

Self appraisal report for Year (2019-20)

Auditor Agency: SVPNPA

Ministry Name: Ministry of Home Affairs

Department Name: Department of Home

Public Authority Name: Assam Rifles

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1	Organisation and Function							
1.1	Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]							
1.1.1	Name and address of the Organization	Fully Met	1.28	1.28	https://www.assamrifles.gov.in/english/newwindow.html?2030	Fully Met	1.28	https://www.assamrifles.gov.in/
1.1.2	Head of the organization	Fully Met	1.28	1.28	https://www.assamrifles.gov.in/english/newwindow.html?2030	Fully Met	1.28	https://www.assamrifles.gov.in/
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	https://www.assamrifles.gov.in/english/newwindow.html?2030	Fully Met	1.28	https://www.assamrifles.gov.in/
1.1.4	Function and duties	Fully Met	1.28	1.28	https://www.assamrifles.gov.in/english/newwindow.html?2030	Fully Met	1.28	https://www.assamrifles.gov.in/

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1.1.5	Organization Chart	Fully Met	1.28	1.28	https://www.assamrifles.gov.in/english/newwindow.html?2030	Fully Met	1.28	https://www.assamrifles.gov.in/
1.1.6	Any other details-the genesis, inception, formation of the department and the HoDs from time to time as well as the committees/ Commissions constituted from time to time have been dealt	Fully Met	1.28	1.28	https://www.assamrifles.gov.in/english/newwindow.html?2030	Fully Met	1.28	https://www.assamrifles.gov.in/
1.2	Power and duties of its officers and employees[Section 4(1) (b)(ii)]							
1.2.1	Powers and duties of officers (administrative, financial and judicial)	Fully Met	1.54	1.54	https://www.assamrifles.gov.in/english/newwindow.html?2030	Fully Met	1.54	https://www.assamrifles.gov.in/
1.2.2	Power and duties of other employees	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per the public authority
1.2.3	Rules/ orders under which powers and duty are derived and	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per the public authority
1.2.4	Exercised	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per the public authority
1.2.5	Work allocation	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per the public authority

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1.3	Procedure followed in decision making process [Section 4(1)(b)(iii)]							
1.3.1	Process of decision making Identify key decision making points	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per the public auhtority
1.3.2	Final decision making authority	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per the public auhtority
1.3.3	Related provisions, acts, rules etc.	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per the public auhtority
1.3.4	Time limit for taking a decisions, if any	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per the public auhtority
1.3.5	Channel of supervision and accountability	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per the public auhtority
1.4	Norms for discharge of functions[Section 4(1)(b)(iv)]							
1.4.1	Nature of functions/ services offered	Fully Met	1.54	1.54	https://www.assamrifles.gov.in/english/#	Fully Met	1.54	https://www.assamrifles.gov.in/english/#
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	https://www.assamrifles.gov.in/english/newwindow.html?2030	Fully Met	1.54	https://www.assamrifles.gov.in/english/newwindow.html?2030
1.4.3	Process by which these services can be accessed	Fully Met	1.54	1.54	https://www.assamrifles.gov	Fully Met	1.54	https://www.assamrifles.gov

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					.in/english/newwindow.html?2030			.in/english/newwindow.html?2030
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	https://www.assamrifles.gov.in/english/newwindow.html?2030	Fully Met	1.54	https://www.assamrifles.gov.in/english/newwindow.html?2030
1.4.5	Process of redress of grievances	Fully Met	1.54	1.54	https://www.assamrifles.gov.in/english/newwindow.html?2030	Fully Met	1.54	https://www.assamrifles.gov.in/english/newwindow.html?2030
1.5	Rules, regulations, instructions manual and records for discharging functions[Section 4(1)(b)(v)]							
1.5.1	Title and nature of the record/ manual /instruction.	Fully Met	1.92	1.92	https://www.assamrifles.gov.in/english/newwindow.html?2030	Fully Met	1.92	https://www.assamrifles.gov.in/english/newwindow.html?2030
1.5.2	List of Rules, regulations, instructions manuals and records.	Fully Met	1.92	1.92	https://www.assamrifles.gov.in/english/newwindow.html?2030	Fully Met	1.92	https://www.assamrifles.gov.in/english/newwindow.html?2030
1.5.3	Acts/ Rules manuals etc.	Fully Met	1.92	1.92	https://www.assamrifles.gov.in/english/newwindow.html?2030	Fully Met	1.92	https://www.assamrifles.gov.in/english/newwindow.html?2030
1.5.4	Transfer policy and transfer orders	Fully Met	1.92	1.92	https://www.assamrifles.gov.in/english/ne	Fully Met	1.92	https://www.assamrifles.gov.in/english/ne

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					wwindow.html?2030			wwindow.html?2030
1.6	Categories of documents held by the authority under its control[Section 4(1)(b) (vi)]							
1.6.1	Categories of documents	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
1.6.2	Custodian of documents/categories	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
1.7	Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]							
1.7.1	Name of Boards, Council, Committee etc.	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
1.7.2	Composition	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
1.7.3	Dates from which constituted	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
1.7.4	Term/ Tenure	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
1.7.5	Powers and functions	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
1.7.6	Whether their meetings are open to the public?	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
1.7.7	Whether the minutes of the meetings are open to the public?	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
1.7.8	Place where the minutes if open to the public are	Not Applicable	0	0	empty	Not Applicable	0	Not applicable

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL as per public authority
	available?							
1.8	Directory of officers and employees[Section 4(1) (b) (ix)]							
1.8.1	Name and designation	Fully Met	3.85	3.85	https://www.assamrifles.gov.in/english/newwindow.html?2030	Fully Met	3.85	https://www.assamrifles.gov.in/english/newwindow.html?2030
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	https://www.assamrifles.gov.in/english/newwindow.html?2030	Fully Met	3.85	https://www.assamrifles.gov.in/english/newwindow.html?2030
1.9	Monthly Remuneration received by officers & employees including system of compensation[Section 4(1) (b) (x)]							
1.9.1	List of employees with Gross monthly remuneration	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
1.9.2	System of compensation as provided in its regulations	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
1.10	Name, designation and other particulars of public information officers[Section 4(1) (b) (xvi)]							
1.10.1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	Fully Met	3.85	3.85	https://www.assamrifles.gov.in/english/newwindow.html?2030	Fully Met	3.85	https://www.assamrifles.gov.in/english/newwindow.html?2030
1.10.2	Address, telephone numbers and email ID of each designated official.	Fully Met	3.85	3.85	https://www.assamrifles.gov.in/english/newwindow.html?2030	Fully Met	3.85	https://www.assamrifles.gov.in/english/newwindow.html?2030
1.11	No. Of employees against whom Disciplinary action has been proposed/ taken(Section 4(2))							

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1.11.1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	Not Applicable	0	0	empty	Not Applicable	0	authority
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	Not Applicable	0	0	empty	Not Applicable	0	authority
1.12	Programmes to advance understanding of RTI(Section 26)							
1.12.1	Educational programmes	Not Applicable	0	0	empty	Not Applicable	0	authority
1.12.2	Efforts to encourage public authority to participate in these programmes	Not Applicable	0	0	empty	Not Applicable	0	authority
1.12.3	Training of CPIO/APIO	Not Applicable	0	0	empty	Not Applicable	0	authority
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Not Applicable	0	0	empty	Not Applicable	0	authority
1.13	Transfer policy and transfer orders[F No. 1/6/2011- IR dt. 15.4.2013]							
1.13.1	Transfer Policy And Transfer Orders[F No. 1/6/2011- IR Dt. 15.4.2013]	Not Applicable	0	0	empty	Not Applicable	0	authority
Total			40	40			40	
2	Budget and Programme							
2.1	Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc.[Section 4(1)(b)(xi)]							
2.1.1	Total Budget for the public authority	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.1.2	Budget for each agency and plan & programmes	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.1.3	Proposed expenditures	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority Not applicable as per public authority
2.1.4	Revised budget for each agency, if any	Not Applicable	0	0	empty	Not Applicable	0	Not applicable

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								as per public authority
2.1.5	Report on disbursements made and place where the related reports are available	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.2	Foreign and domestic tours(F.No. 1/8/2012- IR dt. 11.9.2012)							
2.2.1	Budget	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.2.2	Foreign and domestic Tours by ministries and officials of the rank of Joint Secretary to the Government and above, as well as the heads of the Department.- (a) Places visited, (b) The period of visit, (c) The number of members in the official delegation, (d) Expenditure on the visit	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.2.3	Information related to procurements- (a) Notice/tender enquires, and corrigenda if any thereon, (b) Details of the bids awarded comprising the names of the suppliers of goods/ services being procured, (c) The works contracts concluded – in any such combination of the above-and, (d) The rate/ rates and the total amount at which such procurement or works contract is to be executed.	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.3	Manner of execution of subsidy programme [Section 4(i)(b)(xii)]							
2.3.1	Name of the programme of activity	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.3.2	Objective of the programme	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.3.3	Procedure to avail benefits	Not Applicable	0	0	empty	Not Applicable	0	Not applicable

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2.3.4	Duration of the programme/ scheme	Fully Met	6.25	6.25	https://www.assamrifles.gov.in/english/newwindow.html?2030	Not Applicable	0	not information is provided. not applicable
2.3.5	Physical and financial targets of the programme	Fully Met	6.25	6.25	https://www.assamrifles.gov.in/english/newwindow.html?2030	Not Applicable	0	not information is provided. not applicable
2.3.6	Nature/ scale of subsidy /amount allotted	Fully Met	6.25	6.25	https://www.assamrifles.gov.in/english/newwindow.html?2030	Not Applicable	0	not information is provided. not applicable
2.3.7	Eligibility criteria for grant of subsidy	Fully Met	6.25	6.25	https://www.assamrifles.gov.in/english/newwindow.html?2030	Not Applicable	0	not information is provided. not applicable
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Fully Met	6.25	6.25	https://www.assamrifles.gov.in/english/newwindow.html?2030	Not Applicable	0	not information is provided. not applicable
2.4	Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013]							
2.4.1	Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.4.2	Annual accounts of all legal entities who are	Not Applicable	0	0	empty	Not Applicable	0	Not applicable

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	provided grants by public authorities							as per public authority
2.5	Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]							
2.5.1	Concessions, permits or authorizations granted by public authority	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.5.2	For each concessions, permit or authorization granted - (a) Eligibility criteria, (b) Procedure for getting the concession/ grant and/ or permits of authorizations, (c) Name and address of the recipients given concessions/ permits or authorizations, (d) Date of award of concessions/ permits of authorizations	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.6	CAG & PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]							
2.6.1	CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the parliament.	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
Total			31	31			0	
3	Publicity Band Public interface							
3.1	Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation there of [Section 4(1)(b)(vii)] [F No 1/6/2011-IR dt. 15.04.2013]							
3.1.1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	Fully Met	12.5	12.50	https://www.assamrifles.gov.in/english/#	Not Met	0	Link for rules and act is not functioning
3.1.2	Arrangements for consultation with or representation by - (a) Members of the public in policy formulation/ policy implementation, (b) Day & time allotted for visitors,(c) Contact details of Information & Facilitation Counter (IFC) to provide publications frequently sought by RTI applicants	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
3.1.3	Public- private partnerships (PPP)- Details of	Not Applicable	0	0	empty	Not Applicable	0	Not applicable

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	Special Purpose Vehicle (SPV), if any							as per public authority
3.1.4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
3.1.5	Public- private partnerships (PPP)- Concession agreements.	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
3.1.6	Public- private partnerships (PPP)- Operation and maintenance manuals	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
3.1.7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
3.1.8	Public- private partnerships (PPP) - Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
3.1.10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.)	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
3.2	Are the details of policies / decisions, which affect public, informed to them[Section 4(1) (c)]							
3.2.1	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Policy decisions/ legislations taken in the	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	previous one year							
3.2.2	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Outline the Public consultation process	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
3.2.3	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive- Outline the arrangement for consultation before formulation of policy	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
3.3	Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]							
3.3.1	Use of the most effective means of communication - Internet (website)	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
3.4	Form of accessibility of information manual/ handbook[Section 4(1)(b)]							
3.4.1	Information manual/handbook available in Electronic format	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
3.4.2	Information manual/handbook available in Printed format	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
3.5	Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]							
3.5.1	List of materials available Free of cost	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
3.5.2	List of materials available At a reasonable cost of the medium	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
Total			13	13			0	
4	E-Governance							
4.1	Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]							
4.1.1	English	Not Applicable	0	0	empty	Not Applicable	0	No

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL information
4.1.2	Vernacular/ Local Language	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
4.2	When was the information Manual/Handbook last updated?[F No. 1/6/2011-IR dt 15.4.2013]							
4.2.1	Last date of Annual updation	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
4.3	Information available in electronic form[Section 4(1)(b)(xiv)]							
4.3.1	Details of information available in electronic form	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
4.3.2	Name/ title of the document/record/ other information	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
4.3.3	Location where available	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
4.4	Particulars of facilities available to citizen for obtaining information[Section 4(1)(b)(xv)]							
4.4.1	Name & location of the faculty	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
4.4.2	Details of information made available	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
4.4.3	Working hours of the facility	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
4.4.4	Contact person & contact details (Phone, fax email)	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
4.5	Such other information as may be prescribed under Section 4(i) (b)(xvii)							

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4.5.1	Grievance redressal mechanism	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
4.5.2	Details of applications received under RTI and information provided	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
4.5.3	List of completed schemes/ projects/ Programmes	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
4.5.4	List of schemes/ projects/ programme underway	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
4.5.5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
4.5.6	Annual Report	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
4.5.7	Frequently Asked Question (FAQs)	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
4.5.8	Any other information such as - (a) Citizen's Charter, (b) Result Framework Document (RFD), (c) Six monthly reports on the , (d) Performance against the benchmarks set in the Citizen's Charter	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
4.6	Receipt & Disposal of RTI applications & appeals [F.No 1/6/2011-IR dt. 15.04.2013]							
4.6.1	Details of applications received and disposed	Fully Met	14.29	14.29	https://www.assamrifles.gov.in/english/newwindow.html?2030	Not Met	0	No information

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4.6.2	Details of appeals received and orders issued	Fully Met	14.29	14.29	https://www.assamrifles.gov.in/english/newwindow.html?2030	Not Met	0	No information
4.7	Replies to questions asked in the parliament[Section 4(1)(d)(2)]							
4.7.1	Details of questions asked and replies given	Not Applicable	0	0	empty	Not Applicable	0	authority
Total			29	29			0	
5	Information as may be prescribed							
5.1	Such other information as may be prescribed [F.No. 1/2/2016-IR dt. 17.8.2016, F No. 1/6/2011-IR dt. 15.4.2013]							
5.1.1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1.1.2015	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
5.1.2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the audit carried out	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
5.1.3	Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD - (a) Date of appointment , (b) Name & Designation of the officers	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
5.1.4	Consultancy committee of key stake holders for advice on suo-motu disclosure - (a) Dates from which constituted, (b) Name & Designation of the officers	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
5.1.5	Committee of PIOs/FAAs with rich experience in RTI to identify frequently sought information under RTI - (a) Dates from which constituted, (b) Name & Designation of the Officers	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
Total			0	0			0	
6	Information Disclosed on own Initiative							
6.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information							
6.1.1	Item / information disclosed so that public have	Not Applicable	0	0	empty	Not Applicable	0	not applicable

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	minimum resort to use of RTI Act to obtain information							
6.2	Guidelines for Indian Government Websites (GIGW) is followed (released in February, 2009 and included in the Central Secretariat Manual of Office Procedures (CSMOP) by Department of Administrative Reforms and Public Grievances, Ministry of Personnel, Publ							
6.2.1	Whether STQC certification obtained and its validity	Not Applicable	0	0	empty	Not Met	0	certificate not uploaded
6.2.2	Does the website show the certificate on the Website?	Not Applicable	0	0	empty	Not Met	0	certificate not uploaded
Total			0	0			0	
Grand Total			112	112				40

Name of Public authority being audited: Assam Rifles

Link: <https://www.assamrifles.gov.in/english/index1.aspx>

RTI Link: <https://www.assamrifles.gov.in/english/newwindow.html?2030>

Comments/Suggestions:

- Website is too slow in loading the information
- 2.3.4 till 2.3.8 has been quoted as full met. Whereas no information is available. It has to be quoted as not applicable
- 3.1.1 link is not functional
<https://www.assamrifles.gov.in/DOCS/POLICY%20ACTS/Assam%20Rifles%20Regulation%202016.pdf>
- 4.6.1 and 4.6.2 No information is available
- 6.2.1 and 6.2.2 Please upload the STQC certification on the Website.

Tele No.0364-270-5142
Fax No. 0364-270-5418
E-mail : hqdgarlawbranch@gmail.com

THROUGH ARMS

Bharat Sarkar
Government of India
Grih Mantralaya
Ministry of Home Affairs
Mahanideshalaya Assam Rifles
**Directorate General Assam Rifles
Shillong-793010**

I.11018/Law Branch/(RTI)/2020/591

16 March 2020

List - 'A' to 'G'

**EXCEPTION OF ASSAM RIFLES UNDER
RIGHT TO INFORMATION ACT - 2005**

1. Please refer this Dte letter No I.11018/Law Branch/(RTI)/2019/734 dated 26 Aug 2019 vide which CPIO's, First Appellate Authorities were designated at each IG'sAR, Sect HQs, ARTC&S (Dimapur) & ARCH (Shukhovi).
2. It is to highlight that as per Section 24 of RTI Act, 2005, the provisions of the Act shall not apply to the intelligence and security organization specified in the Second Schedule, being organizations established by the Central Government. As per Ser No. 14 of Second Schedule to RTI Act, 2005, Assam Rifles has been exempted to provide information under RTI Act, 2005. However, information pertaining to the allegations of corruption and human right violation shall not be excluded under the ibid provision.
3. Notwithstanding above, in case the information sought for is in respect of allegations of violation of human rights, the information shall only be provided after the approval of Central Information Commission (CIC).
4. Apropos, the Competent Authority has directed that all replies to RTI's and First Appeals be forwarded strictly as per Section 24 read with Schedule II of RTI Act, 2005.



(Achal Sirohi)
Maj
CAPIO
for CPIO

Self appraisal report for Year (2019-20)

Auditor Agency: SVPNPA

Ministry Name: Ministry of Home Affairs

Department Name: Department of Home

Public Authority Name: Central Forensic Science Laboratory(CBI)

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1	Organisation and Function							
1.1	Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]							
1.1.1	Name and address of the Organization	Fully Met	1.28	1.28	http://cbi.gov.in/cfs/Pro_Dis.pdf	Fully Met	1.28	http://cbi.gov.in/cfs/Pro_Dis.pdf
1.1.2	Head of the organization	Fully Met	1.28	1.28	http://cbi.gov.in/cfs/Pro_Dis.pdf	Fully Met	1.28	http://cbi.gov.in/cfs/Pro_Dis.pdf
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	http://cbi.gov.in/cfs/Pro_Dis.pdf	Fully Met	1.28	http://cbi.gov.in/cfs/Pro_Dis.pdf
1.1.4	Function and duties	Fully Met	1.28	1.28	http://cbi.gov.in/cfs/Pro_Dis.pdf	Fully Met	1.28	http://cbi.gov.in/cfs/Pro_Dis.pdf
1.1.5	Organization Chart	Fully Met	1.28	1.28	http://cbi.gov.in/cfs/cfs_orgchart.pdf	Fully Met	1.28	http://cbi.gov.in/cfs/cfs_orgchart.pdf
1.1.6	Any other details-the genesis, inception, formation of the department and the HoDs from	Fully Met	1.28	1.28	http://cbi.gov.in/cfs/about.ht	Fully Met	1.28	http://cbi.gov.in/cfs/about.ht

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	time to time as well as the committees/ Commissions constituted from time to time have been dealt				m			m
1.2	Power and duties of its officers and employees[Section 4(1) (b)(ii)]							
1.2.1	Powers and duties of officers (administrative, financial and judicial)	Fully Met	1.54	1.54	http://cbi.gov.in/cfsl/Pro_Dis.pdf	Fully Met	1.54	http://cbi.gov.in/cfsl/Pro_Dis.pdf
1.2.2	Power and duties of other employees	Fully Met	1.54	1.54	http://cbi.gov.in/cfsl/Pro_Dis.pdf	Fully Met	1.54	http://cbi.gov.in/cfsl/Pro_Dis.pdf
1.2.3	Rules/ orders under which powers and duty are derived and	Fully Met	1.54	1.54	http://cbi.gov.in/cfsl/archives_CFSL_CBI_Creation_Order.pdf	Fully Met	1.54	http://cbi.gov.in/cfsl/archives_CFSL_CBI_Creation_Order.pdf
1.2.4	Exercised	Not Applicable	0	0	empty	Not Applicable	0	No Data
1.2.5	Work allocation	Fully Met	1.54	1.54	http://cbi.gov.in/cfsl/report.htm	Fully Met	1.54	http://cbi.gov.in/cfsl/report.htm
1.3	Procedure followed in decision making process [Section 4(1)(b)(iii)]							
1.3.1	Process of decision making Identify key decision making points	Fully Met	1.54	1.54	http://cbi.gov.in/cfsl/Pro_Dis.pdf	Fully Met	1.54	http://cbi.gov.in/cfsl/Pro_Dis.pdf
1.3.2	Final decision making authority	Fully Met	1.54	1.54	http://cbi.gov.in/cfsl/Pro_Dis.pdf	Fully Met	1.54	http://cbi.gov.in/cfsl/Pro_Dis.pdf
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	http://cbi.gov.in/cfsl/Pro_Dis.pdf	Fully Met	1.54	http://cbi.gov.in/cfsl/Pro_Dis.pdf
1.3.4	Time limit for taking a decisions, if any	Fully Met	1.54	1.54	http://cbi.gov.in/cfsl/Pro_Dis.pdf	Fully Met	1.54	http://cbi.gov.in/cfsl/Pro_Dis.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.3.5	Channel of supervision and accountability	Fully Met	1.54	1.54	http://cbi.gov.in/cfsl/report.htm	Fully Met	1.54	http://cbi.gov.in/cfsl/report.htm http://cbi.gov.in/cfsl/report.htm
1.4	Norms for discharge of functions[Section 4(1)(b)(iv)]							
1.4.1	Nature of functions/ services offered	Fully Met	1.54	1.54	http://cbi.gov.in/cfsl/cfsldivision.htm	Fully Met	1.54	http://cbi.gov.in/cfsl/cfsldivision.htm http://cbi.gov.in/cfsl/cfsldivision.htm
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	http://cbi.gov.in/cfsl/Pro_Dis.pdf	Fully Met	1.54	http://cbi.gov.in/cfsl/Pro_Dis.pdf http://cbi.gov.in/cfsl/Pro_Dis.pdf
1.4.3	Process by which these services can be accessed	Fully Met	1.54	1.54	http://cbi.gov.in/cfsl/Pro_Dis.pdf	Fully Met	1.54	http://cbi.gov.in/cfsl/Pro_Dis.pdf http://cbi.gov.in/cfsl/Pro_Dis.pdf
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	cbi.gov.in/cfsl/Pro_Dis.pdf	Fully Met	1.54	cbi.gov.in/cfsl/Pro_Dis.pdf cbi.gov.in/cfsl/Pro_Dis.pdf
1.4.5	Process of redress of grievances	Fully Met	1.54	1.54	cbi.gov.in/cfsl/Pro_Dis.pdf	Fully Met	1.54	cbi.gov.in/cfsl/Pro_Dis.pdf cbi.gov.in/cfsl/Pro_Dis.pdf
1.5	Rules, regulations, instructions manual and records for discharging functions[Section 4(1)(b)(v)]							
1.5.1	Title and nature of the record/ manual /instruction.	Not Met	1.92	0	empty	Not Met	0	No Data

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.5.2	List of Rules, regulations, instructions manuals and records.	Not Met	1.92	0	empty	Not Met	0	No Data
1.5.3	Acts/ Rules manuals etc.	Not Met	1.92	0	empty	Not Met	0	No Data
1.5.4	Transfer policy and transfer orders	Fully Met	1.92	1.92	cbi.gov.in/cfsl/Pro_Dis.pdf	Fully Met	1.92	cbi.gov.in/cfsl/Pro_Dis.pdf
1.6	Categories of documents held by the authority under its control[Section 4(1)(b) (vi)]							
1.6.1	Categories of documents	Not Met	3.85	0	empty	Not Met	0	No Data
1.6.2	Custodian of documents/categories	Not Met	3.85	0	empty	Not Met	0	No Data
1.7	Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]							
1.7.1	Name of Boards, Council, Committee etc.	Fully Met	0.96	0.96	cbi.gov.in/cfsl/Pro_Dis.pdf	Fully Met	0.96	cbi.gov.in/cfsl/Pro_Dis.pdf cbi.gov.in/cfsl/Pro_Dis.pdf cbi.gov.in/cfsl/Pro_Dis.pdf
1.7.2	Composition	Not Applicable	0	0	empty	Not Applicable	0	No Data
1.7.3	Dates from which constituted	Not Applicable	0	0	empty	Not Applicable	0	No Data
1.7.4	Term/ Tenure	Not Applicable	0	0	empty	Not Applicable	0	No Data
1.7.5	Powers and functions	Not Applicable	0	0	empty	Not Applicable	0	No Data
1.7.6	Whether their meetings are open to the public?	Not Applicable	0	0	empty	Not Applicable	0	No Data
1.7.7	Whether the minutes of the meetings are open to the public?	Not Applicable	0	0	empty	Not Applicable	0	No Data
1.7.8	Place where the minutes if open to the public are available?	Not Applicable	0	0	empty	Not Applicable	0	No Data
1.8	Directory of officers and employees[Section 4(1) (b) (ix)]							
1.8.1	Name and designation	Fully Met	3.85	3.85	http://cbi.gov.in/cfsl/contact.htm	Fully Met	3.85	http://cbi.gov.in/cfsl/contact.htm
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	http://cbi.gov.in/cfsl/contact.htm	Fully Met	3.85	Data given http://cbi.gov.in/cfsl/contact.htm http://cbi.gov.in/cfsl/contact.htm

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								n/cfsl/contact.htm
1.9	Monthly Remuneration received by officers & employees including system of compensation[Section 4(1) (b) (x)]							
1.9.1	List of employees with Gross monthly remuneration	Fully Met	3.85	3.85	http://cbi.gov.in/cfsl/about.htm	Fully Met	3.85	Data given http://cbi.gov.in/cfsl/contact.htm http://cbi.gov.in/cfsl/contact.htm http://cbi.gov.in/cfsl/about.htm http://cbi.gov.in/cfsl/about.htm
1.9.2	System of compensation as provided in its regulations	Not Applicable	0	0	empty	Not Applicable	0	No Data
1.10	Name, designation and other particulars of public information officers[Section 4(1) (b) (xvi)]							
1.10.1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	Fully Met	3.85	3.85	http://cbi.gov.in/cfsl/RTI.pdf	Fully Met	3.85	http://cbi.gov.in/cfsl/RTI.pdf http://cbi.gov.in/cfsl/RTI.pdf http://cbi.gov.in/cfsl/RTI.pdf
1.10.2	Address, telephone numbers and email ID of each designated official.	Partially Met	3.85	1.93	http://cbi.gov.in/cfsl/RTI.pdf	Partially Met	1.93	http://cbi.gov.in/cfsl/RTI.pdf http://cbi.gov.in/cfsl/RTI.pdf
1.11	No. Of employees against whom Disciplinary action has been proposed/ taken(Section 4(2))							
1.11.1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	Not Met	3.85	0	empty	Not Met	0	No Data
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	Not Met	3.85	0	empty	Not Met	0	No Data

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.12	Programmes to advance understanding of RTI(Section 26)							
1.12.1	Educational programmes	Fully Met	1.92	1.92	http://cbi.gov.in/cfs/Pro_Dis.pdf	Fully Met	1.92	http://cbi.gov.in/cfs/Pro_Dis.pdf
1.12.2	Efforts to encourage public authority to participate in these programmes	Not Applicable	0	0	empty	Not Applicable	0	No Data
1.12.3	Training of CPIO/APIO	Fully Met	1.92	1.92	http://cbi.gov.in/cfs/Pro_Dis.pdf	Fully Met	1.92	http://cbi.gov.in/cfs/Pro_Dis.pdf
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Not Met	1.92	0	empty	Not Met	0	No Data
1.13	Transfer policy and transfer orders[F No. 1/6/2011- IR dt. 15.4.2013]							
1.13.1	Transfer Policy And Transfer Orders[F No. 1/6/2011- IR Dt. 15.4.2013]	Fully Met	7.69	7.69	http://cbi.gov.in/cfs/Pro_Dis.pdf	Fully Met	7.69	http://cbi.gov.in/cfs/Pro_Dis.pdf http://cbi.gov.in/cfs/Pro_Dis.pdf http://cbi.gov.in/cfs/Pro_Dis.pdf
Total			86	61			61	
2	Budget and Programme							
2.1	Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc.[Section 4(1)(b)(xi)]							
2.1.1	Total Budget for the public authority	Fully Met	10	10.00	http://cbi.gov.in/cfs/Budget.pdf	Fully Met	10.00	http://cbi.gov.in/cfs/Budget.pdf
2.1.2	Budget for each agency and plan & programmes	Fully Met	10	10.00	http://cbi.gov.in/cfs/Budget.pdf	Fully Met	10.00	http://cbi.gov.in/cfs/Budget.pdf
2.1.3	Proposed expenditures	Not Met	10	0	empty	Not Met	0	Not met
2.1.4	Revised budget for each agency, if any	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per the

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL authority
2.1.5	Report on disbursements made and place where the related reports are available	Not Met	10	0	empty	Not Met	0	Not met
2.2	Foreign and domestic tours(F.No. 1/8/2012- IR dt. 11.9.2012)							
2.2.1	Budget	Fully Met	16.67	16.67	http://cbi.gov.in/cfs/Budget.pdf	Fully Met	16.67	http://cbi.gov.in/cfs/Budget.pdf
2.2.2	Foreign and domestic Tours by ministries and officials of the rank of Joint Secretary to the Government and above, as well as the heads of the Department.- (a) Places visited, (b) The period of visit, (c) The number of members in the official delegation, (d) Expenditure on the visit	Not Met	16.67	0	empty	Not Met	0	Not met
2.2.3	Information related to procurements- (a) Notice/tender enquires, and corrigenda if any thereon, (b) Details of the bids awarded comprising the names of the suppliers of goods/ services being procured, (c) The works contracts concluded – in any such combination of the above-and, (d) The rate/ rates and the total amount at which such procurement or works contract is to be executed.	Not Met	16.67	0	empty	Not Met	0	Not met
2.3	Manner of execution of subsidy programme [Section 4(i)(b)(xii)]							
2.3.1	Name of the programme of activity	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
2.3.2	Objective of the programme	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
2.3.3	Procedure to avail benefits	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
2.3.4	Duration of the programme/ scheme	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
2.3.5	Physical and financial targets of the programme	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
2.3.6	Nature/ scale of subsidy /amount allotted	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
2.3.7	Eligibility criteria for grant of subsidy	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
2.4	Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013]							
2.4.1	Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
2.5	Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]							
2.5.1	Concessions, permits or authorizations granted by public authority	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
2.5.2	For each concessions, permit or authorization granted - (a) Eligibility criteria, (b) Procedure for getting the concession/ grant and/ or permits of authorizations, (c) Name and address of the recipients given concessions/ permits or authorizations, (d) Date of award of concessions/ permits of authorizations	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
2.6	CAG & PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]							
2.6.1	CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the parliament.	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
Total			90	37			37	
3	Publicity Band Public interface							
3.1	Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation there of [Section 4(1)(b)(vii)] [F No 1/6/2011-IR dt. 15.04.2013]							
3.1.1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	Fully Met	12.5	12.50	http://cbi.gov.in/cfs/Pro_Dis.pdf	Partially Met	6.25	Information was incomplete
3.1.2	Arrangements for consultation with or representation by - (a) Members of the public in policy formulation/ policy implementation, (b) Day & time allotted for visitors,(c) Contact details of Information & Facilitation Counter (IFC) to provide publications frequently sought by RTI	Not Applicable	0	0	empty	Not Applicable	0	No Data

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	applicants							
3.1.3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	Not Applicable	0	0	empty	Not Applicable	0	No Data
3.1.4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable	0	0	empty	Not Applicable	0	No Data
3.1.5	Public- private partnerships (PPP)- Concession agreements.	Not Applicable	0	0	empty	Not Applicable	0	No Data
3.1.6	Public- private partnerships (PPP)- Operation and maintenance manuals	Not Applicable	0	0	empty	Not Applicable	0	No Data
3.1.7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	Not Applicable	0	0	empty	Not Applicable	0	No Data
3.1.8	Public- private partnerships (PPP) - Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government	Not Applicable	0	0	empty	Not Applicable	0	No Data
3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	Not Applicable	0	0	empty	Not Applicable	0	No Data
3.1.10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.)	Not Applicable	0	0	empty	Not Applicable	0	No Data
3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	Not Applicable	0	0	empty	Not Applicable	0	No Data
3.2	Are the details of policies / decisions, which affect public, informed to them[Section 4(1) (c)]							
3.2.1	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Policy decisions/ legislations taken in the previous one year	Fully Met	16.67	16.67	http://cbi.gov.in/cfsi/about.htm	Partially Met	8.34	Incomplete data
3.2.2	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive	Fully Met	16.67	16.67	http://cbi.gov.in/cfsi/about.htm	Partially Met	8.34	Incomplete data

