

**Audit Report**  
**of**  
**Public Authorities**

**Dept. of Agri. Coop. & Farmers Welfare**  
(Min. of Agriculture & Farmers Welfare)

**on**

Proactive Disclosure under RTI Act, 2005

**Sept. 2021**



Indian Agricultural Research Institute,  
(Indian Council of Agricultural Research)  
Directors Office, New Delhi-110012, INDIA

# **Third Party Audit Report**

**Of**

## **Public Authorities**

**Dept. of Agriculture, Coop., & Farmers' Welfare  
(Min. of Agriculture & Farmers' Welfare)**

**For**

# **2020-21**

**On**

**Proactive Disclosure under RTI Act, 2005**

**By**

**Sanjeev Kr. Sinha, CAO  
K.N.Chowdhary, Consultant  
Sushil Kataria, AO**

**ICAR – Indian Agricultural Research Institute  
New Delhi-110012**



## TABLE OF CONTENTS

S. NO.	PARTICULARS	Pages	
		From	To
1.	Forword		
2.	Preface		
3.	Introduction	1	5
4.	Methodology adopted for the Audit	6	7
5.	List of Public Authorities under Third Party Audit	7	8
6.	Extracts of Section 4(1), (2), (3) & (4) of RTI Act.	8	11
7.	Report & Analysis on Section-1: Organisation and Functions	12	18
8.	Report & Analysis Section-2: Budget and Programme	19	23
9.	Report & Analysis Section-3: Publicity Band Public Interface	24	28
10.	Report & Analysis Section-4: E-Governance	29	34
11.	Report & Analysis Section-5: Information as may be prescribed	35	41
12.	Report & Analysis Section-6: Information disclosed on own initiative	42	47
13.	Recommendations	48	49
14.	Conclusion	50	50
13.	Copy of Self Appraisal submitted by PAs	51	288
14.	Copy of DAC&FW letter No. 14-05/2021-RTI (FTS-98010) dated 16.9.2021 assigning the Third Party Audit of PAs under DAC&FW	289	290





भा.कृ.अनु.प.—भारतीय कृषि अनुसंधान संस्थान, नई दिल्ली-110012 (भारत)  
ICAR - INDIAN AGRICULTURAL RESEARCH INSTITUTE  
NEW DELHI - 110012.



संजीव कुमार सिन्हा  
मुख्य प्रशासनिक अधिकारी (व.वर्ग)  
Sanjeev Kumar Sinha  
Chief Administrative Officer (Sr. Gr.)

Phones : 011-2584 2914 (Off.)  
Fax : 011-2584 6420  
E-mail : cao1@iari.res.in  
Personal : sanjeev.sinha1@icar.gov.in  
Website : www.iari.res.in

## FOREWORD

The Right to Information Act has allowed the citizen of India unprecedented access into the information available under the control of public authorities. The access to the information has multiple dimensions for the society at large. The information seekers can file a request for the information and it follows the subsequent process of first and second appeals under the Act.

The Department of Personnel & Training, Ministry of Personnel, Public Grievances & Pensions, Government of India, has laid down great emphasis on effective proactive/suo-motu disclosures as prescribed under Section 4 of the RTI Act. It is presumed that the requests for seeking information from the public authorities under the Act are likely to be very less if the public authorities fully comply with the requirements as per Section 4 of RTI Act 2005. So far the proactive/suo-motu disclosure by the public authorities is below the expected level of disclosure. To strengthen the proactive/suo-motu disclosures, DoPT has issued detailed instruction vide OM No. 1/6/2011-IR dated 15.04.2013 which stipulate that each Ministry/ public authority shall ensure that these guidelines are fully operationalised within the period of six months from the date of its issue. Further, the guidelines laid down the mechanism in terms of getting the proactive disclosure audited by the third party every year to ensure effective compliance of the guidelines.

Based on the requests made by Department of Agriculture Cooperation & Farmers welfare (DAC&FW), Ministry of Agriculture & Farmer welfare, IARI (Deemed to be University under Section 3 of UGC Act) has taken up the third party audit of suo-motu disclosures made by all the public authorities under DAC&FW.

I am happy to say that study has come out with report about the information which has already been disclosed. The report also includes the suggestions for further improvements. It is further stated that report will go a long way in strengthening the suo-motu disclosures by the public authority to make the information needs of the citizen at large.

(Sanjeev Kumar Sinha)  
Chief Administrative Officer (Sr. Gr.)

New Delhi



भा.कृ.अ.प. – भारतीय कृषि अनुसंधान संस्थान, नई दिल्ली-110012 (भारत)  
**ICAR - INDIAN AGRICULTURAL RESEARCH INSTITUTE**  
( A DEEMED TO BE UNIVERSITY UNDER SECTION 3 OF UGC ACT, 1956)  
NEW DELHI - 110012 (INDIA)



डॉ. अशोक कुमार सिंह  
निदेशक  
Dr. Ashok Kumar Singh  
Director

Phones : 011-2584 2367, 2584 3375  
Fax : 011-2584 6420  
E-mail : director@iari.res.in  
Personal : aks\_gene@yahoo.com  
Website : www.iari.res.in

## Preface

Right to Information Act, 2005 was promulgated in 2005 to promote transparency and accountability in the working of every public authority. The citizen is empowered by way of right to seek information from the Public Authority. It is learnt that the provisions conferred in the RTI Act need to be understood well by the Public Information Officers/ Appellate Authorities for the successful implementation.

We have lived with the RTI Act for about 16 years and a lot of progress has been made towards sincerity and answerability in the working of different systems. The Office Memoranda and notifications issued by Department of Personnel and Training (DoPT) have gone deep down in the society.

The dissemination of information through the website of the Public Authorities and its Third Party Auditing would further enlighten the achievements. The auditing would also give an opportunity for understanding of the provisions under the Act mainly to the Central Public Information Officers & Appellate Authorities of different Public Authorities. It would go a long way in further strengthening both the information seekers and information providers.

**A.K.SINGH**

New Delhi

# Introduction

The “Right to Information Act, 2005” was enacted by the Parliament “for citizens to secure access to information under the control of public authorities, in order to promote transparency and accountability in the working of all public authority.” It received the assent of the President on 15 June 2005. The information available with “appropriate Government” means in relation to a public authority which is established, constituted, owned, controlled or substantially financed by funds provided directly or indirectly:

- (i) By the Central Government to the Union territory administration, the Central Government;
- (ii) By the State Government, the State Government;

A citizen may ask for ‘information’ contained in any form, including records, documents, memos, e-mails, opinions, advices, press releases, circulars, orders, logbooks, contracts, reports, papers, samples, models, data material held in any electronic form and information relating to any private body which can be accessed by a public authority under any law by the time being in force.

The ‘Public Authority’ under the RTI Act means any authority or body or organisation of self-government established or constituted:

- (a) by or under the Constitution;
- (b) by any other law made by the Parliament;
- (c) by any other law made by the State Legislature;
- (d) by notification issued or order made by the appropriate Government,

And includes any:

- (i) Body owned, controlled or substantially financed;
- (ii) non-Government organisation substantially financed, directly or indirectly by funds provided by the appropriate Government.

The “Right to Information” means the right to information accessible under this Act which is held by or under the control of any public authority and includes the right to:

- (i) inspection of work, documents, records;
- (ii) taking notes, extracts or certified copies of documents or records;
- (iii) taking certified samples of material;
- (iv) obtaining information in the form of diskettes, floppies, tapes, video cassettes or any other electronic mode or through printouts where such information is stored in a computer or in any other device;

It is not essential on the part of Public Authorities to disclose all the information it has or held under its possession. There is a comprehensive list which empowers the Public Authority to avail exemption from disclosing the information. These exceptions are given under Section 8 of R.T.I.Act and are given below:

(1) Notwithstanding anything contained in this Act, there shall be no obligation to give any citizen:

- (a) information, disclosure of which would prejudicially affect the sovereignty and integrity of India, the security, strategic, scientific or economic interests of the State, relation with foreign State or lead to incitement of an offence;
- (b) information which has been expressly forbidden to be published by any court of law or tribunal or the disclosure of which may constitute contempt of court;
- (c) information, the disclosure of which would cause a breach of privilege of Parliament or the State Legislature;
- (d) information including commercial confidence, trade secrets or intellectual property, the disclosure of which would harm the competitive position of a third party, unless the competent authority is satisfied that larger public interest warrants the disclosure of such information;

- (e) information available to a person in his fiduciary relationship, unless the competent authority is satisfied that the larger public interest warrants the disclosure of such information;
- (f) information received in confidence from foreign Government;
- (g) information, the disclosure of which would endanger the life or physical safety of any person or identify the source of information or assistance given in confidence for law enforcement or security purposes;
- (h) information which would impede the process of investigation or apprehension or prosecution of offenders;
- (i) cabinet papers including records of deliberations of the Council of Ministers, Secretaries and other officers:

Provided that the decisions of Council of Ministers, the reasons thereof, and the material on the basis of which the decisions were taken shall be made public after the decision has been taken, and the matter is complete, or over:

Provided further that those matters which come under the exemptions specified in this section shall not be disclosed;

- (j) information which relates to personal information the disclosure of which has no relationship to any public activity or interest, or which would cause unwarranted invasion of the privacy of the individual unless the Central Public Information Officer or the State Public Information Officer or the appellate authority, as the case may be, is satisfied that the larger public interest justifies the disclosure of such information:

Provided that the information which cannot be denied to the Parliament or a State Legislature shall not be denied to any person.

- (2) Notwithstanding anything in the Official Secrets Act, 1923 nor any of the exemptions permissible in accordance with sub-section (1), a public authority may allow access to information, if public interest in disclosure outweighs the harm to the protected interests.

(3) Subject to the provisions of clauses (a), (c) and (i) of sub-section (1), any information relating to any occurrence, event or matter which has taken place, occurred or happened twenty years before the date on which any request is made under Section 6 shall be provided to any person making a request under that section:

Provided that where any question arises as to the date from which the said period of twenty years has to be computed, the decision of the Central Government shall be final, subject to the usual appeals provided for in this Act.

Accordingly, every Public Authority is under obligation to provide information under the RTI Act except for the information that is exempt.

It is also provided under the RTI Act that every Public Authority has to opt for proactive disclosure of such information that the citizen does not exercise their path for RTI Act.

Under the RTI Act there is a provision for proactive disclosure by all the Public Authorities. Efforts were made by the Central Information Commission (CIC) that all Public Authorities were given sufficient opportunity to disclose information proactively on their websites but little success could be made.

Upon intervention of the Department of Personnel and Training, Government of India, the CIC introduced Third Party Audit of the websites of the Public Authorities. The CIC conducted Third Party Audit of 800 Public Authorities to assess the proactive disclosure made by these public authorities and submitted its report in 2016. Subsequently, the CIC has been requesting all Public Authorities to update their website as provided under Sec. 4 of R.T.I.Act for disclosing the proactive information.

In this endeavour, the CIC understood the need of educating the Public Authorities and designated some Public Authorities as training Institutes. These Training Institutes were trained by CIC for further educating other Public Authorities. These Training Institutes were entrusted with the important role of Third Party Auditor of websites of Public Authorities.

The ICAR-Indian Agricultural Research Institute (ICAR-IARI) was designated as a Training Institute for educating other Public Authorities. It acted as Third Party Auditor, and conducted the Third Party Audit for 2019-20. The Department of Agricultural Cooperation and Farmers' Welfare (DAC&FW), Ministry of Agriculture and Farmers' Welfare requested the ICAR-IARI for conducting the audit of 36 Public Authorities working under DAC&FW. This Audit is for 2020-21 comprising of the websites of 37 Public Authorities including the DAC&FW.

# Methodology

As per the provisions of Section 4 of RTI Act, 2005, every Public Authority is required to disclose maximum information in its website so as to minimise RTI applications from citizens of India. During the previous period few Public Authorities took the initiative and participated in disclosing the information as per RTI Act. These Public authorities also opted for Third Party Audit.

The CIC has considered and taken initiative several times to ensure maximum disclosure of information in the websites of Public Authorities voluntarily. The CIC devised a Proforma through which Public Authority has to inform about the disclosure. This Proforma is called a 'Self Appraisal' and is to be submitted online duly filled-up by the 'Nodal Officers' of the respective Public Authority. This Proforma has all information that needs to be disclosed.

The 'Self Appraisal' has six sections with multiple sub-sections. Each section and each sub-section is assigned a unique identifier and marks depending on its importance. The proforma was developed and uploaded in the website of the CIC.

The procedure for conducting the Third Party Audit was devised by the CIC. Subsequently, this was made available online. The response had to be submitted online by the respective Public Authorities. It was audited based on the response received and the content available in the website of the concerned Public Authorities.

*Marks:* All Public Authorities were required to self-declare through the 'Self Appraisal' proforma. For each sub-section there were three voluntary declarations. This fetched already allotted marks by CIC such as 'Fully Met' (100%), 'Partially Met' (50%), 'Not Met' (0%) and 'Not Applicable' (not to be considered for marking).

The task assigned to the Auditor (ICAR-IARI) was to go through the website of the Public Authority, verify the self-declaration, assess the proactive disclosure on the website and allot marks. This assignment was very sensitive, delicate and voluminous, which attracted additional resources and support.

Therefore, the very first challenge was to get the 'Self Appraisal' submitted by all the Public Authorities. There were 3-4 communications sent through email and

also through post for sensitising the process. Over phone, several Public Authorities were guided, provided training and their doubts were cleared during the process.

During the auditing, many hurdles were removed with the coordination of the CIC. The ICAR-IARI got 36 'Self Appraisals' submitted out of the total 37 Public Authorities under the DAC&FW.

There was improvement in the submission of the 'Self Appraisal' during the current audit compared to 2019-20 where 34 'Self Appraisals' out of 37 Public Authorities were available. The Public Authorities for the current Audit are given in Table 1.

**Table-1: List of Public Authorities under DAC & FW**

<b>S. NO</b>	<b>PUBLIC AUTHORITY(DAC&amp;FW)</b>	<b>RESPONSE</b>
DAC-1	Department of Agriculture, Cooperation & Farmers' Welfare	Successful
DAC-2	All India Soil & Land Use Survey, New Delhi	Successful
DAC-3	Central Farm Machinery Training & Testing Institute	Successful
DAC-4	Central Fertilizer Quality Control & Training Institute	Successful
DAC-5	Central Institute of Horticulture	Successful
DAC-6	Coconut Development Board	Successful
DAC-7	Commission for Agricultural Cost & Prices	Successful
DAC-8	Directorate of Arecanut & Spices Development	Successful
DAC-9	Directorate of Cashewnut & Cocoa Development	Successful
DAC-10	Directorate of Cotton Development	Fail
DAC-11	Directorate of Economics & Statistics	Successful
DAC-12	Directorate of Extension	Successful
DAC-13	Directorate of Jute Development	Successful
DAC-14	Directorate of Marketing & Inspection	Successful
DAC-15	Directorate of Millets Development	Successful
DAC-16	Directorate of Oilseeds Development	Successful
DAC-17	Directorate of Plant Protection Quarantine & Storage	Successful
DAC-18	Directorate of Pulses Development	Successful

DAC-19	Directorate of Rice Development	Successful
DAC-20	Directorate of Sugarcane Development	Successful
DAC-21	Directorate of Wheat development	Successful
DAC-22	Mahalanobis National Crop Forecast Centre	Successful
DAC-23	National Centre for Cold Chain Development	Successful
DAC-24	National Centre for Organic Farming	Successful
DAC-25	National Cooperative Development Corporation	Successful
DAC-26	National Horticulture Board	Successful
DAC-27	National Institute of Agricultural Extension Management	Successful
DAC-28	National Institute of Agricultural Marketing	Successful
DAC-29	National Institute of Plant Health Management	Successful
DAC-30	National Seeds Corporation Ltd.	Successful
DAC-31	National Seeds Research & Training Centre	Successful
DAC-32	North Eastern Regional Farm Machinery Training & Testing Institute	Successful
DAC-33	Northern Region Farm Machinery Training & Testing Institute	Successful
DAC-34	Protection of Plant Varieties & Farmers Rights Authority	Successful
DAC-35	Small Farmers Agri. Business Consortium	Successful
DAC-36	Southern Region Farm Machinery Training & Testing Institute	Successful
DAC-37	National Rainfed Area Authority	Successful

The extracts of RTI Act Sec. 4 are reproduced. This Section forms the basis of the proactive disclosure.

Extracts of Section 4 of RTI Act, 2005

“4. (1) Every public authority shall –

a) maintain all its records duly catalogued and indexed in a manner and the form which facilitates the right to information under this Act and ensure that all records that are appropriate to be computerised are, within a

reasonable time and subject to availability of resources, computerised and connected through a network all over the country on different systems so that access to such records is facilitated;

b) publish within one hundred and twenty days from the enactment of this Act:

- (i) the particulars of its organisation, functions and duties; (1.1 of Self-Appraisal)
- (ii) the powers and duties of its officers and employees; (1.2 of S.A.)
- (iii) the procedure followed in the decision making process, including channels of supervision and accountability; (1.3 of S.A.)
- (iv) the norms set by it for the discharge of its functions; (1.4 of S.A.)
- (v) the rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions; (1.5 of S.A.)
- (vi) a statement of the categories of documents that are held by it or under its control; (1.6 of S.A.)
- (vii) the particulars of any arrangement that exists for consultation with, or representation by, the members of the public in relation to the formulation of its policy or implementation thereof; (3.1 of S.A.)
- (viii) a statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice, and as to whether meetings of those boards, councils, committees and other bodies are open to the public, or the minutes of such meetings are accessible for public; (1.7 of S.A.)
- (ix) a directory of its officers and employees; (1.8 of S.A.)

- (x) the monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations; (1.9 of S.A.)
  - (xi) the budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made; (2.1 of S.A.)
  - (xii) the manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes; (2.3 of S.A.)
  - (xiii) particulars of recipients of concessions, permits or authorisations granted by it; (2.5 of S.A.)
  - (xiv) details in respect of the information, available to or held by it, reduced in an electronic form; (4.3 of S.A.)
  - (xv) the particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use; (4.4 of S.A.)
  - (xvi) the names, designations and other particulars of the Public Information Officers; (1.10 of S.A.)
  - (xvii) such other information as may be prescribed; and thereafter update these publications every year; (4.5 of S.A.) & (5.1 of S.A.)
- c) publish all relevant facts while formulating important policies or announcing the decisions which affect public; (3. of S.A.2)
- d) Provide reasons for its administrative or quasi-judicial decisions to affected persons.
- (2) It shall be a constant endeavour of every public authority to take steps in accordance with the requirements of clause (b) of sub-section (1) to provide as much information *suo motu* to the public at regular intervals through

various means of communications, including internet, so that the public have minimum resort to the use of this Act to obtain information. (6. 1 of S.A.)

(3) For the purposes of sub-section (1), every information shall be disseminated widely and in such form and manner which is easily accessible to the public. (3.3 of S.A.)

(4) All materials shall be disseminated taking into consideration the cost effectiveness, local language and the most effective method of communication in that local area and the information should be easily accessible, to the extent possible in electronic format with the Central Public Information Officer or State Public Information Officer, as the case may be, available free or at such cost of the medium or the print cost price as may be prescribed.

*Explanation:* For the purposes of sub-sections (3) and (4), “disseminated” means making known or communicated the information to the public through notice boards, newspapers, public announcements, media broadcasts, the internet or any other means, including inspection of offices of any public authority. ”

Accordingly, the Third Party Audit of proactive disclosure by Public Authorities was taken up by ICAR-IARI in the context of ‘Self Appraisal,’ RTI Act Section-4 and others. Each Section was assigned certain marks by CIC and these are:

<b>Section-1:</b>	<b>Organisation and Function</b>	<b>100 marks</b>
<b>Section-2:</b>	<b>Budget and Programme</b>	<b>300 marks</b>
<b>Section-3:</b>	<b>Publicity and Public interface</b>	<b>250 marks</b>
<b>Section-4:</b>	<b>E-Governance</b>	<b>200 marks</b>
<b>Section-5:</b>	<b>Information as may be prescribed</b>	<b>100 marks</b>
<b>Section-6:</b>	<b>Information Disclosed on own Initiative</b>	<b>050 marks</b>

These marks were again split up into multiple sub-sections, all the marks make 1000 in total and given in the relevant tables. Each Section and Sub-section has been scrutinised and awarded marks based on the Self-Appraisal and the scrutiny of the website of Public Authority. The submission of Public Authority has attracted

certain marks and is converted into percentage out of maximum marks allocated to the section/sub-section for understanding it.

The aggregate marking for a particular Public Authority is for the purpose of improvement. These parameters in the form of sub-section may be taken as indicative and Public Authorities may have been doing better in practice. The marks given in the tables are sorted in ascending order on the basis of marks awarded during assessment or Third Party Audit.

# Analysis

## Section-1: Organisation and Function

This section covers the RTI Act Sec. 4(1)(b) (i) to (vi), (viii), (ix), (x), (xvi) and 4(2) focuses on the Organisation and Functions of the Public Authorities. The total marks assigned by the Central Information Commission for this Section is 100. This Section consists of several sub-sections of RTI Act, which are given in Table 2:

**Table-2: Detail of Section-1 of Self-Appraisal**

Sl. No.	Sections/Sub-Sections	Provision under RTI Act/ DoPT reference No.
<b>1</b>	<b>Organisation and Function</b>	
<b>1.1</b>	<b>Particulars of its organisation, functions and duties</b>	<b>[Section 4(1)(b)(i)]</b>
1.1.1	Name and address of the Organization	
1.1.2	Head of the organization	
1.1.3	Vision, Mission and Key objectives	
1.1.4	Function and duties	
1.1.5	Organization Chart	
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	
<b>1.2</b>	<b>Power and duties of its officers and employees</b>	<b>[Section 4(1) (b)(ii)]</b>
1.2.1	Powers and duties of officers (administrative, financial and judicial)	
1.2.2	Power and duties of other employees	
1.2.3	Rules/ orders under which powers and duty are derived and	
1.2.4	Exercised	
1.2.5	Work allocation	
<b>1.3</b>	<b>Procedure followed in decision making process</b>	<b>[Section 4(1)(b)(iii)]</b>
1.3.1	Process of decision making Identify key decision making points	
1.3.2	Final decision making authority	
1.3.3	Related provisions, acts, rules etc.	

1. 3. 4	Time limit for taking a decisions, if any	
1. 3. 5	Channel of supervision and accountability	
<b>1. 4</b>	<b>Norms for discharge of functions</b>	<b>[Section 4(1)(b)(iv)]</b>
1. 4. 1	Nature of functions/ services offered	
1. 4. 2	Norms/ standards for functions/ service delivery	
1. 4. 3	Process by which these services can be accessed	
1. 4. 4	Time-limit for achieving the targets	
1. 4. 5	Process of redress of grievances	
<b>1. 5</b>	<b>Rules, regulations, instructions manual and records for discharging functions</b>	<b>[Section 4(1)(b)(v)]</b>
1. 5. 1	Title and nature of the record/ manual /instruction.	
1. 5. 2	List of Rules, regulations, instructions manuals and records.	
1. 5. 3	Acts/ Rules manuals etc.	
1. 5. 4	Transfer policy and transfer orders	
<b>1. 6</b>	<b>Categories of documents held by the authority under its control</b>	<b>[Section 4(1)(b) (vi)]</b>
1. 6. 1	Categories of documents	
1. 6. 2	Custodian of documents/categories	
<b>1. 7</b>	<b>Boards, Councils, Committees and other Bodies constituted as part of the Public Authority</b>	<b>[Section 4(1)(b)(viii)]</b>
1. 7. 1	Name of Boards, Council, Committee etc.	
1. 7. 2	Composition	
1. 7. 3	Dates from which constituted	
1. 7. 4	Term/ Tenure	
1. 7. 5	Powers and functions	
1. 7. 6	Whether their meetings are open to the public?	
1. 7. 7	Whether the minutes of the meetings are open to the public?	
1. 7. 8	Place where the minutes if open to the public are available?	
<b>1. 8</b>	<b>Directory of officers and employees</b>	<b>[Section 4(1) (b) (ix)]</b>
1. 8. 1	Name and designation	
1. 8. 2	Telephone , fax and email ID	
<b>1. 9</b>	<b>Monthly Remuneration received by officers &amp; employees including system of compensation</b>	<b>[Section 4(1) (b) (x)]</b>

1. 9. 1	List of employees with Gross monthly remuneration	
1. 9. 2	System of compensation as provided in its regulations	
<b>1. 10</b>	<b>Name, designation and other particulars of public information officers</b>	<b>[Section 4(1) (b) (xvi)]</b>
1. 10. 1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	
1. 10. 2	Address, telephone numbers and email ID of each designated official.	
<b>1. 11</b>	<b>No. Of employees against whom Disciplinary action has been proposed/ taken</b>	<b>[Section 4(2)]</b>
1. 11. 1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	
1. 11. 2	(ii) Finalised for Minor penalty or major penalty proceedings	
<b>1. 12</b>	<b>Programmes to advance understanding of RTI</b>	<b>(Section 26)</b>
1. 12. 1	Educational programmes	
1. 12. 2	Efforts to encourage public authority to participate in these programmes	
1. 12. 3	Training of CPIO/APIO	
1. 12. 4	Update & publish guidelines on RTI by the Public Authorities concerned	
<b>1. 13</b>	<b>Transfer policy and transfer orders</b>	<b>[F No. 1/6/2011- IR dt. 15. 4. 2013]</b>
1. 13. 1	Transfer Policy And Transfer Orders [F No. 1/6/2011- IR Dt. 15. 4. 2013]	

It is observed that there is overall improvement in disclosing information in websites in respect of Organisation & Functions. The Public Authorities were classified into six categories on the basis of marks obtained in this Section, in comparison to the previous year (2019-20) Third Party Audit. The improvement is given in Table 3:

**Table-3: of Section-1 of Self-Appraisal compared with previous year**

<b>% age category</b>	<b>Public Authorities in 2019-20</b>	<b>Public Authorities in 2020-21</b>
1-49	5	3
50-59	3	2
60-69	7	5
70-79	10	11
80-89	8	10
90-100	1	5
Total	34	36

This shows that the Public Authorities are very much enthusiastic in disclosing the basic information about their organisation. In the category of below 70% of marks, there were 15 (fifteen) Public Authorities in 2019-20, whereas, during 2020-21, it was 10 organisations. Overall there is significant achievement from 19 P.A. above 70% in 2019-20 to 26 now i.e. 36% enhancement.

The analysis also shows that the Pubic Authorities did disclose about:

- 1.2 Power and duties of its officers and employees [Section4(1) (b)(ii)]
- 1.5 Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]
- 1.6 Categories of documents held by the authority under its control [Section 4(1)(b) (vi)]
- 1.7 Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]
- 1.8 Monthly Remuneration received by officers & employees including system of compensation[Section 4(1) (b) (x)]
- 1.11 No.Of employees against whom Disciplinary action has been proposed/ taken (Section 4(2))
- 1.13 Transfer policyand transfer orders [FNo. 1/6/2011- IR dt. 15. 4. 2013]

Very few Public Authorities provided information on points No. 1.8 and 1.13, which is considered very useful information from the public point of view.

During the Audit, it is noted that there is considerable improvement in submission of Self Appraisal Proforma by following two Public Authorities who could not submit earlier during 2019-20:

1. DAC-4: Central Fertilizer Quality Control & Training Institute
2. DAC-17: Directorate of Plant Protection Quarantine & Storage

It is observed from the Table 4 that most of the Public Authorities have shown satisfactory performance in the aspect of making available information. The highest marks were obtained by the National Seeds Corporation. Ltd., (DAC-30) of 99 marks out of 99 marks attempted.

It is also observed that the two Public Authorities, namely, the National Centre for Cold Chain Development (DAC-23) and National Seeds Research & Training Centre (DAC-31) obtained less than 40% marks in this section. It gives an indication that these two organizations are still understanding the importance of RTI Act and seem to be somewhat reluctant to disclose the information related to their Organisation and its Functions.

The variation level as shown in Table-4, shows that the Public Authorities have provided sufficient information in their Self Appraisal without understanding the contents required. There are instances where the Public Authority has already disclosed the information but declined to claim in Self-Appraisal. In these cases at the time of audit appropriate marks are awarded to the Public Authority and shown in (-) variation level. Higher the variation level shows there is a gap in understanding the information to be disclosed and minimum the variation level is termed as good as required under the RTI Act.

**Table-4: Score of different parameters under Organisation and Function by P.A. during 2020-21**

Sr. No.	Public Authority Sr. No.	Marks out of 100	Marks obtained	Auditor's marks	% Marks attended	% marks self obtained	% marks of Auditor	Variation level
1	DAC-31	054	020	020	54	20	20	34
2	DAC-23	049	049	037	49	49	37	12
3	DAC-7	084	046	042	84	46	42	42
4	DAC-12	087	075	055	87	75	55	32
5	DAC-32	083	077	056	83	77	56	27
6	DAC-21	077	042	067	77	42	67	10
7	DAC-4	088	074	067	88	74	67	21
8	DAC-8	081	081	068	81	81	68	13
9	DAC-19	100	100	068	100	100	68	32
10	DAC-1	100	069	069	100	69	69	31
11	DAC-15	090	090	070	90	90	70	20
12	DAC-28	037	023	071	37	23	71	-34
13	DAC-18	100	100	071	100	100	71	29
14	DAC-36	077	077	072	77	77	72	5
15	DAC-2	087	076	074	87	76	74	13
16	DAC-24	083	067	075	83	67	75	8
17	DAC-27	093	093	075	93	93	75	18
18	DAC-16	063	054	077	63	54	77	-14
19	DAC-29	084	076	077	84	76	77	7
20	DAC-26	089	088	077	89	88	77	12
21	DAC-17	100	098	077	100	98	77	23
22	DAC-14	100	082	081	100	82	81	19
23	DAC-11	092	092	081	92	92	81	11
24	DAC-20	092	089	082	92	89	82	10
25	DAC-34	083	083	083	83	83	83	0
26	DAC-25	090	090	083	90	90	83	7
27	DAC-22	092	072	084	92	72	84	8
28	DAC-9	100	100	087	100	100	87	13
29	DAC-35	088	088	088	88	88	88	0
30	DAC-13	100	100	088	100	100	88	12
31	DAC-3	084	079	089	84	79	89	-5
32	DAC-6	099	088	091	99	88	91	8
33	DAC-33	092	092	092	92	92	92	0
34	DAC-37	092	092	092	92	92	92	0
35	DAC-5	100	100	095	100	100	95	5
36	DAC-30	099	099	099	99	99	99	0

## Section-2: Budget and Programme

This Section deals with the RTI Act Section 4(1)(b) (xi), (xii), (xiii) to disclose the key components of their budget, subsidy and concessions. These are Budget allocated & expenditure, foreign and domestic tours, subsidy programme, discretionary/non-discretionary and a part the details of the 'CAG & PAC' paras. The total marks assigned by the CIC for this Section is 300. The main sub-sections included in this section are:

Sub-Section-2.1: Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc.

Sub-Section-2.2: Foreign and domestic tours

Sub-Section-2.3 : Manner of execution of subsidy programme

Sub-Section-2.4: Discretionary and non-discretionary grants

Sub-Section-2.5: Particulars of recipients of concessions, permits of authorizations granted by the public authority

Sub-Section-2.6: CAG & PAC paras

**Table-5: Detail of Section-2 of Self-Appraisal**

Sl. No.	Sections/Sub-Sections	Provision under RTI Act/ DoPT reference No.
<b>2</b>	<b>Budget and Programme</b>	
<b>2.1</b>	<b>Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc</b>	<b>[Section 4(1)(b)(xi)]</b>
2.1.1	Total Budget for the public authority	
2.1.2	Budget for each agency and plan & programmes	
2.1.3	Proposed expenditures	
2.1.4	Revised budget for each agency, if any	
2.1.5	Report on disbursements made and place where the related reports are available	
<b>2.2</b>	<b>Foreign and domestic tours</b>	<b>(F. No. 1/8/2012- IR dt. 11. 9. 2012)</b>
2.2.1	Budget	
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	
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.	
<b>2. 3</b>	<b>Manner of execution of subsidy programme</b>	<b>[Section 4(i)(b)(xii)]</b>
2. 3. 1	Name of the programme of activity	
2. 3. 2	Objective of the programme	
2. 3. 3	Procedure to avail benefits	
2. 3. 4	Duration of the programme/ scheme	
2. 3. 5	Physical and financial targets of the programme	
2. 3. 6	Nature/ scale of subsidy /amount allotted	
2. 3. 7	Eligibility criteria for grant of subsidy	
2. 3. 8	Details of beneficiaries of subsidy programme (number, profile etc)	
<b>2. 4</b>	<b>Discretionary and non-discretionary</b>	<b>grants [F. No. 1/6/2011-IR dt. 15. 04. 2013]</b>
2. 4. 1	Discretionary and non-discretionary grants/ allocations to State Govt. / NGOs/other institutions	
2. 4. 2	Annual accounts of all legal entities who are provided grants by public authorities	
<b>2. 5</b>	<b>Particulars of recipients of concessions, permits of authorizations granted by the public authority</b>	<b>[Section 4(1) (b) (xiii)]</b>
2. 5. 1	Concessions, permits or authorizations granted by 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	
<b>2. 6</b>	<b>CAG &amp; PAC paras</b>	<b>[F No. 1/6/2011- IR dt. 15. 4. 2013]</b>
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.	

It is observed that the proactive disclosure by Public Authorities under this section is at an alarming level which may lead to the rise in the RTI requests. The Public Authorities were found non-disclosing information about their budget and expenditure on different plans. The budget grant to other organisations and their justification etc. was also not found. The detail about domestic and international tours by the officers of Public Authority, allocated budget provision for tours was not found. It was observed that the Public authorities were in practice to provide subsidy to the beneficiaries by way of schemes, projects etc. and detail was missing. From the website it was ascertained that these Public Authorities were providing subsidy but information was not uploaded. Likewise, the discretionary and non-discretionary allocation for the other organisations was not disclosed at all. The information was missing of beneficiaries who were benefitted by way of budget allocated for concessions, plans, projects, schemes etc. of Public Authority. The detail of CAG or PAC paras was not provided. Neither the paras nor their replies were uploaded onto website.

In this way, there is a shortfall of information pertaining to the Budget allocated and its programme for expenditure. The information provided by the Public Authorities during 2020-21, on the website, attracted %age of marks and shown in Table 6:

**Table-6: Detail of Section-2 of Self-Appraisal compared with previous year**

<b>%age category</b>	<b>Public Authorities in 2019-20</b>	<b>Public Authorities in 2020-21</b>
Not reported	1	4
1-49	23	19
50-59	3	4
60-69	2	2
70-79	3	3
80-89	2	3
90-100	-	1
Total	33	36

From the above table it is clear that there are four Public Authorities who could not report the disclosure in Self Appraisal. But improvement was noticed in the 50% to 100% marks categories than in the 2019-20 declarations. From the Table 7, it is observed that there is one Public Authority namely Central Farm Machinery Training & Testing Institute (DAC-3) who claimed less for disclosing the information but during scrutiny it was found that the Public Authority had disclosed the information to the satisfaction and 83% marks were awarded. The maximum negative variation was -44%.

From the analysis of this section it is noticed that the Public Authorities were not interested in disclosing information related to budget, expenditure, distribution of subsidy and concessions given to the public or other organisations. This is generally termed as a grey area where the allegations of corruption are raised by the public. The transparency adopted by any Public Authority is mainly assessed from the information provided under this Section.

The Public Authorities are required to have thorough understanding about the proactive disclosure of information on their websites. The disclosure of information related to Budget and Programmes would be beneficial for the stakeholders and would result in building the confidence level of the Public Authorities.

Some points are required to be considered and have to be uploaded in the website of the Public Authorities. These are:

1. Details of expenditure incurred and proposed;
2. Information related to Foreign and Domestic Tours;
3. Information related to Procurement with copy of orders and bids;
4. Details of assistance to legal entities with details of recipients, total budget should be provided. Details of schemes that attracted grants along with amounts incurred and detail of beneficiaries;
5. Information related to CAG & PAC paras and if there were no paras that were pending, then 'Nil' information should be listed;

From the Table-7, it is also ascertained that Public Authorities were less interested to disclose information about this Section. There were nine Public Authorities out of 36 who tried to disclose and obtained marks more than 60%. This shows that 25% Public Authorities had disclosed information which may not serve the purpose.

**Table-7: Score of Public Authorities under Budget and Programme**

Sr. No.	Public Authority Sr. No.	Marks out of 300	Marks obtained	Auditor's marks	% Marks attended	% marks self obtained	% marks of Auditor	Variation level
1	DAC-31	0	0	0	0	0	0	0
2	DAC-4	0	0	0	0	0	0	0
3	DAC-7	0	0	0	0	0	0	0
5	DAC-28	0	0	0	0	0	0	0
4	DAC-17	250	225	023	83	75	8	75
6	DAC-13	300	300	025	100	100	8	92
7	DAC-23	031	031	031	10	10	10	0
8	DAC-15	161	161	035	54	54	12	42
9	DAC-2	063	042	042	21	14	14	7
10	DAC-11	050	025	045	17	8	15	2
11	DAC-16	0	0	050	0	0	17	-17
12	DAC-20	073	065	065	24	22	22	2
13	DAC-22	100	067	067	33	22	22	11
14	DAC-37	125	067	067	42	22	22	20
15	DAC-12	167	051	092	56	17	31	25
16	DAC-33	060	060	100	20	20	33	-13
17	DAC-21	150	100	100	50	33	33	17
18	DAC-14	300	108	100	100	36	33	67
19	DAC-24	118	105	105	39	35	35	4
20	DAC-35	067	067	107	22	22	36	-14
21	DAC-19	300	300	118	100	100	39	61
22	DAC-18	300	300	133	100	100	44	56
23	DAC-36	050	050	144	17	17	48	-31
24	DAC-1	300	100	150	100	33	50	50
25	DAC-29	150	150	150	50	50	50	0
26	DAC-27	200	200	150	67	67	50	17
27	DAC-34	200	200	150	67	67	50	17
28	DAC-26	225	225	192	75	75	64	11
29	DAC-5	300	300	200	100	100	67	33
30	DAC-6	300	262	212	100	87	71	29
31	DAC-30	215	215	215	72	72	72	0
32	DAC-25	217	217	217	72	72	72	0
33	DAC-32	215	215	240	72	72	80	-8
34	DAC-3	117	067	250	39	22	83	-44
35	DAC-8	250	250	250	83	83	83	0
36	DAC-9	300	300	275	100	100	92	8

### Section-3: Publicity and Public interface

This part deals with the RTI Act Sections:

- 4 (1) (b) (vii) the particulars of any arrangement that exists for consultation with, or representation by, the members of the public in relation to the formulation of its policy or implementation thereof; (3.1 of S.A.)
- 4 (1)(c) publish all relevant facts while formulating important policies or announcing the decisions which affect public; (3.2 of S.A.)
- 4 (1)(d) provide reasons for its administrative or quasi-judicial decisions to affected persons; and
- 4 (3) For the purposes of sub-section (1), every information shall be disseminated widely and in such form and manner which is easily accessible to the public. (3.3 of S.A.)

**Table-8: List of Section-3 contents of Self-Appraisal**

Sl. No.	Sections/Sub-Sections	Provision under RTI Act/ DoPT reference No.
3	<b>Publicity Band Public interface</b>	
3.1	<b>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</b>	[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	
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	
3.1.3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	
3.1.4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	
3.1.5	Public- private partnerships (PPP)- Concession agreements.	
3.1.6	Public- private partnerships (PPP)- Operation and maintenance manuals	
3.1.7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	

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	
3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	
3.1.10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc. )	
3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	
<b>3.2</b>	<b>Are the details of policies / decisions, which affect public, informed to them</b>	<b>[Section 4(1) (c)]</b>
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	
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	
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	
<b>3.3</b>	<b>Dissemination of information widely and in such form and manner which is easily accessible to the public</b>	<b>[Section 4(3)]</b>
3.3.1	Use of the most effective means of communication - Internet (website)	
<b>3.4</b>	<b>Form of accessibility of information manual/ handbook</b>	<b>[Section 4(1)(b)]</b>
3.4.1	Information manual/handbook available in Electronic format	
3.4.2	Information manual/handbook available in Printed format	
<b>3.5</b>	<b>Whether information manual/ handbook available free of cost or not</b>	<b>[Section 4(1)(b)]</b>
3.5.1	List of materials available Free of cost	
3.5.2	List of materials available At a reasonable cost of the medium	

Most of the Public Authorities could not understand this Section. The details of the arrangement of consultation with the representatives of Public, while formulating the policies were not found. Most of the Public Authorities were of the opinion that whatever the Headquarters decides, they are bound to follow and as such there was nothing that could be disclosed at their level. Though the policies, and decisions affecting the public were available on the website of few Public Authorities, but due to lack of understanding could not claim in Self-appraisal. The

Public Authorities have devised the website and disclosed the information but not in a clear manner. Therefore, the policies, decisions meant for the Public could not pick up and could not benefit the Public. The detail of manuals and handbooks that were being provided free of cost to the Public, were also missing. The Public was not being made aware of such facility and benefits. Therefore, there is a need for exhaustive information disclosed on this aspect and widely publicised for the benefit of public or stakeholders.

The total marks assigned by the CIC for this Section is 250. It is observed that the disclosure of information by the Public Authorities is not encouraging (Table 9).

**Table-9: Detail of Section-3 of Self-Appraisal compared to previous year**

<b>%age category</b>	<b>Public Authorities in 2019-20</b>	<b>Public Authorities in 2020-21</b>
Not reported	1	2
1-49	4	4
50-59	7	4
60-69	11	11
70-79	4	5
80-89	5	6
90-100	1	4
Total	33	36

Two Public Authorities DAC-16 and DAC-31 could not submit the information related to this part. Four Public Authorities DAC-4, DAC- 21, DAC-23 and DAC-28 could not even disclose the required information upto the level of 50%. Fifteen (15) Public Authorities obtained marks between 50% and 70%. Eleven Public Authorities disclosed information between 70% and 90%.

Four Public Authorities disclosed information in the range of 90% to 100%. These were the Department of Agricultural Cooperation & Farmers' Welfare (DAC-1) Directorate of Cashewnut & Cocoa Development (DAC-9), Directorate of Marketing and Inspection (DAC-14) and National Seeds Corporation Ltd. (DAC-30).

The information required to be disclosed under this Section is aimed to disclose the information to the extent possible which may be directly or indirectly related to the Public so that the General Public knows about the related information.

Three Public Authorities Central Farm Machinery Training & Testing Institute (DAC-3), Small Farmers Agriculture Business Consortium (DAC-35) and Southern Regional Farm Machinery Training & Testing Institute (DAC-36) claimed less marks while submitting the Self-Appraisal, but obtained more marks during assessment. This indicates that the Public Authorities have tried to disclose the information on the website but claimed on the lower side. This led to 'negative' marks in the variation column also. There are three more Public Authorities which declared more information than claimed in the Self-Appraisal. But these Public Authorities could not gain marks more than 40%. These are Directorate of Oilseeds Development (DAC-16), National Seeds Research & Training Centre (DAC-31) and National Institute of Agricultural Marketing (DAC-28).

The marks obtained in this section by all the Public Authorities are given in Table-10.

**Table-10: Scores of Public Authorities on 'Publicity and Public Interface'**

Sr. No.	Public Authority S. No.	Marks allotted by CIC out of 250	Marks claimed by PA out of 250	Marks obtained by PA out of 250	Marks attempted by PA (in % of max. marks)	Marks claimed by PA (in % of max. marks)	Marks obtained by PA (in % of max. marks)	Variation level in % points F-G
	A	B	C	D	E	F	G	H
1	DAC-16	0	0	050	0	0	20	-20
2	DAC-31	0	0	050	0	0	20	-20
3	DAC-21	100	075	075	40	30	30	10
4	DAC-28	050	050	100	20	20	40	-20
5	DAC-4	200	100	100	80	40	40	40
6	DAC-23	115	115	103	46	46	41	5
7	DAC-12	138	138	138	55	55	55	0
8	DAC-20	138	138	138	55	55	55	0

9	DAC-24	138	138	138	55	55	55	0
10	DAC-36	125	125	142	50	50	57	-7
11	DAC-22	150	150	150	60	60	60	0
12	DAC-27	150	150	150	60	60	60	0
13	DAC-29	150	150	150	60	60	60	0
14	DAC-33	150	150	150	60	60	60	0
15	DAC-34	150	150	150	60	60	60	0
16	DAC-37	150	150	150	60	60	60	0
17	DAC-18	250	250	150	100	100	60	40
18	DAC-2	163	150	163	65	60	65	0
19	DAC-32	192	171	163	77	68	65	12
20	DAC-26	167	167	167	67	67	67	0
21	DAC-15	183	183	171	73	73	68	5
22	DAC-5	250	250	175	100	100	70	30
23	DAC-13	250	250	175	100	100	70	30
24	DAC-19	250	250	175	100	100	70	30
25	DAC-7	228	188	188	91	75	75	16
26	DAC-6	250	188	188	100	75	75	25
27	DAC-35	150	150	200	60	60	80	-20
28	DAC-8	200	200	200	80	80	80	0
29	DAC-11	200	200	200	80	80	80	0
30	DAC-17	200	200	200	80	80	80	0
31	DAC-25	200	200	200	80	80	80	0
32	DAC-3	200	200	213	80	80	85	-5
33	DAC-30	225	225	225	90	90	90	0
34	DAC-14	250	225	225	100	90	90	10
35	DAC-1	250	213	250	100	85	100	0
36	DAC-9	250	250	250	100	100	100	0

## Section-4: E -Governance

The information dealt in this section is for the adoption of E-Governance by all the Public Authorities. They are required to maintain the information in English or Hindi or in the Regional language through which all the citizen are able to understand and respond. The Public Authority is also required to mention what information is available in electronic form and the date on which this information has been last updated. The information about the applications under RTI Act, first appeals (if opted), and their replies are also required to be uploaded onto their website. This is very important aspect. Once any information is sought by an applicant or disclosed by the Public Authorities, it needs to be available to others also i.e. on website. Likewise first appeals and orders on information are also required to be uploaded in the website of the Public Authority.

The convenience of the information seeker is to be kept in mind so that he may not opt for the RTI Requests. The very first window for the information seeker is to know as to whom he has to contact in an organisation for getting the requested information. And it is obligatory on the part of the Public Authority to disclose the name and designation of Public Information Officers, and the Nodal Officer/Agency who coordinates between the citizen and the organisation.

The total marks assigned by the CIC for this Section is 200. The sub- sections of Self-Appraisal under 'E-Governance' are:

- Sub-Section-4.1: Language in which Information Manual/ Handbook Available.
- Sub-Section-4.2: When was the information Manual/Handbook last updated?
- Sub-Section-4.3: Information available in electronic form.
- Sub-Section-4.4: Particulars of facilities available to citizen for obtaining information.
- Sub-Section-4.5: Such other information as may be prescribed .
- Sub-Section-4.6: Receipt & Disposal of RTI applications
- Sub-Section-4.7: Replies to questions asked in the parliament

**Table-11: Details of Section-4 of Self-Appraisal**

Sl. No.	Sections/Sub-Sections	Provision under RTI Act/ DoPT reference No.
<b>4</b>	<b>E-Governance</b>	
<b>4.1</b>	<b>Language in which Information Manual/Handbook Available</b>	[F No. 1/6/2011-IR dt. 15. 4. 2013]
4.1.1	English	
4.1.2	Vernacular/ Local Language	
<b>4.2</b>	<b>When was the information Manual/Handbook last updated?</b>	[F No. 1/6/2011-IR dt 15. 4. 2013]
4.2.1	Last date of Annual updation	
<b>4.3</b>	<b>Information available in electronic form</b>	[Section 4(1)(b)(xiv)]
4.3.1	Details of information available in electronic form	
4.3.2	Name/ title of the document/record/ other information	
4.3.3	Location where available	
<b>4.4</b>	<b>Particulars of facilities available to citizen for obtaining information</b>	[Section 4(1)(b)(xv)]
4.4.1	Name & location of the faculty	
4.4.2	Details of information made available	
4.4.3	Working hours of the facility	
4.4.4	Contact person & contact details (Phone, fax email)	
<b>4.5</b>	<b>Such other information as may be prescribed under Section 4(i) (b)(xvii)</b>	<b>Section 4(i) (b)(xvii)</b>
4.5.1	Grievance redressal mechanism	
4.5.2	Details of applications received under RTI and information provided	
4.5.3	List of completed schemes/ projects/ Programmes	
4.5.4	List of schemes/ projects/ programme underway	
4.5.5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	
4.5.6	Annual Report	
4.5.7	Frequently Asked Question (FAQs)	
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	

<b>4. 6</b>	<b>Receipt &amp; Disposal of RTI applications &amp; appeals</b>	<b>[F. No 1/6/2011-IR dt. 15. 04. 2013]</b>
4. 6. 1	Details of applications received and disposed	
4. 6. 2	Details of appeals received and orders issued	
<b>4. 7</b>	<b>Replies to questions asked in the parliament</b>	<b>[Section 4(1)(d)(2)]</b>
4. 7. 1	Details of questions asked and replies given	

The information related to this section was available in the website of Public Authorities and that could not be termed as satisfactory. The Public Authorities have tried to provide information to the extent possible but cannot be termed as unsatisfactory.

The submissions against 'Details of appeals received and orders issued' by the Public Authorities is given in Table 12.

**Table-12: Detail of appeals received and orders issued  
(4.6.2. of Self Appraisal)**

<b>Public Authority</b>	<b>Max. Marks</b>	<b>Marks claimed by P. A.</b>	<b>Marks obtained</b>
DAC-23	0	0	0
DAC-28	0	0	0
DAC-7	14.29	0	0
DAC-21	14.29	0	0
DAC-4	14.29	14.29	0
DAC-15	14.29	14.29	0
DAC-16	14.29	14.29	0
DAC-17	14.29	14.29	0
DAC-22	14.29	14.29	0
DAC-27	14.29	14.29	0
DAC-12	14.29	7.15	7.15
DAC-32	14.29	7.15	7.15
DAC-18	14.29	14.29	7.15

The above data shows that the Public Authorities were least concerned about disclosing the appeals and their orders onto the website. Those Public Authorities who had claimed marks may be having appeals and orders with them but did not show in the website. This requirement of disclosing the appeals with their orders needs to be placed in public domain.

Likewise, the information on 'Details of questions asked and replies given in the Parliament', 22 Public Authorities could not fulfill the requirement on this aspect (Table 13). If the information on this aspect is 'Nil', instead of not answering Public authorities may mention as 'Nil'.

**Table-13: Detail of questions asked and replies given by Public Authorities and its assessment (4. 7. 1 of S. A.)**

<b>Public Authority</b>	<b>Max. Marks</b>	<b>Marks claimed by P. A.</b>	<b>Marks obtained</b>
DAC-20	0	0	0
DAC-21	0	0	0
DAC-23	0	0	0
DAC-24	0	0	0
DAC-28	0	0	0
DAC-30	0	0	0
DAC-31	0	0	0
DAC-37	0	0	0
DAC-1	28.57	0	0
DAC-4	28.57	0	0
DAC-7	28.57	0	0
DAC-12	28.57	0	0
DAC-33	28.57	0	0
DAC-22	28.57	14.29	0
DAC-15	28.57	28.57	0
DAC-16	28.57	28.57	0
DAC-17	28.57	28.57	0
DAC-27	28.57	28.57	0
DAC-32	28.57	28.57	0
DAC-34	28.57	28.57	0
DAC-35	28.57	28.57	0
DAC-6	28.57	14.29	14.29

The Public Authorities may have received RTI applications, and may have replied but these applications and replies were not available in the website of the Public Authorities. Therefore, it is advisable that RTI applications that were received through online or offline and replies given by the Public Authorities should also be placed in the public domain.

It can be seen from Table-14 that the four Public Authorities Central Fertilizer Quality Control & Training & Testing Institute (DAC-4), Directorate of Oilseeds Development (DAC16), Mahalanobis National Crop Forecast Centre (DAC-22), and National Seeds Research & Training Centre (DAC-31) did not disclose information on this aspect. There are three (3) Public Authorities which attained 100% marks viz., Directorate of Arecanut & Spices Development (DAC-8), Directorate of Cashewnut & Cocoa Development (DAC-9) and National Horticulture Board (DAC-26). These Public Authorities may be termed as role model for the other Public Authorities.

The information claimed in the Self-Appraisal should have been available in the respective sections of website. The variation displayed in negative shows that the information was not claimed in the Self-appraisal but was found in the website. The National Institute of Agricultural Marketing (DAC-28) which did not fill the Self-appraisal on this aspect but information was found and marks were awarded.

The marks obtained in this section by all the Public Authorities are given in Table-14.

**Table-14: Marks scored by Public Authorities on 'E-Governance'**

Public Authority S. No.	Marks allotted by CIC out of 200	Marks claimed by PA out of 200	Marks obtained by PA out of 200	Marks attempted by PA (in % of max. marks)	Marks claimed by PA (in % of max. marks)	Marks obtained by PA (in % of max. marks)	Variation level in % points F-G
A	B	C	D	E	F	G	H
DAC-16	086	079	025	43	40	13	30
DAC-4	193	066	029	97	33	15	82
DAC-31	057	034	032	29	17	16	13
DAC-22	111	093	043	56	47	22	34
DAC-23	100	100	096	50	50	48	2
DAC-15	171	171	109	86	86	55	31
DAC-21	171	100	111	86	50	56	30
DAC-37	154	114	114	77	57	57	20
DAC-17	200	193	125	100	97	63	37
DAC-27	200	187	130	100	94	65	35

DAC-7	196	132	132	98	66	66	32
DAC-28	0	0	134	0	0	67	-67
DAC-32	200	184	152	100	92	76	24
DAC-20	161	154	154	81	77	77	4
DAC-33	189	161	161	95	81	81	14
DAC-12	200	161	161	100	81	81	19
DAC-1	200	132	164	100	66	82	18
DAC-30	164	164	164	82	82	82	0
DAC-2	196	166	166	98	83	83	15
DAC-36	161	161	168	81	81	84	-3
DAC-34	196	196	168	98	98	84	14
DAC-6	200	170	170	100	85	85	15
DAC-35	200	186	170	100	93	85	15
DAC-24	171	164	171	86	82	86	0
DAC-14	200	171	171	100	86	86	14
DAC-3	200	182	173	100	91	87	13
DAC-18	200	200	173	100	100	87	13
DAC-29	186	186	186	93	93	93	0
DAC-13	200	200	189	100	100	95	5
DAC-19	200	200	189	100	100	95	5
DAC-11	186	186	193	93	93	97	-4
DAC-25	196	196	196	98	98	98	0
DAC-5	200	200	196	100	100	98	2
DAC-8	200	200	200	100	100	100	0
DAC-26	200	200	200	100	100	100	0
DAC-9	200	200	200	100	100	100	0

## **Section-5: Information as may be prescribed**

This Section of Self-appraisal is very important for proactive disclosure. Through this Section the Public Authority may disclose the maximum information that is relevant to the Public at large. In previous sections where the Public Authority had to disclose about RTI applications and first appeals, in this section the Public Authority is also required to disclose the name and designation of current Central Public Information Officers (CPIOs) and First Appellate Authorities along with the earlier CPIO and First Appellate authority.

As provided in the RTI Act, every Public Authority is required to observe the provisions under the proactive disclosure under Section-4, and CIC has also made it mandatory for all the Public Authorities.

Under the RTI Act, it is mandatory for the Public Authority to appoint an Officer as Nodal Officer who is not below the rank of Joint Secretary or Additional Head of Department. Every Public Authority is required to disclose the information. The duty of the Nodal Officer is elaborated in the RTI Act who is the first window between the Public Authority and the Citizen.

There is another responsibility upon Public Authority to constitute a Consultative Committee for suggesting the modalities on *suo-moto* proactive disclosure in its website. The Public Authority is therefore, bound to disclose it including the order number and date.

In the Self-Appraisal there is provision for providing information on constituting a committee of CPIOs and first Appellate Authorities who have rich experience in devising Frequently Asked Questions (FAQ). This FAQ serves as a path for the information seeker. The CIC has allotted total marks of 100 for this Section. The information asked in the Self-Appraisal for Section-5 is given in Table 15.

**Table-15: The detail of Section-5 in Self-Appraisal**

Sl. No.	Sections/Sub-Sections	Provision under RTI Act/ DoPT reference No.
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	
5.1.2	Details of third party audit of voluntary disclosure -(a) Dates of audit carried out , (b) Report of the 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	
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	
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	

The analysis of Sub-Sections under Section-5 is given below on the basis of Self-Appraisal submitted by Public Authorities.

5.1.1 Name & details of:

(a) Current CPIOs & FAAs,

(b) Earlier CPIO & FAAs from 1.1.2015

It is found that there are two Public Authorities which have either not disclosed the information or provided partial information. These are shown in Table 16.

