1 January 2012 and 30 June 2017, on the following table format (if possible).

Year	District	Patients diagnosed	Patients cured	Dengue deaths
------	----------	--------------------	----------------	---------------

I would like to have the data tabulated in Excel files, if possible. Otherwise, the hard copy of the documentation related to the above can be provided. Thank you

Yours sincerely,

[Sign here]

[Write your name, address and contact details here, for example

Ahmed Ali
House 123, Street 45, F-6, Islamabad
0300-1234567
ahmed.ali123456@testmail.com]

Attached: CNIC copy