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	- Outline the Public consultation process							
3.2.3	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive- Outline the arrangement for consultation before formulation of policy	Fully Met	16.67	16.67	http://cbi.gov.in/cfs/about.htm	Partially Met	8.34	Incomplete data
3.3	Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]							
3.3.1	Use of the most effective means of communication - Internet (website)	Fully Met	50	50.00	http://cbi.gov.in/cfs/about.htm	Fully Met	50.00	http://cbi.gov.in/cfs/about.htm
3.4	Form of accessibility of information manual/ handbook[Section 4(1)(b)]							
3.4.1	Information manual/handbook available in Electronic format	Partially Met	25	12.50	http://cbi.gov.in/cfs/archives.htm	Partially Met	12.50	http://cbi.gov.in/cfs/archives.htm
3.4.2	Information manual/handbook available in Printed format	Fully Met	25	25.00	http://cbi.gov.in/cfs/archives.htm	Fully Met	25.00	http://cbi.gov.in/cfs/archives.htm
3.5	Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]							
3.5.1	List of materials available Free of cost	Not Met	25	0	empty	Not Met	0	No Data
3.5.2	List of materials available At a reasonable cost of the medium	Not Applicable	0	0	empty	Not Applicable	0	No Data
Total			188	150			119	
4	E-Governance							
4.1	Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]							
4.1.1	English	Fully Met	14.29	14.29	cbi.gov.in/cfs/about.htm	Fully Met	14.29	cbi.gov.in/cfs/about.htm
4.1.2	Vernacular/ Local Language	Not Met	14.29	0	empty	Not Met	0	not met
4.2	When was the information Manual/Handbook last updated?[F No. 1/6/2011-IR dt 15.4.2013]							
4.2.1	Last date of Annual updation	Fully Met	28.57	28.57	http://cbi.gov.in/cfs/archives.htm	Not Met	0	information is not updated in several links. for instance ht

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								tp://cbi.gov.in/cfsl/strength.htm The sanctioned strength, actual strength and vacancies of CFSL staff as on 30.06.2017
4.3	Information available in electronic form[Section 4(1)(b)(xiv)]							
4.3.1	Details of information available in electronic form	Partially Met	9.52	4.76	http://cbi.gov.in/cfsl/archives.htm	Partially Met	4.76	incomplete information
4.3.2	Name/ title of the document/record/ other information	Partially Met	9.52	4.76	http://cbi.gov.in/cfsl/archives.htm	Partially Met	4.76	incomplete information
4.3.3	Location where available	Partially Met	9.52	4.76	http://cbi.gov.in/cfsl/archives.htm	Partially Met	4.76	incomplete information
4.4	Particulars of facilities available to citizen for obtaining information[Section 4(1)(b)(xv)]							
4.4.1	Name & location of the faculty	Fully Met	7.14	7.14	http://cbi.gov.in/cfsl/Pro_Dis.pdf	Fully Met	7.14	information is available
4.4.2	Details of information made available	Partially Met	7.14	3.57	http://cbi.gov.in/cfsl/archives.htm	Partially Met	3.57	incomplete information
4.4.3	Working hours of the facility	Not Met	7.14	0	empty	Not Met	0	not met
4.4.4	Contact person & contact details (Phone, fax email)	Fully Met	7.14	7.14	http://cbi.gov.in/cfsl/contact.htm	Fully Met	7.14	information is available
4.5	Such other information as may be prescribed under Section 4(i) (b)(xvii)							

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.5.1	Grievance redressal mechanism	Not Met	3.57	0	empty	Not Met	0	not met
4.5.2	Details of applications received under RTI and information provided	Not Met	3.57	0	empty	Not Met	0	not met
4.5.3	List of completed schemes/ projects/ Programmes	Not Applicable	0	0	empty	Not Applicable	0	not applicable as per public authority
4.5.4	List of schemes/ projects/ programme underway	Not Applicable	0	0	empty	Not Applicable	0	not applicable as per public authority
4.5.5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	Not Applicable	0	0	empty	Not Applicable	0	not applicable as per public authority
4.5.6	Annual Report	Not Met	3.57	0	empty	Not Met	0	not met
4.5.7	Frequently Asked Question (FAQs)	Fully Met	3.57	3.57	http://cbi.gov.in/cfs/FAQ.pdf	Fully Met	3.57	information is available
4.5.8	Any other information such as - (a) Citizen's Charter, (b) Result Framework Document (RFD), (c) Six monthly reports on the , (d) Performance against the benchmarks set in the Citizen's Charter	Partially Met	3.57	1.79	http://cbi.gov.in/cfs/citizencharter.php	Partially Met	1.79	information is available
4.6	Receipt & Disposal of RTI applications & appeals [F.No 1/6/2011-IR dt. 15.04.2013]							
4.6.1	Details of applications received and disposed	Not Met	14.29	0	empty	Not Met	0	not met
4.6.2	Details of appeals received and orders issued	Not Met	14.29	0	empty	Not Met	0	not met
4.7	Replies to questions asked in the parliament[Section 4(1)(d)(2)]							
4.7.1	Details of questions asked and replies given	Not Met	28.57	0	empty	Not Met	0	not met
Total			189	80			52	
5	Information as may be prescribed							
5.1	Such other information as may be prescribed [F.No. 1/2/2016-IR dt. 17.8.2016, F No. 1/6/2011-IR dt. 15.4.2013]							
5.1.1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1.1.2015	Partially Met	20	10.00	http://cbi.gov.in/cfs/rTI_Portfolio.pdf	Partially Met	10.00	incomplete information
5.1.2	Details of third party audit of voluntary disclosure	Not Met	20	0	empty	Not Met	0	information

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	-(a) Dates of audit carried out , (b) Report of the audit carried out							not provided
5.1.3	Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD - (a) Date of appointment , (b) Name & Designation of the officers	Not Met	20	0	empty	Not Met	0	information not provided
5.1.4	Consultancy committee of key stake holders for advice on suo-motu disclosure - (a) Dates from which constituted, (b) Name & Designation of the officers	Not Applicable	0	0	empty	Not Met	0	information is not provided but applicable
5.1.5	Committee of PIOs/FAAs with rich experience in RTI to identify frequently sought information under RTI - (a) Dates from which constituted, (b) Name & Designation of the Officers	Not Met	20	0	empty	Not Met	0	information not provided
Total			80	10			10	
6	Information Disclosed on own Initiative							
6.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information							
6.1.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	Fully Met	25	25.00	http://cbi.gov.in/cfs/FAQ.pdf	Partially Met	12.50	All the information is not provided
6.2	Guidelines for Indian Government Websites (GIGW) is followed (released in February, 2009 and included in the Central Secretariat Manual of Office Procedures (CSMOP) by Department of Administrative Reforms and Public Grievances, Ministry of Personnel, Publ							
6.2.1	Whether STQC certification obtained and its validity	Not Met	12.5	0	empty	Not Met	0	not met
6.2.2	Does the website show the certificate on the Website?	Not Met	12.5	0	empty	Not Met	0	not met
Total			50	25			13	
Grand Total			683	363				291

Name of Public authority being audited: The Central Forensic Science Laboratory, (CBI) New Delhi

- Website/RTI Link: http://cbi.gov.in/cfsl/Pro_Dis.pdf

Comments/Suggestions:

- Details of policies / decisions, which affect public, informed to them[Section 4(1) (c)]- Information was not completely given.
- Information is not updated in several links. for instance <http://cbi.gov.in/cfsl/strength.htm> The sanctioned strength, actual strength and vacancies of CFSL staff is given as on 30.06.2017
- 5.1.4 Consultancy committee of key stake holders for advice on suo-motu disclosure - (a) Dates from which constituted, (b) Name & Designation of the officer information is not provided but applicable
- 6.1.1 All the information is not provided
- Manuals can be renamed for easy information accessibility. Indexing information can be uploaded for easy location documents.
- All the relevant information can be given under the RTI link rather than different tabs.

Self appraisal report for Year (2019-20)

Auditor Agency: SVPNPA

Ministry Name: Ministry of Home Affairs

Department Name: Department of Home

Public Authority Name: Central Industrial Security Force

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1	Organisation and Function							
1.1	Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]							
1.1.1	Name and address of the Organization	Fully Met	1.28	1.28	www.cisf.gov.in/directory,	Fully Met	1.28	https://www.cisf.gov.in/cisfeng/directory/
1.1.2	Head of the organization	Fully Met	1.28	1.28	www.cisf.gov.in/contact_us	Fully Met	1.28	https://www.cisf.gov.in/cisfeng/contact_us/
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	www.cisf.gov.in/ ,www.cisf.gov.in/mission, www.cisf.gov.in/vision	Fully Met	1.28	https://www.cisf.gov.in/cisfeng/mission/
1.1.4	Function and duties	Fully Met	1.28	1.28	www.cisf.gov.in/cisf-rules	Fully Met	1.28	https://www.cisf.gov.in/cisfeng/cisf-rules/
1.1.5	Organization Chart	Fully Met	1.28	1.28	www.cisf.gov.in/cisf-rules	Fully Met	1.28	https://www.cisf.gov.in/cisfeng/cisf-rules/
1.1.6	Any other details-the genesis, inception, formation of the department and the HoDs from	Fully Met	1.28	1.28	www.cisf.gov.in/cisf-organiz	Fully Met	1.28	https://www.cisf.gov.in/cisfeng/

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	time to time as well as the committees/ Commissions constituted from time to time have been dealt				ational-chart			ng/cisf-organizational-chart/
1.2	Power and duties of its officers and employees[Section 4(1) (b)(ii)]							
1.2.1	Powers and duties of officers (administrative, financial and judicial)	Fully Met	1.54	1.54	www.cisf.gov.in/cisf-rules	Fully Met	1.54	https://www.cisf.gov.in/cisf-organizational-chart/
1.2.2	Power and duties of other employees	Fully Met	1.54	1.54	www.cisf.gov.in/cisf-act-2	Fully Met	1.54	https://www.cisf.gov.in/cisf-organizational-chart/
1.2.3	Rules/ orders under which powers and duty are derived and	Fully Met	1.54	1.54	www.cisf.gov.in/cisf-act-2	Fully Met	1.54	https://www.cisf.gov.in/cisf-organizational-chart/
1.2.4	Exercised	Fully Met	1.54	1.54	www.cisf.gov.in/cisf-rules	Fully Met	1.54	https://www.cisf.gov.in/cisf-organizational-chart/
1.2.5	Work allocation	Fully Met	1.54	1.54	www.cisf.gov.in/cisf-rules	Fully Met	1.54	https://www.cisf.gov.in/cisf-organizational-chart/
1.3	Procedure followed in decision making process [Section 4(1)(b)(iii)]							
1.3.1	Process of decision making Identify key decision making points	Fully Met	1.54	1.54	www.cisf.gov.in/cisf-act-2/, www.cisf.gov.in/cisf-rules/	Fully Met	1.54	https://www.cisf.gov.in/cisf-organizational-chart/
1.3.2	Final decision making authority	Fully Met	1.54	1.54	www.cisf.gov.in/cisf-act-2/, www.cisf.gov.in/cisf-rules/	Fully Met	1.54	https://www.cisf.gov.in/cisf-organizational-chart/
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	www.cisf.gov.in/cisf-act-2/, www.cisf.gov.in/cisf-rules/	Fully Met	1.54	https://www.cisf.gov.in/cisf-organizational-chart/

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.3.4	Time limit for taking a decisions, if any	Fully Met	1.54	1.54	www.cisf.gov.in/cisf-act-2/, www.cisf.gov.in/cisf-rules/	Fully Met	1.54	https://www.cisf.gov.in/cisf-act-2/, www.cisf.gov.in/cisf-rules/
1.3.5	Channel of supervision and accountability	Fully Met	1.54	1.54	www.cisf.gov.in/cisf-act-2/, www.cisf.gov.in/cisf-rules/	Fully Met	1.54	https://www.cisf.gov.in/cisf-act-2/, www.cisf.gov.in/cisf-rules/
1.4	Norms for discharge of functions[Section 4(1)(b)(iv)]							
1.4.1	Nature of functions/ services offered	Fully Met	1.54	1.54	www.cisf.gov.in/ , www.cisf.gov.in/induction-producer/	Fully Met	1.54	https://www.cisf.gov.in/cisf-act-2/, www.cisf.gov.in/induction-producer/
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	www.cisf.gov.in/ , www.cisf.gov.in/induction-producer/	Not Met	0	https://www.cisf.gov.in/cisf-act-2/, www.cisf.gov.in/induction-producer/
1.4.3	Process by which these services can be accessed	Fully Met	1.54	1.54	www.cisf.gov.in/ , www.cisf.gov.in/induction-producer/	Not Met	0	https://www.cisf.gov.in/cisf-act-2/, www.cisf.gov.in/induction-producer/
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	www.cisf.gov.in/ , www.cisf.gov.in/induction-producer/	Not Met	0	https://www.cisf.gov.in/cisf-act-2/, www.cisf.gov.in/induction-producer/
1.4.5	Process of redress of grievances	Fully Met	1.54	1.54	www.cisfapp.in	Partially Met	0.77	• Process of redress of grievances is given on separate weblink and requires login

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL credentials.
								htt ps://www.cisfapp.in/
1.5	Rules, regulations, instructions manual and records for discharging functions[Section 4(1)(b)(v)]							
1.5.1	Title and nature of the record/ manual /instruction.	Fully Met	1.92	1.92	www.cisf.gov.in/cisf-act-2, www.cisf.gov.in/	Fully Met	1.92	https://www.cisf.gov.in/cisfeng/cisf-rules/
1.5.2	List of Rules, regulations, instructions manuals and records.	Fully Met	1.92	1.92	www.cisf.gov.in/cisf-act-2, www.cisf.gov.in/	Fully Met	1.92	https://www.cisf.gov.in/cisfeng/cisf-rules/
1.5.3	Acts/ Rules manuals etc.	Fully Met	1.92	1.92	www.cisf.gov.in/cisf-act-2, www.cisf.gov.in/	Fully Met	1.92	https://www.cisf.gov.in/cisfeng/cisf-rules/
1.5.4	Transfer policy and transfer orders	Fully Met	1.92	1.92	www.cisf.gov.in/posting	Fully Met	1.92	https://www.cisf.gov.in/cisfeng/cisf-rules/
1.6	Categories of documents held by the authority under its control[Section 4(1)(b) (vi)]							
1.6.1	Categories of documents	Not Applicable	0	0	empty	Not Met	0	not given
1.6.2	Custodian of documents/categories	Not Applicable	0	0	empty	Not Met	0	not given
1.7	Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]							
1.7.1	Name of Boards, Council, Committee etc.	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
1.7.2	Composition	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
1.7.3	Dates from which constituted	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
1.7.4	Term/ Tenure	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
1.7.5	Powers and functions	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
1.7.6	Whether their meetings are open to the public?	Not Met	0.96	0	empty	Not Applicable	0	Not Applicable
1.7.7	Whether the minutes of the meetings are open to the public?	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
1.7.8	Place where the minutes if open to the public are available?	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
1.8	Directory of officers and employees[Section 4(1) (b) (ix)]							
1.8.1	Name and designation	Fully Met	3.85	3.85	www.cisf.gov.in	Fully Met	3.85	www.cisf.gov.in

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	n/directory www.cisf.gov.in/directory	Fully Met	3.85	n/directory www.cisf.gov.in/directory
1.9	Monthly Remuneration received by officers & employees including system of compensation[Section 4(1) (b) (x)]							
1.9.1	List of employees with Gross monthly remuneration	Fully Met	3.85	3.85	https://cisfapp.in/empcorner/homepage.php	Partially Met	1.93	https://cisfapp.in/empcorner/login.php
1.9.2	System of compensation as provided in its regulations	Fully Met	3.85	3.85	https://cisfapp.in/empcorner/homepage.php	Partially Met	1.93	https://cisfapp.in/empcorner/login.php
1.10	Name, designation and other particulars of public information officers[Section 4(1) (b) (xvi)]							
1.10.1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	Fully Met	3.85	3.85	www.cisf.gov.in/directory/, www.cisf.gov.in/rti_home/	Fully Met	3.85	www.cisf.gov.in/directory
1.10.2	Address, telephone numbers and email ID of each designated official.	Fully Met	3.85	3.85	www.cisf.gov.in/directory/, www.cisf.gov.in/rti_home/	Fully Met	3.85	www.cisf.gov.in/directory
1.11	No. Of employees against whom Disciplinary action has been proposed/ taken(Section 4(2))							
1.11.1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
1.12	Programmes to advance understanding of RTI(Section 26)							
1.12.1	Educational programmes	Fully Met	1.92	1.92	https://www.cisf.gov.in/wp-content/uploads/2020/02/rti_	Fully Met	1.92	https://www.cisf.gov.in/cisfeng/wp-content/uploads/2020

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					cpio_eng.pdf			/02/rti_cpio_eng.pdf
1.12.2	Efforts to encourage public authority to participate in these programmes	Fully Met	1.92	1.92	https://www.cisf.gov.in/wp-content/uploads/2020/02/rti_cpio_eng.pdf	Fully Met	1.92	https://www.cisf.gov.in/cisfeng/wp-content/uploads/2020/02/rti_cpio_eng.pdf
1.12.3	Training of CPIO/APIO	Fully Met	1.92	1.92	https://www.cisf.gov.in/wp-content/uploads/2020/02/rti_cpio_eng.pdf	Fully Met	1.92	https://www.cisf.gov.in/cisfeng/wp-content/uploads/2020/02/rti_cpio_eng.pdf
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Fully Met	1.92	1.92	https://www.cisf.gov.in/wp-content/uploads/2020/02/rti_cpio_eng.pdf	Fully Met	1.92	https://www.cisf.gov.in/cisfeng/wp-content/uploads/2020/02/rti_cpio_eng.pdf
1.13	Transfer policy and transfer orders[F No. 1/6/2011- IR dt. 15.4.2013]							
1.13.1	Transfer Policy And Transfer Orders[F No. 1/6/2011- IR Dt. 15.4.2013]	Fully Met	7.69	7.69	www.cisf.gov.in/posting/	Fully Met	7.69	https://www.cisf.gov.in/cisfeng/posting/
Total			78	77			68	
2	Budget and Programme							
2.1	Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc.[Section 4(1)(b)(xi)]							
2.1.1	Total Budget for the public authority	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable as per public authority
2.1.2	Budget for each agency and plan & programmes	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								as per public authority
2.1.3	Proposed expenditures	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable as per public authority
2.1.4	Revised budget for each agency, if any	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable as per public authority
2.1.5	Report on disbursements made and place where the related reports are available	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable as per public authority
2.2	Foreign and domestic tours(F.No. 1/8/2012- IR dt. 11.9.2012)							
2.2.1	Budget	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable as per public authority
2.2.2	Foreign and domestic Tours by ministries and officials of the rank of Joint Secretary to the Government and above, as well as the heads of the Department.- (a) Places visited, (b) The period of visit, (c) The number of members in the official delegation, (d) Expenditure on the visit	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable as per public authority
2.2.3	Information related to procurements- (a) Notice/tender enquires, and corrigenda if any thereon, (b) Details of the bids awarded comprising the names of the suppliers of goods/ services being procured, (c) The works contracts concluded – in any such combination of the above-and, (d) The rate/ rates and the total amount at which such procurement or works contract is to be executed.	Fully Met	16.67	16.67	www.cisf.gov.in/tender-notice/	Fully Met	16.67	https://www.cisf.gov.in/cisfeng/tender-notice/
2.3	Manner of execution of subsidy programme [Section 4(i)(b)(xii)]							
2.3.1	Name of the programme of activity	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								as per public authority
2.3.2	Objective of the programme	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable as per public authority
2.3.3	Procedure to avail benefits	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable as per public authority
2.3.4	Duration of the programme/ scheme	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable as per public authority
2.3.5	Physical and financial targets of the programme	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable as per public authority
2.3.6	Nature/ scale of subsidy /amount allotted	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable as per public authority
2.3.7	Eligibility criteria for grant of subsidy	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable as per public authority
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable as per public authority
2.4	Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013]							
2.4.1	Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable as per public authority
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable as per public authority
2.5	Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]							
2.5.1	Concessions, permits or authorizations granted	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	by public authority							as per public authority
2.5.2	For each concessions, permit or authorization granted - (a) Eligibility criteria, (b) Procedure for getting the concession/ grant and/ or permits of authorizations, (c) Name and address of the recipients given concessions/ permits or authorizations, (d) Date of award of concessions/ permits of authorizations	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable as per public authority
2.6	CAG & PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]							
2.6.1	CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the parliament.	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable as per public authority
Total			17	17			17	
3	Publicity Band Public interface							
3.1	Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation thereof [Section 4(1)(b)(vii)] [F No 1/6/2011-IR dt. 15.04.2013]							
3.1.1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	Not Applicable	0	0	empty	Not Met	0	disclosure is applicable
3.1.2	Arrangements for consultation with or representation by - (a) Members of the public in policy formulation/ policy implementation, (b) Day & time allotted for visitors,(c) Contact details of Information & Facilitation Counter (IFC) to provide publications frequently sought by RTI applicants	Not Applicable	0	0	empty	Not Met	0	disclosure is applicable
3.1.3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable as per public authority
3.1.4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable as per public

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL authority
3.1.5	Public- private partnerships (PPP)- Concession agreements.	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable as per public authority
3.1.6	Public- private partnerships (PPP)- Operation and maintenance manuals	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable as per public authority
3.1.7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable as per public authority
3.1.8	Public- private partnerships (PPP) - Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable as per public authority
3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable as per public authority
3.1.10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.)	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable as per public authority
3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable as per public authority
3.2	Are the details of policies / decisions, which affect public, informed to them[Section 4(1) (c)]							
3.2.1	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Policy decisions/ legislations taken in the previous one year	Fully Met	16.67	16.67	www.cisf.gov.in	Fully Met	16.67	www.cisf.gov.in
3.2.2	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive	Fully Met	16.67	16.67	www.cisf.gov.in	Fully Met	16.67	www.cisf.gov.in

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	- Outline the Public consultation process							
3.2.3	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive- Outline the arrangement for consultation before formulation of policy	Fully Met	16.67	16.67	www.cisf.gov.in	Fully Met	16.67	www.cisf.gov.in
3.3	Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]							
3.3.1	Use of the most effective means of communication - Internet (website)	Fully Met	50	50.00	www.cisf.gov.in	Fully Met	50.00	www.cisf.gov.in
3.4	Form of accessibility of information manual/ handbook[Section 4(1)(b)]							
3.4.1	Information manual/handbook available in Electronic format	Not Applicable	0	0	empty	Partially Met	12.50	Not Applicable
3.4.2	Information manual/handbook available in Printed format	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
3.5	Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]							
3.5.1	List of materials available Free of cost	Not Applicable	0	0	empty	Not Met	0	Not Applicable
3.5.2	List of materials available At a reasonable cost of the medium	Not Applicable	0	0	empty	Not Met	0	Not Applicable
Total			100	100			113	
4	E-Governance							
4.1	Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]							
4.1.1	English	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
4.1.2	Vernacular/ Local Language	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
4.2	When was the information Manual/Handbook last updated?[F No. 1/6/2011-IR dt 15.4.2013]							
4.2.1	Last date of Annual updation	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
4.3	Information available in electronic form[Section 4(1)(b)(xiv)]							
4.3.1	Details of information available in electronic form	Fully Met	9.52	9.52	www.cisf.gov.in	Fully Met	9.52	www.cisf.gov.in
4.3.2	Name/ title of the document/record/ other information	Fully Met	9.52	9.52	www.cisf.gov.in	Fully Met	9.52	www.cisf.gov.in
4.3.3	Location where available	Fully Met	9.52	9.52	www.cisf.gov.in	Fully Met	9.52	www.cisf.gov.in

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.4	Particulars of facilities available to citizen for obtaining information[Section 4(1)(b)(xv)]							
4.4.1	Name & location of the faculty	Fully Met	7.14	7.14	www.cisf.gov.in/directory/, www.cisf.gov.in/rti_home/	Fully Met	7.14	7.14 www.cisf.gov.in/directory
4.4.2	Details of information made available	Fully Met	7.14	7.14	www.cisf.gov.in/directory/, www.cisf.gov.in/rti_home/	Fully Met	7.14	7.14 www.cisf.gov.in/directory
4.4.3	Working hours of the facility	Fully Met	7.14	7.14	www.cisf.gov.in/directory/, www.cisf.gov.in/rti_home/	Fully Met	7.14	7.14 www.cisf.gov.in/directory
4.4.4	Contact person & contact details (Phone, fax email)	Fully Met	7.14	7.14	www.cisf.gov.in/directory/, www.cisf.gov.in/rti_home/	Fully Met	7.14	7.14 www.cisf.gov.in/directory
4.5	Such other information as may be prescribed under Section 4(i) (b)(xvii)							
4.5.1	Grievance redressal mechanism	Fully Met	3.57	3.57	www.cisfapp.in	Fully Met	3.57	www.cisfapp.in
4.5.2	Details of applications received under RTI and information provided	Fully Met	3.57	3.57	www.cisf.gov.in/rti_home	Fully Met	3.57	www.cisf.gov.in/rti_home
4.5.3	List of completed schemes/ projects/ Programmes	Fully Met	3.57	3.57	www.cisf.gov.in/rti_home	Fully Met	3.57	www.cisf.gov.in/rti_home
4.5.4	List of schemes/ projects/ programme underway	Fully Met	3.57	3.57	www.cisf.gov.in/rti_home	Fully Met	3.57	www.cisf.gov.in/rti_home
4.5.5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	Fully Met	3.57	3.57	www.cisf.gov.in/tender-notice	Fully Met	3.57	www.cisf.gov.in/tender-notice
4.5.6	Annual Report	Fully Met	3.57	3.57	www.cisf.gov.in/tender-notice	Fully Met	3.57	www.cisf.gov.in/tender-notice

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.5.7	Frequently Asked Question (FAQs)	Fully Met	3.57	3.57	www.cisf.gov.in/faq	Fully Met	3.57	www.cisf.gov.in/faq
4.5.8	Any other information such as - (a) Citizen's Charter, (b) Result Framework Document (RFD), (c) Six monthly reports on the , (d) Performance against the benchmarks set in the Citizen's Charter	Fully Met	3.57	3.57	www.cisf.gov.in/citizen-charter	Fully Met	3.57	www.cisf.gov.in/citizen-charter
4.6	Receipt & Disposal of RTI applications & appeals [F.No 1/6/2011-IR dt. 15.04.2013]							
4.6.1	Details of applications received and disposed	Fully Met	14.29	14.29	www.cisf.gov.in/rti_home	Fully Met	14.29	www.cisf.gov.in/rti_home
4.6.2	Details of appeals received and orders issued	Fully Met	14.29	14.29	www.cisf.gov.in/rti_home	Fully Met	14.29	www.cisf.gov.in/rti_home
4.7	Replies to questions asked in the parliament[Section 4(1)(d)(2)]							
4.7.1	Details of questions asked and replies given	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
Total			114	114			114	
5	Information as may be prescribed							
5.1	Such other information as may be prescribed [F.No. 1/2/2016-IR dt. 17.8.2016, F No. 1/6/2011-IR dt. 15.4.2013]							
5.1.1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1.1.2015	Fully Met	20	20.00	www.cisf.gov.in/rti_home	Fully Met	20.00	www.cisf.gov.in/rti_home
5.1.2	Details of third party audit of voluntary disclosure -(a) Dates of audit carried out , (b) Report of the audit carried out	Fully Met	20	20.00	www.cisf.gov.in/rti_home	Fully Met	20.00	www.cisf.gov.in/rti_home
5.1.3	Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD - (a) Date of appointment , (b) Name & Designation of the officers	Fully Met	20	20.00	www.cisf.gov.in/rti_home	Fully Met	20.00	www.cisf.gov.in/rti_home
5.1.4	Consultancy committee of key stake holders for advice on suo-motu disclosure - (a) Dates from which constituted, (b) Name & Designation of the officers	Fully Met	20	20.00	www.cisf.gov.in/rti_home	Fully Met	20.00	www.cisf.gov.in/rti_home
5.1.5	Committee of PIOs/FAAs with rich experience in RTI to identify frequently sought information	Fully Met	20	20.00	www.cisf.gov.in/rti_home	Fully Met	20.00	www.cisf.gov.in/rti_home

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	under RTI - (a) Dates from which constituted, (b) Name & Designation of the Officers							
Total			100	100			100	
6	Information Disclosed on own Initiative							
6.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information							
6.1.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	Fully Met	25	25.00	www.cisf.gov.in	Partially Met	12.50	Not all the information is available
6.2	Guidelines for Indian Government Websites (GIGW) is followed (released in February, 2009 and included in the Central Secretariat Manual of Office Procedures (CSMOP) by Department of Administrative Reforms and Public Grievances, Ministry of Personnel, Publ							
6.2.1	Whether STQC certification obtained and its validity	Partially Met	12.5	6.25	https://www.cisf.gov.in/website_policy	Partially Met	6.25	partially met
6.2.2	Does the website show the certificate on the Website?	Partially Met	12.5	6.25	https://www.cisf.gov.in/website_policy	Partially Met	6.25	partially met
Total			50	38			25	
Grand Total			459	445				436

Name of Public authority being audited: Central Industrial Security Force

Link: <https://www.cisf.gov.in/cisfeng/>

RTI Link: https://www.cisf.gov.in/cisfeng/rti_home/

Comments/Suggestions:

- 1.4.5 Process of redress of grievances is given on separate weblink and requires login credentials. <https://www.cisfapp.in/>
- List of employees with Gross monthly remuneration has been showed in another link where we require user ID and password to log in. (<https://cisfapp.in/empcorner/login.php>)
- 3.1.1 and 3.1.2 disclosure is applicable
- All information can be shared in a common RTI link rather than at different links.