**Table-16: List of Public Authorities not displaying the complete information about CPIOs & FAAs**

<b>Public Authority</b>	<b>Max. Marks</b>	<b>Marks claimed by P. A.</b>	<b>Marks obtained</b>
DAC-7	20	00.00	00.00
DAC-37	20	10.00	10.00

**5.1.2** Details of third party audit of voluntary disclosure

- (a) Dates of audit carried out
- (b) Report of the audit carried out

It is observed that only three Public Authorities could not undertake Third Party Audit during 2019-20.

**5.1.3.** Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD

- (a) Date of appointment
- (b) Name and Designation of the Officers

The information on this aspect is very important for the public as well as the Public Authority from the point of view of coordination between the employees of PA and citizen. Seventeen Public Authorities provided information. One Public Authority disclosed partial information. Eighteen Public Authorities did not disclose (Table 17).

**Table-17: List of Public Authorities not disclosing complete information about Nodal Officers (5. 1. 3 of Self Appraisal)**

<b>Public Authority</b>	<b>Max. Marks</b>	<b>Marks claimed by P. A.</b>	<b>Marks obtained</b>
DAC-2	0	0	0
DAC-7	0	0	0
DAC-11	0	0	0
DAC-16	0	0	0
DAC-22	0	0	0
DAC-23	0	0	0

DAC-24	0	0	0
DAC-25	0	0	0
DAC-27	0	0	0
DAC-28	0	0	0
DAC-34	0	0	0
DAC-36	0	0	0
DAC-37	0	0	0
DAC-1	20	0	0
DAC-14	20	0	0
DAC-21	20	0	0
DAC-31	20	0	0
DAC-4	20	20.00	0
DAC-26	20	10.00	10.00

**5.1.4** Consultancy committee of key stakeholders for advice on *suo-motu* disclosure:

(a) Dates from which constituted,

(b) Name & Designation of the officers

Table 18 gives the details of seven Public Authorities who constituted Consultancy Committee for recommending or giving suggestions on *suo-motu* disclosure. The remaining 29 Public Authorities are yet to create Consultancy Committee.

**Table-18: List of Public Authorities having Consultancy Committee (5.1.4 of Self Appraisal)**

<b>Public Authority</b>	<b>Max. Marks</b>	<b>Marks claimed by P. A.</b>	<b>Marks obtained</b>
DAC-6	20	10.00	20.00
DAC-8	20	20.00	20.00
DAC-17	20	20.00	20.00
DAC-18	20	20.00	20.00
DAC-19	20	20.00	20.00
DAC-30	20	20.00	20.00
DAC-32	20	20.00	20.00

**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

Every Public Authority is required to constitute a committee of CPIOs and first Appellate Authorities who have rich experience in dealing with the RTI Act. It was observed that effort has not been made by the Public Authorities and there is a scope of improvement. Only 10 Public Authorities provided information (Table 19).

**Table-19: List of Public Authorities informed about Committee of PIOs & 1<sup>st</sup> Appellate Authority (5. 1. 5 of Self Appraisal)**

<b>Public Authority</b>	<b>Max. Marks</b>	<b>Marks claimed by P. A.</b>	<b>Marks obtained</b>
DAC-6	20	10.00	20.00
DAC-8	20	20.00	20.00
DAC-17	20	20.00	20.00
DAC-18	20	20.00	20.00
DAC-19	20	20.00	20.00
DAC-32	20	20.00	20.00
DAC-35	20	20.00	20.00
DAC-6	20	10.00	20.00
DAC-8	20	20.00	20.00
DAC-17	20	20.00	20.00

The information needs to be looked into in first instance so as to enable the citizen to know the latest information about the contact details with the Public Authority through CPIOs/Nodal Officer. Over all there is improvement in disclosing the information in comparison to previous year Third Party Audit as given in Table 20:

**Table-20: Detail of Section-5 of Self-Appraisal compared to previous year**

<b>%age category</b>	<b>Public Authorities in 2019-20</b>	<b>Public Authorities in 2020-21</b>
Not reported	2	0
1-49	20	17
50-59	3	2
60-69	2	9
70-79	2	0
80-89	2	3
90-100	3	5
Total	34	36

The Total marks obtained by all the Public Authorities about 'Such Other Information' are given in Table 21.

**Table-21: The list of Public Authorities about Such Other Information Section-5 of Self-Appraisal**

<b>Public Authority S. No.</b>	<b>Marks allotted by CIC out of 100</b>	<b>Marks claimed by PA out of 100</b>	<b>Marks obtained by PA out of 100</b>	<b>Marks attempted by PA (in % of max. marks)</b>	<b>Marks claimed by PA (in % of max. marks)</b>	<b>Marks obtained by PA (in % of max. marks)</b>	<b>Variation level in % points F-G</b>
<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>
DAC-14	100	020	020	100	20	20	80
DAC-7	020	0	030	20	0	30	-10
DAC-37	060	010	030	60	10	30	30
DAC-28	0	0	040	0	0	40	-40
DAC-16	020	020	040	20	20	40	-20
DAC-22	020	020	040	20	20	40	-20
DAC-23	020	020	040	20	20	40	-20
DAC-34	020	020	040	20	20	40	-20

DAC-36	020	020	040	20	20	40	-20
DAC-2	080	020	040	80	20	40	40
DAC-27	080	020	040	80	20	40	40
DAC-1	100	020	040	100	20	40	60
DAC-21	100	020	040	100	20	40	60
DAC-31	100	020	040	100	20	40	60
DAC-24	040	030	040	40	30	40	0
DAC-25	040	040	040	40	40	40	0
DAC-11	080	040	040	80	40	40	40
DAC-26	080	030	050	80	30	50	30
DAC-4	100	060	050	100	60	50	50
DAC-20	060	040	060	60	40	60	0
DAC-3	080	040	060	80	40	60	20
DAC-12	100	040	060	100	40	60	40
DAC-33	060	060	060	60	60	60	0
DAC-29	100	060	060	100	60	60	40
DAC-5	100	100	060	100	100	60	40
DAC-9	100	100	060	100	100	60	40
DAC-13	100	100	060	100	100	60	40
DAC-15	100	100	060	100	100	60	40
DAC-30	060	060	080	60	60	80	-20
DAC-35	100	060	080	100	60	80	20
DAC-17	100	100	080	100	100	80	20
DAC-6	100	060	100	100	60	100	0
DAC-19	100	080	100	100	80	100	0
DAC-8	100	100	100	100	100	100	0
DAC-18	100	100	100	100	100	100	0
DAC-32	100	100	100	100	100	100	0

## Section-6: Information Disclosed on own Initiative

The information regarding the Public Authorities are to be disclosed by themselves to the maximum on their website.

For this purpose, the Government of India has devised the guidelines for certification of websites. It is desired by CIC that all the websites should be standardised and it should be user friendly.

The CIC has allotted 50 marks under this Section and the detail in the Self-appraisal is given as below:

**Table-22: Detail of Section-6 in Self-appraisal**

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
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
6.2.2	Does the website show the certificate on the Website?

6. 1.1 Item/information disclosed so that public have minimum resort to use of RTI Act to obtain information

Two (2) Public Authorities could not inform about this and these Public Authorities are Cenral Fertilizer Quality Control & Training Institute (DAC-4) and National Horticulture Board (DAC-26).

### *6.2.1 Whether STQ Ccertification obtained and its validity*

There are three (3) Public Authorities who have tried to provide information on this aspect. Thirty three (33) Public Authorities did not submit information in Self-Appraisal.

6. 2.2 Does the website show the certificate on the Website?

The thirteen (13) Public Authorities gave information about this aspect and out of these 13 only 3 could give partial information.

Section-6 of information in the website of Public Authorities is aimed at giving detailed information about the RTI Act and standardisation of the website as per Government of India Guidelines and displaying the certificate obtained from the designated Agency.

**Table-23: List of Public Authorities disclosing information about Certification**

Public Authority S. No.	Marks allotted by CIC out of 50	Marks claimed by PA out of 50	Marks obtained by PA out of 50	Marks attempted by PA (in % of max. marks)	Marks claimed by PA (in % of max. marks)	Marks obtained by PA (in % of max. marks)	Variation level in % points F-G
A	B	C	D	E	F	G	H
DAC-28	0	0	0	0	0	0	0
DAC-4	50	00	00	100	0	0	0
DAC-26	50	25	0	100	50	0	50
DAC-1	25	25	25	50	50	50	0
DAC-15	25	25	25	50	50	50	0
DAC-17	25	25	25	50	50	50	0
DAC-30	25	25	25	50	50	50	0
DAC-31	25	25	25	50	50	50	0
DAC-35	25	25	25	50	50	50	0
DAC-36	25	25	25	50	50	50	0
DAC-37	25	25	25	50	50	50	0
DAC-3	50	25	25	100	50	50	0

DAC-19	50	25	25	100	50	50	0
DAC-20	50	25	25	100	50	50	0
DAC-21	50	25	25	100	50	50	0
DAC-27	50	25	25	100	50	50	0
DAC-32	50	25	25	100	50	50	0
DAC-33	50	25	25	100	50	50	0
DAC-25	38	31	31	76	62	62	0
DAC-8	38	38	38	76	76	76	0
DAC-23	38	38	38	76	76	76	0
DAC-2	50	38	38	100	76	76	0
DAC-7	50	38	38	100	76	76	0
DAC-22	50	38	38	100	76	76	0
DAC-34	50	38	38	100	76	76	0
DAC-6	50	44	44	100	88	88	0
DAC-5	50	50	50	100	100	100	0
DAC-9	50	50	50	100	100	100	0
DAC-11	50	50	50	100	100	100	0
DAC-12	50	50	50	100	100	100	0
DAC-13	50	50	50	100	100	100	0
DAC-14	50	50	50	100	100	100	0
DAC-16	50	50	50	100	100	100	0
DAC-18	50	50	50	100	100	100	0
DAC-24	50	50	50	100	100	100	0
DAC-29	50	50	50	100	100	100	0

On the basis of submission made by the Public Authorities at large through Self- appraisal, a Comprehensive Grand Total table is given in Table-24. All the calculations in the table were made out of the total marks allocated by CIC (1,000)

**Table-24: Grand Total of marks obtained by Public Authorities in Self-Appraisal**

Public Authority S. No.	Marks allotted by CIC out of 1000	Marks claimed by PA out of 1000	Marks obtained by PA out of 1000	Marks attempted by PA (in % of max. marks)	Marks claimed by PA (in % of max. marks)	Marks obtained by PA (in % of max. marks)	Variation level in % points F-G
A	B	C	D	E	F	G	H
DAC-31	0236	0099	0067	24	10	7	3
DAC-4	0648	0300	0245	65	30	25	5
DAC-16	0219	0202	0292	22	20	29	-9
DAC-23	0353	0353	0345	35	35	35	0
DAC-28	0087	0073	0369	9	7	37	-30
DAC-21	0648	0362	0418	65	36	42	-6
DAC-22	0523	0439	0421	52	44	42	2
DAC-7	0678	0403	0430	68	40	43	-3
DAC-15	0731	0731	0470	73	73	47	26
DAC-37	0606	0458	0478	61	46	48	-2
DAC-2	0639	0491	0522	64	49	52	-3
DAC-20	0574	0511	0523	57	51	52	-1
DAC-17	0875	0841	0530	88	84	53	31
DAC-12	0741	0514	0555	74	51	56	-5

DAC-27	0773	0676	0571	77	68	57	11
DAC-24	0599	0554	0579	60	55	58	-3
DAC-13	1000	1000	0587	100	100	59	41
DAC-33	0602	0548	0588	60	55	59	-4
DAC-36	0458	0458	0590	46	46	59	-13
DAC-11	0658	0593	0609	66	59	61	-2
DAC-34	0699	0687	0628	70	69	63	6
DAC-14	1000	0657	0647	100	66	65	1
DAC-35	0630	0576	0670	63	58	67	-9
DAC-29	0719	0672	0672	72	67	67	0
DAC-19	1000	0955	0675	100	96	68	28
DAC-18	1000	1000	0678	100	100	68	32
DAC-26	0811	0735	0685	81	74	69	5
DAC-1	0975	0559	0699	98	56	70	-14
DAC-32	0839	0771	0735	84	77	74	3
DAC-25	0781	0775	0768	78	78	77	1
DAC-5	1000	1000	0777	100	100	78	22
DAC-6	0999	0811	0804	100	81	80	1
DAC-30	0788	0788	0808	79	79	81	-2
DAC-3	0731	0593	0810	73	59	81	-22
DAC-8	0868	0868	0855	87	87	86	1
DAC-9	1000	1000	0922	100	100	92	8

The variation level shown in negative (-) means that the Public Authority claimed less information in Self-Appraisal whereas the information was available. The marks were awarded for the available information onto website.

When the performance of all Public Authorities is compared with the previous year, it was found that the Public Authorities had improved during 2020-21 (Table 25).

**Table-25: Detail of Performance of Public Authorities compared to previous year**

<b>%age category</b>	<b>Public Authorities in 2019-20</b>	<b>Public Authorities in 2020-21</b>
1-49	13	10
50-59	9	9
60-69	5	8
70-79	6	4
80-89	1	4
90-100	0	1
Total	34	36

## Recommendations

1. Appropriate exposure to the Proactive Disclosure should be emphasised by the Nodal Officer/Transparency Officer and maximum information to be displayed on websites as required;
2. The link to proactive disclosure under RTI Act should be easily accessible in the websites of Public Authorities and it should be prominently displayed;
3. The information should be available at one place and should be placed under the RTI Section.
4. The Public Authorities should designate a suitable officer as Nodal Officer/Transparency Officer and appropriate trainings on R.T.I. Act given to them;
5. The information related to the following needs to be uploaded in Public Domain mandatorily:
  - a. Contact details of Public Authority, Nodal Officer, CPIOs and Appellate Authority;
  - b. Ongoing Schemes which have relevance to the Global, National, State, City, or Public at large;
  - c. List of employees, remuneration and contact details;
  - d. Transfer Policy, Citizen Charter, and List of Rules/Acts, referred to or implemented by Public Authority;
  - e. The detail of Grievance Redressal system adopted by the Public Authority, the detail of Committees on Women, Grievances etc.
  - f. Details of Budget, expenditure and future proposed plans of expansion in respect of the Public Authority may be considered for uploading on the website;
  - g. The detail of Tours of Officers should be given for both domestic and international along with budget of the tours, expenditure by Officers, Tour

Report and Action Taken on that report. The details of RTI Applications, replies, Appeals, and Orders need to be given;

- h. Details of Tenders, Bids accepted and Contract/Orders issued in relation to the floated tenders;
6. Those Public Authorities who have a provision for subsidy must disclose details of documents for execution for such subsidy. The details of recipients of such subsidy, concessions or any kind of benefit given by the Public Authority to the public may be considered and should be available in the Public domain;
7. The replies to the Parliamentary Questions and CAG paras need to be provided in the website of the Public Authority. Similarly, Grievance Redressal may be attempted to be linked in the websites. In case there is no CAG para, 'nil' information can be displayed;
8. The Public Authorities should be advised to adhere to the Guidelines issued by the Government of India for standardising the websites. The norms outlined in the Guidelines should be followed to the extent possible and adopted while uploading information on their website;
9. From time to time staff working with the Public Authorities should also be motivated to attend training on the RTI Act.

## Conclusion

It can be noted from Table-24 that five Public Authorities obtained marks less than 40%, five between 41% and 50%, nine between 51% and 60% marks, nine between 61% and 70%, four between 71% and 80% and four between 81% and 100%. There is an immediate need to alert the 10 Public Authorities, who obtained less than 50% marks and the rectification required to disclose information as per the notified requirements. The performance of the top four Public Authorities can also be further enhanced as far as possible under the proactive disclosure under the RTI Act.

From the present Third Party Audit of Public Authorities, it is learnt that there is a vast scope in making the staff aware about the RTI Act. A suitable training for Nodal Officers, CPIOs, and first Appellate Authorities should be arranged. The information provided in the websites should be complete as it's useful to the citizens. There is also a need to create websites in regional languages.

**Public Authority Name: DAC-1: Department of Agriculture & Cooperation – Self Appraisal**

PA Serial No.	Sr. No	Details of disclosure	Marks	Obtained Mark	Audit or Marks
DAC-1	<b>1</b>	<b>Organisation and Function</b>			
DAC-1	<b>1.1</b>	<b>Particulars of its organisation, functions and duties [Section 4(1)(b)(i)]</b>			
DAC-1	1.1.1	Name and address of the Organization	1.28	1.28	1.28
DAC-1	1.1.2	Head of the organization	1.28	1.28	1.28
DAC-1	1.1.3	Vision, Mission and Key objectives	1.28	1.28	1.28
DAC-1	1.1.4	Function and duties	1.28	1.28	1.28
DAC-1	1.1.5	Organization Chart	1.28	1.28	1.28
DAC-1	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	1.28	0.64	0.64
DAC-1	<b>1.2</b>	<b>Power and duties of its officers and employees[Section 4(1) (b)(ii)]</b>			
DAC-1	1.2.1	Powers and duties of officers (administrative, financial and judicial)	1.54	1.54	1.54
DAC-1	1.2.2	Power and duties of other employees	1.54	1.54	1.54
DAC-1	1.2.3	Rules/ orders under which powers and duty are derived and	1.54	1.54	1.54
DAC-1	1.2.4	Exercised	1.54	1.54	1.54
DAC-1	1.2.5	Work allocation	1.54	1.54	1.54
DAC-1	<b>1.3</b>	<b>Procedure followed in decision making process [Section 4(1)(b)(iii)]</b>			
DAC-1	1.3.1	Process of decision making Identify key decision making points	1.54	1.54	1.54
DAC-1	1.3.2	Final decision making authority	1.54	1.54	1.54
DAC-1	1.3.3	Related provisions, acts, rules etc.	1.54	1.54	1.54
DAC-1	1.3.4	Time limit for taking a decisions, if any	1.54	1.54	1.54
DAC-1	1.3.5	Channel of supervision and accountability	1.54	1.54	1.54
DAC-1	<b>1.4</b>	<b>Norms for discharge of functions [Section 4(1)(b)(iv)]</b>			
DAC-1	1.4.1	Nature of functions/ services offered	1.54	1.54	1.54
DAC-1	1.4.2	Norms/ standards for functions/ service delivery	1.54	1.54	1.54
DAC-1	1.4.3	Process by which these services can be accessed	1.54	1.54	1.54
DAC-1	1.4.4	Time-limit for achieving the targets	1.54	1.54	1.54
DAC-1	1.4.5	Process of redress of grievances	1.54	1.54	1.54
DAC-1	<b>1.5</b>	<b>Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]</b>			
DAC-1	1.5.1	Title and nature of the record/ manual /instruction.	1.92	1.92	1.92
DAC-1	1.5.2	List of Rules, regulations, instructions manuals and records.	1.92	1.92	1.92

DAC-1	1. 5. 3	Acts/ Rules manuals etc.	1. 92	1. 92	1. 92
DAC-1	1. 5. 4	Transfer policy and transfer orders	1. 92	1. 92	1. 92
DAC-1	<b>1. 6</b>	<b>Categories of documents held by the authority under its control [Section 4(1)(b) (vi)]</b>			
DAC-1	1. 6. 1	Categories of documents	3. 85	3. 85	3. 85
DAC-1	1. 6. 2	Custodian of documents/categories	3. 85	3. 85	3. 85
DAC-1	<b>1. 7</b>	<b>Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]</b>			
DAC-1	1. 7. 1	Name of Boards, Council, Committee etc.	0. 96	0	0
DAC-1	1. 7. 2	Composition	0. 96	0	0
DAC-1	1. 7. 3	Dates from which constituted	0. 96	0	0
DAC-1	1. 7. 4	Term/ Tenure	0. 96	0	0
DAC-1	1. 7. 5	Powers and functions	0. 96	0	0
DAC-1	1. 7. 6	Whether their meetings are open to the public?	0. 96	0	0
DAC-1	1. 7. 7	Whether the minutes of the meetings are open to the public?	0. 96	0	0
DAC-1	1. 7. 8	Place where the minutes if open to the public are available?	0. 96	0	0
DAC-1	<b>1. 8</b>	<b>Directory of officers and employees [Section 4(1) (b) (ix)]</b>			
DAC-1	1. 8. 1	Name and designation	3. 85	3. 85	3. 85
DAC-1	1. 8. 2	Telephone , fax and email ID	3. 85	3. 85	3. 85
DAC-1	<b>1. 9</b>	<b>Monthly Remuneration received by officers &amp; employees including system of compensation[Section 4(1) (b) (x)]</b>			
DAC-1	1. 9. 1	List of employees with Gross monthly remuneration	3. 85	1. 93	1. 93
DAC-1	1. 9. 2	System of compensation as provided in its regulations	3. 85	0	0
DAC-1	<b>1. 10</b>	<b>Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)]</b>			
DAC-1	1. 10. 1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	3. 85	3. 85	3. 85
DAC-1	1. 10. 2	Address, telephone numbers and email ID of each designated official.	3. 85	3. 85	3. 85
DAC-1	<b>1. 11</b>	<b>No. Of employees against whom Disciplinary action has been proposed/ taken (Section 4(2))</b>			
DAC-1	1. 11. 1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	3. 85	0	0
DAC-1	1. 11. 2	(ii) Finalised for Minor penalty or major penalty proceedings	3. 85	0	0
DAC-1	<b>1. 12</b>	<b>Programmes to advance understanding of RTI (Section 26)</b>			
DAC-1	1. 12. 1	Educational programmes	1. 92	0	0

DAC-1	1. 12. 2	Efforts to encourage public authority to participate in these programmes	1. 92	0	0
DAC-1	1. 12. 3	Training of CPIO/APIO	1. 92	0	0
DAC-1	1. 12. 4	Update & publish guidelines on RTI by the Public Authorities concerned	1. 92	0	0
DAC-1	<b>1. 13</b>	<b>Transfer policy and transfer orders[F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-1	1. 13. 1	Transfer Policy And Transfer Orders [F No. 1/6/2011- IR Dt. 15. 4. 2013]	7. 69	0	0
DAC-1	<b>Total-1</b>		<b>100</b>	<b>63</b>	<b>63</b>
DAC-1	<b>2</b>	<b>Budget and Programme</b>			
DAC-1	<b>2. 1</b>	<b>Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc.[Section 4(1)(b)(xi)]</b>			
DAC-1	2. 1. 1	Total Budget for the public authority	10	10. 00	5. 00
DAC-1	2. 1. 2	Budget for each agency and plan & programmes	10	10. 00	5. 00
DAC-1	2. 1. 3	Proposed expenditures	10	10. 00	5. 00
DAC-1	2. 1. 4	Revised budget for each agency, if any	10	10. 00	5. 00
DAC-1	2. 1. 5	Report on disbursements made and place where the related reports are available	10	10. 00	5. 00
DAC-1	<b>2. 2</b>	<b>Foreign and domestic tours (F. No. 1/8/2012- IR dt. 11. 9. 2012)</b>			
DAC-1	2. 2. 1	Budget	16. 67	0	0
DAC-1	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	16. 67	0	0
DAC-1	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.	16. 67	0	0
DAC-1	<b>2. 3</b>	<b>Manner of execution of subsidy programme [Section 4(i)(b)(xii)]</b>			
DAC-1	2. 3. 1	Name of the programme of activity	6. 25	6. 25	6. 25
DAC-1	2. 3. 2	Objective of the programme	6. 25	6. 25	6. 25
DAC-1	2. 3. 3	Procedure to avail benefits	6. 25	6. 25	6. 25
DAC-1	2. 3. 4	Duration of the programme/ scheme	6. 25	6. 25	6. 25
DAC-1	2. 3. 5	Physical and financial targets of the programme	6. 25	6. 25	6. 25
DAC-1	2. 3. 6	Nature/ scale of subsidy /amount allotted	6. 25	6. 25	6. 25
DAC-1	2. 3. 7	Eligibility criteria for grant of subsidy	6. 25	6. 25	6. 25
DAC-1	2. 3. 8	Details of beneficiaries of subsidy programme (number, profile etc)	6. 25	6. 25	6. 25

DAC-1	<b>2. 4</b>	<b>Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-1	2. 4. 1	Discretionary and non-discretionary grants/ allocations to State Govt. / NGOs/other institutions	25	0	0
DAC-1	2. 4. 2	Annual accounts of all legal entities who are provided grants by public authorities	25	0	0
DAC-1	<b>2. 5</b>	<b>Particulars of recipients of concessions, permits of authorizations granted by the public authority [Section 4(1) (b) (xiii)]</b>			
DAC-1	2. 5. 1	Concessions, permits or authorizations granted by public authority	25	0	0
DAC-1	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	25	0	0
DAC-1	<b>2. 6</b>	<b>CAG &amp; PAC paras [F No. 1/6/2011- IR dt. 15. 4. 2013]</b>			
DAC-1	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.	50	0	0
DAC-1	<b>Total-2</b>		<b>300</b>	<b>100</b>	<b>75</b>
DAC-1	<b>3</b>	<b>Publicity Band Public interface</b>			
DAC-1	<b>3. 1</b>	<b>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]</b>			
DAC-1	3. 1. 1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	12. 5	12. 50	12. 50
DAC-1	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	12. 5	0	0
DAC-1	3. 1. 3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	2. 78	0	0
DAC-1	3. 1. 4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	2. 78	0	0
DAC-1	3. 1. 5	Public- private partnerships (PPP)- Concession agreements.	2. 78	0	0
DAC-1	3. 1. 6	Public- private partnerships (PPP)- Operation and maintenance manuals	2. 78	0	0
DAC-1	3. 1. 7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	2. 78	0	0
DAC-1	3. 1. 8	Public- private partnerships (PPP) - Information relating to fees, tolls, or the other kinds of revenues	2. 78	0	0

		that may be collected under authorisation from the government			
DAC-1	3. 1. 9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	2. 78	0	0
DAC-1	3. 1. 10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc. )	2. 78	0	0
DAC-1	3. 1. 11	Public- private partnerships (PPP) - All payment made under the PPP project	2. 78	0	0
DAC-1	<b>3. 2</b>	<b>Are the details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]</b>			
DAC-1	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	16. 67	16. 67	16. 67
DAC-1	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	16. 67	16. 67	16. 67
DAC-1	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	16. 67	16. 67	16. 67
DAC-1	<b>3. 3</b>	<b>Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]</b>			
DAC-1	3. 3. 1	Use of the most effective means of communication - Internet (website)	50	50. 00	50. 00
DAC-1	<b>3. 4</b>	<b>Form of accessibility of information manual/handbook[Section 4(1)(b)]</b>			
DAC-1	3. 4. 1	Information manual/handbook available in Electronic format	25	25. 00	25. 00
DAC-1	3. 4. 2	Information manual/handbook available in Printed format	25	25. 00	25. 00
DAC-1	<b>3. 5</b>	<b>Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]</b>			
DAC-1	3. 5. 1	List of materials available Free of cost	25	0	25. 00
DAC-1	3. 5. 2	List of materials available At a reasonable cost of the medium	25	0	0
DAC-1	<b>Total-3</b>		<b>250</b>	<b>163</b>	<b>188</b>
DAC-1	<b>4</b>	<b>E-Governance</b>			
DAC-1	<b>4. 1</b>	<b>Language in which Information Manual/ Handbook Available [F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-1	4. 1. 1	English	14. 29	14. 29	14. 29
DAC-1	4. 1. 2	Vernacular/ Local Language	14. 29	0	0
DAC-1	<b>4. 2</b>	<b>When was the information Manual/ Handbook last updated? [F No. 1/6/2011-IR dt 15. 4. 2013]</b>			

DAC-1	4. 2. 1	Last date of Annual updation	28. 57	28. 57	28. 57
DAC-1	<b>4. 3</b>	<b>Information available in electronic form [Section 4(1)(b)(xiv)]</b>			
DAC-1	4. 3. 1	Details of information available in electronic form	9. 52	9. 52	9. 52
DAC-1	4. 3. 2	Name/ title of the document/record/ other information	9. 52	9. 52	9. 52
DAC-1	4. 3. 3	Location where available	9. 52	9. 52	9. 52
DAC-1	<b>4. 4</b>	<b>Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]</b>			
DAC-1	4. 4. 1	Name & location of the faculty	7. 14	0	0
DAC-1	4. 4. 2	Details of information made available	7. 14	0	0
DAC-1	4. 4. 3	Working hours of the facility	7. 14	0	0
DAC-1	4. 4. 4	Contact person & contact details (Phone, fax email)	7. 14	0	0
DAC-1	<b>4. 5</b>	<b>Such other information as may be prescribed under Section 4(i) (b)(xvii)</b>			
DAC-1	4. 5. 1	Grievance redressal mechanism	3. 57	3. 57	3. 57
DAC-1	4. 5. 2	Details of applications received under RTI and information provided	3. 57	3. 57	3. 57
DAC-1	4. 5. 3	List of completed schemes/ projects/ Programmes	3. 57	3. 57	3. 57
DAC-1	4. 5. 4	List of schemes/ projects/ programme underway	3. 57	3. 57	3. 57
DAC-1	4. 5. 5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	3. 57	0	0
DAC-1	4. 5. 6	Annual Report	3. 57	3. 57	3. 57
DAC-1	4. 5. 7	Frequently Asked Question (FAQs)	3. 57	0	0
DAC-1	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	3. 57	3. 57	3. 57
DAC-1	<b>4. 6</b>	<b>Receipt &amp; Disposal of RTI applications &amp; appeals [F. No 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-1	4. 6. 1	Details of applications received and disposed	14. 29	14. 29	14. 29
DAC-1	4. 6. 2	Details of appeals received and orders issued	14. 29	14. 29	14. 29
DAC-1	<b>4. 7</b>	<b>Replies to questions asked in the parliament[Section 4(1)(d)(2)]</b>			
DAC-1	4. 7. 1	Details of questions asked and replies given	28. 57	0	28. 57
DAC-1	<b>Total-4</b>		<b>200</b>	<b>121</b>	<b>150</b>
DAC-1	<b>5</b>	<b>Information as may be prescribed</b>			
DAC-1	<b>5. 1</b>	<b>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]</b>			
DAC-1	5. 1. 1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1. 1. 2015	20	20. 00	10. 00
DAC-1	5. 1. 2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the audit carried out	20	0	0

DAC-1	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	20	20.00	10.00
DAC-1	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	20	0	0
DAC-1	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	20	0	0
DAC-1	<b>Total-5</b>		<b>100</b>	<b>40</b>	<b>20</b>
DAC-1	<b>6</b>	<b>Information Disclosed on own Initiative</b>			
DAC-1	<b>6.1</b>	<b>Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information</b>			
DAC-1	6.1.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	25	25.00	25.00
DAC-1	<b>6.2</b>	<b>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</b>			
DAC-1	6.2.1	Whether STQC certification obtained and its validity	12.5	12.50	0
DAC-1	6.2.2	Does the website show the certificate on the Website?	12.5	0	0
DAC-1	<b>Total-6</b>		<b>50</b>	<b>38</b>	<b>25</b>
DAC-1	<b>Grand Total</b>		<b>1000</b>	<b>524</b>	<b>520</b>

**Public Authority Name: DAC-2: All India Soil & Land Use Survey(AISLUS), New Delhi – Self Appraisal**

PA Sr. No.	Sr. No	Details of disclosure	Marks	Obtained Mark	Audit or Marks
DAC-2	<b>1</b>	<b>Organisation and Function</b>			
DAC-2	<b>1.1</b>	<b>Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]</b>			
DAC-2	1.1.1	Name and address of the Organization	1.28	1.28	1.28
DAC-2	1.1.2	Head of the organization	1.28	1.28	1.28
DAC-2	1.1.3	Vision, Mission and Key objectives	1.28	1.28	1.28
DAC-2	1.1.4	Function and duties	1.28	1.28	1.28
DAC-2	1.1.5	Organization Chart	1.28	1.28	1.28
DAC-2	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	1.28	1.28	1.28
DAC-2	<b>1.2</b>	<b>Power and duties of its officers and employees[Section 4(1) (b)(ii)]</b>			
DAC-2	1.2.1	Powers and duties of officers (administrative, financial and judicial)	1.54	1.54	1.54
DAC-2	1.2.2	Power and duties of other employees	1.54	1.54	1.54
DAC-2	1.2.3	Rules/ orders under which powers and duty are derived and	0	0	0
DAC-2	1.2.4	Exercised	0	0	0
DAC-2	1.2.5	Work allocation	0	0	0
DAC-2	<b>1.3</b>	<b>Procedure followed in decision making process [Section 4(1)(b)(iii)]</b>			
DAC-2	1.3.1	Process of decision making Identify key decision making points	1.54	1.54	1.54
DAC-2	1.3.2	Final decision making authority	1.54	1.54	1.54
DAC-2	1.3.3	Related provisions, acts, rules etc.	1.54	1.54	1.54
DAC-2	1.3.4	Time limit for taking a decisions, if any	0	0	0
DAC-2	1.3.5	Channel of supervision and accountability	1.54	1.54	1.54
DAC-2	<b>1.4</b>	<b>Norms for discharge of functions [Section 4(1)(b)(iv)]</b>			
DAC-2	1.4.1	Nature of functions/ services offered	1.54	1.54	1.54
DAC-2	1.4.2	Norms/ standards for functions/ service delivery	1.54	1.54	1.54
DAC-2	1.4.3	Process by which these services can be accessed	1.54	1.54	1.54
DAC-2	1.4.4	Time-limit for achieving the targets	1.54	1.54	1.54
DAC-2	1.4.5	Process of redress of grievances	1.54	1.54	1.54

DAC-2	<b>1.5</b>	<b>Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]</b>			
DAC-2	1.5.1	Title and nature of the record/ manual /instruction.	1.92	1.92	1.92
DAC-2	1.5.2	List of Rules, regulations, instructions manuals and records.	1.92	0.96	0.96
DAC-2	1.5.3	Acts/ Rules manuals etc.	0	0	0.96
DAC-2	1.5.4	Transfer policy and transfer orders	1.92	1.92	1.92
DAC-2	<b>1.6</b>	<b>Categories of documents held by the authority under its control [Section 4(1)(b) (vi)]</b>			
DAC-2	1.6.1	Categories of documents	3.85	3.85	3.85
DAC-2	1.6.2	Custodian of documents/categories	3.85	3.85	3.85
DAC-2	<b>1.7</b>	<b>Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]</b>			
DAC-2	1.7.1	Name of Boards, Council, Committee etc.	0	0	0
DAC-2	1.7.2	Composition	0	0	0
DAC-2	1.7.3	Dates from which constituted	0	0	0
DAC-2	1.7.4	Term/ Tenure	0	0	0
DAC-2	1.7.5	Powers and functions	0	0	0
DAC-2	1.7.6	Whether their meetings are open to the public?	0	0	0
DAC-2	1.7.7	Whether the minutes of the meetings are open to the public?	0	0	0
DAC-2	1.7.8	Place where the minutes if open to the public are available?	0	0	0
DAC-2	<b>1.8</b>	<b>Directory of officers and employees [Section 4(1) (b) (ix)]</b>			
DAC-2	1.8.1	Name and designation	3.85	3.85	3.85
DAC-2	1.8.2	Telephone , fax and email ID	3.85	3.85	3.85
DAC-2	<b>1.9</b>	<b>Monthly Remuneration received by officers &amp; employees including system of compensation[Section 4(1) (b) (x)]</b>			
DAC-2	1.9.1	List of employees with Gross monthly remuneration	3.85	3.85	0
DAC-2	1.9.2	System of compensation as provided in its regulations	3.85	3.85	0
DAC-2	<b>1.10</b>	<b>Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)]</b>			
DAC-2	1.10.1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	3.85	3.85	3.85
DAC-2	1.10.2	Address, telephone numbers and email ID of each designated official.	3.85	3.85	3.85
DAC-2	<b>1.11</b>	<b>No. Of employees against whom Disciplinary action has been proposed/ taken (Section 4(2))</b>			

DAC-2	1. 11. 1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	3. 85	3. 85	3. 85
DAC-2	1. 11. 2	(ii) Finalised for Minor penalty or major penalty proceedings	3. 85	3. 85	3. 85
DAC-2	<b>1. 12</b>	<b>Programmes to advance understanding of RTI (Section 26)</b>			
DAC-2	1. 12. 1	Educational programmes	0	0	0
DAC-2	1. 12. 2	Efforts to encourage public authority to participate in these programmes	0	0	0
DAC-2	1. 12. 3	Training of CPIO/APIO	0	0	0
DAC-2	1. 12. 4	Update & publish guidelines on RTI by the Public Authorities concerned	0	0	0
DAC-2	<b>1. 13</b>	<b>Transfer policy and transfer orders[F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-2	1. 13. 1	Transfer Policy And Transfer Orders [F No. 1/6/2011- IRDt. 15. 4. 2013]	7. 69	7. 69	7. 69
DAC-2	<b>Total-1</b>		<b>77</b>	<b>76</b>	<b>69</b>
DAC-2	<b>2</b>	<b>Budget and Programme</b>			
DAC-2	<b>2. 1</b>	<b>Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)]</b>			
DAC-2	2. 1. 1	Total Budget for the public authority	10	10. 00	10. 00
DAC-2	2. 1. 2	Budget for each agency and plan & programmes	0	0	0
DAC-2	2. 1. 3	Proposed expenditures	0	0	0
DAC-2	2. 1. 4	Revised budget for each agency, if any	0	0	0
DAC-2	2. 1. 5	Report on disbursements made and place where the related reports are available	0	0	0
DAC-2	<b>2. 2</b>	<b>Foreign and domestic tours (F. No. 1/8/2012- IR dt. 11. 9. 2012)</b>			
DAC-2	2. 2. 1	Budget	16. 67	16. 67	16. 67
DAC-2	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	0	0	0
DAC-2	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.	16. 67	16. 67	16. 67
DAC-2	<b>2. 3</b>	<b>Manner of execution of subsidy programme [Section 4(i)(b)(xii)]</b>			

DAC-2	2. 3. 1	Name of the programme of activity	0	0	0
DAC-2	2. 3. 2	Objective of the programme	0	0	0
DAC-2	2. 3. 3	Procedure to avail benefits	0	0	0
DAC-2	2. 3. 4	Duration of the programme/ scheme	0	0	0
DAC-2	2. 3. 5	Physical and financial targets of the programme	0	0	0
DAC-2	2. 3. 6	Nature/ scale of subsidy /amount allotted	0	0	0
DAC-2	2. 3. 7	Eligibility criteria for grant of subsidy	0	0	0
DAC-2	2. 3. 8	Details of beneficiaries of subsidy programme (number, profile etc)	0	0	0
DAC-2	<b>2. 4</b>	<b>Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-2	2. 4. 1	Discretionary and non-discretionary grants/ allocations to State Govt. / NGOs/other institutions	0	0	0
DAC-2	2. 4. 2	Annual accounts of all legal entities who are provided grants by public authorities	0	0	0
DAC-2	<b>2. 5</b>	<b>Particulars of recipients of concessions, permits of authorizations granted by the public authority [Section 4(1)(b)(xiii)]</b>			
DAC-2	2. 5. 1	Concessions, permits or authorizations granted by public authority	0	0	0
DAC-2	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	0	0	0
DAC-2	<b>2. 6</b>	<b>CAG &amp; PAC paras [F No. 1/6/2011- IR dt. 15. 4. 2013]</b>			
DAC-2	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.	0	0	0
DAC-2	<b>Total-2</b>		<b>43</b>	<b>43</b>	<b>43</b>
DAC-2	<b>3</b>	<b>Publicity Band Public interface</b>			
DAC-2	<b>3. 1</b>	<b>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]</b>			
DAC-2	3. 1. 1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	0	0	0
DAC-2	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	0	0	0
DAC-2	3. 1. 3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	0	0	0

DAC-2	3.1.4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	0	0	0
DAC-2	3.1.5	Public- private partnerships (PPP)- Concession agreements.	0	0	0
DAC-2	3.1.6	Public- private partnerships (PPP)- Operation and maintenance manuals	0	0	0
DAC-2	3.1.7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	0	0	0
DAC-2	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	0	0	0
DAC-2	3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	0	0	0
DAC-2	3.1.10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc. )	0	0	0
DAC-2	3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	0	0	0
DAC-2	<b>3.2</b>	<b>Are the details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]</b>			
DAC-2	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	0	0	0
DAC-2	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	0	0	0
DAC-2	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	0	0	0
DAC-2	<b>3.3</b>	<b>Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]</b>			
DAC-2	3.3.1	Use of the most effective means of communication - Internet (website)	50	50.00	50.00
DAC-2	<b>3.4</b>	<b>Form of accessibility of information manual/handbook[Section 4(1)(b)]</b>			
DAC-2	3.4.1	Information manual/handbook available in Electronic format	25	25.00	25.00
DAC-2	3.4.2	Information manual/handbook available in Printed format	25	25.00	25.00
DAC-2	<b>3.5</b>	<b>Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]</b>			
DAC-2	3.5.1	List of materials available Free of cost	25	25.00	25.00

DAC-2	3. 5. 2	List of materials available At a reasonable cost of the medium	0	0	0
DAC-2	<b>Total-3</b>		<b>125</b>	<b>125</b>	<b>125</b>
DAC-2	<b>4</b>	<b>E-Governance</b>			
DAC-2	<b>4. 1</b>	<b>Language in which Information Manual/ Handbook Available [F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-2	4. 1. 1	English	14. 29	14. 29	14. 29
DAC-2	4. 1. 2	Vernacular/ Local Language	0	0	0
DAC-2	<b>4. 2</b>	<b>When was the information Manual/ Handbook last updated? [F No. 1/6/2011-IR dt 15. 4. 2013]</b>			
DAC-2	4. 2. 1	Last date of Annual updation	28. 57	28. 57	28. 57
DAC-2	<b>4. 3</b>	<b>Information available in electronic form[Section 4(1)(b)(xiv)]</b>			
DAC-2	4. 3. 1	Details of information available in electronic form	9. 52	9. 52	9. 52
DAC-2	4. 3. 2	Name/ title of the document/record/ other information	9. 52	9. 52	9. 52
DAC-2	4. 3. 3	Location where available	9. 52	9. 52	9. 52
DAC-2	<b>4. 4</b>	<b>Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]</b>			
DAC-2	4. 4. 1	Name & location of the faculty	7. 14	7. 14	7. 14
DAC-2	4. 4. 2	Details of information made available	7. 14	7. 14	7. 14
DAC-2	4. 4. 3	Working hours of the facility	7. 14	7. 14	0
DAC-2	4. 4. 4	Contact person & contact details (Phone, fax email)	7. 14	7. 14	7. 14
DAC-2	<b>4. 5</b>	<b>Such other information as may be prescribed under Section 4(i) (b)(xvii)</b>			
DAC-2	4. 5. 1	Grievance redressal mechanism	3. 57	3. 57	0
DAC-2	4. 5. 2	Details of applications received under RTI and information provided	3. 57	3. 57	0
DAC-2	4. 5. 3	List of completed schemes/ projects/ Programmes	3. 57	3. 57	3. 57
DAC-2	4. 5. 4	List of schemes/ projects/ programme underway	3. 57	3. 57	3. 57
DAC-2	4. 5. 5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	0	0	0
DAC-2	4. 5. 6	Annual Report	3. 57	3. 57	3. 57
DAC-2	4. 5. 7	Frequently Asked Question (FAQs)	0	0	0
DAC-2	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	3. 57	3. 57	3. 57
DAC-2	<b>4. 6</b>	<b>Receipt &amp; Disposal of RTI applications &amp; appeals [F. No 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-2	4. 6. 1	Details of applications received and disposed	14. 29	14. 29	14. 29
DAC-2	4. 6. 2	Details of appeals received and orders issued	0	0	0
DAC-2	<b>4. 7</b>	<b>Replies to questions asked in the parliament[Section 4(1)(d)(2)]</b>			

DAC-2	4.7.1	Details of questions asked and replies given	28.57	28.57	28.57
DAC-2	<b>Total-4</b>		<b>164</b>	<b>164</b>	<b>150</b>
DAC-2	<b>5</b>	<b>Information as may be prescribed</b>			
DAC-2	<b>5.1</b>	<b>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]</b>			
DAC-2	5.1.1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1. 1. 2015	20	20.00	20.00
DAC-2	5.1.2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the audit carried out	20	20.00	0
DAC-2	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	0	0	0
DAC-2	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	0	0	0
DAC-2	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	0	0	0
DAC-2	<b>Total-5</b>		<b>40</b>	<b>40</b>	<b>20</b>
DAC-2	<b>6</b>	<b>Information Disclosed on own Initiative</b>			
DAC-2	<b>6.1</b>	<b>Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information</b>			
DAC-2	6.1.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	25	25.00	25.00
DAC-2	<b>6.2</b>	<b>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</b>			
DAC-2	6.2.1	Whether STQC certification obtained and its validity	12.5	12.50	12.50
DAC-2	6.2.2	Does the website show the certificate on the Website?	12.5	12.50	0
DAC-2	<b>Total-6</b>		<b>50</b>	<b>50</b>	<b>38</b>
DAC-2	<b>Grand Total</b>		<b>499</b>	<b>498</b>	<b>445</b>

**Public Authority Name: DAC-3: Central Farm Machinery Training & Testing Institute – Self Appraisal**

PA Sr. No.	Sr. No	Details of disclosure	Marks	Obtained Mark	Audit or Marks
DAC-3	<b>1</b>	<b>Organisation and Function</b>			
DAC-3	<b>1.1</b>	<b>Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]</b>			
DAC-3	1.1.1	Name and address of the Organization	1.28	1.28	1.28
DAC-3	1.1.2	Head of the organization	1.28	1.28	1.28
DAC-3	1.1.3	Vision, Mission and Key objectives	1.28	1.28	1.28
DAC-3	1.1.4	Function and duties	1.28	1.28	1.28
DAC-3	1.1.5	Organization Chart	1.28	1.28	1.28
DAC-3	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	1.28	1.28	1.28
DAC-3	<b>1.2</b>	<b>Power and duties of its officers and employees[Section 4(1) (b)(ii)]</b>			
DAC-3	1.2.1	Powers and duties of officers (administrative, financial and judicial)	1.54	1.54	1.54
DAC-3	1.2.2	Power and duties of other employees	1.54	1.54	1.54
DAC-3	1.2.3	Rules/ orders under which powers and duty are derived and	1.54	1.54	1.54
DAC-3	1.2.4	Exercised	1.54	1.54	1.54
DAC-3	1.2.5	Work allocation	1.54	1.54	1.54
DAC-3	<b>1.3</b>	<b>Procedure followed in decision making process [Section 4(1)(b)(iii)]</b>			
DAC-3	1.3.1	Process of decision making Identify key decision making points	1.54	1.54	1.54
DAC-3	1.3.2	Final decision making authority	1.54	1.54	1.54
DAC-3	1.3.3	Related provisions, acts, rules etc.	1.54	1.54	1.54
DAC-3	1.3.4	Time limit for taking a decisions, if any	1.54	1.54	1.54
DAC-3	1.3.5	Channel of supervision and accountability	1.54	1.54	1.54
DAC-3	<b>1.4</b>	<b>Norms for discharge of functions [Section 4(1)(b)(iv)]</b>			
DAC-3	1.4.1	Nature of functions/ services offered	1.54	1.54	0.77
DAC-3	1.4.2	Norms/ standards for functions/ service delivery	1.54	1.54	0.77
DAC-3	1.4.3	Process by which these services can be accessed	1.54	1.54	0.77
DAC-3	1.4.4	Time-limit for achieving the targets	1.54	1.54	0.77
DAC-3	1.4.5	Process of redress of grievances	1.54	1.54	1.54
DAC-3	<b>1.5</b>	<b>Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]</b>			
DAC-3	1.5.1	Title and nature of the record/ manual /instruction.	1.92	1.92	1.92
DAC-3	1.5.2	List of Rules, regulations, instructions manuals and records.	1.92	1.92	1.92

DAC-3	1. 5. 3	Acts/ Rules manuals etc.	1. 92	1. 92	1. 92
DAC-3	1. 5. 4	Transfer policy and transfer orders	1. 92	1. 92	1. 92
DAC-3	<b>1. 6</b>	<b>Categories of documents held by the authority under its control [Section 4(1)(b) (vi)]</b>			
DAC-3	1. 6. 1	Categories of documents	3. 85	3. 85	3. 85
DAC-3	1. 6. 2	Custodian of documents/categories	3. 85	3. 85	3. 85
DAC-3	<b>1. 7</b>	<b>Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]</b>			
DAC-3	1. 7. 1	Name of Boards, Council, Committee etc.	0. 96	0. 96	0. 96
DAC-3	1. 7. 2	Composition	0. 96	0. 96	0. 96
DAC-3	1. 7. 3	Dates from which constituted	0. 96	0. 96	0. 96
DAC-3	1. 7. 4	Term/ Tenure	0. 96	0. 96	0. 96
DAC-3	1. 7. 5	Powers and functions	0. 96	0. 96	0. 96
DAC-3	1. 7. 6	Whether their meetings are open to the public?	0. 96	0. 96	0
DAC-3	1. 7. 7	Whether the minutes of the meetings are open to the public?	0. 96	0. 96	0
DAC-3	1. 7. 8	Place where the minutes if open to the public are available?	0	0	0
DAC-3	<b>1. 8</b>	<b>Directory of officers and employees [Section 4(1) (b) (ix)]</b>			
DAC-3	1. 8. 1	Name and designation	3. 85	3. 85	3. 85
DAC-3	1. 8. 2	Telephone , fax and email ID	3. 85	3. 85	3. 85
DAC-3	<b>1. 9</b>	<b>Monthly Remuneration received by officers &amp; employees including system of compensation[Section 4(1) (b) (x)]</b>			
DAC-3	1. 9. 1	List of employees with Gross monthly remuneration	3. 85	3. 85	3. 85
DAC-3	1. 9. 2	System of compensation as provided in its regulations	3. 85	3. 85	1. 93
DAC-3	<b>1. 10</b>	<b>Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)]</b>			
DAC-3	1. 10. 1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	3. 85	3. 85	3. 85
DAC-3	1. 10. 2	Address, telephone numbers and email ID of each designated official.	3. 85	3. 85	3. 85
DAC-3	<b>1. 11</b>	<b>No. Of employees against whom Disciplinary action has been proposed/ taken (Section 4(2))</b>			
DAC-3	1. 11. 1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	3. 85	3. 85	3. 85
DAC-3	1. 11. 2	(ii) Finalised for Minor penalty or major penalty proceedings	0	0	0
DAC-3	<b>1. 12</b>	<b>Programmes to advance understanding of RTI (Section 26)</b>			
DAC-3	1. 12. 1	Educational programmes	1. 92	1. 92	1. 92

DAC-3	1. 12. 2	Efforts to encourage public authority to participate in these programmes	1. 92	1. 92	0. 96
DAC-3	1. 12. 3	Training of CPIO/APIO	1. 92	1. 92	0. 96
DAC-3	1. 12. 4	Update & publish guidelines on RTI by the Public Authorities concerned	1. 92	0. 96	0. 96
DAC-3	<b>1. 13</b>	<b>Transfer policy and transfer orders[F No. 1/6/2011- IR dt. 15. 4. 2013]</b>			
DAC-3	1. 13. 1	Transfer Policy And Transfer Orders [F No. 1/6/2011- IR Dt. 15. 4. 2013]	7. 69	7. 69	7. 69
DAC-3	<b>Total-1</b>		<b>95</b>	<b>94</b>	<b>85</b>
DAC-3	<b>2</b>	<b>Budget and Programme</b>			
DAC-3	<b>2. 1</b>	<b>Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc.[Section 4(1)(b)(xi)]</b>			
DAC-3	2. 1. 1	Total Budget for the public authority	10	10. 00	10. 00
DAC-3	2. 1. 2	Budget for each agency and plan & programmes	10	10. 00	10. 00
DAC-3	2. 1. 3	Proposed expenditures	10	10. 00	10. 00
DAC-3	2. 1. 4	Revised budget for each agency, if any	10	10. 00	10. 00
DAC-3	2. 1. 5	Report on disbursements made and place where the related reports are available	10	10. 00	10. 00
DAC-3	<b>2. 2</b>	<b>Foreign and domestic tours (F. No. 1/8/2012- IR dt. 11. 9. 2012)</b>			
DAC-3	2. 2. 1	Budget	16. 67	16. 67	16. 67
DAC-3	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	16. 67	16. 67	16. 67
DAC-3	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.	16. 67	16. 67	16. 67
DAC-3	<b>2. 3</b>	<b>Manner of execution of subsidy programme [Section 4(i)(b)(xii)]</b>			
DAC-3	2. 3. 1	Name of the programme of activity	0	0	0
DAC-3	2. 3. 2	Objective of the programme	0	0	0
DAC-3	2. 3. 3	Procedure to avail benefits	0	0	0
DAC-3	2. 3. 4	Duration of the programme/ scheme	0	0	0
DAC-3	2. 3. 5	Physical and financial targets of the programme	0	0	0
DAC-3	2. 3. 6	Nature/ scale of subsidy /amount allotted	0	0	0
DAC-3	2. 3. 7	Eligibility criteria for grant of subsidy	0	0	0

DAC-3	2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	0	0	0
DAC-3	<b>2.4</b>	<b>Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-3	2.4.1	Discretionary and non-discretionary grants/ allocations to State Govt. / NGOs/other institutions	0	0	0
DAC-3	2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	0	0	0
DAC-3	<b>2.5</b>	<b>Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]</b>			
DAC-3	2.5.1	Concessions, permits or authorizations granted by public authority	0	0	0
DAC-3	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	0	0	0
DAC-3	<b>2.6</b>	<b>CAG &amp; PAC paras [F No. 1/6/2011- IR dt. 15. 4. 2013]</b>			
DAC-3	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.	50	0	0
DAC-3	<b>Total-2</b>		<b>150</b>	<b>100</b>	<b>100</b>
DAC-3	<b>3</b>	<b>Publicity Band Public interface</b>			
DAC-3	<b>3.1</b>	<b>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]</b>			
DAC-3	3.1.1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	12.5	12.50	12.50
DAC-3	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	0	0	0
DAC-3	3.1.3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	0	0	0
DAC-3	3.1.4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	0	0	0
DAC-3	3.1.5	Public- private partnerships (PPP)- Concession agreements.	0	0	0
DAC-3	3.1.6	Public- private partnerships (PPP)- Operation and maintenance manuals	0	0	0

DAC-3	3.1.7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	0	0	0
DAC-3	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	0	0	0
DAC-3	3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	0	0	0
DAC-3	3.1.10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc. )	0	0	0
DAC-3	3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	0	0	0
DAC-3	<b>3.2</b>	<b>Are the details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]</b>			
DAC-3	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	16.67	16.67	16.67
DAC-3	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	16.67	16.67	16.67
DAC-3	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	16.67	16.67	16.67
DAC-3	<b>3.3</b>	<b>Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]</b>			
DAC-3	3.3.1	Use of the most effective means of communication - Internet (website)	50	50.00	50.00
DAC-3	<b>3.4</b>	<b>Form of accessibility of information manual/handbook[Section 4(1)(b)]</b>			
DAC-3	3.4.1	Information manual/handbook available in Electronic format	25	0	0
DAC-3	3.4.2	Information manual/handbook available in Printed format	25	25.00	25.00
DAC-3	<b>3.5</b>	<b>Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]</b>			
DAC-3	3.5.1	List of materials available Free of cost	25	25.00	25.00
DAC-3	3.5.2	List of materials available At a reasonable cost of the medium	25	25.00	25.00
DAC-3	<b>Total-3</b>		<b>213</b>	<b>188</b>	<b>188</b>
DAC-3	<b>4</b>	<b>E-Governance</b>			

DAC-3	<b>4.1</b>	<b>Language in which Information Manual/ Handbook Available [F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-3	4.1.1	English	14.29	14.29	14.29
DAC-3	4.1.2	Vernacular/ Local Language	14.29	14.29	14.29
DAC-3	<b>4.2</b>	<b>When was the information Manual/ Handbook last updated? [F No. 1/6/2011-IR dt 15. 4. 2013]</b>			
DAC-3	4.2.1	Last date of Annual updation	0	0	0
DAC-3	<b>4.3</b>	<b>Information available in electronic form[Section 4(1)(b)(xiv)]</b>			
DAC-3	4.3.1	Details of information available in electronic form	9.52	9.52	9.52
DAC-3	4.3.2	Name/ title of the document/record/ other information	9.52	9.52	9.52
DAC-3	4.3.3	Location where available	9.52	9.52	9.52
DAC-3	<b>4.4</b>	<b>Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]</b>			
DAC-3	4.4.1	Name & location of the faculty	7.14	7.14	7.14
DAC-3	4.4.2	Details of information made available	7.14	7.14	3.57
DAC-3	4.4.3	Working hours of the facility	7.14	7.14	7.14
DAC-3	4.4.4	Contact person & contact details (Phone, fax email)	7.14	7.14	7.14
DAC-3	<b>4.5</b>	<b>Such other information as may be prescribed under Section 4(i) (b)(xvii)</b>			
DAC-3	4.5.1	Grievance redressal mechanism	3.57	3.57	3.57
DAC-3	4.5.2	Details of applications received under RTI and information provided	3.57	3.57	3.57
DAC-3	4.5.3	List of completed schemes/ projects/ Programmes	3.57	3.57	3.57
DAC-3	4.5.4	List of schemes/ projects/ programme underway	3.57	3.57	3.57
DAC-3	4.5.5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	3.57	0	0
DAC-3	4.5.6	Annual Report	3.57	3.57	1.79
DAC-3	4.5.7	Frequently Asked Question (FAQs)	3.57	0	0
DAC-3	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	3.57	0	0
DAC-3	<b>4.6</b>	<b>Receipt &amp; Disposal of RTI applications &amp; appeals [F. No 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-3	4.6.1	Details of applications received and disposed	14.29	14.29	14.29
DAC-3	4.6.2	Details of appeals received and orders issued	14.29	14.29	14.29
DAC-3	<b>4.7</b>	<b>Replies to questions asked in the parliament[Section 4(1)(d)(2)]</b>			
DAC-3	4.7.1	Details of questions asked and replies given	28.57	28.57	0
DAC-3	<b>Total-4</b>		<b>171</b>	<b>161</b>	<b>127</b>