Self appraisal report for Year (2019-20)

Auditor Agency: SVPNPA

Ministry Name: Ministry of Home Affairs

Department Name: Department of Home

Public Authority Name: Delhi Police

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1	Organisation and Function							
1.1	Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]							
1.1.1	Name and address of the Organization	Fully Met	1.28	1.28	dehipolice.nic.in/rti-main.html	Fully Met	1.28	dehipolice.nic.in/rti-main.html
1.1.2	Head of the organization	Fully Met	1.28	1.28	dehipolice.nic.in/rti-main.html	Fully Met	1.28	dehipolice.nic.in/rti-main.html
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	dehipolice.nic.in/rti-main.html	Fully Met	1.28	dehipolice.nic.in/rti-main.html
1.1.4	Function and duties	Fully Met	1.28	1.28	dehipolice.nic.in/rti-main.html	Fully Met	1.28	dehipolice.nic.in/rti-main.html
1.1.5	Organization Chart	Fully Met	1.28	1.28	dehipolice.nic.in/rti-main.html	Fully Met	1.28	dehipolice.nic.in/rti-main.html
1.1.6	Any other details-the genesis, inception, formation of the department and the HoDs from time to time as well as the committees/ Commissions constituted from time to time have been dealt	Fully Met	1.28	1.28	dehipolice.nic.in/rti-main.html	Fully Met	1.28	dehipolice.nic.in/rti-main.html

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.2	Power and duties of its officers and employees[Section 4(1) (b)(ii)]							
1.2.1	Powers and duties of officers (administrative, financial and judicial)	Fully Met	1.54	1.54	dehipolice.nic.in/rti-main.html	Fully Met	1.54	dehipolice.nic.in/rti-main.html
1.2.2	Power and duties of other employees	Fully Met	1.54	1.54	dehipolice.nic.in/rti-main.html	Fully Met	1.54	dehipolice.nic.in/rti-main.html
1.2.3	Rules/ orders under which powers and duty are derived and	Fully Met	1.54	1.54	dehipolice.nic.in/rti-main.html	Fully Met	1.54	dehipolice.nic.in/rti-main.html
1.2.4	Exercised	Fully Met	1.54	1.54	dehipolice.nic.in/rti-main.html	Fully Met	1.54	dehipolice.nic.in/rti-main.html
1.2.5	Work allocation	Fully Met	1.54	1.54	dehipolice.nic.in/rti-main.html	Fully Met	1.54	dehipolice.nic.in/rti-main.html
1.3	Procedure followed in decision making process [Section 4(1)(b)(iii)]							
1.3.1	Process of decision making Identify key decision making points	Fully Met	1.54	1.54	dehipolice.nic.in/rti-main.html	Fully Met	1.54	dehipolice.nic.in/rti-main.html
1.3.2	Final decision making authority	Fully Met	1.54	1.54	dehipolice.nic.in/rti-main.html	Fully Met	1.54	dehipolice.nic.in/rti-main.html
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	dehipolice.nic.in/rti-main.html	Fully Met	1.54	dehipolice.nic.in/rti-main.html
1.3.4	Time limit for taking a decisions, if any	Fully Met	1.54	1.54	dehipolice.nic.in/rti-main.html	Fully Met	1.54	dehipolice.nic.in/rti-main.html
1.3.5	Channel of supervision and accountability	Fully Met	1.54	1.54	dehipolice.nic.in/rti-main.html	Fully Met	1.54	dehipolice.nic.in/rti-main.html

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.4	Norms for discharge of functions[Section 4(1)(b)(iv)]							
1.4.1	Nature of functions/ services offered	Fully Met	1.54	1.54	dehipolice.nic.in/rti-main.html	Fully Met	1.54	dehipolice.nic.in/rti-main.html
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	dehipolice.nic.in/rti-main.html	Fully Met	1.54	dehipolice.nic.in/rti-main.html
1.4.3	Process by which these services can be accessed	Fully Met	1.54	1.54	dehipolice.nic.in/rti-main.html	Fully Met	1.54	dehipolice.nic.in/rti-main.html
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	dehipolice.nic.in/rti-main.html	Fully Met	1.54	dehipolice.nic.in/rti-main.html
1.4.5	Process of redress of grievances	Fully Met	1.54	1.54	dehipolice.nic.in/rti-main.html	Fully Met	1.54	dehipolice.nic.in/rti-main.html
1.5	Rules, regulations, instructions manual and records for discharging functions[Section 4(1)(b)(v)]							
1.5.1	Title and nature of the record/ manual /instruction.	Fully Met	1.92	1.92	dehipolice.nic.in/rti-main.html	Fully Met	1.92	dehipolice.nic.in/rti-main.html
1.5.2	List of Rules, regulations, instructions manuals and records.	Partially Met	1.92	0.96	dehipolice.nic.in/rti-main.html	Fully Met	1.92	dehipolice.nic.in/rti-main.html
1.5.3	Acts/ Rules manuals etc.	Fully Met	1.92	1.92	dehipolice.nic.in/rti-main.html	Fully Met	1.92	dehipolice.nic.in/rti-main.html
1.5.4	Transfer policy and transfer orders	Fully Met	1.92	1.92	dehipolice.nic.in/rti-main.html	Fully Met	1.92	dehipolice.nic.in/rti-main.html
1.6	Categories of documents held by the authority under its control[Section 4(1)(b) (vi)]							
1.6.1	Categories of documents	Fully Met	3.85	3.85	dehipolice.nic.in/rti-	Fully Met	3.85	dehipolice.nic.in/rti-

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.6.2	Custodian of documents/categories	Fully Met	3.85	3.85	main.html dehipolice.nic.in/rti-main.html	Fully Met	3.85	main.html dehipolice.nic.in/rti-main.html
1.7	Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]							
1.7.1	Name of Boards, Council, Committee etc.	Fully Met	0.96	0.96	dehipolice.nic.in/rti-main.html	Fully Met	0.96	dehipolice.nic.in/rti-main.html
1.7.2	Composition	Fully Met	0.96	0.96	dehipolice.nic.in/rti-main.html	Fully Met	0.96	dehipolice.nic.in/rti-main.html
1.7.3	Dates from which constituted	Fully Met	0.96	0.96	dehipolice.nic.in/rti-main.html	Fully Met	0.96	dehipolice.nic.in/rti-main.html
1.7.4	Term/ Tenure	Fully Met	0.96	0.96	dehipolice.nic.in/rti-main.html	Fully Met	0.96	dehipolice.nic.in/rti-main.html
1.7.5	Powers and functions	Fully Met	0.96	0.96	dehipolice.nic.in/rti-main.html	Fully Met	0.96	dehipolice.nic.in/rti-main.html
1.7.6	Whether their meetings are open to the public?	Fully Met	0.96	0.96	dehipolice.nic.in/rti-main.html	Fully Met	0.96	dehipolice.nic.in/rti-main.html
1.7.7	Whether the minutes of the meetings are open to the public?	Fully Met	0.96	0.96	dehipolice.nic.in/rti-main.html	Fully Met	0.96	dehipolice.nic.in/rti-main.html
1.7.8	Place where the minutes if open to the public are available?	Fully Met	0.96	0.96	dehipolice.nic.in/rti-main.html	Fully Met	0.96	dehipolice.nic.in/rti-main.html
1.8	Directory of officers and employees[Section 4(1) (b) (ix)]							
1.8.1	Name and designation	Fully Met	3.85	3.85	dehipolice.nic.in/rti-	Fully Met	3.85	dehipolice.nic.in/rti-

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	main.html dehipolice.nic.in/rti-main.html	Fully Met	3.85	main.html delhipolice.nic.in/rti-main.html
1.9	Monthly Remuneration received by officers & employees including system of compensation[Section 4(1) (b) (x)]							
1.9.1	List of employees with Gross monthly remuneration	Fully Met	3.85	3.85	dehipolice.nic.in/rti-main.html	Fully Met	3.85	delhipolice.nic.in/rti-main.html
1.9.2	System of compensation as provided in its regulations	Fully Met	3.85	3.85	dehipolice.nic.in/rti-main.html	Fully Met	3.85	delhipolice.nic.in/rti-main.html
1.10	Name, designation and other particulars of public information officers[Section 4(1) (b) (xvi)]							
1.10.1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	Fully Met	3.85	3.85	dehipolice.nic.in/rti-main.html	Fully Met	3.85	delhipolice.nic.in/rti-main.html
1.10.2	Address, telephone numbers and email ID of each designated official.	Fully Met	3.85	3.85	dehipolice.nic.in/rti-main.html	Fully Met	3.85	delhipolice.nic.in/rti-main.html
1.11	No. Of employees against whom Disciplinary action has been proposed/ taken(Section 4(2))							
1.11.1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	Fully Met	3.85	3.85	dehipolice.nic.in/rti-main.html	Fully Met	3.85	delhipolice.nic.in/rti-main.html
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	Fully Met	3.85	3.85	dehipolice.nic.in/rti-main.html	Fully Met	3.85	delhipolice.nic.in/rti-main.html
1.12	Programmes to advance understanding of RTI(Section 26)							
1.12.1	Educational programmes	Fully Met	1.92	1.92	dehipolice.nic.in/rti-main.html	Fully Met	1.92	delhipolice.nic.in/rti-main.html
1.12.2	Efforts to encourage public authority to participate in these programmes	Fully Met	1.92	1.92	dehipolice.nic.in/rti-main.html	Fully Met	1.92	delhipolice.nic.in/rti-main.html

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.12.3	Training of CPIO/APIO	Fully Met	1.92	1.92	dehipolice.nic.in/rti-main.html	Fully Met	1.92	dehipolice.nic.in/rti-main.html
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Fully Met	1.92	1.92	dehipolice.nic.in/rti-main.html	Fully Met	1.92	dehipolice.nic.in/rti-main.html
1.13	Transfer policy and transfer orders[F No. 1/6/2011- IR dt. 15.4.2013]							
1.13.1	Transfer Policy And Transfer Orders[F No. 1/6/2011- IR Dt. 15.4.2013]	Fully Met	7.69	7.69	dehipolice.nic.in/rti-main.html	Fully Met	7.69	dehipolice.nic.in/rti-main.html
Total			100	99			100	
2	Budget and Programme							
2.1	Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc.[Section 4(1)(b)(xi)]							
2.1.1	Total Budget for the public authority	Fully Met	10	10.00	dehipolice.nic.in/rti-main.html	Fully Met	10.00	dehipolice.nic.in/rti-main.html
2.1.2	Budget for each agency and plan & programmes	Fully Met	10	10.00	dehipolice.nic.in/rti-main.html	Fully Met	10.00	dehipolice.nic.in/rti-main.html
2.1.3	Proposed expenditures	Fully Met	10	10.00	dehipolice.nic.in/rti-main.html	Fully Met	10.00	dehipolice.nic.in/rti-main.html
2.1.4	Revised budget for each agency, if any	Fully Met	10	10.00	dehipolice.nic.in/rti-main.html	Fully Met	10.00	dehipolice.nic.in/rti-main.html
2.1.5	Report on disbursements made and place where the related reports are available	Fully Met	10	10.00	dehipolice.nic.in/rti-main.html	Fully Met	10.00	dehipolice.nic.in/rti-main.html
2.2	Foreign and domestic tours(F.No. 1/8/2012- IR dt. 11.9.2012)							
2.2.1	Budget	Fully Met	16.67	16.67	dehipolice.nic.in/rti-	Fully Met	16.67	dehipolice.nic.in/rti-

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					main.html			main.html
2.2.2	Foreign and domestic Tours by ministries and officials of the rank of Joint Secretary to the Government and above, as well as the heads of the Department.- (a) Places visited, (b) The period of visit, (c) The number of members in the official delegation, (d) Expenditure on the visit	Fully Met	16.67	16.67	dehipolice.nic.in/rti-main.html	Fully Met	16.67	dehipolice.nic.in/rti-main.html
2.2.3	Information related to procurements- (a) Notice/tender enquires, and corrigenda if any thereon, (b) Details of the bids awarded comprising the names of the suppliers of goods/ services being procured, (c) The works contracts concluded – in any such combination of the above-and, (d) The rate/ rates and the total amount at which such procurement or works contract is to be executed.	Fully Met	16.67	16.67	dehipolice.nic.in/rti-main.html	Fully Met	16.67	dehipolice.nic.in/rti-main.html
2.3	Manner of execution of subsidy programme [Section 4(i)(b)(xii)]							
2.3.1	Name of the programme of activity	Fully Met	6.25	6.25	dehipolice.nic.in/rti-main.html	Fully Met	6.25	dehipolice.nic.in/rti-main.html
2.3.2	Objective of the programme	Fully Met	6.25	6.25	dehipolice.nic.in/rti-main.html	Fully Met	6.25	dehipolice.nic.in/rti-main.html
2.3.3	Procedure to avail benefits	Fully Met	6.25	6.25	dehipolice.nic.in/rti-main.html	Fully Met	6.25	dehipolice.nic.in/rti-main.html
2.3.4	Duration of the programme/ scheme	Fully Met	6.25	6.25	dehipolice.nic.in/rti-main.html	Fully Met	6.25	dehipolice.nic.in/rti-main.html
2.3.5	Physical and financial targets of the programme	Fully Met	6.25	6.25	dehipolice.nic.in/rti-main.html	Fully Met	6.25	dehipolice.nic.in/rti-main.html

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
2.3.6	Nature/ scale of subsidy /amount allotted	Fully Met	6.25	6.25	dehipolice.nic.in/rti-main.html	Fully Met	6.25	dehipolice.nic.in/rti-main.html
2.3.7	Eligibility criteria for grant of subsidy	Fully Met	6.25	6.25	dehipolice.nic.in/rti-main.html	Fully Met	6.25	dehipolice.nic.in/rti-main.html
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Fully Met	6.25	6.25	dehipolice.nic.in/rti-main.html	Fully Met	6.25	dehipolice.nic.in/rti-main.html
2.4	Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013]							
2.4.1	Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions	Fully Met	25	25.00	dehipolice.nic.in/rti-main.html	Fully Met	25.00	dehipolice.nic.in/rti-main.html
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Fully Met	25	25.00	dehipolice.nic.in/rti-main.html	Fully Met	25.00	dehipolice.nic.in/rti-main.html
2.5	Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]							
2.5.1	Concessions, permits or authorizations granted by public authority	Fully Met	25	25.00	dehipolice.nic.in/rti-main.html	Fully Met	25.00	dehipolice.nic.in/rti-main.html
2.5.2	For each concessions, permit or authorization granted - (a) Eligibility criteria, (b) Procedure for getting the concession/ grant and/ or permits of authorizations, (c) Name and address of the recipients given concessions/ permits or authorizations, (d) Date of award of concessions/ permits of authorizations	Fully Met	25	25.00	dehipolice.nic.in/rti-main.html	Fully Met	25.00	dehipolice.nic.in/rti-main.html
2.6	CAG & PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]							
2.6.1	CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the parliament.	Fully Met	50	50.00	dehipolice.nic.in/rti-main.html	Fully Met	50.00	dehipolice.nic.in/rti-main.html
Total			300	300			300	

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
3	Publicity Band Public interface							
3.1	Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation there of [Section 4(1)(b)(vii)] [F No 1/6/2011-IR dt. 15.04.2013]							
3.1.1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	Fully Met	12.5	12.50	dehipolice.nic.in/rti-main.html	Fully Met	12.50	dehipolice.nic.in/rti-main.html
3.1.2	Arrangements for consultation with or representation by - (a) Members of the public in policy formulation/ policy implementation, (b) Day & time allotted for visitors,(c) Contact details of Information & Facilitation Counter (IFC) to provide publications frequently sought by RTI applicants	Fully Met	12.5	12.50	dehipolice.nic.in/rti-main.html	Fully Met	12.50	dehipolice.nic.in/rti-main.html
3.1.3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	Fully Met	2.78	2.78	dehipolice.nic.in/rti-main.html	Fully Met	2.78	dehipolice.nic.in/rti-main.html
3.1.4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	Fully Met	2.78	2.78	dehipolice.nic.in/rti-main.html	Fully Met	2.78	dehipolice.nic.in/rti-main.html
3.1.5	Public- private partnerships (PPP)- Concession agreements.	Fully Met	2.78	2.78	dehipolice.nic.in/rti-main.html	Fully Met	2.78	dehipolice.nic.in/rti-main.html
3.1.6	Public- private partnerships (PPP)- Operation and maintenance manuals	Fully Met	2.78	2.78	dehipolice.nic.in/rti-main.html	Fully Met	2.78	dehipolice.nic.in/rti-main.html
3.1.7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	Fully Met	2.78	2.78	dehipolice.nic.in/rti-main.html	Fully Met	2.78	dehipolice.nic.in/rti-main.html
3.1.8	Public- private partnerships (PPP) - Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government	Fully Met	2.78	2.78	dehipolice.nic.in/rti-main.html	Fully Met	2.78	dehipolice.nic.in/rti-main.html

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	Fully Met	2.78	2.78	dehipolice.nic.in/rti-main.html	Fully Met	2.78	dehipolice.nic.in/rti-main.html
3.1.10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.)	Fully Met	2.78	2.78	dehipolice.nic.in/rti-main.html	Fully Met	2.78	dehipolice.nic.in/rti-main.html
3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	Fully Met	2.78	2.78	dehipolice.nic.in/rti-main.html	Fully Met	2.78	dehipolice.nic.in/rti-main.html
3.2	Are the details of policies / decisions, which affect public, informed to them[Section 4(1) (c)]							
3.2.1	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Policy decisions/ legislations taken in the previous one year	Partially Met	16.67	8.34	dehipolice.nic.in/rti-main.html	Partially Met	8.34	dehipolice.nic.in/rti-main.html
3.2.2	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Outline the Public consultation process	Partially Met	16.67	8.34	dehipolice.nic.in/rti-main.html	Partially Met	8.34	dehipolice.nic.in/rti-main.html
3.2.3	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive- Outline the arrangement for consultation before formulation of policy	Partially Met	16.67	8.34	dehipolice.nic.in/rti-main.html	Partially Met	8.34	dehipolice.nic.in/rti-main.html
3.3	Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]							
3.3.1	Use of the most effective means of communication - Internet (website)	Partially Met	50	25.00	dehipolice.nic.in/rti-main.html	Partially Met	25.00	dehipolice.nic.in/rti-main.html
3.4	Form of accessibility of information manual/ handbook[Section 4(1)(b)]							
3.4.1	Information manual/handbook available in Electronic format	Partially Met	25	12.50	dehipolice.nic.in/rti-main.html	Partially Met	12.50	dehipolice.nic.in/rti-main.html

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
3.4.2	Information manual/handbook available in Printed format	Partially Met	25	12.50	dehipolice.nic.in/rti-main.html	Partially Met	12.50	dehipolice.nic.in/rti-main.html
3.5	Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]							
3.5.1	List of materials available Free of cost	Partially Met	25	12.50	dehipolice.nic.in/rti-main.html	Partially Met	12.50	dehipolice.nic.in/rti-main.html
3.5.2	List of materials available At a reasonable cost of the medium	Partially Met	25	12.50	dehipolice.nic.in/rti-main.html	Partially Met	12.50	dehipolice.nic.in/rti-main.html
Total			250	150			150	
4	E-Governance							
4.1	Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]							
4.1.1	English	Fully Met	14.29	14.29	dehipolice.nic.in/rti-main.html	Fully Met	14.29	dehipolice.nic.in/rti-main.html
4.1.2	Vernacular/ Local Language	Fully Met	14.29	14.29	dehipolice.nic.in/rti-main.html	Partially Met	7.15	dehipolice.nic.in/rti-main.html Vernacular language font is not visible (Hindi)
4.2	When was the information Manual/Handbook last updated?[F No. 1/6/2011-IR dt 15.4.2013]							
4.2.1	Last date of Annual updation	Fully Met	28.57	28.57	dehipolice.nic.in/rti-main.html	Not Met	0	https://infopromotion.delhipolice.gov.in/Manual_iframe.aspx?Id=jLUM3tG2sCs= Last updation date is not

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								updated in all the documents for instance Manual 6 updated in 2017
4.3	Information available in electronic form[Section 4(1)(b)(xiv)]							
4.3.1	Details of information available in electronic form	Fully Met	9.52	9.52	dehipolice.nic.in/rti-main.html	Fully Met	9.52	Manual-6 A statement of the categories of documents that are held by it for under its control
4.3.2	Name/ title of the document/record/ other information	Fully Met	9.52	9.52	dehipolice.nic.in/rti-main.html	Fully Met	9.52	Manual-6 A statement of the categories of documents that are held by it for under its control
4.3.3	Location where available	Fully Met	9.52	9.52	dehipolice.nic.in/rti-main.html	Fully Met	9.52	Manual-6 A statement of the categories of documents that are held by it for under its control
4.4	Particulars of facilities available to citizen for obtaining information[Section 4(1)(b)(xv)]							
4.4.1	Name & location of the faculty	Fully Met	7.14	7.14	dehipolice.nic.in/rti-	Fully Met	7.14	Manual-6 A statement of

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					main.html			the categories of documents that are held by it for under its control
4.4.2	Details of information made available	Fully Met	7.14	7.14	dehipolice.nic.in/rti-main.html	Fully Met	7.14	Manual-6 A statement of the categories of documents that are held by it for under its control
4.4.3	Working hours of the facility	Fully Met	7.14	7.14	dehipolice.nic.in/rti-main.html	Fully Met	7.14	Manual-6 A statement of the categories of documents that are held by it for under its control
4.4.4	Contact person & contact details (Phone, fax email)	Fully Met	7.14	7.14	dehipolice.nic.in/rti-main.html	Fully Met	7.14	Manual-6 A statement of the categories of documents that are held by it for under its control
4.5	Such other information as may be prescribed under Section 4(i) (b)(xvii)							
4.5.1	Grievance redressal mechanism	Fully Met	3.57	3.57	dehipolice.nic.in/rti-main.html	Fully Met	3.57	Manual-6 A statement of the categories of documents that are held

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								by it for under its control
4.5.2	Details of applications received under RTI and information provided	Fully Met	3.57	3.57	dehipolice.nic.in/rti-main.html	Fully Met	3.57	Manual-6 A statement of the categories of documents that are held by it for under its control
4.5.3	List of completed schemes/ projects/ Programmes	Fully Met	3.57	3.57	dehipolice.nic.in/rti-main.html	Fully Met	3.57	Manual-6 A statement of the categories of documents that are held by it for under its control
4.5.4	List of schemes/ projects/ programme underway	Fully Met	3.57	3.57	dehipolice.nic.in/rti-main.html	Fully Met	3.57	Manual-6 A statement of the categories of documents that are held by it for under its control
4.5.5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	Fully Met	3.57	3.57	dehipolice.nic.in/rti-main.html	Fully Met	3.57	Manual-6 A statement of the categories of documents that are held by it for under its control
4.5.6	Annual Report	Fully Met	3.57	3.57	dehipolice.nic.in/rti-	Fully Met	3.57	Manual-6 A statement of

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					main.html			the categories of documents that are held by it for under its control
4.5.7	Frequently Asked Question (FAQs)	Fully Met	3.57	3.57	dehipolice.nic.in/rti-main.html	Fully Met	3.57	Manual-6 A statement of the categories of documents that are held by it for under its control
4.5.8	Any other information such as - (a) Citizen's Charter, (b) Result Framework Document (RFD), (c) Six monthly reports on the , (d) Performance against the benchmarks set in the Citizen's Charter	Fully Met	3.57	3.57	dehipolice.nic.in/rti-main.html	Fully Met	3.57	Manual-6 A statement of the categories of documents that are held by it for under its control
4.6	Receipt & Disposal of RTI applications & appeals [F.No 1/6/2011-IR dt. 15.04.2013]							
4.6.1	Details of applications received and disposed	Fully Met	14.29	14.29	dehipolice.nic.in/rti-main.html	Fully Met	14.29	Manual-6 A statement of the categories of documents that are held by it for under its control
4.6.2	Details of appeals received and orders issued	Fully Met	14.29	14.29	dehipolice.nic.in/rti-main.html	Fully Met	14.29	Manual-6 A statement of the categories of documents that are held

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL by it for under its control
4.7	Replies to questions asked in the parliament[Section 4(1)(d)(2)]							
4.7.1	Details of questions asked and replies given	Not Met	28.57	0	empty	Not Met	0	Manual-6 A statement of the categories of documents that are held by it for under its control
Total			200	171			136	
5	Information as may be prescribed							
5.1	Such other information as may be prescribed [F.No. 1/2/2016-IR dt. 17.8.2016, F No. 1/6/2011-IR dt. 15.4.2013]							
5.1.1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1.1.2015	Fully Met	20	20.00	dehipolice.nic.in/rti-main.html	Fully Met	20.00	http://www.delhipolice.nic.in/rti-main.html
5.1.2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the audit carried out	Fully Met	20	20.00	dehipolice.nic.in/rti-main.html	Not Met	0	Information not availabl on the given link
5.1.3	Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD - (a) Date of appointment , (b) Name & Designation of the officers	Fully Met	20	20.00	dehipolice.nic.in/rti-main.html	Fully Met	20.00	http://www.delhipolice.nic.in/rti-main.html
5.1.4	Consultancy committee of key stake holders for advice on suo-motu disclosure - (a) Dates from which constituted, (b) Name & Designation of the officers	Fully Met	20	20.00	dehipolice.nic.in/rti-main.html	Fully Met	20.00	http://www.delhipolice.nic.in/rti-main.html
5.1.5	Committee of PIOs/FAAs with rich experience in RTI to identify frequently sought information under RTI - (a) Dates from which constituted, (b) Name & Designation of the Officers	Fully Met	20	20.00	dehipolice.nic.in/rti-main.html	Fully Met	20.00	http://www.delhipolice.nic.in/rti-main.html
Total			100	100			80	

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
6	Information Disclosed on own Initiative							
6.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information							
6.1.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	Not Met	25	0	empty	Not Met	0	not met
6.2	Guidelines for Indian Government Websites (GIGW) is followed (released in February, 2009 and included in the Central Secretariat Manual of Office Procedures (CSMOP) by Department of Administrative Reforms and Public Grievances, Ministry of Personnel, Publ							
6.2.1	Whether STQC certification obtained and its validity	Not Met	12.5	0	empty	Not Met	0	not met
6.2.2	Does the website show the certificate on the Website?	Not Met	12.5	0	empty	Not Met	0	not met
Total			50	0			0	
Grand Total			1000	821				766

Name of Public Authority being audited: Delhi Police

- RTI Link: <http://www.delhipolice.nic.in/rti-main.html>

Comments/Suggestions:

- Manuals can be renamed for easy information accessibility. Indexing information can be uploaded for easy location of documents.
- The link given has a typo error. "L" is missing in the spelling of Delhi.
- All information must have been given under the same link rather than different links. Like some information is available under delhipolicelicensing.gov.in
- Vernacular language font is not visible (Hindi). Instead image can be uploaded
- Last updation date is not updated in all the documents for instance Manual 6 updated in 2017 https://infopromotion.delhipolice.gov.in/Manual_Iframe.aspx?Id=jLUM3tG2sCs=
- Policy related information is not given in clear manner.

Self appraisal report for Year (2019-20)

Auditor Agency: SVPNPA

Ministry Name: Ministry of Home Affairs

Department Name: Department of Home

Public Authority Name: Indo-Tibetan Border Police

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1	Organisation and Function							
1.1	Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]							
1.1.1	Name and address of the Organization	Fully Met	1.28	1.28	Uploaded	Fully Met	1.28	https://www.itbpolice.nic.in/
1.1.2	Head of the organization	Fully Met	1.28	1.28	Uploaded	Fully Met	1.28	https://www.itbpolice.nic.in/
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	Uploaded	Fully Met	1.28	https://www.itbpolice.nic.in/
1.1.4	Function and duties	Fully Met	1.28	1.28	Uploaded	Fully Met	1.28	https://www.itbpolice.nic.in/
1.1.5	Organization Chart	Fully Met	1.28	1.28	Uploaded	Fully Met	1.28	https://www.itbpolice.nic.in/
1.1.6	Any other details-the genesis, inception, formation of the department and the HoDs from time to time as well as the committees/ Commissions constituted from time to time have been dealt	Not Applicable	0	0	empty	Not Met	0	No information
1.2	Power and duties of its officers and employees[Section 4(1) (b)(ii)]							
1.2.1	Powers and duties of officers (administrative, financial and judicial)	Fully Met	1.54	1.54	Uploaded	Fully Met	1.54	https://www.itbpolice.nic.in/
1.2.2	Power and duties of other employees	Fully Met	1.54	1.54	Uploaded	Fully Met	1.54	https://www.itbpolice.nic.in/

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.2.3	Rules/ orders under which powers and duty are derived and	Fully Met	1.54	1.54	Uploaded	Fully Met	1.54	https://www.itbpolice.nic.in/
1.2.4	Exercised	Fully Met	1.54	1.54	Uploaded	Fully Met	1.54	https://www.itbpolice.nic.in/
1.2.5	Work allocation	Fully Met	1.54	1.54	Uploaded	Fully Met	1.54	https://www.itbpolice.nic.in/
1.3	Procedure followed in decision making process [Section 4(1)(b)(iii)]							
1.3.1	Process of decision making Identify key decision making points	Not Applicable	0	0	empty	Not Met	0	No information
1.3.2	Final decision making authority	Fully Met	1.54	1.54	DG	Fully Met	1.54	https://www.itbpolice.nic.in/
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	Uploaded	Fully Met	1.54	https://www.itbpolice.nic.in/
1.3.4	Time limit for taking a decisions, if any	Fully Met	1.54	1.54	Uploaded	Fully Met	1.54	https://www.itbpolice.nic.in/
1.3.5	Channel of supervision and accountability	Not Applicable	0	0	empty	Not Met	0	No information
1.4	Norms for discharge of functions[Section 4(1)(b)(iv)]							
1.4.1	Nature of functions/ services offered	Fully Met	1.54	1.54	Uploaded	Fully Met	1.54	https://www.itbpolice.nic.in/
1.4.2	Norms/ standards for functions/ service delivery	Not Applicable	0	0	empty	Not Met	0	No information
1.4.3	Process by which these services can be accessed	Not Applicable	0	0	empty	Not Met	0	No information
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	Uploaded	Fully Met	1.54	https://www.itbpolice.nic.in/
1.4.5	Process of redress of grievances	Fully Met	1.54	1.54	Uploaded	Fully Met	1.54	https://www.itbpolice.nic.in/
1.5	Rules, regulations, instructions manual and records for discharging functions[Section 4(1)(b)(v)]							
1.5.1	Title and nature of the record/ manual /instruction.	Not Applicable	0	0	empty	Not Met	0	Not met
1.5.2	List of Rules, regulations, instructions manuals	Not Applicable	0	0	empty	Not Met	0	Not met

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	and records.							
1.5.3	Acts/ Rules manuals etc.	Fully Met	1.92	1.92	Uploaded	Fully Met	1.92	https://www.itbpolice.nic.in/
1.5.4	Transfer policy and transfer orders	Fully Met	1.92	1.92	Uploaded(only tfr policy due to security reasons)	Fully Met	1.92	https://www.itbpolice.nic.in/somepdfs/tfrpolicy.pdf
1.6	Categories of documents held by the authority under its control[Section 4(1)(b) (vi)]							
1.6.1	Categories of documents	Not Applicable	0	0	empty	Not Met	0	No information
1.6.2	Custodian of documents/categories	Not Applicable	0	0	empty	Not Met	0	No information
1.7	Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]							
1.7.1	Name of Boards, Council, Committee etc.	Not Applicable	0	0	empty	Not Met	0	No information
1.7.2	Composition	Not Applicable	0	0	empty	Not Met	0	No information
1.7.3	Dates from which constituted	Not Applicable	0	0	empty	Not Met	0	No information
1.7.4	Term/ Tenure	Not Applicable	0	0	empty	Not Met	0	No information
1.7.5	Powers and functions	Not Applicable	0	0	empty	Not Met	0	No information
1.7.6	Whether their meetings are open to the public?	Not Applicable	0	0	empty	Not Met	0	No information
1.7.7	Whether the minutes of the meetings are open to the public?	Not Applicable	0	0	empty	Not Met	0	No information
1.7.8	Place where the minutes if open to the public are available?	Not Applicable	0	0	empty	Not Met	0	No information
1.8	Directory of officers and employees[Section 4(1) (b) (ix)]							
1.8.1	Name and designation	Fully Met	3.85	3.85	Uploaded	Fully Met	3.85	https://www.itbpolice.nic.in/

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	Uploaded	Fully Met	3.85	https://www.itbpolice.nic.in/
1.9	Monthly Remuneration received by officers & employees including system of compensation[Section 4(1) (b) (x)]							
1.9.1	List of employees with Gross monthly remuneration	Fully Met	3.85	3.85	Uploaded	Fully Met	3.85	https://www.itbpolice.nic.in/somepdfs/Pay%20Matrix.pdf
1.9.2	System of compensation as provided in its regulations	Fully Met	3.85	3.85	Uploaded	Fully Met	3.85	https://www.itbpolice.nic.in/somepdfs/Pay%20Matrix.pdf
1.10	Name, designation and other particulars of public information officers[Section 4(1) (b) (xvi)]							
1.10.1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	Fully Met	3.85	3.85	Uploaded	Fully Met	3.85	https://www.itbpolice.nic.in/
1.10.2	Address, telephone numbers and email ID of each designated official.	Fully Met	3.85	3.85	Uploaded	Fully Met	3.85	https://www.itbpolice.nic.in/
1.11	No. Of employees against whom Disciplinary action has been proposed/ taken(Section 4(2))							
1.11.1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	Not Applicable	0	0	empty	Not Met	0	No information
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	Not Applicable	0	0	empty	Not Met	0	No information
1.12	Programmes to advance understanding of RTI(Section 26)							
1.12.1	Educational programmes	Fully Met	1.92	1.92	Uploaded	Fully Met	1.92	https://www.itbpolice.nic.in/
1.12.2	Efforts to encourage public authority to participate in these programmes	Fully Met	1.92	1.92	Uploaded	Fully Met	1.92	https://www.itbpolice.nic.in/
1.12.3	Training of CPIO/APIO	Fully Met	1.92	1.92	Uploaded	Fully Met	1.92	https://www.itbpolice.nic.in/
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Fully Met	1.92	1.92	Uploaded	Fully Met	1.92	https://www.itbpolice.nic.in/

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.13	Transfer policy and transfer orders[F No. 1/6/2011- IR dt. 15.4.2013]							
1.13.1	Transfer Policy And Transfer Orders[F No. 1/6/2011- IR Dt. 15.4.2013]	Fully Met	7.69	7.69	Uploaded	Fully Met	7.69	https://www.itbpolice.nic.in/somepdfs/tfrpolicy.pdf
Total			66	66			66	
2	Budget and Programme							
2.1	Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc.[Section 4(1)(b)(xi)]							
2.1.1	Total Budget for the public authority	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.1.2	Budget for each agency and plan & programmes	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.1.3	Proposed expenditures	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.1.4	Revised budget for each agency, if any	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.1.5	Report on disbursements made and place where the related reports are available	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.2	Foreign and domestic tours(F.No. 1/8/2012- IR dt. 11.9.2012)							
2.2.1	Budget	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.2.2	Foreign and domestic Tours by ministries and officials of the rank of Joint Secretary to the Government and above, as well as the heads of the Department.- (a) Places visited, (b) The	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	period of visit, (c) The number of members in the official delegation, (d) Expenditure on the visit							
2.2.3	Information related to procurements- (a) Notice/tender enquires, and corrigenda if any thereon, (b) Details of the bids awarded comprising the names of the suppliers of goods/ services being procured, (c) The works contracts concluded – in any such combination of the above-and, (d) The rate/ rates and the total amount at which such procurement or works contract is to be executed.	Fully Met	16.67	16.67	Details may be seen by opening tenders	Fully Met	16.67	Not applicable as per public authority
2.3	Manner of execution of subsidy programme [Section 4(i)(b)(xii)]							
2.3.1	Name of the programme of activity	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.3.2	Objective of the programme	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.3.3	Procedure to avail benefits	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.3.4	Duration of the programme/ scheme	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.3.5	Physical and financial targets of the programme	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.3.6	Nature/ scale of subsidy /amount allotted	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.3.7	Eligibility criteria for grant of subsidy	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL authority
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.4	Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013]							
2.4.1	Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.5	Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]							
2.5.1	Concessions, permits or authorizations granted by public authority	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.5.2	For each concessions, permit or authorization granted - (a) Eligibility criteria, (b) Procedure for getting the concession/ grant and/ or permits of authorizations, (c) Name and address of the recipients given concessions/ permits or authorizations, (d) Date of award of concessions/ permits of authorizations	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.6	CAG & PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]							
2.6.1	CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the parliament.	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
Total			17	17			17	
3	Publicity Band Public interface							
3.1	Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation there of [Section 4(1)(b)(vii)] [F No 1/6/2011-IR dt. 15.04.2013]							
3.1.1	Relevant Acts, Rules, Forms and other documents which are normally accessed by	Not Applicable	0	0	empty	Not Met	0	Not met

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	citizens							
3.1.2	Arrangements for consultation with or representation by - (a) Members of the public in policy formulation/ policy implementation, (b) Day & time allotted for visitors,(c) Contact details of Information & Facilitation Counter (IFC) to provide publications frequently sought by RTI applicants	Not Applicable	0	0	empty	Not Met	0	No information
3.1.3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
3.1.4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
3.1.5	Public- private partnerships (PPP)- Concession agreements.	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
3.1.6	Public- private partnerships (PPP)- Operation and maintenance manuals	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
3.1.7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
3.1.8	Public- private partnerships (PPP) - Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
3.1.10	Public- private partnerships (PPP) - The process of the selection of the private sector party	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	(concessionaire etc.)							authority
3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
3.2	Are the details of policies / decisions, which affect public, informed to them[Section 4(1) (c)]							
3.2.1	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Policy decisions/ legislations taken in the previous one year	Not Applicable	0	0	empty	Not Met	0	No information provided
3.2.2	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Outline the Public consultation process	Not Applicable	0	0	empty	Not Met	0	No information provided
3.2.3	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive- Outline the arrangement for consultation before formulation of policy	Not Applicable	0	0	empty	Not Met	0	No information provided
3.3	Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]							
3.3.1	Use of the most effective means of communication - Internet (website)	Fully Met	50	50.00	Internet	Fully Met	50.00	https://www.itbpolice.nic.in/
3.4	Form of accessibility of information manual/ handbook[Section 4(1)(b)]							
3.4.1	Information manual/handbook available in Electronic format	Not Applicable	0	0	empty	Not Met	0	No information provided
3.4.2	Information manual/handbook available in Printed format	Not Applicable	0	0	empty	Not Met	0	No information provided
3.5	Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]							
3.5.1	List of materials available Free of cost	Not Applicable	0	0	empty	Not Met	0	No information

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL provided
3.5.2	List of materials available At a reasonable cost of the medium	Not Applicable	0	0	empty	Not Met	0	No information provided
Total			50	50			50	
4	E-Governance							
4.1	Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]							
4.1.1	English	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
4.1.2	Vernacular/ Local Language	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
4.2	When was the information Manual/Handbook last updated?[F No. 1/6/2011-IR dt 15.4.2013]							
4.2.1	Last date of Annual updation	Not Applicable	0	0	empty	Fully Met	28.57	https://www.itbpolice.nic.in/
4.3	Information available in electronic form[Section 4(1)(b)(xiv)]							
4.3.1	Details of information available in electronic form	Fully Met	9.52	9.52	Act & Rules/details of tenders/rect t./role of ITBP	Fully Met	9.52	https://www.itbpolice.nic.in/
4.3.2	Name/ title of the document/record/ other information	Fully Met	9.52	9.52	Uploaded on website	Fully Met	9.52	https://www.itbpolice.nic.in/
4.3.3	Location where available	Fully Met	9.52	9.52	Uploaded on website	Fully Met	9.52	https://www.itbpolice.nic.in/
4.4	Particulars of facilities available to citizen for obtaining information[Section 4(1)(b)(xv)]							
4.4.1	Name & location of the faculty	Not Applicable	0	0	empty	Not Met	0	No information
4.4.2	Details of information made available	Not Applicable	0	0	empty	Not Met	0	No information
4.4.3	Working hours of the facility	Not Applicable	0	0	empty	Not Met	0	No information

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.4.4	Contact person & contact details (Phone, fax email)	Fully Met	7.14	7.14	Uploaded on website	Fully Met	7.14	https://www.itbpolice.nic.in/
4.5	Such other information as may be prescribed under Section 4(i) (b)(xvii)							
4.5.1	Grievance redressal mechanism	Fully Met	3.57	3.57	Uploaded on website	Fully Met	3.57	http://itbpolice.nic.in/itbpwebsite/grievance
4.5.2	Details of applications received under RTI and information provided	Fully Met	3.57	3.57	Q/Report	Fully Met	3.57	http://itbpolice.nic.in/itbpwebsite/grievance
4.5.3	List of completed schemes/ projects/ Programmes	Not Applicable	0	0	empty	Not Met	0	No information
4.5.4	List of schemes/ projects/ programme underway	Not Applicable	0	0	empty	Not Met	0	No information
4.5.5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	Fully Met	3.57	3.57	Uploaded on website	Fully Met	3.57	https://www.itbpolice.nic.in/
4.5.6	Annual Report	Not Applicable	0	0	empty	Not Met	0	No information
4.5.7	Frequently Asked Question (FAQs)	Fully Met	3.57	3.57	Uploaded on website(rectt.)	Fully Met	3.57	https://www.itbpolice.nic.in/
4.5.8	Any other information such as - (a) Citizen's Charter, (b) Result Framework Document (RFD), (c) Six monthly reports on the , (d) Performance against the benchmarks set in the Citizen's Charter	Partially Met	3.57	1.79	Security Org.(citizen's charter)	Partially Met	1.79	https://www.itbpolice.nic.in/somepdfs/Citizen%20Charter.pdf
4.6	Receipt & Disposal of RTI applications & appeals [F.No 1/6/2011-IR dt. 15.04.2013]							
4.6.1	Details of applications received and disposed	Fully Met	14.29	14.29	Q/Report	Fully Met	14.29	https://www.itbpolice.nic.in/
4.6.2	Details of appeals received and orders issued	Fully Met	14.29	14.29	Q/Report	Fully Met	14.29	https://www.itbpolice.nic.in/
4.7	Replies to questions asked in the parliament[Section 4(1)(d)(2)]							
4.7.1	Details of questions asked and replies given	Not Applicable	0	0	empty	Not Met	0	No

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL information
Total			82	80			109	
5	Information as may be prescribed							
5.1	Such other information as may be prescribed [F.No. 1/2/2016-IR dt. 17.8.2016, F No. 1/6/2011-IR dt. 15.4.2013]							
5.1.1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1.1.2015	Fully Met	20	20.00	On website	Fully Met	20.00	https://www.itbpolice.nic.in/
5.1.2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the audit carried out	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
5.1.3	Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD - (a) Date of appointment , (b) Name & Designation of the officers	Fully Met	20	20.00	DIG(Admn) Sh. Sandeep Khosla	Fully Met	20.00	https://www.itbpolice.nic.in/
5.1.4	Consultancy committee of key stake holders for advice on suo-motu disclosure - (a) Dates from which constituted, (b) Name & Designation of the officers	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
5.1.5	Committee of PIOs/FAAs with rich experience in RTI to identify frequently sought information under RTI - (a) Dates from which constituted, (b) Name & Designation of the Officers	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
Total			40	40			40	
6	Information Disclosed on own Initiative							
6.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information							
6.1.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	Not Applicable	0	0	empty	Partially Met	12.50	incomplete information
6.2	Guidelines for Indian Government Websites (GIGW) is followed (released in February, 2009 and included in the Central Secretariat Manual of Office Procedures (CSMOP) by Department of Administrative Reforms and Public Grievances, Ministry of Personnel, Publ							
6.2.1	Whether STQC certification obtained and its validity	Fully Met	12.5	12.50	ITBP has ensured audit	Not Met	0	certificate not displayed

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					of its website by CERT-In empanelled vendor as per the instructions/guidelines issued by NIC, IB & MHA			
6.2.2	Does the website show the certificate on the Website?	Fully Met	12.5	12.50	Audit Certificate is not displayed in the website as it contains sensitive information of Server etc.	Not Met	0	certificate not displayed
Total			25	25			13	
Grand Total			279	278			294	

Name of Public authority being audited: Indo Tibetan Border Police Force

Link: <https://www.itbpolice.nic.in/>

Comments/Suggestions:

- Link for RTI should be given on the main page. It is given as under:
Branches—Administration---RTI
- Official Website is not mentioned in the self audit
- RTI link in the Official Website doesnt contain all the relevant information
information(https://www.itbpolice.nic.in/Branches_new/Administration/Admin_RTI.html)
- 1.1.6 is a mandatory disclosure but its not mentioned
Rules, regulations, instructions manual and records for discharging functions[Section 4(1)(b)(v)]
details are incomplete.
- Categories of documents held by the authority under its control[Section 4(1)(b) (vi)] has no
relevant information.
- RTI Link contains the RTI Annual Return information and no other disclosures.
- Mandatory information like Boards, Councils, Committees and other Bodies constituted as part
of the Public Authority [Section 4(1)(b)(viii)] is not specified.
- Particulars for any arrangement for consultation with or representation by the members of the
public in relation to the formulation of policy or implementation thereof [Section 4(1)(b)(vii)] [F
No 1/6/2011-IR dt. 15.04.2013] is a mandatory disclosure which is not mentioned in the given
website.
- All the relevant information can be given under the RTI link rather than different tabs.
- 6.2.1 and 6.2.2 STQC certification should be displayed on the website

Self appraisal report for Year (2019-20)

Auditor Agency: SVPNPA

Ministry Name: Ministry of Home Affairs

Department Name: Department of Home

Public Authority Name: LNJP National Institute of Criminology & Forensic Science

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1	Organisation and Function							
1.1	Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]							
1.1.1	Name and address of the Organization	Fully Met	1.28	1.28	www.nicfs.gov.in	Fully Met	1.28	information given
1.1.2	Head of the organization	Fully Met	1.28	1.28	www.nicfs.gov.in	Fully Met	1.28	information given
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	www.nicfs.gov.in	Fully Met	1.28	information given
1.1.4	Function and duties	Fully Met	1.28	1.28	www.nicfs.gov.in	Fully Met	1.28	information given
1.1.5	Organization Chart	Fully Met	1.28	1.28	www.nicfs.gov.in	Fully Met	1.28	information given
1.1.6	Any other details-the genesis, inception, formation of the department and the HoDs from time to time as well as the committees/ Commissions constituted from time to time have been dealt	Fully Met	1.28	1.28	www.nicfs.gov.in	Fully Met	1.28	information given
1.2	Power and duties of its officers and employees[Section 4(1) (b)(ii)]							
1.2.1	Powers and duties of officers (administrative, financial and judicial)	Fully Met	1.54	1.54	www.nicfs.gov.in	Fully Met	1.54	information given
1.2.2	Power and duties of other employees	Fully Met	1.54	1.54	www.nicfs.gov.in	Fully Met	1.54	information given

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.2.3	Rules/ orders under which powers and duty are derived and	Fully Met	1.54	1.54	www.nicfs.gov.in	Fully Met	1.54	information given
1.2.4	Exercised	Fully Met	1.54	1.54	www.nicfs.gov.in	Fully Met	1.54	information given
1.2.5	Work allocation	Fully Met	1.54	1.54	www.nicfs.gov.in	Fully Met	1.54	information given
1.3	Procedure followed in decision making process [Section 4(1)(b)(iii)]							
1.3.1	Process of decision making Identify key decision making points	Fully Met	1.54	1.54	www.nicfs.gov.in	Fully Met	1.54	information given
1.3.2	Final decision making authority	Fully Met	1.54	1.54	www.nicfs.gov.in	Fully Met	1.54	information given
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	www.nicfs.gov.in	Fully Met	1.54	information given
1.3.4	Time limit for taking a decisions, if any	Fully Met	1.54	1.54	www.nicfs.gov.in	Fully Met	1.54	information given
1.3.5	Channel of supervision and accountability	Fully Met	1.54	1.54	www.nicfs.gov.in	Fully Met	1.54	information given
1.4	Norms for discharge of functions[Section 4(1)(b)(iv)]							
1.4.1	Nature of functions/ services offered	Fully Met	1.54	1.54	www.nicfs.gov.in	Not Met	0	No information is given
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	www.nicfs.gov.in	Not Met	0	No information is given
1.4.3	Process by which these services can be accessed	Fully Met	1.54	1.54	www.nicfs.gov.in	Not Met	0	No information is given
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	www.nicfs.gov.in	Not Met	0	No information is given
1.4.5	Process of redress of grievances	Fully Met	1.54	1.54	www.nicfs.gov.in	Not Met	0	No information is

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL given
1.5	Rules, regulations, instructions manual and records for discharging functions[Section 4(1)(b)(v)]							
1.5.1	Title and nature of the record/ manual /instruction.	Fully Met	1.92	1.92	www.nicfs.gov.in	Not Met	0	information not given
1.5.2	List of Rules, regulations, instructions manuals and records.	Fully Met	1.92	1.92	www.nicfs.gov.in	Not Met	0	information not given
1.5.3	Acts/ Rules manuals etc.	Fully Met	1.92	1.92	www.nicfs.gov.in	Not Met	0	information not given
1.5.4	Transfer policy and transfer orders	Not Applicable	0	0	empty	Not Applicable	0	Not applicable
1.6	Categories of documents held by the authority under its control[Section 4(1)(b) (vi)]							
1.6.1	Categories of documents	Fully Met	3.85	3.85	www.nicfs.gov.in	Not Met	0	information not given
1.6.2	Custodian of documents/categories	Fully Met	3.85	3.85	www.nicfs.gov.in	Not Met	0	information not given
1.7	Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]							
1.7.1	Name of Boards, Council, Committee etc.	Fully Met	0.96	0.96	www.nicfs.gov.in	Fully Met	0.96	only names are given
1.7.2	Composition	Partially Met	0.96	0.48	www.nicfs.gov.in	Not Met	0	information not available in the link
1.7.3	Dates from which constituted	Partially Met	0.96	0.48	www.nicfs.gov.in	Not Met	0	information not available in the link
1.7.4	Term/ Tenure	Partially Met	0.96	0.48	www.nicfs.gov.in	Not Met	0	information not available in the link
1.7.5	Powers and functions	Partially Met	0.96	0.48	www.nicfs.gov.in	Not Met	0	information not available in the link
1.7.6	Whether their meetings are open to the public?	Partially Met	0.96	0.48	www.nicfs.gov.in	Not Met	0	information not available in the link

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.7.7	Whether the minutes of the meetings are open to the public?	Partially Met	0.96	0.48	www.nicfs.gov.in	Not Met	0	information not available in the link
1.7.8	Place where the minutes if open to the public are available?	Partially Met	0.96	0.48	www.nicfs.gov.in	Not Met	0	information not available in the link
1.8	Directory of officers and employees[Section 4(1) (b) (ix)]							
1.8.1	Name and designation	Fully Met	3.85	3.85	www.nicfs.gov.in	Fully Met	3.85	information given
1.8.2	Telephone , fax and email ID	Not Met	3.85	0	empty	Fully Met	3.85	information given
1.9	Monthly Remuneration received by officers & employees including system of compensation[Section 4(1) (b) (x)]							
1.9.1	List of employees with Gross monthly remuneration	Fully Met	3.85	3.85	www.nicfs.gov.in	Fully Met	3.85	information given
1.9.2	System of compensation as provided in its regulations	Fully Met	3.85	3.85	www.nicfs.gov.in	Fully Met	3.85	information given
1.10	Name, designation and other particulars of public information officers[Section 4(1) (b) (xvi)]							
1.10.1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	Fully Met	3.85	3.85	www.nicfs.gov.in	Fully Met	3.85	information given
1.10.2	Address, telephone numbers and email ID of each designated official.	Fully Met	3.85	3.85	www.nicfs.gov.in	Fully Met	3.85	information given
1.11	No. Of employees against whom Disciplinary action has been proposed/ taken(Section 4(2))							
1.11.1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	Not Met	3.85	0	empty	Not Met	0	information Not given
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	Not Met	3.85	0	empty	Not Met	0	information Not given
1.12	Programmes to advance understanding of RTI(Section 26)							
1.12.1	Educational programmes	Not Met	1.92	0	empty	Not Met	0	information Not given
1.12.2	Efforts to encourage public authority to participate	Not Met	1.92	0	empty	Not Met	0	information

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	in these programmes							Not given
1.12.3	Training of CPIO/APIO	Not Met	1.92	0	empty	Not Met	0	information Not given
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Not Met	1.92	0	empty	Not Met	0	information Not given
1.13	Transfer policy and transfer orders[F No. 1/6/2011- IR dt. 15.4.2013]							
1.13.1	Transfer Policy And Transfer Orders[F No. 1/6/2011- IR Dt. 15.4.2013]	Not Applicable	0	0	empty	Not Met	0	information Not given
Total			90	68			47	
2	Budget and Programme							
2.1	Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc.[Section 4(1)(b)(xi)]							
2.1.1	Total Budget for the public authority	Fully Met	10	10.00	www.nicfs.gov.in	Not Met	0	No information available
2.1.2	Budget for each agency and plan & programmes	Fully Met	10	10.00	www.nicfs.gov.in	Not Met	0	No information available
2.1.3	Proposed expenditures	Fully Met	10	10.00	www.nicfs.gov.in	Not Met	0	No information available
2.1.4	Revised budget for each agency, if any	Fully Met	10	10.00	www.nicfs.gov.in	Not Met	0	No information available
2.1.5	Report on disbursements made and place where the related reports are available	Fully Met	10	10.00	www.nicfs.gov.in	Not Met	0	No information available
2.2	Foreign and domestic tours(F.No. 1/8/2012- IR dt. 11.9.2012)							
2.2.1	Budget	Fully Met	16.67	16.67	www.nicfs.gov.in	Not Met	0	No information available
2.2.2	Foreign and domestic Tours by ministries and	Fully Met	16.67	16.67	www.nicfs.gov	Not Met	0	No

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	officials of the rank of Joint Secretary to the Government and above, as well as the heads of the Department.- (a) Places visited, (b) The period of visit, (c) The number of members in the official delegation, (d) Expenditure on the visit				.in			information available
2.2.3	Information related to procurements- (a) Notice/tender enquires, and corrigenda if any thereon, (b) Details of the bids awarded comprising the names of the suppliers of goods/ services being procured, (c) The works contracts concluded – in any such combination of the above-and, (d) The rate/ rates and the total amount at which such procurement or works contract is to be executed.	Fully Met	16.67	16.67	www.nicfs.gov.in	Not Met	0	No information available
2.3	Manner of execution of subsidy programme [Section 4(i)(b)(xii)]							
2.3.1	Name of the programme of activity	Fully Met	6.25	6.25	www.nicfs.gov.in	Not Met	0	No information available
2.3.2	Objective of the programme	Fully Met	6.25	6.25	www.nicfs.gov.in	Not Met	0	No information available
2.3.3	Procedure to avail benefits	Fully Met	6.25	6.25	www.nicfs.gov.in	Not Met	0	No information available
2.3.4	Duration of the programme/ scheme	Fully Met	6.25	6.25	www.nicfs.gov.in	Not Met	0	No information available
2.3.5	Physical and financial targets of the programme	Fully Met	6.25	6.25	www.nicfs.gov.in	Not Met	0	No information available
2.3.6	Nature/ scale of subsidy /amount allotted	Fully Met	6.25	6.25	www.nicfs.gov.in	Not Met	0	No information available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL available
2.3.7	Eligibility criteria for grant of subsidy	Fully Met	6.25	6.25	www.nicfs.gov.in	Not Met	0	No information available
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Fully Met	6.25	6.25	www.nicfs.gov.in	Not Met	0	No information available
2.4	Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013]							
2.4.1	Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions	Not Applicable	0	0	empty	Not Applicable	0	not applicable
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Not Applicable	0	0	empty	Not Applicable	0	not applicable
2.5	Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]							
2.5.1	Concessions, permits or authorizations granted by public authority	Fully Met	25	25.00	www.nicfs.gov.in	Not Met	0	not given
2.5.2	For each concessions, permit or authorization granted - (a) Eligibility criteria, (b) Procedure for getting the concession/ grant and/ or permits of authorizations, (c) Name and address of the recipients given concessions/ permits or authorizations, (d) Date of award of concessions/ permits of authorizations	Fully Met	25	25.00	www.nicfs.gov.in	Not Met	0	not given
2.6	CAG & PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]							
2.6.1	CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the parliament.	Not Applicable	0	0	empty	Not Applicable	0	no information. Not applicable as per public authority
Total			200	200			0	
3	Publicity Band Public interface							
3.1	Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation there of [Section 4(1)(b)(vii)] [F No 1/6/2011-IR dt. 15.04.2013]							

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
3.1.1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	Fully Met	12.5	12.50	www.nicfs.gov.in	Partially Met	6.25	complete information not given
3.1.2	Arrangements for consultation with or representation by - (a) Members of the public in policy formulation/ policy implementation, (b) Day & time allotted for visitors,(c) Contact details of Information & Facilitation Counter (IFC) to provide publications frequently sought by RTI applicants	Fully Met	12.5	12.50	www.nicfs.gov.in	Partially Met	6.25	complete information not given
3.1.3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	Not Applicable	0	0	empty	Not Applicable	0	not applicable as per public authority
3.1.4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable	0	0	empty	Not Applicable	0	not applicable as per public authority
3.1.5	Public- private partnerships (PPP)- Concession agreements.	Not Applicable	0	0	empty	Not Applicable	0	not applicable as per public authority
3.1.6	Public- private partnerships (PPP)- Operation and maintenance manuals	Not Applicable	0	0	empty	Not Applicable	0	not applicable as per public authority
3.1.7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	Not Applicable	0	0	empty	Not Applicable	0	not applicable as per public authority
3.1.8	Public- private partnerships (PPP) - Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government	Not Applicable	0	0	empty	Not Applicable	0	not applicable as per public authority
3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	Not Applicable	0	0	empty	Not Applicable	0	not applicable as per public authority

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
3.1.10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.)	Not Applicable	0	0	empty	Not Applicable	0	not applicable as per public authority
3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	Not Applicable	0	0	empty	Not Applicable	0	not applicable as per public authority
3.2	Are the details of policies / decisions, which affect public, informed to them[Section 4(1) (c)]							
3.2.1	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Policy decisions/ legislations taken in the previous one year	Not Applicable	0	0	empty	Not Met	0	not applicable as per public authority whereas it is applicable
3.2.2	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Outline the Public consultation process	Not Applicable	0	0	empty	Not Met	0	not applicable as per public authority whereas it is applicable
3.2.3	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive- Outline the arrangement for consultation before formulation of policy	Not Applicable	0	0	empty	Not Met	0	not applicable as per public authority whereas it is applicable
3.3	Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]							
3.3.1	Use of the most effective means of communication - Internet (website)	Fully Met	50	50.00	www.nicfs.gov.in	Partially Met	25.00	all information not given
3.4	Form of accessibility of information manual/ handbook[Section 4(1)(b)]							
3.4.1	Information manual/handbook available in Electronic format	Fully Met	25	25.00	www.nicfs.gov.in	Fully Met	25.00	information given
3.4.2	Information manual/handbook available in Printed format	Fully Met	25	25.00	www.nicfs.gov.in	Fully Met	25.00	information given
3.5	Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]							
3.5.1	List of materials available Free of cost	Fully Met	25	25.00	www.nicfs.gov	Not Met	0	list is not

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
3.5.2	List of materials available At a reasonable cost of the medium	Fully Met	25	25.00	www.nicfs.gov.in	Not Met	0	list is not available
Total			175	175			88	
4	E-Governance							
4.1	Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]							
4.1.1	English	Fully Met	14.29	14.29	www.nicfs.gov.in	Fully Met	14.29	given
4.1.2	Vernacular/ Local Language	Not Met	14.29	0	empty	Not Met	0	not given
4.2	When was the information Manual/Handbook last updated?[F No. 1/6/2011-IR dt 15.4.2013]							
4.2.1	Last date of Annual updation	Fully Met	28.57	28.57	www.nicfs.gov.in	Not Met	0	The link shows http://nicfs.gov.in/?page_id=15623 This page was updated on 23-July-2019
4.3	Information available in electronic form[Section 4(1)(b)(xiv)]							
4.3.1	Details of information available in electronic form	Fully Met	9.52	9.52	www.nicfs.gov.in	Not Met	0	information and particular links not given
4.3.2	Name/ title of the document/record/ other information	Fully Met	9.52	9.52	www.nicfs.gov.in	Not Met	0	information and particular links not given
4.3.3	Location where available	Fully Met	9.52	9.52	www.nicfs.gov.in	Not Met	0	information and particular links not given
4.4	Particulars of facilities available to citizen for obtaining information[Section 4(1)(b)(xv)]							
4.4.1	Name & location of the faculty	Fully Met	7.14	7.14	www.nicfs.gov	Fully Met	7.14	information is

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					.in			available. but specific information should be given
4.4.2	Details of information made available	Partially Met	7.14	3.57	www.nicfs.gov.in	Partially Met	3.57	information is available
4.4.3	Working hours of the facility	Fully Met	7.14	7.14	www.nicfs.gov.in	Fully Met	7.14	information is available
4.4.4	Contact person & contact details (Phone, fax email)	Fully Met	7.14	7.14	www.nicfs.gov.in	Fully Met	7.14	information is available
4.5	Such other information as may be prescribed under Section 4(i) (b)(xvii)							
4.5.1	Grievance redressal mechanism	Fully Met	3.57	3.57	www.nicfs.gov.in	Fully Met	3.57	information is available
4.5.2	Details of applications received under RTI and information provided	Not Met	3.57	0	empty	Not Met	0	information not given
4.5.3	List of completed schemes/ projects/ Programmes	Not Met	3.57	0	empty	Not Met	0	information not given
4.5.4	List of schemes/ projects/ programme underway	Not Met	3.57	0	empty	Not Met	0	information not given
4.5.5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	Not Met	3.57	0	empty	Not Met	0	information not given
4.5.6	Annual Report	Not Met	3.57	0	empty	Not Met	0	information not given
4.5.7	Frequently Asked Question (FAQs)	Not Met	3.57	0	empty	Not Met	0	information not given
4.5.8	Any other information such as - (a) Citizen's Charter, (b) Result Framework Document (RFD), (c) Six monthly reports on the , (d) Performance against the benchmarks set in the Citizen's Charter	Not Met	3.57	0	empty	Not Met	0	information not given

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.6	Receipt & Disposal of RTI applications & appeals [F.No 1/6/2011-IR dt. 15.04.2013]							
4.6.1	Details of applications received and disposed	Not Met	14.29	0	empty	Not Met	0	information not given
4.6.2	Details of appeals received and orders issued	Not Met	14.29	0	empty	Not Met	0	information not given
4.7	Replies to questions asked in the parliament[Section 4(1)(d)(2)]							
4.7.1	Details of questions asked and replies given	Not Met	28.57	0	empty	Not Met	0	information not given
Total			200	100			43	
5	Information as may be prescribed							
5.1	Such other information as may be prescribed [F.No. 1/2/2016-IR dt. 17.8.2016, F No. 1/6/2011-IR dt. 15.4.2013]							
5.1.1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1.1.2015	Fully Met	20	20.00	www.nicfs.gov.in	Fully Met	20.00	information given
5.1.2	Details of third party audit of voluntary disclosure -(a) Dates of audit carried out , (b) Report of the audit carried out	Not Met	20	0	empty	Not Met	0	information not given
5.1.3	Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD - (a) Date of appointment , (b) Name & Designation of the officers	Fully Met	20	20.00	www.nicfs.gov.in	Fully Met	20.00	information given
5.1.4	Consultancy committee of key stake holders for advice on suo-motu disclosure - (a) Dates from which constituted, (b) Name & Designation of the officers	Partially Met	20	10.00	www.nicfs.gov.in	Partially Met	10.00	complete information should be given
5.1.5	Committee of PIOs/FAAs with rich experience in RTI to identify frequently sought information under RTI - (a) Dates from which constituted, (b) Name & Designation of the Officers	Not Met	20	0	empty	Not Met	0	information not given
Total			100	50			50	
6	Information Disclosed on own Initiative							
6.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information							
6.1.1	Item / information disclosed so that public have	Fully Met	25	25.00	www.nicfs.gov	Partially Met	12.50	All the

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	minimum resort to use of RTI Act to obtain information				.in			information in not given on the website
6.2	Guidelines for Indian Government Websites (GIGW) is followed (released in February, 2009 and included in the Central Secretariat Manual of Office Procedures (CSMOP) by Department of Administrative Reforms and Public Grievances, Ministry of Personnel, Publ							
6.2.1	Whether STQC certification obtained and its validity	Fully Met	12.5	12.50	www.nicfs.gov.in	Fully Met	12.50	complied as per public authority
6.2.2	Does the website show the certificate on the Website?	Fully Met	12.5	12.50	www.nicfs.gov.in	Fully Met	12.50	complied as per public authority
Total			50	50			38	
Grand Total			815	643				265

Name of Public Authority being audited: LNJP National Institute of Criminology and Forensic Science

- Link given: <http://nicfs.gov.in/>
- RTI Link: http://nicfs.gov.in/?page_id=15138

Comments/Suggestions:

- RTI link should be given instead of website home page link
- No information is available in link under the heading for 1.7 Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]
- No information is available in link under the heading for 1.4. Norms for discharge of functions [Section 4(1)(b)(iv)]. **Merely stating** “Efforts are made to deal with the cases as expeditiously as possible in accordance with the rules, regulations and other instructions issued from time to time” **does not fulfill the requirements.**
- No information is available in link under the heading for 1.5 Rules, regulations, instructions manual and records for discharging functions[Section 4(1)(b)(v)]. **Merely stating** “The Institute follows all Rules and Regulations framed by Central Government as amended from time to time” **does not fulfill the requirements.**
- Complete list must be given under Categories of documents held by the authority under its control[Section 4(1)(b) (vi)]
- Updated list and details under “Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc.[Section 4(1)(b)(xi)]” is not given. Only data available is of 2016.
- No information given under 2.2 Foreign and domestic tours(F.No. 1/8/2012- IR dt. 11.9.2012)
- No information given under 2.3 Manner of execution of subsidy programme [Section 4(i)(b)(xii)]
- Complete information not given under Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation there of [Section 4(1)(b)(vii)] [F No 1/6/2011-IR dt. 15.04.2013]
- Section 3.2 is applicable whereas stated as not applicable. Are the details of policies / decisions, which affect public, informed to them[Section 4(1) (c)]
- Public authority should be cautious while stating not applicable.
- 4.2.1 Last date of Annual updation is not updated. The link shows http://nicfs.gov.in/?page_id=15623 This page was updated on 23-July-2019.
- 4.3 exact information with link should be given.
- Manuals can be renamed for easy information accessibility. Indexing information can be uploaded for easy location of documents.
- All the relevant information can be given under the RTI link rather than different tabs.