DAC-3	5	<b>Information as may be prescribed</b>			
DAC-3	5.1	<b>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]</b>			
DAC-3	5.1.1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1. 1. 2015	20	20.00	20.00
DAC-3	5.1.2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the audit carried out	20	20.00	10.00
DAC-3	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	20	20.00	20.00
DAC-3	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	20	0	0
DAC-3	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	20	0	0
DAC-3	<b>Total-5</b>		<b>100</b>	<b>60</b>	<b>50</b>
DAC-3	6	<b>Information Disclosed on own Initiative</b>			
DAC-3	6.1	<b>Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information</b>			
DAC-3	6.1.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	25	25.00	25.00
DAC-3	6.2	<b>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</b>			
DAC-3	6.2.1	Whether STQC certification obtained and its validity	12.5	0	0
DAC-3	6.2.2	Does the website show the certificate on the Website?	12.5	0	0
DAC-3	<b>Total-6</b>		<b>50</b>	<b>25</b>	<b>25</b>
DAC-3	<b>Grand Total</b>		<b>779</b>	<b>627</b>	<b>575</b>

Public Authority Name: DAC-5: Central Institute of Horticulture – Self Appraisal					
PA Sr. No.	Sr. No	Details of disclosure	Marks	Obtained Mark	Audit or Marks
DAC-5	<b>1</b>	<b>Organisation and Function</b>			
DAC-5	<b>1.1</b>	<b>Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]</b>			
DAC-5	1.1.1	Name and address of the Organization	1.28	1.28	1.28
DAC-5	1.1.2	Head of the organization	1.28	1.28	1.28
DAC-5	1.1.3	Vision, Mission and Key objectives	1.28	1.28	1.28
DAC-5	1.1.4	Function and duties	1.28	1.28	1.28
DAC-5	1.1.5	Organization Chart	1.28	1.28	1.28
DAC-5	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	1.28	1.28	1.28
DAC-5	<b>1.2</b>	<b>Power and duties of its officers and employees[Section 4(1) (b)(ii)]</b>			
DAC-5	1.2.1	Powers and duties of officers (administrative, financial and judicial)	1.54	1.54	1.54
DAC-5	1.2.2	Power and duties of other employees	1.54	1.54	1.54
DAC-5	1.2.3	Rules/ orders under which powers and duty are derived and	1.54	1.54	1.54
DAC-5	1.2.4	Exercised	1.54	1.54	1.54
DAC-5	1.2.5	Work allocation	1.54	1.54	1.54
DAC-5	<b>1.3</b>	<b>Procedure followed in decision making process [Section 4(1)(b)(iii)]</b>			
DAC-5	1.3.1	Process of decision making Identify key decision making points	1.54	1.54	1.54
DAC-5	1.3.2	Final decision making authority	1.54	1.54	1.54
DAC-5	1.3.3	Related provisions, acts, rules etc.	1.54	1.54	1.54
DAC-5	1.3.4	Time limit for taking a decisions, if any	1.54	0.77	0.77
DAC-5	1.3.5	Channel of supervision and accountability	1.54	1.54	1.54
DAC-5	<b>1.4</b>	<b>Norms for discharge of functions [Section 4(1)(b)(iv)]</b>			
DAC-5	1.4.1	Nature of functions/ services offered	1.54	1.54	1.54
DAC-5	1.4.2	Norms/ standards for functions/ service delivery	1.54	1.54	1.54
DAC-5	1.4.3	Process by which these services can be accessed	1.54	1.54	1.54
DAC-5	1.4.4	Time-limit for achieving the targets	1.54	1.54	0.77
DAC-5	1.4.5	Process of redress of grievances	1.54	1.54	1.54
DAC-5	<b>1.5</b>	<b>Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]</b>			
DAC-5	1.5.1	Title and nature of the record/ manual /instruction.	1.92	1.92	1.92

DAC-5	1. 5. 2	List of Rules, regulations, instructions manuals and records.	1. 92	1. 92	0. 96
DAC-5	1. 5. 3	Acts/ Rules manuals etc.	1. 92	1. 92	0. 96
DAC-5	1. 5. 4	Transfer policy and transfer orders	1. 92	1. 92	0. 96
DAC-5	<b>1. 6</b>	<b>Categories of documents held by the authority under its control [Section 4(1)(b) (vi)]</b>			
DAC-5	1. 6. 1	Categories of documents	3. 85	3. 85	3. 85
DAC-5	1. 6. 2	Custodian of documents/categories	3. 85	3. 85	3. 85
DAC-5	<b>1. 7</b>	<b>Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]</b>			
DAC-5	1. 7. 1	Name of Boards, Council, Committee etc.	0. 96	0. 96	0. 96
DAC-5	1. 7. 2	Composition	0. 96	0. 96	0. 96
DAC-5	1. 7. 3	Dates from which constituted	0. 96	0. 96	0. 96
DAC-5	1. 7. 4	Term/ Tenure	0. 96	0. 96	0. 96
DAC-5	1. 7. 5	Powers and functions	0. 96	0. 96	0. 96
DAC-5	1. 7. 6	Whether their meetings are open to the public?	0. 96	0. 48	0. 48
DAC-5	1. 7. 7	Whether the minutes of the meetings are open to the public?	0. 96	0. 48	0. 48
DAC-5	1. 7. 8	Place where the minutes if open to the public are available?	0. 96	0. 96	0. 96
DAC-5	<b>1. 8</b>	<b>Directory of officers and employees [Section 4(1) (b) (ix)]</b>			
DAC-5	1. 8. 1	Name and designation	3. 85	3. 85	3. 85
DAC-5	1. 8. 2	Telephone , fax and email ID	3. 85	3. 85	1. 93
DAC-5	<b>1. 9</b>	<b>Monthly Remuneration received by officers &amp; employees including system of compensation[Section 4(1) (b) (x)]</b>			
DAC-5	1. 9. 1	List of employees with Gross monthly remuneration	3. 85	3. 85	3. 85
DAC-5	1. 9. 2	System of compensation as provided in its regulations	3. 85	3. 85	1. 93
DAC-5	<b>1. 10</b>	<b>Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)]</b>			
DAC-5	1. 10. 1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	3. 85	3. 85	0
DAC-5	1. 10. 2	Address, telephone numbers and email ID of each designated official.	3. 85	3. 85	0
DAC-5	<b>1. 11</b>	<b>No. Of employees against whom Disciplinary action has been proposed/ taken (Section 4(2))</b>			
DAC-5	1. 11. 1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	3. 85	3. 85	3. 85
DAC-5	1. 11. 2	(ii) Finalised for Minor penalty or major penalty proceedings	3. 85	3. 85	3. 85

DAC-5	<b>1.12</b>	<b>Programmes to advance understanding of RTI (Section 26)</b>			
DAC-5	1.12.1	Educational programmes	1.92	1.92	1.92
DAC-5	1.12.2	Efforts to encourage public authority to participate in these programmes	1.92	1.92	1.92
DAC-5	1.12.3	Training of CPIO/APIO	1.92	0.96	0.96
DAC-5	1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	1.92	1.92	1.92
DAC-5	<b>1.13</b>	<b>Transfer policy and transfer orders[F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-5	1.13.1	Transfer Policy And Transfer Orders [F No. 1/6/2011- IR Dt. 15. 4. 2013]	0	0	0
DAC-5	<b>Total-1</b>		<b>92</b>	<b>90</b>	<b>74</b>
DAC-5	<b>2</b>	<b>Budget and Programme</b>			
DAC-5	<b>2.1</b>	<b>Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)]</b>			
DAC-5	2.1.1	Total Budget for the public authority	10	10.00	10.00
DAC-5	2.1.2	Budget for each agency and plan & programmes	10	10.00	10.00
DAC-5	2.1.3	Proposed expenditures	10	10.00	10.00
DAC-5	2.1.4	Revised budget for each agency, if any	10	10.00	0
DAC-5	2.1.5	Report on disbursements made and place where the related reports are available	10	10.00	0
DAC-5	<b>2.2</b>	<b>Foreign and domestic tours (F. No. 1/8/2012- IR dt. 11. 9. 2012)</b>			
DAC-5	2.2.1	Budget	16.67	16.67	0
DAC-5	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	0	0	0
DAC-5	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.	16.67	16.67	0
DAC-5	<b>2.3</b>	<b>Manner of execution of subsidy programme [Section 4(i)(b)(xii)]</b>			
DAC-5	2.3.1	Name of the programme of activity	0	0	0
DAC-5	2.3.2	Objective of the programme	0	0	0
DAC-5	2.3.3	Procedure to avail benefits	0	0	0
DAC-5	2.3.4	Duration of the programme/ scheme	0	0	0

DAC-5	2. 3. 5	Physical and financial targets of the programme	0	0	0
DAC-5	2. 3. 6	Nature/ scale of subsidy /amount allotted	0	0	0
DAC-5	2. 3. 7	Eligibility criteria for grant of subsidy	0	0	0
DAC-5	2. 3. 8	Details of beneficiaries of subsidy programme (number, profile etc)	0	0	0
DAC-5	<b>2. 4</b>	<b>Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-5	2. 4. 1	Discretionary and non-discretionary grants/ allocations to State Govt. / NGOs/other institutions	0	0	0
DAC-5	2. 4. 2	Annual accounts of all legal entities who are provided grants by public authorities	0	0	0
DAC-5	<b>2. 5</b>	<b>Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]</b>			
DAC-5	2. 5. 1	Concessions, permits or authorizations granted by public authority	25	12. 50	12. 50
DAC-5	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	25	12. 50	12. 50
DAC-5	<b>2. 6</b>	<b>CAG &amp; PAC paras [F No. 1/6/2011- IR dt. 15. 4. 2013]</b>			
DAC-5	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.	50	25. 00	25. 00
DAC-5	<b>Total-2</b>		<b>183</b>	<b>133</b>	<b>80</b>
DAC-5	<b>3</b>	<b>Publicity Band Public interface</b>			
DAC-5	<b>3. 1</b>	<b>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]</b>			
DAC-5	3. 1. 1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	12. 5	12. 50	12. 50
DAC-5	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	12. 5	12. 50	12. 50
DAC-5	3. 1. 3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	0	0	0
DAC-5	3. 1. 4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	0	0	0

DAC-5	3.1.5	Public- private partnerships (PPP)- Concession agreements.	0	0	0
DAC-5	3.1.6	Public- private partnerships (PPP)- Operation and maintenance manuals	0	0	0
DAC-5	3.1.7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	0	0	0
DAC-5	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	0	0	0
DAC-5	3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	0	0	0
DAC-5	3.1.10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc. )	0	0	0
DAC-5	3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	0	0	0
DAC-5	<b>3.2</b>	<b>Are the details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]</b>			
DAC-5	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	0	0	0
DAC-5	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	0	0	0
DAC-5	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	0	0	0
DAC-5	<b>3.3</b>	<b>Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]</b>			
DAC-5	3.3.1	Use of the most effective means of communication - Internet (website)	50	50.00	50.00
DAC-5	<b>3.4</b>	<b>Form of accessibility of information manual/ handbook[Section 4(1)(b)]</b>			
DAC-5	3.4.1	Information manual/handbook available in Electronic format	25	25.00	25.00
DAC-5	3.4.2	Information manual/handbook available in Printed format	25	25.00	25.00
DAC-5	<b>3.5</b>	<b>Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]</b>			
DAC-5	3.5.1	List of materials available Free of cost	25	25.00	25.00
DAC-5	3.5.2	List of materials available At a reasonable cost of the medium	25	25.00	25.00

DAC-5	<b>Total-3</b>		<b>175</b>	<b>175</b>	<b>175</b>
DAC-5	<b>4</b>	<b>E-Governance</b>			
DAC-5	<b>4.1</b>	<b>Language in which Information Manual/ Handbook Available [F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-5	4.1.1	English	14.29	14.29	14.29
DAC-5	4.1.2	Vernacular/ Local Language	14.29	14.29	14.29
DAC-5	<b>4.2</b>	<b>When was the information Manual/ Handbook last updated? [F No. 1/6/2011-IR dt 15. 4. 2013]</b>			
DAC-5	4.2.1	Last date of Annual updation	28.57	28.57	28.57
DAC-5	<b>4.3</b>	<b>Information available in electronic form[Section 4(1)(b)(xiv)]</b>			
DAC-5	4.3.1	Details of information available in electronic form	9.52	9.52	9.52
DAC-5	4.3.2	Name/ title of the document/record/ other information	9.52	9.52	9.52
DAC-5	4.3.3	Location where available	9.52	9.52	9.52
DAC-5	<b>4.4</b>	<b>Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]</b>			
DAC-5	4.4.1	Name & location of the faculty	7.14	7.14	7.14
DAC-5	4.4.2	Details of information made available	7.14	7.14	7.14
DAC-5	4.4.3	Working hours of the facility	7.14	7.14	3.57
DAC-5	4.4.4	Contact person & contact details (Phone, fax email)	7.14	7.14	3.57
DAC-5	<b>4.5</b>	<b>Such other information as may be prescribed under Section 4(i) (b)(xvii)</b>			
DAC-5	4.5.1	Grievance redressal mechanism	3.57	3.57	0
DAC-5	4.5.2	Details of applications received under RTI and information provided	3.57	3.57	0
DAC-5	4.5.3	List of completed schemes/ projects/ Programmes	3.57	3.57	3.57
DAC-5	4.5.4	List of schemes/ projects/ programme underway	3.57	3.57	3.57
DAC-5	4.5.5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	3.57	1.79	0
DAC-5	4.5.6	Annual Report	3.57	3.57	3.57
DAC-5	4.5.7	Frequently Asked Question (FAQs)	3.57	1.79	1.79
DAC-5	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	3.57	1.79	3.57
DAC-5	<b>4.6</b>	<b>Receipt &amp; Disposal of RTI applications &amp; appeals [F. No 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-5	4.6.1	Details of applications received and disposed	14.29	14.29	14.29
DAC-5	4.6.2	Details of appeals received and orders issued	14.29	14.29	14.29
DAC-5	<b>4.7</b>	<b>Replies to questions asked in the parliament[Section 4(1)(d)(2)]</b>			
DAC-5	4.7.1	Details of questions asked and replies given	28.57	28.57	0
DAC-5	<b>Total-4</b>		<b>200</b>	<b>195</b>	<b>152</b>

DAC-5	<b>5</b>	<b>Information as may be prescribed</b>			
DAC-5	<b>5.1</b>	<b>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]</b>			
DAC-5	5.1.1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1. 1. 2015	20	20.00	0
DAC-5	5.1.2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the audit carried out	20	0	0
DAC-5	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	20	20.00	0
DAC-5	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	20	10.00	10.00
DAC-5	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	20	0	0
DAC-5	<b>Total-5</b>		<b>100</b>	<b>50</b>	<b>10</b>
DAC-5	<b>6</b>	<b>Information Disclosed on own Initiative</b>			
DAC-5	<b>6.1</b>	<b>Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information</b>			
DAC-5	6.1.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	25	25.00	25.00
DAC-5	<b>6.2</b>	<b>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</b>			
DAC-5	6.2.1	Whether STQC certification obtained and its validity	12.5	12.50	0
DAC-5	6.2.2	Does the website show the certificate on the Website?	12.5	12.50	0
DAC-5	<b>Total-6</b>		<b>50</b>	<b>50</b>	<b>25</b>
DAC-5	<b>Grand Total</b>		<b>801</b>	<b>693</b>	<b>516</b>

**Public Authority Name: DAC-6: Coconut Development Board – Self Appraisal**

PA Sr. No.	Sr. No	Details of disclosure	Marks	Obtained Mark	Audit or Marks
DAC-6	<b>1</b>	<b>Organisation and Function</b>			
DAC-6	<b>1.1</b>	<b>Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]</b>			
DAC-6	1.1.1	Name and address of the Organization	1.28	1.28	1.28
DAC-6	1.1.2	Head of the organization	1.28	1.28	1.28
DAC-6	1.1.3	Vision, Mission and Key objectives	1.28	1.28	1.28
DAC-6	1.1.4	Function and duties	1.28	1.28	1.28
DAC-6	1.1.5	Organization Chart	1.28	1.28	1.28
DAC-6	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	1.28	1.28	1.28
DAC-6	<b>1.2</b>	<b>Power and duties of its officers and employees[Section 4(1) (b)(ii)]</b>			
DAC-6	1.2.1	Powers and duties of officers (administrative, financial and judicial)	1.54	1.54	1.54
DAC-6	1.2.2	Power and duties of other employees	1.54	1.54	1.54
DAC-6	1.2.3	Rules/ orders under which powers and duty are derived and	1.54	1.54	1.54
DAC-6	1.2.4	Exercised	1.54	1.54	1.54
DAC-6	1.2.5	Work allocation	1.54	1.54	1.54
DAC-6	<b>1.3</b>	<b>Procedure followed in decision making process [Section 4(1)(b)(iii)]</b>			
DAC-6	1.3.1	Process of decision making Identify key decision making points	1.54	1.54	1.54
DAC-6	1.3.2	Final decision making authority	1.54	1.54	1.54
DAC-6	1.3.3	Related provisions, acts, rules etc.	1.54	1.54	1.54
DAC-6	1.3.4	Time limit for taking a decisions, if any	1.54	0.77	0.77
DAC-6	1.3.5	Channel of supervision and accountability	1.54	1.54	1.54
DAC-6	<b>1.4</b>	<b>Norms for discharge of functions [Section 4(1)(b)(iv)]</b>			
DAC-6	1.4.1	Nature of functions/ services offered	1.54	1.54	1.54
DAC-6	1.4.2	Norms/ standards for functions/ service delivery	1.54	1.54	1.54
DAC-6	1.4.3	Process by which these services can be accessed	1.54	0.77	0.77
DAC-6	1.4.4	Time-limit for achieving the targets	1.54	1.54	0.77
DAC-6	1.4.5	Process of redress of grievances	1.54	0.77	0.77
DAC-6	<b>1.5</b>	<b>Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]</b>			
DAC-6	1.5.1	Title and nature of the record/ manual /instruction.	1.92	1.92	1.92
DAC-6	1.5.2	List of Rules, regulations, instructions manuals and records.	1.92	1.92	1.92

DAC-6	1. 5. 3	Acts/ Rules manuals etc.	1. 92	1. 92	1. 92
DAC-6	1. 5. 4	Transfer policy and transfer orders	1. 92	0. 96	1. 92
DAC-6	<b>1. 6</b>	<b>Categories of documents held by the authority under its control [Section 4(1)(b) (vi)]</b>			
DAC-6	1. 6. 1	Categories of documents	3. 85	1. 93	1. 93
DAC-6	1. 6. 2	Custodian of documents/categories	3. 85	1. 93	1. 93
DAC-6	<b>1. 7</b>	<b>Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]</b>			
DAC-6	1. 7. 1	Name of Boards, Council, Committee etc.	0. 96	0. 96	0. 96
DAC-6	1. 7. 2	Composition	0. 96	0. 96	0. 96
DAC-6	1. 7. 3	Dates from which constituted	0. 96	0. 96	0. 96
DAC-6	1. 7. 4	Term/ Tenure	0. 96	0. 96	0. 96
DAC-6	1. 7. 5	Powers and functions	0. 96	0. 96	0. 96
DAC-6	1. 7. 6	Whether their meetings are open to the public?	0	0	0
DAC-6	1. 7. 7	Whether the minutes of the meetings are open to the public?	0. 96	0. 96	0. 96
DAC-6	1. 7. 8	Place where the minutes if open to the public are available?	0. 96	0. 96	0. 96
DAC-6	<b>1. 8</b>	<b>Directory of officers and employees [Section 4(1) (b) (ix)]</b>			
DAC-6	1. 8. 1	Name and designation	3. 85	3. 85	3. 85
DAC-6	1. 8. 2	Telephone , fax and email ID	3. 85	1. 93	1. 93
DAC-6	<b>1. 9</b>	<b>Monthly Remuneration received by officers &amp; employees including system of compensation[Section 4(1) (b) (x)]</b>			
DAC-6	1. 9. 1	List of employees with Gross monthly remuneration	3. 85	3. 85	3. 85
DAC-6	1. 9. 2	System of compensation as provided in its regulations	3. 85	3. 85	3. 85
DAC-6	<b>1. 10</b>	<b>Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)]</b>			
DAC-6	1. 10. 1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	3. 85	3. 85	3. 85
DAC-6	1. 10. 2	Address, telephone numbers and email ID of each designated official.	3. 85	3. 85	3. 85
DAC-6	<b>1. 11</b>	<b>No. Of employees against whom Disciplinary action has been proposed/ taken (Section 4(2))</b>			
DAC-6	1. 11. 1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	3. 85	1. 93	1. 93
DAC-6	1. 11. 2	(ii) Finalised for Minor penalty or major penalty proceedings	3. 85	1. 93	1. 93
DAC-6	<b>1. 12</b>	<b>Programmes to advance understanding of RTI (Section 26)</b>			
DAC-6	1. 12. 1	Educational programmes	1. 92	1. 92	1. 92

DAC-6	1. 12. 2	Efforts to encourage public authority to participate in these programmes	1. 92	1. 92	1. 92
DAC-6	1. 12. 3	Training of CPIO/APIO	1. 92	1. 92	0. 96
DAC-6	1. 12. 4	Update & publish guidelines on RTI by the Public Authorities concerned	1. 92	1. 92	0. 96
DAC-6	<b>1. 13</b>	<b>Transfer policy and transfer orders[F No. 1/6/2011- IR dt. 15. 4. 2013]</b>			
DAC-6	1. 13. 1	Transfer Policy And Transfer Orders [F No. 1/6/2011- IR Dt. 15. 4. 2013]	7. 69	7. 69	7. 69
DAC-6	<b>Total-1</b>		<b>99</b>	<b>86</b>	<b>84</b>
DAC-6	<b>2</b>	<b>Budget and Programme</b>			
DAC-6	<b>2. 1</b>	<b>Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)]</b>			
DAC-6	2. 1. 1	Total Budget for the public authority	10	10. 00	10. 00
DAC-6	2. 1. 2	Budget for each agency and plan & programmes	10	10. 00	10. 00
DAC-6	2. 1. 3	Proposed expenditures	10	10. 00	10. 00
DAC-6	2. 1. 4	Revised budget for each agency, if any	10	10. 00	10. 00
DAC-6	2. 1. 5	Report on disbursements made and place where the related reports are available	10	5. 00	5. 00
DAC-6	<b>2. 2</b>	<b>Foreign and domestic tours (F. No. 1/8/2012- IR dt. 11. 9. 2012)</b>			
DAC-6	2. 2. 1	Budget	16. 67	16. 67	16. 67
DAC-6	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	16. 67	16. 67	16. 67
DAC-6	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.	16. 67	8. 34	8. 34
DAC-6	<b>2. 3</b>	<b>Manner of execution of subsidy programme [Section 4(i)(b)(xii)]</b>			
DAC-6	2. 3. 1	Name of the programme of activity	6. 25	6. 25	6. 25
DAC-6	2. 3. 2	Objective of the programme	6. 25	6. 25	6. 25
DAC-6	2. 3. 3	Procedure to avail benefits	6. 25	6. 25	6. 25
DAC-6	2. 3. 4	Duration of the programme/ scheme	6. 25	6. 25	6. 25
DAC-6	2. 3. 5	Physical and financial targets of the programme	6. 25	6. 25	6. 25
DAC-6	2. 3. 6	Nature/ scale of subsidy /amount allotted	6. 25	6. 25	6. 25
DAC-6	2. 3. 7	Eligibility criteria for grant of subsidy	6. 25	6. 25	6. 25

DAC-6	2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	6.25	6.25	6.25
DAC-6	<b>2.4</b>	<b>Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-6	2.4.1	Discretionary and non-discretionary grants/ allocations to State Govt. / NGOs/other institutions	25	25.00	25.00
DAC-6	2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	25	25.00	25.00
DAC-6	<b>2.5</b>	<b>Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]</b>			
DAC-6	2.5.1	Concessions, permits or authorizations granted by public authority	25	12.50	12.50
DAC-6	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	25	12.50	12.50
DAC-6	<b>2.6</b>	<b>CAG &amp; PAC paras [F No. 1/6/2011- IR dt. 15. 4. 2013]</b>			
DAC-6	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.	50	50.00	0
DAC-6	<b>Total-2</b>		<b>300</b>	<b>262</b>	<b>212</b>
DAC-6	<b>3</b>	<b>Publicity Band Public interface</b>			
DAC-6	<b>3.1</b>	<b>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]</b>			
DAC-6	3.1.1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	12.5	12.50	12.50
DAC-6	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	12.5	12.50	12.50
DAC-6	3.1.3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	2.78	1.39	1.39
DAC-6	3.1.4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	2.78	1.39	1.39
DAC-6	3.1.5	Public- private partnerships (PPP)- Concession agreements.	2.78	1.39	1.39
DAC-6	3.1.6	Public- private partnerships (PPP)- Operation and maintenance manuals	2.78	1.39	1.39
DAC-6	3.1.7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	2.78	1.39	1.39

DAC-6	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	2.78	1.39	1.39
DAC-6	3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	2.78	1.39	1.39
DAC-6	3.1.10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc. )	2.78	1.39	1.39
DAC-6	3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	2.78	1.39	1.39
DAC-6	<b>3.2</b>	<b>Are the details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]</b>			
DAC-6	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	16.67	8.34	8.34
DAC-6	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	16.67	8.34	8.34
DAC-6	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	16.67	8.34	8.34
DAC-6	<b>3.3</b>	<b>Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]</b>			
DAC-6	3.3.1	Use of the most effective means of communication - Internet (website)	50	50.00	50.00
DAC-6	<b>3.4</b>	<b>Form of accessibility of information manual/ handbook[Section 4(1)(b)]</b>			
DAC-6	3.4.1	Information manual/handbook available in Electronic format	25	25.00	25.00
DAC-6	3.4.2	Information manual/handbook available in Printed format	25	25.00	25.00
DAC-6	<b>3.5</b>	<b>Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]</b>			
DAC-6	3.5.1	List of materials available Free of cost	25	12.50	12.50
DAC-6	3.5.2	List of materials available At a reasonable cost of the medium	25	12.50	12.50
DAC-6	<b>Total-3</b>		<b>250</b>	<b>188</b>	<b>188</b>
DAC-6	<b>4</b>	<b>E-Governance</b>			
DAC-6	<b>4.1</b>	<b>Language in which Information Manual/ Handbook Available [F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-6	4.1.1	English	14.29	14.29	14.29
DAC-6	4.1.2	Vernacular/ Local Language	14.29	7.15	7.15

DAC-6	<b>4.2</b>	<b>When was the information Manual/ Handbook last updated? [F No. 1/6/2011-IR dt 15. 4. 2013]</b>			
DAC-6	4.2.1	Last date of Annual updation	28.57	28.57	28.57
DAC-6	<b>4.3</b>	<b>Information available in electronic form[Section 4(1)(b)(xiv)]</b>			
DAC-6	4.3.1	Details of information available in electronic form	9.52	9.52	9.52
DAC-6	4.3.2	Name/ title of the document/record/ other information	9.52	9.52	9.52
DAC-6	4.3.3	Location where available	9.52	9.52	9.52
DAC-6	<b>4.4</b>	<b>Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]</b>			
DAC-6	4.4.1	Name & location of the faculty	7.14	7.14	7.14
DAC-6	4.4.2	Details of information made available	7.14	7.14	7.14
DAC-6	4.4.3	Working hours of the facility	7.14	7.14	7.14
DAC-6	4.4.4	Contact person & contact details (Phone, fax email)	7.14	7.14	7.14
DAC-6	<b>4.5</b>	<b>Such other information as may be prescribed under Section 4(i) (b)(xvii)</b>			
DAC-6	4.5.1	Grievance redressal mechanism	3.57	1.79	1.79
DAC-6	4.5.2	Details of applications received under RTI and information provided	3.57	3.57	0
DAC-6	4.5.3	List of completed schemes/ projects/ Programmes	3.57	1.79	1.79
DAC-6	4.5.4	List of schemes/ projects/ programme underway	3.57	1.79	1.79
DAC-6	4.5.5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	3.57	1.79	1.79
DAC-6	4.5.6	Annual Report	3.57	3.57	3.57
DAC-6	4.5.7	Frequently Asked Question (FAQs)	3.57	3.57	3.57
DAC-6	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	3.57	1.79	1.79
DAC-6	<b>4.6</b>	<b>Receipt &amp; Disposal of RTI applications &amp; appeals [F. No 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-6	4.6.1	Details of applications received and disposed	14.29	14.29	14.29
DAC-6	4.6.2	Details of appeals received and orders issued	14.29	14.29	14.29
DAC-6	<b>4.7</b>	<b>Replies to questions asked in the parliament[Section 4(1)(d)(2)]</b>			
DAC-6	4.7.1	Details of questions asked and replies given	28.57	14.29	14.29
DAC-6	<b>Total-4</b>		<b>200</b>	<b>170</b>	<b>166</b>
DAC-6	<b>5</b>	<b>Information as may be prescribed</b>			
DAC-6	<b>5.1</b>	<b>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]</b>			
DAC-6	5.1.1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1. 1. 2015	20	20.00	20.00

DAC-6	5. 1. 2	Details of third party audit of voluntary disclosure -(a) Dates of audit carried out , (b) Report of the audit carried out	20	0	0
DAC-6	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	20	20. 00	20. 00
DAC-6	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	20	10. 00	10. 00
DAC-6	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	20	10. 00	10. 00
DAC-6	<b>Total-5</b>		<b>100</b>	<b>60</b>	<b>60</b>
DAC-6	<b>6</b>	<b>Information Disclosed on own Initiative</b>			
DAC-6	<b>6. 1</b>	<b>Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information</b>			
DAC-6	6. 1. 1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	25	25. 00	25. 00
DAC-6	<b>6. 2</b>	<b>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</b>			
DAC-6	6. 2. 1	Whether STQC certification obtained and its validity	12. 5	12. 50	0
DAC-6	6. 2. 2	Does the website show the certificate on the Website?	12. 5	6. 25	0
DAC-6	<b>Total-6</b>		<b>50</b>	<b>44</b>	<b>25</b>
DAC-6	<b>Grand Total</b>		<b>999</b>	<b>809</b>	<b>735</b>

**Public Authority Name: DAC-7: Commission for Agricultural Cost & Prices(CACP) – Self Appraisal**

PA Sr. No.	Sr. No	Details of disclosure	Marks	Obtain ed Mark	Audit or Marks
DAC-7	<b>1</b>	<b>Organisation and Function</b>			
DAC-7	<b>1.1</b>	<b>Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]</b>			
DAC-7	1.1.1	Name and address of the Organization	1.28	1.28	1.28
DAC-7	1.1.2	Head of the organization	1.28	1.28	1.28
DAC-7	1.1.3	Vision, Mission and Key objectives	1.28	1.28	1.28
DAC-7	1.1.4	Function and duties	1.28	1.28	1.28
DAC-7	1.1.5	Organization Chart	1.28	1.28	0
DAC-7	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	0	0	0
DAC-7	<b>1.2</b>	<b>Power and duties of its officers and employees[Section 4(1) (b)(ii)]</b>			
DAC-7	1.2.1	Powers and duties of officers (administrative, financial and judicial)	1.54	0	0
DAC-7	1.2.2	Power and duties of other employees	1.54	0	0
DAC-7	1.2.3	Rules/ orders under which powers and duty are derived and	1.54	0	0
DAC-7	1.2.4	Exercised	1.54	0	0
DAC-7	1.2.5	Work allocation	1.54	0	0
DAC-7	<b>1.3</b>	<b>Procedure followed in decision making process [Section 4(1)(b)(iii)]</b>			
DAC-7	1.3.1	Process of decision making Identify key decision making points	1.54	1.54	0
DAC-7	1.3.2	Final decision making authority	1.54	1.54	0
DAC-7	1.3.3	Related provisions, acts, rules etc.	1.54	1.54	0
DAC-7	1.3.4	Time limit for taking a decisions, if any	1.54	1.54	0
DAC-7	1.3.5	Channel of supervision and accountability	0	0	0
DAC-7	<b>1.4</b>	<b>Norms for discharge of functions [Section 4(1)(b)(iv)]</b>			
DAC-7	1.4.1	Nature of functions/ services offered	1.54	1.54	1.54
DAC-7	1.4.2	Norms/ standards for functions/ service delivery	1.54	1.54	1.54
DAC-7	1.4.3	Process by which these services can be accessed	0	0	1.54
DAC-7	1.4.4	Time-limit for achieving the targets	1.54	1.54	0
DAC-7	1.4.5	Process of redress of grievances	1.54	1.54	0
DAC-7	<b>1.5</b>	<b>Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]</b>			
DAC-7	1.5.1	Title and nature of the record/ manual /instruction.	1.92	1.92	0

DAC-7	1. 5. 2	List of Rules, regulations, instructions manuals and records.	1. 92	1. 92	0
DAC-7	1. 5. 3	Acts/ Rules manuals etc.	1. 92	1. 92	0
DAC-7	1. 5. 4	Transfer policy and transfer orders	0	0	0
DAC-7	<b>1. 6</b>	<b>Categories of documents held by the authority under its control [Section 4(1)(b) (vi)]</b>			
DAC-7	1. 6. 1	Categories of documents	3. 85	3. 85	0
DAC-7	1. 6. 2	Custodian of documents/categories	3. 85	3. 85	0
DAC-7	<b>1. 7</b>	<b>Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]</b>			
DAC-7	1. 7. 1	Name of Boards, Council, Committee etc.	0	0	0. 96
DAC-7	1. 7. 2	Composition	0	0	0. 96
DAC-7	1. 7. 3	Dates from which constituted	0	0	0
DAC-7	1. 7. 4	Term/ Tenure	0	0	0
DAC-7	1. 7. 5	Powers and functions	0	0	0
DAC-7	1. 7. 6	Whether their meetings are open to the public?	0	0	0
DAC-7	1. 7. 7	Whether the minutes of the meetings are open to the public?	0	0	0
DAC-7	1. 7. 8	Place where the minutes if open to the public are available?	0	0	0
DAC-7	<b>1. 8</b>	<b>Directory of officers and employees [Section 4(1) (b) (ix)]</b>			
DAC-7	1. 8. 1	Name and designation	3. 85	3. 85	3. 85
DAC-7	1. 8. 2	Telephone , fax and email ID	3. 85	3. 85	3. 85
DAC-7	<b>1. 9</b>	<b>Monthly Remuneration received by officers &amp; employees including system of compensation[Section 4(1) (b) (x)]</b>			
DAC-7	1. 9. 1	List of employees with Gross monthly remuneration	3. 85	0	0
DAC-7	1. 9. 2	System of compensation as provided in its regulations	3. 85	0	0
DAC-7	<b>1. 10</b>	<b>Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)]</b>			
DAC-7	1. 10. 1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	3. 85	0	3. 85
DAC-7	1. 10. 2	Address, telephone numbers and email ID of each designated official.	3. 85	0	3. 85
DAC-7	<b>1. 11</b>	<b>No. Of employees against whom Disciplinary action has been proposed/ taken (Section 4(2))</b>			
DAC-7	1. 11. 1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	3. 85	0	0
DAC-7	1. 11. 2	(ii) Finalised for Minor penalty or major penalty proceedings	3. 85	0	0
DAC-7	<b>1. 12</b>	<b>Programmes to advance understanding of RTI (Section 26)</b>			

DAC-7	1. 12. 1	Educational programmes	1. 92	0	0
DAC-7	1. 12. 2	Efforts to encourage public authority to participate in these programmes	1. 92	0	0
DAC-7	1. 12. 3	Training of CPIO/APIO	1. 92	0	0
DAC-7	1. 12. 4	Update & publish guidelines on RTI by the Public Authorities concerned	1. 92	0	0
DAC-7	<b>1. 13</b>	<b>Transfer policy and transfer orders[F No. 1/6/2011- IR dt. 15. 4. 2013]</b>			
DAC-7	1. 13. 1	Transfer Policy And Transfer Orders [F No. 1/6/2011- IR Dt. 15. 4. 2013]	0	0	0
DAC-7	<b>Total-1</b>		<b>78</b>	<b>40</b>	<b>27</b>
DAC-7	<b>2</b>	<b>Budget and Programme</b>			
DAC-7	<b>2. 1</b>	<b>Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)]</b>			
DAC-7	2. 1. 1	Total Budget for the public authority	10	0	0
DAC-7	2. 1. 2	Budget for each agency and plan & programmes	10	0	0
DAC-7	2. 1. 3	Proposed expenditures	10	0	0
DAC-7	2. 1. 4	Revised budget for each agency, if any	10	0	0
DAC-7	2. 1. 5	Report on disbursements made and place where the related reports are available	10	0	0
DAC-7	<b>2. 2</b>	<b>Foreign and domestic tours (F. No. 1/8/2012- IR dt. 11. 9. 2012)</b>			
DAC-7	2. 2. 1	Budget	16. 67	0	0
DAC-7	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	16. 67	0	0
DAC-7	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.	16. 67	0	0
DAC-7	<b>2. 3</b>	<b>Manner of execution of subsidy programme [Section 4(i)(b)(xii)]</b>			
DAC-7	2. 3. 1	Name of the programme of activity	0	0	0
DAC-7	2. 3. 2	Objective of the programme	0	0	0
DAC-7	2. 3. 3	Procedure to avail benefits	0	0	0
DAC-7	2. 3. 4	Duration of the programme/ scheme	0	0	0
DAC-7	2. 3. 5	Physical and financial targets of the programme	0	0	0
DAC-7	2. 3. 6	Nature/ scale of subsidy /amount allotted	0	0	0

DAC-7	2. 3. 7	Eligibility criteria for grant of subsidy	0	0	0
DAC-7	2. 3. 8	Details of beneficiaries of subsidy programme (number, profile etc)	0	0	0
DAC-7	<b>2. 4</b>	<b>Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-7	2. 4. 1	Discretionary and non-discretionary grants/ allocations to State Govt. / NGOs/other institutions	0	0	0
DAC-7	2. 4. 2	Annual accounts of all legal entities who are provided grants by public authorities	0	0	0
DAC-7	<b>2. 5</b>	<b>Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]</b>			
DAC-7	2. 5. 1	Concessions, permits or authorizations granted by public authority	0	0	0
DAC-7	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	0	0	0
DAC-7	<b>2. 6</b>	<b>CAG &amp; PAC paras [F No. 1/6/2011- IR dt. 15. 4. 2013]</b>			
DAC-7	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.	0	0	0
DAC-7	<b>Total-2</b>		<b>100</b>	<b>0</b>	<b>0</b>
DAC-7	<b>3</b>	<b>Publicity Band Public interface</b>			
DAC-7	<b>3. 1</b>	<b>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]</b>			
DAC-7	3. 1. 1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	12. 5	6. 25	0
DAC-7	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	12. 5	6. 25	0
DAC-7	3. 1. 3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	0	0	0
DAC-7	3. 1. 4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	0	0	0
DAC-7	3. 1. 5	Public- private partnerships (PPP)- Concession agreements.	0	0	0
DAC-7	3. 1. 6	Public- private partnerships (PPP)- Operation and maintenance manuals	0	0	0
DAC-7	3. 1. 7	Public- private partnerships (PPP) - Other documents	0	0	0

		generated as part of the implementation of the PPP			
DAC-7	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	0	0	0
DAC-7	3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	0	0	0
DAC-7	3.1.10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.)	0	0	0
DAC-7	3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	0	0	0
DAC-7	<b>3.2</b>	<b>Are the details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]</b>			
DAC-7	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	16.67	16.67	16.67
DAC-7	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	16.67	16.67	16.67
DAC-7	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	16.67	16.67	16.67
DAC-7	<b>3.3</b>	<b>Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]</b>			
DAC-7	3.3.1	Use of the most effective means of communication - Internet (website)	50	50.00	50.00
DAC-7	<b>3.4</b>	<b>Form of accessibility of information manual/ handbook[Section 4(1)(b)]</b>			
DAC-7	3.4.1	Information manual/handbook available in Electronic format	25	25.00	25.00
DAC-7	3.4.2	Information manual/handbook available in Printed format	25	25.00	25.00
DAC-7	<b>3.5</b>	<b>Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]</b>			
DAC-7	3.5.1	List of materials available Free of cost	25	0	0
DAC-7	3.5.2	List of materials available At a reasonable cost of the medium	25	25.00	0
DAC-7	<b>Total-3</b>		<b>225</b>	<b>188</b>	<b>150</b>
DAC-7	<b>4</b>	<b>E-Governance</b>			
DAC-7	<b>4.1</b>	<b>Language in which Information Manual/ Handbook Available [F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-7	4.1.1	English	14.29	14.29	14.29

DAC-7	4. 1. 2	Vernacular/ Local Language	14. 29	14. 29	14. 29
DAC-7	<b>4. 2</b>	<b>When was the information Manual/ Handbook last updated? [F No. 1/6/2011-IR dt 15. 4. 2013]</b>			
DAC-7	4. 2. 1	Last date of Annual updation	28. 57	28. 57	28. 57
DAC-7	<b>4. 3</b>	<b>Information available in electronic form[Section 4(1)(b)(xiv)]</b>			
DAC-7	4. 3. 1	Details of information available in electronic form	9. 52	9. 52	9. 52
DAC-7	4. 3. 2	Name/ title of the document/record/ other information	9. 52	9. 52	9. 52
DAC-7	4. 3. 3	Location where available	9. 52	9. 52	9. 52
DAC-7	<b>4. 4</b>	<b>Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]</b>			
DAC-7	4. 4. 1	Name & location of the faculty	7. 14	7. 14	7. 14
DAC-7	4. 4. 2	Details of information made available	7. 14	7. 14	7. 14
DAC-7	4. 4. 3	Working hours of the facility	7. 14	7. 14	7. 14
DAC-7	4. 4. 4	Contact person & contact details (Phone, fax email)	7. 14	7. 14	7. 14
DAC-7	<b>4. 5</b>	<b>Such other information as may be prescribed under Section 4(i) (b)(xvii)</b>			
DAC-7	4. 5. 1	Grievance redressal mechanism	3. 57	3. 57	0
DAC-7	4. 5. 2	Details of applications received under RTI and information provided	3. 57	0	0
DAC-7	4. 5. 3	List of completed schemes/ projects/ Programmes	3. 57	3. 57	3. 57
DAC-7	4. 5. 4	List of schemes/ projects/ programme underway	3. 57	3. 57	3. 57
DAC-7	4. 5. 5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	3. 57	0	0
DAC-7	4. 5. 6	Annual Report	3. 57	3. 57	3. 57
DAC-7	4. 5. 7	Frequently Asked Question (FAQs)	0	0	0
DAC-7	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	3. 57	3. 57	3. 57
DAC-7	<b>4. 6</b>	<b>Receipt &amp; Disposal of RTI applications &amp; appeals [F. No 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-7	4. 6. 1	Details of applications received and disposed	14. 29	0	0
DAC-7	4. 6. 2	Details of appeals received and orders issued	14. 29	0	0
DAC-7	<b>4. 7</b>	<b>Replies to questions asked in the parliament[Section 4(1)(d)(2)]</b>			
DAC-7	4. 7. 1	Details of questions asked and replies given	28. 57	0	0
DAC-7	<b>Total-4</b>		<b>196</b>	<b>132</b>	<b>129</b>
DAC-7	<b>5</b>	<b>Information as may be prescribed</b>			
DAC-7	<b>5. 1</b>	<b>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]</b>			
DAC-7	5. 1. 1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1. 1. 2015	20	0	0

DAC-7	5. 1. 2	Details of third party audit of voluntary disclosure -(a) Dates of audit carried out , (b) Report of the audit carried out	0	0	0
DAC-7	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	20	0	0
DAC-7	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	0	0	0
DAC-7	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	20	0	0
DAC-7	<b>Total-5</b>		<b>60</b>	<b>0</b>	<b>0</b>
DAC-7	<b>6</b>	<b>Information Disclosed on own Initiative</b>			
DAC-7	<b>6. 1</b>	<b>Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information</b>			
DAC-7	6. 1. 1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	25	25. 00	12. 50
DAC-7	<b>6. 2</b>	<b>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</b>			
DAC-7	6. 2. 1	Whether STQC certification obtained and its validity	12. 5	12. 50	0
DAC-7	6. 2. 2	Does the website show the certificate on the Website?	12. 5	0	0
DAC-7	<b>Total-6</b>		<b>50</b>	<b>38</b>	<b>13</b>
DAC-7	<b>Grand Total</b>		<b>710</b>	<b>397</b>	<b>318</b>

**Public Authority Name: DAC-8: Directorate of Arecanut and Spices Development – Self Appraisal**

PA Sr. No.	Sr. No	Details of disclosure	Marks	Obtained Mark	Audit or Marks
DAC-8	<b>1</b>	<b>Organisation and Function</b>			
DAC-8	<b>1.1</b>	<b>Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]</b>			
DAC-8	1.1.1	Name and address of the Organization	1.28	1.28	1.28
DAC-8	1.1.2	Head of the organization	1.28	1.28	1.28
DAC-8	1.1.3	Vision, Mission and Key objectives	1.28	1.28	1.28
DAC-8	1.1.4	Function and duties	1.28	1.28	1.28
DAC-8	1.1.5	Organization Chart	1.28	1.28	1.28
DAC-8	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	1.28	1.28	1.28
DAC-8	<b>1.2</b>	<b>Power and duties of its officers and employees[Section 4(1)(b)(ii)]</b>			
DAC-8	1.2.1	Powers and duties of officers (administrative, financial and judicial)	1.54	1.54	1.54
DAC-8	1.2.2	Power and duties of other employees	1.54	1.54	1.54
DAC-8	1.2.3	Rules/ orders under which powers and duty are derived and	1.54	1.54	1.54
DAC-8	1.2.4	Exercised	1.54	1.54	1.54
DAC-8	1.2.5	Work allocation	1.54	1.54	1.54
DAC-8	<b>1.3</b>	<b>Procedure followed in decision making process [Section 4(1)(b)(iii)]</b>			
DAC-8	1.3.1	Process of decision making Identify key decision making points	1.54	1.54	1.54
DAC-8	1.3.2	Final decision making authority	1.54	1.54	1.54
DAC-8	1.3.3	Related provisions, acts, rules etc.	1.54	1.54	1.54
DAC-8	1.3.4	Time limit for taking a decisions, if any	1.54	1.54	1.54
DAC-8	1.3.5	Channel of supervision and accountability	1.54	1.54	1.54
DAC-8	<b>1.4</b>	<b>Norms for discharge of functions [Section 4(1)(b)(iv)]</b>			
DAC-8	1.4.1	Nature of functions/ services offered	1.54	1.54	1.54
DAC-8	1.4.2	Norms/ standards for functions/ service delivery	1.54	1.54	1.54
DAC-8	1.4.3	Process by which these services can be accessed	1.54	1.54	1.54
DAC-8	1.4.4	Time-limit for achieving the targets	1.54	1.54	1.54
DAC-8	1.4.5	Process of redress of grievances	1.54	1.54	1.54
DAC-8	<b>1.5</b>	<b>Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]</b>			
DAC-8	1.5.1	Title and nature of the record/ manual /instruction.	1.92	1.92	0.96

DAC-8	1. 5. 2	List of Rules, regulations, instructions manuals and records.	1. 92	1. 92	0. 96
DAC-8	1. 5. 3	Acts/ Rules manuals etc.	1. 92	1. 92	0. 96
DAC-8	1. 5. 4	Transfer policy and transfer orders	1. 92	1. 92	0. 96
DAC-8	<b>1. 6</b>	<b>Categories of documents held by the authority under its control [Section 4(1)(b) (vi)]</b>			
DAC-8	1. 6. 1	Categories of documents	0	0	0
DAC-8	1. 6. 2	Custodian of documents/categories	0	0	0
DAC-8	<b>1. 7</b>	<b>Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]</b>			
DAC-8	1. 7. 1	Name of Boards, Council, Committee etc.	0	0	0
DAC-8	1. 7. 2	Composition	0	0	0
DAC-8	1. 7. 3	Dates from which constituted	0	0	0
DAC-8	1. 7. 4	Term/ Tenure	0	0	0
DAC-8	1. 7. 5	Powers and functions	0	0	0
DAC-8	1. 7. 6	Whether their meetings are open to the public?	0	0	0
DAC-8	1. 7. 7	Whether the minutes of the meetings are open to the public?	0	0	0
DAC-8	1. 7. 8	Place where the minutes if open to the public are available?	0	0	0
DAC-8	<b>1. 8</b>	<b>Directory of officers and employees [Section 4(1) (b) (ix)]</b>			
DAC-8	1. 8. 1	Name and designation	3. 85	3. 85	3. 85
DAC-8	1. 8. 2	Telephone , fax and email ID	3. 85	3. 85	1. 93
DAC-8	<b>1. 9</b>	<b>Monthly Remuneration received by officers &amp; employees including system of compensation[Section 4(1) (b) (x)]</b>			
DAC-8	1. 9. 1	List of employees with Gross monthly remuneration	3. 85	3. 85	3. 85
DAC-8	1. 9. 2	System of compensation as provided in its regulations	3. 85	3. 85	1. 93
DAC-8	<b>1. 10</b>	<b>Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)]</b>			
DAC-8	1. 10. 1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	3. 85	3. 85	3. 85
DAC-8	1. 10. 2	Address, telephone numbers and email ID of each designated official.	3. 85	3. 85	3. 85
DAC-8	<b>1. 11</b>	<b>No. Of employees against whom Disciplinary action has been proposed/ taken (Section 4(2))</b>			
DAC-8	1. 11. 1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	3. 85	3. 85	3. 85
DAC-8	1. 11. 2	(ii) Finalised for Minor penalty or major penalty proceedings	3. 85	3. 85	3. 85
DAC-8	<b>1. 12</b>	<b>Programmes to advance understanding of RTI (Section 26)</b>			

DAC-8	1. 12. 1	Educational programmes	1. 92	1. 92	1. 92
DAC-8	1. 12. 2	Efforts to encourage public authority to participate in these programmes	1. 92	1. 92	1. 92
DAC-8	1. 12. 3	Training of CPIO/APIO	1. 92	1. 92	1. 92
DAC-8	1. 12. 4	Update & publish guidelines on RTI by the Public Authorities concerned	1. 92	1. 92	1. 92
DAC-8	<b>1. 13</b>	<b>Transfer policy and transfer orders[F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-8	1. 13. 1	Transfer Policy And Transfer Orders [F No. 1/6/2011- IR Dt. 15. 4. 2013]	7. 69	7. 69	0
DAC-8	<b>Total-1</b>		<b>85</b>	<b>85</b>	<b>69</b>
DAC-8	<b>2</b>	<b>Budget and Programme</b>			
DAC-8	<b>2. 1</b>	<b>Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)]</b>			
DAC-8	2. 1. 1	Total Budget for the public authority	10	10. 00	10. 00
DAC-8	2. 1. 2	Budget for each agency and plan & programmes	10	10. 00	10. 00
DAC-8	2. 1. 3	Proposed expenditures	10	10. 00	10. 00
DAC-8	2. 1. 4	Revised budget for each agency, if any	10	10. 00	10. 00
DAC-8	2. 1. 5	Report on disbursements made and place where the related reports are available	10	10. 00	10. 00
DAC-8	<b>2. 2</b>	<b>Foreign and domestic tours (F. No. 1/8/2012- IR dt. 11. 9. 2012)</b>			
DAC-8	2. 2. 1	Budget	16. 67	16. 67	16. 67
DAC-8	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	16. 67	16. 67	16. 67
DAC-8	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.	16. 67	16. 67	16. 67
DAC-8	<b>2. 3</b>	<b>Manner of execution of subsidy programme [Section 4(i)(b)(xii)]</b>			
DAC-8	2. 3. 1	Name of the programme of activity	6. 25	6. 25	6. 25
DAC-8	2. 3. 2	Objective of the programme	6. 25	6. 25	6. 25
DAC-8	2. 3. 3	Procedure to avail benefits	6. 25	6. 25	6. 25
DAC-8	2. 3. 4	Duration of the programme/ scheme	6. 25	6. 25	6. 25
DAC-8	2. 3. 5	Physical and financial targets of the programme	6. 25	6. 25	6. 25
DAC-8	2. 3. 6	Nature/ scale of subsidy /amount allotted	6. 25	6. 25	6. 25

DAC-8	2. 3. 7	Eligibility criteria for grant of subsidy	6. 25	6. 25	6. 25
DAC-8	2. 3. 8	Details of beneficiaries of subsidy programme (number, profile etc)	6. 25	6. 25	6. 25
DAC-8	<b>2. 4</b>	<b>Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-8	2. 4. 1	Discretionary and non-discretionary grants/ allocations to State Govt. / NGOs/other institutions	0	0	0
DAC-8	2. 4. 2	Annual accounts of all legal entities who are provided grants by public authorities	0	0	0
DAC-8	<b>2. 5</b>	<b>Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]</b>			
DAC-8	2. 5. 1	Concessions, permits or authorizations granted by public authority	25	25. 00	25. 00
DAC-8	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	25	25. 00	25. 00
DAC-8	<b>2. 6</b>	<b>CAG &amp; PAC paras [F No. 1/6/2011- IR dt. 15. 4. 2013]</b>			
DAC-8	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.	50	50. 00	50. 00
DAC-8	<b>Total-2</b>		<b>250</b>	<b>250</b>	<b>250</b>
DAC-8	<b>3</b>	<b>Publicity Band Public interface</b>			
DAC-8	<b>3. 1</b>	<b>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]</b>			
DAC-8	3. 1. 1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	0	0	0
DAC-8	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	0	0	0
DAC-8	3. 1. 3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	0	0	0
DAC-8	3. 1. 4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	0	0	0
DAC-8	3. 1. 5	Public- private partnerships (PPP)- Concession agreements.	0	0	0
DAC-8	3. 1. 6	Public- private partnerships (PPP)- Operation and maintenance manuals	0	0	0
DAC-8	3. 1. 7	Public- private partnerships (PPP) - Other documents	0	0	0

		generated as part of the implementation of the PPP			
DAC-8	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	0	0	0
DAC-8	3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	0	0	0
DAC-8	3.1.10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc. )	0	0	0
DAC-8	3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	0	0	0
DAC-8	<b>3.2</b>	<b>Are the details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]</b>			
DAC-8	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	16.67	16.67	16.67
DAC-8	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	16.67	16.67	16.67
DAC-8	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	16.67	16.67	16.67
DAC-8	<b>3.3</b>	<b>Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]</b>			
DAC-8	3.3.1	Use of the most effective means of communication - Internet (website)	50	50.00	50.00
DAC-8	<b>3.4</b>	<b>Form of accessibility of information manual/ handbook[Section 4(1)(b)]</b>			
DAC-8	3.4.1	Information manual/handbook available in Electronic format	25	25.00	25.00
DAC-8	3.4.2	Information manual/handbook available in Printed format	25	25.00	25.00
DAC-8	<b>3.5</b>	<b>Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]</b>			
DAC-8	3.5.1	List of materials available Free of cost	25	25.00	25.00
DAC-8	3.5.2	List of materials available At a reasonable cost of the medium	25	25.00	25.00
DAC-8	<b>Total-3</b>		<b>200</b>	<b>200</b>	<b>200</b>
DAC-8	<b>4</b>	<b>E-Governance</b>			
DAC-8	<b>4.1</b>	<b>Language in which Information Manual/ Handbook Available [F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			