Self appraisal report for Year (2019-20)

Auditor Agency: SVPNPA

Ministry Name: Ministry of Home Affairs

Department Name: Department of Home

Public Authority Name: National Foundation for Communal Harmony

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1	Organisation and Function							
1.1	Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]							
1.1.1	Name and address of the Organization	Fully Met	1.28	1.28	https://nfch.nic.in/	Fully Met	1.28	https://nfch.nic.in/
1.1.2	Head of the organization	Fully Met	1.28	1.28	https://nfch.nic.in/	Fully Met	1.28	https://nfch.nic.in/
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	https://nfch.nic.in/	Fully Met	1.28	https://nfch.nic.in/
1.1.4	Function and duties	Fully Met	1.28	1.28	https://nfch.nic.in/	Fully Met	1.28	https://nfch.nic.in/
1.1.5	Organization Chart	Fully Met	1.28	1.28	https://nfch.nic.in/	Fully Met	1.28	https://nfch.nic.in/
1.1.6	Any other details-the genesis, inception, formation of the department and the HoDs from time to time as well as the committees/ Commissions constituted from time to time have been dealt	Fully Met	1.28	1.28	https://nfch.nic.in/	Fully Met	1.28	https://nfch.nic.in/
1.2	Power and duties of its officers and employees[Section 4(1) (b)(ii)]							
1.2.1	Powers and duties of officers (administrative, financial and judicial)	Fully Met	1.54	1.54	https://nfch.nic.in/	Fully Met	1.54	https://nfch.nic.in/documents/RTI/ii.pdf
1.2.2	Power and duties of other employees	Fully Met	1.54	1.54	https://nfch.nic.in/	Fully Met	1.54	https://nfch.nic.in/

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					.in/			.in/documents/RTI/ii.pdf
1.2.3	Rules/ orders under which powers and duty are derived and	Fully Met	1.54	1.54	https://nfch.nic.in/	Fully Met	1.54	https://nfch.nic.in/documents/RTI/ii.pdf
1.2.4	Exercised	Fully Met	1.54	1.54	https://nfch.nic.in/	Fully Met	1.54	https://nfch.nic.in/documents/RTI/ii.pdf
1.2.5	Work allocation	Fully Met	1.54	1.54	https://nfch.nic.in/	Fully Met	1.54	https://nfch.nic.in/documents/RTI/ii.pdf
1.3	Procedure followed in decision making process [Section 4(1)(b)(iii)]							
1.3.1	Process of decision making Identify key decision making points	Fully Met	1.54	1.54	https://nfch.nic.in/	Partially Met	0.77	complete information was not given
1.3.2	Final decision making authority	Fully Met	1.54	1.54	https://nfch.nic.in/	Fully Met	1.54	https://nfch.nic.in/documents/RTI/iii.pdf
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	https://nfch.nic.in/	Not Met	0	No data regarding the matter
1.3.4	Time limit for taking a decisions, if any	Fully Met	1.54	1.54	https://nfch.nic.in/	Not Met	0	No relevant data
1.3.5	Channel of supervision and accountability	Fully Met	1.54	1.54	https://nfch.nic.in/	Not Met	0	No data
1.4	Norms for discharge of functions[Section 4(1)(b)(iv)]							
1.4.1	Nature of functions/ services offered	Fully Met	1.54	1.54	https://nfch.nic.in/	Partially Met	0.77	https://nfch.nic.in/documents/RTI/iii.pdf
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	https://nfch.nic.in/	Not Met	0	No data
1.4.3	Process by which these services can be	Fully Met	1.54	1.54	https://nfch.nic.in/	Not Met	0	No data

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	accessed				.in/			
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	https://nfch.nic.in/	Not Met	0	No data
1.4.5	Process of redress of grievances	Fully Met	1.54	1.54	https://nfch.nic.in/	Not Met	0	No data
1.5	Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]							
1.5.1	Title and nature of the record/ manual /instruction.	Fully Met	1.92	1.92	https://nfch.nic.in/	Partially Met	0.96	Incomplete data
1.5.2	List of Rules, regulations, instructions manuals and records.	Fully Met	1.92	1.92	https://nfch.nic.in/	Not Met	0	No data
1.5.3	Acts/ Rules manuals etc.	Fully Met	1.92	1.92	https://nfch.nic.in/	Not Met	0	No data
1.5.4	Transfer policy and transfer orders	Not Applicable	0	0	empty	Not Applicable	0	Not applicable s per the public authority
1.6	Categories of documents held by the authority under its control [Section 4(1)(b) (vi)]							
1.6.1	Categories of documents	Fully Met	3.85	3.85	https://nfch.nic.in/	Partially Met	1.93	Incomplete data
1.6.2	Custodian of documents/categories	Fully Met	3.85	3.85	https://nfch.nic.in/	Not Met	0	No Data
1.7	Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]							
1.7.1	Name of Boards, Council, Committee etc.	Not Applicable	0	0	empty	Not Applicable	0	Not applicable s per the public authority
1.7.2	Composition	Not Applicable	0	0	empty	Not Applicable	0	Not applicable s per the public authority
1.7.3	Dates from which constituted	Not Applicable	0	0	empty	Not Applicable	0	Not applicable s per the

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								public authority
1.7.4	Term/ Tenure	Not Applicable	0	0	empty	Not Applicable	0	Not applicable s per the public authority
1.7.5	Powers and functions	Not Applicable	0	0	empty	Not Applicable	0	Not applicable s per the public authority
1.7.6	Whether their meetings are open to the public?	Not Applicable	0	0	empty	Not Applicable	0	Not applicable s per the public authority
1.7.7	Whether the minutes of the meetings are open to the public?	Not Applicable	0	0	empty	Not Applicable	0	Not applicable s per the public authority
1.7.8	Place where the minutes if open to the public are available?	Not Applicable	0	0	empty	Not Applicable	0	Not applicable s per the public authority
1.8	Directory of officers and employees[Section 4(1) (b) (ix)]							
1.8.1	Name and designation	Fully Met	3.85	3.85	https://nfch.nic.in/	Fully Met	3.85	https://nfch.nic.in/documents/RTI/ix.pdf
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	https://nfch.nic.in/	Fully Met	3.85	https://nfch.nic.in/documents/RTI/ix.pdf
1.9	Monthly Remuneration received by officers & employees including system of compensation[Section 4(1) (b) (x)]							
1.9.1	List of employees with Gross monthly remuneration	Fully Met	3.85	3.85	https://nfch.nic.in/	Fully Met	3.85	https://nfch.nic.in/documents

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.9.2	System of compensation as provided in its regulations	Fully Met	3.85	3.85	https://nfch.nic.in/	Fully Met	3.85	https://nfch.nic.in/documents/RTI/x.pdf
1.10	Name, designation and other particulars of public information officers[Section 4(1) (b) (xvi)]							
1.10.1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	Fully Met	3.85	3.85	https://nfch.nic.in/	Fully Met	3.85	https://nfch.nic.in/documents/RTI/xvi.pdf
1.10.2	Address, telephone numbers and email ID of each designated official.	Fully Met	3.85	3.85	https://nfch.nic.in/	Fully Met	3.85	https://nfch.nic.in/documents/RTI/xvi.pdf
1.11	No. Of employees against whom Disciplinary action has been proposed/ taken(Section 4(2))							
1.11.1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	Not Met	3.85	0	empty	Not Met	0	No information provided
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	Not Met	3.85	0	empty	Not Met	0	No information provided
1.12	Programmes to advance understanding of RTI(Section 26)							
1.12.1	Educational programmes	Fully Met	1.92	1.92	https://nfch.nic.in/	Not Met	0	No information
1.12.2	Efforts to encourage public authority to participate in these programmes	Fully Met	1.92	1.92	https://nfch.nic.in/	Not Met	0	No information
1.12.3	Training of CPIO/APIO	Fully Met	1.92	1.92	https://nfch.nic.in/	Not Met	0	No information
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Fully Met	1.92	1.92	https://nfch.nic.in/	Not Met	0	No information
1.13	Transfer policy and transfer orders[F No. 1/6/2011- IR dt. 15.4.2013]							
1.13.1	Transfer Policy And Transfer Orders[F No. 1/6/2011- IR Dt. 15.4.2013]	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
Total			83	75			44	

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
2	Budget and Programme							
2.1	Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc.[Section 4(1)(b)(xi)]							
2.1.1	Total Budget for the public authority	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.1.2	Budget for each agency and plan & programmes	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.1.3	Proposed expenditures	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.1.4	Revised budget for each agency, if any	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.1.5	Report on disbursements made and place where the related reports are available	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.2	Foreign and domestic tours(F.No. 1/8/2012- IR dt. 11.9.2012)							
2.2.1	Budget	Fully Met	16.67	16.67	https://nfch.nic.in/	Not Met	0	No information in the given link
2.2.2	Foreign and domestic Tours by ministries and officials of the rank of Joint Secretary to the Government and above, as well as the heads of the Department.- (a) Places visited, (b) The period of visit, (c) The number of members in the official delegation, (d) Expenditure on the visit	Fully Met	16.67	16.67	https://nfch.nic.in/	Not Met	0	No information in the given link
2.2.3	Information related to procurements- (a) Notice/tender enquires, and corrigenda if any thereon, (b) Details of the bids awarded comprising the names of the suppliers of goods/	Fully Met	16.67	16.67	https://nfch.nic.in/	Not Met	0	No information in the given link

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	services being procured, (c) The works contracts concluded – in any such combination of the above-and, (d) The rate/ rates and the total amount at which such procurement or works contract is to be executed.							
2.3	Manner of execution of subsidy programme [Section 4(i)(b)(xii)]							
2.3.1	Name of the programme of activity	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.3.2	Objective of the programme	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.3.3	Procedure to avail benefits	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.3.4	Duration of the programme/ scheme	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.3.5	Physical and financial targets of the programme	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.3.6	Nature/ scale of subsidy /amount allotted	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.3.7	Eligibility criteria for grant of subsidy	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.4	Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013]							
2.4.1	Discretionary and non-discretionary grants/	Not Applicable	0	0	empty	Not Applicable	0	Not applicable

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	allocations to State Govt./ NGOs/other institutions							as per public authority
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.5	Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]							
2.5.1	Concessions, permits or authorizations granted by public authority	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.5.2	For each concessions, permit or authorization granted - (a) Eligibility criteria, (b) Procedure for getting the concession/ grant and/ or permits of authorizations, (c) Name and address of the recipients given concessions/ permits or authorizations, (d) Date of award of concessions/ permits of authorizations	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.6	CAG & PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]							
2.6.1	CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the parliament.	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
Total			50	50			0	
3	Publicity Band Public interface							
3.1	Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation there of [Section 4(1)(b)(vii)] [F No 1/6/2011-IR dt. 15.04.2013]							
3.1.1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	Fully Met	12.5	12.50	https://nfch.nic.in/	Fully Met	12.50	https://nfch.nic.in
3.1.2	Arrangements for consultation with or representation by - (a) Members of the public in policy formulation/ policy implementation, (b) Day & time allotted for visitors,(c) Contact details of Information & Facilitation Counter (IFC) to	Fully Met	12.5	12.50	https://nfch.nic.in/	Fully Met	12.50	https://nfch.nic.in

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	provide publications frequently sought by RTI applicants							
3.1.3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
3.1.4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
3.1.5	Public- private partnerships (PPP)- Concession agreements.	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
3.1.6	Public- private partnerships (PPP)- Operation and maintenance manuals	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
3.1.7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
3.1.8	Public- private partnerships (PPP) - Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
3.1.10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.)	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
3.2	Are the details of policies / decisions, which affect public, informed to them[Section 4(1) (c)]							
3.2.1	Publish all relevant facts while formulating	Fully Met	16.67	16.67	https://nfch.nic	Partially Met	8.34	All relevant

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	important policies or announcing decisions which affect public to make the process more interactive - Policy decisions/ legislations taken in the previous one year				.in/			facts are not published
3.2.2	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Outline the Public consultation process	Fully Met	16.67	16.67	https://nfch.nic.in/	Partially Met	8.34	All relevant facts are not published
3.2.3	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive- Outline the arrangement for consultation before formulation of policy	Fully Met	16.67	16.67	https://nfch.nic.in/	Partially Met	8.34	All relevant facts are not published
3.3	Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]							
3.3.1	Use of the most effective means of communication - Internet (website)	Fully Met	50	50.00	https://nfch.nic.in/	Fully Met	50.00	https://nfch.nic.in
3.4	Form of accessibility of information manual/ handbook[Section 4(1)(b)]							
3.4.1	Information manual/handbook available in Electronic format	Fully Met	25	25.00	https://nfch.nic.in/	Fully Met	25.00	https://nfch.nic.in
3.4.2	Information manual/handbook available in Printed format	Fully Met	25	25.00	https://nfch.nic.in/	Fully Met	25.00	https://nfch.nic.in
3.5	Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]							
3.5.1	List of materials available Free of cost	Fully Met	25	25.00	https://nfch.nic.in/	Fully Met	25.00	https://nfch.nic.in
3.5.2	List of materials available At a reasonable cost of the medium	Fully Met	25	25.00	https://nfch.nic.in/	Fully Met	25.00	https://nfch.nic.in
Total			225	225			200	
4	E-Governance							
4.1	Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]							
4.1.1	English	Fully Met	14.29	14.29	https://nfch.nic.in/	Fully Met	14.29	https://nfch.nic.in
4.1.2	Vernacular/ Local Language	Not Applicable	0	0	empty	Not Met	0	Not met

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.2	When was the information Manual/Handbook last updated?[F No. 1/6/2011-IR dt 15.4.2013]							
4.2.1	Last date of Annual updation	Fully Met	28.57	28.57	https://nfch.nic.in/	Not Met	0	No information given
4.3	Information available in electronic form[Section 4(1)(b)(xiv)]							
4.3.1	Details of information available in electronic form	Fully Met	9.52	9.52	https://nfch.nic.in/	Fully Met	9.52	https://nfch.nic.in
4.3.2	Name/ title of the document/record/ other information	Fully Met	9.52	9.52	https://nfch.nic.in/	Fully Met	9.52	https://nfch.nic.in
4.3.3	Location where available	Fully Met	9.52	9.52	https://nfch.nic.in/	Fully Met	9.52	https://nfch.nic.in
4.4	Particulars of facilities available to citizen for obtaining information[Section 4(1)(b)(xv)]							
4.4.1	Name & location of the faculty	Fully Met	7.14	7.14	https://nfch.nic.in/	Partially Met	3.57	Incomplete information
4.4.2	Details of information made available	Fully Met	7.14	7.14	https://nfch.nic.in/	Partially Met	3.57	Incomplete information
4.4.3	Working hours of the facility	Fully Met	7.14	7.14	https://nfch.nic.in/	Partially Met	3.57	Incomplete information
4.4.4	Contact person & contact details (Phone, fax email)	Fully Met	7.14	7.14	https://nfch.nic.in/	Partially Met	3.57	Incomplete information
4.5	Such other information as may be prescribed under Section 4(i) (b)(xvii)							
4.5.1	Grievance redressal mechanism	Fully Met	3.57	3.57	https://nfch.nic.in/	Not Met	0	No information in the given link
4.5.2	Details of applications received under RTI and information provided	Fully Met	3.57	3.57	https://nfch.nic.in/	Not Met	0	No information
4.5.3	List of completed schemes/ projects/ Programmes	Fully Met	3.57	3.57	https://nfch.nic.in/	Fully Met	3.57	https://nfch.nic.in
4.5.4	List of schemes/ projects/ programme underway	Fully Met	3.57	3.57	https://nfch.nic.in/	Not Met	0	No relevant information
4.5.5	Details of all contracts entered into including name of the contractor, amount of contract and	Not Applicable	0	0	empty	Not Met	0	No Data

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.5.6	period of completion of contract Annual Report	Fully Met	3.57	3.57	https://nfch.nic.in/	Fully Met	3.57	https://nfch.nic.in/Annual-Reports.aspx
4.5.7	Frequently Asked Question (FAQs)	Not Applicable	0	0	empty	Not Met	0	No Data
4.5.8	Any other information such as - (a) Citizen's Charter, (b) Result Framework Document (RFD), (c) Six monthly reports on the , (d) Performance against the benchmarks set in the Citizen's Charter	Fully Met	3.57	3.57	https://nfch.nic.in/	Not Met	0	NO information in the given link
4.6	Receipt & Disposal of RTI applications & appeals [F.No 1/6/2011-IR dt. 15.04.2013]							
4.6.1	Details of applications received and disposed	Fully Met	14.29	14.29	https://nfch.nic.in/	Not Met	0	No relevant information
4.6.2	Details of appeals received and orders issued	Fully Met	14.29	14.29	https://nfch.nic.in/	Not Met	0	No relevant information
4.7	Replies to questions asked in the parliament[Section 4(1)(d)(2)]							
4.7.1	Details of questions asked and replies given	Fully Met	28.57	28.57	https://nfch.nic.in/	Not Met	0	No relevant information
Total			179	179			64	
5	Information as may be prescribed							
5.1	Such other information as may be prescribed [F.No. 1/2/2016-IR dt. 17.8.2016, F No. 1/6/2011-IR dt. 15.4.2013]							
5.1.1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1.1.2015	Fully Met	20	20.00	https://nfch.nic.in/	Partially Met	10.00	Incomplete Information
5.1.2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the audit carried out	Fully Met	20	20.00	https://nfch.nic.in/	Not Met	0	No Information
5.1.3	Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD - (a) Date of appointment , (b) Name & Designation of the officers	Not Applicable	0	0	empty	Not Met	0	No Information
5.1.4	Consultancy committee of key stake holders for advice on suo-motu disclosure - (a) Dates from	Not Applicable	0	0	empty	Not Met	0	No Information

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	which constituted, (b) Name & Designation of the officers							
5.1.5	Committee of PIOs/FAAs with rich experience in RTI to identify frequently sought information under RTI - (a) Dates from which constituted, (b) Name & Designation of the Officers	Not Applicable	0	0	empty	Not Met	0	No Information
Total			40	40			10	
6	Information Disclosed on own Initiative							
6.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information							
6.1.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	Fully Met	25	25.00	https://nfch.nic.in/	Fully Met	25.00	available
6.2	Guidelines for Indian Government Websites (GIGW) is followed (released in February, 2009 and included in the Central Secretariat Manual of Office Procedures (CSMOP) by Department of Administrative Reforms and Public Grievances, Ministry of Personnel, Publ							
6.2.1	Whether STQC certification obtained and its validity	Not Applicable	0	0	empty	Not Met	0	not available
6.2.2	Does the website show the certificate on the Website?	Not Applicable	0	0	empty	Not Met	0	not available
Total			25	25			25	
Grand Total			601	594				344

Name of Public authority being audited: National Foundation for Communal Harmony (NFCH)

Link: <https://nfch.nic.in>

Comments/Suggestions:

- Process of decision making Identify key decision making points : Channel of supervision and accountability not mentioned
- 1.3 Procedure followed in decision making process [Section 4(1)(b)(iii)] no relevant data is given.
- 1.4 Norms for discharge of functions[Section 4(1)(b)(iv)] incomplete data
- 2.2 Foreign and domestic tours data is not provided
- 3.2 The details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]- all relevant information was not published in the specified site.
- Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1.1.2015- - Information regarding section (b) not furnished.
- 4.2.1 No information regarding the last date of Annual updation
- 4.4 Particulars of facilities available to citizen for obtaining information[Section 4(1)(b)(xv)] is not mentioned properly in the given link.
- 4.5.1 Grievance redressal mechanism is not specified anywhere in the link
- 4.5.8 Citizen's Charter is not specified
- All the relevant information can be given under the RTI link rather than different tabs.
- All the relevant information can be given under the RTI link rather than different tabs.
- 6.2.1 and 6.2.2 STQC certification should be displayed on the website

Name of Public authority being audited: North Eastern Police Academy

Link: <http://nepa.gov.in/>

RTI Link: <http://nepa.gov.in/eng/rti.html>

Comments/Suggestions:

- 1.1.5 Organization Chart wrong link has been given
- 1.1.6 Any other details-the genesis, inception, formation of the department and the HoDs from time to time as well as the committees/ Commissions constituted from time to time have been dealt. information is not available
- 1.4.5 Process of redress of grievances in not given
- 1.13.1 disclosure regarding Transfer policy is applicable
- 3.1.2 Arrangements for consultation with or representation disclosure is applicable
- 3.2 Are the details of policies / decisions, which affect public, informed to them[Section 4(1) (c)] disclosure is applicable
- 6.2.1 and 6.2.2 STQC certification should be displayed on the website

Self appraisal report for Year (2019-20)

Auditor Agency: SVPNPA

Ministry Name: Ministry of Home Affairs

Department Name: Department of Home

Public Authority Name: North Eastern Police Academy

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1	Organisation and Function							
1.1	Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]							
1.1.1	Name and address of the Organization	Fully Met	1.28	1.28	http://nepa.gov.in/	Fully Met	1.28	http://nepa.gov.in/
1.1.2	Head of the organization	Fully Met	1.28	1.28	http://nepa.gov.in/eng/rti.html	Fully Met	1.28	http://nepa.gov.in/eng/rti.html
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	http://nepa.gov.in/eng/rti.html	Fully Met	1.28	http://nepa.gov.in/eng/rti.html
1.1.4	Function and duties	Fully Met	1.28	1.28	http://nepa.gov.in/eng/rti.html	Fully Met	1.28	http://nepa.gov.in/eng/rti.html
1.1.5	Organization Chart	Fully Met	1.28	1.28	http://nepa.gov.in/eng/rti.html	Fully Met	1.28	http://www.nepa.gov.in/eng/rti3.html
1.1.6	Any other details-the genesis, inception, formation of the department and the HoDs from time to time as well as the committees/ Commissions constituted from time to time have been dealt	Fully Met	1.28	1.28	http://nepa.gov.in/eng/rti.html	Not Met	0	Not met as per public authority
1.2	Power and duties of its officers and employees[Section 4(1) (b)(ii)]							

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.2.1	Powers and duties of officers (administrative, financial and judicial)	Fully Met	1.54	1.54	http://nepa.gov.in/eng/rti.html	Fully Met	1.54	http://nepa.gov.in/eng/rti.html
1.2.2	Power and duties of other employees	Fully Met	1.54	1.54	http://nepa.gov.in/eng/rti.html	Fully Met	1.54	http://www.nepa.gov.in/pdfs/RTI2018/RTI%20docs/Duty&Responsibility.pdf
1.2.3	Rules/ orders under which powers and duty are derived and	Fully Met	1.54	1.54	http://nepa.gov.in/eng/rti.html	Fully Met	1.54	http://www.nepa.gov.in/pdfs/RTI2018/RTI%20docs/Duty&Responsibility.pdf
1.2.4	Exercised	Partially Met	1.54	0.77	http://nepa.gov.in/eng/rti.html	Partially Met	0.77	http://nepa.gov.in/eng/rti.html
1.2.5	Work allocation	Fully Met	1.54	1.54	http://nepa.gov.in/eng/rti.html	Fully Met	1.54	http://nepa.gov.in/eng/rti.html
1.3	Procedure followed in decision making process [Section 4(1)(b)(iii)]							
1.3.1	Process of decision making Identify key decision making points	Fully Met	1.54	1.54	http://nepa.gov.in/eng/rti.html	Fully Met	1.54	http://nepa.gov.in/eng/rti.html
1.3.2	Final decision making authority	Fully Met	1.54	1.54	http://nepa.gov.in/eng/rti.html	Fully Met	1.54	http://nepa.gov.in/eng/rti.html
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	http://nepa.gov.in/eng/rti.html	Partially Met	0.77	Incomplete information
1.3.4	Time limit for taking a decisions, if any	Fully Met	1.54	1.54	http://nepa.gov.in/eng/rti.html	Fully Met	1.54	http://nepa.gov.in/eng/rti.html

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					v.in/eng/rti.html			v.in/eng/rti.html
1.3.5	Channel of supervision and accountability	Fully Met	1.54	1.54	http://nepa.gov.in/eng/rti.html	Fully Met	1.54	http://nepa.gov.in/eng/rti.html
1.4	Norms for discharge of functions[Section 4(1)(b)(iv)]							
1.4.1	Nature of functions/ services offered	Fully Met	1.54	1.54	http://nepa.gov.in/eng/rti.html	Fully Met	1.54	http://nepa.gov.in/eng/rti.html
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	http://nepa.gov.in/eng/rti.html	Not Applicable0		Not applicable as per public authority
1.4.3	Process by which these services can be accessed	Fully Met	1.54	1.54	http://nepa.gov.in/eng/rti.html	Fully Met	1.54	http://nepa.gov.in/eng/rti.html
1.4.4	Time-limit for achieving the targets	Partially Met	1.54	0.77	http://nepa.gov.in/eng/rti.html	Partially Met	0.77	http://nepa.gov.in/eng/rti.html
1.4.5	Process of redress of grievances	Fully Met	1.54	1.54	http://nepa.gov.in/eng/rti.html	Not Met	0	http://nepa.gov.in/eng/rti.html
1.5	Rules, regulations, instructions manual and records for discharging functions[Section 4(1)(b)(v)]							
1.5.1	Title and nature of the record/ manual /instruction.	Fully Met	1.92	1.92	http://nepa.gov.in/eng/rti.html	Fully Met	1.92	http://nepa.gov.in/eng/rti.html
1.5.2	List of Rules, regulations, instructions manuals and records.	Fully Met	1.92	1.92	http://nepa.gov.in/eng/rti.html	Fully Met	1.92	http://nepa.gov.in/eng/rti.html
1.5.3	Acts/ Rules manuals etc.	Fully Met	1.92	1.92	http://nepa.gov.in/eng/rti.html	Fully Met	1.92	http://nepa.gov.in/eng/rti.html
1.5.4	Transfer policy and transfer orders	Not Applicable0		0	empty	Not Met	0	No

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL information
1.6	Categories of documents held by the authority under its control[Section 4(1)(b) (vi)]							
1.6.1	Categories of documents	Fully Met	3.85	3.85	http://nepa.gov.in/eng/rti.html	Fully Met	3.85	http://nepa.gov.in/eng/rti.html
1.6.2	Custodian of documents/categories	Fully Met	3.85	3.85	http://nepa.gov.in/eng/rti.html	Fully Met	3.85	http://nepa.gov.in/eng/rti.html
1.7	Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]							
1.7.1	Name of Boards, Council, Committee etc.	Fully Met	0.96	0.96	http://nepa.gov.in/eng/rti.html	Fully Met	0.96	http://nepa.gov.in/eng/rti.html
1.7.2	Composition	Fully Met	0.96	0.96	http://nepa.gov.in/eng/rti.html	Fully Met	0.96	http://nepa.gov.in/eng/rti.html
1.7.3	Dates from which constituted	Fully Met	0.96	0.96	http://nepa.gov.in/eng/rti.html	Fully Met	0.96	http://nepa.gov.in/eng/rti.html
1.7.4	Term/ Tenure	Fully Met	0.96	0.96	http://nepa.gov.in/eng/rti.html	Fully Met	0.96	http://nepa.gov.in/eng/rti.html
1.7.5	Powers and functions	Fully Met	0.96	0.96	http://nepa.gov.in/eng/rti.html	Fully Met	0.96	http://nepa.gov.in/eng/rti.html
1.7.6	Whether their meetings are open to the public?	Fully Met	0.96	0.96	http://nepa.gov.in/eng/rti.html	Fully Met	0.96	http://nepa.gov.in/eng/rti.html
1.7.7	Whether the minutes of the meetings are open to the public?	Fully Met	0.96	0.96	http://nepa.gov.in/eng/rti.html	Fully Met	0.96	http://nepa.gov.in/eng/rti.html
1.7.8	Place where the minutes if open to the public are available?	Fully Met	0.96	0.96	http://nepa.gov.in/eng/rti.html	Not Applicable0		Not applicable as per public

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL authority
					ml			
1.8	Directory of officers and employees[Section 4(1) (b) (ix)]							
1.8.1	Name and designation	Partially Met	3.85	1.93	http://nepa.gov.in/eng/rti.html	Fully Met	3.85	http://www.nepa.gov.in/eng/contactus.html
1.8.2	Telephone , fax and email ID	Partially Met	3.85	1.93	http://nepa.gov.in/eng/rti.html	Fully Met	3.85	http://www.nepa.gov.in/eng/contactus.html
1.9	Monthly Remuneration received by officers & employees including system of compensation[Section 4(1) (b) (x)]							
1.9.1	List of employees with Gross monthly remuneration	Partially Met	3.85	1.93	http://nepa.gov.in/eng/rti.html	Fully Met	3.85	http://www.nepa.gov.in/pdfs/RTI2018/RTI%20docs/pay%20scale.pdf
1.9.2	System of compensation as provided in its regulations	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
1.10	Name, designation and other particulars of public information officers[Section 4(1) (b) (xvi)]							
1.10.1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	Fully Met	3.85	3.85	http://nepa.gov.in/eng/rti.html	Fully Met	3.85	http://nepa.gov.in/eng/rti.html
1.10.2	Address, telephone numbers and email ID of each designated official.	Fully Met	3.85	3.85	http://nepa.gov.in/eng/rti.html	Fully Met	3.85	http://nepa.gov.in/eng/rti.html
1.11	No. Of employees against whom Disciplinary action has been proposed/ taken(Section 4(2))							
1.11.1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	Fully Met	3.85	3.85	http://nepa.gov.in/eng/rti.html	Fully Met	3.85	http://www.nepa.gov.in/eng/rti3.html
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	Fully Met	3.85	3.85	http://nepa.gov.in/eng/rti.html	Fully Met	3.85	http://www.nepa.gov.in/eng/rti3.html
1.12	Programmes to advance understanding of RTI(Section 26)							
1.12.1	Educational programmes	Fully Met	1.92	1.92	http://nepa.gov.in/eng/rti.html	Fully Met	1.92	http://nepa.gov.in/eng/rti.html

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					v.in/eng/rti.html			v.in/eng/rti.html
1.12.2	Efforts to encourage public authority to participate in these programmes	Fully Met	1.92	1.92	http://nepa.gov.in/eng/rti.html	Fully Met	1.92	http://nepa.gov.in/eng/rti.html
1.12.3	Training of CPIO/APIO	Fully Met	1.92	1.92	http://nepa.gov.in/eng/rti.html	Fully Met	1.92	http://nepa.gov.in/eng/rti.html
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Fully Met	1.92	1.92	http://nepa.gov.in/eng/rti.html	Fully Met	1.92	http://nromoeef.gov.in/Guide%20For%20the%20Central%20Public%20Information%20Officers.pdf
1.13	Transfer policy and transfer orders[F No. 1/6/2011- IR dt. 15.4.2013]							
1.13.1	Transfer Policy And Transfer Orders[F No. 1/6/2011- IR Dt. 15.4.2013]	Not Applicable	0	0	empty	Not Met	0	Not applicable as per public authority
Total			87	79			79	
2	Budget and Programme							
2.1	Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc.[Section 4(1)(b)(xi)]							
2.1.1	Total Budget for the public authority	Fully Met	10	10.00	http://nepa.gov.in/eng/rti.html	Fully Met	10.00	http://nepa.gov.in/eng/rti.html
2.1.2	Budget for each agency and plan & programmes	Partially Met	10	5.00	http://nepa.gov.in/eng/rti.html	Partially Met	5.00	http://nepa.gov.in/eng/rti.html
2.1.3	Proposed expenditures	Not Met	10	0	empty	Not Met	0	Not met
2.1.4	Revised budget for each agency, if any	Fully Met	10	10.00	http://nepa.gov.in/eng/rti.html	Fully Met	10.00	http://nepa.gov.in/eng/rti.html

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					ml empty			ml Not met
2.1.5	Report on disbursements made and place where the related reports are available	Not Met	10	0		Not Met	0	
2.2	Foreign and domestic tours(F.No. 1/8/2012- IR dt. 11.9.2012)							
2.2.1	Budget	Fully Met	16.67	16.67	http://nepa.gov.in/eng/rti.html	Fully Met	16.67	http://www.nepa.gov.in/pdfs/RTI2018/RTI%20docs/budget201920.pdf
2.2.2	Foreign and domestic Tours by ministries and officials of the rank of Joint Secretary to the Government and above, as well as the heads of the Department.- (a) Places visited, (b) The period of visit, (c) The number of members in the official delegation, (d) Expenditure on the visit	Fully Met	16.67	16.67	http://nepa.gov.in/eng/rti.html	Fully Met	16.67	http://www.nepa.gov.in/pdfs/RTI2018/RTI%20docs/budget201920.pdf
2.2.3	Information related to procurements- (a) Notice/tender enquires, and corrigenda if any thereon, (b) Details of the bids awarded comprising the names of the suppliers of goods/ services being procured, (c) The works contracts concluded – in any such combination of the above-and, (d) The rate/ rates and the total amount at which such procurement or works contract is to be executed.	Fully Met	16.67	16.67	http://nepa.gov.in/eng/rti.html	Fully Met	16.67	http://nepa.gov.in/eng/rti.html
2.3	Manner of execution of subsidy programme [Section 4(i)(b)(xii)]							
2.3.1	Name of the programme of activity	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.3.2	Objective of the programme	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.3.3	Procedure to avail benefits	Not Applicable	0	0	empty	Not Applicable	0	Not applicable

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								as per public authority
2.3.4	Duration of the programme/ scheme	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.3.5	Physical and financial targets of the programme	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.3.6	Nature/ scale of subsidy /amount allotted	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.3.7	Eligibility criteria for grant of subsidy	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.4	Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013]							
2.4.1	Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
2.5	Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]							
2.5.1	Concessions, permits or authorizations granted by public authority	Fully Met	25	25.00	http://nepa.gov.in/eng/rti.html	Fully Met	25.00	http://nepa.gov.in/eng/rti.html
2.5.2	For each concessions, permit or authorization granted - (a) Eligibility criteria, (b) Procedure for getting the concession/ grant and/ or permits of authorizations, (c) Name and address of the	Fully Met	25	25.00	http://nepa.gov.in/eng/rti.html	Fully Met	25.00	http://nepa.gov.in/eng/rti.html

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	recipients given concessions/ permits or authorizations, (d) Date of award of concessions/ permits of authorizations							
2.6	CAG & PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]							
2.6.1	CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the parliament.	Not Met	50	0	empty	Not Met	0	Not met
Total			200	125			125	
3	Publicity Band Public interface							
3.1	Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation thereof [Section 4(1)(b)(vii)] [F No 1/6/2011-IR dt. 15.04.2013]							
3.1.1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	Fully Met	12.5	12.50	http://nepa.gov.in/eng/rti.html	Fully Met	12.50	http://www.nepa.gov.in/eng/rti3.html
3.1.2	Arrangements for consultation with or representation by - (a) Members of the public in policy formulation/ policy implementation, (b) Day & time allotted for visitors,(c) Contact details of Information & Facilitation Counter (IFC) to provide publications frequently sought by RTI applicants	Not Applicable	0	0	empty	Not Met	0	Not met
3.1.3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
3.1.4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
3.1.5	Public- private partnerships (PPP)- Concession agreements.	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
3.1.6	Public- private partnerships (PPP)- Operation and maintenance manuals	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL authority
3.1.7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority Not applicable as per public authority
3.1.8	Public- private partnerships (PPP) - Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
3.1.10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.)	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
3.2	Are the details of policies / decisions, which affect public, informed to them[Section 4(1) (c)]							
3.2.1	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Policy decisions/ legislations taken in the previous one year	Not Applicable	0	0	empty	Not Met	0	No information
3.2.2	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Outline the Public consultation process	Not Applicable	0	0	empty	Not Met	0	No information
3.2.3	Publish all relevant facts while formulating important policies or announcing decisions which	Not Applicable	0	0	empty	Not Met	0	No information

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	affect public to make the process more interactive- Outline the arrangement for consultation before formulation of policy							
3.3	Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]							
3.3.1	Use of the most effective means of communication - Internet (website)	Fully Met	50	50.00	http://nepa.gov.in/eng/rti.html	Fully Met	50.00	http://nepa.gov.in
3.4	Form of accessibility of information manual/ handbook[Section 4(1)(b)]							
3.4.1	Information manual/handbook available in Electronic format	Fully Met	25	25.00	http://nepa.gov.in/eng/rti.html	Fully Met	25.00	http://nepa.gov.in/eng/rti.html
3.4.2	Information manual/handbook available in Printed format	Fully Met	25	25.00	http://nepa.gov.in/eng/rti.html	Fully Met	25.00	http://nepa.gov.in/eng/rti.html
3.5	Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]							
3.5.1	List of materials available Free of cost	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
3.5.2	List of materials available At a reasonable cost of the medium	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per public authority
Total			113	113			113	
4	E-Governance							
4.1	Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]							
4.1.1	English	Fully Met	14.29	14.29	http://nepa.gov.in/eng/rti.html	Fully Met	14.29	http://nepa.gov.in/eng/rti.html
4.1.2	Vernacular/ Local Language	Not Met	14.29	0	empty	Not Met	0	No information
4.2	When was the information Manual/Handbook last updated?[F No. 1/6/2011-IR dt 15.4.2013]							
4.2.1	Last date of Annual updation	Fully Met	28.57	28.57	http://nepa.gov.in/eng/rti.html	Fully Met	28.57	http://nepa.gov.in/eng/rti.html

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					ml			ml
4.3	Information available in electronic form[Section 4(1)(b)(xiv)]							
4.3.1	Details of information available in electronic form	Fully Met	9.52	9.52	http://nepa.gov.in/eng/rti.html	Fully Met	9.52	http://nepa.gov.in/eng/rti.html
4.3.2	Name/ title of the document/record/ other information	Fully Met	9.52	9.52	http://nepa.gov.in/eng/rti.html	Fully Met	9.52	http://nepa.gov.in/eng/rti.html
4.3.3	Location where available	Fully Met	9.52	9.52	http://nepa.gov.in/eng/rti.html	Fully Met	9.52	http://nepa.gov.in/eng/rti.html
4.4	Particulars of facilities available to citizen for obtaining information[Section 4(1)(b)(xv)]							
4.4.1	Name & location of the faculty	Fully Met	7.14	7.14	http://nepa.gov.in/eng/rti.html	Fully Met	7.14	http://nepa.gov.in/eng/rti.html
4.4.2	Details of information made available	Fully Met	7.14	7.14	http://nepa.gov.in/eng/rti.html	Fully Met	7.14	http://nepa.gov.in/eng/rti.html
4.4.3	Working hours of the facility	Fully Met	7.14	7.14	http://nepa.gov.in/eng/rti.html	Fully Met	7.14	http://nepa.gov.in/eng/rti.html
4.4.4	Contact person & contact details (Phone, fax email)	Fully Met	7.14	7.14	http://nepa.gov.in/eng/rti.html	Fully Met	7.14	http://nepa.gov.in/eng/rti.html
4.5	Such other information as may be prescribed under Section 4(i) (b)(xvii)							
4.5.1	Grievance redressal mechanism	Not Met	3.57	0	empty	Not Met	0	No information
4.5.2	Details of applications received under RTI and information provided	Fully Met	3.57	3.57	http://nepa.gov.in/eng/rti.html	Fully Met	3.57	http://nepa.gov.in/eng/rti.html
4.5.3	List of completed schemes/ projects/ Programmes	Not Met	3.57	0	empty	Not Met	0	No information

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.5.4	List of schemes/ projects/ programme underway	Not Met	3.57	0	empty	Not Met	0	No information
4.5.5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	Not Met	3.57	0	empty	Not Met	0	No information
4.5.6	Annual Report	Not Applicable	0	0	empty	Not Met	0	No information
4.5.7	Frequently Asked Question (FAQs)	Fully Met	3.57	3.57	http://nepa.gov.in/eng/rti.html	Fully Met	3.57	http://nepa.gov.in/eng/rti.html
4.5.8	Any other information such as - (a) Citizen's Charter, (b) Result Framework Document (RFD), (c) Six monthly reports on the , (d) Performance against the benchmarks set in the Citizen's Charter	Partially Met	3.57	1.79	http://nepa.gov.in/eng/rti.html	Partially Met	1.79	Incomplete information
4.6	Receipt & Disposal of RTI applications & appeals [F.No 1/6/2011-IR dt. 15.04.2013]							
4.6.1	Details of applications received and disposed	Fully Met	14.29	14.29	http://nepa.gov.in/eng/rti.html	Fully Met	14.29	http://nepa.gov.in/eng/rti.html
4.6.2	Details of appeals received and orders issued	Fully Met	14.29	14.29	http://nepa.gov.in/eng/rti.html	Fully Met	14.29	http://nepa.gov.in/eng/rti.html
4.7	Replies to questions asked in the parliament[Section 4(1)(d)(2)]							
4.7.1	Details of questions asked and replies given	Not Met	28.57	0	empty	Not Met	0	Not met
Total			196	137			137	
5	Information as may be prescribed							
5.1	Such other information as may be prescribed [F.No. 1/2/2016-IR dt. 17.8.2016, F No. 1/6/2011-IR dt. 15.4.2013]							
5.1.1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1.1.2015	Fully Met	20	20.00	http://nepa.gov.in/eng/rti.html	Fully Met	20.00	http://nepa.gov.in/eng/rti.html
5.1.2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the	Not Met	20	0	empty	Not Met	0	No information

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	audit carried out							
5.1.3	Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD - (a) Date of appointment , (b) Name & Designation of the officers	Fully Met	20	20.00	http://nepa.gov.in/eng/rti.html	Fully Met	20.00	http://nepa.gov.in/eng/rti.html
5.1.4	Consultancy committee of key stake holders for advice on suo-motu disclosure - (a) Dates from which constituted, (b) Name & Designation of the officers	Not Met	20	0	empty	Not Met	0	No information
5.1.5	Committee of PIOs/FAAs with rich experience in RTI to identify frequently sought information under RTI - (a) Dates from which constituted, (b) Name & Designation of the Officers	Not Met	20	0	empty	Not Met	0	No information
Total			100	40			40	
6	Information Disclosed on own Initiative							
6.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information							
6.1.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	Fully Met	25	25.00	http://nepa.gov.in/eng/rti.html	Partially Met	12.50	Incomplete information
6.2	Guidelines for Indian Government Websites (GIGW) is followed (released in February, 2009 and included in the Central Secretariat Manual of Office Procedures (CSMOP) by Department of Administrative Reforms and Public Grievances, Ministry of Personnel, Publ							
6.2.1	Whether STQC certification obtained and its validity	Not Met	12.5	0	empty	Not Met	0	not met
6.2.2	Does the website show the certificate on the Website?	Not Met	12.5	0	empty	Not Met	0	not met
Total			50	25			13	
Grand Total			745	519				506

Self appraisal report for Year (2019-20)

Auditor Agency: SVPNPA

Ministry Name: Ministry of Home Affairs

Department Name: Department of Home

Public Authority Name: National Intelligence Grid

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1	Organisation and Function							
1.1	Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]							
1.1.1	Name and address of the Organization	Fully Met	1.28	1.28	ok	Not Met	0	Website not available
1.1.2	Head of the organization	Fully Met	1.28	1.28	ok	Not Met	0	Website not available
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	ok	Not Met	0	Website not available
1.1.4	Function and duties	Fully Met	1.28	1.28	ok	Not Met	0	Website not available
1.1.5	Organization Chart	Fully Met	1.28	1.28	ok	Not Met	0	Website not available
1.1.6	Any other details-the genesis, inception, formation of the department and the HoDs from time to time as well as the committees/ Commissions constituted from time to time have been dealt	Not Applicable	0	0	empty	Not Met	0	Website not available
1.2	Power and duties of its officers and employees[Section 4(1) (b)(ii)]							
1.2.1	Powers and duties of officers (administrative, financial and judicial)	Partially Met	1.54	0.77	ok	Not Met	0	Website not available
1.2.2	Power and duties of other employees	Fully Met	1.54	1.54	ok	Not Met	0	Website not available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.2.3	Rules/ orders under which powers and duty are derived and	Fully Met	1.54	1.54	ok	Not Met	0	Website not available
1.2.4	Exercised	Fully Met	1.54	1.54	ok	Not Met	0	Website not available
1.2.5	Work allocation	Fully Met	1.54	1.54	ok	Not Met	0	Website not available
1.3	Procedure followed in decision making process [Section 4(1)(b)(iii)]							
1.3.1	Process of decision making Identify key decision making points	Fully Met	1.54	1.54	ok	Not Met	0	Website not available
1.3.2	Final decision making authority	Fully Met	1.54	1.54	ok	Not Met	0	Website not available
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	ok	Not Met	0	Website not available
1.3.4	Time limit for taking a decisions, if any	Not Applicable	0	0	empty	Not Met	0	Website not available
1.3.5	Channel of supervision and accountability	Fully Met	1.54	1.54	ok	Not Met	0	Website not available
1.4	Norms for discharge of functions[Section 4(1)(b)(iv)]							
1.4.1	Nature of functions/ services offered	Fully Met	1.54	1.54	ok	Not Met	0	Website not available
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	ok	Not Met	0	Website not available
1.4.3	Process by which these services can be accessed	Not Applicable	0	0	empty	Not Met	0	Website not available
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	ok	Not Met	0	Website not available
1.4.5	Process of redress of grievances	Fully Met	1.54	1.54	ok	Not Met	0	Website not available
1.5	Rules, regulations, instructions manual and records for discharging functions[Section 4(1)(b)(v)]							
1.5.1	Title and nature of the record/ manual /instruction.	Fully Met	1.92	1.92	ok	Not Met	0	Website not available
1.5.2	List of Rules, regulations, instructions manuals	Fully Met	1.92	1.92	ok	Not Met	0	Website not available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	and records.							available
1.5.3	Acts/ Rules manuals etc.	Fully Met	1.92	1.92	ok	Not Met	0	Website not available
1.5.4	Transfer policy and transfer orders	Not Applicable	0	0	empty	Not Met	0	Website not available
1.6	Categories of documents held by the authority under its control[Section 4(1)(b) (vi)]							
1.6.1	Categories of documents	Fully Met	3.85	3.85	ok	Not Met	0	Website not available
1.6.2	Custodian of documents/categories	Fully Met	3.85	3.85	ok	Not Met	0	Website not available
1.7	Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]							
1.7.1	Name of Boards, Council, Committee etc.	Not Applicable	0	0	empty	Not Met	0	Website not available
1.7.2	Composition	Not Applicable	0	0	empty	Not Met	0	Website not available
1.7.3	Dates from which constituted	Not Applicable	0	0	empty	Not Met	0	Website not available
1.7.4	Term/ Tenure	Not Applicable	0	0	empty	Not Met	0	Website not available
1.7.5	Powers and functions	Not Applicable	0	0	empty	Not Met	0	Website not available
1.7.6	Whether their meetings are open to the public?	Not Applicable	0	0	empty	Not Met	0	Website not available
1.7.7	Whether the minutes of the meetings are open to the public?	Not Applicable	0	0	empty	Not Met	0	Website not available
1.7.8	Place where the minutes if open to the public are available?	Not Applicable	0	0	empty	Not Met	0	Website not available
1.8	Directory of officers and employees[Section 4(1) (b) (ix)]							
1.8.1	Name and designation	Fully Met	3.85	3.85	ok	Not Met	0	Website not available
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	ok	Not Met	0	Website not available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.9	Monthly Remuneration received by officers & employees including system of compensation[Section 4(1) (b) (x)]							
1.9.1	List of employees with Gross monthly remuneration	Fully Met	3.85	3.85	ok	Not Met	0	Website not available
1.9.2	System of compensation as provided in its regulations	Fully Met	3.85	3.85	ok	Not Met	0	Website not available
1.10	Name, designation and other particulars of public information officers[Section 4(1) (b) (xvi)]							
1.10.1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	Not Met	3.85	0	empty	Not Met	0	Website not available
1.10.2	Address, telephone numbers and email ID of each designated official.	Not Met	3.85	0	empty	Not Met	0	Website not available
1.11	No. Of employees against whom Disciplinary action has been proposed/ taken(Section 4(2))							
1.11.1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	Not Applicable	0	0	empty	Not Met	0	Website not available
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	Not Applicable	0	0	empty	Not Met	0	Website not available
1.12	Programmes to advance understanding of RTI(Section 26)							
1.12.1	Educational programmes	Not Met	1.92	0	empty	Not Met	0	Website not available
1.12.2	Efforts to encourage public authority to participate in these programmes	Not Met	1.92	0	empty	Not Met	0	Website not available
1.12.3	Training of CPIO/APIO	Not Met	1.92	0	empty	Not Met	0	Website not available
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Not Met	1.92	0	empty	Not Met	0	Website not available
1.13	Transfer policy and transfer orders[F No. 1/6/2011- IR dt. 15.4.2013]							
1.13.1	Transfer Policy And Transfer Orders[F No. 1/6/2011- IR Dt. 15.4.2013]	Not Applicable	0	0	empty	Not Met	0	Website not available
Total			71	55			0	
2	Budget and Programme							
2.1	Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc.[Section							

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	4(1)(b)(xi)]							
2.1.1	Total Budget for the public authority	Fully Met	10	10.00	ok	Not Met	0	Website not available
2.1.2	Budget for each agency and plan & programmes	Fully Met	10	10.00	ok	Not Met	0	Website not available
2.1.3	Proposed expenditures	Fully Met	10	10.00	ok	Not Met	0	Website not available
2.1.4	Revised budget for each agency, if any	Fully Met	10	10.00	ok	Not Met	0	Website not available
2.1.5	Report on disbursements made and place where the related reports are available	Fully Met	10	10.00	ok	Not Met	0	Website not available
2.2	Foreign and domestic tours(F.No. 1/8/2012- IR dt. 11.9.2012)							
2.2.1	Budget	Fully Met	16.67	16.67	ok	Not Met	0	Website not available
2.2.2	Foreign and domestic Tours by ministries and officials of the rank of Joint Secretary to the Government and above, as well as the heads of the Department.- (a) Places visited, (b) The period of visit, (c) The number of members in the official delegation, (d) Expenditure on the visit	Fully Met	16.67	16.67	ok	Not Met	0	Website not available
2.2.3	Information related to procurements- (a) Notice/tender enquires, and corrigenda if any thereon, (b) Details of the bids awarded comprising the names of the suppliers of goods/ services being procured, (c) The works contracts concluded – in any such combination of the above-and, (d) The rate/ rates and the total amount at which such procurement or works contract is to be executed.	Fully Met	16.67	16.67	ok	Not Met	0	Website not available
2.3	Manner of execution of subsidy programme [Section 4(i)(b)(xii)]							
2.3.1	Name of the programme of activity	Not Applicable	0	0	empty	Not Met	0	Website not available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
2.3.2	Objective of the programme	Not Applicable	0	0	empty	Not Met	0	Website not available
2.3.3	Procedure to avail benefits	Not Applicable	0	0	empty	Not Met	0	Website not available
2.3.4	Duration of the programme/ scheme	Not Applicable	0	0	empty	Not Met	0	Website not available
2.3.5	Physical and financial targets of the programme	Not Applicable	0	0	empty	Not Met	0	Website not available
2.3.6	Nature/ scale of subsidy /amount allotted	Not Applicable	0	0	empty	Not Met	0	Website not available
2.3.7	Eligibility criteria for grant of subsidy	Not Applicable	0	0	empty	Not Met	0	Website not available
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Not Applicable	0	0	empty	Not Met	0	Website not available
2.4	Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013]							
2.4.1	Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions	Not Applicable	0	0	empty	Not Met	0	Website not available
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Not Applicable	0	0	empty	Not Met	0	Website not available Website not available
2.5	Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]							
2.5.1	Concessions, permits or authorizations granted by public authority	Not Applicable	0	0	empty	Not Met	0	Website not available Website not available
2.5.2	For each concessions, permit or authorization granted - (a) Eligibility criteria, (b) Procedure for getting the concession/ grant and/ or permits of authorizations, (c) Name and address of the recipients given concessions/ permits or authorizations, (d) Date of award of concessions/ permits of authorizations	Not Applicable	0	0	empty	Not Met	0	Website not available
2.6	CAG & PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]							

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
2.6.1	CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the parliament.	Not Applicable	0	0	empty	Not Met	0	Website not available
Total			100	100			0	
3	Publicity Band Public interface							
3.1	Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation there of [Section 4(1)(b)(vii)] [F No 1/6/2011-IR dt. 15.04.2013]							
3.1.1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	Not Applicable	0	0	empty	Not Met	0	Website not available
3.1.2	Arrangements for consultation with or representation by - (a) Members of the public in policy formulation/ policy implementation, (b) Day & time allotted for visitors,(c) Contact details of Information & Facilitation Counter (IFC) to provide publications frequently sought by RTI applicants	Not Applicable	0	0	empty	Not Met	0	Website not available
3.1.3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	Not Applicable	0	0	empty	Not Met	0	Website not available
3.1.4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable	0	0	empty	Not Met	0	Website not available
3.1.5	Public- private partnerships (PPP)- Concession agreements.	Not Applicable	0	0	empty	Not Met	0	Website not available
3.1.6	Public- private partnerships (PPP)- Operation and maintenance manuals	Not Applicable	0	0	empty	Not Met	0	Website not available
3.1.7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	Not Applicable	0	0	empty	Not Met	0	Website not available
3.1.8	Public- private partnerships (PPP) - Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government	Not Applicable	0	0	empty	Not Met	0	Website not available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	Not Applicable	0	0	empty	Not Met	0	Website not available
3.1.10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.)	Not Applicable	0	0	empty	Not Met	0	Website not available
3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	Not Applicable	0	0	empty	Not Met	0	Website not available
3.2	Are the details of policies / decisions, which affect public, informed to them[Section 4(1) (c)]							
3.2.1	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Policy decisions/ legislations taken in the previous one year	Not Applicable	0	0	empty	Not Met	0	Website not available
3.2.2	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Outline the Public consultation process	Not Applicable	0	0	empty	Not Met	0	Website not available
3.2.3	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive- Outline the arrangement for consultation before formulation of policy	Not Applicable	0	0	empty	Not Met	0	Website not available
3.3	Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]							
3.3.1	Use of the most effective means of communication - Internet (website)	Not Applicable	0	0	empty	Not Met	0	Website not available
3.4	Form of accessibility of information manual/ handbook[Section 4(1)(b)]							
3.4.1	Information manual/handbook available in Electronic format	Not Applicable	0	0	empty	Not Met	0	Website not available
3.4.2	Information manual/handbook available in Printed format	Not Applicable	0	0	empty	Not Met	0	Website not available
3.5	Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]							
3.5.1	List of materials available Free of cost	Not Applicable	0	0	empty	Not Met	0	Website not

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL available
3.5.2	List of materials available At a reasonable cost of the medium	Not Applicable	0	0	empty	Not Met	0	Website not available
Total			0	0			0	
4	E-Governance							
4.1	Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]							
4.1.1	English	Not Applicable	0	0	empty	Not Met	0	Website not available
4.1.2	Vernacular/ Local Language	Not Applicable	0	0	empty	Not Met	0	Website not available
4.2	When was the information Manual/Handbook last updated?[F No. 1/6/2011-IR dt 15.4.2013]							
4.2.1	Last date of Annual updation	Not Applicable	0	0	empty	Not Met	0	Website not available
4.3	Information available in electronic form[Section 4(1)(b)(xiv)]							
4.3.1	Details of information available in electronic form	Not Applicable	0	0	empty	Not Met	0	Website not available
4.3.2	Name/ title of the document/record/ other information	Not Applicable	0	0	empty	Not Met	0	Website not available
4.3.3	Location where available	Not Applicable	0	0	empty	Not Met	0	Website not available Website not available
4.4	Particulars of facilities available to citizen for obtaining information[Section 4(1)(b)(xv)]							
4.4.1	Name & location of the faculty	Not Applicable	0	0	empty	Not Met	0	Website not available
4.4.2	Details of information made available	Not Applicable	0	0	empty	Not Met	0	Website not available
4.4.3	Working hours of the facility	Not Applicable	0	0	empty	Not Met	0	Website not available
4.4.4	Contact person & contact details (Phone, fax email)	Not Applicable	0	0	empty	Not Met	0	Website not available
4.5	Such other information as may be prescribed under Section 4(i) (b)(xvii)							
4.5.1	Grievance redressal mechanism	Fully Met	3.57	3.57	ok	Not Met	0	Website not available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL available
4.5.2	Details of applications received under RTI and information provided	Fully Met	3.57	3.57	exempted under second schedule of RTI Act, 2005	Not Met	0	Website not available
4.5.3	List of completed schemes/ projects/ Programmes	Not Applicable	0	0	empty	Not Met	0	Website not available
4.5.4	List of schemes/ projects/ programme underway	Not Applicable	0	0	empty	Not Met	0	Website not available
4.5.5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	Not Applicable	0	0	empty	Not Met	0	Website not available
4.5.6	Annual Report	Not Applicable	0	0	empty	Not Met	0	Website not available
4.5.7	Frequently Asked Question (FAQs)	Not Applicable	0	0	empty	Not Met	0	Website not available
4.5.8	Any other information such as - (a) Citizen's Charter, (b) Result Framework Document (RFD), (c) Six monthly reports on the , (d) Performance against the benchmarks set in the Citizen's Charter	Not Applicable	0	0	empty	Not Met	0	Website not available
4.6	Receipt & Disposal of RTI applications & appeals [F.No 1/6/2011-IR dt. 15.04.2013]							
4.6.1	Details of applications received and disposed	Fully Met	14.29	14.29	exempted under second schedule of RTI aCt, 2005	Not Met	0	Website not available
4.6.2	Details of appeals received and orders issued	Not Applicable	0	0	empty	Not Met	0	Website not available
4.7	Replies to questions asked in the parliament[Section 4(1)(d)(2)]							
4.7.1	Details of questions asked and replies given	Fully Met	28.57	28.57	ok	Not Met	0	Website not available
Total			50	50			0	

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
5	Information as may be prescribed							
5.1	Such other information as may be prescribed [F.No. 1/2/2016-IR dt. 17.8.2016, F No. 1/6/2011-IR dt. 15.4.2013]							
5.1.1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1.1.2015	Fully Met	20	20.00	ok	Not Met	0	Website not available
5.1.2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the audit carried out	Not Applicable	0	0	empty	Not Met	0	Website not available
5.1.3	Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD - (a) Date of appointment , (b) Name & Designation of the officers	Not Applicable	0	0	empty	Not Met	0	Website not available
5.1.4	Consultancy committee of key stake holders for advice on suo-motu disclosure - (a) Dates from which constituted, (b) Name & Designation of the officers	Not Applicable	0	0	empty	Not Met	0	Website not available
5.1.5	Committee of PIOs/FAAs with rich experience in RTI to identify frequently sought information under RTI - (a) Dates from which constituted, (b) Name & Designation of the Officers	Not Applicable	0	0	empty	Not Met	0	Website not available
Total			20	20			0	
6	Information Disclosed on own Initiative							
6.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information							
6.1.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	Not Applicable	0	0	empty	Not Met	0	no information
6.2	Guidelines for Indian Government Websites (GIGW) is followed (released in February, 2009 and included in the Central Secretariat Manual of Office Procedures (CSMOP) by Department of Administrative Reforms and Public Grievances, Ministry of Personnel, Publ							
6.2.1	Whether STQC certification obtained and its validity	Not Applicable	0	0	empty	Not Met	0	no website
6.2.2	Does the website show the certificate on the Website?	Not Applicable	0	0	empty	Not Met	0	no website

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
			0	0			0	
			241	225				0

Name of Public authority being audited: National Intelligence Grid

Link: No link available

RTI Link: No link available

Comments/Suggestions:

- Website/link is not available
- Certain applicable disclosures have been marked as not applicable

Self appraisal report for Year (2019-20)

Auditor Agency: SVPNPA

Ministry Name: Ministry of Home Affairs

Department Name: Department of Home

Public Authority Name: Office of the Registrar General of India

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1	Organisation and Function							
1.1	Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]							
1.1.1	Name and address of the Organization	Fully Met	1.28	1.28	censusindia.gov.in	Fully Met	1.28	censusindia.gov.in
1.1.2	Head of the organization	Fully Met	1.28	1.28	censusindia.gov.in	Fully Met	1.28	censusindia.gov.in
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	censusindia.gov.in	Partially Met	0.64	censusindia.gov.in
1.1.4	Function and duties	Fully Met	1.28	1.28	censusindia.gov.in	Fully Met	1.28	https://censusindia.gov.in/Footer_Menus/Right_to_Information/Updated_RTI/organization_details_functions_and_duties_etc.pdf
1.1.5	Organization Chart	Fully Met	1.28	1.28	censusindia.gov.in	Fully Met	1.28	https://censusindia.gov.in/2011-common/aboutus.html
1.1.6	Any other details-the genesis, inception,	Fully Met	1.28	1.28	censusindia.gov.in	Fully Met	1.28	censusindia.gov.in

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	formation of the department and the HoDs from time to time as well as the committees/ Commissions constituted from time to time have been dealt				ov.in			ov.in
1.2	Power and duties of its officers and employees[Section 4(1) (b)(ii)]							
1.2.1	Powers and duties of officers (administrative, financial and judicial)	Fully Met	1.54	1.54	censusindia.gov.in	Fully Met	1.54	https://censusindia.gov.in/Footer_Menu/Right_to_Information/Updated_RT/RTI_&obligations_Office_procedure_4_1__b_ii.pdf
1.2.2	Power and duties of other employees	Fully Met	1.54	1.54	censusindia.gov.in	Fully Met	1.54	https://censusindia.gov.in/Footer_Menu/Right_to_Information/Updated_RT/RTI_&obligations_Office_procedure_4_1__b_ii.pdf
1.2.3	Rules/ orders under which powers and duty are derived and	Fully Met	1.54	1.54	censusindia.gov.in	Fully Met	1.54	https://censusindia.gov.in/Footer_Menu/Right_to_Information/Notification_Act.html
1.2.4	Exercised	Fully Met	1.54	1.54	censusindia.gov.in	Fully Met	1.54	censusindia.gov.in

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					ov.in			ov.in
1.2.5	Work allocation	Fully Met	1.54	1.54	censusindia.gov.in	Fully Met	1.54	censusindia.gov.in
1.3	Procedure followed in decision making process [Section 4(1)(b)(iii)]							
1.3.1	Process of decision making Identify key decision making points	Fully Met	1.54	1.54	censusindia.gov.in	Fully Met	1.54	https://censusindia.gov.in/Footer_Menus/Right_to_Information/Updated_RTI/RTI_obligations_Office_procedure.pdf
1.3.2	Final decision making authority	Fully Met	1.54	1.54	censusindia.gov.in	Fully Met	1.54	https://censusindia.gov.in/Footer_Menus/Right_to_Information/Updated_RTI/RTI_obligations_Office_procedure.pdf
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	censusindia.gov.in	Fully Met	1.54	https://censusindia.gov.in/Footer_Menus/Right_to_Information/Updated_RTI/RTI_obligations_Office_procedure.pdf
1.3.4	Time limit for taking a decisions, if any	Fully Met	1.54	1.54	censusindia.gov.in	Fully Met	1.54	https://censusindia.gov.in/Footer_Menus/Right_to_Information/Updated_RTI/RTI_obligations_Office_procedure.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					ov.in			ndia.gov.in/Footer_Menus/Right_to_Information/Updated_RTI/RTI_obligations_Office_procedure.pdf
1.3.5	Channel of supervision and accountability	Fully Met	1.54	1.54	censusindia.gov.in	Fully Met	1.54	https://censusindia.gov.in/Footer_Menus/Right_to_Information/Updated_RTI/RTI_obligations_Office_procedure.pdf
1.4	Norms for discharge of functions[Section 4(1)(b)(iv)]							
1.4.1	Nature of functions/ services offered	Fully Met	1.54	1.54	censusindia.gov.in	Fully Met	1.54	https://censusindia.gov.in/Footer_Menus/Right_to_Information/Updated_RTI/CIC_Part1_Part4.pdf
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	censusindia.gov.in	Partially Met	0.77	https://censusindia.gov.in/Footer_Menus/Right_to_Information/Updated_RTI/CIC_Part1_Part4.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.4.3	Process by which these services can be accessed	Fully Met	1.54	1.54	censusindia.gov.in	Partially Met	0.77	https://censusindia.gov.in/Footer_Menus/Right_to_Information/Updated_RTI/CIC_Part1_Part4.pdf
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	censusindia.gov.in	Partially Met	0.77	https://censusindia.gov.in/Footer_Menus/Right_to_Information/Updated_RTI/CIC_Part1_Part4.pdf
1.4.5	Process of redress of grievances	Fully Met	1.54	1.54	censusindia.gov.in	Partially Met	0.77	https://censusindia.gov.in/Footer_Menus/Right_to_Information/Updated_RTI/CIC_Part1_Part4.pdf
1.5	Rules, regulations, instructions manual and records for discharging functions[Section 4(1)(b)(v)]							
1.5.1	Title and nature of the record/ manual /instruction.	Fully Met	1.92	1.92	censusindia.gov.in	Fully Met	1.92	https://censusindia.gov.in/Footer_Menus/Right_to_Information/Notification_Act.html
1.5.2	List of Rules, regulations, instructions manuals and records.	Fully Met	1.92	1.92	censusindia.gov.in	Fully Met	1.92	https://censusindia.gov.in/Footer_Menus/Right_to_Information/Notification_Act.html

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								ation/Notification_Act.html
1.5.3	Acts/ Rules manuals etc.	Fully Met	1.92	1.92	censusindia.gov.in	Fully Met	1.92	https://censusindia.gov.in/Footer_Menus/Right_to_Information/Notification_Act.html
1.5.4	Transfer policy and transfer orders	Not Met	1.92	0	empty	Fully Met	1.92	https://censusindia.gov.in/Footer_Menus/Right_to_Information/Notification_Act.html
1.6	Categories of documents held by the authority under its control[Section 4(1)(b) (vi)]							
1.6.1	Categories of documents	Fully Met	3.85	3.85	censusindia.gov.in	Fully Met	3.85	censusindia.gov.in
1.6.2	Custodian of documents/categories	Fully Met	3.85	3.85	censusindia.gov.in	Fully Met	3.85	censusindia.gov.in
1.7	Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]							
1.7.1	Name of Boards, Council, Committee etc.	Partially Met	0.96	0.48	A Technical Advisory Committee (TAC) was constituted comprising of experts on subject, demographers, representatives from concerned	Partially Met	0.48	No relevant data is provided

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>Government Departments etc. under the Chairmanship of the Registrar General & Census Commissioner, India to advise on various issues in connection with Census 2021. The TAC and its Sub-Committees formed on 'Development of Census questionnaires' and on 'Use of Technology for Census 2021' have met at several occasions to deliberate and finalize the technology and questionn</p>			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.7.2	Composition	Partially Met	0.96	0.48	<p>aires for the Census 2021;</p> <p>A Technical Advisory Committee (TAC) was constituted comprising of experts on subject, demographers, representatives from concerned Government Departments etc. under the Chairmanship of the Registrar General & Census Commissioner, India to advise on various issues in connection with Census 2021. The TAC and its Sub-Committees</p>	Partially Met	0.48	No relevant data is provided

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					formed on 'Development of Census questionnaires' and on 'Use of Technology for Census 2021' have met at several occasions to deliberate and finalize the technology and questionnaires for the Census 2021;			
1.7.3	Dates from which constituted	Partially Met	0.96	0.48	A Technical Advisory Committee (TAC) was constituted comprising of experts on subject, demographers, representatives from concerned Government Departments etc. under the Chairmanship	Partially Met	0.48	No relevant data is provided

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.7.4	Term/ Tenure	Partially Met	0.96	0.48	of the Registrar General & Census Commissioner, India to advise on various issues in connection with Census 2021. The TAC and its Sub-Committees formed on 'Development of Census questionnaires' and on 'Use of Technology for Census 2021' have met at several occasions to deliberate and finalize the technology and questionnaires for the Census 2021; A Technical Advisory	Partially Met	0.48	No relevant data is

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL provided
					<p>Committee (TAC) was constituted comprising of experts on subject, demographers, representatives from concerned Government Departments etc. under the Chairmanship of the Registrar General & Census Commissioner, India to advise on various issues in connection with Census 2021. The TAC and its Sub-Committees formed on 'Development of Census questionnaires'</p>			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					and on 'Use of Technology for Census 2021' have met at several occasions to deliberate and finalize the technology and questionnaires for the Census 2021;			
1.7.5	Powers and functions	Partially Met	0.96	0.48	A Technical Advisory Committee (TAC) was constituted comprising of experts on subject, demographers, representatives from concerned Government Departments etc. under the Chairmanship of the Registrar General & Census Com	Partially Met	0.48	No relevant data is provided