DAC-8	4. 1. 1	English	14. 29	14. 29	14. 29
DAC-8	4. 1. 2	Vernacular/ Local Language	14. 29	14. 29	14. 29
DAC-8	<b>4. 2</b>	<b>When was the information Manual/ Handbook last updated? [F No. 1/6/2011-IR dt 15. 4. 2013]</b>			
DAC-8	4. 2. 1	Last date of Annual updation	28. 57	28. 57	28. 57
DAC-8	<b>4. 3</b>	<b>Information available in electronic form[Section 4(1)(b)(xiv)]</b>			
DAC-8	4. 3. 1	Details of information available in electronic form	9. 52	9. 52	9. 52
DAC-8	4. 3. 2	Name/ title of the document/record/ other information	9. 52	9. 52	9. 52
DAC-8	4. 3. 3	Location where available	9. 52	9. 52	9. 52
DAC-8	<b>4. 4</b>	<b>Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]</b>			
DAC-8	4. 4. 1	Name & location of the faculty	7. 14	7. 14	7. 14
DAC-8	4. 4. 2	Details of information made available	7. 14	7. 14	7. 14
DAC-8	4. 4. 3	Working hours of the facility	7. 14	7. 14	7. 14
DAC-8	4. 4. 4	Contact person & contact details (Phone, fax email)	7. 14	7. 14	7. 14
DAC-8	<b>4. 5</b>	<b>Such other information as may be prescribed under Section 4(i) (b)(xvii)</b>			
DAC-8	4. 5. 1	Grievance redressal mechanism	3. 57	3. 57	3. 57
DAC-8	4. 5. 2	Details of applications received under RTI and information provided	3. 57	3. 57	3. 57
DAC-8	4. 5. 3	List of completed schemes/ projects/ Programmes	3. 57	3. 57	3. 57
DAC-8	4. 5. 4	List of schemes/ projects/ programme underway	3. 57	3. 57	3. 57
DAC-8	4. 5. 5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	3. 57	3. 57	3. 57
DAC-8	4. 5. 6	Annual Report	3. 57	3. 57	3. 57
DAC-8	4. 5. 7	Frequently Asked Question (FAQs)	3. 57	3. 57	3. 57
DAC-8	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	3. 57	3. 57	3. 57
DAC-8	<b>4. 6</b>	<b>Receipt &amp; Disposal of RTI applications &amp; appeals [F. No 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-8	4. 6. 1	Details of applications received and disposed	14. 29	14. 29	14. 29
DAC-8	4. 6. 2	Details of appeals received and orders issued	14. 29	14. 29	14. 29
DAC-8	<b>4. 7</b>	<b>Replies to questions asked in the parliament[Section 4(1)(d)(2)]</b>			
DAC-8	4. 7. 1	Details of questions asked and replies given	28. 57	28. 57	0
DAC-8	<b>Total-4</b>		<b>200</b>	<b>200</b>	<b>171</b>
DAC-8	<b>5</b>	<b>Information as may be prescribed</b>			
DAC-8	<b>5. 1</b>	<b>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]</b>			

DAC-8	5. 1. 1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1. 1. 2015	20	20. 00	20. 00
DAC-8	5. 1. 2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the audit carried out	20	20. 00	0
DAC-8	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	20	20. 00	20. 00
DAC-8	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	20	20. 00	20. 00
DAC-8	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	20	20. 00	20. 00
DAC-8	<b>Total-5</b>		<b>100</b>	<b>100</b>	<b>80</b>
DAC-8	<b>6</b>	<b>Information Disclosed on own Initiative</b>			
DAC-8	<b>6. 1</b>	<b>Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information</b>			
DAC-8	6. 1. 1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	25	25. 00	0
DAC-8	<b>6. 2</b>	<b>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</b>			
DAC-8	6. 2. 1	Whether STQC certification obtained and its validity	12. 5	12. 50	12. 50
DAC-8	6. 2. 2	Does the website show the certificate on the Website?	12. 5	12. 50	0
DAC-8	<b>Total-6</b>		<b>50</b>	<b>50</b>	<b>13</b>
DAC-8	<b>Grand Total</b>		<b>885</b>	<b>885</b>	<b>783</b>

**Public Authority Name: DAC-9: Directorate of Cashewnut and Cocoa Development – Self Appraisal**

PA Sr. No.	Sr. No	Details of disclosure	Marks	Obtained Mark	Audit or Marks
DAC-9	<b>1</b>	<b>Organisation and Function</b>			
DAC-9	<b>1.1</b>	<b>Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]</b>			
DAC-9	1.1.1	Name and address of the Organization	1.28	1.28	1.28
DAC-9	1.1.2	Head of the organization	1.28	1.28	1.28
DAC-9	1.1.3	Vision, Mission and Key objectives	1.28	1.28	1.28
DAC-9	1.1.4	Function and duties	1.28	1.28	1.28
DAC-9	1.1.5	Organization Chart	1.28	1.28	1.28
DAC-9	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	1.28	1.28	1.28
DAC-9	<b>1.2</b>	<b>Power and duties of its officers and employees[Section 4(1)(b)(ii)]</b>			
DAC-9	1.2.1	Powers and duties of officers (administrative, financial and judicial)	1.54	1.54	1.54
DAC-9	1.2.2	Power and duties of other employees	1.54	1.54	1.54
DAC-9	1.2.3	Rules/ orders under which powers and duty are derived and	1.54	1.54	1.54
DAC-9	1.2.4	Exercised	1.54	1.54	1.54
DAC-9	1.2.5	Work allocation	1.54	1.54	1.54
DAC-9	<b>1.3</b>	<b>Procedure followed in decision making process [Section 4(1)(b)(iii)]</b>			
DAC-9	1.3.1	Process of decision making Identify key decision making points	1.54	1.54	1.54
DAC-9	1.3.2	Final decision making authority	1.54	1.54	1.54
DAC-9	1.3.3	Related provisions, acts, rules etc.	1.54	1.54	1.54
DAC-9	1.3.4	Time limit for taking a decisions, if any	1.54	0.77	0.77
DAC-9	1.3.5	Channel of supervision and accountability	1.54	1.54	1.54
DAC-9	<b>1.4</b>	<b>Norms for discharge of functions [Section 4(1)(b)(iv)]</b>			
DAC-9	1.4.1	Nature of functions/ services offered	1.54	1.54	1.54
DAC-9	1.4.2	Norms/ standards for functions/ service delivery	1.54	1.54	1.54
DAC-9	1.4.3	Process by which these services can be accessed	1.54	1.54	1.54
DAC-9	1.4.4	Time-limit for achieving the targets	1.54	1.54	1.54
DAC-9	1.4.5	Process of redress of grievances	1.54	1.54	1.54
DAC-9	<b>1.5</b>	<b>Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]</b>			
DAC-9	1.5.1	Title and nature of the record/ manual /instruction.	1.92	1.92	1.92
DAC-9	1.5.2	List of Rules, regulations, instructions manuals and	1.92	1.92	1.92

		records.			
DAC-9	1. 5. 3	Acts/ Rules manuals etc.	0	0	0
DAC-9	1. 5. 4	Transfer policy and transfer orders	0	0	0
DAC-9	<b>1. 6</b>	<b>Categories of documents held by the authority under its control [Section 4(1)(b) (vi)]</b>			
DAC-9	1. 6. 1	Categories of documents	3. 85	3. 85	3. 85
DAC-9	1. 6. 2	Custodian of documents/categories	3. 85	3. 85	3. 85
DAC-9	<b>1. 7</b>	<b>Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]</b>			
DAC-9	1. 7. 1	Name of Boards, Council, Committee etc.	0. 96	0. 96	0. 96
DAC-9	1. 7. 2	Composition	0. 96	0. 96	0. 96
DAC-9	1. 7. 3	Dates from which constituted	0. 96	0. 96	0. 96
DAC-9	1. 7. 4	Term/ Tenure	0. 96	0. 96	0. 96
DAC-9	1. 7. 5	Powers and functions	0. 96	0. 96	0. 96
DAC-9	1. 7. 6	Whether their meetings are open to the public?	0. 96	0. 96	0. 96
DAC-9	1. 7. 7	Whether the minutes of the meetings are open to the public?	0. 96	0. 96	0. 96
DAC-9	1. 7. 8	Place where the minutes if open to the public are available?	0. 96	0. 96	0. 96
DAC-9	<b>1. 8</b>	<b>Directory of officers and employees [Section 4(1) (b) (ix)]</b>			
DAC-9	1. 8. 1	Name and designation	3. 85	3. 85	3. 85
DAC-9	1. 8. 2	Telephone , fax and email ID	3. 85	3. 85	3. 85
DAC-9	<b>1. 9</b>	<b>Monthly Remuneration received by officers &amp; employees including system of compensation[Section 4(1) (b) (x)]</b>			
DAC-9	1. 9. 1	List of employees with Gross monthly remuneration	3. 85	3. 85	3. 85
DAC-9	1. 9. 2	System of compensation as provided in its regulations	3. 85	3. 85	3. 85
DAC-9	<b>1. 10</b>	<b>Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)]</b>			
DAC-9	1. 10. 1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	3. 85	3. 85	3. 85
DAC-9	1. 10. 2	Address, telephone numbers and email ID of each designated official.	3. 85	3. 85	3. 85
DAC-9	<b>1. 11</b>	<b>No. Of employees against whom Disciplinary action has been proposed/ taken (Section 4(2))</b>			
DAC-9	1. 11. 1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	3. 85	3. 85	3. 85
DAC-9	1. 11. 2	(ii) Finalised for Minor penalty or major penalty proceedings	3. 85	3. 85	3. 85
DAC-9	<b>1. 12</b>	<b>Programmes to advance understanding of RTI (Section 26)</b>			

DAC-9	1. 12. 1	Educational programmes	1. 92	1. 92	1. 92
DAC-9	1. 12. 2	Efforts to encourage public authority to participate in these programmes	1. 92	1. 92	1. 92
DAC-9	1. 12. 3	Training of CPIO/APIO	1. 92	1. 92	1. 92
DAC-9	1. 12. 4	Update & publish guidelines on RTI by the Public Authorities concerned	1. 92	1. 92	1. 92
DAC-9	<b>1. 13</b>	<b>Transfer policy and transfer orders[F No. 1/6/2011- IR dt. 15. 4. 2013]</b>			
DAC-9	1. 13. 1	Transfer Policy And Transfer Orders [F No. 1/6/2011- IR Dt. 15. 4. 2013]	7. 69	3. 85	3. 85
DAC-9	<b>Total-1</b>		<b>96</b>	<b>92</b>	<b>92</b>
DAC-9	<b>2</b>	<b>Budget and Programme</b>			
DAC-9	<b>2. 1</b>	<b>Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)]</b>			
DAC-9	2. 1. 1	Total Budget for the public authority	10	10. 00	10. 00
DAC-9	2. 1. 2	Budget for each agency and plan & programmes	10	10. 00	10. 00
DAC-9	2. 1. 3	Proposed expenditures	10	10. 00	10. 00
DAC-9	2. 1. 4	Revised budget for each agency, if any	10	10. 00	10. 00
DAC-9	2. 1. 5	Report on disbursements made and place where the related reports are available	10	10. 00	10. 00
DAC-9	<b>2. 2</b>	<b>Foreign and domestic tours (F. No. 1/8/2012- IR dt. 11. 9. 2012)</b>			
DAC-9	2. 2. 1	Budget	16. 67	16. 67	16. 67
DAC-9	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	16. 67	16. 67	16. 67
DAC-9	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.	16. 67	16. 67	16. 67
DAC-9	<b>2. 3</b>	<b>Manner of execution of subsidy programme [Section 4(i)(b)(xii)]</b>			
DAC-9	2. 3. 1	Name of the programme of activity	6. 25	6. 25	6. 25
DAC-9	2. 3. 2	Objective of the programme	6. 25	6. 25	6. 25
DAC-9	2. 3. 3	Procedure to avail benefits	6. 25	6. 25	6. 25
DAC-9	2. 3. 4	Duration of the programme/ scheme	6. 25	6. 25	6. 25
DAC-9	2. 3. 5	Physical and financial targets of the programme	6. 25	6. 25	6. 25
DAC-9	2. 3. 6	Nature/ scale of subsidy /amount allotted	6. 25	6. 25	6. 25

DAC-9	2. 3. 7	Eligibility criteria for grant of subsidy	6. 25	6. 25	6. 25
DAC-9	2. 3. 8	Details of beneficiaries of subsidy programme (number, profile etc)	6. 25	6. 25	6. 25
DAC-9	<b>2. 4</b>	<b>Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-9	2. 4. 1	Discretionary and non-discretionary grants/ allocations to State Govt. / NGOs/other institutions	25	25. 00	25. 00
DAC-9	2. 4. 2	Annual accounts of all legal entities who are provided grants by public authorities	25	25. 00	25. 00
DAC-9	<b>2. 5</b>	<b>Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]</b>			
DAC-9	2. 5. 1	Concessions, permits or authorizations granted by public authority	0	0	0
DAC-9	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	0	0	0
DAC-9	<b>2. 6</b>	<b>CAG &amp; PAC paras [F No. 1/6/2011- IR dt. 15. 4. 2013]</b>			
DAC-9	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.	50	50. 00	50. 00
DAC-9	<b>Total-2</b>		<b>250</b>	<b>250</b>	<b>250</b>
DAC-9	<b>3</b>	<b>Publicity Band Public interface</b>			
DAC-9	<b>3. 1</b>	<b>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]</b>			
DAC-9	3. 1. 1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	12. 5	12. 50	12. 50
DAC-9	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	12. 5	12. 50	12. 50
DAC-9	3. 1. 3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	0	0	0
DAC-9	3. 1. 4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	0	0	0
DAC-9	3. 1. 5	Public- private partnerships (PPP)- Concession agreements.	0	0	0
DAC-9	3. 1. 6	Public- private partnerships (PPP)- Operation and maintenance manuals	0	0	0
DAC-9	3. 1. 7	Public- private partnerships (PPP) - Other documents	0	0	0

		generated as part of the implementation of the PPP			
DAC-9	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	0	0	0
DAC-9	3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	0	0	0
DAC-9	3.1.10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.)	0	0	0
DAC-9	3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	0	0	0
DAC-9	<b>3.2</b>	<b>Are the details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]</b>			
DAC-9	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	0	0	0
DAC-9	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	16.67	16.67	16.67
DAC-9	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	16.67	16.67	16.67
DAC-9	<b>3.3</b>	<b>Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]</b>			
DAC-9	3.3.1	Use of the most effective means of communication - Internet (website)	50	50.00	50.00
DAC-9	<b>3.4</b>	<b>Form of accessibility of information manual/handbook[Section 4(1)(b)]</b>			
DAC-9	3.4.1	Information manual/handbook available in Electronic format	25	25.00	25.00
DAC-9	3.4.2	Information manual/handbook available in Printed format	25	25.00	25.00
DAC-9	<b>3.5</b>	<b>Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]</b>			
DAC-9	3.5.1	List of materials available Free of cost	25	25.00	25.00
DAC-9	3.5.2	List of materials available At a reasonable cost of the medium	25	25.00	25.00
DAC-9	<b>Total-3</b>		<b>208</b>	<b>208</b>	<b>208</b>
DAC-9	<b>4</b>	<b>E-Governance</b>			
DAC-9	<b>4.1</b>	<b>Language in which Information Manual/ Handbook Available [F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-9	4.1.1	English	14.29	14.29	14.29

DAC-9	4. 1. 2	Vernacular/ Local Language	14. 29	14. 29	14. 29
DAC-9	<b>4. 2</b>	<b>When was the information Manual/ Handbook last updated? [F No. 1/6/2011-IR dt 15. 4. 2013]</b>			
DAC-9	4. 2. 1	Last date of Annual updation	28. 57	14. 29	14. 29
DAC-9	<b>4. 3</b>	<b>Information available in electronic form[Section 4(1)(b)(xiv)]</b>			
DAC-9	4. 3. 1	Details of information available in electronic form	9. 52	9. 52	9. 52
DAC-9	4. 3. 2	Name/ title of the document/record/ other information	9. 52	9. 52	9. 52
DAC-9	4. 3. 3	Location where available	9. 52	9. 52	9. 52
DAC-9	<b>4. 4</b>	<b>Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]</b>			
DAC-9	4. 4. 1	Name & location of the faculty	7. 14	7. 14	7. 14
DAC-9	4. 4. 2	Details of information made available	7. 14	7. 14	7. 14
DAC-9	4. 4. 3	Working hours of the facility	7. 14	7. 14	7. 14
DAC-9	4. 4. 4	Contact person & contact details (Phone, fax email)	7. 14	7. 14	7. 14
DAC-9	<b>4. 5</b>	<b>Such other information as may be prescribed under Section 4(i) (b)(xvii)</b>			
DAC-9	4. 5. 1	Grievance redressal mechanism	3. 57	3. 57	3. 57
DAC-9	4. 5. 2	Details of applications received under RTI and information provided	3. 57	3. 57	3. 57
DAC-9	4. 5. 3	List of completed schemes/ projects/ Programmes	3. 57	3. 57	3. 57
DAC-9	4. 5. 4	List of schemes/ projects/ programme underway	3. 57	3. 57	3. 57
DAC-9	4. 5. 5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	3. 57	3. 57	3. 57
DAC-9	4. 5. 6	Annual Report	3. 57	3. 57	3. 57
DAC-9	4. 5. 7	Frequently Asked Question (FAQs)	3. 57	3. 57	3. 57
DAC-9	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	3. 57	3. 57	3. 57
DAC-9	<b>4. 6</b>	<b>Receipt &amp; Disposal of RTI applications &amp; appeals [F. No 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-9	4. 6. 1	Details of applications received and disposed	14. 29	14. 29	14. 29
DAC-9	4. 6. 2	Details of appeals received and orders issued	14. 29	14. 29	14. 29
DAC-9	<b>4. 7</b>	<b>Replies to questions asked in the parliament[Section 4(1)(d)(2)]</b>			
DAC-9	4. 7. 1	Details of questions asked and replies given	28. 57	28. 57	28. 57
DAC-9	<b>Total-4</b>		<b>200</b>	<b>186</b>	<b>186</b>
DAC-9	<b>5</b>	<b>Information as may be prescribed</b>			
DAC-9	<b>5. 1</b>	<b>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]</b>			
DAC-9	5. 1. 1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1. 1. 2015	20	20. 00	20. 00

DAC-9	5. 1. 2	Details of third party audit of voluntary disclosure -(a) Dates of audit carried out , (b) Report of the audit carried out	20	20. 00	20. 00
DAC-9	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	20	10. 00	10. 00
DAC-9	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	20	20. 00	20. 00
DAC-9	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	20	20. 00	20. 00
DAC-9	<b>Total-5</b>		<b>100</b>	<b>90</b>	<b>90</b>
DAC-9	<b>6</b>	<b>Information Disclosed on own Initiative</b>			
DAC-9	<b>6. 1</b>	<b>Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information</b>			
DAC-9	6. 1. 1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	25	25. 00	25. 00
DAC-9	<b>6. 2</b>	<b>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</b>			
DAC-9	6. 2. 1	Whether STQC certification obtained and its validity	12. 5	12. 50	12. 50
DAC-9	6. 2. 2	Does the website show the certificate on the Website?	12. 5	12. 50	12. 50
DAC-9	<b>Total-6</b>		<b>50</b>	<b>50</b>	<b>50</b>
DA C-9	<b>Grand Total</b>		<b>905</b>	<b>876</b>	<b>876</b>

**Public Authority Name: DAC-11: Directorate of Economics and Statistics – Self Appraisal**

PA Sr. No.	Sr. No	Details of disclosure	Marks	Obtained Mark	Audit or Marks
DAC-11	<b>1</b>	<b>Organisation and Function</b>			
DAC-11	<b>1.1</b>	<b>Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]</b>			
DAC-11	1.1.1	Name and address of the Organization	1.28	1.28	1.28
DAC-11	1.1.2	Head of the organization	1.28	1.28	1.28
DAC-11	1.1.3	Vision, Mission and Key objectives	1.28	1.28	1.28
DAC-11	1.1.4	Function and duties	1.28	1.28	1.28
DAC-11	1.1.5	Organization Chart	1.28	1.28	1.28
DAC-11	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	1.28	1.28	1.28
DAC-11	<b>1.2</b>	<b>Power and duties of its officers and employees[Section 4(1) (b)(ii)]</b>			
DAC-11	1.2.1	Powers and duties of officers (administrative, financial and judicial)	1.54	1.54	1.54
DAC-11	1.2.2	Power and duties of other employees	1.54	1.54	1.54
DAC-11	1.2.3	Rules/ orders under which powers and duty are derived and	1.54	1.54	1.54
DAC-11	1.2.4	Exercised	1.54	1.54	0.77
DAC-11	1.2.5	Work allocation	1.54	1.54	0.77
DAC-11	<b>1.3</b>	<b>Procedure followed in decision making process [Section 4(1)(b)(iii)]</b>			
DAC-11	1.3.1	Process of decision making Identify key decision making points	1.54	1.54	1.54
DAC-11	1.3.2	Final decision making authority	1.54	1.54	1.54
DAC-11	1.3.3	Related provisions, acts, rules etc.	1.54	1.54	1.54
DAC-11	1.3.4	Time limit for taking a decisions, if any	1.54	1.54	0.77
DAC-11	1.3.5	Channel of supervision and accountability	1.54	1.54	1.54
DAC-11	<b>1.4</b>	<b>Norms for discharge of functions [Section 4(1)(b)(iv)]</b>			
DAC-11	1.4.1	Nature of functions/ services offered	1.54	1.54	1.54
DAC-11	1.4.2	Norms/ standards for functions/ service delivery	1.54	1.54	1.54
DAC-11	1.4.3	Process by which these services can be accessed	1.54	1.54	1.54
DAC-11	1.4.4	Time-limit for achieving the targets	1.54	1.54	1.54
DAC-11	1.4.5	Process of redress of grievances	1.54	0.77	0.77
DAC-11	<b>1.5</b>	<b>Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]</b>			
DAC-11	1.5.1	Title and nature of the record/ manual /instruction.	0	0	0

DAC-11	1. 5. 2	List of Rules, regulations, instructions manuals and records.	0	0	0
DAC-11	1. 5. 3	Acts/ Rules manuals etc.	0	0	0
DAC-11	1. 5. 4	Transfer policy and transfer orders	1. 92	1. 92	0. 96
DAC-11	<b>1. 6</b>	<b>Categories of documents held by the authority under its control [Section 4(1)(b) (vi)]</b>			
DAC-11	1. 6. 1	Categories of documents	3. 85	3. 85	3. 85
DAC-11	1. 6. 2	Custodian of documents/categories	3. 85	3. 85	3. 85
DAC-11	<b>1. 7</b>	<b>Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]</b>			
DAC-11	1. 7. 1	Name of Boards, Council, Committee etc.	0	0	0. 96
DAC-11	1. 7. 2	Composition	0	0	0. 96
DAC-11	1. 7. 3	Dates from which constituted	0	0	0. 96
DAC-11	1. 7. 4	Term/ Tenure	0	0	0. 96
DAC-11	1. 7. 5	Powers and functions	0	0	0. 96
DAC-11	1. 7. 6	Whether their meetings are open to the public?	0	0	0. 96
DAC-11	1. 7. 7	Whether the minutes of the meetings are open to the public?	0	0	0. 96
DAC-11	1. 7. 8	Place where the minutes if open to the public are available?	0	0	0. 96
DAC-11	<b>1. 8</b>	<b>Directory of officers and employees [Section 4(1) (b) (ix)]</b>			
DAC-11	1. 8. 1	Name and designation	3. 85	3. 85	3. 85
DAC-11	1. 8. 2	Telephone , fax and email ID	3. 85	3. 85	3. 85
DAC-11	<b>1. 9</b>	<b>Monthly Remuneration received by officers &amp; employees including system of compensation[Section 4(1) (b) (x)]</b>			
DAC-11	1. 9. 1	List of employees with Gross monthly remuneration	3. 85	3. 85	3. 85
DAC-11	1. 9. 2	System of compensation as provided in its regulations	0	0	0
DAC-11	<b>1. 10</b>	<b>Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)]</b>			
DAC-11	1. 10. 1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	3. 85	3. 85	3. 85
DAC-11	1. 10. 2	Address, telephone numbers and email ID of each designated official.	3. 85	3. 85	3. 85
DAC-11	<b>1. 11</b>	<b>No. Of employees against whom Disciplinary action has been proposed/ taken (Section 4(2))</b>			
DAC-11	1. 11. 1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	3. 85	3. 85	3. 85
DAC-11	1. 11. 2	(ii) Finalised for Minor penalty or major penalty proceedings	3. 85	3. 85	3. 85

DAC-11	1.12	<b>Programmes to advance understanding of RTI (Section 26)</b>			
DAC-11	1.12.1	Educational programmes	1.92	1.92	0
DAC-11	1.12.2	Efforts to encourage public authority to participate in these programmes	1.92	1.92	0
DAC-11	1.12.3	Training of CPIO/APIO	1.92	1.92	0
DAC-11	1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	1.92	1.92	0.96
DAC-11	1.13	<b>Transfer policy and transfer orders[F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-11	1.13.1	Transfer Policy And Transfer Orders [F No. 1/6/2011- IR Dt. 15. 4. 2013]	7.69	7.69	3.85
DAC-11	<b>Total-1</b>		<b>83</b>	<b>82</b>	<b>76</b>
DAC-11	<b>2</b>	<b>Budget and Programme</b>			
DAC-11	<b>2.1</b>	<b>Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)]</b>			
DAC-11	2.1.1	Total Budget for the public authority	0	0	0
DAC-11	2.1.2	Budget for each agency and plan & programmes	0	0	0
DAC-11	2.1.3	Proposed expenditures	0	0	0
DAC-11	2.1.4	Revised budget for each agency, if any	0	0	0
DAC-11	2.1.5	Report on disbursements made and place where the related reports are available	0	0	0
DAC-11	<b>2.2</b>	<b>Foreign and domestic tours (F. No. 1/8/2012- IR dt. 11. 9. 2012)</b>			
DAC-11	2.2.1	Budget	16.67	8.34	8.34
DAC-11	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	16.67	8.34	8.34
DAC-11	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.	16.67	16.67	8.34
DAC-11	<b>2.3</b>	<b>Manner of execution of subsidy programme [Section 4(i)(b)(xii)]</b>			
DAC-11	2.3.1	Name of the programme of activity	0	0	0
DAC-11	2.3.2	Objective of the programme	0	0	0
DAC-11	2.3.3	Procedure to avail benefits	0	0	0
DAC-11	2.3.4	Duration of the programme/ scheme	0	0	0
DAC-11	2.3.5	Physical and financial targets of the programme	0	0	0

DAC-11	2. 3. 6	Nature/ scale of subsidy /amount allotted	0	0	0
DAC-11	2. 3. 7	Eligibility criteria for grant of subsidy	0	0	0
DAC-11	2. 3. 8	Details of beneficiaries of subsidy programme (number, profile etc)	0	0	0
DAC-11	<b>2. 4</b>	<b>Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-11	2. 4. 1	Discretionary and non-discretionary grants/ allocations to State Govt. / NGOs/other institutions	0	0	0
DAC-11	2. 4. 2	Annual accounts of all legal entities who are provided grants by public authorities	0	0	0
DAC-11	<b>2. 5</b>	<b>Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]</b>			
DAC-11	2. 5. 1	Concessions, permits or authorizations granted by public authority	0	0	0
DAC-11	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	0	0	0
DAC-11	<b>2. 6</b>	<b>CAG &amp; PAC paras [F No. 1/6/2011- IR dt. 15. 4. 2013]</b>			
DAC-11	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.	0	0	0
DAC-11	<b>Total-2</b>		<b>50</b>	<b>33</b>	<b>25</b>
DAC-11	<b>3</b>	<b>Publicity Band Public interface</b>			
DAC-11	<b>3. 1</b>	<b>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]</b>			
DAC-11	3. 1. 1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	0	0	0
DAC-11	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	0	0	0
DAC-11	3. 1. 3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	0	0	0
DAC-11	3. 1. 4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	0	0	0
DAC-11	3. 1. 5	Public- private partnerships (PPP)- Concession agreements.	0	0	0
DAC-11	3. 1. 6	Public- private partnerships (PPP)- Operation and maintenance manuals	0	0	0

DAC-11	3. 1. 7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	0	0	0
DAC-11	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	0	0	0
DAC-11	3. 1. 9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	0	0	0
DAC-11	3. 1. 10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc. )	0	0	0
DAC-11	3. 1. 11	Public- private partnerships (PPP) - All payment made under the PPP project	0	0	0
DAC-11	<b>3. 2</b>	<b>Are the details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]</b>			
DAC-11	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	16. 67	16. 67	16. 67
DAC-11	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	16. 67	16. 67	16. 67
DAC-11	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	16. 67	16. 67	16. 67
DAC-11	<b>3. 3</b>	<b>Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]</b>			
DAC-11	3. 3. 1	Use of the most effective means of communication - Internet (website)	50	50. 00	50. 00
DAC-11	<b>3. 4</b>	<b>Form of accessibility of information manual/handbook[Section 4(1)(b)]</b>			
DAC-11	3. 4. 1	Information manual/handbook available in Electronic format	25	25. 00	25. 00
DAC-11	3. 4. 2	Information manual/handbook available in Printed format	25	25. 00	25. 00
DAC-11	<b>3. 5</b>	<b>Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]</b>			
DAC-11	3. 5. 1	List of materials available Free of cost	25	25. 00	25. 00
DAC-11	3. 5. 2	List of materials available At a reasonable cost of the medium	25	25. 00	25. 00
DAC-11	<b>Total-3</b>		<b>200</b>	<b>200</b>	<b>200</b>
DAC-11	<b>4</b>	<b>E-Governance</b>			
DAC-11	<b>4. 1</b>	<b>Language in which Information Manual/</b>			

		<b>Handbook Available [F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-11	4. 1. 1	English	14. 29	14. 29	14. 29
DAC-11	4. 1. 2	Vernacular/ Local Language	14. 29	14. 29	14. 29
DAC-11	<b>4. 2</b>	<b>When was the information Manual/ Handbook last updated? [F No. 1/6/2011-IR dt 15. 4. 2013]</b>			
DAC-11	4. 2. 1	Last date of Annual updation	28. 57	28. 57	28. 57
DAC-11	<b>4. 3</b>	<b>Information available in electronic form[Section 4(1)(b)(xiv)]</b>			
DAC-11	4. 3. 1	Details of information available in electronic form	9. 52	9. 52	9. 52
DAC-11	4. 3. 2	Name/ title of the document/record/ other information	9. 52	9. 52	9. 52
DAC-11	4. 3. 3	Location where available	9. 52	9. 52	9. 52
DAC-11	<b>4. 4</b>	<b>Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]</b>			
DAC-11	4. 4. 1	Name & location of the faculty	7. 14	3. 57	3. 57
DAC-11	4. 4. 2	Details of information made available	7. 14	3. 57	3. 57
DAC-11	4. 4. 3	Working hours of the facility	7. 14	3. 57	3. 57
DAC-11	4. 4. 4	Contact person & contact details (Phone, fax email)	7. 14	3. 57	3. 57
DAC-11	<b>4. 5</b>	<b>Such other information as may be prescribed under Section 4(i) (b)(xvii)</b>			
DAC-11	4. 5. 1	Grievance redressal mechanism	3. 57	3. 57	3. 57
DAC-11	4. 5. 2	Details of applications received under RTI and information provided	3. 57	3. 57	3. 57
DAC-11	4. 5. 3	List of completed schemes/ projects/ Programmes	0	0	0
DAC-11	4. 5. 4	List of schemes/ projects/ programme underway	0	0	0
DAC-11	4. 5. 5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	3. 57	3. 57	3. 57
DAC-11	4. 5. 6	Annual Report	3. 57	3. 57	3. 57
DAC-11	4. 5. 7	Frequently Asked Question (FAQs)	0	0	0
DAC-11	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	0	0	0
DAC-11	<b>4. 6</b>	<b>Receipt &amp; Disposal of RTI applications &amp; appeals [F. No 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-11	4. 6. 1	Details of applications received and disposed	14. 29	14. 29	14. 29
DAC-11	4. 6. 2	Details of appeals received and orders issued	14. 29	14. 29	14. 29
DAC-11	<b>4. 7</b>	<b>Replies to questions asked in the parliament[Section 4(1)(d)(2)]</b>			
DAC-11	4. 7. 1	Details of questions asked and replies given	28. 57	28. 57	28. 57
DAC-11	<b>Total-4</b>		<b>186</b>	<b>171</b>	<b>171</b>
DAC-11	<b>5</b>	<b>Information as may be prescribed</b>			

DAC-11	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]			
DAC-11	5.1.1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1. 1. 2015	20	20.00	20.00
DAC-11	5.1.2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the audit carried out	20	0	0
DAC-11	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	0	0	0
DAC-11	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	20	0	0
DAC-11	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	20	0	0
DAC-11	<b>Total-5</b>		<b>80</b>	<b>20</b>	<b>20</b>
DAC-11	<b>6</b>	<b>Information Disclosed on own Initiative</b>			
DAC-11	<b>6.1</b>	<b>Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information</b>			
DAC-11	6.1.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	25	25.00	25.00
DAC-11	<b>6.2</b>	<b>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</b>			
DAC-11	6.2.1	Whether STQC certification obtained and its validity	12.5	12.50	0
DAC-11	6.2.2	Does the website show the certificate on the Website?	12.5	12.50	0
DAC-11	<b>Total-6</b>		<b>50</b>	<b>50</b>	<b>25</b>
DAC-11	<b>Grand Total</b>		<b>648</b>	<b>557</b>	<b>517</b>

Public Authority Name: DAC-12: Directorate of Extension – Self Appraisal					
PA Sr. No.	Sr. No	Details of disclosure	Marks	Obtained Mark	Audit or Marks
DAC-12	<b>1</b>	<b>Organisation and Function</b>			
DAC-12	<b>1.1</b>	<b>Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]</b>			
DAC-12	1.1.1	Name and address of the Organization	1.28	1.28	1.28
DAC-12	1.1.2	Head of the organization	1.28	1.28	1.28
DAC-12	1.1.3	Vision, Mission and Key objectives	1.28	1.28	1.28
DAC-12	1.1.4	Function and duties	1.28	1.28	1.28
DAC-12	1.1.5	Organization Chart	1.28	1.28	1.28
DAC-12	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	1.28	1.28	1.28
DAC-12	<b>1.2</b>	<b>Power and duties of its officers and employees[Section 4(1) (b)(ii)]</b>			
DAC-12	1.2.1	Powers and duties of officers (administrative, financial and judicial)	1.54	1.54	1.54
DAC-12	1.2.2	Power and duties of other employees	1.54	1.54	1.54
DAC-12	1.2.3	Rules/ orders under which powers and duty are derived and	1.54	1.54	1.54
DAC-12	1.2.4	Exercised	1.54	1.54	1.54
DAC-12	1.2.5	Work allocation	1.54	0	0
DAC-12	<b>1.3</b>	<b>Procedure followed in decision making process [Section 4(1)(b)(iii)]</b>			
DAC-12	1.3.1	Process of decision making Identify key decision making points	1.54	1.54	1.54
DAC-12	1.3.2	Final decision making authority	1.54	1.54	1.54
DAC-12	1.3.3	Related provisions, acts, rules etc.	1.54	0	0
DAC-12	1.3.4	Time limit for taking a decisions, if any	1.54	0	0
DAC-12	1.3.5	Channel of supervision and accountability	1.54	1.54	1.54
DAC-12	<b>1.4</b>	<b>Norms for discharge of functions [Section 4(1)(b)(iv)]</b>			
DAC-12	1.4.1	Nature of functions/ services offered	1.54	1.54	0.77
DAC-12	1.4.2	Norms/ standards for functions/ service delivery	1.54	1.54	0.77
DAC-12	1.4.3	Process by which these services can be accessed	1.54	1.54	0.77
DAC-12	1.4.4	Time-limit for achieving the targets	0	0	0
DAC-12	1.4.5	Process of redress of grievances	1.54	1.54	1.54
DAC-12	<b>1.5</b>	<b>Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]</b>			
DAC-12	1.5.1	Title and nature of the record/ manual /instruction.	1.92	1.92	0.96
DAC-12	1.5.2	List of Rules, regulations, instructions manuals and	1.92	1.92	0.96

		records.			
DAC-12	1. 5. 3	Acts/ Rules manuals etc.	1. 92	1. 92	0. 96
DAC-12	1. 5. 4	Transfer policy and transfer orders	1. 92	1. 92	0
DAC-12	<b>1. 6</b>	<b>Categories of documents held by the authority under its control [Section 4(1)(b) (vi)]</b>			
DAC-12	1. 6. 1	Categories of documents	3. 85	3. 85	3. 85
DAC-12	1. 6. 2	Custodian of documents/categories	3. 85	3. 85	3. 85
DAC-12	<b>1. 7</b>	<b>Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]</b>			
DAC-12	1. 7. 1	Name of Boards, Council, Committee etc.	0. 96	0. 96	0
DAC-12	1. 7. 2	Composition	0. 96	0. 96	0
DAC-12	1. 7. 3	Dates from which constituted	0. 96	0. 96	0
DAC-12	1. 7. 4	Term/ Tenure	0. 96	0. 96	0
DAC-12	1. 7. 5	Powers and functions	0. 96	0. 96	0
DAC-12	1. 7. 6	Whether their meetings are open to the public?	0. 96	0. 96	0
DAC-12	1. 7. 7	Whether the minutes of the meetings are open to the public?	0. 96	0. 96	0
DAC-12	1. 7. 8	Place where the minutes if open to the public are available?	0. 96	0. 96	0
DAC-12	<b>1. 8</b>	<b>Directory of officers and employees [Section 4(1) (b) (ix)]</b>			
DAC-12	1. 8. 1	Name and designation	3. 85	1. 93	1. 93
DAC-12	1. 8. 2	Telephone , fax and email ID	3. 85	1. 93	1. 93
DAC-12	<b>1. 9</b>	<b>Monthly Remuneration received by officers &amp; employees including system of compensation[Section 4(1) (b) (x)]</b>			
DAC-12	1. 9. 1	List of employees with Gross monthly remuneration	3. 85	3. 85	3. 85
DAC-12	1. 9. 2	System of compensation as provided in its regulations	0	0	0
DAC-12	<b>1. 10</b>	<b>Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)]</b>			
DAC-12	1. 10. 1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	3. 85	3. 85	3. 85
DAC-12	1. 10. 2	Address, telephone numbers and email ID of each designated official.	3. 85	3. 85	3. 85
DAC-12	<b>1. 11</b>	<b>No. Of employees against whom Disciplinary action has been proposed/ taken (Section 4(2))</b>			
DAC-12	1. 11. 1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	3. 85	3. 85	3. 85
DAC-12	1. 11. 2	(ii) Finalised for Minor penalty or major penalty proceedings	3. 85	0	0
DAC-12	<b>1. 12</b>	<b>Programmes to advance understanding of RTI (Section 26)</b>			

DAC-12	1. 12. 1	Educational programmes	0	0	0
DAC-12	1. 12. 2	Efforts to encourage public authority to participate in these programmes	0	0	0
DAC-12	1. 12. 3	Training of CPIO/APIO	0	0	0
DAC-12	1. 12. 4	Update & publish guidelines on RTI by the Public Authorities concerned	0	0	0
DAC-12	<b>1. 13</b>	<b>Transfer policy and transfer orders[F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-12	1. 13. 1	Transfer Policy And Transfer Orders [F No. 1/6/2011- IRDt. 15. 4. 2013]	7. 69	7. 69	0
DAC-12	<b>Total-1</b>		<b>87</b>	<b>75</b>	<b>52</b>
DAC-12	<b>2</b>	<b>Budget and Programme</b>			
DAC-12	<b>2. 1</b>	<b>Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)]</b>			
DAC-12	2. 1. 1	Total Budget for the public authority	10	0	0
DAC-12	2. 1. 2	Budget for each agency and plan & programmes	10	0	0
DAC-12	2. 1. 3	Proposed expenditures	10	0	0
DAC-12	2. 1. 4	Revised budget for each agency, if any	10	0	0
DAC-12	2. 1. 5	Report on disbursements made and place where the related reports are available	10	0	0
DAC-12	<b>2. 2</b>	<b>Foreign and domestic tours (F. No. 1/8/2012- IR dt. 11. 9. 2012)</b>			
DAC-12	2. 2. 1	Budget	0	0	0
DAC-12	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	0	0	0
DAC-12	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.	16. 67	16. 67	16. 67
DAC-12	<b>2. 3</b>	<b>Manner of execution of subsidy programme [Section 4(i)(b)(xii)]</b>			
DAC-12	2. 3. 1	Name of the programme of activity	6. 25	6. 25	6. 25
DAC-12	2. 3. 2	Objective of the programme	6. 25	6. 25	6. 25
DAC-12	2. 3. 3	Procedure to avail benefits	6. 25	6. 25	6. 25
DAC-12	2. 3. 4	Duration of the programme/ scheme	6. 25	3. 13	3. 13
DAC-12	2. 3. 5	Physical and financial targets of the programme	6. 25	6. 25	6. 25
DAC-12	2. 3. 6	Nature/ scale of subsidy /amount allotted	6. 25	6. 25	6. 25

DAC-12	2. 3. 7	Eligibility criteria for grant of subsidy	6. 25	0	0
DAC-12	2. 3. 8	Details of beneficiaries of subsidy programme (number, profile etc)	6. 25	0	0
DAC-12	<b>2. 4</b>	<b>Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-12	2. 4. 1	Discretionary and non-discretionary grants/ allocations to State Govt. / NGOs/other institutions	25	0	0
DAC-12	2. 4. 2	Annual accounts of all legal entities who are provided grants by public authorities	25	0	0
DAC-12	<b>2. 5</b>	<b>Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]</b>			
DAC-12	2. 5. 1	Concessions, permits or authorizations granted by public authority	0	0	0
DAC-12	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	0	0	0
DAC-12	<b>2. 6</b>	<b>CAG &amp; PAC paras [F No. 1/6/2011- IR dt. 15. 4. 2013]</b>			
DAC-12	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.	0	0	0
DAC-12	<b>Total-2</b>		<b>167</b>	<b>51</b>	<b>51</b>
DAC-12	<b>3</b>	<b>Publicity Band Public interface</b>			
DAC-12	<b>3. 1</b>	<b>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]</b>			
DAC-12	3. 1. 1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	0	0	0
DAC-12	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	12. 5	12. 50	12. 50
DAC-12	3. 1. 3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	0	0	0
DAC-12	3. 1. 4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	0	0	0
DAC-12	3. 1. 5	Public- private partnerships (PPP)- Concession agreements.	0	0	0
DAC-12	3. 1. 6	Public- private partnerships (PPP)- Operation and maintenance manuals	0	0	0

DAC-12	3. 1. 7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	0	0	0
DAC-12	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	0	0	0
DAC-12	3. 1. 9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	0	0	0
DAC-12	3. 1. 10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc. )	0	0	0
DAC-12	3. 1. 11	Public- private partnerships (PPP) - All payment made under the PPP project	0	0	0
DAC-12	<b>3. 2</b>	<b>Are the details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]</b>			
DAC-12	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	0	0	0
DAC-12	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	0	0	0
DAC-12	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	0	0	0
DAC-12	<b>3. 3</b>	<b>Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]</b>			
DAC-12	3. 3. 1	Use of the most effective means of communication - Internet (website)	50	50.00	50.00
DAC-12	<b>3. 4</b>	<b>Form of accessibility of information manual/handbook[Section 4(1)(b)]</b>			
DAC-12	3. 4. 1	Information manual/handbook available in Electronic format	25	25.00	25.00
DAC-12	3. 4. 2	Information manual/handbook available in Printed format	25	25.00	25.00
DAC-12	<b>3. 5</b>	<b>Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]</b>			
DAC-12	3. 5. 1	List of materials available Free of cost	25	25.00	25.00
DAC-12	3. 5. 2	List of materials available At a reasonable cost of the medium	0	0	0
DAC-12	<b>Total-3</b>		<b>138</b>	<b>138</b>	<b>138</b>
DAC-12	<b>4</b>	<b>E-Governance</b>			

DAC-12	<b>4.1</b>	<b>Language in which Information Manual/ Handbook Available [F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-12	4.1.1	English	14.29	14.29	14.29
DAC-12	4.1.2	Vernacular/ Local Language	14.29	14.29	14.29
DAC-12	<b>4.2</b>	<b>When was the information Manual/ Handbook last updated? [F No. 1/6/2011-IR dt 15. 4. 2013]</b>			
DAC-12	4.2.1	Last date of Annual updation	28.57	28.57	28.57
DAC-12	<b>4.3</b>	<b>Information available in electronic form[Section 4(1)(b)(xiv)]</b>			
DAC-12	4.3.1	Details of information available in electronic form	9.52	9.52	9.52
DAC-12	4.3.2	Name/ title of the document/record/ other information	9.52	9.52	9.52
DAC-12	4.3.3	Location where available	9.52	9.52	9.52
DAC-12	<b>4.4</b>	<b>Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]</b>			
DAC-12	4.4.1	Name & location of the faculty	7.14	7.14	7.14
DAC-12	4.4.2	Details of information made available	7.14	7.14	7.14
DAC-12	4.4.3	Working hours of the facility	7.14	7.14	7.14
DAC-12	4.4.4	Contact person & contact details (Phone, fax email)	7.14	7.14	7.14
DAC-12	<b>4.5</b>	<b>Such other information as may be prescribed under Section 4(i) (b)(xvii)</b>			
DAC-12	4.5.1	Grievance redressal mechanism	3.57	3.57	3.57
DAC-12	4.5.2	Details of applications received under RTI and information provided	3.57	3.57	3.57
DAC-12	4.5.3	List of completed schemes/ projects/ Programmes	3.57	3.57	3.57
DAC-12	4.5.4	List of schemes/ projects/ programme underway	3.57	3.57	3.57
DAC-12	4.5.5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	3.57	3.57	3.57
DAC-12	4.5.6	Annual Report	3.57	3.57	3.57
DAC-12	4.5.7	Frequently Asked Question (FAQs)	3.57	1.79	1.79
DAC-12	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	3.57	1.79	1.79
DAC-12	<b>4.6</b>	<b>Receipt &amp; Disposal of RTI applications &amp; appeals [F. No 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-12	4.6.1	Details of applications received and disposed	14.29	14.29	14.29
DAC-12	4.6.2	Details of appeals received and orders issued	14.29	7.15	7.15
DAC-12	<b>4.7</b>	<b>Replies to questions asked in the parliament[Section 4(1)(d)(2)]</b>			
DAC-12	4.7.1	Details of questions asked and replies given	28.57	0	0
DAC-12	<b>Total-4</b>		<b>200</b>	<b>161</b>	<b>161</b>

DAC-12	5	<b>Information as may be prescribed</b>			
DAC-12	5.1	<b>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]</b>			
DAC-12	5.1.1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1. 1. 2015	20	20.00	20.00
DAC-12	5.1.2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the audit carried out	20	0	0
DAC-12	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	20	20.00	20.00
DAC-12	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	20	0	0
DAC-12	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	20	0	0
DAC-12	<b>Total-5</b>		<b>100</b>	<b>40</b>	<b>40</b>
DAC-12	6	<b>Information Disclosed on own Initiative</b>			
DAC-12	6.1	<b>Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information</b>			
DAC-12	6.1.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	25	25.00	12.50
DAC-12	6.2	<b>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</b>			
DAC-12	6.2.1	Whether STQC certification obtained and its validity	12.5	12.50	6.25
DAC-12	6.2.2	Does the website show the certificate on the Website?	12.5	12.50	6.25
DAC-12	<b>Total-6</b>		<b>50</b>	<b>50</b>	<b>25</b>
DAC-12	<b>Grand Total</b>		<b>741</b>	<b>514</b>	<b>466</b>

**Public Authority Name: DAC-13: Directorate of Jute Development - Self Appraisal**

PA Sr. No.	Sr. No	Details of disclosure	Marks	Obtained Mark	Audit or Marks
DAC-13	<b>1</b>	<b>Organisation and Function</b>			
DAC-13	<b>1.1</b>	<b>Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]</b>			
DAC-13	1.1.1	Name and address of the Organization	1.28	1.28	1.28
DAC-13	1.1.2	Head of the organization	1.28	1.28	1.28
DAC-13	1.1.3	Vision, Mission and Key objectives	1.28	1.28	1.28
DAC-13	1.1.4	Function and duties	1.28	1.28	1.28
DAC-13	1.1.5	Organization Chart	1.28	1.28	1.28
DAC-13	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	1.28	1.28	1.28
DAC-13	<b>1.2</b>	<b>Power and duties of its officers and employees[Section 4(1) (b)(ii)]</b>			
DAC-13	1.2.1	Powers and duties of officers (administrative, financial and judicial)	1.54	1.54	1.54
DAC-13	1.2.2	Power and duties of other employees	1.54	1.54	1.54
DAC-13	1.2.3	Rules/ orders under which powers and duty are derived and	1.54	1.54	1.54
DAC-13	1.2.4	Exercised	1.54	1.54	1.54
DAC-13	1.2.5	Work allocation	1.54	1.54	1.54
DAC-13	<b>1.3</b>	<b>Procedure followed in decision making process [Section 4(1)(b)(iii)]</b>			
DAC-13	1.3.1	Process of decision making Identify key decision making points	1.54	1.54	1.54
DAC-13	1.3.2	Final decision making authority	1.54	1.54	1.54
DAC-13	1.3.3	Related provisions, acts, rules etc.	1.54	1.54	1.54
DAC-13	1.3.4	Time limit for taking a decisions, if any	1.54	1.54	1.54
DAC-13	1.3.5	Channel of supervision and accountability	1.54	1.54	1.54
DAC-13	<b>1.4</b>	<b>Norms for discharge of functions [Section 4(1)(b)(iv)]</b>			
DAC-13	1.4.1	Nature of functions/ services offered	1.54	1.54	1.54
DAC-13	1.4.2	Norms/ standards for functions/ service delivery	1.54	1.54	1.54
DAC-13	1.4.3	Process by which these services can be accessed	1.54	1.54	1.54
DAC-13	1.4.4	Time-limit for achieving the targets	1.54	1.54	1.54
DAC-13	1.4.5	Process of redress of grievances	1.54	1.54	1.54
DAC-13	<b>1.5</b>	<b>Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]</b>			
DAC-13	1.5.1	Title and nature of the record/ manual	1.92	1.92	1.92

		/instruction.			
DAC-13	1. 5. 2	List of Rules, regulations, instructions manuals and records.	1. 92	1. 92	1. 92
DAC-13	1. 5. 3	Acts/ Rules manuals etc.	1. 92	1. 92	1. 92
DAC-13	1. 5. 4	Transfer policy and transfer orders	0	0	0
DAC-13	<b>1. 6</b>	<b>Categories of documents held by the authority under its control [Section 4(1)(b) (vi)]</b>			
DAC-13	1. 6. 1	Categories of documents	3. 85	3. 85	3. 85
DAC-13	1. 6. 2	Custodian of documents/categories	3. 85	3. 85	3. 85
DAC-13	<b>1. 7</b>	<b>Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]</b>			
DAC-13	1. 7. 1	Name of Boards, Council, Committee etc.	0. 96	0. 96	0. 96
DAC-13	1. 7. 2	Composition	0. 96	0. 96	0. 96
DAC-13	1. 7. 3	Dates from which constituted	0. 96	0. 96	0. 96
DAC-13	1. 7. 4	Term/ Tenure	0. 96	0. 96	0. 96
DAC-13	1. 7. 5	Powers and functions	0. 96	0. 96	0. 96
DAC-13	1. 7. 6	Whether their meetings are open to the public?	0. 96	0. 96	0. 96
DAC-13	1. 7. 7	Whether the minutes of the meetings are open to the public?	0. 96	0. 96	0. 96
DAC-13	1. 7. 8	Place where the minutes if open to the public are available?	0. 96	0. 96	0. 96
DAC-13	<b>1. 8</b>	<b>Directory of officers and employees [Section 4(1) (b) (ix)]</b>			
DAC-13	1. 8. 1	Name and designation	3. 85	3. 85	3. 85
DAC-13	1. 8. 2	Telephone , fax and email ID	3. 85	3. 85	3. 85
DAC-13	<b>1. 9</b>	<b>Monthly Remuneration received by officers &amp; employees including system of compensation[Section 4(1) (b) (x)]</b>			
DAC-13	1. 9. 1	List of employees with Gross monthly remuneration	3. 85	3. 85	3. 85
DAC-13	1. 9. 2	System of compensation as provided in its regulations	3. 85	3. 85	1. 93
DAC-13	<b>1. 10</b>	<b>Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)]</b>			
DAC-13	1. 10. 1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	3. 85	3. 85	3. 85
DAC-13	1. 10. 2	Address, telephone numbers and email ID of each designated official.	3. 85	3. 85	3. 85
DAC-13	<b>1. 11</b>	<b>No. Of employees against whom Disciplinary action has been proposed/ taken (Section 4(2))</b>			
DAC-13	1. 11. 1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	3. 85	3. 85	3. 85
DAC-13	1. 11. 2	(ii) Finalised for Minor penalty or major penalty	3. 85	3. 85	3. 85

		proceedings			
DAC-13	1.12	<b>Programmes to advance understanding of RTI (Section 26)</b>			
DAC-13	1.12.1	Educational programmes	0	0	0
DAC-13	1.12.2	Efforts to encourage public authority to participate in these programmes	1.92	0.96	0.96
DAC-13	1.12.3	Training of CPIO/APIO	1.92	1.92	1.92
DAC-13	1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	0	0	0
DAC-13	1.13	<b>Transfer policy and transfer orders[F No. 1/6/2011- IR dt. 15. 4. 2013]</b>			
DAC-13	1.13.1	Transfer Policy And Transfer Orders [F No. 1/6/2011- IR Dt. 15. 4. 2013]	0	0	0
DAC-13	<b>Total-1</b>		<b>87</b>	<b>86</b>	<b>84</b>
DAC-13	<b>2</b>	<b>Budget and Programme</b>			
DAC-13	<b>2.1</b>	<b>Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)]</b>			
DAC-13	2.1.1	Total Budget for the public authority	10	10.00	10.00
DAC-13	2.1.2	Budget for each agency and plan & programmes	0	0	0
DAC-13	2.1.3	Proposed expenditures	0	0	0
DAC-13	2.1.4	Revised budget for each agency, if any	0	0	0
DAC-13	2.1.5	Report on disbursements made and place where the related reports are available	0	0	0
DAC-13	<b>2.2</b>	<b>Foreign and domestic tours (F. No. 1/8/2012- IR dt. 11. 9. 2012)</b>			
DAC-13	2.2.1	Budget	16.67	16.67	16.67
DAC-13	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	0	0	0
DAC-13	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.	16.67	16.67	8.34
DAC-13	<b>2.3</b>	<b>Manner of execution of subsidy programme [Section 4(i)(b)(xii)]</b>			
DAC-13	2.3.1	Name of the programme of activity	0	0	6.25
DAC-13	2.3.2	Objective of the programme	0	0	6.25

DAC-13	2. 3. 3	Procedure to avail benefits	0	0	6. 25
DAC-13	2. 3. 4	Duration of the programme/ scheme	0	0	6. 25
DAC-13	2. 3. 5	Physical and financial targets of the programme	0	0	6. 25
DAC-13	2. 3. 6	Nature/ scale of subsidy /amount allotted	0	0	6. 25
DAC-13	2. 3. 7	Eligibility criteria for grant of subsidy	0	0	6. 25
DAC-13	2. 3. 8	Details of beneficiaries of subsidy programme (number, profile etc)	0	0	6. 25
DAC-13	<b>2. 4</b>	<b>Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-13	2. 4. 1	Discretionary and non-discretionary grants/ allocations to State Govt. / NGOs/other institutions	0	0	0
DAC-13	2. 4. 2	Annual accounts of all legal entities who are provided grants by public authorities	0	0	0
DAC-13	<b>2. 5</b>	<b>Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]</b>			
DAC-13	2. 5. 1	Concessions, permits or authorizations granted by public authority	0	0	25. 00
DAC-13	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	0	0	25. 00
DAC-13	<b>2. 6</b>	<b>CAG &amp; PAC paras [F No. 1/6/2011- IR dt. 15. 4. 2013]</b>			
DAC-13	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.	50	50. 00	50. 00
DAC-13	<b>Total-2</b>		<b>93</b>	<b>93</b>	<b>185</b>
DAC-13	<b>3</b>	<b>Publicity Band Public interface</b>			
DAC-13	<b>3. 1</b>	<b>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]</b>			
DAC-13	3. 1. 1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	0	0	0
DAC-13	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	0	0	0
DAC-13	3. 1. 3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	0	0	0
DAC-13	3. 1. 4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	0	0	0

DAC-13	3. 1. 5	Public- private partnerships (PPP)- Concession agreements.	0	0	0
DAC-13	3. 1. 6	Public- private partnerships (PPP)- Operation and maintenance manuals	0	0	0
DAC-13	3. 1. 7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	0	0	0
DAC-13	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	0	0	0
DAC-13	3. 1. 9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	0	0	0
DAC-13	3. 1. 10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc. )	0	0	0
DAC-13	3. 1. 11	Public- private partnerships (PPP) - All payment made under the PPP project	0	0	0
DAC-13	<b>3. 2</b>	<b>Are the details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]</b>			
DAC-13	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	0	0	0
DAC-13	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	0	0	0
DAC-13	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	0	0	0
DAC-13	<b>3. 3</b>	<b>Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]</b>			
DAC-13	3. 3. 1	Use of the most effective means of communication - Internet (website)	50	50.00	50.00
DAC-13	<b>3. 4</b>	<b>Form of accessibility of information manual/handbook[Section 4(1)(b)]</b>			
DAC-13	3. 4. 1	Information manual/handbook available in Electronic format	25	25.00	25.00
DAC-13	3. 4. 2	Information manual/handbook available in Printed format	25	25.00	25.00
DAC-13	<b>3. 5</b>	<b>Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]</b>			
DAC-13	3. 5. 1	List of materials available Free of cost	25	25.00	25.00
DAC-13	3. 5. 2	List of materials available At a reasonable cost of the medium	25	25.00	25.00
DAC-13	<b>Total-3</b>		<b>150</b>	<b>150</b>	<b>150</b>
DAC-13	<b>4</b>	<b>E-Governance</b>			
DAC-13	<b>4. 1</b>	<b>Language in which Information Manual/ Handbook Available [F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			