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>missioner, India to advise on various issues in connection with Census 2021. The TAC and its Sub-Committees formed on 'Development of Census questionnaires' and on 'Use of Technology for Census 2021' have met at several occasions to deliberate and finalize the technology and questionnaires for the Census 2021;</p>			
1.7.6	Whether their meetings are open to the public?	Partially Met	0.96	0.48	A Technical Advisory Committee (TAC) was constituted comprising of	Partially Met	0.48	No relevant data is provided

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					experts on subject, demographers, representatives from concerned Government Departments etc. under the Chairmanship of the Registrar General & Census Commissioner, India to advise on various issues in connection with Census 2021. The TAC and its Sub-Committees formed on 'Development of Census questionnaires' and on 'Use of Technology for Census 2021' have			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					met at several occasions to deliberate and finalize the technology and questionnaires for the Census 2021;			
1.7.7	Whether the minutes of the meetings are open to the public?	Partially Met	0.96	0.48	A Technical Advisory Committee (TAC) was constituted comprising of experts on subject, demographers, representatives from concerned Government Departments etc. under the Chairmanship of the Registrar General & Census Commissioner, India to advise on various issues in	Partially Met	0.48	No relevant data is provided

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					connection with Census 2021. The TAC and its Sub-Committees formed on 'Development of Census questionnaires' and on 'Use of Technology for Census 2021' have met at several occasions to deliberate and finalize the technology and questionnaires for the Census 2021;			
1.7.8	Place where the minutes if open to the public are available?	Partially Met	0.96	0.48	A Technical Advisory Committee (TAC) was constituted comprising of experts on subject, demographers, representatives	Partially Met	0.48	No relevant data is provided

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>from concerned Government Departments etc. under the Chairmanship of the Registrar General & Census Commissioner, India to advise on various issues in connection with Census 2021. The TAC and its Sub-Committees formed on 'Development of Census questionnaires' and on 'Use of Technology for Census 2021' have met at several occasions to deliberate and finalize the</p>			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					technology and questionnaires for the Census 2021;			
1.8	Directory of officers and employees[Section 4(1) (b) (ix)]							
1.8.1	Name and designation	Fully Met	3.85	3.85	censusindia.gov.in	Fully Met	3.85	https://censusindia.gov.in/aboutus/personnel/perdirectory.aspx
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	censusindia.gov.in	Fully Met	3.85	https://censusindia.gov.in/aboutus/personnel/perdirectory.aspx
1.9	Monthly Remuneration received by officers & employees including system of compensation[Section 4(1) (b) (x)]							
1.9.1	List of employees with Gross monthly remuneration	Fully Met	3.85	3.85	censusindia.gov.in	Fully Met	3.85	censusindia.gov.in
1.9.2	System of compensation as provided in its regulations	Fully Met	3.85	3.85	censusindia.gov.in	Fully Met	3.85	censusindia.gov.in
1.10	Name, designation and other particulars of public information officers[Section 4(1) (b) (xvi)]							
1.10.1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	Fully Met	3.85	3.85	censusindia.gov.in	Fully Met	3.85	censusindia.gov.in
1.10.2	Address, telephone numbers and email ID of each designated official.	Fully Met	3.85	3.85	censusindia.gov.in	Fully Met	3.85	censusindia.gov.in
1.11	No. Of employees against whom Disciplinary action has been proposed/ taken(Section 4(2))							
1.11.1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	Not Met	3.85	0	empty	Not Met	0	Not Met
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	Not Met	3.85	0	empty	Not Met	0	Not Met

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.12	Programmes to advance understanding of RTI(Section 26)							
1.12.1	Educational programmes	Partially Met	1.92	0.96	CPIO has been nominated for training at ISTM as per requirement	Partially Met	0.96	Partially Met
1.12.2	Efforts to encourage public authority to participate in these programmes	Partially Met	1.92	0.96	CPIO has been nominated for training at ISTM as per requirement	Partially Met	0.96	Partially Met
1.12.3	Training of CPIO/APIO	Partially Met	1.92	0.96	CPIO has been nominated for training at ISTM as per requirement	Partially Met	0.96	Partially Met
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Partially Met	1.92	0.96	CPIO has been nominated for training at ISTM as per requirement	Partially Met	0.96	Partially Met
1.13	Transfer policy and transfer orders[F No. 1/6/2011- IR dt. 15.4.2013]							
1.13.1	Transfer Policy And Transfer Orders[F No. 1/6/2011- IR Dt. 15.4.2013]	Not Met	7.69	0	empty	Not Met	0	Not met as per public authority
Total			100	75			73	
2	Budget and Programme							
2.1	Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc.[Section							

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	4(1)(b)(xi)							
2.1.1	Total Budget for the public authority	Fully Met	10	10.00	censusindia.gov.in	Fully Met	10.00	https://censusindia.gov.in/Footer_Menus/Right_to_Information/rti.html
2.1.2	Budget for each agency and plan & programmes	Fully Met	10	10.00	censusindia.gov.in	Fully Met	10.00	https://censusindia.gov.in/Footer_Menus/Right_to_Information/rti.html
2.1.3	Proposed expenditures	Fully Met	10	10.00	censusindia.gov.in	Fully Met	10.00	https://censusindia.gov.in/Footer_Menus/Right_to_Information/rti.html
2.1.4	Revised budget for each agency, if any	Fully Met	10	10.00	censusindia.gov.in	Fully Met	10.00	https://censusindia.gov.in/Footer_Menus/Right_to_Information/rti.html
2.1.5	Report on disbursements made and place where the related reports are available	Fully Met	10	10.00	Report of expenditure is available on e-lekha	Fully Met	10.00	https://censusindia.gov.in/Footer_Menus/Right_to_Information/rti.html
2.2	Foreign and domestic tours(F.No. 1/8/2012- IR dt. 11.9.2012)							
2.2.1	Budget	Fully Met	16.67	16.67	Already given as per point 2.1.1 above	Fully Met	16.67	censusindia.gov.in
2.2.2	Foreign and domestic Tours by ministries and officials of the rank of Joint Secretary to the	Partially Met	16.67	8.34	The data relating to	Partially Met	8.34	Partially Met

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	Government and above, as well as the heads of the Department.- (a) Places visited, (b) The period of visit, (c) The number of members in the official delegation, (d) Expenditure on the visit				foreign visits for 2013-14 to 2017-18 in case of all officers of DS level and above of this office have been sent to administration Division of MHA, requesting to upload the same on the FVMS system.			
2.2.3	Information related to procurements- (a) Notice/tender enquires, and corrigenda if any thereon, (b) Details of the bids awarded comprising the names of the suppliers of goods/ services being procured, (c) The works contracts concluded – in any such combination of the above-and, (d) The rate/ rates and the total amount at which such procurement or works contract is to be executed.	Fully Met	16.67	16.67	censusindia.gov.in	Fully Met	16.67	censusindia.gov.in
2.3	Manner of execution of subsidy programme [Section 4(i)(b)(xii)]							
2.3.1	Name of the programme of activity	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
2.3.2	Objective of the programme	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
2.3.3	Procedure to avail benefits	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
2.3.4	Duration of the programme/ scheme	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
2.3.5	Physical and financial targets of the programme	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
2.3.6	Nature/ scale of subsidy /amount allotted	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
2.3.7	Eligibility criteria for grant of subsidy	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
2.4	Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013]							
2.4.1	Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions	Partially Met	25	12.50	As this is attached office of MHA, the relevent information is available on website of MHA	Partially Met	12.50	As this is attached office of MHA, the relevent information is available on website of MHA
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Partially Met	25	12.50	As this is attached office of MHA, the relevent information is available on website of MHA	Partially Met	12.50	As this is attached office of MHA, the relevent information is available on website of MHA
2.5	Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]							
2.5.1	Concessions, permits or authorizations granted by public authority	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable as per public authority
2.5.2	For each concessions, permit or authorization granted - (a) Eligibility criteria, (b) Procedure for getting the concession/ grant and/ or permits of authorizations, (c) Name and address of the recipients given concessions/ permits or authorizations, (d) Date of award of concessions/ permits of authorizations	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable as per public authority

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
2.6	CAG & PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]							
2.6.1	CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the parliament.	Partially Met	50	25.00	As this is attached office of MHA, the relevent information is available on website of MHA	Partially Met	25.00	Partially Met
Total			200	142			142	
3	Publicity Band Public interface							
3.1	Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation there of [Section 4(1)(b)(vii)] [F No 1/6/2011-IR dt. 15.04.2013]							
3.1.1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	Fully Met	12.5	12.50	All published data is available on website	Fully Met	12.50	Data is available
3.1.2	Arrangements for consultation with or representation by - (a) Members of the public in policy formulation/ policy implementation, (b) Day & time allotted for visitors,(c) Contact details of Information & Facilitation Counter (IFC) to provide publications frequently sought by RTI applicants	Fully Met	12.5	12.50	Contact details of Data Dissemination Unit is available on website	Fully Met	12.50	Data is available
3.1.3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	Not Applicable	0	0	empty	Not Applicable	0	not applicable as per the public authority
3.1.4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable	0	0	empty	Not Applicable	0	not applicable as per the public authority

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
3.1.5	Public- private partnerships (PPP)- Concession agreements.	Not Applicable	0	0	empty	Not Applicable	0	not applicable as per the public authority
3.1.6	Public- private partnerships (PPP)- Operation and maintenance manuals	Not Applicable	0	0	empty	Not Applicable	0	not applicable as per the public authority
3.1.7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	Not Applicable	0	0	empty	Not Applicable	0	not applicable as per the public authority
3.1.8	Public- private partnerships (PPP) - Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government	Not Applicable	0	0	empty	Not Applicable	0	not applicable as per the public authority
3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	Not Applicable	0	0	empty	Not Applicable	0	not applicable as per the public authority
3.1.10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.)	Not Applicable	0	0	empty	Not Applicable	0	not applicable as per the public authority
3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	Not Applicable	0	0	empty	Not Applicable	0	not applicable as per the public authority
3.2	Are the details of policies / decisions, which affect public, informed to them[Section 4(1) (c)]							
3.2.1	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive	Fully Met	16.67	16.67	All circulars/g uidelines pertaining to	Fully Met	16.67	data is available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	- Policy decisions/ legislations taken in the previous one year				Conduct of Census 2021 and Updation of NPR is available on website			
3.2.2	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Outline the Public consultation process	Fully Met	16.67	16.67	All circulars/g uidelines pertaining to Conduct of Census 2021 and updation of NPR is available on website	Fully Met	16.67	data is available
3.2.3	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive- Outline the arrangement for consultation before formulation of policy	Not Applicable	0	0	empty	Not Met	0	Disclosure is applicable. No information given
3.3	Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]							
3.3.1	Use of the most effective means of communication - Internet (website)	Fully Met	50	50.00	All publication/data pertaining to population census, Sample Registration System, Civil Registration, MCCD, etc is available on	Fully Met	50.00	Data is available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					website			
3.4	Form of accessibility of information manual/ handbook[Section 4(1)(b)]							
3.4.1	Information manual/handbook available in Electronic format	Fully Met	25	25.00	Manuals pertaining to census/NPR/SRS/CRS etc are available on website censusindia.gov.in, in electronic formate	Fully Met	25.00	Data is available
3.4.2	Information manual/handbook available in Printed format	Fully Met	25	25.00	Printed formats are available in office	Fully Met	25.00	Data is available
3.5	Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]							
3.5.1	List of materials available Free of cost	Fully Met	25	25.00	All publication/data pertaining to population census, Sample Registration System, Civil Registration, MCCD, etc is available on website	Fully Met	25.00	Data is available
3.5.2	List of materials available At a reasonable cost of the medium	Partially Met	25	12.50	Priced list of material is available on	Partially Met	12.50	incomplete information

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					website. The same will be updated subsequently.			
Total			208	196			196	
4	E-Governance							
4.1	Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]							
4.1.1	English	Fully Met	14.29	14.29	English manuals/Handbook on census are available on website	Fully Met	14.29	Data is available
4.1.2	Vernacular/ Local Language	Fully Met	14.29	14.29	Hindi manuals on census are available on website	Fully Met	14.29	Data is available
4.2	When was the information Manual/Handbook last updated?[F No. 1/6/2011-IR dt 15.4.2013]							
4.2.1	Last date of Annual updation	Fully Met	28.57	28.57	Census manuals/data for 2011 census are available which will be updated for census 2021.The other manuals /reports pertaining to SRS/CRS/MCC D etc are updated	Fully Met	28.57	Data is available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					annually.			
4.3	Information available in electronic form[Section 4(1)(b)(xiv)]							
4.3.1	Details of information available in electronic form	Fully Met	9.52	9.52	All the published data/notifications/circulars etc are available on website in electronic format	Fully Met	9.52	Data is available
4.3.2	Name/ title of the document/record/ other information	Fully Met	9.52	9.52	Census data/tables, SRS report, CRS report, MCCD report etc	Fully Met	9.52	Data is available
4.3.3	Location where available	Fully Met	9.52	9.52	censusindia.gov.in website under the tab New Releases	Fully Met	9.52	Data is available
4.4	Particulars of facilities available to citizen for obtaining information[Section 4(1)(b)(xv)]							
4.4.1	Name & location of the faculty	Fully Met	7.14	7.14	Details of office address at 3 locations is available on website.	Fully Met	7.14	Data is available
4.4.2	Details of information made available	Fully Met	7.14	7.14	All the publications/data is available.	Fully Met	7.14	Data is available
4.4.3	Working hours of the facility	Fully Met	7.14	7.14	Library/ Data Dissemination Unit is	Fully Met	7.14	Data is available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					working as per office hours.			
4.4.4	Contact person & contact details (Phone, fax email)	Fully Met	7.14	7.14	Details of Data Dissemination Unit is available on website	Fully Met	7.14	Data is available
4.5	Such other information as may be prescribed under Section 4(i) (b)(xvii)							
4.5.1	Grievance redressal mechanism	Fully Met	3.57	3.57	This office is registered on CPGRAMS portal	Fully Met	3.57	Data is available
4.5.2	Details of applications received under RTI and information provided	Not Met	3.57	0	empty	Not Met	0	information not given
4.5.3	List of completed schemes/ projects/ Programmes	Not Applicable	0	0	empty	Not Met	0	information not given
4.5.4	List of schemes/ projects/ programme underway	Not Applicable	0	0	empty	Not Met	0	information not given
4.5.5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	Not Met	3.57	0	empty	Not Met	0	information not given
4.5.6	Annual Report	Fully Met	3.57	3.57	Being attached office of MHA, it is included in Annual report of MHA	Fully Met	3.57	Data is available
4.5.7	Frequently Asked Question (FAQs)	Fully Met	3.57	3.57	FAQ for last census 2011 is available.	Fully Met	3.57	Data is available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					The same will be updated for next census 2021 subsequently			
4.5.8	Any other information such as - (a) Citizen's Charter, (b) Result Framework Document (RFD), (c) Six monthly reports on the , (d) Performance against the benchmarks set in the Citizen's Charter	Not Applicable	0	0	empty	Not Met	0	information not given
4.6	Receipt & Disposal of RTI applications & appeals [F.No 1/6/2011-IR dt. 15.04.2013]							
4.6.1	Details of applications received and disposed	Fully Met	14.29	14.29	This office is registered with onlinrrti.gov.in	Fully Met	14.29	Data is available
4.6.2	Details of appeals received and orders issued	Fully Met	14.29	14.29	This office is registered with onlinrrti.gov.in	Fully Met	14.29	Data is available
4.7	Replies to questions asked in the parliament[Section 4(1)(d)(2)]							
4.7.1	Details of questions asked and replies given	Fully Met	28.57	28.57	Being attached office of MHA, details are available on website of MHA	Fully Met	28.57	Data is available
Total			189	182			182	
5	Information as may be prescribed							
5.1	Such other information as may be prescribed [F.No. 1/2/2016-IR dt. 17.8.2016, F No. 1/6/2011-IR dt. 15.4.2013]							
5.1.1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1.1.2015	Partially Met	20	10.00	censusindia.gov.in	Partially Met	10.00	https://censusindia.gov.in/Fo

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								oter_Menus/Right_to_Information/rti.html
5.1.2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the audit carried out	Not Met	20	0	empty	Not Met	0	information not provided
5.1.3	Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD - (a) Date of appointment , (b) Name & Designation of the officers	Not Met	20	0	empty	Not Met	0	information not provided
5.1.4	Consultancy committee of key stake holders for advice on suo-motu disclosure - (a) Dates from which constituted, (b) Name & Designation of the officers	Not Met	20	0	empty	Not Met	0	information not provided
5.1.5	Committee of PIOs/FAAs with rich experience in RTI to identify frequently sought information under RTI - (a) Dates from which constituted, (b) Name & Designation of the Officers	Not Met	20	0	empty	Not Met	0	information not provided
Total			100	10			10	
6	Information Disclosed on own Initiative							
6.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information							
6.1.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	Fully Met	25	25.00	All census data/publications/SRS data/CRS publications are available on website	Fully Met	25.00	information is provided
6.2	Guidelines for Indian Government Websites (GIGW) is followed (released in February, 2009 and included in the Central Secretariat Manual of Office Procedures (CSMOP) by Department of Administrative Reforms and Public Grievances, Ministry of Personnel, Publ							
6.2.1	Whether STQC certification obtained and its	Partially Met	12.5	6.25	Obtaining	Not Met	0	not available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	validity				STQC certificate is under process			
6.2.2	Does the website show the certificate on the Website?	Not Met	12.5	0	empty	Not Met	0	not available
Total			50	31			25	
Grand Total			848	636			628	

Name of Public authority being audited: Office of the Registrar General & Census Commissioner, India

Link: <https://censusindia.gov.in/>

RTI Link: [https://censusindia.gov.in/Footer_Menus/Right to Information/rti.html](https://censusindia.gov.in/Footer_Menus/Right_to_Information/rti.html)

Comments/Suggestions:

- 4.5.1 till 4.5.8 disclosure is applicable and information should be provided.
- 5.1.1 till 5.1.5 complete information should be provided

Self appraisal report for Year (2019-20)

Auditor Agency: SVPNPA

Ministry Name: Ministry of Home Affairs

Department Name: Department of Home

Public Authority Name: Repatriates Cooperative Finance and Development Bank Limited

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1	Organisation and Function							
1.1	Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]							
1.1.1	Name and address of the Organization	Fully Met	1.28	1.28	www.repcobank.com/contact us	Fully Met	1.28	www.repcobank.com/contact us
1.1.2	Head of the organization	Fully Met	1.28	1.28	www.repcobank.com/about us	Fully Met	1.28	www.repcobank.com/about us
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	www.repcobank.com/about us	Fully Met	1.28	www.repcobank.com/about us
1.1.4	Function and duties	Fully Met	1.28	1.28	www.repcobank.com/services	Not Met	0	(www.repcobank.com/services) Link is not functional. Further website has no disclosure about functions/roles and responsibilities of

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL officials
1.1.5	Organization Chart	Fully Met	1.28	1.28	www.repcobank.com/about us/key management	Not Met	0	(www.repcobank.com/about us/key management) is not functional. In the link https://www.repcobank.com/keymanagement.php organization structure is not given instead only key officials are mentioned
1.1.6	Any other details-the genesis, inception, formation of the department and the HoDs from time to time as well as the committees/ Commissions constituted from time to time have been dealt	Fully Met	1.28	1.28	www.repcobank.com/about us/our history	Fully Met	1.28	https://www.repcobank.com/about.php
1.2	Power and duties of its officers and employees[Section 4(1) (b)(ii)]							
1.2.1	Powers and duties of officers (administrative, financial and judicial)	Fully Met	1.54	1.54	www.repcobank.com/RTI/RTI Act	Not Met	0	correct link is https://www.repcobank.com/rti_act.php. Information is not available. Exact information about powers

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL and duties needs to be provided. Vague information like all regulations are followed is given.
1.2.2	Power and duties of other employees	Fully Met	1.54	1.54	www.repcobank.com/RTI/RTI Act	Not Met	0	correct link is https://www.repcobank.com/rti_act.php. Information is not available. Exact information about powers and duties needs to be provided. Vague information like all regulations are followed is given.
1.2.3	Rules/ orders under which powers and duty are derived and	Fully Met	1.54	1.54	www.repcobank.com/RTI/RTI Act	Not Met	0	correct link is https://www.repcobank.com/rti_act.php. Information is

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								not available. Exact information about powers and duties needs to be provided. Vague information like all regulations are followed is given.
1.2.4	Exercised	Fully Met	1.54	1.54	www.repcobank.com/RTI/RTI Act	Not Met	0	correct link is https://www.repcobank.com/rti_act.php. Information is not available. Exact information about powers and duties needs to be provided. Vague information like all regulations are followed is given.
1.2.5	Work allocation	Fully Met	1.54	1.54	www.repcobank.com/RTI/RTI Act	Not Met	0	correct link is

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					nk.com/RTI/RTI Act			https://www.repcobank.com/rti_act.php. Information is not available. Exact information about powers and duties needs to be provided. Vague information like all regulations are followed is given.
1.3	Procedure followed in decision making process [Section 4(1)(b)(iii)]							
1.3.1	Process of decision making Identify key decision making points	Fully Met	1.54	1.54	www.repcobank.com/RTI/RTI Act	Not Met	0	Correct link is https://www.repcobank.com/rti_act.php Information is not available. Exact information about powers and duties needs to be provided.
1.3.2	Final decision making authority	Fully Met	1.54	1.54	www.repcobank.com/RTI/RTI Act	Not Met	0	Correct link is https://www.re

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					TI Act			pcobank.com/rti_act.php Information is not available. Exact information about powers and duties needs to be provided.
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	www.repcobank.com/RTI/RTI Act	Not Met	0	Correct link is https://www.repcobank.com/rti_act.php Information is not available. Exact information about powers and duties needs to be provided.
1.3.4	Time limit for taking a decisions, if any	Not Applicable	0	0	empty	Not Met	0	Correct link is https://www.repcobank.com/rti_act.php Information is not available. Exact information about powers and duties

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL needs to be provided.
1.3.5	Channel of supervision and accountability	Not Applicable	0	0	empty	Not Met	0	Correct link is https://www.repcobank.com/rti_act.php Information is not available. Exact information about powers and duties needs to be provided.
1.4	Norms for discharge of functions[Section 4(1)(b)(iv)]							
1.4.1	Nature of functions/ services offered	Fully Met	1.54	1.54	www.repcobank.com/Services	Not Met	0	given link is is not functional. Correct link is https://www.repcobank.com/insurance_service.php . No relevant information is available.
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	www.repcobank.com/Services	Not Met	0	given link is is not functional. Correct link is https://www.repcobank.com/insurance_service.php . No

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL relevant information is available.
1.4.3	Process by which these services can be accessed	Fully Met	1.54	1.54	www.repcobank.com/Services	Not Met	0	given link is is not functional. Correct link is https://www.repcobank.com/insurance_service.php. No relevant information is available.
1.4.4	Time-limit for achieving the targets	Not Applicable	0	0	empty	Not Met	0	given link is is not functional. Correct link is https://www.repcobank.com/insurance_service.php. No relevant information is available.
1.4.5	Process of redress of grievances	Partially Met	1.54	0.77	under updation	Not Met	0	given link is is not functional. Correct link is https://www.repcobank.com/insurance_service.php. No relevant information is

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL available.
1.5	Rules, regulations, instructions manual and records for discharging functions[Section 4(1)(b)(v)]							
1.5.1	Title and nature of the record/ manual /instruction.	Fully Met	1.92	1.92	www.repcobank.com/RTI/RTI Act	Fully Met	1.92	correct link is https://www.repcobank.com/rti_act.php no information is available
1.5.2	List of Rules, regulations, instructions manuals and records.	Partially Met	1.92	0.96	under updation	Partially Met	0.96	correct link is https://www.repcobank.com/rti_act.php no information is available
1.5.3	Acts/ Rules manuals etc.	Partially Met	1.92	0.96	under updation	Partially Met	0.96	correct link is https://www.repcobank.com/rti_act.php no information is available
1.5.4	Transfer policy and transfer orders	Not Applicable	0	0	empty	Not Applicable	0	not applicable as per public authority Data
1.6	Categories of documents held by the authority under its control[Section 4(1)(b) (vi)]							
1.6.1	Categories of documents	Not Applicable	0	0	empty	Not Met	0	No Data
1.6.2	Custodian of documents/categories	Not Applicable	0	0	empty	Not Met	0	No Data
1.7	Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]							
1.7.1	Name of Boards, Council, Committee etc.	Fully Met	0.96	0.96	www.repcobank.com/About us	Partially Met	0.48	https://www.repcobank.com/about.php only partial information is

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL available
1.7.2	Composition	Fully Met	0.96	0.96	www.repcobank.com/About us	Not Met	0	information not given
1.7.3	Dates from which constituted	Partially Met	0.96	0.48	under updation	Not Met	0	information not given
1.7.4	Term/ Tenure	Partially Met	0.96	0.48	under updation	Not Met	0	information not given
1.7.5	Powers and functions	Partially Met	0.96	0.48	under updation	Not Met	0	information not given
1.7.6	Whether their meetings are open to the public?	Not Applicable	0	0	empty	Not Met	0	Disclosure is applicable. information not given
1.7.7	Whether the minutes of the meetings are open to the public?	Not Applicable	0	0	empty	Not Met	0	Disclosure is applicable. information not given
1.7.8	Place where the minutes if open to the public are available?	Not Applicable	0	0	empty	Not Met	0	Disclosure is applicable. information not given
1.8	Directory of officers and employees[Section 4(1) (b) (ix)]							
1.8.1	Name and designation	Fully Met	3.85	3.85	www.repcobank.com/RTI/RTI Act	Not Met	0	• 1.8.1 and 1.8.2 Document mentions only salary and not designation or other contact details. Directory

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								should have contact details of all officers and not just "contact us" details.
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	www.repcobank.com/Contact us	Not Met	0	<ul style="list-style-type: none"> • 1.8.1 and 1.8.2 Document mentions only salary and not designation or other contact details. Directory should have contact details of all officers and not just "contact us" details.
1.9	Monthly Remuneration received by officers & employees including system of compensation[Section 4(1) (b) (x)]							
1.9.1	List of employees with Gross monthly remuneration	Fully Met	3.85	3.85	www.repcobank.com/RTI/RTI Act	Fully Met	3.85	information is given
1.9.2	System of compensation as provided in its regulations	Not Applicable	0	0	empty	Not Met	0	No Data
1.10	Name, designation and other particulars of public information officers[Section 4(1) (b) (xvi)]							
1.10.1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	Fully Met	3.85	3.85	www.repcobank.com/RTI/RTI Act	Fully Met	3.85	www.repcobank.com/RTI/RTI Act
1.10.2	Address, telephone numbers and email ID of	Partially Met	3.85	1.93	Under	Partially Met	1.93	incomplete

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL information
	each designated official.				updatation			
1.11	No. Of employees against whom Disciplinary action has been proposed/ taken(Section 4(2))							
1.11.1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	Not Applicable	0	0	empty	Not Met	0	No Data
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	Not Applicable	0	0	empty	Not Met	0	No Data
1.12	Programmes to advance understanding of RTI(Section 26)							
1.12.1	Educational programmes	Partially Met	1.92	0.96	under updatation	Not Met	0	Information not given
1.12.2	Efforts to encourage public authority to participate in these programmes	Partially Met	1.92	0.96	under updatation	Not Met	0	Information not given
1.12.3	Training of CPIO/APIO	Partially Met	1.92	0.96	under updatation	Not Met	0	Information not given
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Partially Met	1.92	0.96	under updatation	Not Met	0	Information not given
1.13	Transfer policy and transfer orders[F No. 1/6/2011- IR dt. 15.4.2013]							
1.13.1	Transfer Policy And Transfer Orders[F No. 1/6/2011- IR Dt. 15.4.2013]	Not Applicable	0	0	empty	Not Applicable	0	not applicable as per public authority
Total			64	54			19	
2	Budget and Programme							
2.1	Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc.[Section 4(1)(b)(xi)]							
2.1.1	Total Budget for the public authority	Not Applicable	0	0	empty	Not Applicable	0	This provision is not applicable to Repco bank as per public authority
2.1.2	Budget for each agency and plan & programmes	Not Applicable	0	0	empty	Not Applicable	0	This provision is not

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								applicable to Repco bank as per public authority
2.1.3	Proposed expenditures	Not Applicable	0	0	empty	Not Applicable	0	This provision is not applicable to Repco bank as per public authority
2.1.4	Revised budget for each agency, if any	Not Applicable	0	0	empty	Not Applicable	0	This provision is not applicable to Repco bank as per public authority
2.1.5	Report on disbursements made and place where the related reports are available	Not Applicable	0	0	empty	Not Applicable	0	This provision is not applicable to Repco bank as per public authority
2.2	Foreign and domestic tours(F.No. 1/8/2012- IR dt. 11.9.2012)							
2.2.1	Budget	Not Applicable	0	0	empty	Not Applicable	0	This provision is not applicable to Repco bank as per public authority
2.2.2	Foreign and domestic Tours by ministries and officials of the rank of Joint Secretary to the Government and above, as well as the heads of	Not Applicable	0	0	empty	Not Met	0	information not given

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	the Department.- (a) Places visited, (b) The period of visit, (c) The number of members in the official delegation, (d) Expenditure on the visit							
2.2.3	Information related to procurements- (a) Notice/tender enquires, and corrigenda if any thereon, (b) Details of the bids awarded comprising the names of the suppliers of goods/ services being procured, (c) The works contracts concluded – in any such combination of the above-and, (d) The rate/ rates and the total amount at which such procurement or works contract is to be executed.	Not Applicable	0	0	empty	Not Met	0	information not given
2.3	Manner of execution of subsidy programme [Section 4(i)(b)(xii)]							
2.3.1	Name of the programme of activity	Not Applicable	0	0	empty	Not Applicable	0	This provision is not applicable to Repco bank as per public authority
2.3.2	Objective of the programme	Not Applicable	0	0	empty	Not Applicable	0	This provision is not applicable to Repco bank as per public authority
2.3.3	Procedure to avail benefits	Not Applicable	0	0	empty	Not Applicable	0	This provision is not applicable to Repco bank as per public authority
2.3.4	Duration of the programme/ scheme	Not Applicable	0	0	empty	Not Applicable	0	This provision

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								is not applicable to Repco bank as per public authority
2.3.5	Physical and financial targets of the programme	Not Applicable	0	0	empty	Not Applicable	0	This provision is not applicable to Repco bank as per public authority
2.3.6	Nature/ scale of subsidy /amount allotted	Not Applicable	0	0	empty	Not Applicable	0	This provision is not applicable to Repco bank as per public authority
2.3.7	Eligibility criteria for grant of subsidy	Not Applicable	0	0	empty	Not Applicable	0	This provision is not applicable to Repco bank as per public authority
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Not Applicable	0	0	empty	Not Applicable	0	This provision is not applicable to Repco bank as per public authority
2.4	Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013]							
2.4.1	Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions	Not Applicable	0	0	empty	Not Applicable	0	This provision is not

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								applicable to Repco bank as per public authority
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Not Applicable	0	0	empty	Not Applicable	0	This provision is not applicable to Repco bank as per public authority
2.5	Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]							
2.5.1	Concessions, permits or authorizations granted by public authority	Not Applicable	0	0	empty	Not Applicable	0	not applicable
2.5.2	For each concessions, permit or authorization granted - (a) Eligibility criteria, (b) Procedure for getting the concession/ grant and/ or permits of authorizations, (c) Name and address of the recipients given concessions/ permits or authorizations, (d) Date of award of concessions/ permits of authorizations	Not Applicable	0	0	empty	Not Applicable	0	Not Applicabl
2.6	CAG & PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]							
2.6.1	CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the parliament.	Not Applicable	0	0	empty	Not Applicable	0	This provision is not applicable to Repco bank as per public authority
Total			0	0			0	
3	Publicity Band Public interface							
3.1	Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation there of [Section 4(1)(b)(vii)] [F No 1/6/2011-IR dt. 15.04.2013]							
3.1.1	Relevant Acts, Rules, Forms and other	Partially Met	12.5	6.25	under	Not Met	0	information

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	documents which are normally accessed by citizens				update			not given
3.1.2	Arrangements for consultation with or representation by - (a) Members of the public in policy formulation/ policy implementation, (b) Day & time allotted for visitors,(c) Contact details of Information & Facilitation Counter (IFC) to provide publications frequently sought by RTI applicants	Partially Met	12.5	6.25	under update	Not Met	0	information not given
3.1.3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	Not Applicable	0	0	empty	Not Applicable	0	not applicable as per public authority
3.1.4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable	0	0	empty	Not Applicable	0	not applicable as per public authority
3.1.5	Public- private partnerships (PPP)- Concession agreements.	Not Applicable	0	0	empty	Not Applicable	0	not applicable as per public authority
3.1.6	Public- private partnerships (PPP)- Operation and maintenance manuals	Not Applicable	0	0	empty	Not Applicable	0	not applicable as per public authority
3.1.7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	Not Applicable	0	0	empty	Not Applicable	0	not applicable as per public authority
3.1.8	Public- private partnerships (PPP) - Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government	Not Applicable	0	0	empty	Not Applicable	0	not applicable as per public authority
3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	Not Applicable	0	0	empty	Not Applicable	0	not applicable as per public authority
3.1.10	Public- private partnerships (PPP) - The process	Not Applicable	0	0	empty	Not Applicable	0	not applicable