DAC-13	4. 1. 1	English	14. 29	14. 29	14. 29
DAC-13	4. 1. 2	Vernacular/ Local Language	14. 29	14. 29	14. 29
DAC-13	<b>4. 2</b>	<b>When was the information Manual/ Handbook last updated? [F No. 1/6/2011-IR dt 15. 4. 2013]</b>			
DAC-13	4. 2. 1	Last date of Annual updation	28. 57	28. 57	28. 57
DAC-13	<b>4. 3</b>	<b>Information available in electronic form[Section 4(1)(b)(xiv)]</b>			
DAC-13	4. 3. 1	Details of information available in electronic form	9. 52	9. 52	9. 52
DAC-13	4. 3. 2	Name/ title of the document/record/ other information	9. 52	9. 52	9. 52
DAC-13	4. 3. 3	Location where available	9. 52	9. 52	9. 52
DAC-13	<b>4. 4</b>	<b>Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]</b>			
DAC-13	4. 4. 1	Name & location of the faculty	7. 14	7. 14	7. 14
DAC-13	4. 4. 2	Details of information made available	7. 14	7. 14	7. 14
DAC-13	4. 4. 3	Working hours of the facility	7. 14	7. 14	7. 14
DAC-13	4. 4. 4	Contact person & contact details (Phone, fax email)	7. 14	7. 14	7. 14
DAC-13	<b>4. 5</b>	<b>Such other information as may be prescribed under Section 4(i) (b)(xvii)</b>			
DAC-13	4. 5. 1	Grievance redressal mechanism	3. 57	3. 57	3. 57
DAC-13	4. 5. 2	Details of applications received under RTI and information provided	3. 57	3. 57	0
DAC-13	4. 5. 3	List of completed schemes/ projects/ Programmes	0	0	0
DAC-13	4. 5. 4	List of schemes/ projects/ programme underway	0	0	0
DAC-13	4. 5. 5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	0	0	0
DAC-13	4. 5. 6	Annual Report	3. 57	3. 57	3. 57
DAC-13	4. 5. 7	Frequently Asked Question (FAQs)	3. 57	3. 57	3. 57
DAC-13	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	3. 57	3. 57	3. 57
DAC-13	<b>4. 6</b>	<b>Receipt &amp; Disposal of RTI applications &amp; appeals [F. No 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-13	4. 6. 1	Details of applications received and disposed	14. 29	14. 29	0
DAC-13	4. 6. 2	Details of appeals received and orders issued	14. 29	14. 29	0
DAC-13	<b>4. 7</b>	<b>Replies to questions asked in the parliament[Section 4(1)(d)(2)]</b>			
DAC-13	4. 7. 1	Details of questions asked and replies given	28. 57	28. 57	0
DAC-13	<b>Total-4</b>		<b>189</b>	<b>189</b>	<b>129</b>
DAC-13	<b>5</b>	<b>Information as may be prescribed</b>			
DAC-13	<b>5. 1</b>	<b>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]</b>			
DAC-13	5. 1. 1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1. 1. 2015	20	20. 00	20. 00

DAC-13	5. 1. 2	Details of third party audit of voluntary disclosure -(a) Dates of audit carried out , (b) Report of the audit carried out	20	0	0
DAC-13	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	20	20.00	20.00
DAC-13	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	20	0	0
DAC-13	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	0	0	0
DAC-13	<b>Total-5</b>		<b>80</b>	<b>40</b>	<b>40</b>
DAC-13	<b>6</b>	<b>Information Disclosed on own Initiative</b>			
DAC-13	<b>6. 1</b>	<b>Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information</b>			
DAC-13	6. 1. 1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	25	25.00	25.00
DAC-13	<b>6. 2</b>	<b>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</b>			
DAC-13	6. 2. 1	Whether STQC certification obtained and its validity	12.5	12.50	0
DAC-13	6. 2. 2	Does the website show the certificate on the Website?	12.5	12.50	0
DAC-13	<b>Total-6</b>		<b>50</b>	<b>50</b>	<b>25</b>
DAC-13	<b>Grand Total</b>		<b>649</b>	<b>608</b>	<b>612</b>

**Public Authority Name: DAC-14: Directorate of Marketing And Inspection – Self Appraisal**

PA Sr. No.	Sr. No	Details of disclosure	Marks	Obtained Mark	Audit or Marks
DAC-14	<b>1</b>	<b>Organisation and Function</b>			
DAC-14	<b>1.1</b>	<b>Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]</b>			
DAC-14	1.1.1	Name and address of the Organization	1.28	1.28	1.28
DAC-14	1.1.2	Head of the organization	1.28	1.28	1.28
DAC-14	1.1.3	Vision, Mission and Key objectives	1.28	1.28	1.28
DAC-14	1.1.4	Function and duties	1.28	1.28	1.28
DAC-14	1.1.5	Organization Chart	1.28	1.28	1.28
DAC-14	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	1.28	1.28	1.28
DAC-14	<b>1.2</b>	<b>Power and duties of its officers and employees[Section 4(1) (b)(ii)]</b>			
DAC-14	1.2.1	Powers and duties of officers (administrative, financial and judicial)	1.54	0.77	1.54
DAC-14	1.2.2	Power and duties of other employees	1.54	0.77	1.54
DAC-14	1.2.3	Rules/ orders under which powers and duty are derived and	1.54	0.77	1.54
DAC-14	1.2.4	Exercised	1.54	0.77	1.54
DAC-14	1.2.5	Work allocation	1.54	0.77	1.54
DAC-14	<b>1.3</b>	<b>Procedure followed in decision making process [Section 4(1)(b)(iii)]</b>			
DAC-14	1.3.1	Process of decision making Identify key decision making points	1.54	0.77	1.54
DAC-14	1.3.2	Final decision making authority	1.54	0.77	1.54
DAC-14	1.3.3	Related provisions, acts, rules etc.	1.54	0.77	1.54
DAC-14	1.3.4	Time limit for taking a decisions, if any	1.54	1.54	1.54
DAC-14	1.3.5	Channel of supervision and accountability	1.54	1.54	1.54
DAC-14	<b>1.4</b>	<b>Norms for discharge of functions [Section 4(1)(b)(iv)]</b>			
DAC-14	1.4.1	Nature of functions/ services offered	1.54	1.54	1.54
DAC-14	1.4.2	Norms/ standards for functions/ service delivery	1.54	1.54	1.54
DAC-14	1.4.3	Process by which these services can be accessed	1.54	1.54	1.54
DAC-14	1.4.4	Time-limit for achieving the targets	1.54	1.54	1.54
DAC-14	1.4.5	Process of redress of grievances	1.54	1.54	1.54
DAC-14	<b>1.5</b>	<b>Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]</b>			
DAC-14	1.5.1	Title and nature of the record/ manual /instruction.	1.92	1.92	1.92
DAC-14	1.5.2	List of Rules, regulations, instructions manuals and	1.92	1.92	1.92

		records.			
DAC-14	1. 5. 3	Acts/ Rules manuals etc.	1. 92	1. 92	1. 92
DAC-14	1. 5. 4	Transfer policy and transfer orders	1. 92	1. 92	0. 96
DAC-14	<b>1. 6</b>	<b>Categories of documents held by the authority under its control [Section 4(1)(b) (vi)]</b>			
DAC-14	1. 6. 1	Categories of documents	3. 85	3. 85	3. 85
DAC-14	1. 6. 2	Custodian of documents/categories	3. 85	3. 85	3. 85
DAC-14	<b>1. 7</b>	<b>Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]</b>			
DAC-14	1. 7. 1	Name of Boards, Council, Committee etc.	0. 96	0. 96	0. 96
DAC-14	1. 7. 2	Composition	0. 96	0. 96	0. 96
DAC-14	1. 7. 3	Dates from which constituted	0. 96	0. 96	0. 96
DAC-14	1. 7. 4	Term/ Tenure	0. 96	0. 96	0. 96
DAC-14	1. 7. 5	Powers and functions	0. 96	0. 96	0. 96
DAC-14	1. 7. 6	Whether their meetings are open to the public?	0. 96	0. 96	0. 96
DAC-14	1. 7. 7	Whether the minutes of the meetings are open to the public?	0. 96	0. 96	0. 96
DAC-14	1. 7. 8	Place where the minutes if open to the public are available?	0. 96	0. 96	0. 96
DAC-14	<b>1. 8</b>	<b>Directory of officers and employees [Section 4(1) (b) (ix)]</b>			
DAC-14	1. 8. 1	Name and designation	3. 85	3. 85	3. 85
DAC-14	1. 8. 2	Telephone , fax and email ID	3. 85	3. 85	3. 85
DAC-14	<b>1. 9</b>	<b>Monthly Remuneration received by officers &amp; employees including system of compensation[Section 4(1) (b) (x)]</b>			
DAC-14	1. 9. 1	List of employees with Gross monthly remuneration	3. 85	3. 85	3. 85
DAC-14	1. 9. 2	System of compensation as provided in its regulations	3. 85	3. 85	3. 85
DAC-14	<b>1. 10</b>	<b>Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)]</b>			
DAC-14	1. 10. 1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	3. 85	3. 85	3. 85
DAC-14	1. 10. 2	Address, telephone numbers and email ID of each designated official.	3. 85	3. 85	3. 85
DAC-14	<b>1. 11</b>	<b>No. Of employees against whom Disciplinary action has been proposed/ taken (Section 4(2))</b>			
DAC-14	1. 11. 1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	3. 85	0	0
DAC-14	1. 11. 2	(ii) Finalised for Minor penalty or major penalty proceedings	3. 85	0	0
DAC-14	<b>1. 12</b>	<b>Programmes to advance understanding of RTI (Section 26)</b>			

DAC-14	1. 12. 1	Educational programmes	1. 92	0. 96	0. 96
DAC-14	1. 12. 2	Efforts to encourage public authority to participate in these programmes	1. 92	0. 96	0. 96
DAC-14	1. 12. 3	Training of CPIO/APIO	1. 92	0. 96	0. 96
DAC-14	1. 12. 4	Update & publish guidelines on RTI by the Public Authorities concerned	1. 92	0. 96	0. 96
DAC-14	<b>1. 13</b>	<b>Transfer policy and transfer orders[F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-14	1. 13. 1	Transfer Policy And Transfer Orders [F No. 1/6/2011- IRDt. 15. 4. 2013]	7. 69	7. 69	3. 85
DAC-14	<b>Total-1</b>		<b>100</b>	<b>82</b>	<b>84</b>
DAC-14	<b>2</b>	<b>Budget and Programme</b>			
DAC-14	<b>2. 1</b>	<b>Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)]</b>			
DAC-14	2. 1. 1	Total Budget for the public authority	10	0	0
DAC-14	2. 1. 2	Budget for each agency and plan & programmes	10	0	0
DAC-14	2. 1. 3	Proposed expenditures	10	0	0
DAC-14	2. 1. 4	Revised budget for each agency, if any	10	0	0
DAC-14	2. 1. 5	Report on disbursements made and place where the related reports are available	10	0	0
DAC-14	<b>2. 2</b>	<b>Foreign and domestic tours (F. No. 1/8/2012- IR dt. 11. 9. 2012)</b>			
DAC-14	2. 2. 1	Budget	16. 67	0	0
DAC-14	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	16. 67	0	0
DAC-14	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.	16. 67	8. 34	8. 34
DAC-14	<b>2. 3</b>	<b>Manner of execution of subsidy programme [Section 4(i)(b)(xii)]</b>			
DAC-14	2. 3. 1	Name of the programme of activity	6. 25	6. 25	6. 25
DAC-14	2. 3. 2	Objective of the programme	6. 25	6. 25	6. 25
DAC-14	2. 3. 3	Procedure to avail benefits	6. 25	6. 25	6. 25
DAC-14	2. 3. 4	Duration of the programme/ scheme	6. 25	6. 25	6. 25
DAC-14	2. 3. 5	Physical and financial targets of the programme	6. 25	6. 25	6. 25
DAC-14	2. 3. 6	Nature/ scale of subsidy /amount allotted	6. 25	6. 25	6. 25

DAC-14	2. 3. 7	Eligibility criteria for grant of subsidy	6. 25	6. 25	6. 25
DAC-14	2. 3. 8	Details of beneficiaries of subsidy programme (number, profile etc)	6. 25	6. 25	6. 25
DAC-14	<b>2. 4</b>	<b>Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-14	2. 4. 1	Discretionary and non-discretionary grants/ allocations to State Govt. / NGOs/other institutions	25	25. 00	25. 00
DAC-14	2. 4. 2	Annual accounts of all legal entities who are provided grants by public authorities	25	25. 00	25. 00
DAC-14	<b>2. 5</b>	<b>Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]</b>			
DAC-14	2. 5. 1	Concessions, permits or authorizations granted by public authority	25	0	0
DAC-14	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	25	0	0
DAC-14	<b>2. 6</b>	<b>CAG &amp; PAC paras [F No. 1/6/2011- IR dt. 15. 4. 2013]</b>			
DAC-14	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.	50	0	0
DAC-14	<b>Total-2</b>		<b>300</b>	<b>108</b>	<b>108</b>
DAC-14	<b>3</b>	<b>Publicity Band Public interface</b>			
DAC-14	<b>3. 1</b>	<b>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]</b>			
DAC-14	3. 1. 1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	12. 5	12. 50	12. 50
DAC-14	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	12. 5	12. 50	6. 25
DAC-14	3. 1. 3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	2. 78	0	0
DAC-14	3. 1. 4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	2. 78	0	0
DAC-14	3. 1. 5	Public- private partnerships (PPP)- Concession agreements.	2. 78	0	0
DAC-14	3. 1. 6	Public- private partnerships (PPP)- Operation and maintenance manuals	2. 78	0	0

DAC-14	3. 1. 7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	2. 78	0	0
DAC-14	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	2. 78	0	0
DAC-14	3. 1. 9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	2. 78	0	0
DAC-14	3. 1. 10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc. )	2. 78	0	0
DAC-14	3. 1. 11	Public- private partnerships (PPP) - All payment made under the PPP project	2. 78	0	0
DAC-14	<b>3. 2</b>	<b>Are the details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]</b>			
DAC-14	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	16. 67	16. 67	16. 67
DAC-14	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	16. 67	16. 67	16. 67
DAC-14	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	16. 67	16. 67	16. 67
DAC-14	<b>3. 3</b>	<b>Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]</b>			
DAC-14	3. 3. 1	Use of the most effective means of communication - Internet (website)	50	50. 00	50. 00
DAC-14	<b>3. 4</b>	<b>Form of accessibility of information manual/handbook[Section 4(1)(b)]</b>			
DAC-14	3. 4. 1	Information manual/handbook available in Electronic format	25	25. 00	25. 00
DAC-14	3. 4. 2	Information manual/handbook available in Printed format	25	25. 00	25. 00
DAC-14	<b>3. 5</b>	<b>Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]</b>			
DAC-14	3. 5. 1	List of materials available Free of cost	25	25. 00	25. 00
DAC-14	3. 5. 2	List of materials available At a reasonable cost of the medium	25	25. 00	25. 00
DAC-14	<b>Total-3</b>		<b>250</b>	<b>225</b>	<b>219</b>
DAC-14	<b>4</b>	<b>E-Governance</b>			
DAC-14	<b>4. 1</b>	<b>Language in which Information Manual/</b>			

		<b>Handbook Available [F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-14	4. 1. 1	English	14. 29	14. 29	14. 29
DAC-14	4. 1. 2	Vernacular/ Local Language	14. 29	14. 29	14. 29
DAC-14	<b>4. 2</b>	<b>When was the information Manual/ Handbook last updated? [F No. 1/6/2011-IR dt 15. 4. 2013]</b>			
DAC-14	4. 2. 1	Last date of Annual updation	28. 57	0	28. 57
DAC-14	<b>4. 3</b>	<b>Information available in electronic form[Section 4(1)(b)(xiv)]</b>			
DAC-14	4. 3. 1	Details of information available in electronic form	9. 52	9. 52	9. 52
DAC-14	4. 3. 2	Name/ title of the document/record/ other information	9. 52	9. 52	9. 52
DAC-14	4. 3. 3	Location where available	9. 52	9. 52	9. 52
DAC-14	<b>4. 4</b>	<b>Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]</b>			
DAC-14	4. 4. 1	Name & location of the faculty	7. 14	7. 14	7. 14
DAC-14	4. 4. 2	Details of information made available	7. 14	7. 14	7. 14
DAC-14	4. 4. 3	Working hours of the facility	7. 14	7. 14	7. 14
DAC-14	4. 4. 4	Contact person & contact details (Phone, fax email)	7. 14	7. 14	7. 14
DAC-14	<b>4. 5</b>	<b>Such other information as may be prescribed under Section 4(i) (b)(xvii)</b>			
DAC-14	4. 5. 1	Grievance redressal mechanism	3. 57	3. 57	3. 57
DAC-14	4. 5. 2	Details of applications received under RTI and information provided	3. 57	3. 57	1. 79
DAC-14	4. 5. 3	List of completed schemes/ projects/ Programmes	3. 57	3. 57	1. 79
DAC-14	4. 5. 4	List of schemes/ projects/ programme underway	3. 57	3. 57	1. 79
DAC-14	4. 5. 5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	3. 57	3. 57	3. 57
DAC-14	4. 5. 6	Annual Report	3. 57	3. 57	3. 57
DAC-14	4. 5. 7	Frequently Asked Question (FAQs)	3. 57	3. 57	0
DAC-14	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	3. 57	3. 57	3. 57
DAC-14	<b>4. 6</b>	<b>Receipt &amp; Disposal of RTI applications &amp; appeals [F. No 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-14	4. 6. 1	Details of applications received and disposed	14. 29	14. 29	7. 15
DAC-14	4. 6. 2	Details of appeals received and orders issued	14. 29	14. 29	7. 15
DAC-14	<b>4. 7</b>	<b>Replies to questions asked in the parliament[Section 4(1)(d)(2)]</b>			
DAC-14	4. 7. 1	Details of questions asked and replies given	28. 57	28. 57	28. 57
DAC-14	<b>Total-4</b>		<b>200</b>	<b>171</b>	<b>177</b>
DAC-14	<b>5</b>	<b>Information as may be prescribed</b>			
DAC-14	<b>5. 1</b>	<b>Such other information as may be prescribed [F.</b>			

		<b>No. 1/2/2016-IR dt. 17. 8. 2016, F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-14	5. 1. 1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1. 1. 2015	20	20. 00	20. 00
DAC-14	5. 1. 2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the audit carried out	20	0	0
DAC-14	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	20	0	0
DAC-14	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	20	0	0
DAC-14	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	20	0	0
DAC-14	<b>Total-5</b>		<b>100</b>	<b>20</b>	<b>20</b>
DAC-14	<b>6</b>	<b>Information Disclosed on own Initiative</b>			
DAC-14	<b>6. 1</b>	<b>Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information</b>			
DAC-14	6. 1. 1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	25	25. 00	25. 00
DAC-14	<b>6. 2</b>	<b>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</b>			
DAC-14	6. 2. 1	Whether STQC certification obtained and its validity	12. 5	12. 50	12. 50
DAC-14	6. 2. 2	Does the website show the certificate on the Website?	12. 5	12. 50	0
DAC-14	<b>Total-6</b>		<b>50</b>	<b>50</b>	<b>38</b>
DAC-14	<b>Grand Total</b>		<b>1000</b>	<b>657</b>	<b>645</b>

**Public Authority Name: DAC-15: Directorate of Millets Development – Self Appraisal**

PA Sr. No.	Sr. No	Details of disclosure	Marks	Obtained Mark	Audit or Marks
DAC-15	<b>1</b>	<b>Organisation and Function</b>			
DAC-15	<b>1.1</b>	<b>Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]</b>			
DAC-15	1.1.1	Name and address of the Organization	1.28	1.28	1.28
DAC-15	1.1.2	Head of the organization	1.28	1.28	1.28
DAC-15	1.1.3	Vision, Mission and Key objectives	1.28	1.28	1.28
DAC-15	1.1.4	Function and duties	1.28	1.28	1.28
DAC-15	1.1.5	Organization Chart	1.28	1.28	1.28
DAC-15	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	1.28	1.28	1.28
DAC-15	<b>1.2</b>	<b>Power and duties of its officers and employees[Section 4(1) (b)(ii)]</b>			
DAC-15	1.2.1	Powers and duties of officers (administrative, financial and judicial)	1.54	1.54	1.54
DAC-15	1.2.2	Power and duties of other employees	1.54	1.54	1.54
DAC-15	1.2.3	Rules/ orders under which powers and duty are derived and	1.54	1.54	1.54
DAC-15	1.2.4	Exercised	1.54	1.54	1.54
DAC-15	1.2.5	Work allocation	1.54	1.54	1.54
DAC-15	<b>1.3</b>	<b>Procedure followed in decision making process [Section 4(1)(b)(iii)]</b>			
DAC-15	1.3.1	Process of decision making Identify key decision making points	1.54	1.54	1.54
DAC-15	1.3.2	Final decision making authority	1.54	1.54	1.54
DAC-15	1.3.3	Related provisions, acts, rules etc.	1.54	1.54	1.54
DAC-15	1.3.4	Time limit for taking a decisions, if any	1.54	1.54	1.54
DAC-15	1.3.5	Channel of supervision and accountability	1.54	1.54	1.54
DAC-15	<b>1.4</b>	<b>Norms for discharge of functions [Section 4(1)(b)(iv)]</b>			
DAC-15	1.4.1	Nature of functions/ services offered	1.54	1.54	1.54
DAC-15	1.4.2	Norms/ standards for functions/ service delivery	1.54	1.54	1.54
DAC-15	1.4.3	Process by which these services can be accessed	1.54	1.54	1.54
DAC-15	1.4.4	Time-limit for achieving the targets	1.54	1.54	1.54
DAC-15	1.4.5	Process of redress of grievances	1.54	1.54	1.54
DAC-15	<b>1.5</b>	<b>Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]</b>			
DAC-15	1.5.1	Title and nature of the record/ manual /instruction.	1.92	1.92	1.92
DAC-15	1.5.2	List of Rules, regulations, instructions manuals and	1.92	1.92	1.92

		records.			
DAC-15	1. 5. 3	Acts/ Rules manuals etc.	1. 92	1. 92	0. 96
DAC-15	1. 5. 4	Transfer policy and transfer orders	1. 92	1. 92	0. 96
DAC-15	<b>1. 6</b>	<b>Categories of documents held by the authority under its control [Section 4(1)(b) (vi)]</b>			
DAC-15	1. 6. 1	Categories of documents	0	0	0
DAC-15	1. 6. 2	Custodian of documents/categories	0	0	0
DAC-15	<b>1. 7</b>	<b>Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]</b>			
DAC-15	1. 7. 1	Name of Boards, Council, Committee etc.	0	0	0
DAC-15	1. 7. 2	Composition	0	0	0
DAC-15	1. 7. 3	Dates from which constituted	0	0	0
DAC-15	1. 7. 4	Term/ Tenure	0	0	0
DAC-15	1. 7. 5	Powers and functions	0	0	0
DAC-15	1. 7. 6	Whether their meetings are open to the public?	0	0	0
DAC-15	1. 7. 7	Whether the minutes of the meetings are open to the public?	0	0	0
DAC-15	1. 7. 8	Place where the minutes if open to the public are available?	0	0	0
DAC-15	<b>1. 8</b>	<b>Directory of officers and employees [Section 4(1) (b) (ix)]</b>			
DAC-15	1. 8. 1	Name and designation	3. 85	3. 85	3. 85
DAC-15	1. 8. 2	Telephone , fax and email ID	3. 85	3. 85	3. 85
DAC-15	<b>1. 9</b>	<b>Monthly Remuneration received by officers &amp; employees including system of compensation[Section 4(1) (b) (x)]</b>			
DAC-15	1. 9. 1	List of employees with Gross monthly remuneration	3. 85	3. 85	3. 85
DAC-15	1. 9. 2	System of compensation as provided in its regulations	0	0	0
DAC-15	<b>1. 10</b>	<b>Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)]</b>			
DAC-15	1. 10. 1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	3. 85	3. 85	3. 85
DAC-15	1. 10. 2	Address, telephone numbers and email ID of each designated official.	3. 85	3. 85	3. 85
DAC-15	<b>1. 11</b>	<b>No. Of employees against whom Disciplinary action has been proposed/ taken (Section 4(2))</b>			
DAC-15	1. 11. 1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	0	0	0
DAC-15	1. 11. 2	(ii) Finalised for Minor penalty or major penalty proceedings	0	0	0
DAC-15	<b>1. 12</b>	<b>Programmes to advance understanding of RTI (Section 26)</b>			

DAC-15	1. 12. 1	Educational programmes	1. 92	0	0
DAC-15	1. 12. 2	Efforts to encourage public authority to participate in these programmes	1. 92	0	0
DAC-15	1. 12. 3	Training of CPIO/APIO	1. 92	0	0
DAC-15	1. 12. 4	Update & publish guidelines on RTI by the Public Authorities concerned	1. 92	0	0
DAC-15	<b>1. 13</b>	<b>Transfer policy and transfer orders[F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-15	1. 13. 1	Transfer Policy And Transfer Orders [F No. 1/6/2011- IRDt. 15. 4. 2013]	7. 69	7. 69	0
DAC-15	<b>Total-1</b>		<b>73</b>	<b>65</b>	<b>56</b>
DAC-15	<b>2</b>	<b>Budget and Programme</b>			
DAC-15	<b>2. 1</b>	<b>Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)]</b>			
DAC-15	2. 1. 1	Total Budget for the public authority	10	10. 00	5. 00
DAC-15	2. 1. 2	Budget for each agency and plan & programmes	10	10. 00	5. 00
DAC-15	2. 1. 3	Proposed expenditures	10	10. 00	5. 00
DAC-15	2. 1. 4	Revised budget for each agency, if any	10	10. 00	5. 00
DAC-15	2. 1. 5	Report on disbursements made and place where the related reports are available	10	10. 00	5. 00
DAC-15	<b>2. 2</b>	<b>Foreign and domestic tours (F. No. 1/8/2012- IR dt. 11. 9. 2012)</b>			
DAC-15	2. 2. 1	Budget	0	0	0
DAC-15	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	0	0	0
DAC-15	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.	0	0	0
DAC-15	<b>2. 3</b>	<b>Manner of execution of subsidy programme [Section 4(i)(b)(xii)]</b>			
DAC-15	2. 3. 1	Name of the programme of activity	0	0	0
DAC-15	2. 3. 2	Objective of the programme	0	0	0
DAC-15	2. 3. 3	Procedure to avail benefits	0	0	0
DAC-15	2. 3. 4	Duration of the programme/ scheme	0	0	0
DAC-15	2. 3. 5	Physical and financial targets of the programme	0	0	0
DAC-15	2. 3. 6	Nature/ scale of subsidy /amount allotted	0	0	0

DAC-15	2. 3. 7	Eligibility criteria for grant of subsidy	0	0	0
DAC-15	2. 3. 8	Details of beneficiaries of subsidy programme (number, profile etc)	0	0	0
DAC-15	<b>2. 4</b>	<b>Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-15	2. 4. 1	Discretionary and non-discretionary grants/ allocations to State Govt. / NGOs/other institutions	0	0	0
DAC-15	2. 4. 2	Annual accounts of all legal entities who are provided grants by public authorities	0	0	0
DAC-15	<b>2. 5</b>	<b>Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]</b>			
DAC-15	2. 5. 1	Concessions, permits or authorizations granted by public authority	0	0	0
DAC-15	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	0	0	0
DAC-15	<b>2. 6</b>	<b>CAG &amp; PAC paras [F No. 1/6/2011- IR dt. 15. 4. 2013]</b>			
DAC-15	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.	0	0	0
DAC-15	<b>Total-2</b>		<b>50</b>	<b>50</b>	<b>25</b>
DAC-15	<b>3</b>	<b>Publicity Band Public interface</b>			
DAC-15	<b>3. 1</b>	<b>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]</b>			
DAC-15	3. 1. 1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	0	0	0
DAC-15	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	0	0	0
DAC-15	3. 1. 3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	0	0	0
DAC-15	3. 1. 4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	0	0	0
DAC-15	3. 1. 5	Public- private partnerships (PPP)- Concession agreements.	0	0	0
DAC-15	3. 1. 6	Public- private partnerships (PPP)- Operation and maintenance manuals	0	0	0

DAC-15	3.1.7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	0	0	0
DAC-15	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	0	0	0
DAC-15	3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	0	0	0
DAC-15	3.1.10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.)	0	0	0
DAC-15	3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	0	0	0
DAC-15	<b>3.2</b>	<b>Are the details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]</b>			
DAC-15	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	0	0	0
DAC-15	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	0	0	0
DAC-15	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	0	0	0
DAC-15	<b>3.3</b>	<b>Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]</b>			
DAC-15	3.3.1	Use of the most effective means of communication - Internet (website)	50	50.00	50.00
DAC-15	<b>3.4</b>	<b>Form of accessibility of information manual/handbook[Section 4(1)(b)]</b>			
DAC-15	3.4.1	Information manual/handbook available in Electronic format	25	25.00	25.00
DAC-15	3.4.2	Information manual/handbook available in Printed format	25	25.00	25.00
DAC-15	<b>3.5</b>	<b>Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]</b>			
DAC-15	3.5.1	List of materials available Free of cost	25	25.00	25.00
DAC-15	3.5.2	List of materials available At a reasonable cost of the medium	25	25.00	25.00
DAC-15	<b>Total-3</b>		<b>150</b>	<b>150</b>	<b>150</b>
DAC-15	<b>4</b>	<b>E-Governance</b>			
DAC-15	<b>4.1</b>	<b>Language in which Information Manual/</b>			

		<b>Handbook Available [F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-15	4. 1. 1	English	14. 29	14. 29	14. 29
DAC-15	4. 1. 2	Vernacular/ Local Language	14. 29	14. 29	14. 29
DAC-15	<b>4. 2</b>	<b>When was the information Manual/ Handbook last updated? [F No. 1/6/2011-IR dt 15. 4. 2013]</b>			
DAC-15	4. 2. 1	Last date of Annual updation	28. 57	14. 29	0
DAC-15	<b>4. 3</b>	<b>Information available in electronic form[Section 4(1)(b)(xiv)]</b>			
DAC-15	4. 3. 1	Details of information available in electronic form	9. 52	0	0
DAC-15	4. 3. 2	Name/ title of the document/record/ other information	9. 52	0	0
DAC-15	4. 3. 3	Location where available	9. 52	0	0
DAC-15	<b>4. 4</b>	<b>Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]</b>			
DAC-15	4. 4. 1	Name & location of the faculty	7. 14	7. 14	7. 14
DAC-15	4. 4. 2	Details of information made available	7. 14	7. 14	7. 14
DAC-15	4. 4. 3	Working hours of the facility	7. 14	7. 14	7. 14
DAC-15	4. 4. 4	Contact person & contact details (Phone, fax email)	7. 14	7. 14	7. 14
DAC-15	<b>4. 5</b>	<b>Such other information as may be prescribed under Section 4(i) (b)(xvii)</b>			
DAC-15	4. 5. 1	Grievance redressal mechanism	3. 57	3. 57	0
DAC-15	4. 5. 2	Details of applications received under RTI and information provided	3. 57	3. 57	0
DAC-15	4. 5. 3	List of completed schemes/ projects/ Programmes	3. 57	3. 57	3. 57
DAC-15	4. 5. 4	List of schemes/ projects/ programme underway	3. 57	3. 57	3. 57
DAC-15	4. 5. 5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	0	0	0
DAC-15	4. 5. 6	Annual Report	3. 57	0	0
DAC-15	4. 5. 7	Frequently Asked Question (FAQs)	3. 57	0	0
DAC-15	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	3. 57	3. 57	3. 57
DAC-15	<b>4. 6</b>	<b>Receipt &amp; Disposal of RTI applications &amp; appeals [F. No 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-15	4. 6. 1	Details of applications received and disposed	14. 29	14. 29	0
DAC-15	4. 6. 2	Details of appeals received and orders issued	14. 29	14. 29	0
DAC-15	<b>4. 7</b>	<b>Replies to questions asked in the parliament[Section 4(1)(d)(2)]</b>			
DAC-15	4. 7. 1	Details of questions asked and replies given	0	0	0
DAC-15	<b>Total-4</b>		<b>168</b>	<b>118</b>	<b>68</b>
DAC-15	<b>5</b>	<b>Information as may be prescribed</b>			
DAC-15	<b>5. 1</b>	<b>Such other information as may be prescribed [F.</b>			

		<b>No. 1/2/2016-IR dt. 17. 8. 2016, F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-15	5. 1. 1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1. 1. 2015	20	20. 00	20. 00
DAC-15	5. 1. 2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the audit carried out	20	20. 00	20. 00
DAC-15	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	0	0	0
DAC-15	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	0	0	0
DAC-15	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	20	0	0
DAC-15	<b>Total-5</b>		<b>60</b>	<b>40</b>	<b>40</b>
DAC-15	<b>6</b>	<b>Information Disclosed on own Initiative</b>			
DAC-15	<b>6. 1</b>	<b>Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information</b>			
DAC-15	6. 1. 1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	25	25. 00	25. 00
DAC-15	<b>6. 2</b>	<b>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</b>			
DAC-15	6. 2. 1	Whether STQC certification obtained and its validity	12. 5	12. 50	12. 50
DAC-15	6. 2. 2	Does the website show the certificate on the Website?	12. 5	0	0
DAC-15	<b>Total-6</b>		<b>50</b>	<b>38</b>	<b>38</b>
DAC-15	<b>Grand Total</b>		<b>551</b>	<b>461</b>	<b>376</b>

Public Authority Name: DAC-16: Directorate of Oilseeds Development – Self Appraisal					
PA Sr. No.	Sr. No	Details of disclosure	Marks	Obtained Mark	Audit or Marks
DAC-16	<b>1</b>	<b>Organisation and Function</b>			
DAC-16	<b>1.1</b>	<b>Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]</b>			
DAC-16	1.1.1	Name and address of the Organization	1.28	1.28	1.28
DAC-16	1.1.2	Head of the organization	1.28	1.28	1.28
DAC-16	1.1.3	Vision, Mission and Key objectives	1.28	1.28	1.28
DAC-16	1.1.4	Function and duties	1.28	1.28	1.28
DAC-16	1.1.5	Organization Chart	1.28	1.28	1.28
DAC-16	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	1.28	1.28	1.28
DAC-16	<b>1.2</b>	<b>Power and duties of its officers and employees[Section 4(1) (b)(ii)]</b>			
DAC-16	1.2.1	Powers and duties of officers (administrative, financial and judicial)	1.54	1.54	1.54
DAC-16	1.2.2	Power and duties of other employees	1.54	1.54	1.54
DAC-16	1.2.3	Rules/ orders under which powers and duty are derived and	1.54	1.54	1.54
DAC-16	1.2.4	Exercised	1.54	1.54	1.54
DAC-16	1.2.5	Work allocation	1.54	1.54	1.54
DAC-16	<b>1.3</b>	<b>Procedure followed in decision making process [Section 4(1)(b)(iii)]</b>			
DAC-16	1.3.1	Process of decision making Identify key decision making points	1.54	1.54	1.54
DAC-16	1.3.2	Final decision making authority	1.54	1.54	1.54
DAC-16	1.3.3	Related provisions, acts, rules etc.	1.54	1.54	1.54
DAC-16	1.3.4	Time limit for taking a decisions, if any	1.54	1.54	1.54
DAC-16	1.3.5	Channel of supervision and accountability	1.54	1.54	1.54
DAC-16	<b>1.4</b>	<b>Norms for discharge of functions [Section 4(1)(b)(iv)]</b>			
DAC-16	1.4.1	Nature of functions/ services offered	1.54	1.54	1.54
DAC-16	1.4.2	Norms/ standards for functions/ service delivery	1.54	1.54	1.54
DAC-16	1.4.3	Process by which these services can be accessed	1.54	0	0
DAC-16	1.4.4	Time-limit for achieving the targets	0	0	0
DAC-16	1.4.5	Process of redress of grievances	0	0	0
DAC-16	<b>1.5</b>	<b>Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]</b>			
DAC-16	1.5.1	Title and nature of the record/ manual /instruction.	0	0	0
DAC-16	1.5.2	List of Rules, regulations, instructions manuals and	0	0	0

		records.			
DAC-16	1. 5. 3	Acts/ Rules manuals etc.	0	0	0
DAC-16	1. 5. 4	Transfer policy and transfer orders	1. 92	0	0
DAC-16	<b>1. 6</b>	<b>Categories of documents held by the authority under its control [Section 4(1)(b) (vi)]</b>			
DAC-16	1. 6. 1	Categories of documents	0	0	0
DAC-16	1. 6. 2	Custodian of documents/categories	0	0	0
DAC-16	<b>1. 7</b>	<b>Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]</b>			
DAC-16	1. 7. 1	Name of Boards, Council, Committee etc.	0	0	0
DAC-16	1. 7. 2	Composition	0	0	0
DAC-16	1. 7. 3	Dates from which constituted	0	0	0
DAC-16	1. 7. 4	Term/ Tenure	0	0	0
DAC-16	1. 7. 5	Powers and functions	0	0	0
DAC-16	1. 7. 6	Whether their meetings are open to the public?	0	0	0
DAC-16	1. 7. 7	Whether the minutes of the meetings are open to the public?	0	0	0
DAC-16	1. 7. 8	Place where the minutes if open to the public are available?	0	0	0
DAC-16	<b>1. 8</b>	<b>Directory of officers and employees [Section 4(1) (b) (ix)]</b>			
DAC-16	1. 8. 1	Name and designation	3. 85	3. 85	3. 85
DAC-16	1. 8. 2	Telephone , fax and email ID	3. 85	3. 85	3. 85
DAC-16	<b>1. 9</b>	<b>Monthly Remuneration received by officers &amp; employees including system of compensation[Section 4(1) (b) (x)]</b>			
DAC-16	1. 9. 1	List of employees with Gross monthly remuneration	3. 85	3. 85	3. 85
DAC-16	1. 9. 2	System of compensation as provided in its regulations	3. 85	0	0
DAC-16	<b>1. 10</b>	<b>Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)]</b>			
DAC-16	1. 10. 1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	3. 85	1. 93	1. 93
DAC-16	1. 10. 2	Address, telephone numbers and email ID of each designated official.	3. 85	3. 85	3. 85
DAC-16	<b>1. 11</b>	<b>No. Of employees against whom Disciplinary action has been proposed/ taken (Section 4(2))</b>			
DAC-16	1. 11. 1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	0	0	0
DAC-16	1. 11. 2	(ii) Finalised for Minor penalty or major penalty proceedings	0	0	0
DAC-16	<b>1. 12</b>	<b>Programmes to advance understanding of RTI (Section 26)</b>			

DAC-16	1. 12. 1	Educational programmes	1. 92	1. 92	1. 92
DAC-16	1. 12. 2	Efforts to encourage public authority to participate in these programmes	1. 92	1. 92	1. 92
DAC-16	1. 12. 3	Training of CPIO/APIO	1. 92	1. 92	1. 92
DAC-16	1. 12. 4	Update & publish guidelines on RTI by the Public Authorities concerned	1. 92	1. 92	0
DAC-16	<b>1. 13</b>	<b>Transfer policy and transfer orders[F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-16	1. 13. 1	Transfer Policy And Transfer Orders [F No. 1/6/2011- IRDt. 15. 4. 2013]	7. 69	0	0
DAC-16	<b>Total-1</b>		<b>68</b>	<b>51</b>	<b>49</b>
DAC-16	<b>2</b>	<b>Budget and Programme</b>			
DAC-16	<b>2. 1</b>	<b>Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)]</b>			
DAC-16	2. 1. 1	Total Budget for the public authority	0	0	0
DAC-16	2. 1. 2	Budget for each agency and plan & programmes	10	10. 00	0
DAC-16	2. 1. 3	Proposed expenditures	10	10. 00	0
DAC-16	2. 1. 4	Revised budget for each agency, if any	10	10. 00	0
DAC-16	2. 1. 5	Report on disbursements made and place where the related reports are available	10	10. 00	0
DAC-16	<b>2. 2</b>	<b>Foreign and domestic tours (F. No. 1/8/2012- IR dt. 11. 9. 2012)</b>			
DAC-16	2. 2. 1	Budget	0	0	0
DAC-16	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	0	0	0
DAC-16	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.	0	0	0
DAC-16	<b>2. 3</b>	<b>Manner of execution of subsidy programme [Section 4(i)(b)(xii)]</b>			
DAC-16	2. 3. 1	Name of the programme of activity	0	0	0
DAC-16	2. 3. 2	Objective of the programme	0	0	0
DAC-16	2. 3. 3	Procedure to avail benefits	0	0	0
DAC-16	2. 3. 4	Duration of the programme/ scheme	0	0	0
DAC-16	2. 3. 5	Physical and financial targets of the programme	0	0	0
DAC-16	2. 3. 6	Nature/ scale of subsidy /amount allotted	0	0	0

DAC-16	2. 3. 7	Eligibility criteria for grant of subsidy	0	0	0
DAC-16	2. 3. 8	Details of beneficiaries of subsidy programme (number, profile etc)	0	0	0
DAC-16	<b>2. 4</b>	<b>Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-16	2. 4. 1	Discretionary and non-discretionary grants/ allocations to State Govt. / NGOs/other institutions	0	0	0
DAC-16	2. 4. 2	Annual accounts of all legal entities who are provided grants by public authorities	0	0	0
DAC-16	<b>2. 5</b>	<b>Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]</b>			
DAC-16	2. 5. 1	Concessions, permits or authorizations granted by public authority	0	0	0
DAC-16	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	0	0	0
DAC-16	<b>2. 6</b>	<b>CAG &amp; PAC paras [F No. 1/6/2011- IR dt. 15. 4. 2013]</b>			
DAC-16	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.	0	0	0
DAC-16	<b>Total-2</b>		<b>40</b>	<b>40</b>	<b>0</b>
DAC-16	<b>3</b>	<b>Publicity Band Public interface</b>			
DAC-16	<b>3. 1</b>	<b>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]</b>			
DAC-16	3. 1. 1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	0	0	0
DAC-16	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	0	0	0
DAC-16	3. 1. 3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	0	0	0
DAC-16	3. 1. 4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	0	0	0
DAC-16	3. 1. 5	Public- private partnerships (PPP)- Concession agreements.	0	0	0
DAC-16	3. 1. 6	Public- private partnerships (PPP)- Operation and maintenance manuals	0	0	0

DAC-16	3. 1. 7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	0	0	0
DAC-16	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	0	0	0
DAC-16	3. 1. 9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	2. 78	0	0
DAC-16	3. 1. 10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc. )	0	0	0
DAC-16	3. 1. 11	Public- private partnerships (PPP) - All payment made under the PPP project	0	0	0
DAC-16	<b>3. 2</b>	<b>Are the details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]</b>			
DAC-16	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	0	0	0
DAC-16	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	0	0	0
DAC-16	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	0	0	0
DAC-16	<b>3. 3</b>	<b>Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]</b>			
DAC-16	3. 3. 1	Use of the most effective means of communication - Internet (website)	50	50. 00	50. 00
DAC-16	<b>3. 4</b>	<b>Form of accessibility of information manual/handbook[Section 4(1)(b)]</b>			
DAC-16	3. 4. 1	Information manual/handbook available in Electronic format	25	0	0
DAC-16	3. 4. 2	Information manual/handbook available in Printed format	0	0	0
DAC-16	<b>3. 5</b>	<b>Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]</b>			
DAC-16	3. 5. 1	List of materials available Free of cost	0	0	0
DAC-16	3. 5. 2	List of materials available At a reasonable cost of the medium	0	0	0
DAC-16	<b>Total-3</b>		<b>78</b>	<b>50</b>	<b>50</b>
DAC-16	<b>4</b>	<b>E-Governance</b>			
DAC-16	<b>4. 1</b>	<b>Language in which Information Manual/</b>			

		<b>Handbook Available [F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-16	4. 1. 1	English	14. 29	0	14. 29
DAC-16	4. 1. 2	Vernacular/ Local Language	14. 29	0	0
DAC-16	<b>4. 2</b>	<b>When was the information Manual/ Handbook last updated? [F No. 1/6/2011-IR dt 15. 4. 2013]</b>			
DAC-16	4. 2. 1	Last date of Annual updation	28. 57	0	28. 57
DAC-16	<b>4. 3</b>	<b>Information available in electronic form[Section 4(1)(b)(xiv)]</b>			
DAC-16	4. 3. 1	Details of information available in electronic form	9. 52	0	9. 52
DAC-16	4. 3. 2	Name/ title of the document/record/ other information	9. 52	0	9. 52
DAC-16	4. 3. 3	Location where available	9. 52	0	9. 52
DAC-16	<b>4. 4</b>	<b>Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]</b>			
DAC-16	4. 4. 1	Name & location of the faculty	7. 14	0	7. 14
DAC-16	4. 4. 2	Details of information made available	7. 14	0	7. 14
DAC-16	4. 4. 3	Working hours of the facility	7. 14	0	7. 14
DAC-16	4. 4. 4	Contact person & contact details (Phone, fax email)	7. 14	0	7. 14
DAC-16	<b>4. 5</b>	<b>Such other information as may be prescribed under Section 4(i) (b)(xvii)</b>			
DAC-16	4. 5. 1	Grievance redressal mechanism	3. 57	0	0
DAC-16	4. 5. 2	Details of applications received under RTI and information provided	3. 57	3. 57	0
DAC-16	4. 5. 3	List of completed schemes/ projects/ Programmes	0	0	0
DAC-16	4. 5. 4	List of schemes/ projects/ programme underway	3. 57	3. 57	0
DAC-16	4. 5. 5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	0	0	0
DAC-16	4. 5. 6	Annual Report	3. 57	3. 57	3. 57
DAC-16	4. 5. 7	Frequently Asked Question (FAQs)	3. 57	3. 57	3. 57
DAC-16	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	3. 57	3. 57	3. 57
DAC-16	<b>4. 6</b>	<b>Receipt &amp; Disposal of RTI applications &amp; appeals [F. No 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-16	4. 6. 1	Details of applications received and disposed	14. 29	0	0
DAC-16	4. 6. 2	Details of appeals received and orders issued	14. 29	0	0
DAC-16	<b>4. 7</b>	<b>Replies to questions asked in the parliament[Section 4(1)(d)(2)]</b>			
DAC-16	4. 7. 1	Details of questions asked and replies given	28. 57	28. 57	0
DAC-16	<b>Total-4</b>		<b>193</b>	<b>46</b>	<b>111</b>
DAC-16	<b>5</b>	<b>Information as may be prescribed</b>			
DAC-16	<b>5. 1</b>	<b>Such other information as may be prescribed [F.</b>			

		<b>No. 1/2/2016-IR dt. 17. 8. 2016, F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-16	5. 1. 1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1. 1. 2015	20	20. 00	20. 00
DAC-16	5. 1. 2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the audit carried out	0	0	0
DAC-16	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	0	0	0
DAC-16	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	0	0	0
DAC-16	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	0	0	0
DAC-16	<b>Total-5</b>		<b>20</b>	<b>20</b>	<b>20</b>
DAC-16	<b>6</b>	<b>Information Disclosed on own Initiative</b>			
DAC-16	<b>6. 1</b>	<b>Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information</b>			
DAC-16	6. 1. 1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	25	25. 00	12. 50
DAC-16	<b>6. 2</b>	<b>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</b>			
DAC-16	6. 2. 1	Whether STQC certification obtained and its validity	12. 5	6. 25	0
DAC-16	6. 2. 2	Does the website show the certificate on the Website?	12. 5	0	0
DAC-16	<b>Total-6</b>		<b>50</b>	<b>31</b>	<b>13</b>
DAC-16	<b>Grand Total</b>		<b>449</b>	<b>239</b>	<b>242</b>

**Public Authority Name: DAC-18: Directorate of Pulses Development – Self Appraisal**

PA Sr. No.	Sr. No	Details of disclosure	Marks	Obtained Mark	Audit or Marks
DAC-18	<b>1</b>	<b>Organisation and Function</b>			
DAC-18	<b>1.1</b>	<b>Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]</b>			
DAC-18	1.1.1	Name and address of the Organization	1.28	1.28	1.28
DAC-18	1.1.2	Head of the organization	1.28	1.28	1.28
DAC-18	1.1.3	Vision, Mission and Key objectives	1.28	1.28	1.28
DAC-18	1.1.4	Function and duties	1.28	1.28	1.28
DAC-18	1.1.5	Organization Chart	1.28	1.28	1.28
DAC-18	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	1.28	1.28	1.28
DAC-18	<b>1.2</b>	<b>Power and duties of its officers and employees[Section 4(1) (b)(ii)]</b>			
DAC-18	1.2.1	Powers and duties of officers (administrative, financial and judicial)	1.54	1.54	1.54
DAC-18	1.2.2	Power and duties of other employees	1.54	1.54	1.54
DAC-18	1.2.3	Rules/ orders under which powers and duty are derived and	1.54	1.54	1.54
DAC-18	1.2.4	Exercised	1.54	1.54	1.54
DAC-18	1.2.5	Work allocation	1.54	1.54	1.54
DAC-18	<b>1.3</b>	<b>Procedure followed in decision making process [Section 4(1)(b)(iii)]</b>			
DAC-18	1.3.1	Process of decision making Identify key decision making points	1.54	1.54	1.54
DAC-18	1.3.2	Final decision making authority	1.54	1.54	1.54
DAC-18	1.3.3	Related provisions, acts, rules etc.	1.54	1.54	1.54
DAC-18	1.3.4	Time limit for taking a decisions, if any	1.54	1.54	1.54
DAC-18	1.3.5	Channel of supervision and accountability	1.54	1.54	1.54
DAC-18	<b>1.4</b>	<b>Norms for discharge of functions [Section 4(1)(b)(iv)]</b>			
DAC-18	1.4.1	Nature of functions/ services offered	1.54	1.54	0
DAC-18	1.4.2	Norms/ standards for functions/ service delivery	1.54	1.54	0
DAC-18	1.4.3	Process by which these services can be accessed	1.54	1.54	0
DAC-18	1.4.4	Time-limit for achieving the targets	1.54	1.54	0
DAC-18	1.4.5	Process of redress of grievances	1.54	1.54	0
DAC-18	<b>1.5</b>	<b>Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]</b>			
DAC-18	1.5.1	Title and nature of the record/ manual /instruction.	1.92	1.92	1.92
DAC-18	1.5.2	List of Rules, regulations, instructions manuals and records.	1.92	1.92	0.96
DAC-18	1.5.3	Acts/ Rules manuals etc.	1.92	1.92	0.96

DAC-18	1. 5. 4	Transfer policy and transfer orders	1. 92	1. 92	0. 96
DAC-18	<b>1. 6</b>	<b>Categories of documents held by the authority under its control [Section 4(1)(b) (vi)]</b>			
DAC-18	1. 6. 1	Categories of documents	3. 85	3. 85	0
DAC-18	1. 6. 2	Custodian of documents/categories	3. 85	3. 85	0
DAC-18	<b>1. 7</b>	<b>Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]</b>			
DAC-18	1. 7. 1	Name of Boards, Council, Committee etc.	0. 96	0. 96	0
DAC-18	1. 7. 2	Composition	0. 96	0. 96	0
DAC-18	1. 7. 3	Dates from which constituted	0. 96	0. 96	0
DAC-18	1. 7. 4	Term/ Tenure	0. 96	0. 96	0
DAC-18	1. 7. 5	Powers and functions	0. 96	0. 96	0
DAC-18	1. 7. 6	Whether their meetings are open to the public?	0. 96	0. 96	0
DAC-18	1. 7. 7	Whether the minutes of the meetings are open to the public?	0. 96	0. 96	0
DAC-18	1. 7. 8	Place where the minutes if open to the public are available?	0. 96	0. 96	0
DAC-18	<b>1. 8</b>	<b>Directory of officers and employees [Section 4(1) (b) (ix)]</b>			
DAC-18	1. 8. 1	Name and designation	3. 85	3. 85	3. 85
DAC-18	1. 8. 2	Telephone , fax and email ID	3. 85	3. 85	3. 85
DAC-18	<b>1. 9</b>	<b>Monthly Remuneration received by officers &amp; employees including system of compensation[Section 4(1) (b) (x)]</b>			
DAC-18	1. 9. 1	List of employees with Gross monthly remuneration	3. 85	3. 85	3. 85
DAC-18	1. 9. 2	System of compensation as provided in its regulations	3. 85	3. 85	3. 85
DAC-18	<b>1. 10</b>	<b>Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)]</b>			
DAC-18	1. 10. 1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	3. 85	3. 85	3. 85
DAC-18	1. 10. 2	Address, telephone numbers and email ID of each designated official.	3. 85	3. 85	3. 85
DAC-18	<b>1. 11</b>	<b>No. Of employees against whom Disciplinary action has been proposed/ taken (Section 4(2))</b>			
DAC-18	1. 11. 1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	3. 85	3. 85	0
DAC-18	1. 11. 2	(ii) Finalised for Minor penalty or major penalty proceedings	3. 85	3. 85	0
DAC-18	<b>1. 12</b>	<b>Programmes to advance understanding of RTI (Section 26)</b>			
DAC-18	1. 12. 1	Educational programmes	1. 92	1. 92	1. 92
DAC-18	1. 12. 2	Efforts to encourage public authority to participate in these programmes	1. 92	1. 92	1. 92
DAC-18	1. 12. 3	Training of CPIO/APIO	1. 92	1. 92	1. 92
DAC-18	1. 12. 4	Update & publish guidelines on RTI by the Public Authorities concerned	1. 92	1. 92	0

DAC-18	1.13	<b>Transfer policy and transfer orders[F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-18	1.13.1	Transfer Policy And Transfer Orders [F No. 1/6/2011- IR Dt. 15. 4. 2013]	7.69	7.69	7.69
DAC-18	<b>Total-1</b>		<b>100</b>	<b>100</b>	<b>64</b>
DAC-18	<b>2</b>	<b>Budget and Programme</b>			
DAC-18	<b>2.1</b>	<b>Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)]</b>			
DAC-18	2.1.1	Total Budget for the public authority	10	10.00	10.00
DAC-18	2.1.2	Budget for each agency and plan & programmes	10	10.00	10.00
DAC-18	2.1.3	Proposed expenditures	10	10.00	10.00
DAC-18	2.1.4	Revised budget for each agency, if any	10	10.00	10.00
DAC-18	2.1.5	Report on disbursements made and place where the related reports are available	10	10.00	10.00
DAC-18	<b>2.2</b>	<b>Foreign and domestic tours (F. No. 1/8/2012- IR dt. 11. 9. 2012)</b>			
DAC-18	2.2.1	Budget	16.67	16.67	16.67
DAC-18	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	16.67	16.67	16.67
DAC-18	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.	16.67	16.67	0
DAC-18	<b>2.3</b>	<b>Manner of execution of subsidy programme [Section 4(i)(b)(xii)]</b>			
DAC-18	2.3.1	Name of the programme of activity	6.25	6.25	0
DAC-18	2.3.2	Objective of the programme	6.25	6.25	0
DAC-18	2.3.3	Procedure to avail benefits	6.25	6.25	0
DAC-18	2.3.4	Duration of the programme/ scheme	6.25	6.25	0
DAC-18	2.3.5	Physical and financial targets of the programme	6.25	6.25	0
DAC-18	2.3.6	Nature/ scale of subsidy /amount allotted	6.25	6.25	0
DAC-18	2.3.7	Eligibility criteria for grant of subsidy	6.25	6.25	0
DAC-18	2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	6.25	6.25	0
DAC-18	<b>2.4</b>	<b>Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-18	2.4.1	Discretionary and non-discretionary grants/ allocations to State Govt. / NGOs/other institutions	25	25.00	0
DAC-18	2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	25	25.00	0

DAC-18	2. 5	<b>Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]</b>			
DAC-18	2. 5. 1	Concessions, permits or authorizations granted by public authority	25	25.00	0
DAC-18	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	25	25.00	0
DAC-18	2. 6	<b>CAG &amp; PAC paras [F No. 1/6/2011- IR dt. 15. 4. 2013]</b>			
DAC-18	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.	50	50.00	0
DAC-18	<b>Total-2</b>		<b>300</b>	<b>300</b>	<b>83</b>
DAC-18	3	<b>Publicity Band Public interface</b>			
DAC-18	3. 1	<b>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]</b>			
DAC-18	3. 1. 1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	12. 5	12. 50	0
DAC-18	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	12. 5	12. 50	0
DAC-18	3. 1. 3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	2. 78	2. 78	0
DAC-18	3. 1. 4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	2. 78	2. 78	0
DAC-18	3. 1. 5	Public- private partnerships (PPP)- Concession agreements.	2. 78	2. 78	0
DAC-18	3. 1. 6	Public- private partnerships (PPP)- Operation and maintenance manuals	2. 78	2. 78	0
DAC-18	3. 1. 7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	2. 78	2. 78	0
DAC-18	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	2. 78	2. 78	0
DAC-18	3. 1. 9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	2. 78	2. 78	0
DAC-18	3. 1. 10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.)	2. 78	2. 78	0
DAC-18	3. 1. 11	Public- private partnerships (PPP) - All payment made under the PPP project	2. 78	2. 78	0