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	of the selection of the private sector party (concessionaire etc.)							as per public authority
3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	Not Applicable	0	0	empty	Not Applicable	0	not applicable as per public authority
3.2	Are the details of policies / decisions, which affect public, informed to them[Section 4(1) (c)]							
3.2.1	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Policy decisions/ legislations taken in the previous one year	Partially Met	16.67	8.34	www.repcobank.com/Deposits/Loans	Not Met	0	• 3.2.1 till 3.2.3 No information related to important decisions and policies is given
3.2.2	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Outline the Public consultation process	Partially Met	16.67	8.34	under updation	Not Met	0	• 3.2.1 till 3.2.3 No information related to important decisions and policies is given
3.2.3	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive- Outline the arrangement for consultation before formulation of policy	Partially Met	16.67	8.34	under updation	Not Met	0	• 3.2.1 till 3.2.3 No information related to important decisions and policies is given
3.3	Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]							
3.3.1	Use of the most effective means of	Fully Met	50	50.00	www.repcoba	Fully Met	50.00	complied

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	communication - Internet (website)				nk.com			
3.4	Form of accessibility of information manual/ handbook[Section 4(1)(b)]							
3.4.1	Information manual/handbook available in Electronic format	Not Applicable	0	0	empty	Partially Met	12.50	incomplete data
3.4.2	Information manual/handbook available in Printed format	Not Applicable	0	0	empty	Partially Met	12.50	incomplete data
3.5	Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]							
3.5.1	List of materials available Free of cost	Not Applicable	0	0	empty	Not Met	0	Not met according to public authority
3.5.2	List of materials available At a reasonable cost of the medium	Not Applicable	0	0	empty	Not Met	0	Not met according to public authority
Total			125	88			75	
4	E-Governance							
4.1	Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]							
4.1.1	English	Not Applicable	0	0	empty	Fully Met	14.29	information is given in English
4.1.2	Vernacular/ Local Language	Not Applicable	0	0	empty	Not Met	0	Not met according to public authority
4.2	When was the information Manual/Handbook last updated?[F No. 1/6/2011-IR dt 15.4.2013]							
4.2.1	Last date of Annual updation	Not Applicable	0	0	empty	Fully Met	28.57	information is not given But website is updated recently
4.3	Information available in electronic form[Section 4(1)(b)(xiv)]							

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.3.1	Details of information available in electronic form	Fully Met	9.52	9.52	www.repcobank.com	Fully Met	9.52	www.repcobank.com
4.3.2	Name/ title of the document/record/ other information	Fully Met	9.52	9.52	www.repcobank.com	Fully Met	9.52	www.repcobank.com
4.3.3	Location where available	Fully Met	9.52	9.52	website	Fully Met	9.52	www.repcobank.com
4.4	Particulars of facilities available to citizen for obtaining information[Section 4(1)(b)(xv)]							
4.4.1	Name & location of the faculty	Fully Met	7.14	7.14	www.repcobank.com	Fully Met	7.14	www.repcobank.com
4.4.2	Details of information made available	Fully Met	7.14	7.14	www.repcobank.com	Fully Met	7.14	www.repcobank.com
4.4.3	Working hours of the facility	Fully Met	7.14	7.14	www.repcobank.com	Fully Met	7.14	www.repcobank.com
4.4.4	Contact person & contact details (Phone, fax email)	Fully Met	7.14	7.14	www.repcobank.com/contact us	Fully Met	7.14	www.repcobank.com/contact us
4.5	Such other information as may be prescribed under Section 4(i) (b)(xvii)							
4.5.1	Grievance redressal mechanism	Partially Met	3.57	1.79	under updation	Not Met	0	information not given
4.5.2	Details of applications received under RTI and information provided	Partially Met	3.57	1.79	maintained manually	Not Met	0	information not given
4.5.3	List of completed schemes/ projects/ Programmes	Not Applicable	0	0	empty	Not Applicable	0	not applicable as per public authority
4.5.4	List of schemes/ projects/ programme underway	Not Applicable	0	0	empty	Not Applicable	0	not applicable as per public authority
4.5.5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	Not Applicable	0	0	empty	Not Applicable	0	not applicable as per public authority
4.5.6	Annual Report	Partially Met	3.57	1.79	under updation	Not Met	0	Information not given

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.5.7	Frequently Asked Question (FAQs)	Not Met	3.57	0	empty	Not Met	0	No met according to public authority
4.5.8	Any other information such as - (a) Citizen's Charter, (b) Result Framework Document (RFD), (c) Six monthly reports on the , (d) Performance against the benchmarks set in the Citizen's Charter	Partially Met	3.57	1.79	under updation	Not Met	0	Information not given
4.6	Receipt & Disposal of RTI applications & appeals [F.No 1/6/2011-IR dt. 15.04.2013]							
4.6.1	Details of applications received and disposed	Partially Met	14.29	7.15	maintained manually	Not Met	0	must be given on website
4.6.2	Details of appeals received and orders issued	Partially Met	14.29	7.15	maintained manually	Not Met	0	must be given on website
4.7	Replies to questions asked in the parliament[Section 4(1)(d)(2)]							
4.7.1	Details of questions asked and replies given	Not Applicable	0	0	empty	Not Met	0	information not given
Total			104	79			100	
5	Information as may be prescribed							
5.1	Such other information as may be prescribed [F.No. 1/2/2016-IR dt. 17.8.2016, F No. 1/6/2011-IR dt. 15.4.2013]							
5.1.1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1.1.2015	Partially Met	20	10.00	www.repcobank.com/RTI/RTI Act	Partially Met	10.00	https://www.repcobank.com/rti_act.php
5.1.2	Details of third party audit of voluntary disclosure -(a) Dates of audit carried out , (b) Report of the audit carried out	Not Applicable	0	0	empty	Not Met	0	Not met
5.1.3	Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD - (a) Date of appointment , (b) Name & Designation of the officers	Fully Met	20	20.00	www.repcobank.com/RTI/RTI Act	Fully Met	20.00	https://www.repcobank.com/rti_act.php
5.1.4	Consultancy committee of key stake holders for advice on suo-motu disclosure - (a) Dates from	Partially Met	20	10.00	under updation	Not Met	0	no information given

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	which constituted, (b) Name & Designation of the officers							
5.1.5	Committee of PIOs/FAAs with rich experience in RTI to identify frequently sought information under RTI - (a) Dates from which constituted, (b) Name & Designation of the Officers	Partially Met	20	10.00	under updation	Not Met	0	no information given
Total			80	50			30	
6	Information Disclosed on own Initiative							
6.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information							
6.1.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	Fully Met	25	25.00	www.repcobank.com	Partially Met	12.50	incomplete information
6.2	Guidelines for Indian Government Websites (GIGW) is followed (released in February, 2009 and included in the Central Secretariat Manual of Office Procedures (CSMOP) by Department of Administrative Reforms and Public Grievances, Ministry of Personnel, Publ							
6.2.1	Whether STQC certification obtained and its validity	Not Applicable	0	0	empty	Not Met	0	not met
6.2.2	Does the website show the certificate on the Website?	Not Applicable	0	0	empty	Not Met	0	not met
Total			25	25			13	
Grand Total			397	295				237

Name of Public authority being audited: Repatriates Cooperative Finance & Development Bank Limited

RTI Link: https://www.repcobank.com/rti_act.php

Comments/Suggestions:

- In most of the sections information is not provided rather an attempt to give vague explanation has been attempted. Accurate and relevant information is to be provided. Many of the relevant and applicable disclosures have been marked as not applicable. Most of the links given are non-functional/incorrect.
- 1.1.4 Function and duties. (www.repcobank.com/services) Link is not functional. Further website has no disclosure about functions/roles and responsibilities of officials
- 1.1.5 Given link([www.repcobank.com/about us/key management](http://www.repcobank.com/about_us/key_management)) is not functional. In the link <https://www.repcobank.com/keymanagement.php> organization structure is not given instead only key officials are mentioned
- 1.1.6 Given link ([www.repcobank.com/about us/key management](http://www.repcobank.com/about_us/key_management)) is not functional. Correct link is <https://www.repcobank.com/about.php>
- 1.2.1 till 1.2.5 correct link is https://www.repcobank.com/rti_act.php. Information is not available. Exact information about powers and duties needs to be provided. Vague information like all regulations are followed is given.
- 1.3.1 till 1.3.5 Information is not available. Exact information about powers and duties needs to be provided. Vague information like all regulations are followed is given
- 1.4.1 till 1.4.5 given link is is not functional. Correct link is https://www.repcobank.com/insurance_service.php. No relevant information is available.
- 1.5.1 till 1.5.3 correct link is https://www.repcobank.com/rti_act.php no information is available
- 1.6 Disclosure is applicable
- 1.7.1 <https://www.repcobank.com/about.php> only partial information is available
- 1.7.2 till 1.7.5 Information not given
- 1.7.6till 1.7.8 Disclosure is applicable. information not given
- Details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]- Information is not completely given.
- Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc [Section 4(1)(b)(xi)] are not provided.
- “1.3.4 Time limit for taking a decisions, if any” clause is applicable and should have been given.
- “1.3.5 Channel of supervision and accountability” clause is applicable and should have been given.
- 1.8.1 and 1.8.2 Document mentions only salary and not designation or other contact details. Directory should have contact details of all officers and not just “contact us” details.
- 1.11.1 and 1.11.2 Disclosure is applicable. information not given
- 1.12.1 till 1.12.4 Information not given
- 2.2.2 and 2.3 Disclosure is applicable, should be updated.
- 3.2.1 till 3.2.3 No information related to important decisions and policies is given
- 4.5.1 and 4.5.2 information not given

Self appraisal report for Year (2019-20)

Auditor Agency: SVPNPA

Ministry Name: Ministry of Home Affairs

Department Name: Department of Home

Public Authority Name: SVP/National Police Academy, Hyderabad

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1	Organisation and Function							
1.1	Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]							
1.1.1	Name and address of the Organization	Fully Met	1.28	1.28	http://www.svpnpa.gov.in/rti	Fully Met	1.28	Information is provided
1.1.2	Head of the organization	Fully Met	1.28	1.28	http://www.svpnpa.gov.in/about-us/faculty	Fully Met	1.28	Information is provided
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	http://www.svpnpa.gov.in/about-us/mission-statement	Fully Met	1.28	Information is provided
1.1.4	Function and duties	Fully Met	1.28	1.28	http://www.svpnpa.gov.in/rti	Fully Met	1.28	Information is provided
1.1.5	Organization Chart	Fully Met	1.28	1.28	http://www.svpnpa.gov.in/about-us/organization	Fully Met	1.28	Information is provided
1.1.6	Any other details-the genesis, inception, formation of the department and the HoDs from time to time as well as the committees/ Commissions constituted from time to time have	Fully Met	1.28	1.28	http://www.svpnpa.gov.in/rti	Fully Met	1.28	Information is provided

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	been dealt							
1.2	Power and duties of its officers and employees[Section 4(1) (b)(ii)]							
1.2.1	Powers and duties of officers (administrative, financial and judicial)	Fully Met	1.54	1.54	http://www.svnpa.gov.in/rti	Fully Met	1.54	Information is provided
1.2.2	Power and duties of other employees	Fully Met	1.54	1.54	http://www.svnpa.gov.in/rti	Fully Met	1.54	Information is provided
1.2.3	Rules/ orders under which powers and duty are derived and	Fully Met	1.54	1.54	http://www.svnpa.gov.in/rti	Fully Met	1.54	Information is provided
1.2.4	Exercised	Fully Met	1.54	1.54	http://www.svnpa.gov.in/rti	Fully Met	1.54	Information is provided
1.2.5	Work allocation	Fully Met	1.54	1.54	http://www.svnpa.gov.in/rti	Fully Met	1.54	Information is provided
1.3	Procedure followed in decision making process [Section 4(1)(b)(iii)]							
1.3.1	Process of decision making Identify key decision making points	Fully Met	1.54	1.54	http://www.svnpa.gov.in/rti	Fully Met	1.54	Information is provided
1.3.2	Final decision making authority	Fully Met	1.54	1.54	http://www.svnpa.gov.in/rti	Fully Met	1.54	Information is provided
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	http://www.svnpa.gov.in/rti	Fully Met	1.54	Information is provided
1.3.4	Time limit for taking a decisions, if any	Fully Met	1.54	1.54	http://www.svnpa.gov.in/rti	Fully Met	1.54	Information is provided
1.3.5	Channel of supervision and accountability	Fully Met	1.54	1.54	http://www.svnpa.gov.in/rti	Fully Met	1.54	Information is provided
1.4	Norms for discharge of functions[Section 4(1)(b)(iv)]							
1.4.1	Nature of functions/ services offered	Fully Met	1.54	1.54	http://www.svnpa.gov.in/rti	Fully Met	1.54	Information is provided
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	http://www.svnpa.gov.in/rti	Fully Met	1.54	Information is provided
1.4.3	Process by which these services can be accessed	Fully Met	1.54	1.54	http://www.svnpa.gov.in/rti	Fully Met	1.54	Information is provided
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	http://www.svnpa.gov.in/rti	Fully Met	1.54	Information is provided

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.4.5	Process of redress of grievances	Fully Met	1.54	1.54	http://www.svpnpa.gov.in/rti	Fully Met	1.54	Information is provided
1.5	Rules, regulations, instructions manual and records for discharging functions[Section 4(1)(b)(v)]							
1.5.1	Title and nature of the record/ manual /instruction.	Fully Met	1.92	1.92	http://www.svpnpa.gov.in/rti	Fully Met	1.92	Information is provided
1.5.2	List of Rules, regulations, instructions manuals and records.	Fully Met	1.92	1.92	http://www.svpnpa.gov.in/rti	Fully Met	1.92	Information is provided
1.5.3	Acts/ Rules manuals etc.	Fully Met	1.92	1.92	http://www.svpnpa.gov.in/rti	Fully Met	1.92	Information is provided
1.5.4	Transfer policy and transfer orders	Fully Met	1.92	1.92	http://www.svpnpa.gov.in/rti	Fully Met	1.92	Information is provided
1.6	Categories of documents held by the authority under its control[Section 4(1)(b) (vi)]							
1.6.1	Categories of documents	Fully Met	3.85	3.85	http://www.svpnpa.gov.in/rti	Fully Met	3.85	Information is provided
1.6.2	Custodian of documents/categories	Fully Met	3.85	3.85	http://www.svpnpa.gov.in/rti	Fully Met	3.85	Information is provided
1.7	Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]							
1.7.1	Name of Boards, Council, Committee etc.	Fully Met	0.96	0.96	http://www.svpnpa.gov.in/rti	Fully Met	0.96	Information is provided
1.7.2	Composition	Fully Met	0.96	0.96	http://www.svpnpa.gov.in/rti	Fully Met	0.96	Information is provided
1.7.3	Dates from which constituted	Fully Met	0.96	0.96	http://www.svpnpa.gov.in/rti	Fully Met	0.96	Information is provided
1.7.4	Term/ Tenure	Fully Met	0.96	0.96	http://www.svpnpa.gov.in/rti	Fully Met	0.96	Information is provided
1.7.5	Powers and functions	Fully Met	0.96	0.96	http://www.svpnpa.gov.in/rti	Fully Met	0.96	Information is provided
1.7.6	Whether their meetings are open to the public?	Fully Met	0.96	0.96	http://www.svpnpa.gov.in/rti	Fully Met	0.96	Information is provided
1.7.7	Whether the minutes of the meetings are open to the public?	Fully Met	0.96	0.96	http://www.svpnpa.gov.in/rti	Fully Met	0.96	Information is provided
1.7.8	Place where the minutes if open to the public are	Fully Met	0.96	0.96	http://www.svpnpa.gov.in/rti	Fully Met	0.96	Information is

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL provided
	available?				pnpa.gov.in/rti			provided
1.8	Directory of officers and employees[Section 4(1) (b) (ix)]							
1.8.1	Name and designation	Fully Met	3.85	3.85	http://www.sv pnpa.gov.in/a bout- us/faculty	Fully Met	3.85	Information is provided
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	http://www.sv pnpa.gov.in/a bout- us/faculty	Fully Met	3.85	Information is provided
1.9	Monthly Remuneration received by officers & employees including system of compensation[Section 4(1) (b) (x)]							
1.9.1	List of employees with Gross monthly remuneration	Fully Met	3.85	3.85	http://www.sv pnpa.gov.in/rti	Fully Met	3.85	Information is provided
1.9.2	System of compensation as provided in its regulations	Fully Met	3.85	3.85	http://www.sv pnpa.gov.in/rti	Fully Met	3.85	Information is provided
1.10	Name, designation and other particulars of public information officers[Section 4(1) (b) (xvi)]							
1.10.1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	Fully Met	3.85	3.85	http://www.sv pnpa.gov.in/rti	Fully Met	3.85	Information is provided
1.10.2	Address, telephone numbers and email ID of each designated official.	Fully Met	3.85	3.85	http://www.sv pnpa.gov.in/rti	Fully Met	3.85	Information is provided
1.11	No. Of employees against whom Disciplinary action has been proposed/ taken(Section 4(2))							
1.11.1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	Fully Met	3.85	3.85	http://www.sv pnpa.gov.in/rti	Fully Met	3.85	Information is provided
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	Fully Met	3.85	3.85	http://www.sv pnpa.gov.in/rti	Fully Met	3.85	Information is provided
1.12	Programmes to advance understanding of RTI(Section 26)							
1.12.1	Educational programmes	Fully Met	1.92	1.92	http://www.sv pnpa.gov.in/rti	Fully Met	1.92	Information is provided
1.12.2	Efforts to encourage public authority to participate in these programmes	Fully Met	1.92	1.92	http://www.sv pnpa.gov.in/rti	Fully Met	1.92	Information is provided

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.12.3	Training of CPIO/APIO	Fully Met	1.92	1.92	http://www.svpnpa.gov.in/rti	Fully Met	1.92	Information is provided
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Fully Met	1.92	1.92	http://www.svpnpa.gov.in/rti	Fully Met	1.92	Information is provided
1.13	Transfer policy and transfer orders[F No. 1/6/2011- IR dt. 15.4.2013]							
1.13.1	Transfer Policy And Transfer Orders[F No. 1/6/2011- IR Dt. 15.4.2013]	Fully Met	7.69	7.69	http://www.svpnpa.gov.in/rti	Fully Met	7.69	Information is provided
Total			100	100			100	
2	Budget and Programme							
2.1	Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc.[Section 4(1)(b)(xi)]							
2.1.1	Total Budget for the public authority	Fully Met	10	10.00	http://www.svpnpa.gov.in/rti	Fully Met	10.00	Information is provided
2.1.2	Budget for each agency and plan & programmes	Fully Met	10	10.00	http://www.svpnpa.gov.in/rti	Fully Met	10.00	Information is provided
2.1.3	Proposed expenditures	Fully Met	10	10.00	http://www.svpnpa.gov.in/rti	Fully Met	10.00	Information is provided
2.1.4	Revised budget for each agency, if any	Fully Met	10	10.00	http://www.svpnpa.gov.in/rti	Fully Met	10.00	Information is provided
2.1.5	Report on disbursements made and place where the related reports are available	Fully Met	10	10.00	http://www.svpnpa.gov.in/rti	Fully Met	10.00	Information is provided
2.2	Foreign and domestic tours(F.No. 1/8/2012- IR dt. 11.9.2012)							
2.2.1	Budget	Fully Met	16.67	16.67	http://www.svpnpa.gov.in/rti	Fully Met	16.67	Information is provided
2.2.2	Foreign and domestic Tours by ministries and officials of the rank of Joint Secretary to the Government and above, as well as the heads of the Department.- (a) Places visited, (b) The period of visit, (c) The number of members in the official delegation, (d) Expenditure on the visit	Fully Met	16.67	16.67	http://www.svpnpa.gov.in/rti	Fully Met	16.67	Information is provided
2.2.3	Information related to procurements- (a) Notice/tender enquires, and corrigenda if any	Fully Met	16.67	16.67	http://www.svpnpa.gov.in/rti	Fully Met	16.67	Information is provided

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	thereon, (b) Details of the bids awarded comprising the names of the suppliers of goods/ services being procured, (c) The works contracts concluded – in any such combination of the above-and, (d) The rate/ rates and the total amount at which such procurement or works contract is to be executed.							
2.3	Manner of execution of subsidy programme [Section 4(i)(b)(xii)]							
2.3.1	Name of the programme of activity	Fully Met	6.25	6.25	http://www.svnpa.gov.in/rti	Fully Met	6.25	Information is provided
2.3.2	Objective of the programme	Fully Met	6.25	6.25	http://www.svnpa.gov.in/rti	Fully Met	6.25	Information is provided
2.3.3	Procedure to avail benefits	Fully Met	6.25	6.25	http://www.svnpa.gov.in/rti	Fully Met	6.25	Information is provided
2.3.4	Duration of the programme/ scheme	Fully Met	6.25	6.25	http://www.svnpa.gov.in/rti	Fully Met	6.25	Information is provided
2.3.5	Physical and financial targets of the programme	Fully Met	6.25	6.25	http://www.svnpa.gov.in/rti	Fully Met	6.25	Information is provided
2.3.6	Nature/ scale of subsidy /amount allotted	Fully Met	6.25	6.25	http://www.svnpa.gov.in/rti	Fully Met	6.25	Information is provided
2.3.7	Eligibility criteria for grant of subsidy	Fully Met	6.25	6.25	http://www.svnpa.gov.in/rti	Fully Met	6.25	Information is provided
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Fully Met	6.25	6.25	http://www.svnpa.gov.in/rti	Fully Met	6.25	Information is provided
2.4	Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013]							
2.4.1	Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions	Fully Met	25	25.00	http://www.svnpa.gov.in/rti	Fully Met	25.00	Information is provided
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Fully Met	25	25.00	http://www.svnpa.gov.in/rti	Fully Met	25.00	Information is provided
2.5	Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]							
2.5.1	Concessions, permits or authorizations granted by public authority	Fully Met	25	25.00	http://www.svnpa.gov.in/rti	Fully Met	25.00	Information is provided

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
2.5.2	For each concessions, permit or authorization granted - (a) Eligibility criteria, (b) Procedure for getting the concession/ grant and/ or permits of authorizations, (c) Name and address of the recipients given concessions/ permits or authorizations, (d) Date of award of concessions/ permits of authorizations	Fully Met	25	25.00	http://www.svpnpa.gov.in/rti	Fully Met	25.00	Information is provided
2.6	CAG & PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]							
2.6.1	CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the parliament.	Fully Met	50	50.00	http://www.svpnpa.gov.in/rti	Fully Met	50.00	Information is provided
Total			300	300			300	
3	Publicity Band Public interface							
3.1	Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation thereof [Section 4(1)(b)(vii)] [F No 1/6/2011-IR dt. 15.04.2013]							
3.1.1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	Fully Met	12.5	12.50	http://www.svpnpa.gov.in/rti	Fully Met	12.50	Information is provided
3.1.2	Arrangements for consultation with or representation by - (a) Members of the public in policy formulation/ policy implementation, (b) Day & time allotted for visitors,(c) Contact details of Information & Facilitation Counter (IFC) to provide publications frequently sought by RTI applicants	Fully Met	12.5	12.50	http://www.svpnpa.gov.in/rti	Fully Met	12.50	Information is provided
3.1.3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	Fully Met	2.78	2.78	http://www.svpnpa.gov.in/rti	Fully Met	2.78	Information is provided
3.1.4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	Fully Met	2.78	2.78	http://www.svpnpa.gov.in/rti	Fully Met	2.78	Information is provided
3.1.5	Public- private partnerships (PPP)- Concession agreements.	Fully Met	2.78	2.78	http://www.svpnpa.gov.in/rti	Fully Met	2.78	Information is provided
3.1.6	Public- private partnerships (PPP)- Operation and	Fully Met	2.78	2.78	http://www.svpnpa.gov.in/rti	Fully Met	2.78	Information is

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	maintenance manuals				pnpa.gov.in/rti			provided
3.1.7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	Fully Met	2.78	2.78	http://www.sv pnpa.gov.in/rti	Fully Met	2.78	Information is provided
3.1.8	Public- private partnerships (PPP) - Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government	Fully Met	2.78	2.78	http://www.sv pnpa.gov.in/rti	Fully Met	2.78	Information is provided
3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	Fully Met	2.78	2.78	http://www.sv pnpa.gov.in/rti	Fully Met	2.78	Information is provided
3.1.10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.)	Fully Met	2.78	2.78	http://www.sv pnpa.gov.in/rti	Fully Met	2.78	Information is provided
3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	Fully Met	2.78	2.78	http://www.sv pnpa.gov.in/rti	Fully Met	2.78	Information is provided
3.2	Are the details of policies / decisions, which affect public, informed to them[Section 4(1) (c)]							
3.2.1	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Policy decisions/ legislations taken in the previous one year	Fully Met	16.67	16.67	http://www.sv pnpa.gov.in/rti	Fully Met	16.67	Information is provided
3.2.2	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Outline the Public consultation process	Fully Met	16.67	16.67	http://www.sv pnpa.gov.in/rti	Fully Met	16.67	Information is provided
3.2.3	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive- Outline the arrangement for consultation before formulation of policy	Fully Met	16.67	16.67	http://www.sv pnpa.gov.in/rti	Fully Met	16.67	Information is provided
3.3	Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]							
3.3.1	Use of the most effective means of	Fully Met	50	50.00	http://www.sv	Fully Met	50.00	Information is

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL provided
	communication - Internet (website)				pnpa.gov.in/rti			provided
3.4	Form of accessibility of information manual/ handbook[Section 4(1)(b)]							
3.4.1	Information manual/handbook available in Electronic format	Fully Met	25	25.00	http://www.sv pnpa.gov.in/rti	Fully Met	25.00	Information is provided
3.4.2	Information manual/handbook available in Printed format	Fully Met	25	25.00	http://www.sv pnpa.gov.in/rti	Fully Met	25.00	Information is provided
3.5	Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]							
3.5.1	List of materials available Free of cost	Fully Met	25	25.00	http://www.sv pnpa.gov.in/rti	Fully Met	25.00	Information is provided
3.5.2	List of materials available At a reasonable cost of the medium	Fully Met	25	25.00	http://www.sv pnpa.gov.in/rti	Fully Met	25.00	Information is provided
Total			250	250			250	
4	E-Governance							
4.1	Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]							
4.1.1	English	Fully Met	14.29	14.29	http://www.sv pnpa.gov.in/rti	Fully Met	14.29	Information is provided
4.1.2	Vernacular/ Local Language	Fully Met	14.29	14.29	http://www.sv pnpa.gov.in/rti	Fully Met	14.29	Information is provided
4.2	When was the information Manual/Handbook last updated?[F No. 1/6/2011-IR dt 15.4.2013]							
4.2.1	Last date of Annual updation	Fully Met	28.57	28.57	http://www.sv pnpa.gov.in/rti	Fully Met	28.57	Information is provided
4.3	Information available in electronic form[Section 4(1)(b)(xiv)]							
4.3.1	Details of information available in electronic form	Fully Met	9.52	9.52	http://www.sv pnpa.gov.in/rti	Fully Met	9.52	Information is provided
4.3.2	Name/ title of the document/record/ other information	Fully Met	9.52	9.52	http://www.sv pnpa.gov.in/rti	Fully Met	9.52	Information is provided
4.3.3	Location where available	Fully Met	9.52	9.52	http://www.sv pnpa.gov.in/rti	Fully Met	9.52	Information is provided
4.4	Particulars of facilities available to citizen for obtaining information[Section 4(1)(b)(xv)]							
4.4.1	Name & location of the faculty	Fully Met	7.14	7.14	http://www.sv pnpa.gov.in/about-	Fully Met	7.14	Information is provided

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					us/faculty			
4.4.2	Details of information made available	Fully Met	7.14	7.14	http://www.svpnpa.gov.in/rti	Fully Met	7.14	Information is provided
4.4.3	Working hours of the facility	Fully Met	7.14	7.14	http://www.svpnpa.gov.in/rti	Fully Met	7.14	Information is provided
4.4.4	Contact person & contact details (Phone, fax email)	Fully Met	7.14	7.14	http://www.svpnpa.gov.in/rti	Fully Met	7.14	Information is provided
4.5	Such other information as may be prescribed under Section 4(i) (b)(xvii)							
4.5.1	Grievance redressal mechanism	Fully Met	3.57	3.57	http://www.svpnpa.gov.in/rti	Fully Met	3.57	Information is provided
4.5.2	Details of applications received under RTI and information provided	Fully Met	3.57	3.57	http://www.svpnpa.gov.in/rti	Fully Met	3.57	Information is provided
4.5.3	List of completed schemes/ projects/ Programmes	Fully Met	3.57	3.57	http://www.svpnpa.gov.in/rti	Fully Met	3.57	Information is provided
4.5.4	List of schemes/ projects/ programme underway	Fully Met	3.57	3.57	http://www.svpnpa.gov.in/rti	Fully Met	3.57	Information is provided
4.5.5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	Fully Met	3.57	3.57	http://www.svpnpa.gov.in/rti	Fully Met	3.57	Information is provided
4.5.6	Annual Report	Fully Met	3.57	3.57	http://www.svpnpa.gov.in/rti	Fully Met	3.57	Information is provided
4.5.7	Frequently Asked Question (FAQs)	Fully Met	3.57	3.57	http://www.svpnpa.gov.in/rti	Fully Met	3.57	Information is provided
4.5.8	Any other information such as - (a) Citizen's Charter, (b) Result Framework Document (RFD), (c) Six monthly reports on the , (d) Performance against the benchmarks set in the Citizen's Charter	Fully Met	3.57	3.57	http://www.svpnpa.gov.in/rti	Fully Met	3.57	Information is provided
4.6	Receipt & Disposal of RTI applications & appeals [F.No 1/6/2011-IR dt. 15.04.2013]							
4.6.1	Details of applications received and disposed	Fully Met	14.29	14.29	http://www.svpnpa.gov.in/rti	Fully Met	14.29	Information is provided
4.6.2	Details of appeals received and orders issued	Fully Met	14.29	14.29	http://www.svpnpa.gov.in/rti	Fully Met	14.29	Information is

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL provided
					pnpa.gov.in/rti			provided
4.7	Replies to questions asked in the parliament[Section 4(1)(d)(2)]							
4.7.1	Details of questions asked and replies given	Fully Met	28.57	28.57	http://www.sv pnpa.gov.in/rti	Fully Met	28.57	Information is provided
Total			200	200			200	
5	Information as may be prescribed							
5.1	Such other information as may be prescribed [F.No. 1/2/2016-IR dt. 17.8.2016, F No. 1/6/2011-IR dt. 15.4.2013]							
5.1.1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1.1.2015	Fully Met	20	20.00	http://www.sv pnpa.gov.in/rti	Fully Met	20.00	Information is provided
5.1.2	Details of third party audit of voluntary disclosure -(a) Dates of audit carried out , (b) Report of the audit carried out	Fully Met	20	20.00	http://www.sv pnpa.gov.in/rti	Fully Met	20.00	Information is provided
5.1.3	Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD - (a) Date of appointment , (b) Name & Designation of the officers	Fully Met	20	20.00	http://www.sv pnpa.gov.in/rti	Partially Met	10.00	Information is provided
5.1.4	Consultancy committee of key stake holders for advice on suo-motu disclosure - (a) Dates from which constituted, (b) Name & Designation of the officers	Fully Met	20	20.00	http://www.sv pnpa.gov.in/rti	Fully Met	20.00	Information is provided
5.1.5	Committee of PIOs/FAAs with rich experience in RTI to identify frequently sought information under RTI - (a) Dates from which constituted, (b) Name & Designation of the Officers	Fully Met	20	20.00	http://www.sv pnpa.gov.in/rti	Fully Met	20.00	Information is provided
Total			100	100			90	
6	Information Disclosed on own Initiative							
6.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information							
6.1.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	Fully Met	25	25.00	http://www.sv pnpa.gov.in/rti	Fully Met	25.00	Information has been provided
6.2	Guidelines for Indian Government Websites (GIGW) is followed (released in February, 2009 and included in the Central Secretariat Manual of Office Procedures (CSMOP) by Department of Administrative Reforms and Public Grievances, Ministry of							

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
Personnel, Publ								
6.2.1	Whether STQC certification obtained and its validity	Fully Met	12.5	12.50	http://www.svpnpa.gov.in/rti	Fully Met	12.50	Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD - (a) Date of appointment , (b) Name & Designation of the officers
6.2.2	Does the website show the certificate on the Website?	Fully Met	12.5	12.50	http://www.svpnpa.gov.in/rti	Partially Met	6.25	certificate not displayed on the website
Total			50	50			44	
Grand Total			1000	1000			984	

Name of Public authority being audited: Sardar Vallabhbhai Patel National Police Academy

Link: <http://www.svpnpa.gov.in>

RTI Link: <http://www.svpnpa.gov.in/rti>

Comments/Suggestions:

- All the relevant information can be given under RTI link rather than different tabs/links.
- 5.1 Under process. Please update. Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD - (a) Date of appointment , (b) Name & Designation of the officers
- Upload the STQC certification on the Website.