DAC-18	<b>3.2</b>	<b>Are the details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]</b>			
DAC-18	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	16.67	16.67	0
DAC-18	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	16.67	16.67	0
DAC-18	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	16.67	16.67	0
DAC-18	<b>3.3</b>	<b>Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]</b>			
DAC-18	3.3.1	Use of the most effective means of communication - Internet (website)	50	50.00	50.00
DAC-18	<b>3.4</b>	<b>Form of accessibility of information manual/handbook[Section 4(1)(b)]</b>			
DAC-18	3.4.1	Information manual/handbook available in Electronic format	25	25.00	25.00
DAC-18	3.4.2	Information manual/handbook available in Printed format	25	25.00	25.00
DAC-18	<b>3.5</b>	<b>Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]</b>			
DAC-18	3.5.1	List of materials available Free of cost	25	25.00	25.00
DAC-18	3.5.2	List of materials available At a reasonable cost of the medium	25	25.00	25.00
DAC-18	<b>Total-3</b>		<b>250</b>	<b>250</b>	<b>150</b>
DAC-18	<b>4</b>	<b>E-Governance</b>			
DAC-18	<b>4.1</b>	<b>Language in which Information Manual/ Handbook Available [F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-18	4.1.1	English	14.29	14.29	14.29
DAC-18	4.1.2	Vernacular/ Local Language	14.29	14.29	14.29
DAC-18	<b>4.2</b>	<b>When was the information Manual/ Handbook last updated? [F No. 1/6/2011-IR dt 15. 4. 2013]</b>			
DAC-18	4.2.1	Last date of Annual updation	28.57	28.57	28.57
DAC-18	<b>4.3</b>	<b>Information available in electronic form[Section 4(1)(b)(xiv)]</b>			
DAC-18	4.3.1	Details of information available in electronic form	9.52	9.52	9.52
DAC-18	4.3.2	Name/ title of the document/record/ other information	9.52	9.52	9.52
DAC-18	4.3.3	Location where available	9.52	9.52	9.52
DAC-18	<b>4.4</b>	<b>Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]</b>			
DAC-18	4.4.1	Name & location of the faculty	7.14	7.14	7.14

DAC-18	4. 4. 2	Details of information made available	7. 14	7. 14	7. 14
DAC-18	4. 4. 3	Working hours of the facility	7. 14	7. 14	7. 14
DAC-18	4. 4. 4	Contact person & contact details (Phone, fax email)	7. 14	7. 14	7. 14
DAC-18	<b>4. 5</b>	<b>Such other information as may be prescribed under Section 4(i) (b)(xvii)</b>			
DAC-18	4. 5. 1	Grievance redressal mechanism	3. 57	3. 57	3. 57
DAC-18	4. 5. 2	Details of applications received under RTI and information provided	3. 57	3. 57	3. 57
DAC-18	4. 5. 3	List of completed schemes/ projects/ Programmes	3. 57	3. 57	3. 57
DAC-18	4. 5. 4	List of schemes/ projects/ programme underway	3. 57	3. 57	0
DAC-18	4. 5. 5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	3. 57	3. 57	0
DAC-18	4. 5. 6	Annual Report	3. 57	3. 57	3. 57
DAC-18	4. 5. 7	Frequently Asked Question (FAQs)	3. 57	3. 57	3. 57
DAC-18	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	3. 57	3. 57	3. 57
DAC-18	<b>4. 6</b>	<b>Receipt &amp; Disposal of RTI applications &amp; appeals [F. No 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-18	4. 6. 1	Details of applications received and disposed	14. 29	14. 29	14. 29
DAC-18	4. 6. 2	Details of appeals received and orders issued	14. 29	14. 29	0
DAC-18	<b>4. 7</b>	<b>Replies to questions asked in the parliament[Section 4(1)(d)(2)]</b>			
DAC-18	4. 7. 1	Details of questions asked and replies given	28. 57	28. 57	28. 57
DAC-18	<b>Total-4</b>		<b>200</b>	<b>200</b>	<b>179</b>
DAC-18	<b>5</b>	<b>Information as may be prescribed</b>			
DAC-18	<b>5. 1</b>	<b>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]</b>			
DAC-18	5. 1. 1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1. 1. 2015	20	20. 00	20. 00
DAC-18	5. 1. 2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the audit carried out	20	20. 00	20. 00
DAC-18	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	20	20. 00	20. 00
DAC-18	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	20	20. 00	20. 00
DAC-18	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	20	20. 00	10. 00
DAC-18	<b>Total-5</b>		<b>100</b>	<b>100</b>	<b>90</b>

DAC-18	<b>6</b>	<b>Information Disclosed on own Initiative</b>			
DAC-18	<b>6.1</b>	<b>Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information</b>			
DAC-18	6.1.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	25	25.00	25.00
DAC-18	<b>6.2</b>	<b>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</b>			
DAC-18	6.2.1	Whether STQC certification obtained and its validity	12.5	12.50	12.50
DAC-18	6.2.2	Does the website show the certificate on the Website?	12.5	12.50	12.50
DAC-18	<b>Total-6</b>		<b>50</b>	<b>50</b>	<b>50</b>
DAC-18	<b>Grand Total</b>		<b>1000</b>	<b>1000</b>	<b>616</b>

<b>Public Authority Name: DAC-19: Directorate of Rice Development – Self Appraisal</b>					
<b>PA Sr. No.</b>	<b>Sr. No</b>	<b>Details of disclosure</b>	<b>Marks</b>	<b>Obtained Mark</b>	<b>Audit or Marks</b>
DAC-19	<b>1</b>	<b>Organisation and Function</b>			
DAC-19	<b>1.1</b>	<b>Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]</b>			
DAC-19	1.1.1	Name and address of the Organization	1.28	1.28	1.28
DAC-19	1.1.2	Head of the organization	1.28	1.28	1.28
DAC-19	1.1.3	Vision, Mission and Key objectives	1.28	1.28	1.28
DAC-19	1.1.4	Function and duties	1.28	1.28	1.28
DAC-19	1.1.5	Organization Chart	1.28	1.28	1.28
DAC-19	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	1.28	1.28	1.28
DAC-19	<b>1.2</b>	<b>Power and duties of its officers and employees[Section 4(1) (b)(ii)]</b>			
DAC-19	1.2.1	Powers and duties of officers (administrative, financial and judicial)	1.54	1.54	1.54
DAC-19	1.2.2	Power and duties of other employees	1.54	1.54	1.54
DAC-19	1.2.3	Rules/ orders under which powers and duty are derived and	1.54	1.54	1.54
DAC-19	1.2.4	Exercised	1.54	1.54	1.54
DAC-19	1.2.5	Work allocation	1.54	1.54	1.54
DAC-19	<b>1.3</b>	<b>Procedure followed in decision making process [Section 4(1)(b)(iii)]</b>			
DAC-19	1.3.1	Process of decision making Identify key decision making points	1.54	1.54	1.54
DAC-19	1.3.2	Final decision making authority	1.54	1.54	1.54
DAC-19	1.3.3	Related provisions, acts, rules etc.	1.54	1.54	1.54
DAC-19	1.3.4	Time limit for taking a decisions, if any	1.54	1.54	1.54
DAC-19	1.3.5	Channel of supervision and accountability	1.54	1.54	1.54
DAC-19	<b>1.4</b>	<b>Norms for discharge of functions [Section 4(1)(b)(iv)]</b>			
DAC-19	1.4.1	Nature of functions/ services offered	1.54	1.54	0
DAC-19	1.4.2	Norms/ standards for functions/ service delivery	1.54	1.54	0
DAC-19	1.4.3	Process by which these services can be accessed	1.54	1.54	0
DAC-19	1.4.4	Time-limit for achieving the targets	1.54	1.54	0
DAC-19	1.4.5	Process of redress of grievances	1.54	1.54	0
DAC-19	<b>1.5</b>	<b>Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]</b>			
DAC-19	1.5.1	Title and nature of the record/ manual /instruction.	1.92	1.92	1.92
DAC-19	1.5.2	List of Rules, regulations, instructions manuals and	1.92	1.92	1.92

		records.			
DAC-19	1. 5. 3	Acts/ Rules manuals etc.	1. 92	1. 92	1. 92
DAC-19	1. 5. 4	Transfer policy and transfer orders	1. 92	1. 92	1. 92
DAC-19	<b>1. 6</b>	<b>Categories of documents held by the authority under its control [Section 4(1)(b) (vi)]</b>			
DAC-19	1. 6. 1	Categories of documents	3. 85	3. 85	0
DAC-19	1. 6. 2	Custodian of documents/categories	3. 85	3. 85	0
DAC-19	<b>1. 7</b>	<b>Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]</b>			
DAC-19	1. 7. 1	Name of Boards, Council, Committee etc.	0. 96	0. 96	0
DAC-19	1. 7. 2	Composition	0. 96	0. 96	0
DAC-19	1. 7. 3	Dates from which constituted	0. 96	0. 96	0
DAC-19	1. 7. 4	Term/ Tenure	0. 96	0. 96	0
DAC-19	1. 7. 5	Powers and functions	0. 96	0. 96	0
DAC-19	1. 7. 6	Whether their meetings are open to the public?	0. 96	0. 96	0
DAC-19	1. 7. 7	Whether the minutes of the meetings are open to the public?	0. 96	0. 96	0
DAC-19	1. 7. 8	Place where the minutes if open to the public are available?	0. 96	0. 96	0
DAC-19	<b>1. 8</b>	<b>Directory of officers and employees [Section 4(1) (b) (ix)]</b>			
DAC-19	1. 8. 1	Name and designation	3. 85	3. 85	3. 85
DAC-19	1. 8. 2	Telephone , fax and email ID	3. 85	3. 85	3. 85
DAC-19	<b>1. 9</b>	<b>Monthly Remuneration received by officers &amp; employees including system of compensation[Section 4(1) (b) (x)]</b>			
DAC-19	1. 9. 1	List of employees with Gross monthly remuneration	3. 85	3. 85	3. 85
DAC-19	1. 9. 2	System of compensation as provided in its regulations	3. 85	3. 85	3. 85
DAC-19	<b>1. 10</b>	<b>Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)]</b>			
DAC-19	1. 10. 1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	3. 85	3. 85	3. 85
DAC-19	1. 10. 2	Address, telephone numbers and email ID of each designated official.	3. 85	3. 85	3. 85
DAC-19	<b>1. 11</b>	<b>No. Of employees against whom Disciplinary action has been proposed/ taken (Section 4(2))</b>			
DAC-19	1. 11. 1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	3. 85	3. 85	3. 85
DAC-19	1. 11. 2	(ii) Finalised for Minor penalty or major penalty proceedings	3. 85	3. 85	3. 85
DAC-19	<b>1. 12</b>	<b>Programmes to advance understanding of RTI (Section 26)</b>			

DAC-19	1. 12. 1	Educational programmes	1. 92	1. 92	1. 92
DAC-19	1. 12. 2	Efforts to encourage public authority to participate in these programmes	1. 92	1. 92	1. 92
DAC-19	1. 12. 3	Training of CPIO/APIO	1. 92	1. 92	0
DAC-19	1. 12. 4	Update & publish guidelines on RTI by the Public Authorities concerned	1. 92	1. 92	0
DAC-19	<b>1. 13</b>	<b>Transfer policy and transfer orders[F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-19	1. 13. 1	Transfer Policy And Transfer Orders [F No. 1/6/2011- IRDt. 15. 4. 2013]	7. 69	7. 69	7. 69
DAC-19	<b>Total-1</b>		<b>100</b>	<b>100</b>	<b>73</b>
DAC-19	<b>2</b>	<b>Budget and Programme</b>			
DAC-19	<b>2. 1</b>	<b>Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)]</b>			
DAC-19	2. 1. 1	Total Budget for the public authority	10	10. 00	10. 00
DAC-19	2. 1. 2	Budget for each agency and plan & programmes	10	10. 00	10. 00
DAC-19	2. 1. 3	Proposed expenditures	10	10. 00	10. 00
DAC-19	2. 1. 4	Revised budget for each agency, if any	10	10. 00	10. 00
DAC-19	2. 1. 5	Report on disbursements made and place where the related reports are available	10	10. 00	10. 00
DAC-19	<b>2. 2</b>	<b>Foreign and domestic tours (F. No. 1/8/2012- IR dt. 11. 9. 2012)</b>			
DAC-19	2. 2. 1	Budget	16. 67	16. 67	16. 67
DAC-19	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	16. 67	16. 67	8. 34
DAC-19	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.	16. 67	16. 67	8. 34
DAC-19	<b>2. 3</b>	<b>Manner of execution of subsidy programme [Section 4(i)(b)(xii)]</b>			
DAC-19	2. 3. 1	Name of the programme of activity	6. 25	6. 25	0
DAC-19	2. 3. 2	Objective of the programme	6. 25	6. 25	0
DAC-19	2. 3. 3	Procedure to avail benefits	6. 25	6. 25	0
DAC-19	2. 3. 4	Duration of the programme/ scheme	6. 25	6. 25	0
DAC-19	2. 3. 5	Physical and financial targets of the programme	6. 25	6. 25	0
DAC-19	2. 3. 6	Nature/ scale of subsidy /amount allotted	6. 25	6. 25	0

DAC-19	2. 3. 7	Eligibility criteria for grant of subsidy	6. 25	6. 25	0
DAC-19	2. 3. 8	Details of beneficiaries of subsidy programme (number, profile etc)	6. 25	6. 25	0
DAC-19	<b>2. 4</b>	<b>Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-19	2. 4. 1	Discretionary and non-discretionary grants/ allocations to State Govt. / NGOs/other institutions	25	25. 00	0
DAC-19	2. 4. 2	Annual accounts of all legal entities who are provided grants by public authorities	25	25. 00	0
DAC-19	<b>2. 5</b>	<b>Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]</b>			
DAC-19	2. 5. 1	Concessions, permits or authorizations granted by public authority	25	25. 00	0
DAC-19	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	25	25. 00	0
DAC-19	<b>2. 6</b>	<b>CAG &amp; PAC paras [F No. 1/6/2011- IR dt. 15. 4. 2013]</b>			
DAC-19	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.	50	50. 00	0
DAC -19	<b>Total-2</b>		<b>300</b>	<b>300</b>	<b>83</b>
DAC-19	<b>3</b>	<b>Publicity Band Public interface</b>			
DAC-19	<b>3. 1</b>	<b>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]</b>			
DAC-19	3. 1. 1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	12. 5	12. 50	0
DAC-19	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	12. 5	12. 50	0
DAC-19	3. 1. 3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	2. 78	2. 78	0
DAC-19	3. 1. 4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	2. 78	2. 78	0
DAC-19	3. 1. 5	Public- private partnerships (PPP)- Concession agreements.	2. 78	2. 78	0
DAC-19	3. 1. 6	Public- private partnerships (PPP)- Operation and maintenance manuals	2. 78	2. 78	0
DAC-19	3. 1. 7	Public- private partnerships (PPP) - Other documents	2. 78	2. 78	0

		generated as part of the implementation of the PPP			
DAC-19	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	2.78	2.78	0
DAC-19	3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	2.78	2.78	0
DAC-19	3.1.10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.)	2.78	2.78	0
DAC-19	3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	2.78	2.78	0
DAC-19	<b>3.2</b>	<b>Are the details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]</b>			
DAC-19	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	16.67	16.67	0
DAC-19	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	16.67	16.67	0
DAC-19	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	16.67	16.67	0
DAC-19	<b>3.3</b>	<b>Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]</b>			
DAC-19	3.3.1	Use of the most effective means of communication - Internet (website)	50	50.00	0
DAC-19	<b>3.4</b>	<b>Form of accessibility of information manual/handbook[Section 4(1)(b)]</b>			
DAC-19	3.4.1	Information manual/handbook available in Electronic format	25	25.00	25.00
DAC-19	3.4.2	Information manual/handbook available in Printed format	25	25.00	25.00
DAC-19	<b>3.5</b>	<b>Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]</b>			
DAC-19	3.5.1	List of materials available Free of cost	25	25.00	25.00
DAC-19	3.5.2	List of materials available At a reasonable cost of the medium	25	25.00	25.00
DAC-19	<b>Total-3</b>		<b>250</b>	<b>250</b>	<b>100</b>
DAC-19	<b>4</b>	<b>E-Governance</b>			
DAC-19	<b>4.1</b>	<b>Language in which Information Manual/ Handbook Available [F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-19	4.1.1	English	14.29	14.29	14.29

DAC-19	4. 1. 2	Vernacular/ Local Language	14. 29	14. 29	14. 29
DAC-19	<b>4. 2</b>	<b>When was the information Manual/ Handbook last updated? [F No. 1/6/2011-IR dt 15. 4. 2013]</b>			
DAC-19	4. 2. 1	Last date of Annual updation	28. 57	28. 57	28. 57
DAC-19	<b>4. 3</b>	<b>Information available in electronic form[Section 4(1)(b)(xiv)]</b>			
DAC-19	4. 3. 1	Details of information available in electronic form	9. 52	9. 52	9. 52
DAC-19	4. 3. 2	Name/ title of the document/record/ other information	9. 52	9. 52	9. 52
DAC-19	4. 3. 3	Location where available	9. 52	9. 52	9. 52
DAC-19	<b>4. 4</b>	<b>Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]</b>			
DAC-19	4. 4. 1	Name & location of the faculty	7. 14	7. 14	7. 14
DAC-19	4. 4. 2	Details of information made available	7. 14	7. 14	7. 14
DAC-19	4. 4. 3	Working hours of the facility	7. 14	7. 14	7. 14
DAC-19	4. 4. 4	Contact person & contact details (Phone, fax email)	7. 14	7. 14	7. 14
DAC-19	<b>4. 5</b>	<b>Such other information as may be prescribed under Section 4(i) (b)(xvii)</b>			
DAC-19	4. 5. 1	Grievance redressal mechanism	3. 57	3. 57	3. 57
DAC-19	4. 5. 2	Details of applications received under RTI and information provided	3. 57	3. 57	3. 57
DAC-19	4. 5. 3	List of completed schemes/ projects/ Programmes	3. 57	3. 57	3. 57
DAC-19	4. 5. 4	List of schemes/ projects/ programme underway	3. 57	3. 57	0
DAC-19	4. 5. 5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	3. 57	3. 57	0
DAC-19	4. 5. 6	Annual Report	3. 57	3. 57	0
DAC-19	4. 5. 7	Frequently Asked Question (FAQs)	3. 57	3. 57	0
DAC-19	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	3. 57	3. 57	3. 57
DAC-19	<b>4. 6</b>	<b>Receipt &amp; Disposal of RTI applications &amp; appeals [F. No 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-19	4. 6. 1	Details of applications received and disposed	14. 29	14. 29	0
DAC-19	4. 6. 2	Details of appeals received and orders issued	14. 29	14. 29	0
DAC-19	<b>4. 7</b>	<b>Replies to questions asked in the parliament[Section 4(1)(d)(2)]</b>			
DAC-19	4. 7. 1	Details of questions asked and replies given	28. 57	28. 57	28. 57
DAC-19	<b>Total-4</b>		<b>200</b>	<b>200</b>	<b>157</b>
DAC-19	<b>5</b>	<b>Information as may be prescribed</b>			
DAC-19	<b>5. 1</b>	<b>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]</b>			
DAC-19	5. 1. 1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1. 1. 2015	20	20. 00	20. 00

DAC-19	5. 1. 2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the audit carried out	20	0	0
DAC-19	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	20	20. 00	20. 00
DAC-19	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	20	20. 00	20. 00
DAC-19	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	20	20. 00	20. 00
DAC-19	<b>Total-5</b>		<b>100</b>	<b>80</b>	<b>80</b>
DAC-19	<b>6</b>	<b>Information Disclosed on own Initiative</b>			
DAC-19	<b>6. 1</b>	<b>Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information</b>			
DAC-19	6. 1. 1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	25	25. 00	12. 50
DAC-19	<b>6. 2</b>	<b>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</b>			
DAC-19	6. 2. 1	Whether STQC certification obtained and its validity	12. 5	0	0
DAC-19	6. 2. 2	Does the website show the certificate on the Website?	12. 5	0	0
DAC-19	<b>Total-6</b>		<b>50</b>	<b>25</b>	<b>13</b>
DAC-19	<b>Grand Total</b>		<b>1000</b>	<b>955</b>	<b>506</b>

<b>Public Authority Name: DAC-20: Directorate of Sugarcane Development – Self Appraisal</b>					
<b>PA Sr. No.</b>	<b>Sr. No</b>	<b>Details of disclosure</b>	<b>Marks</b>	<b>Obtained Mark</b>	<b>Audit or Marks</b>
DAC-20	<b>1</b>	<b>Organisation and Function</b>			
DAC-20	<b>1.1</b>	<b>Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]</b>			
DAC-20	1.1.1	Name and address of the Organization	1.28	1.28	1.28
DAC-20	1.1.2	Head of the organization	1.28	1.28	1.28
DAC-20	1.1.3	Vision, Mission and Key objectives	1.28	1.28	1.28
DAC-20	1.1.4	Function and duties	1.28	1.28	1.28
DAC-20	1.1.5	Organization Chart	1.28	1.28	1.28
DAC-20	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	1.28	1.28	1.28
DAC-20	<b>1.2</b>	<b>Power and duties of its officers and employees[Section 4(1) (b)(ii)]</b>			
DAC-20	1.2.1	Powers and duties of officers (administrative, financial and judicial)	1.54	1.54	1.54
DAC-20	1.2.2	Power and duties of other employees	1.54	1.54	1.54
DAC-20	1.2.3	Rules/ orders under which powers and duty are derived and	1.54	1.54	1.54
DAC-20	1.2.4	Exercised	1.54	1.54	1.54
DAC-20	1.2.5	Work allocation	1.54	1.54	1.54
DAC-20	<b>1.3</b>	<b>Procedure followed in decision making process [Section 4(1)(b)(iii)]</b>			
DAC-20	1.3.1	Process of decision making Identify key decision making points	1.54	1.54	1.54
DAC-20	1.3.2	Final decision making authority	1.54	1.54	1.54
DAC-20	1.3.3	Related provisions, acts, rules etc.	1.54	1.54	0.77
DAC-20	1.3.4	Time limit for taking a decisions, if any	1.54	1.54	0.77
DAC-20	1.3.5	Channel of supervision and accountability	1.54	1.54	0.77
DAC-20	<b>1.4</b>	<b>Norms for discharge of functions [Section 4(1)(b)(iv)]</b>			
DAC-20	1.4.1	Nature of functions/ services offered	1.54	1.54	1.54
DAC-20	1.4.2	Norms/ standards for functions/ service delivery	1.54	1.54	1.54
DAC-20	1.4.3	Process by which these services can be accessed	1.54	1.54	1.54
DAC-20	1.4.4	Time-limit for achieving the targets	1.54	1.54	1.54
DAC-20	1.4.5	Process of redress of grievances	1.54	1.54	1.54
DAC-20	<b>1.5</b>	<b>Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]</b>			
DAC-20	1.5.1	Title and nature of the record/ manual /instruction.	1.92	1.92	1.92
DAC-20	1.5.2	List of Rules, regulations, instructions manuals and records.	1.92	1.92	1.92

DAC-20	1. 5. 3	Acts/ Rules manuals etc.	1. 92	1. 92	1. 92
DAC-20	1. 5. 4	Transfer policy and transfer orders	1. 92	1. 92	0. 96
DAC-20	<b>1. 6</b>	<b>Categories of documents held by the authority under its control [Section 4(1)(b) (vi)]</b>			
DAC-20	1. 6. 1	Categories of documents	3. 85	3. 85	3. 85
DAC-20	1. 6. 2	Custodian of documents/categories	3. 85	3. 85	3. 85
DAC-20	<b>1. 7</b>	<b>Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]</b>			
DAC-20	1. 7. 1	Name of Boards, Council, Committee etc.	0	0	0
DAC-20	1. 7. 2	Composition	0	0	0
DAC-20	1. 7. 3	Dates from which constituted	0	0	0
DAC-20	1. 7. 4	Term/ Tenure	0	0	0
DAC-20	1. 7. 5	Powers and functions	0	0	0
DAC-20	1. 7. 6	Whether their meetings are open to the public?	0	0	0
DAC-20	1. 7. 7	Whether the minutes of the meetings are open to the public?	0	0	0
DAC-20	1. 7. 8	Place where the minutes if open to the public are available?	0	0	0
DAC-20	<b>1. 8</b>	<b>Directory of officers and employees [Section 4(1) (b) (ix)]</b>			
DAC-20	1. 8. 1	Name and designation	3. 85	3. 85	3. 85
DAC-20	1. 8. 2	Telephone , fax and email ID	3. 85	3. 85	3. 85
DAC-20	<b>1. 9</b>	<b>Monthly Remuneration received by officers &amp; employees including system of compensation[Section 4(1) (b) (x)]</b>			
DAC-20	1. 9. 1	List of employees with Gross monthly remuneration	3. 85	3. 85	3. 85
DAC-20	1. 9. 2	System of compensation as provided in its regulations	3. 85	3. 85	3. 85
DAC-20	<b>1. 10</b>	<b>Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)]</b>			
DAC-20	1. 10. 1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	3. 85	3. 85	3. 85
DAC-20	1. 10. 2	Address, telephone numbers and email ID of each designated official.	3. 85	3. 85	3. 85
DAC-20	<b>1. 11</b>	<b>No. Of employees against whom Disciplinary action has been proposed/ taken (Section 4(2))</b>			
DAC-20	1. 11. 1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	3. 85	3. 85	3. 85
DAC-20	1. 11. 2	(ii) Finalised for Minor penalty or major penalty proceedings	3. 85	3. 85	3. 85
DAC-20	<b>1. 12</b>	<b>Programmes to advance understanding of RTI (Section 26)</b>			
DAC-20	1. 12. 1	Educational programmes	1. 92	0. 96	0. 96

DAC-20	1. 12. 2	Efforts to encourage public authority to participate in these programmes	1. 92	0. 96	0. 96
DAC-20	1. 12. 3	Training of CPIO/APIO	1. 92	0. 96	0. 96
DAC-20	1. 12. 4	Update & publish guidelines on RTI by the Public Authorities concerned	1. 92	1. 92	1. 92
DAC-20	<b>1. 13</b>	<b>Transfer policy and transfer orders[F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-20	1. 13. 1	Transfer Policy And Transfer Orders [F No. 1/6/2011- IR Dt. 15. 4. 2013]	7. 69	7. 69	0
DAC-20	<b>Total-1</b>		<b>92</b>	<b>89</b>	<b>78</b>
DAC-20	<b>2</b>	<b>Budget and Programme</b>			
DAC-20	<b>2. 1</b>	<b>Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)]</b>			
DAC-20	2. 1. 1	Total Budget for the public authority	10	10. 00	10. 00
DAC-20	2. 1. 2	Budget for each agency and plan & programmes	10	10. 00	10. 00
DAC-20	2. 1. 3	Proposed expenditures	10	10. 00	10. 00
DAC-20	2. 1. 4	Revised budget for each agency, if any	0	0	0
DAC-20	2. 1. 5	Report on disbursements made and place where the related reports are available	10	10. 00	10. 00
DAC-20	<b>2. 2</b>	<b>Foreign and domestic tours (F. No. 1/8/2012- IR dt. 11. 9. 2012)</b>			
DAC-20	2. 2. 1	Budget	16. 67	16. 67	16. 67
DAC-20	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	16. 67	8. 34	0
DAC-20	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.	0	0	0
DAC-20	<b>2. 3</b>	<b>Manner of execution of subsidy programme [Section 4(i)(b)(xii)]</b>			
DAC-20	2. 3. 1	Name of the programme of activity	0	0	0
DAC-20	2. 3. 2	Objective of the programme	0	0	0
DAC-20	2. 3. 3	Procedure to avail benefits	0	0	0
DAC-20	2. 3. 4	Duration of the programme/ scheme	0	0	0
DAC-20	2. 3. 5	Physical and financial targets of the programme	0	0	0
DAC-20	2. 3. 6	Nature/ scale of subsidy /amount allotted	0	0	0
DAC-20	2. 3. 7	Eligibility criteria for grant of subsidy	0	0	0

DAC-20	2. 3. 8	Details of beneficiaries of subsidy programme (number, profile etc)	0	0	0
DAC-20	<b>2. 4</b>	<b>Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-20	2. 4. 1	Discretionary and non-discretionary grants/ allocations to State Govt. / NGOs/other institutions	0	0	0
DAC-20	2. 4. 2	Annual accounts of all legal entities who are provided grants by public authorities	0	0	0
DAC-20	<b>2. 5</b>	<b>Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]</b>			
DAC-20	2. 5. 1	Concessions, permits or authorizations granted by public authority	0	0	0
DAC-20	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	0	0	0
DAC-20	<b>2. 6</b>	<b>CAG &amp; PAC paras [F No. 1/6/2011- IR dt. 15. 4. 2013]</b>			
DAC-20	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.	0	0	0
DAC-20	<b>Total-2</b>		<b>73</b>	<b>65</b>	<b>57</b>
DAC-20	<b>3</b>	<b>Publicity Band Public interface</b>			
DAC-20	<b>3. 1</b>	<b>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]</b>			
DAC-20	3. 1. 1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	12. 5	12. 50	12. 50
DAC-20	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	0	0	0
DAC-20	3. 1. 3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	0	0	0
DAC-20	3. 1. 4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	0	0	0
DAC-20	3. 1. 5	Public- private partnerships (PPP)- Concession agreements.	0	0	0
DAC-20	3. 1. 6	Public- private partnerships (PPP)- Operation and maintenance manuals	0	0	0
DAC-20	3. 1. 7	Public- private partnerships (PPP) - Other documents generated as part of the	0	0	0

		implementation of the PPP			
DAC-20	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	0	0	0
DAC-20	3. 1. 9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	0	0	0
DAC-20	3. 1. 10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc. )	0	0	0
DAC-20	3. 1. 11	Public- private partnerships (PPP) - All payment made under the PPP project	0	0	0
DAC-20	<b>3. 2</b>	<b>Are the details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]</b>			
DAC-20	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	0	0	0
DAC-20	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	0	0	0
DAC-20	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	0	0	0
DAC-20	<b>3. 3</b>	<b>Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]</b>			
DAC-20	3. 3. 1	Use of the most effective means of communication - Internet (website)	50	50.00	50.00
DAC-20	<b>3. 4</b>	<b>Form of accessibility of information manual/handbook[Section 4(1)(b)]</b>			
DAC-20	3. 4. 1	Information manual/handbook available in Electronic format	25	25.00	25.00
DAC-20	3. 4. 2	Information manual/handbook available in Printed format	25	25.00	25.00
DAC-20	<b>3. 5</b>	<b>Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]</b>			
DAC-20	3. 5. 1	List of materials available Free of cost	25	25.00	25.00
DAC-20	3. 5. 2	List of materials available At a reasonable cost of the medium	0	0	0
DAC-20	<b>Total-3</b>		<b>138</b>	<b>138</b>	<b>138</b>
DAC-20	<b>4</b>	<b>E-Governance</b>			
DAC-20	<b>4. 1</b>	<b>Language in which Information Manual/ Handbook Available [F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-20	4. 1. 1	English	14. 29	14. 29	14. 29

DAC-20	4. 1. 2	Vernacular/ Local Language	14. 29	7. 15	7. 15
DAC-20	<b>4. 2</b>	<b>When was the information Manual/ Handbook last updated? [F No. 1/6/2011-IR dt 15. 4. 2013]</b>			
DAC-20	4. 2. 1	Last date of Annual updation	28. 57	28. 57	28. 57
DAC-20	<b>4. 3</b>	<b>Information available in electronic form[Section 4(1)(b)(xiv)]</b>			
DAC-20	4. 3. 1	Details of information available in electronic form	9. 52	9. 52	9. 52
DAC-20	4. 3. 2	Name/ title of the document/record/ other information	9. 52	9. 52	9. 52
DAC-20	4. 3. 3	Location where available	9. 52	9. 52	9. 52
DAC-20	<b>4. 4</b>	<b>Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]</b>			
DAC-20	4. 4. 1	Name & location of the faculty	7. 14	7. 14	7. 14
DAC-20	4. 4. 2	Details of information made available	7. 14	7. 14	7. 14
DAC-20	4. 4. 3	Working hours of the facility	7. 14	7. 14	7. 14
DAC-20	4. 4. 4	Contact person & contact details (Phone, fax email)	7. 14	7. 14	7. 14
DAC-20	<b>4. 5</b>	<b>Such other information as may be prescribed under Section 4(i) (b)(xvii)</b>			
DAC-20	4. 5. 1	Grievance redressal mechanism	3. 57	3. 57	0
DAC-20	4. 5. 2	Details of applications received under RTI and information provided	3. 57	3. 57	0
DAC-20	4. 5. 3	List of completed schemes/ projects/ Programmes	3. 57	3. 57	0
DAC-20	4. 5. 4	List of schemes/ projects/ programme underway	3. 57	3. 57	0
DAC-20	4. 5. 5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	0	0	0
DAC-20	4. 5. 6	Annual Report	0	0	0
DAC-20	4. 5. 7	Frequently Asked Question (FAQs)	0	0	0
DAC-20	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	3. 57	3. 57	3. 57
DAC-20	<b>4. 6</b>	<b>Receipt &amp; Disposal of RTI applications &amp; appeals [F. No 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-20	4. 6. 1	Details of applications received and disposed	14. 29	14. 29	14. 29
DAC-20	4. 6. 2	Details of appeals received and orders issued	14. 29	14. 29	14. 29
DAC-20	<b>4. 7</b>	<b>Replies to questions asked in the parliament[Section 4(1)(d)(2)]</b>			
DAC-20	4. 7. 1	Details of questions asked and replies given	0	0	0
DAC-20	<b>Total-4</b>		<b>161</b>	<b>154</b>	<b>139</b>
DAC-20	<b>5</b>	<b>Information as may be prescribed</b>			
DAC-20	<b>5. 1</b>	<b>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]</b>			
DAC-20	5. 1. 1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1. 1. 2015	20	20. 00	20. 00

DAC-20	5. 1. 2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the audit carried out	20	0	0
DAC-20	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	20	20. 00	10. 00
DAC-20	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	0	0	0
DAC-20	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	0	0	0
DAC-20	<b>Total-5</b>		<b>60</b>	<b>40</b>	<b>30</b>
DAC-20	<b>6</b>	<b>Information Disclosed on own Initiative</b>			
DAC-20	<b>6. 1</b>	<b>Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information</b>			
DAC-20	6. 1. 1	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	25	25. 00	25. 00
DAC-20	<b>6. 2</b>	<b>Whether STQC certification obtained and its validity</b>			
DAC-20	6. 2. 1	Does the website show the certificate on the Website?	12. 5	0	0
DAC-20	6. 2. 2	Organisation and Function	12. 5	0	0
DAC-20	<b>Total-6</b>		<b>50</b>	<b>25</b>	<b>25</b>
DAC-20	<b>Grand Total</b>		<b>574</b>	<b>511</b>	<b>467</b>

<b>Public Authority Name: DAC-21: Directorate of Wheat Development – Self Appraisal</b>					
<b>PA Sr. No.</b>	<b>Sr. No</b>	<b>Details of disclosure</b>	<b>Marks</b>	<b>Obtained Mark</b>	<b>Audit or Marks</b>
DAC-21	<b>1</b>	<b>Organisation and Function</b>			
DAC-21	<b>1.1</b>	<b>Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]</b>			
DAC-21	1.1.1	Name and address of the Organization	1.28	1.28	1.28
DAC-21	1.1.4	Head of the organization	1.28	1.28	1.28
DAC-21	1.1.5	Vision, Mission and Key objectives	1.28	1.28	1.28
DAC-21	1.1.8	Function and duties	1.28	1.28	1.28
DAC-21	1.1.9	Organization Chart	1.28	1.28	1.28
DAC-21	1.1.12	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	1.28	1.28	1.28
DAC-21	<b>1.2</b>	<b>Power and duties of its officers and employees[Section 4(1) (b)(ii)]</b>			
DAC-21	1.2.1	Powers and duties of officers (administrative, financial and judicial)	1.54	1.54	1.54
DAC-21	1.2.4	Power and duties of other employees	1.54	1.54	1.54
DAC-21	1.2.6	Rules/ orders under which powers and duty are derived and	1.54	1.54	1.54
DAC-21	1.2.7	Exercised	1.54	1.54	1.54
DAC-21	1.2.10	Work allocation	1.54	1.54	1.54
DAC-21	<b>1.3</b>	<b>Procedure followed in decision making process [Section 4(1)(b)(iii)]</b>			
DAC-21	1.3.1	Process of decision making Identify key decision making points	1.54	0	0
DAC-21	1.3.4	Final decision making authority	1.54	0	0
DAC-21	1.3.6	Related provisions, acts, rules etc.	1.54	0	0
DAC-21	1.3.7	Time limit for taking a decisions, if any	1.54	0	0
DAC-21	1.3.10	Channel of supervision and accountability	1.54	0	0
DAC-21	<b>1.4</b>	<b>Norms for discharge of functions [Section 4(1)(b)(iv)]</b>			
DAC-21	1.4.1	Nature of functions/ services offered	0	0	0
DAC-21	1.4.3	Norms/ standards for functions/ service delivery	0	0	0
DAC-21	1.4.6	Process by which these services can be accessed	0	0	0
DAC-21	1.4.7	Time-limit for achieving the targets	0	0	0
DAC-21	1.4.10	Process of redress of grievances	0	0	0
DAC-21	<b>1.5</b>	<b>Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]</b>			
DAC-21	1.5.1	Title and nature of the record/ manual /instruction.	1.92	0	1.92

DAC-21	1. 5. 4	List of Rules, regulations, instructions manuals and records.	1. 92	0	0
DAC-21	1. 5. 5	Acts/ Rules manuals etc.	0	0	0
DAC-21	1. 5. 8	Transfer policy and transfer orders	0	0	0
DAC-21	<b>1. 6</b>	<b>Categories of documents held by the authority under its control [Section 4(1)(b) (vi)]</b>			
DAC-21	1. 6. 1	Categories of documents	3. 85	0	3. 85
DAC-21	1. 6. 4	Custodian of documents/categories	3. 85	0	0
DAC-21	<b>1. 7</b>	<b>Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]</b>			
DAC-21	1. 7. 1	Name of Boards, Council, Committee etc.	0	0	0
DAC-21	1. 7. 3	Composition	0	0	0
DAC-21	1. 7. 5	Dates from which constituted	0	0	0
DAC-21	1. 7. 7	Term/ Tenure	0	0	0
DAC-21	1. 7. 9	Powers and functions	0	0	0
DAC-21	1. 7. 11	Whether their meetings are open to the public?	0	0	0
DAC-21	1. 7. 13	Whether the minutes of the meetings are open to the public?	0	0	0
DAC-21	1. 7. 15	Place where the minutes if open to the public are available?	0	0	0
DAC-21	<b>1. 8</b>	<b>Directory of officers and employees [Section 4(1) (b) (ix)]</b>			
DAC-21	1. 8. 1	Name and designation	3. 85	3. 85	3. 85
DAC-21	1. 8. 4	Telephone , fax and email ID	3. 85	3. 85	3. 85
DAC-21	<b>1. 9</b>	<b>Monthly Remuneration received by officers &amp; employees including system of compensation[Section 4(1) (b) (x)]</b>			
DAC-21	1. 9. 1	List of employees with Gross monthly remuneration	3. 85	1. 93	3. 85
DAC-21	1. 9. 4	System of compensation as provided in its regulations	3. 85	1. 93	1. 93
DAC-21	<b>1. 10</b>	<b>Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)]</b>			
DAC-21	1. 10. 2	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	3. 85	3. 85	3. 85
DAC-21	1. 10. 4	Address, telephone numbers and email ID of each designated official.	3. 85	3. 85	3. 85
DAC-21	<b>1. 11</b>	<b>No. Of employees against whom Disciplinary action has been proposed/ taken (Section 4(2))</b>			
DAC-21	1. 11. 1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	3. 85	3. 85	1. 93
DAC-21	1. 11. 3	(ii) Finalised for Minor penalty or major penalty proceedings	3. 85	3. 85	1. 93
DAC-21	<b>1. 12</b>	<b>Programmes to advance understanding of RTI (Section 26)</b>			

DAC-21	1. 12. 1	Educational programmes	1. 92	0	0
DAC-21	1. 12. 3	Efforts to encourage public authority to participate in these programmes	1. 92	0	0
DAC-21	1. 12. 5	Training of CPIO/APIO	1. 92	0	0
DAC-21	1. 12. 7	Update & publish guidelines on RTI by the Public Authorities concerned	1. 92	0	0
DAC-21	<b>1. 13</b>	<b>Transfer policy and transfer orders[F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-21	1. 13. 2	Transfer Policy And Transfer Orders [F No. 1/6/2011- IR Dt. 15. 4. 2013]	0	0	0
DAC-21	<b>Total-1</b>		<b>73</b>	<b>42</b>	<b>46</b>
DAC-21	<b>2</b>	<b>Budget and Programme</b>			
DAC-21	<b>2. 1</b>	<b>Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)]</b>			
DAC-21	2. 1. 1	Total Budget for the public authority	10	10. 00	10. 00
DAC-21	2. 1. 3	Budget for each agency and plan & programmes	10	10. 00	10. 00
DAC-21	2. 1. 5	Proposed expenditures	10	10. 00	10. 00
DAC-21	2. 1. 7	Revised budget for each agency, if any	10	10. 00	10. 00
DAC-21	2. 1. 9	Report on disbursements made and place where the related reports are available	10	10. 00	10. 00
DAC-21	<b>2. 2</b>	<b>Foreign and domestic tours (F. No. 1/8/2012- IR dt. 11. 9. 2012)</b>			
DAC-21	2. 2. 2	Budget	16. 67	0	0
DAC-21	2. 2. 4	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	16. 67	0	0
DAC-21	2. 2. 6	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.	0	0	0
DAC-21	<b>2. 3</b>	<b>Manner of execution of subsidy programme [Section 4(i)(b)(xii)]</b>			
DAC-21	2. 3. 2	Name of the programme of activity	0	0	0
DAC-21	2. 3. 4	Objective of the programme	0	0	0
DAC-21	2. 3. 6	Procedure to avail benefits	0	0	0
DAC-21	2. 3. 8	Duration of the programme/ scheme	0	0	0
DAC-21	2. 3. 10	Physical and financial targets of the programme	0	0	0
DAC-21	2. 3. 12	Nature/ scale of subsidy /amount allotted	0	0	0

DAC-21	2. 3. 14	Eligibility criteria for grant of subsidy	0	0	0
DAC-21	2. 3. 16	Details of beneficiaries of subsidy programme (number, profile etc)	0	0	0
DAC-21	<b>2. 4</b>	<b>Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-21	2. 4. 2	Discretionary and non-discretionary grants/ allocations to State Govt. / NGOs/other institutions	0	0	0
DAC-21	2. 4. 4	Annual accounts of all legal entities who are provided grants by public authorities	0	0	0
DAC-21	<b>2. 5</b>	<b>Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]</b>			
DAC-21	2. 5. 2	Concessions, permits or authorizations granted by public authority	0	0	0
DAC-21	2. 5. 4	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	0	0	0
DAC-21	<b>2. 6</b>	<b>CAG &amp; PAC paras [F No. 1/6/2011- IR dt. 15. 4. 2013]</b>			
DAC-21	2. 6. 2	CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the parliament.	0	0	0
DAC-21	<b>Total-2</b>		<b>83</b>	<b>50</b>	<b>50</b>
DAC-21	<b>3</b>	<b>Publicity Band Public interface</b>			
DAC-21	<b>3. 1</b>	<b>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]</b>			
DAC-21	3. 1. 1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	0	0	0
DAC-21	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	0	0	0
DAC-21	3. 1. 3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	0	0	0
DAC-21	3. 1. 4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	0	0	0
DAC-21	3. 1. 5	Public- private partnerships (PPP)- Concession agreements.	0	0	0
DAC-21	3. 1. 6	Public- private partnerships (PPP)- Operation and maintenance manuals	0	0	0

DAC-21	3. 1. 7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	0	0	0
DAC-21	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	0	0	0
DAC-21	3. 1. 9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	0	0	0
DAC-21	3. 1. 10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc. )	0	0	0
DAC-21	3. 1. 11	Public- private partnerships (PPP) - All payment made under the PPP project	0	0	0
DAC-21	<b>3. 2</b>	<b>Are the details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]</b>			
DAC-21	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	0	0	0
DAC-21	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	0	0	0
DAC-21	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	0	0	0
DAC-21	<b>3. 3</b>	<b>Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]</b>			
DAC-21	3. 3. 1	Use of the most effective means of communication - Internet (website)	50	25.00	25.00
DAC-21	<b>3. 4</b>	<b>Form of accessibility of information manual/handbook[Section 4(1)(b)]</b>			
DAC-21	3. 4. 1	Information manual/handbook available in Electronic format	25	25.00	25.00
DAC-21	3. 4. 2	Information manual/handbook available in Printed format	25	25.00	25.00
DAC-21	<b>3. 5</b>	<b>Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]</b>			
DAC-21	3. 5. 1	List of materials available Free of cost	0	0	0
DAC-21	3. 5. 2	List of materials available At a reasonable cost of the medium	0	0	0
DAC-21	<b>Total-3</b>		<b>100</b>	<b>75</b>	<b>75</b>
DAC-21	<b>4</b>	<b>E-Governance</b>			
DAC-21	<b>4. 1</b>	<b>Language in which Information Manual/ Handbook Available [F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			

DAC-21	4. 1. 1	English	14. 29	14. 29	14. 29
DAC-21	4. 1. 2	Vernacular/ Local Language	14. 29	0	0
DAC-21	<b>4. 2</b>	<b>When was the information Manual/ Handbook last updated? [F No. 1/6/2011-IR dt 15. 4. 2013]</b>			
DAC-21	4. 2. 1	Last date of Annual updation	28. 57	28. 57	28. 57
DAC-21	<b>4. 3</b>	<b>Information available in electronic form[Section 4(1)(b)(xiv)]</b>			
DAC-21	4. 3. 1	Details of information available in electronic form	9. 52	9. 52	9. 52
DAC-21	4. 3. 2	Name/ title of the document/record/ other information	9. 52	9. 52	9. 52
DAC-21	4. 3. 3	Location where available	9. 52	9. 52	9. 52
DAC-21	<b>4. 4</b>	<b>Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]</b>			
DAC-21	4. 4. 1	Name & location of the faculty	7. 14	7. 14	7. 14
DAC-21	4. 4. 2	Details of information made available	7. 14	7. 14	7. 14
DAC-21	4. 4. 3	Working hours of the facility	7. 14	7. 14	7. 14
DAC-21	4. 4. 4	Contact person & contact details (Phone, fax email)	7. 14	7. 14	7. 14
DAC-21	<b>4. 5</b>	<b>Such other information as may be prescribed under Section 4(i) (b)(xvii)</b>			
DAC-21	4. 5. 1	Grievance redressal mechanism	3. 57	0	0
DAC-21	4. 5. 2	Details of applications received under RTI and information provided	3. 57	0	0
DAC-21	4. 5. 3	List of completed schemes/ projects/ Programmes	0	0	0
DAC-21	4. 5. 4	List of schemes/ projects/ programme underway	0	0	0
DAC-21	4. 5. 5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	0	0	0
DAC-21	4. 5. 6	Annual Report	0	0	0
DAC-21	4. 5. 7	Frequently Asked Question (FAQs)	0	0	0
DAC-21	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	0	0	0
DAC-21	<b>4. 6</b>	<b>Receipt &amp; Disposal of RTI applications &amp; appeals [F. No 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-21	4. 6. 1	Details of applications received and disposed	14. 29	0	0
DAC-21	4. 6. 2	Details of appeals received and orders issued	14. 29	0	0
DAC-21	<b>4. 7</b>	<b>Replies to questions asked in the parliament[Section 4(1)(d)(2)]</b>			
DAC-21	4. 7. 1	Details of questions asked and replies given	0	0	0
DAC-21	<b>Total-4</b>		<b>150</b>	<b>100</b>	<b>100</b>
DAC-21	<b>5</b>	<b>Information as may be prescribed</b>			
DAC-21	<b>5. 1</b>	<b>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]</b>			

DAC-21	5. 1. 1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1. 1. 2015	20	10. 00	10. 00
DAC-21	5. 1. 2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the audit carried out	20	0	0
DAC-21	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	0	0	0
DAC-21	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	0	0	0
DAC-21	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	0	0	0
DAC-21	<b>Total-5</b>		<b>40</b>	<b>10</b>	<b>10</b>
DAC-21	<b>6</b>	<b>Information Disclosed on own Initiative</b>			
DAC-21	<b>6. 1</b>	<b>Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information</b>			
DAC-21	6. 1. 1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	25	25. 00	0
DAC-21	<b>6. 2</b>	<b>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</b>			
DAC-21	6. 2. 1	Whether STQC certification obtained and its validity	12. 5	0	0
DAC-21	6. 2. 2	Does the website show the certificate on the Website?	12. 5	0	0
DAC-21	<b>Total-6</b>		<b>50</b>	<b>25</b>	<b>0</b>
DAC-21	<b>Grand Total</b>		<b>496</b>	<b>302</b>	<b>281</b>

Public Authority Name: DAC-22: Mahalanobis National Crop Forecast Centre – Self Appraisal					
PA Sr. No.	Sr. No	Details of disclosure	Marks	Obtained Mark	Audit or Marks
DAC-22	<b>1</b>	<b>Organisation and Function</b>			
DAC-22	<b>1.1</b>	<b>Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]</b>			
DAC-22	1.1.1	Name and address of the Organization	1.28	1.28	1.28
DAC-22	1.1.2	Head of the organization	1.28	1.28	1.28
DAC-22	1.1.3	Vision, Mission and Key objectives	1.28	1.28	1.28
DAC-22	1.1.4	Function and duties	1.28	1.28	0.64
DAC-22	1.1.5	Organization Chart	1.28	1.28	1.28
DAC-22	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	1.28	1.28	1.28
DAC-22	<b>1.2</b>	<b>Power and duties of its officers and employees[Section 4(1) (b)(ii)]</b>			
DAC-22	1.2.1	Powers and duties of officers (administrative, financial and judicial)	1.54	1.54	1.54
DAC-22	1.2.2	Power and duties of other employees	1.54	1.54	1.54
DAC-22	1.2.3	Rules/ orders under which powers and duty are derived and	1.54	0.77	0.77
DAC-22	1.2.4	Exercised	1.54	0.77	0.77
DAC-22	1.2.5	Work allocation	1.54	1.54	0.77
DAC-22	<b>1.3</b>	<b>Procedure followed in decision making process [Section 4(1)(b)(iii)]</b>			
DAC-22	1.3.1	Process of decision making Identify key decision making points	1.54	1.54	1.54
DAC-22	1.3.2	Final decision making authority	1.54	1.54	1.54
DAC-22	1.3.3	Related provisions, acts, rules etc.	1.54	1.54	1.54
DAC-22	1.3.4	Time limit for taking a decisions, if any	1.54	1.54	0.77
DAC-22	1.3.5	Channel of supervision and accountability	1.54	1.54	0.77
DAC-22	<b>1.4</b>	<b>Norms for discharge of functions [Section 4(1)(b)(iv)]</b>			
DAC-22	1.4.1	Nature of functions/ services offered	1.54	0.77	0.77
DAC-22	1.4.2	Norms/ standards for functions/ service delivery	1.54	0.77	0.77
DAC-22	1.4.3	Process by which these services can be accessed	1.54	0.77	0.77
DAC-22	1.4.4	Time-limit for achieving the targets	1.54	0.77	0.77
DAC-22	1.4.5	Process of redress of grievances	1.54	0.77	0.77
DAC-22	<b>1.5</b>	<b>Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]</b>			
DAC-22	1.5.1	Title and nature of the record/ manual /instruction.	1.92	1.92	0.96
DAC-22	1.5.2	List of Rules, regulations, instructions manuals and	1.92	1.92	0.96

		records.			
DAC-22	1. 5. 3	Acts/ Rules manuals etc.	1. 92	1. 92	0. 96
DAC-22	1. 5. 4	Transfer policy and transfer orders	1. 92	1. 92	0. 96
DAC-22	<b>1. 6</b>	<b>Categories of documents held by the authority under its control [Section 4(1)(b) (vi)]</b>			
DAC-22	1. 6. 1	Categories of documents	3. 85	3. 85	3. 85
DAC-22	1. 6. 2	Custodian of documents/categories	3. 85	3. 85	3. 85
DAC-22	<b>1. 7</b>	<b>Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]</b>			
DAC-22	1. 7. 1	Name of Boards, Council, Committee etc.	0	0	0
DAC-22	1. 7. 2	Composition	0	0	0
DAC-22	1. 7. 3	Dates from which constituted	0	0	0
DAC-22	1. 7. 4	Term/ Tenure	0	0	0
DAC-22	1. 7. 5	Powers and functions	0	0	0
DAC-22	1. 7. 6	Whether their meetings are open to the public?	0	0	0
DAC-22	1. 7. 7	Whether the minutes of the meetings are open to the public?	0	0	0
DAC-22	1. 7. 8	Place where the minutes if open to the public are available?	0	0	0
DAC-22	<b>1. 8</b>	<b>Directory of officers and employees [Section 4(1) (b) (ix)]</b>			
DAC-22	1. 8. 1	Name and designation	3. 85	3. 85	3. 85
DAC-22	1. 8. 2	Telephone , fax and email ID	3. 85	3. 85	3. 85
DAC-22	<b>1. 9</b>	<b>Monthly Remuneration received by officers &amp; employees including system of compensation[Section 4(1) (b) (x)]</b>			
DAC-22	1. 9. 1	List of employees with Gross monthly remuneration	3. 85	3. 85	3. 85
DAC-22	1. 9. 2	System of compensation as provided in its regulations	3. 85	3. 85	1. 93
DAC-22	<b>1. 10</b>	<b>Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)]</b>			
DAC-22	1. 10. 1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	3. 85	3. 85	3. 85
DAC-22	1. 10. 2	Address, telephone numbers and email ID of each designated official.	3. 85	3. 85	3. 85
DAC-22	<b>1. 11</b>	<b>No. Of employees against whom Disciplinary action has been proposed/ taken (Section 4(2))</b>			
DAC-22	1. 11. 1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	3. 85	3. 85	1. 93
DAC-22	1. 11. 2	(ii) Finalised for Minor penalty or major penalty proceedings	3. 85	3. 85	1. 93
DAC-22	<b>1. 12</b>	<b>Programmes to advance understanding of RTI (Section 26)</b>			

DAC-22	1. 12. 1	Educational programmes	1. 92	1. 92	1. 92
DAC-22	1. 12. 2	Efforts to encourage public authority to participate in these programmes	1. 92	1. 92	1. 92
DAC-22	1. 12. 3	Training of CPIO/APIO	1. 92	1. 92	0. 96
DAC-22	1. 12. 4	Update & publish guidelines on RTI by the Public Authorities concerned	1. 92	1. 92	0. 96
DAC-22	<b>1. 13</b>	<b>Transfer policy and transfer orders[F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-22	1. 13. 1	Transfer Policy And Transfer Orders [F No. 1/6/2011- IRDt. 15. 4. 2013]	7. 69	7. 69	7. 69
DAC-22	<b>Total-1</b>		<b>92</b>	<b>87</b>	<b>72</b>
DAC-22	<b>2</b>	<b>Budget and Programme</b>			
DAC-22	<b>2. 1</b>	<b>Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)]</b>			
DAC-22	2. 1. 1	Total Budget for the public authority	10	5. 00	5. 00
DAC-22	2. 1. 2	Budget for each agency and plan & programmes	10	5. 00	5. 00
DAC-22	2. 1. 3	Proposed expenditures	10	5. 00	5. 00
DAC-22	2. 1. 4	Revised budget for each agency, if any	10	5. 00	5. 00
DAC-22	2. 1. 5	Report on disbursements made and place where the related reports are available	10	5. 00	5. 00
DAC-22	<b>2. 2</b>	<b>Foreign and domestic tours (F. No. 1/8/2012- IR dt. 11. 9. 2012)</b>			
DAC-22	2. 2. 1	Budget	16. 67	8. 34	8. 34
DAC-22	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	16. 67	16. 67	8. 34
DAC-22	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.	16. 67	16. 67	8. 34
DAC-22	<b>2. 3</b>	<b>Manner of execution of subsidy programme [Section 4(i)(b)(xii)]</b>			
DAC-22	2. 3. 1	Name of the programme of activity	0	0	0
DAC-22	2. 3. 2	Objective of the programme	0	0	0
DAC-22	2. 3. 3	Procedure to avail benefits	0	0	0
DAC-22	2. 3. 4	Duration of the programme/ scheme	0	0	0
DAC-22	2. 3. 5	Physical and financial targets of the programme	0	0	0
DAC-22	2. 3. 6	Nature/ scale of subsidy /amount allotted	0	0	0

DAC-22	2. 3. 7	Eligibility criteria for grant of subsidy	0	0	0
DAC-22	2. 3. 8	Details of beneficiaries of subsidy programme (number, profile etc)	0	0	0
DAC-22	<b>2. 4</b>	<b>Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-22	2. 4. 1	Discretionary and non-discretionary grants/ allocations to State Govt. / NGOs/other institutions	0	0	0
DAC-22	2. 4. 2	Annual accounts of all legal entities who are provided grants by public authorities	0	0	0
DAC-22	<b>2. 5</b>	<b>Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]</b>			
DAC-22	2. 5. 1	Concessions, permits or authorizations granted by public authority	0	0	0
DAC-22	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	0	0	0
DAC-22	<b>2. 6</b>	<b>CAG &amp; PAC paras [F No. 1/6/2011- IR dt. 15. 4. 2013]</b>			
DAC-22	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.	0	0	0
DAC-22	<b>Total-2</b>		<b>100</b>	<b>67</b>	<b>50</b>
DAC-22	<b>3</b>	<b>Publicity Band Public interface</b>			
DAC-22	<b>3. 1</b>	<b>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]</b>			
DAC-22	3. 1. 1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	0	0	0
DAC-22	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	0	0	0
DAC-22	3. 1. 3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	0	0	0
DAC-22	3. 1. 4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	0	0	0
DAC-22	3. 1. 5	Public- private partnerships (PPP)- Concession agreements.	0	0	0
DAC-22	3. 1. 6	Public- private partnerships (PPP)- Operation and maintenance manuals	0	0	0

DAC-22	3. 1. 7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	0	0	0
DAC-22	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	0	0	0
DAC-22	3. 1. 9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	0	0	0
DAC-22	3. 1. 10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc. )	0	0	0
DAC-22	3. 1. 11	Public- private partnerships (PPP) - All payment made under the PPP project	0	0	0
DAC-22	<b>3. 2</b>	<b>Are the details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]</b>			
DAC-22	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	0	0	0
DAC-22	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	0	0	0
DAC-22	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	0	0	0
DAC-22	<b>3. 3</b>	<b>Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]</b>			
DAC-22	3. 3. 1	Use of the most effective means of communication - Internet (website)	50	50.00	50.00
DAC-22	<b>3. 4</b>	<b>Form of accessibility of information manual/handbook[Section 4(1)(b)]</b>			
DAC-22	3. 4. 1	Information manual/handbook available in Electronic format	25	25.00	25.00
DAC-22	3. 4. 2	Information manual/handbook available in Printed format	25	25.00	25.00
DAC-22	<b>3. 5</b>	<b>Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]</b>			
DAC-22	3. 5. 1	List of materials available Free of cost	25	25.00	25.00
DAC-22	3. 5. 2	List of materials available At a reasonable cost of the medium	25	25.00	25.00
DAC-22	<b>Total-3</b>		<b>150</b>	<b>150</b>	<b>150</b>
DAC-22	<b>4</b>	<b>E-Governance</b>			
DAC-22	<b>4. 1</b>	<b>Language in which Information Manual/ Handbook Available [F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			

DAC-22	4. 1. 1	English	0	0	0
DAC-22	4. 1. 2	Vernacular/ Local Language	0	0	0
DAC-22	<b>4. 2</b>	<b>When was the information Manual/ Handbook last updated? [F No. 1/6/2011-IR dt 15. 4. 2013]</b>			
DAC-22	4. 2. 1	Last date of Annual updation	0	0	0
DAC-22	<b>4. 3</b>	<b>Information available in electronic form[Section 4(1)(b)(xiv)]</b>			
DAC-22	4. 3. 1	Details of information available in electronic form	9. 52	9. 52	9. 52
DAC-22	4. 3. 2	Name/ title of the document/record/ other information	9. 52	9. 52	9. 52
DAC-22	4. 3. 3	Location where available	9. 52	9. 52	9. 52
DAC-22	<b>4. 4</b>	<b>Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]</b>			
DAC-22	4. 4. 1	Name & location of the faculty	0	0	0
DAC-22	4. 4. 2	Details of information made available	0	0	0
DAC-22	4. 4. 3	Working hours of the facility	0	0	0
DAC-22	4. 4. 4	Contact person & contact details (Phone, fax email)	0	0	0
DAC-22	<b>4. 5</b>	<b>Such other information as may be prescribed under Section 4(i) (b)(xvii)</b>			
DAC-22	4. 5. 1	Grievance redressal mechanism	3. 57	3. 57	1. 79
DAC-22	4. 5. 2	Details of applications received under RTI and information provided	3. 57	3. 57	1. 79
DAC-22	4. 5. 3	List of completed schemes/ projects/ Programmes	3. 57	3. 57	3. 57
DAC-22	4. 5. 4	List of schemes/ projects/ programme underway	3. 57	3. 57	3. 57
DAC-22	4. 5. 5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	3. 57	3. 57	0
DAC-22	4. 5. 6	Annual Report	3. 57	1. 79	1. 79
DAC-22	4. 5. 7	Frequently Asked Question (FAQs)	0	0	0
DAC-22	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	3. 57	1. 79	1. 79
DAC-22	<b>4. 6</b>	<b>Receipt &amp; Disposal of RTI applications &amp; appeals [F. No 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-22	4. 6. 1	Details of applications received and disposed	14. 29	14. 29	0
DAC-22	4. 6. 2	Details of appeals received and orders issued	14. 29	14. 29	0
DAC-22	<b>4. 7</b>	<b>Replies to questions asked in the parliament[Section 4(1)(d)(2)]</b>			
DAC-22	4. 7. 1	Details of questions asked and replies given	28. 57	14. 29	14. 29
DAC-22	<b>Total-4</b>		<b>111</b>	<b>93</b>	<b>57</b>
DAC-22	<b>5</b>	<b>Information as may be prescribed</b>			
DAC-22	<b>5. 1</b>	<b>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]</b>			

DAC-22	5. 1. 1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1. 1. 2015	20	20. 00	20. 00
DAC-22	5. 1. 2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the audit carried out	0	0	0
DAC-22	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	0	0	0
DAC-22	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	0	0	0
DAC-22	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	0	0	0
DAC-22	<b>Total-5</b>		<b>20</b>	<b>20</b>	<b>20</b>
DAC-22	<b>6</b>	<b>Information Disclosed on own Initiative</b>			
DAC-22	<b>6. 1</b>	<b>Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information</b>			
DAC-22	6. 1. 1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	25	25. 00	25. 00
DAC-22	<b>6. 2</b>	<b>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</b>			
DAC-22	6. 2. 1	Whether STQC certification obtained and its validity	12. 5	6. 25	12. 50
DAC-22	6. 2. 2	Does the website show the certificate on the Website?	12. 5	6. 25	0
DAC-22	<b>Total-6</b>		<b>50</b>	<b>38</b>	<b>38</b>
DAC-22	<b>Grand Total</b>		<b>523</b>	<b>454</b>	<b>387</b>

<b>Public Authority Name: DAC-23: National Centre for Cold Chain Development – Self Appraisal</b>					
<b>PA Sr. No.</b>	<b>Sr. No</b>	<b>Details of disclosure</b>	<b>Marks</b>	<b>Obtained Mark</b>	<b>Audit or Marks</b>
DAC-23	<b>1</b>	<b>Organisation and Function</b>			
DAC-23	<b>1.1</b>	<b>Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]</b>			
DAC-23	1.1.1	Name and address of the Organization	1.28	1.28	1.28
DAC-23	1.1.2	Head of the organization	1.28	1.28	1.28
DAC-23	1.1.3	Vision, Mission and Key objectives	1.28	1.28	1.28
DAC-23	1.1.4	Function and duties	1.28	1.28	1.28
DAC-23	1.1.5	Organization Chart	1.28	1.28	1.28
DAC-23	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	1.28	1.28	1.28
DAC-23	<b>1.2</b>	<b>Power and duties of its officers and employees[Section 4(1) (b)(ii)]</b>			
DAC-23	1.2.1	Powers and duties of officers (administrative, financial and judicial)	1.54	1.54	1.54
DAC-23	1.2.2	Power and duties of other employees	1.54	1.54	0.77
DAC-23	1.2.3	Rules/ orders under which powers and duty are derived and	0	0	0
DAC-23	1.2.4	Exercised	0	0	0
DAC-23	1.2.5	Work allocation	0	0	0
DAC-23	<b>1.3</b>	<b>Procedure followed in decision making process [Section 4(1)(b)(iii)]</b>			
DAC-23	1.3.1	Process of decision making Identify key decision making points	1.54	1.54	1.54
DAC-23	1.3.2	Final decision making authority	1.54	1.54	1.54
DAC-23	1.3.3	Related provisions, acts, rules etc.	0	0	0
DAC-23	1.3.4	Time limit for taking a decisions, if any	0	0	0
DAC-23	1.3.5	Channel of supervision and accountability	1.54	1.54	1.54
DAC-23	<b>1.4</b>	<b>Norms for discharge of functions [Section 4(1)(b)(iv)]</b>			
DAC-23	1.4.1	Nature of functions/ services offered	1.54	1.54	1.54
DAC-23	1.4.2	Norms/ standards for functions/ service delivery	1.54	1.54	1.54
DAC-23	1.4.3	Process by which these services can be accessed	1.54	1.54	0.77
DAC-23	1.4.4	Time-limit for achieving the targets	0	0	0
DAC-23	1.4.5	Process of redress of grievances	0	0	0
DAC-23	<b>1.5</b>	<b>Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]</b>			
DAC-23	1.5.1	Title and nature of the record/ manual /instruction.	1.92	1.92	1.92
DAC-23	1.5.2	List of Rules, regulations, instructions manuals and records.	1.92	1.92	1.92

DAC-23	1. 5. 3	Acts/ Rules manuals etc.	0	0	0
DAC-23	1. 5. 4	Transfer policy and transfer orders	0	0	0
DAC-23	<b>1. 6</b>	<b>Categories of documents held by the authority under its control [Section 4(1)(b) (vi)]</b>			
DAC-23	1. 6. 1	Categories of documents	3. 85	3. 85	3. 85
DAC-23	1. 6. 2	Custodian of documents/categories	0	0	0
DAC-23	<b>1. 7</b>	<b>Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]</b>			
DAC-23	1. 7. 1	Name of Boards, Council, Committee etc.	0. 96	0. 96	0. 96
DAC-23	1. 7. 2	Composition	0. 96	0. 96	0. 96
DAC-23	1. 7. 3	Dates from which constituted	0	0	0
DAC-23	1. 7. 4	Term/ Tenure	0	0	0
DAC-23	1. 7. 5	Powers and functions	0	0	0
DAC-23	1. 7. 6	Whether their meetings are open to the public?	0	0	0
DAC-23	1. 7. 7	Whether the minutes of the meetings are open to the public?	0	0	0
DAC-23	1. 7. 8	Place where the minutes if open to the public are available?	0	0	0
DAC-23	<b>1. 8</b>	<b>Directory of officers and employees [Section 4(1) (b) (ix)]</b>			
DAC-23	1. 8. 1	Name and designation	3. 85	3. 85	3. 85
DAC-23	1. 8. 2	Telephone , fax and email ID	3. 85	3. 85	0
DAC-23	<b>1. 9</b>	<b>Monthly Remuneration received by officers &amp; employees including system of compensation[Section 4(1) (b) (x)]</b>			
DAC-23	1. 9. 1	List of employees with Gross monthly remuneration	3. 85	3. 85	1. 93
DAC-23	1. 9. 2	System of compensation as provided in its regulations	0	0	0
DAC-23	<b>1. 10</b>	<b>Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)]</b>			
DAC-23	1. 10. 1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	3. 85	3. 85	0
DAC-23	1. 10. 2	Address, telephone numbers and email ID of each designated official.	3. 85	3. 85	0
DAC-23	<b>1. 11</b>	<b>No. Of employees against whom Disciplinary action has been proposed/ taken (Section 4(2))</b>			
DAC-23	1. 11. 1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	0	0	0
DAC-23	1. 11. 2	(ii) Finalised for Minor penalty or major penalty proceedings	0	0	0
DAC-23	<b>1. 12</b>	<b>Programmes to advance understanding of RTI (Section 26)</b>			
DAC-23	1. 12. 1	Educational programmes	0	0	0

DAC-23	1. 12. 2	Efforts to encourage public authority to participate in these programmes	0	0	0
DAC-23	1. 12. 3	Training of CPIO/APIO	0	0	0
DAC-23	1. 12. 4	Update & publish guidelines on RTI by the Public Authorities concerned	0	0	0
DAC-23	<b>1. 13</b>	<b>Transfer policy and transfer orders[F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-23	1. 13. 1	Transfer Policy And Transfer Orders [F No. 1/6/2011- IR Dt. 15. 4. 2013]	0	0	0
DAC-23	<b>Total-1</b>		<b>49</b>	<b>49</b>	<b>34</b>
DAC-23	<b>2</b>	<b>Budget and Programme</b>			
DAC-23	<b>2. 1</b>	<b>Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)]</b>			
DAC-23	2. 1. 2	Total Budget for the public authority	0	0	0
DAC-23	2. 1. 4	Budget for each agency and plan & programmes	0	0	0
DAC-23	2. 1. 6	Proposed expenditures	0	0	0
DAC-23	2. 1. 8	Revised budget for each agency, if any	0	0	0
DAC-23	2. 1. 10	Report on disbursements made and place where the related reports are available	0	0	0
DAC-23	<b>2. 2</b>	<b>Foreign and domestic tours (F. No. 1/8/2012- IR dt. 11. 9. 2012)</b>			
DAC-23	2. 2. 1	Budget	0	0	0
DAC-23	2. 2. 3	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	0	0	0
DAC-23	2. 2. 5	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.	0	0	0
DAC-23	<b>2. 3</b>	<b>Manner of execution of subsidy programme [Section 4(i)(b)(xii)]</b>			
DAC-23	2. 3. 1	Name of the programme of activity	6. 25	6. 25	6. 25
DAC-23	2. 3. 3	Objective of the programme	6. 25	6. 25	6. 25
DAC-23	2. 3. 5	Procedure to avail benefits	6. 25	6. 25	6. 25
DAC-23	2. 3. 7	Duration of the programme/ scheme	0	0	0
DAC-23	2. 3. 9	Physical and financial targets of the programme	0	0	0
DAC-23	2. 3. 11	Nature/ scale of subsidy /amount allotted	6. 25	6. 25	6. 25
DAC-23	2. 3. 13	Eligibility criteria for grant of subsidy	6. 25	6. 25	6. 25
DAC-23	2. 3. 15	Details of beneficiaries of subsidy programme (number, profile etc)	0	0	0

DAC-23	<b>2. 4</b>	<b>Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-23	2. 4. 1	Discretionary and non-discretionary grants/ allocations to State Govt. / NGOs/other institutions	0	0	0
DAC-23	2. 4. 4	Annual accounts of all legal entities who are provided grants by public authorities	0	0	0
DAC-23	<b>2. 5</b>	<b>Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]</b>			
DAC-23	2. 5. 1	Concessions, permits or authorizations granted by public authority	0	0	0
DAC-23	2. 5. 4	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	0	0	0
DAC-23	<b>2. 6</b>	<b>CAG &amp; PAC paras [F No. 1/6/2011- IR dt. 15. 4. 2013]</b>			
DAC-23	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.	0	0	0
DAC-23	<b>Total-2</b>		<b>31</b>	<b>31</b>	<b>31</b>
DAC-23	<b>3</b>	<b>Publicity Band Public interface</b>			
DAC-23	<b>3. 1</b>	<b>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]</b>			
DAC-23	3. 1. 1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	12. 5	12. 50	12. 50
DAC-23	3. 1. 3	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	0	0	0
DAC-23	3. 1. 5	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	0	0	0
DAC-23	3. 1. 7	Public- private partnerships (PPP)- Detailed project reports (DPRs)	0	0	0
DAC-23	3. 1. 10	Public- private partnerships (PPP)- Concession agreements.	0	0	0
DAC-23	3. 1. 12	Public- private partnerships (PPP)- Operation and maintenance manuals	0	0	0
DAC-23	3. 1. 14	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	2. 78	2. 78	2. 78
DAC-23	3. 1. 16	Public- private partnerships (PPP) - Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government	0	0	0

DAC-23	3.1.18	Public- private partnerships (PPP) -Information relating to outputs and outcomes	0	0	0
DAC-23	3.1.20	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.)	0	0	0
DAC-23	3.1.22	Public- private partnerships (PPP) - All payment made under the PPP project	0	0	0
DAC-23	<b>3.2</b>	<b>Are the details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]</b>			
DAC-23	3.2.2	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	0	0	0
DAC-23	3.2.4	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	0	0	0
DAC-23	3.2.6	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	0	0	0
DAC-23	<b>3.3</b>	<b>Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]</b>			
DAC-23	3.3.1	Use of the most effective means of communication - Internet (website)	50	50.00	50.00
DAC-23	<b>3.4</b>	<b>Form of accessibility of information manual/handbook[Section 4(1)(b)]</b>			
DAC-23	3.4.1	Information manual/handbook available in Electronic format	25	25.00	25.00
DAC-23	3.4.4	Information manual/handbook available in Printed format	25	25.00	0
DAC-23	<b>3.5</b>	<b>Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]</b>			
DAC-23	3.5.1	List of materials available Free of cost	0	0	0
DAC-23	3.5.4	List of materials available At a reasonable cost of the medium	0	0	0
DAC-23	<b>Total-3</b>		<b>115</b>	<b>115</b>	<b>90</b>
DAC-23	<b>4</b>	<b>E-Governance</b>			
DAC-23	<b>4.1</b>	<b>Language in which Information Manual/ Handbook Available [F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-23	4.1.1	English	14.29	14.29	14.29
DAC-23	4.1.2	Vernacular/ Local Language	0	0	0
DAC-23	<b>4.2</b>	<b>When was the information Manual/ Handbook last updated? [F No. 1/6/2011-IR dt 15. 4. 2013]</b>			
DAC-23	4.2.1	Last date of Annual updation	28.57	28.57	14.29
DAC-23	<b>4.3</b>	<b>Information available in electronic form[Section 4(1)(b)(xiv)]</b>			
DAC-23	4.3.1	Details of information available in electronic form	9.52	9.52	9.52

DAC-23	4. 3. 2	Name/ title of the document/record/ other information	9. 52	9. 52	9. 52
DAC-23	4. 3. 3	Location where available	9. 52	9. 52	9. 52
DAC-23	<b>4. 4</b>	<b>Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]</b>			
DAC-23	4. 4. 1	Name & location of the faculty	7. 14	7. 14	7. 14
DAC-23	4. 4. 2	Details of information made available	7. 14	7. 14	7. 14
DAC-23	4. 4. 3	Working hours of the facility	0	0	0
DAC-23	4. 4. 4	Contact person & contact details (Phone, fax email)	7. 14	7. 14	7. 14
DAC-23	<b>4. 5</b>	<b>Such other information as may be prescribed under Section 4(i) (b)(xvii)</b>			
DAC-23	4. 5. 1	Grievance redressal mechanism	0	0	0
DAC-23	4. 5. 2	Details of applications received under RTI and information provided	0	0	0
DAC-23	4. 5. 3	List of completed schemes/ projects/ Programmes	0	0	0
DAC-23	4. 5. 4	List of schemes/ projects/ programme underway	0	0	0
DAC-23	4. 5. 5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	0	0	0
DAC-23	4. 5. 6	Annual Report	3. 57	3. 57	3. 57
DAC-23	4. 5. 7	Frequently Asked Question (FAQs)	3. 57	3. 57	3. 57
DAC-23	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	0	0	0
DAC-23	<b>4. 6</b>	<b>Receipt &amp; Disposal of RTI applications &amp; appeals [F. No 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-23	4. 6. 1	Details of applications received and disposed	0	0	0
DAC-23	4. 6. 2	Details of appeals received and orders issued	0	0	0
DAC-23	<b>4. 7</b>	<b>Replies to questions asked in the parliament[Section 4(1)(d)(2)]</b>			
DAC-23	4. 7. 1	Details of questions asked and replies given	0	0	0
DAC-23	<b>Total-4</b>		<b>100</b>	<b>100</b>	<b>86</b>
DAC-23	<b>5</b>	<b>Information as may be prescribed</b>			
DAC-23	<b>5. 1</b>	<b>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]</b>			
DAC-23	5. 1. 1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1. 1. 2015	20	20. 00	0
DAC-23	5. 1. 2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the audit carried out	0	0	0
DAC-23	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	0	0	0
DAC-23	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	0	0	0

DAC-23	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	0	0	0
DAC-23	<b>Total-5</b>		<b>20</b>	<b>20</b>	<b>0</b>
DAC-23	<b>6</b>	<b>Information Disclosed on own Initiative</b>			
DAC-23	<b>6.1</b>	<b>Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information</b>			
DAC-23	6.1.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	25	25.00	25.00
DAC-23	<b>6.2</b>	<b>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</b>			
DAC-23	6.2.1	Whether STQC certification obtained and its validity	12.5	12.50	0
DAC-23	6.2.2	Does the website show the certificate on the Website?	0	0	0
DAC-23	<b>Total-6</b>		<b>38</b>	<b>38</b>	<b>25</b>
DAC-23	<b>Grand Total</b>		<b>353</b>	<b>353</b>	<b>266</b>

**Public Authority Name: DAC-24: National Centre of Organic Farming – Self Appraisal**

PA Sr. No.	Sr. No	Details of disclosure	Marks	Obtained Mark	Audit or Marks
DAC-24	<b>1</b>	<b>Organisation and Function</b>			
DAC-24	<b>1.1</b>	<b>Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]</b>			
DAC-24	1.1.1	Name and address of the Organization	1.28	1.28	1.28
DAC-24	1.1.2	Head of the organization	1.28	1.28	1.28
DAC-24	1.1.3	Vision, Mission and Key objectives	1.28	1.28	1.28
DAC-24	1.1.4	Function and duties	1.28	1.28	1.28
DAC-24	1.1.5	Organization Chart	1.28	1.28	1.28
DAC-24	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	1.28	1.28	1.28
DAC-24	<b>1.2</b>	<b>Power and duties of its officers and employees[Section 4(1) (b)(ii)]</b>			
DAC-24	1.2.1	Powers and duties of officers (administrative, financial and judicial)	1.54	1.54	1.54
DAC-24	1.2.2	Power and duties of other employees	1.54	1.54	1.54
DAC-24	1.2.3	Rules/ orders under which powers and duty are derived and	1.54	1.54	1.54
DAC-24	1.2.4	Exercised	1.54	1.54	1.54
DAC-24	1.2.5	Work allocation	1.54	1.54	1.54
DAC-24	<b>1.3</b>	<b>Procedure followed in decision making process [Section 4(1)(b)(iii)]</b>			
DAC-24	1.3.1	Process of decision making Identify key decision making points	1.54	1.54	1.54
DAC-24	1.3.2	Final decision making authority	1.54	1.54	1.54
DAC-24	1.3.3	Related provisions, acts, rules etc.	1.54	0.77	0.77
DAC-24	1.3.4	Time limit for taking a decisions, if any	1.54	0.77	0.77
DAC-24	1.3.5	Channel of supervision and accountability	1.54	0.77	0.77
DAC-24	<b>1.4</b>	<b>Norms for discharge of functions [Section 4(1)(b)(iv)]</b>			
DAC-24	1.4.1	Nature of functions/ services offered	1.54	0.77	0.77
DAC-24	1.4.2	Norms/ standards for functions/ service delivery	1.54	0.77	0.77
DAC-24	1.4.3	Process by which these services can be accessed	1.54	0.77	0.77
DAC-24	1.4.4	Time-limit for achieving the targets	1.54	0.77	0.77
DAC-24	1.4.5	Process of redress of grievances	1.54	1.54	1.54
DAC-24	<b>1.5</b>	<b>Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]</b>			
DAC-24	1.5.1	Title and nature of the record/ manual /instruction.	1.92	0.96	0.96
DAC-24	1.5.2	List of Rules, regulations, instructions manuals and records.	1.92	0.96	0.96

DAC-24	1. 5. 3	Acts/ Rules manuals etc.	1. 92	1. 92	1. 92
DAC-24	1. 5. 4	Transfer policy and transfer orders	1. 92	0. 96	0. 96
DAC-24	<b>1. 6</b>	<b>Categories of documents held by the authority under its control [Section 4(1)(b) (vi)]</b>			
DAC-24	1. 6. 1	Categories of documents	3. 85	3. 85	3. 85
DAC-24	1. 6. 2	Custodian of documents/categories	3. 85	3. 85	3. 85
DAC-24	<b>1. 7</b>	<b>Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]</b>			
DAC-24	1. 7. 1	Name of Boards, Council, Committee etc.	0	0	0
DAC-24	1. 7. 2	Composition	0	0	0
DAC-24	1. 7. 3	Dates from which constituted	0	0	0
DAC-24	1. 7. 4	Term/ Tenure	0	0	0
DAC-24	1. 7. 5	Powers and functions	0	0	0
DAC-24	1. 7. 6	Whether their meetings are open to the public?	0	0	0
DAC-24	1. 7. 7	Whether the minutes of the meetings are open to the public?	0	0	0
DAC-24	1. 7. 8	Place where the minutes if open to the public are available?	0	0	0
DAC-24	<b>1. 8</b>	<b>Directory of officers and employees [Section 4(1) (b) (ix)]</b>			
DAC-24	1. 8. 1	Name and designation	3. 85	3. 85	3. 85
DAC-24	1. 8. 2	Telephone , fax and email ID	3. 85	3. 85	1. 93
DAC-24	<b>1. 9</b>	<b>Monthly Remuneration received by officers &amp; employees including system of compensation[Section 4(1) (b) (x)]</b>			
DAC-24	1. 9. 1	List of employees with Gross monthly remuneration	3. 85	3. 85	3. 85
DAC-24	1. 9. 2	System of compensation as provided in its regulations	0	0	0
DAC-24	<b>1. 10</b>	<b>Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)]</b>			
DAC-24	1. 10. 1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	3. 85	3. 85	3. 85
DAC-24	1. 10. 2	Address, telephone numbers and email ID of each designated official.	3. 85	3. 85	3. 85
DAC-24	<b>1. 11</b>	<b>No. Of employees against whom Disciplinary action has been proposed/ taken (Section 4(2))</b>			
DAC-24	1. 11. 1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	3. 85	1. 93	1. 93
DAC-24	1. 11. 2	(ii) Finalised for Minor penalty or major penalty proceedings	3. 85	1. 93	1. 93
DAC-24	<b>1. 12</b>	<b>Programmes to advance understanding of RTI (Section 26)</b>			
DAC-24	1. 12. 1	Educational programmes	0	0	0
DAC-24	1. 12. 2	Efforts to encourage public authority to participate in these programmes	0	0	0

DAC-24	1. 12. 3	Training of CPIO/APIO	1. 92	1. 92	0. 96
DAC-24	1. 12. 4	Update & publish guidelines on RTI by the Public Authorities concerned	0	0	0
DAC-24	<b>1. 13</b>	<b>Transfer policy and transfer orders[F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-24	1. 13. 1	Transfer Policy And Transfer Orders [F No. 1/6/2011- IR Dt. 15. 4. 2013]	7. 69	3. 85	3. 85
DAC-24	<b>Total-1</b>		<b>83</b>	<b>67</b>	<b>64</b>
DAC-24	<b>2</b>	<b>Budget and Programme</b>			
DAC-24	<b>2. 1</b>	<b>Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)]</b>			
DAC-24	2. 1. 1	Total Budget for the public authority	10	10. 00	10. 00
DAC-24	2. 1. 2	Budget for each agency and plan & programmes	10	10. 00	10. 00
DAC-24	2. 1. 3	Proposed expenditures	0	0	0
DAC-24	2. 1. 4	Revised budget for each agency, if any	10	10. 00	10. 00
DAC-24	2. 1. 5	Report on disbursements made and place where the related reports are available	0	0	0
DAC-24	<b>2. 2</b>	<b>Foreign and domestic tours (F. No. 1/8/2012- IR dt. 11. 9. 2012)</b>			
DAC-24	2. 2. 1	Budget	16. 67	16. 67	16. 67
DAC-24	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	16. 67	16. 67	16. 67
DAC-24	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.	16. 67	16. 67	16. 67
DAC-24	<b>2. 3</b>	<b>Manner of execution of subsidy programme [Section 4(i)(b)(xii)]</b>			
DAC-24	2. 3. 1	Name of the programme of activity	6. 25	6. 25	6. 25
DAC-24	2. 3. 2	Objective of the programme	6. 25	3. 13	6. 25
DAC-24	2. 3. 3	Procedure to avail benefits	6. 25	3. 13	6. 25
DAC-24	2. 3. 4	Duration of the programme/ scheme	0	0	0
DAC-24	2. 3. 5	Physical and financial targets of the programme	0	0	0
DAC-24	2. 3. 6	Nature/ scale of subsidy /amount allotted	6. 25	3. 13	3. 13
DAC-24	2. 3. 7	Eligibility criteria for grant of subsidy	6. 25	6. 25	6. 25
DAC-24	2. 3. 8	Details of beneficiaries of subsidy programme (number, profile etc)	6. 25	3. 13	3. 13
DAC-24	<b>2. 4</b>	<b>Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15. 04. 2013]</b>			

DAC-24	2. 4. 1	Discretionary and non-discretionary grants/ allocations to State Govt. / NGOs/other institutions	0	0	0
DAC-24	2. 4. 2	Annual accounts of all legal entities who are provided grants by public authorities	0	0	0
DAC-24	<b>2. 5</b>	<b>Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]</b>			
DAC-24	2. 5. 1	Concessions, permits or authorizations granted by public authority	0	0	0
DAC-24	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	0	0	0
DAC-24	<b>2. 6</b>	<b>CAG &amp; PAC paras [F No. 1/6/2011- IR dt. 15. 4. 2013]</b>			
DAC-24	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.	0	0	0
DAC-24	<b>Total-2</b>		<b>118</b>	<b>105</b>	<b>111</b>
DAC-24	<b>3</b>	<b>Publicity Band Public interface</b>			
DAC-24	<b>3. 1</b>	<b>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]</b>			
DAC-24	3. 1. 1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	0	0	0
DAC-24	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	12. 5	12. 50	12. 50
DAC-24	3. 1. 3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	0	0	0
DAC-24	3. 1. 4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	0	0	0
DAC-24	3. 1. 5	Public- private partnerships (PPP)- Concession agreements.	0	0	0
DAC-24	3. 1. 6	Public- private partnerships (PPP)- Operation and maintenance manuals	0	0	0
DAC-24	3. 1. 7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	0	0	0
DAC-24	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	0	0	0
DAC-24	3. 1. 9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	0	0	0

DAC-24	3. 1. 10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc. )	0	0	0
DAC-24	3. 1. 11	Public- private partnerships (PPP) - All payment made under the PPP project	0	0	0
DAC-24	<b>3. 2</b>	<b>Are the details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]</b>			
DAC-24	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	0	0	0
DAC-24	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	0	0	0
DAC-24	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	0	0	0
DAC-24	<b>3. 3</b>	<b>Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]</b>			
DAC-24	3. 3. 1	Use of the most effective means of communication - Internet (website)	50	50.00	50.00
DAC-24	<b>3. 4</b>	<b>Form of accessibility of information manual/ handbook[Section 4(1)(b)]</b>			
DAC-24	3. 4. 1	Information manual/handbook available in Electronic format	25	25.00	25.00
DAC-24	3. 4. 2	Information manual/handbook available in Printed format	25	25.00	25.00
DAC-24	<b>3. 5</b>	<b>Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]</b>			
DAC-24	3. 5. 1	List of materials available Free of cost	25	25.00	25.00
DAC-24	3. 5. 2	List of materials available At a reasonable cost of the medium	0	0	0
DAC-24	<b>Total-3</b>		<b>138</b>	<b>138</b>	<b>138</b>
DAC-24	<b>4</b>	<b>E-Governance</b>			
DAC-24	<b>4. 1</b>	<b>Language in which Information Manual/ Handbook Available [F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-24	4. 1. 1	English	14. 29	14. 29	14. 29
DAC-24	4. 1. 2	Vernacular/ Local Language	14. 29	7. 15	7. 15
DAC-24	<b>4. 2</b>	<b>When was the information Manual/ Handbook last updated? [F No. 1/6/2011-IR dt 15. 4. 2013]</b>			
DAC-24	4. 2. 1	Last date of Annual updation	28. 57	28. 57	28. 57
DAC-24	<b>4. 3</b>	<b>Information available in electronic form[Section 4(1)(b)(xiv)]</b>			
DAC-24	4. 3. 1	Details of information available in electronic form	9. 52	9. 52	9. 52

DAC-24	4. 3. 2	Name/ title of the document/record/ other information	9. 52	9. 52	9. 52
DAC-24	4. 3. 3	Location where available	9. 52	9. 52	9. 52
DAC-24	<b>4. 4</b>	<b>Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]</b>			
DAC-24	4. 4. 1	Name & location of the faculty	7. 14	7. 14	7. 14
DAC-24	4. 4. 2	Details of information made available	7. 14	7. 14	7. 14
DAC-24	4. 4. 3	Working hours of the facility	7. 14	7. 14	7. 14
DAC-24	4. 4. 4	Contact person & contact details (Phone, fax email)	7. 14	7. 14	7. 14
DAC-24	<b>4. 5</b>	<b>Such other information as may be prescribed under Section 4(i) (b)(xvii)</b>			
DAC-24	4. 5. 1	Grievance redressal mechanism	3. 57	3. 57	3. 57
DAC-24	4. 5. 2	Details of applications received under RTI and information provided	3. 57	3. 57	3. 57
DAC-24	4. 5. 3	List of completed schemes/ projects/ Programmes	3. 57	3. 57	3. 57
DAC-24	4. 5. 4	List of schemes/ projects/ programme underway	3. 57	3. 57	3. 57
DAC-24	4. 5. 5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	3. 57	3. 57	3. 57
DAC-24	4. 5. 6	Annual Report	3. 57	3. 57	3. 57
DAC-24	4. 5. 7	Frequently Asked Question (FAQs)	3. 57	3. 57	3. 57
DAC-24	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	3. 57	3. 57	1. 79
DAC-24	<b>4. 6</b>	<b>Receipt &amp; Disposal of RTI applications &amp; appeals [F. No 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-24	4. 6. 1	Details of applications received and disposed	14. 29	14. 29	14. 29
DAC-24	4. 6. 2	Details of appeals received and orders issued	14. 29	14. 29	14. 29
DAC-24	<b>4. 7</b>	<b>Replies to questions asked in the parliament[Section 4(1)(d)(2)]</b>			
DAC-24	4. 7. 1	Details of questions asked and replies given	0	0	0
DAC-24	<b>Total-4</b>		<b>171</b>	<b>164</b>	<b>162</b>
DAC-24	<b>5</b>	<b>Information as may be prescribed</b>			
DAC-24	<b>5. 1</b>	<b>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]</b>			
DAC-24	5. 1. 1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1. 1. 2015	20	20. 00	20. 00
DAC-24	5. 1. 2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the audit carried out	20	20. 00	20. 00
DAC-24	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	0	0	0

DAC-24	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	0	0	0
DAC-24	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	0	0	0
DAC-24	<b>Total-5</b>		<b>40</b>	<b>40</b>	<b>40</b>
DAC-24	<b>6</b>	<b>Information Disclosed on own Initiative</b>			
DAC-24	<b>6.1</b>	<b>Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information</b>			
DAC-24	6.1.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	25	25.00	25.00
DAC-24	<b>6.2</b>	<b>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</b>			
DAC-24	6.2.1	Whether STQC certification obtained and its validity	12.5	12.50	0
DAC-24	6.2.2	Does the website show the certificate on the Website?	12.5	12.50	0
DAC-24	<b>Total-6</b>		<b>50</b>	<b>50</b>	<b>25</b>
DAC-24	<b>Grand Total</b>		<b>599</b>	<b>564</b>	<b>540</b>

**Public Authority Name: DAC-25: National Cooperative Development Corporation – Self Appraisal**

PA Sr. No.	Sr. No	Details of disclosure	Marks	Obtained Mark	Audit or Marks
DAC-25	<b>1</b>	<b>Organisation and Function</b>			
DAC-25	<b>1.1</b>	<b>Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]</b>			
DAC-25	1.1.1	Name and address of the Organization	1.28	1.28	1.28
DAC-25	1.1.2	Head of the organization	1.28	1.28	1.28
DAC-25	1.1.3	Vision, Mission and Key objectives	1.28	1.28	1.28
DAC-25	1.1.4	Function and duties	1.28	1.28	1.28
DAC-25	1.1.5	Organization Chart	1.28	1.28	1.28
DAC-25	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	1.28	1.28	1.28
DAC-25	<b>1.2</b>	<b>Power and duties of its officers and employees[Section 4(1) (b)(ii)]</b>			
DAC-25	1.2.1	Powers and duties of officers (administrative, financial and judicial)	1.54	1.54	1.54
DAC-25	1.2.2	Power and duties of other employees	1.54	1.54	1.54
DAC-25	1.2.3	Rules/ orders under which powers and duty are derived and	1.54	1.54	1.54
DAC-25	1.2.4	Exercised	1.54	1.54	1.54
DAC-25	1.2.5	Work allocation	1.54	1.54	1.54
DAC-25	<b>1.3</b>	<b>Procedure followed in decision making process [Section 4(1)(b)(iii)]</b>			
DAC-25	1.3.1	Process of decision making Identify key decision making points	1.54	1.54	1.54
DAC-25	1.3.2	Final decision making authority	1.54	1.54	1.54
DAC-25	1.3.3	Related provisions, acts, rules etc.	1.54	1.54	1.54
DAC-25	1.3.4	Time limit for taking a decisions, if any	1.54	1.54	1.54
DAC-25	1.3.5	Channel of supervision and accountability	1.54	1.54	1.54
DAC-25	<b>1.4</b>	<b>Norms for discharge of functions [Section 4(1)(b)(iv)]</b>			
DAC-25	1.4.1	Nature of functions/ services offered	1.54	1.54	1.54
DAC-25	1.4.2	Norms/ standards for functions/ service delivery	1.54	1.54	1.54
DAC-25	1.4.3	Process by which these services can be accessed	1.54	1.54	1.54
DAC-25	1.4.4	Time-limit for achieving the targets	1.54	1.54	1.54
DAC-25	1.4.5	Process of redress of grievances	1.54	1.54	1.54
DAC-25	<b>1.5</b>	<b>Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]</b>			
DAC-25	1.5.1	Title and nature of the record/ manual /instruction.	1.92	1.92	1.92
DAC-25	1.5.2	List of Rules, regulations, instructions manuals and records.	1.92	1.92	1.92

DAC-25	1. 5. 3	Acts/ Rules manuals etc.	1. 92	1. 92	1. 92
DAC-25	1. 5. 4	Transfer policy and transfer orders	0	0	0
DAC-25	<b>1. 6</b>	<b>Categories of documents held by the authority under its control [Section 4(1)(b) (vi)]</b>			
DAC-25	1. 6. 1	Categories of documents	3. 85	3. 85	3. 85
DAC-25	1. 6. 2	Custodian of documents/categories	3. 85	3. 85	3. 85
DAC-25	<b>1. 7</b>	<b>Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]</b>			
DAC-25	1. 7. 1	Name of Boards, Council, Committee etc.	0. 96	0. 96	0. 96
DAC-25	1. 7. 2	Composition	0. 96	0. 96	0. 96
DAC-25	1. 7. 3	Dates from which constituted	0. 96	0. 96	0. 48
DAC-25	1. 7. 4	Term/ Tenure	0. 96	0. 96	0. 48
DAC-25	1. 7. 5	Powers and functions	0. 96	0. 96	0. 96
DAC-25	1. 7. 6	Whether their meetings are open to the public?	0. 96	0. 96	0. 96
DAC-25	1. 7. 7	Whether the minutes of the meetings are open to the public?	0. 96	0. 96	0. 96
DAC-25	1. 7. 8	Place where the minutes if open to the public are available?	0. 96	0. 96	0. 96
DAC-25	<b>1. 8</b>	<b>Directory of officers and employees [Section 4(1) (b) (ix)]</b>			
DAC-25	1. 8. 1	Name and designation	3. 85	3. 85	3. 85
DAC-25	1. 8. 2	Telephone , fax and email ID	3. 85	3. 85	3. 85
DAC-25	<b>1. 9</b>	<b>Monthly Remuneration received by officers &amp; employees including system of compensation[Section 4(1) (b) (x)]</b>			
DAC-25	1. 9. 1	List of employees with Gross monthly remuneration	3. 85	3. 85	1. 93
DAC-25	1. 9. 2	System of compensation as provided in its regulations	3. 85	3. 85	1. 93
DAC-25	<b>1. 10</b>	<b>Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)]</b>			
DAC-25	1. 10. 1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	3. 85	3. 85	3. 85
DAC-25	1. 10. 2	Address, telephone numbers and email ID of each designated official.	3. 85	3. 85	3. 85
DAC-25	<b>1. 11</b>	<b>No. Of employees against whom Disciplinary action has been proposed/ taken (Section 4(2))</b>			
DAC-25	1. 11. 1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	3. 85	3. 85	1. 93
DAC-25	1. 11. 2	(ii) Finalised for Minor penalty or major penalty proceedings	3. 85	3. 85	1. 93
DAC-25	<b>1. 12</b>	<b>Programmes to advance understanding of RTI (Section 26)</b>			
DAC-25	1. 12. 1	Educational programmes	1. 92	1. 92	1. 92
DAC-25	1. 12. 2	Efforts to encourage public authority to participate in these programmes	1. 92	1. 92	1. 92

DAC-25	1. 12. 3	Training of CPIO/APIO	1. 92	1. 92	1. 92
DAC-25	1. 12. 4	Update & publish guidelines on RTI by the Public Authorities concerned	1. 92	1. 92	1. 92
DAC-25	<b>1. 13</b>	<b>Transfer policy and transfer orders [F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-25	1. 13. 1	Transfer Policy And Transfer Orders [F No. 1/6/2011- IR Dt. 15. 4. 2013]	0	0	0
DAC-25	<b>Total-1</b>		<b>90</b>	<b>90</b>	<b>82</b>
DAC-25	<b>2</b>	<b>Budget and Programme</b>			
DAC-25	<b>2. 1</b>	<b>Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)]</b>			
DAC-25	2. 1. 1	Total Budget for the public authority	10	10. 00	10. 00
DAC-25	2. 1. 2	Budget for each agency and plan & programmes	10	10. 00	10. 00
DAC-25	2. 1. 3	Proposed expenditures	10	10. 00	10. 00
DAC-25	2. 1. 4	Revised budget for each agency, if any	10	10. 00	10. 00
DAC-25	2. 1. 5	Report on disbursements made and place where the related reports are available	10	10. 00	10. 00
DAC-25	<b>2. 2</b>	<b>Foreign and domestic tours (F. No. 1/8/2012- IR dt. 11. 9. 2012)</b>			
DAC-25	2. 2. 1	Budget	0	0	0
DAC-25	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	0	0	0
DAC-25	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.	16. 67	16. 67	16. 67
DAC-25	<b>2. 3</b>	<b>Manner of execution of subsidy programme [Section 4(i)(b)(xii)]</b>			
DAC-25	2. 3. 1	Name of the programme of activity	6. 25	6. 25	6. 25
DAC-25	2. 3. 2	Objective of the programme	6. 25	6. 25	6. 25
DAC-25	2. 3. 3	Procedure to avail benefits	6. 25	6. 25	6. 25
DAC-25	2. 3. 4	Duration of the programme/ scheme	6. 25	6. 25	6. 25
DAC-25	2. 3. 5	Physical and financial targets of the programme	6. 25	6. 25	6. 25
DAC-25	2. 3. 6	Nature/ scale of subsidy /amount allotted	6. 25	6. 25	6. 25
DAC-25	2. 3. 7	Eligibility criteria for grant of subsidy	6. 25	6. 25	6. 25
DAC-25	2. 3. 8	Details of beneficiaries of subsidy programme (number, profile etc)	6. 25	6. 25	6. 25
DAC-25	<b>2. 4</b>	<b>Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15. 04. 2013]</b>			

DAC-25	2. 4. 1	Discretionary and non-discretionary grants/ allocations to State Govt. / NGOs/other institutions	25	25.00	25.00
DAC-25	2. 4. 2	Annual accounts of all legal entities who are provided grants by public authorities	25	25.00	25.00
DAC-25	<b>2. 5</b>	<b>Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]</b>			
DAC-25	2. 5. 1	Concessions, permits or authorizations granted by public authority	0	0	0
DAC-25	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	0	0	25.00
DAC-25	<b>2. 6</b>	<b>CAG &amp; PAC paras [F No. 1/6/2011- IR dt. 15. 4. 2013]</b>			
DAC-25	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.	50	50.00	25.00
DAC-25	<b>Total-2</b>		<b>217</b>	<b>217</b>	<b>217</b>
DAC-25	<b>3</b>	<b>Publicity Band Public interface</b>			
DAC-25	<b>3. 1</b>	<b>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]</b>			
DAC-25	3. 1. 1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	12. 5	12. 50	12. 50
DAC-25	3. 1. 3	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	12. 5	12. 50	12. 50
DAC-25	3. 1. 5	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	2. 78	2. 78	2. 78
DAC-25	3. 1. 7	Public- private partnerships (PPP)- Detailed project reports (DPRs)	2. 78	2. 78	2. 78
DAC-25	3. 1. 9	Public- private partnerships (PPP)- Concession agreements.	2. 78	2. 78	2. 78
DAC-25	3. 1. 11	Public- private partnerships (PPP)- Operation and maintenance manuals	2. 78	2. 78	2. 78
DAC-25	3. 1. 14	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	2. 78	2. 78	2. 78
DAC-25	3. 1. 15	Public- private partnerships (PPP) - Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government	2. 78	2. 78	2. 78
DAC-25	3. 1. 18	Public- private partnerships (PPP) -Information relating to outputs and outcomes	2. 78	2. 78	2. 78

DAC-25	3. 1. 20	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc. )	2. 78	2. 78	2. 78
DAC-25	3. 1. 21	Public- private partnerships (PPP) - All payment made under the PPP project	2. 78	2. 78	2. 78
DAC-25	<b>3. 2</b>	<b>Are the details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]</b>			
DAC-25	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	0	0	0
DAC-25	3. 2. 4	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	0	0	0
DAC-25	3. 2. 5	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	0	0	0
DAC-25	<b>3. 3</b>	<b>Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]</b>			
DAC-25	3. 3. 1	Use of the most effective means of communication - Internet (website)	50	50. 00	50. 00
DAC-25	<b>3. 4</b>	<b>Form of accessibility of information manual/handbook[Section 4(1)(b)]</b>			
DAC-25	3. 4. 1	Information manual/handbook available in Electronic format	25	25. 00	25. 00
DAC-25	3. 4. 3	Information manual/handbook available in Printed format	25	25. 00	25. 00
DAC-25	<b>3. 5</b>	<b>Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]</b>			
DAC-25	3. 5. 1	List of materials available Free of cost	25	25. 00	25. 00
DAC-25	3. 5. 4	List of materials available At a reasonable cost of the medium	25	25. 00	25. 00
DAC-25	<b>Total-3</b>		<b>200</b>	<b>200</b>	<b>200</b>
DAC-25	<b>4</b>	<b>E-Governance</b>			
DAC-25	<b>4. 1</b>	<b>Language in which Information Manual/ Handbook Available [F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-25	4. 1. 1	English	14. 29	14. 29	14. 29
DAC-25	4. 1. 2	Vernacular/ Local Language	14. 29	14. 29	14. 29
DAC-25	<b>4. 2</b>	<b>When was the information Manual/ Handbook last updated? [F No. 1/6/2011-IR dt 15. 4. 2013]</b>			
DAC-25	4. 2. 1	Last date of Annual updation	28. 57	28. 57	28. 57
DAC-25	<b>4. 3</b>	<b>Information available in electronic form[Section 4(1)(b)(xiv)]</b>			
DAC-25	4. 3. 1	Details of information available in electronic form	9. 52	9. 52	9. 52

DAC-25	4. 3. 2	Name/ title of the document/record/ other information	9. 52	9. 52	9. 52
DAC-25	4. 3. 3	Location where available	9. 52	9. 52	9. 52
DAC-25	<b>4. 4</b>	<b>Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]</b>			
DAC-25	4. 4. 1	Name & location of the faculty	7. 14	7. 14	7. 14
DAC-25	4. 4. 2	Details of information made available	7. 14	7. 14	7. 14
DAC-25	4. 4. 3	Working hours of the facility	7. 14	7. 14	7. 14
DAC-25	4. 4. 4	Contact person & contact details (Phone, fax email)	7. 14	7. 14	7. 14
DAC-25	<b>4. 5</b>	<b>Such other information as may be prescribed under Section 4(i) (b)(xvii)</b>			
DAC-25	4. 5. 1	Grievance redressal mechanism	3. 57	3. 57	1. 79
DAC-25	4. 5. 2	Details of applications received under RTI and information provided	3. 57	3. 57	3. 57
DAC-25	4. 5. 3	List of completed schemes/ projects/ Programmes	3. 57	3. 57	3. 57
DAC-25	4. 5. 4	List of schemes/ projects/ programme underway	3. 57	3. 57	3. 57
DAC-25	4. 5. 5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	3. 57	3. 57	3. 57
DAC-25	4. 5. 6	Annual Report	3. 57	3. 57	3. 57
DAC-25	4. 5. 7	Frequently Asked Question (FAQs)	3. 57	3. 57	3. 57
DAC-25	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	0	0	0
DAC-25	<b>4. 6</b>	<b>Receipt &amp; Disposal of RTI applications &amp; appeals [F. No 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-25	4. 6. 1	Details of applications received and disposed	14. 29	14. 29	14. 29
DAC-25	4. 6. 2	Details of appeals received and orders issued	14. 29	14. 29	14. 29
DAC-25	<b>4. 7</b>	<b>Replies to questions asked in the parliament[Section 4(1)(d)(2)]</b>			
DAC-25	4. 7. 1	Details of questions asked and replies given	28. 57	14. 29	14. 29
DAC-25	<b>Total-4</b>		<b>196</b>	<b>182</b>	<b>180</b>
DAC-25	<b>5</b>	<b>Information as may be prescribed</b>			
DAC-25	<b>5. 1</b>	<b>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]</b>			
DAC-25	5. 1. 1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1. 1. 2015	20	20. 00	20. 00
DAC-25	5. 1. 2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the audit carried out	20	20. 00	20. 00
DAC-25	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	0	0	0

DAC-25	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	0	0	0
DAC-25	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	0	0	0
DAC-25	<b>Total-5</b>		<b>40</b>	<b>40</b>	<b>40</b>
DAC-25	<b>6</b>	<b>Information Disclosed on own Initiative</b>			
DAC-25	<b>6.1</b>	<b>Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information</b>			
DAC-25	6.1.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	25	25.00	25.00
DAC-25	<b>6.2</b>	<b>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</b>			
DAC-25	6.2.1	Whether STQC certification obtained and its validity	0	0	0
DAC-25	6.2.2	Does the website show the certificate on the Website?	0	0	0
DAC-25	<b>Total-6</b>		<b>25</b>	<b>25</b>	<b>25</b>
DAC-25	<b>Grand Total</b>		<b>769</b>	<b>754</b>	<b>744</b>

**Public Authority Name: DAC-26: National Horticulture Board(NHB) – Self Appraisal**

PA Sr. No.	Sr. No	Details of disclosure	Marks	Obtained Mark	Audit or Marks
DAC-26	<b>1</b>	<b>Organisation and Function</b>			
DAC-26	<b>1.1</b>	<b>Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]</b>			
DAC-26	1.1.1	Name and address of the Organization	1.28	1.28	1.28
DAC-26	1.1.2	Head of the organization	1.28	1.28	1.28
DAC-26	1.1.3	Vision, Mission and Key objectives	1.28	1.28	1.28
DAC-26	1.1.4	Function and duties	1.28	1.28	1.28
DAC-26	1.1.5	Organization Chart	1.28	1.28	1.28
DAC-26	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	1.28	0.64	0
DAC-26	<b>1.2</b>	<b>Power and duties of its officers and employees[Section 4(1) (b)(ii)]</b>			
DAC-26	1.2.1	Powers and duties of officers (administrative, financial and judicial)	1.54	1.54	1.54
DAC-26	1.2.2	Power and duties of other employees	1.54	1.54	1.54
DAC-26	1.2.3	Rules/ orders under which powers and duty are derived and	1.54	1.54	1.54
DAC-26	1.2.4	Exercised	1.54	1.54	1.54
DAC-26	1.2.5	Work allocation	1.54	1.54	1.54
DAC-26	<b>1.3</b>	<b>Procedure followed in decision making process [Section 4(1)(b)(iii)]</b>			
DAC-26	1.3.1	Process of decision making Identify key decision making points	1.54	1.54	1.54
DAC-26	1.3.2	Final decision making authority	1.54	1.54	1.54
DAC-26	1.3.3	Related provisions, acts, rules etc.	0	0	0
DAC-26	1.3.4	Time limit for taking a decisions, if any	1.54	1.54	0
DAC-26	1.3.5	Channel of supervision and accountability	1.54	1.54	0
DAC-26	<b>1.4</b>	<b>Norms for discharge of functions [Section 4(1)(b)(iv)]</b>			
DAC-26	1.4.1	Nature of functions/ services offered	1.54	1.54	0.77
DAC-26	1.4.2	Norms/ standards for functions/ service delivery	1.54	1.54	0.77
DAC-26	1.4.3	Process by which these services can be accessed	1.54	1.54	1.54
DAC-26	1.4.4	Time-limit for achieving the targets	1.54	1.54	0
DAC-26	1.4.5	Process of redress of grievances	1.54	1.54	0
DAC-26	<b>1.5</b>	<b>Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]</b>			
DAC-26	1.5.1	Title and nature of the record/ manual /instruction.	1.92	1.92	1.92

DAC-26	1. 5. 2	List of Rules, regulations, instructions manuals and records.	1. 92	1. 92	1. 92
DAC-26	1. 5. 3	Acts/ Rules manuals etc.	1. 92	1. 92	1. 92
DAC-26	1. 5. 4	Transfer policy and transfer orders	1. 92	1. 92	1. 92
DAC-26	<b>1. 6</b>	<b>Categories of documents held by the authority under its control [Section 4(1)(b) (vi)]</b>			
DAC-26	1. 6. 1	Categories of documents	3. 85	3. 85	3. 85
DAC-26	1. 6. 2	Custodian of documents/categories	3. 85	3. 85	3. 85
DAC-26	<b>1. 7</b>	<b>Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]</b>			
DAC-26	1. 7. 1	Name of Boards, Council, Committee etc.	0. 96	0. 96	0. 96
DAC-26	1. 7. 2	Composition	0. 96	0. 96	0. 96
DAC-26	1. 7. 3	Dates from which constituted	0. 96	0. 96	0. 96
DAC-26	1. 7. 4	Term/ Tenure	0. 96	0. 96	0. 96
DAC-26	1. 7. 5	Powers and functions	0. 96	0. 96	0. 96
DAC-26	1. 7. 6	Whether their meetings are open to the public?	0. 96	0. 96	0. 96
DAC-26	1. 7. 7	Whether the minutes of the meetings are open to the public?	0. 96	0. 96	0. 96
DAC-26	1. 7. 8	Place where the minutes if open to the public are available?	0. 96	0. 96	0. 96
DAC-26	<b>1. 8</b>	<b>Directory of officers and employees [Section 4(1) (b) (ix)]</b>			
DAC-26	1. 8. 1	Name and designation	3. 85	3. 85	3. 85
DAC-26	1. 8. 2	Telephone , fax and email ID	3. 85	3. 85	1. 93
DAC-26	<b>1. 9</b>	<b>Monthly Remuneration received by officers &amp; employees including system of compensation[Section 4(1) (b) (x)]</b>			
DAC-26	1. 9. 1	List of employees with Gross monthly remuneration	3. 85	3. 85	3. 85
DAC-26	1. 9. 2	System of compensation as provided in its regulations	0	0	0
DAC-26	<b>1. 10</b>	<b>Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)]</b>			
DAC-26	1. 10. 1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	3. 85	3. 85	3. 85
DAC-26	1. 10. 2	Address, telephone numbers and email ID of each designated official.	3. 85	3. 85	3. 85
DAC-26	<b>1. 11</b>	<b>No. Of employees against whom Disciplinary action has been proposed/ taken (Section 4(2))</b>			
DAC-26	1. 11. 1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	3. 85	3. 85	3. 85
DAC-26	1. 11. 2	(ii) Finalised for Minor penalty or major penalty proceedings	3. 85	3. 85	3. 85
DAC-26	<b>1. 12</b>	<b>Programmes to advance understanding of RTI (Section 26)</b>			

DAC-26	1. 12. 1	Educational programmes	0	0	0
DAC-26	1. 12. 2	Efforts to encourage public authority to participate in these programmes	0	0	0
DAC-26	1. 12. 3	Training of CPIO/APIO	1. 92	1. 92	1. 92
DAC-26	1. 12. 4	Update & publish guidelines on RTI by the Public Authorities concerned	0	0	0
DAC-26	<b>1. 13</b>	<b>Transfer policy and transfer orders[F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-26	1. 13. 1	Transfer Policy And Transfer Orders [F No. 1/6/2011- IR Dt. 15. 4. 2013]	7. 69	7. 69	7. 69
DAC-26	<b>Total-1</b>		<b>89</b>	<b>88</b>	<b>78</b>
DAC-26	<b>2</b>	<b>Budget and Programme</b>			
DAC-26	<b>2. 1</b>	<b>Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)]</b>			
DAC-26	2. 1. 1	Total Budget for the public authority	10	10. 00	10. 00
DAC-26	2. 1. 2	Budget for each agency and plan & programmes	10	10. 00	10. 00
DAC-26	2. 1. 3	Proposed expenditures	10	10. 00	10. 00
DAC-26	2. 1. 4	Revised budget for each agency, if any	10	10. 00	10. 00
DAC-26	2. 1. 5	Report on disbursements made and place where the related reports are available	10	10. 00	10. 00
DAC-26	<b>2. 2</b>	<b>Foreign and domestic tours (F. No. 1/8/2012- IR dt. 11. 9. 2012)</b>			
DAC-26	2. 2. 1	Budget	16. 67	16. 67	16. 67
DAC-26	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	16. 67	16. 67	8. 34
DAC-26	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.	16. 67	16. 67	16. 67
DAC-26	<b>2. 3</b>	<b>Manner of execution of subsidy programme [Section 4(i)(b)(xii)]</b>			
DAC-26	2. 3. 1	Name of the programme of activity	6. 25	6. 25	6. 25
DAC-26	2. 3. 2	Objective of the programme	6. 25	6. 25	6. 25
DAC-26	2. 3. 3	Procedure to avail benefits	6. 25	6. 25	6. 25
DAC-26	2. 3. 4	Duration of the programme/ scheme	6. 25	6. 25	6. 25
DAC-26	2. 3. 5	Physical and financial targets of the programme	6. 25	6. 25	6. 25
DAC-26	2. 3. 6	Nature/ scale of subsidy /amount allotted	6. 25	6. 25	6. 25

DAC-26	2. 3. 7	Eligibility criteria for grant of subsidy	6. 25	6. 25	6. 25
DAC-26	2. 3. 8	Details of beneficiaries of subsidy programme (number, profile etc)	6. 25	6. 25	6. 25
DAC-26	<b>2. 4</b>	<b>Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-26	2. 4. 1	Discretionary and non-discretionary grants/ allocations to State Govt. / NGOs/other institutions	0	0	0
DAC-26	2. 4. 2	Annual accounts of all legal entities who are provided grants by public authorities	25	25.00	25.00
DAC-26	<b>2. 5</b>	<b>Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]</b>			
DAC-26	2. 5. 1	Concessions, permits or authorizations granted by public authority	0	0	0
DAC-26	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	0	0	0
DAC-26	<b>2. 6</b>	<b>CAG &amp; PAC paras [F No. 1/6/2011- IR dt. 15. 4. 2013]</b>			
DAC-26	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.	50	50.00	50.00
DAC-26	<b>Total-2</b>		<b>225</b>	<b>225</b>	<b>217</b>
DAC-26	<b>3</b>	<b>Publicity Band Public interface</b>			
DAC-26	<b>3. 1</b>	<b>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]</b>			
DAC-26	3. 1. 1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	0	0	0
DAC-26	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	0	0	0
DAC-26	3. 1. 3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	0	0	0
DAC-26	3. 1. 4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	0	0	0
DAC-26	3. 1. 5	Public- private partnerships (PPP)- Concession agreements.	0	0	0
DAC-26	3. 1. 6	Public- private partnerships (PPP)- Operation and maintenance manuals	0	0	0

DAC-26	3. 1. 7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	0	0	0
DAC-26	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	0	0	0
DAC-26	3. 1. 9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	0	0	0
DAC-26	3. 1. 10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc. )	0	0	0
DAC-26	3. 1. 11	Public- private partnerships (PPP) - All payment made under the PPP project	0	0	0
DAC-26	<b>3. 2</b>	<b>Are the details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]</b>			
DAC-26	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	16. 67	16. 67	16. 67
DAC-26	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	0	0	0
DAC-26	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	0	0	0
DAC-26	<b>3. 3</b>	<b>Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]</b>			
DAC-26	3. 3. 1	Use of the most effective means of communication - Internet (website)	50	50. 00	50. 00
DAC-26	<b>3. 4</b>	<b>Form of accessibility of information manual/handbook[Section 4(1)(b)]</b>			
DAC-26	3. 4. 1	Information manual/handbook available in Electronic format	25	25. 00	25. 00
DAC-26	3. 4. 2	Information manual/handbook available in Printed format	25	25. 00	25. 00
DAC-26	<b>3. 5</b>	<b>Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]</b>			
DAC-26	3. 5. 1	List of materials available Free of cost	25	25. 00	25. 00
DAC-26	3. 5. 2	List of materials available At a reasonable cost of the medium	25	25. 00	25. 00
DAC-26	<b>Total-3</b>		<b>167</b>	<b>167</b>	<b>167</b>
DAC-26	<b>4</b>	<b>E-Governance</b>			
DAC-26	<b>4. 1</b>	<b>Language in which Information Manual/ Handbook Available [F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-26	4. 1. 1	English	14. 29	14. 29	14. 29

DAC-26	4. 1. 2	Vernacular/ Local Language	14. 29	14. 29	14. 29
DAC-26	<b>4. 2</b>	<b>When was the information Manual/ Handbook last updated? [F No. 1/6/2011-IR dt 15. 4. 2013]</b>			
DAC-26	4. 2. 1	Last date of Annual updation	28. 57	28. 57	28. 57
DAC-26	<b>4. 3</b>	<b>Information available in electronic form[Section 4(1)(b)(xiv)]</b>			
DAC-26	4. 3. 1	Details of information available in electronic form	9. 52	9. 52	9. 52
DAC-26	4. 3. 2	Name/ title of the document/record/ other information	9. 52	9. 52	9. 52
DAC-26	4. 3. 3	Location where available	9. 52	9. 52	9. 52
DAC-26	<b>4. 4</b>	<b>Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]</b>			
DAC-26	4. 4. 1	Name & location of the faculty	7. 14	7. 14	7. 14
DAC-26	4. 4. 2	Details of information made available	7. 14	7. 14	7. 14
DAC-26	4. 4. 3	Working hours of the facility	7. 14	7. 14	7. 14
DAC-26	4. 4. 4	Contact person & contact details (Phone, fax email)	7. 14	7. 14	7. 14
DAC-26	<b>4. 5</b>	<b>Such other information as may be prescribed under Section 4(i) (b)(xvii)</b>			
DAC-26	4. 5. 1	Grievance redressal mechanism	3. 57	3. 57	3. 57
DAC-26	4. 5. 2	Details of applications received under RTI and information provided	3. 57	3. 57	3. 57
DAC-26	4. 5. 3	List of completed schemes/ projects/ Programmes	3. 57	3. 57	3. 57
DAC-26	4. 5. 4	List of schemes/ projects/ programme underway	3. 57	3. 57	3. 57
DAC-26	4. 5. 5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	3. 57	3. 57	3. 57
DAC-26	4. 5. 6	Annual Report	3. 57	3. 57	3. 57
DAC-26	4. 5. 7	Frequently Asked Question (FAQs)	3. 57	3. 57	3. 57
DAC-26	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	3. 57	3. 57	3. 57
DAC-26	<b>4. 6</b>	<b>Receipt &amp; Disposal of RTI applications &amp; appeals [F. No 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-26	4. 6. 1	Details of applications received and disposed	14. 29	14. 29	14. 29
DAC-26	4. 6. 2	Details of appeals received and orders issued	14. 29	14. 29	14. 29
DAC-26	<b>4. 7</b>	<b>Replies to questions asked in the parliament[Section 4(1)(d)(2)]</b>			
DAC-26	4. 7. 1	Details of questions asked and replies given	28. 57	28. 57	28. 57
DAC-26	<b>Total-4</b>		<b>200</b>	<b>200</b>	<b>200</b>
DAC-26	<b>5</b>	<b>Information as may be prescribed</b>			
DAC-26	<b>5. 1</b>	<b>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]</b>			
DAC-26	5. 1. 1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1. 1. 2015	20	20. 00	20. 00

DAC-26	5. 1. 2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the audit carried out	0	0	0
DAC-26	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	20	10.00	0
DAC-26	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	20	0	0
DAC-26	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	20	0	0
DAC-26	<b>Total-5</b>		<b>80</b>	<b>30</b>	<b>20</b>
DAC-26	<b>6</b>	<b>Information Disclosed on own Initiative</b>			
DAC-26	<b>6. 1</b>	<b>Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information</b>			
DAC-26	6. 1. 1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	25	25.00	25.00
DAC-26	<b>6. 2</b>	<b>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</b>			
DAC-26	6. 2. 1	Whether STQC certification obtained and its validity	12.5	0	0
DAC-26	6. 2. 2	Does the website show the certificate on the Website?	12.5	0	0
DAC-26	<b>Total-6</b>		<b>50</b>	<b>25</b>	<b>25</b>
DAC-26	<b>Grand Total</b>		<b>811</b>	<b>735</b>	<b>706</b>

**Public Authority Name: DAC-27: National Institute of Agricultural Extension Mgmt.  
(MANAGE) – Self Appraisal**

PA Sr. No.	Sr. No	Details of disclosure	Marks	Obtained Mark	Audit or Marks
DAC-27	<b>1</b>	<b>Organisation and Function</b>			
DAC-27	<b>1.1</b>	<b>Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]</b>			
DAC-27	1.1.1	Name and address of the Organization	1.28	1.28	1.28
DAC-27	1.1.2	Head of the organization	1.28	1.28	1.28
DAC-27	1.1.3	Vision, Mission and Key objectives	1.28	1.28	1.28
DAC-27	1.1.4	Function and duties	1.28	1.28	1.28
DAC-27	1.1.5	Organization Chart	1.28	1.28	1.28
DAC-27	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	1.28	1.28	1.28
DAC-27	<b>1.2</b>	<b>Power and duties of its officers and employees[Section 4(1) (b)(ii)]</b>			
DAC-27	1.2.1	Powers and duties of officers (administrative, financial and judicial)	1.54	1.54	1.54
DAC-27	1.2.2	Power and duties of other employees	1.54	1.54	1.54
DAC-27	1.2.3	Rules/ orders under which powers and duty are derived and	1.54	1.54	1.54
DAC-27	1.2.4	Exercised	1.54	1.54	1.54
DAC-27	1.2.5	Work allocation	1.54	1.54	1.54
DAC-27	<b>1.3</b>	<b>Procedure followed in decision making process [Section 4(1)(b)(iii)]</b>			
DAC-27	1.3.1	Process of decision making Identify key decision making points	1.54	1.54	1.54
DAC-27	1.3.2	Final decision making authority	1.54	1.54	1.54
DAC-27	1.3.3	Related provisions, acts, rules etc.	1.54	1.54	1.54
DAC-27	1.3.4	Time limit for taking a decisions, if any	1.54	1.54	0.77
DAC-27	1.3.5	Channel of supervision and accountability	1.54	1.54	1.54
DAC-27	<b>1.4</b>	<b>Norms for discharge of functions [Section 4(1)(b)(iv)]</b>			
DAC-27	1.4.1	Nature of functions/ services offered	1.54	1.54	1.54
DAC-27	1.4.2	Norms/ standards for functions/ service delivery	1.54	1.54	1.54
DAC-27	1.4.3	Process by which these services can be accessed	1.54	1.54	1.54
DAC-27	1.4.4	Time-limit for achieving the targets	1.54	1.54	1.54
DAC-27	1.4.5	Process of redress of grievances	1.54	1.54	1.54
DAC-27	<b>1.5</b>	<b>Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]</b>			
DAC-27	1.5.1	Title and nature of the record/ manual /instruction.	1.92	1.92	1.92
DAC-27	1.5.2	List of Rules, regulations, instructions manuals and records.	1.92	1.92	1.92

DAC-27	1. 5. 3	Acts/ Rules manuals etc.	1. 92	1. 92	1. 92
DAC-27	1. 5. 4	Transfer policy and transfer orders	1. 92	1. 92	1. 92
DAC-27	<b>1. 6</b>	<b>Categories of documents held by the authority under its control [Section 4(1)(b) (vi)]</b>			
DAC-27	1. 6. 1	Categories of documents	3. 85	3. 85	3. 85
DAC-27	1. 6. 2	Custodian of documents/categories	3. 85	3. 85	3. 85
DAC-27	<b>1. 7</b>	<b>Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]</b>			
DAC-27	1. 7. 1	Name of Boards, Council, Committee etc.	0. 96	0. 96	0. 96
DAC-27	1. 7. 2	Composition	0. 96	0. 96	0. 96
DAC-27	1. 7. 3	Dates from which constituted	0. 96	0. 96	0. 96
DAC-27	1. 7. 4	Term/ Tenure	0. 96	0. 96	0. 96
DAC-27	1. 7. 5	Powers and functions	0. 96	0. 96	0. 96
DAC-27	1. 7. 6	Whether their meetings are open to the public?	0. 96	0. 96	0
DAC-27	1. 7. 7	Whether the minutes of the meetings are open to the public?	0. 96	0. 96	0
DAC-27	1. 7. 8	Place where the minutes if open to the public are available?	0	0	0
DAC-27	<b>1. 8</b>	<b>Directory of officers and employees [Section 4(1) (b) (ix)]</b>			
DAC-27	1. 8. 1	Name and designation	3. 85	3. 85	3. 85
DAC-27	1. 8. 2	Telephone , fax and email ID	3. 85	3. 85	3. 85
DAC-27	<b>1. 9</b>	<b>Monthly Remuneration received by officers &amp; employees including system of compensation[Section 4(1) (b) (x)]</b>			
DAC-27	1. 9. 1	List of employees with Gross monthly remuneration	3. 85	3. 85	3. 85
DAC-27	1. 9. 2	System of compensation as provided in its regulations	0	0	0
DAC-27	<b>1. 10</b>	<b>Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)]</b>			
DAC-27	1. 10. 1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	3. 85	3. 85	3. 85
DAC-27	1. 10. 2	Address, telephone numbers and email ID of each designated official.	3. 85	3. 85	3. 85
DAC-27	<b>1. 11</b>	<b>No. Of employees against whom Disciplinary action has been proposed/ taken (Section 4(2))</b>			
DAC-27	1. 11. 1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	3. 85	3. 85	0
DAC-27	1. 11. 2	(ii) Finalised for Minor penalty or major penalty proceedings	3. 85	3. 85	0
DAC-27	<b>1. 12</b>	<b>Programmes to advance understanding of RTI (Section 26)</b>			
DAC-27	1. 12. 1	Educational programmes	1. 92	1. 92	1. 92
DAC-27	1. 12. 2	Efforts to encourage public authority to participate in these programmes	1. 92	1. 92	1. 92

DAC-27	1. 12. 3	Training of CPIO/APIO	1. 92	1. 92	1. 92
DAC-27	1. 12. 4	Update & publish guidelines on RTI by the Public Authorities concerned	1. 92	1. 92	1. 92
DAC-27	<b>1. 13</b>	<b>Transfer policy and transfer orders[F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-27	1. 13. 1	Transfer Policy And Transfer Orders [F No. 1/6/2011- IR Dt. 15. 4. 2013]	7. 69	7. 69	7. 69
DAC-27	<b>Total-1</b>		<b>95</b>	<b>95</b>	<b>85</b>
DAC-27	<b>2</b>	<b>Budget and Programme</b>			
DAC-27	<b>2. 1</b>	<b>Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)]</b>			
DAC-27	2. 1. 1	Total Budget for the public authority	10	10. 00	10. 00
DAC-27	2. 1. 2	Budget for each agency and plan & programmes	10	10. 00	10. 00
DAC-27	2. 1. 3	Proposed expenditures	10	10. 00	10. 00
DAC-27	2. 1. 4	Revised budget for each agency, if any	10	10. 00	10. 00
DAC-27	2. 1. 5	Report on disbursements made and place where the related reports are available	10	10. 00	10. 00
DAC-27	<b>2. 2</b>	<b>Foreign and domestic tours (F. No. 1/8/2012- IR dt. 11. 9. 2012)</b>			
DAC-27	2. 2. 1	Budget	16. 67	16. 67	16. 67
DAC-27	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	16. 67	16. 67	16. 67
DAC-27	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.	16. 67	16. 67	16. 67
DAC-27	<b>2. 3</b>	<b>Manner of execution of subsidy programme [Section 4(i)(b)(xii)]</b>			
DAC-27	2. 3. 1	Name of the programme of activity	0	0	0
DAC-27	2. 3. 2	Objective of the programme	0	0	0
DAC-27	2. 3. 3	Procedure to avail benefits	0	0	0
DAC-27	2. 3. 4	Duration of the programme/ scheme	0	0	0
DAC-27	2. 3. 5	Physical and financial targets of the programme	0	0	0
DAC-27	2. 3. 6	Nature/ scale of subsidy /amount allotted	0	0	0
DAC-27	2. 3. 7	Eligibility criteria for grant of subsidy	0	0	0
DAC-27	2. 3. 8	Details of beneficiaries of subsidy programme (number, profile etc)	0	0	0
DAC-27	<b>2. 4</b>	<b>Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15. 04. 2013]</b>			

DAC-27	2. 4. 1	Discretionary and non-discretionary grants/ allocations to State Govt. / NGOs/other institutions	0	0	0
DAC-27	2. 4. 2	Annual accounts of all legal entities who are provided grants by public authorities	0	0	0
DAC-27	<b>2. 5</b>	<b>Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]</b>			
DAC-27	2. 5. 1	Concessions, permits or authorizations granted by public authority	0	0	0
DAC-27	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	0	0	0
DAC-27	<b>2. 6</b>	<b>CAG &amp; PAC paras [F No. 1/6/2011- IR dt. 15. 4. 2013]</b>			
DAC-27	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.	50	50.00	50.00
DAC-27	<b>Total-2</b>		<b>150</b>	<b>150</b>	<b>150</b>
DAC-27	<b>3</b>	<b>Publicity Band Public interface</b>			
DAC-27	<b>3. 1</b>	<b>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]</b>			
DAC-27	3. 1. 1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	0	0	0
DAC-27	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	0	0	0
DAC-27	3. 1. 3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	0	0	0
DAC-27	3. 1. 4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	0	0	0
DAC-27	3. 1. 5	Public- private partnerships (PPP)- Concession agreements.	0	0	0
DAC-27	3. 1. 6	Public- private partnerships (PPP)- Operation and maintenance manuals	0	0	0
DAC-27	3. 1. 7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	0	0	0
DAC-27	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	0	0	0
DAC-27	3. 1. 9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	0	0	0

DAC-27	3.1.10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.)	0	0	0
DAC-27	3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	0	0	0
DAC-27	<b>3.2</b>	<b>Are the details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]</b>			
DAC-27	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	0	0	0
DAC-27	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	0	0	0
DAC-27	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	0	0	0
DAC-27	<b>3.3</b>	<b>Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]</b>			
DAC-27	3.3.1	Use of the most effective means of communication - Internet (website)	50	50.00	50.00
DAC-27	<b>3.4</b>	<b>Form of accessibility of information manual/ handbook[Section 4(1)(b)]</b>			
DAC-27	3.4.1	Information manual/handbook available in Electronic format	25	25.00	25.00
DAC-27	3.4.2	Information manual/handbook available in Printed format	25	25.00	25.00
DAC-27	<b>3.5</b>	<b>Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]</b>			
DAC-27	3.5.1	List of materials available Free of cost	25	25.00	25.00
DAC-27	3.5.2	List of materials available At a reasonable cost of the medium	25	25.00	25.00
DAC-27	<b>Total-3</b>		<b>150</b>	<b>150</b>	<b>150</b>
DAC-27	<b>4</b>	<b>E-Governance</b>			
DAC-27	<b>4.1</b>	<b>Language in which Information Manual/ Handbook Available [F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-27	4.1.1	English	14.29	14.29	14.29
DAC-27	4.1.2	Vernacular/ Local Language	14.29	14.29	14.29
DAC-27	<b>4.2</b>	<b>When was the information Manual/ Handbook last updated? [F No. 1/6/2011-IR dt 15. 4. 2013]</b>			
DAC-27	4.2.1	Last date of Annual updation	28.57	28.57	28.57
DAC-27	<b>4.3</b>	<b>Information available in electronic form[Section 4(1)(b)(xiv)]</b>			
DAC-27	4.3.1	Details of information available in electronic form	9.52	9.52	9.52

DAC-27	4. 3. 2	Name/ title of the document/record/ other information	9. 52	9. 52	9. 52
DAC-27	4. 3. 3	Location where available	9. 52	9. 52	9. 52
DAC-27	<b>4. 4</b>	<b>Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]</b>			
DAC-27	4. 4. 1	Name & location of the faculty	7. 14	7. 14	7. 14
DAC-27	4. 4. 2	Details of information made available	7. 14	7. 14	7. 14
DAC-27	4. 4. 3	Working hours of the facility	7. 14	7. 14	7. 14
DAC-27	4. 4. 4	Contact person & contact details (Phone, fax email)	7. 14	7. 14	7. 14
DAC-27	<b>4. 5</b>	<b>Such other information as may be prescribed under Section 4(i) (b)(xvii)</b>			
DAC-27	4. 5. 1	Grievance redressal mechanism	3. 57	3. 57	3. 57
DAC-27	4. 5. 2	Details of applications received under RTI and information provided	3. 57	3. 57	3. 57
DAC-27	4. 5. 3	List of completed schemes/ projects/ Programmes	3. 57	3. 57	3. 57
DAC-27	4. 5. 4	List of schemes/ projects/ programme underway	3. 57	3. 57	3. 57
DAC-27	4. 5. 5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	3. 57	3. 57	3. 57
DAC-27	4. 5. 6	Annual Report	3. 57	3. 57	3. 57
DAC-27	4. 5. 7	Frequently Asked Question (FAQs)	3. 57	3. 57	3. 57
DAC-27	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	3. 57	3. 57	3. 57
DAC-27	<b>4. 6</b>	<b>Receipt &amp; Disposal of RTI applications &amp; appeals [F. No 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-27	4. 6. 1	Details of applications received and disposed	14. 29	14. 29	14. 29
DAC-27	4. 6. 2	Details of appeals received and orders issued	14. 29	14. 29	14. 29
DAC-27	<b>4. 7</b>	<b>Replies to questions asked in the parliament[Section 4(1)(d)(2)]</b>			
DAC-27	4. 7. 1	Details of questions asked and replies given	28. 57	28. 57	0
DAC-27	<b>Total-4</b>		<b>200</b>	<b>200</b>	<b>171</b>
DAC-27	<b>5</b>	<b>Information as may be prescribed</b>			
DAC-27	<b>5. 1</b>	<b>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]</b>			
DAC-27	5. 1. 1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1. 1. 2015	20	20. 00	20. 00
DAC-27	5. 1. 2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the audit carried out	20	20. 00	20. 00
DAC-27	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	20	20. 00	10. 00

DAC-27	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	20	20.00	10.00
DAC-27	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	20	20.00	10.00
DAC-27	<b>Total-5</b>		<b>100</b>	<b>100</b>	<b>70</b>
DAC-27	<b>6</b>	<b>Information Disclosed on own Initiative</b>			
DAC-27	<b>6.1</b>	<b>Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information</b>			
DAC-27	6.1.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	25	25.00	25.00
DAC-27	<b>6.2</b>	<b>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</b>			
DAC-27	6.2.1	Whether STQC certification obtained and its validity	0	0	12.50
DAC-27	6.2.2	Does the website show the certificate on the Website?	0	0	12.50
DAC-27	<b>Total-6</b>		<b>25</b>	<b>25</b>	<b>50</b>
DAC-27	<b>Grand Total</b>		<b>720</b>	<b>720</b>	<b>676</b>

Public Authority Name: DAC-28: National Institute of Agricultural Marketing(NIAM) – Self Appraisal					
PA Sr. No.	Sr. No	Details of disclosure	Marks	Obtained Mark	Audit or Marks
DAC-28	<b>1</b>	<b>Organisation and Function</b>			
DAC-28	<b>1.1</b>	<b>Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]</b>			
DAC-28	1.1.1	Name and address of the Organization	1.28	1.28	1.28
DAC-28	1.1.2	Head of the organization	1.28	1.28	1.28
DAC-28	1.1.3	Vision, Mission and Key objectives	1.28	1.28	1.28
DAC-28	1.1.4	Function and duties	1.28	1.28	1.28
DAC-28	1.1.5	Organization Chart	1.28	1.28	1.28
DAC-28	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	1.28	1.28	1.28
DAC-28	<b>1.2</b>	<b>Power and duties of its officers and employees[Section 4(1) (b)(ii)]</b>			
DAC-28	1.2.1	Powers and duties of officers (administrative, financial and judicial)	1.54	1.54	1.54
DAC-28	1.2.2	Power and duties of other employees	1.54	1.54	1.54
DAC-28	1.2.3	Rules/ orders under which powers and duty are derived and	1.54	1.54	1.54
DAC-28	1.2.4	Exercised	0	0	0
DAC-28	1.2.5	Work allocation	1.54	1.54	1.54
DAC-28	<b>1.3</b>	<b>Procedure followed in decision making process [Section 4(1)(b)(iii)]</b>			
DAC-28	1.3.1	Process of decision making Identify key decision making points	1.54	1.54	1.54
DAC-28	1.3.2	Final decision making authority	1.54	1.54	1.54
DAC-28	1.3.3	Related provisions, acts, rules etc.	1.54	1.54	1.54
DAC-28	1.3.4	Time limit for taking a decisions, if any	1.54	0	0
DAC-28	1.3.5	Channel of supervision and accountability	1.54	1.54	1.54
DAC-28	<b>1.4</b>	<b>Norms for discharge of functions [Section 4(1)(b)(iv)]</b>			
DAC-28	1.4.1	Nature of functions/ services offered	1.54	1.54	1.54
DAC-28	1.4.2	Norms/ standards for functions/ service delivery	1.54	1.54	0.77
DAC-28	1.4.3	Process by which these services can be accessed	1.54	1.54	1.54
DAC-28	1.4.4	Time-limit for achieving the targets	1.54	1.54	0.77
DAC-28	1.4.5	Process of redress of grievances	1.54	1.54	1.54
DAC-28	<b>1.5</b>	<b>Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]</b>			
DAC-28	1.5.1	Title and nature of the record/ manual /instruction.	1.92	1.92	1.92

DAC-28	1. 5. 2	List of Rules, regulations, instructions manuals and records.	1. 92	1. 92	1. 92
DAC-28	1. 5. 3	Acts/ Rules manuals etc.	1. 92	1. 92	1. 92
DAC-28	1. 5. 4	Transfer policy and transfer orders	0	0	0
DAC-28	<b>1. 6</b>	<b>Categories of documents held by the authority under its control [Section 4(1)(b) (vi)]</b>			
DAC-28	1. 6. 1	Categories of documents	3. 85	3. 85	1. 93
DAC-28	1. 6. 2	Custodian of documents/categories	3. 85	3. 85	3. 85
DAC-28	<b>1. 7</b>	<b>Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]</b>			
DAC-28	1. 7. 1	Name of Boards, Council, Committee etc.	0. 96	0. 96	0. 96
DAC-28	1. 7. 2	Composition	0. 96	0. 96	0. 96
DAC-28	1. 7. 3	Dates from which constituted	0. 96	0. 96	0. 96
DAC-28	1. 7. 4	Term/ Tenure	0	0	0
DAC-28	1. 7. 5	Powers and functions	0. 96	0. 96	0. 96
DAC-28	1. 7. 6	Whether their meetings are open to the public?	0	0	0
DAC-28	1. 7. 7	Whether the minutes of the meetings are open to the public?	0	0	0
DAC-28	1. 7. 8	Place where the minutes if open to the public are available?	0	0	0
DAC-28	<b>1. 8</b>	<b>Directory of officers and employees [Section 4(1) (b) (ix)]</b>			
DAC-28	1. 8. 1	Name and designation	3. 85	3. 85	3. 85
DAC-28	1. 8. 2	Telephone , fax and email ID	3. 85	3. 85	1. 93
DAC-28	<b>1. 9</b>	<b>Monthly Remuneration received by officers &amp; employees including system of compensation[Section 4(1) (b) (x)]</b>			
DAC-28	1. 9. 1	List of employees with Gross monthly remuneration	3. 85	3. 85	3. 85
DAC-28	1. 9. 2	System of compensation as provided in its regulations	3. 85	0	0
DAC-28	<b>1. 10</b>	<b>Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)]</b>			
DAC-28	1. 10. 1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	3. 85	3. 85	1. 93
DAC-28	1. 10. 2	Address, telephone numbers and email ID of each designated official.	3. 85	3. 85	1. 93
DAC-28	<b>1. 11</b>	<b>No. Of employees against whom Disciplinary action has been proposed/ taken (Section 4(2))</b>			
DAC-28	1. 11. 1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	0	0	0
DAC-28	1. 11. 2	(ii) Finalised for Minor penalty or major penalty proceedings	0	0	0

DAC-28	<b>1. 12</b>	<b>Programmes to advance understanding of RTI (Section 26)</b>			
DAC-28	1. 12. 1	Educational programmes	1. 92	0	0
DAC-28	1. 12. 2	Efforts to encourage public authority to participate in these programmes	1. 92	0	0
DAC-28	1. 12. 3	Training of CPIO/APIO	1. 92	0	0
DAC-28	1. 12. 4	Update & publish guidelines on RTI by the Public Authorities concerned	1. 92	0	0
DAC-28	<b>1. 13</b>	<b>Transfer policy and transfer orders[F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-28	1. 13. 1	Transfer Policy And Transfer Orders [F No. 1/6/2011- IR Dt. 15. 4. 2013]	0	0	0
DAC-28	<b>Total-1</b>		<b>77</b>	<b>64</b>	<b>55</b>
DAC-28	<b>2</b>	<b>Budget and Programme</b>			
DAC-28	<b>2. 1</b>	<b>Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)]</b>			
DAC-28	2. 1. 1	Total Budget for the public authority	10	10. 00	5. 00
DAC-28	2. 1. 2	Budget for each agency and plan & programmes	10	10. 00	5. 00
DAC-28	2. 1. 3	Proposed expenditures	10	10. 00	5. 00
DAC-28	2. 1. 4	Revised budget for each agency, if any	10	10. 00	5. 00
DAC-28	2. 1. 5	Report on disbursements made and place where the related reports are available	10	10. 00	5. 00
DAC-28	<b>2. 2</b>	<b>Foreign and domestic tours (F. No. 1/8/2012- IR dt. 11. 9. 2012)</b>			
DAC-28	2. 2. 1	Budget	16. 67	0	0
DAC-28	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	16. 67	0	0
DAC-28	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.	16. 67	0	0
DAC-28	<b>2. 3</b>	<b>Manner of execution of subsidy programme [Section 4(i)(b)(xii)]</b>			
DAC-28	2. 3. 1	Name of the programme of activity	0	0	0
DAC-28	2. 3. 2	Objective of the programme	0	0	0
DAC-28	2. 3. 3	Procedure to avail benefits	0	0	0
DAC-28	2. 3. 4	Duration of the programme/ scheme	0	0	0

DAC-28	2. 3. 5	Physical and financial targets of the programme	0	0	0
DAC-28	2. 3. 6	Nature/ scale of subsidy /amount allotted	0	0	0
DAC-28	2. 3. 7	Eligibility criteria for grant of subsidy	0	0	0
DAC-28	2. 3. 8	Details of beneficiaries of subsidy programme (number, profile etc)	0	0	0
DAC-28	<b>2. 4</b>	<b>Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-28	2. 4. 1	Discretionary and non-discretionary grants/ allocations to State Govt. / NGOs/other institutions	0	0	0
DAC-28	2. 4. 2	Annual accounts of all legal entities who are provided grants by public authorities	0	0	0
DAC-28	<b>2. 5</b>	<b>Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]</b>			
DAC-28	2. 5. 1	Concessions, permits or authorizations granted by public authority	0	0	0
DAC-28	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	0	0	0
DAC-28	<b>2. 6</b>	<b>CAG &amp; PAC paras [F No. 1/6/2011- IR dt. 15. 4. 2013]</b>			
DAC-28	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.	50	50.00	0
DAC-28	<b>Total-2</b>		<b>150</b>	<b>100</b>	<b>25</b>
DAC-28	<b>3</b>	<b>Publicity Band Public interface</b>			
DAC-28	<b>3. 1</b>	<b>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]</b>			
DAC-28	3. 1. 1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	12. 5	12. 50	12. 50
DAC-28	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	0	0	0
DAC-28	3. 1. 3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	2. 78	2. 78	2. 78
DAC-28	3. 1. 4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	2. 78	2. 78	2. 78
DAC-28	3. 1. 5	Public- private partnerships (PPP)- Concession agreements.	2. 78	2. 78	2. 78

DAC-28	3. 1. 6	Public- private partnerships (PPP)- Operation and maintenance manuals	2. 78	2. 78	2. 78
DAC-28	3. 1. 7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	2. 78	2. 78	2. 78
DAC-28	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	0	0	0
DAC-28	3. 1. 9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	2. 78	2. 78	2. 78
DAC-28	3. 1. 10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc. )	0	0	0
DAC-28	3. 1. 11	Public- private partnerships (PPP) - All payment made under the PPP project	0	0	0
DAC-28	<b>3. 2</b>	<b>Are the details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]</b>			
DAC-28	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	16. 67	16. 67	16. 67
DAC-28	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	16. 67	16. 67	8. 34
DAC-28	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	16. 67	16. 67	8. 34
DAC-28	<b>3. 3</b>	<b>Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]</b>			
DAC-28	3. 3. 1	Use of the most effective means of communication - Internet (website)	50	50. 00	50. 00
DAC-28	<b>3. 4</b>	<b>Form of accessibility of information manual/handbook[Section 4(1)(b)]</b>			
DAC-28	3. 4. 1	Information manual/handbook available in Electronic format	25	25. 00	25. 00
DAC-28	3. 4. 2	Information manual/handbook available in Printed format	25	25. 00	25. 00
DAC-28	<b>3. 5</b>	<b>Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]</b>			
DAC-28	3. 5. 1	List of materials available Free of cost	0	0	0
DAC-28	3. 5. 2	List of materials available At a reasonable cost of the medium	0	0	0
DAC-28	<b>Total-3</b>		<b>179</b>	<b>179</b>	<b>163</b>
DAC-28	<b>4</b>	<b>E-Governance</b>			
DAC-28	<b>4. 1</b>	<b>Language in which Information Manual/ Handbook Available [F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			

DAC-28	4. 1. 1	English	14. 29	14. 29	14. 29
DAC-28	4. 1. 2	Vernacular/ Local Language	14. 29	14. 29	14. 29
DAC-28	<b>4. 2</b>	<b>When was the information Manual/ Handbook last updated? [F No. 1/6/2011-IR dt 15. 4. 2013]</b>			
DAC-28	4. 2. 1	Last date of Annual updation	28. 57	28. 57	28. 57
DAC-28	<b>4. 3</b>	<b>Information available in electronic form[Section 4(1)(b)(xiv)]</b>			
DAC-28	4. 3. 1	Details of information available in electronic form	9. 52	9. 52	9. 52
DAC-28	4. 3. 2	Name/ title of the document/record/ other information	9. 52	9. 52	9. 52
DAC-28	4. 3. 3	Location where available	9. 52	9. 52	9. 52
DAC-28	<b>4. 4</b>	<b>Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]</b>			
DAC-28	4. 4. 1	Name & location of the faculty	7. 14	7. 14	7. 14
DAC-28	4. 4. 2	Details of information made available	7. 14	7. 14	7. 14
DAC-28	4. 4. 3	Working hours of the facility	7. 14	7. 14	0
DAC-28	4. 4. 4	Contact person & contact details (Phone, fax email)	7. 14	7. 14	7. 14
DAC-28	<b>4. 5</b>	<b>Such other information as may be prescribed under Section 4(i) (b)(xvii)</b>			
DAC-28	4. 5. 1	Grievance redressal mechanism	3. 57	3. 57	3. 57
DAC-28	4. 5. 2	Details of applications received under RTI and information provided	3. 57	3. 57	3. 57
DAC-28	4. 5. 3	List of completed schemes/ projects/ Programmes	0	0	0
DAC-28	4. 5. 4	List of schemes/ projects/ programme underway	0	0	0
DAC-28	4. 5. 5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	3. 57	3. 57	3. 57
DAC-28	4. 5. 6	Annual Report	3. 57	3. 57	1. 79
DAC-28	4. 5. 7	Frequently Asked Question (FAQs)	0	0	0
DAC-28	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	3. 57	3. 57	3. 57
DAC-28	<b>4. 6</b>	<b>Receipt &amp; Disposal of RTI applications &amp; appeals [F. No 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-28	4. 6. 1	Details of applications received and disposed	14. 29	14. 29	7. 15
DAC-28	4. 6. 2	Details of appeals received and orders issued	14. 29	14. 29	7. 15
DAC-28	<b>4. 7</b>	<b>Replies to questions asked in the parliament[Section 4(1)(d)(2)]</b>			
DAC-28	4. 7. 1	Details of questions asked and replies given	28. 57	28. 57	14. 29
DAC-28	<b>Total-4</b>		<b>189</b>	<b>189</b>	<b>152</b>
DAC-28	<b>5</b>	<b>Information as may be prescribed</b>			
DAC-28	<b>5. 1</b>	<b>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]</b>			
DAC-28	5. 1. 1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1. 1. 2015	20	20. 00	20. 00

DAC-28	5. 1. 2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the audit carried out	20	0	0
DAC-28	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	20	20.00	10.00
DAC-28	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	20	20.00	10.00
DAC-28	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	20	20.00	10.00
DAC-28	<b>Total-5</b>		<b>100</b>	<b>80</b>	<b>50</b>
DAC-28	<b>6</b>	<b>Information Disclosed on own Initiative</b>			
DAC-28	<b>6. 1</b>	<b>Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information</b>			
DAC-28	6. 1. 1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	25	0	25.00
DAC-28	<b>6. 2</b>	<b>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</b>			
DAC-28	6. 2. 1	Whether STQC certification obtained and its validity	0	0	0
DAC-28	6. 2. 2	Does the website show the certificate on the Website?	0	0	0
DAC-28	<b>Total-6</b>		<b>25</b>	<b>0</b>	<b>25</b>
DAC-28	<b>Grand Total</b>		<b>721</b>	<b>613</b>	<b>469</b>

Public Authority Name: DAC-29: National Institute of Plant Health Management – Self Appraisal					
PA Sr. No.	Sr. No	Details of disclosure	Marks	Obtained Mark	Audit or Marks
DAC-29	<b>1</b>	<b>Organisation and Function</b>			
DAC-29	<b>1.1</b>	<b>Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]</b>			
DAC-29	1.1.1	Name and address of the Organization	1.28	1.28	1.28
DAC-29	1.1.2	Head of the organization	1.28	1.28	1.28
DAC-29	1.1.3	Vision, Mission and Key objectives	1.28	1.28	1.28
DAC-29	1.1.4	Function and duties	1.28	1.28	1.28
DAC-29	1.1.5	Organization Chart	1.28	1.28	1.28
DAC-29	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	1.28	0.64	0.64
DAC-29	<b>1.2</b>	<b>Power and duties of its officers and employees[Section 4(1) (b)(ii)]</b>			
DAC-29	1.2.1	Powers and duties of officers (administrative, financial and judicial)	1.54	1.54	1.54
DAC-29	1.2.2	Power and duties of other employees	1.54	1.54	1.54
DAC-29	1.2.3	Rules/ orders under which powers and duty are derived and	1.54	1.54	1.54
DAC-29	1.2.4	Exercised	1.54	1.54	1.54
DAC-29	1.2.5	Work allocation	1.54	1.54	1.54
DAC-29	<b>1.3</b>	<b>Procedure followed in decision making process [Section 4(1)(b)(iii)]</b>			
DAC-29	1.3.1	Process of decision making Identify key decision making points	1.54	1.54	1.54
DAC-29	1.3.2	Final decision making authority	1.54	1.54	1.54
DAC-29	1.3.3	Related provisions, acts, rules etc.	1.54	1.54	1.54
DAC-29	1.3.4	Time limit for taking a decisions, if any	1.54	0.77	0.77
DAC-29	1.3.5	Channel of supervision and accountability	1.54	0.77	0.77
DAC-29	<b>1.4</b>	<b>Norms for discharge of functions [Section 4(1)(b)(iv)]</b>			
DAC-29	1.4.1	Nature of functions/ services offered	1.54	1.54	1.54
DAC-29	1.4.2	Norms/ standards for functions/ service delivery	1.54	1.54	1.54
DAC-29	1.4.3	Process by which these services can be accessed	1.54	1.54	1.54
DAC-29	1.4.4	Time-limit for achieving the targets	1.54	0.77	0.77
DAC-29	1.4.5	Process of redress of grievances	1.54	1.54	1.54
DAC-29	<b>1.5</b>	<b>Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]</b>			
DAC-29	1.5.1	Title and nature of the record/ manual /instruction.	1.92	1.92	1.92

DAC-29	1. 5. 2	List of Rules, regulations, instructions manuals and records.	1. 92	1. 92	1. 92
DAC-29	1. 5. 3	Acts/ Rules manuals etc.	1. 92	1. 92	1. 92
DAC-29	1. 5. 4	Transfer policy and transfer orders	0	0	0
DAC-29	<b>1. 6</b>	<b>Categories of documents held by the authority under its control [Section 4(1)(b) (vi)]</b>			
DAC-29	1. 6. 1	Categories of documents	3. 85	3. 85	3. 85
DAC-29	1. 6. 2	Custodian of documents/categories	3. 85	3. 85	3. 85
DAC-29	<b>1. 7</b>	<b>Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]</b>			
DAC-29	1. 7. 1	Name of Boards, Council, Committee etc.	0. 96	0. 96	0. 96
DAC-29	1. 7. 2	Composition	0. 96	0. 96	0. 96
DAC-29	1. 7. 3	Dates from which constituted	0. 96	0. 96	0. 96
DAC-29	1. 7. 4	Term/ Tenure	0. 96	0. 96	0. 96
DAC-29	1. 7. 5	Powers and functions	0. 96	0. 96	0. 96
DAC-29	1. 7. 6	Whether their meetings are open to the public?	0. 96	0	0
DAC-29	1. 7. 7	Whether the minutes of the meetings are open to the public?	0. 96	0	0
DAC-29	1. 7. 8	Place where the minutes if open to the public are available?	0	0	0
DAC-29	<b>1. 8</b>	<b>Directory of officers and employees [Section 4(1) (b) (ix)]</b>			
DAC-29	1. 8. 1	Name and designation	3. 85	3. 85	3. 85
DAC-29	1. 8. 2	Telephone , fax and email ID	3. 85	3. 85	3. 85
DAC-29	<b>1. 9</b>	<b>Monthly Remuneration received by officers &amp; employees including system of compensation[Section 4(1) (b) (x)]</b>			
DAC-29	1. 9. 1	List of employees with Gross monthly remuneration	3. 85	3. 85	3. 85
DAC-29	1. 9. 2	System of compensation as provided in its regulations	0	0	0
DAC-29	<b>1. 10</b>	<b>Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)]</b>			
DAC-29	1. 10. 1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	3. 85	3. 85	3. 85
DAC-29	1. 10. 2	Address, telephone numbers and email ID of each designated official.	3. 85	3. 85	3. 85
DAC-29	<b>1. 11</b>	<b>No. Of employees against whom Disciplinary action has been proposed/ taken (Section 4(2))</b>			
DAC-29	1. 11. 1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	3. 85	3. 85	3. 85
DAC-29	1. 11. 2	(ii) Finalised for Minor penalty or major penalty proceedings	3. 85	3. 85	3. 85

DAC-29	<b>1. 12</b>	<b>Programmes to advance understanding of RTI (Section 26)</b>			
DAC-29	1. 12. 1	Educational programmes	1. 92	0. 96	0. 96
DAC-29	1. 12. 2	Efforts to encourage public authority to participate in these programmes	1. 92	0. 96	0. 96
DAC-29	1. 12. 3	Training of CPIO/APIO	1. 92	0. 96	0. 96
DAC-29	1. 12. 4	Update & publish guidelines on RTI by the Public Authorities concerned	0	0	0
DAC-29	<b>1. 13</b>	<b>Transfer policy and transfer orders[F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-29	1. 13. 1	Transfer Policy And Transfer Orders [F No. 1/6/2011- IR Dt. 15. 4. 2013]	0	0	0
DAC-29	<b>Total-1</b>		<b>84</b>	<b>76</b>	<b>76</b>
DAC-29	<b>2</b>	<b>Budget and Programme</b>			
DAC-29	<b>2. 1</b>	<b>Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)]</b>			
DAC-29	2. 1. 1	Total Budget for the public authority	10	10. 00	10. 00
DAC-29	2. 1. 2	Budget for each agency and plan & programmes	10	10. 00	10. 00
DAC-29	2. 1. 3	Proposed expenditures	10	10. 00	10. 00
DAC-29	2. 1. 4	Revised budget for each agency, if any	10	10. 00	10. 00
DAC-29	2. 1. 5	Report on disbursements made and place where the related reports are available	10	10. 00	10. 00
DAC-29	<b>2. 2</b>	<b>Foreign and domestic tours (F. No. 1/8/2012- IR dt. 11. 9. 2012)</b>			
DAC-29	2. 2. 1	Budget	16. 67	16. 67	16. 67
DAC-29	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	16. 67	16. 67	16. 67
DAC-29	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.	16. 67	16. 67	16. 67
DAC-29	<b>2. 3</b>	<b>Manner of execution of subsidy programme [Section 4(i)(b)(xii)]</b>			
DAC-29	2. 3. 1	Name of the programme of activity	0	0	0
DAC-29	2. 3. 2	Objective of the programme	0	0	0
DAC-29	2. 3. 3	Procedure to avail benefits	0	0	0
DAC-29	2. 3. 4	Duration of the programme/ scheme	0	0	0

DAC-29	2. 3. 5	Physical and financial targets of the programme	0	0	0
DAC-29	2. 3. 6	Nature/ scale of subsidy /amount allotted	0	0	0
DAC-29	2. 3. 7	Eligibility criteria for grant of subsidy	0	0	0
DAC-29	2. 3. 8	Details of beneficiaries of subsidy programme (number, profile etc)	0	0	0
DAC-29	<b>2. 4</b>	<b>Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-29	2. 4. 1	Discretionary and non-discretionary grants/ allocations to State Govt. / NGOs/other institutions	0	0	0
DAC-29	2. 4. 2	Annual accounts of all legal entities who are provided grants by public authorities	0	0	0
DAC-29	<b>2. 5</b>	<b>Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]</b>			
DAC-29	2. 5. 1	Concessions, permits or authorizations granted by public authority	0	0	0
DAC-29	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	0	0	0
DAC-29	<b>2. 6</b>	<b>CAG &amp; PAC paras [F No. 1/6/2011- IR dt. 15. 4. 2013]</b>			
DAC-29	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.	50	50.00	50.00
DAC-29	<b>Total-2</b>		<b>150</b>	<b>150</b>	<b>150</b>
DAC-29	<b>3</b>	<b>Publicity Band Public interface</b>			
DAC-29	<b>3. 1</b>	<b>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]</b>			
DAC-29	3. 1. 1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	0	0	0
DAC-29	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	0	0	0
DAC-29	3. 1. 3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	0	0	0
DAC-29	3. 1. 4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	0	0	0
DAC-29	3. 1. 5	Public- private partnerships (PPP)- Concession agreements.	0	0	0
DAC-29	3. 1. 6	Public- private partnerships (PPP)- Operation and maintenance manuals	0	0	0

DAC-29	3. 1. 7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	0	0	0
DAC-29	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	0	0	0
DAC-29	3. 1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	0	0	0
DAC-29	3. 1.10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc. )	0	0	0
DAC-29	3. 1.11	Public- private partnerships (PPP) - All payment made under the PPP project	0	0	0
DAC-29	<b>3. 2</b>	<b>Are the details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]</b>			
DAC-29	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	0	0	0
DAC-29	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	0	0	0
DAC-29	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	0	0	0
DAC-29	<b>3. 3</b>	<b>Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]</b>			
DAC-29	3. 3. 1	Use of the most effective means of communication - Internet (website)	50	50.00	50.00
DAC-29	<b>3. 4</b>	<b>Form of accessibility of information manual/handbook[Section 4(1)(b)]</b>			
DAC-29	3. 4. 1	Information manual/handbook available in Electronic format	25	25.00	25.00
DAC-29	3. 4. 2	Information manual/handbook available in Printed format	25	25.00	25.00
DAC-29	<b>3. 5</b>	<b>Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]</b>			
DAC-29	3. 5. 1	List of materials available Free of cost	25	25.00	25.00
DAC-29	3. 5. 2	List of materials available At a reasonable cost of the medium	25	25.00	25.00
DAC-29	<b>Total-3</b>		<b>150</b>	<b>150</b>	<b>150</b>
DAC-29	<b>4</b>	<b>E-Governance</b>			
DAC-29	<b>4. 1</b>	<b>Language in which Information Manual/ Handbook Available [F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-29	4. 1. 1	English	14. 29	14. 29	14. 29

DAC-29	4. 1. 2	Vernacular/ Local Language	0	0	0
DAC-29	<b>4. 2</b>	<b>When was the information Manual/ Handbook last updated? [F No. 1/6/2011-IR dt 15. 4. 2013]</b>			
DAC-29	4. 2. 1	Last date of Annual updation	28. 57	28. 57	28. 57
DAC-29	<b>4. 3</b>	<b>Information available in electronic form[Section 4(1)(b)(xiv)]</b>			
DAC-29	4. 3. 1	Details of information available in electronic form	9. 52	9. 52	9. 52
DAC-29	4. 3. 2	Name/ title of the document/record/ other information	9. 52	9. 52	9. 52
DAC-29	4. 3. 3	Location where available	9. 52	9. 52	9. 52
DAC-29	<b>4. 4</b>	<b>Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]</b>			
DAC-29	4. 4. 1	Name & location of the faculty	7. 14	7. 14	7. 14
DAC-29	4. 4. 2	Details of information made available	7. 14	7. 14	7. 14
DAC-29	4. 4. 3	Working hours of the facility	7. 14	7. 14	7. 14
DAC-29	4. 4. 4	Contact person & contact details (Phone, fax email)	7. 14	7. 14	3. 57
DAC-29	<b>4. 5</b>	<b>Such other information as may be prescribed under Section 4(i) (b)(xvii)</b>			
DAC-29	4. 5. 1	Grievance redressal mechanism	3. 57	3. 57	3. 57
DAC-29	4. 5. 2	Details of applications received under RTI and information provided	3. 57	3. 57	3. 57
DAC-29	4. 5. 3	List of completed schemes/ projects/ Programmes	3. 57	3. 57	3. 57
DAC-29	4. 5. 4	List of schemes/ projects/ programme underway	3. 57	3. 57	3. 57
DAC-29	4. 5. 5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	3. 57	3. 57	3. 57
DAC-29	4. 5. 6	Annual Report	3. 57	3. 57	3. 57
DAC-29	4. 5. 7	Frequently Asked Question (FAQs)	3. 57	3. 57	3. 57
DAC-29	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	3. 57	3. 57	3. 57
DAC-29	<b>4. 6</b>	<b>Receipt &amp; Disposal of RTI applications &amp; appeals [F. No 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-29	4. 6. 1	Details of applications received and disposed	14. 29	14. 29	14. 29
DAC-29	4. 6. 2	Details of appeals received and orders issued	14. 29	14. 29	14. 29
DAC-29	<b>4. 7</b>	<b>Replies to questions asked in the parliament[Section 4(1)(d)(2)]</b>			
DAC-29	4. 7. 1	Details of questions asked and replies given	28. 57	28. 57	28. 57
DAC-29	<b>Total-4</b>		<b>186</b>	<b>186</b>	<b>182</b>
DAC-29	<b>5</b>	<b>Information as may be prescribed</b>			
DAC-29	<b>5. 1</b>	<b>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]</b>			
DAC-29	5. 1. 1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1. 1. 2015	20	20. 00	20. 00
DAC-29	5. 1. 2	Details of third party audit of voluntary disclosure -	20	20. 00	20. 00

		(a) Dates of audit carried out , (b) Report of the audit carried out			
DAC-29	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	20	20. 00	20. 00
DAC-29	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	20	0	0
DAC-29	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	20	0	0
DAC-29	<b>Total-5</b>		<b>100</b>	<b>60</b>	<b>60</b>
DAC-29	<b>6</b>	<b>Information Disclosed on own Initiative</b>			
DAC-29	<b>6. 1</b>	<b>Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information</b>			
DAC-29	6. 1. 1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	25	25. 00	25. 00
DAC-29	<b>6. 2</b>	<b>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</b>			
DAC-29	6. 2. 1	Whether STQC certification obtained and its validity	12. 5	12. 50	12. 50
DAC-29	6. 2. 2	Does the website show the certificate on the Website?	12. 5	12. 50	12. 50
DAC-29	<b>Total-6</b>		<b>50</b>	<b>50</b>	<b>50</b>
DAC-29	<b>Grand Total</b>		<b>719</b>	<b>672</b>	<b>668</b>

<b>Public Authority Name: DAC-30: National Seeds Corporation Ltd. – Self Appraisal</b>					
<b>PA Sr. No.</b>	<b>Sr. No</b>	<b>Details of disclosure</b>	<b>Marks</b>	<b>Obtained Mark</b>	<b>Audit or Marks</b>
DAC-30	<b>1</b>	<b>Organisation and Function</b>			
DAC-30	<b>1.1</b>	<b>Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]</b>			
DAC-30	1.1.1	Name and address of the Organization	1.28	1.28	1.28
DAC-30	1.1.2	Head of the organization	1.28	1.28	1.28
DAC-30	1.1.3	Vision, Mission and Key objectives	1.28	1.28	1.28
DAC-30	1.1.4	Function and duties	1.28	1.28	1.28
DAC-30	1.1.5	Organization Chart	1.28	1.28	1.28
DAC-30	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	1.28	1.28	1.28
DAC-30	<b>1.2</b>	<b>Power and duties of its officers and employees[Section 4(1) (b)(ii)]</b>			
DAC-30	1.2.1	Powers and duties of officers (administrative, financial and judicial)	1.54	1.54	1.54
DAC-30	1.2.2	Power and duties of other employees	1.54	1.54	1.54
DAC-30	1.2.3	Rules/ orders under which powers and duty are derived and	1.54	1.54	1.54
DAC-30	1.2.4	Exercised	1.54	1.54	1.54
DAC-30	1.2.5	Work allocation	1.54	1.54	1.54
DAC-30	<b>1.3</b>	<b>Procedure followed in decision making process [Section 4(1)(b)(iii)]</b>			
DAC-30	1.3.1	Process of decision making Identify key decision making points	1.54	1.54	0.77
DAC-30	1.3.2	Final decision making authority	1.54	1.54	0.77
DAC-30	1.3.3	Related provisions, acts, rules etc.	1.54	1.54	0.77
DAC-30	1.3.4	Time limit for taking a decisions, if any	1.54	1.54	0.77
DAC-30	1.3.5	Channel of supervision and accountability	1.54	1.54	0.77
DAC-30	<b>1.4</b>	<b>Norms for discharge of functions [Section 4(1)(b)(iv)]</b>			
DAC-30	1.4.1	Nature of functions/ services offered	1.54	1.54	1.54
DAC-30	1.4.2	Norms/ standards for functions/ service delivery	1.54	1.54	1.54
DAC-30	1.4.3	Process by which these services can be accessed	1.54	1.54	0.77
DAC-30	1.4.4	Time-limit for achieving the targets	1.54	1.54	0.77
DAC-30	1.4.5	Process of redress of grievances	1.54	1.54	1.54
DAC-30	<b>1.5</b>	<b>Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]</b>			
DAC-30	1.5.1	Title and nature of the record/ manual /instruction.	1.92	1.92	1.92

DAC-30	1. 5. 2	List of Rules, regulations, instructions manuals and records.	1. 92	1. 92	1. 92
DAC-30	1. 5. 3	Acts/ Rules manuals etc.	0	0	0
DAC-30	1. 5. 4	Transfer policy and transfer orders	1. 92	1. 92	0. 96
DAC-30	<b>1. 6</b>	<b>Categories of documents held by the authority under its control [Section 4(1)(b) (vi)]</b>			
DAC-30	1. 6. 1	Categories of documents	3. 85	3. 85	3. 85
DAC-30	1. 6. 2	Custodian of documents/categories	3. 85	3. 85	3. 85
DAC-30	<b>1. 7</b>	<b>Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]</b>			
DAC-30	1. 7. 1	Name of Boards, Council, Committee etc.	0. 96	0. 96	0. 96
DAC-30	1. 7. 2	Composition	0. 96	0. 96	0. 96
DAC-30	1. 7. 3	Dates from which constituted	0. 96	0. 96	0. 96
DAC-30	1. 7. 4	Term/ Tenure	0. 96	0. 96	0. 96
DAC-30	1. 7. 5	Powers and functions	0. 96	0. 96	0. 96
DAC-30	1. 7. 6	Whether their meetings are open to the public?	0	0	0
DAC-30	1. 7. 7	Whether the minutes of the meetings are open to the public?	0. 96	0. 96	0. 96
DAC-30	1. 7. 8	Place where the minutes if open to the public are available?	0. 96	0. 96	0. 96
DAC-30	<b>1. 8</b>	<b>Directory of officers and employees [Section 4(1) (b) (ix)]</b>			
DAC-30	1. 8. 1	Name and designation	3. 85	3. 85	3. 85
DAC-30	1. 8. 2	Telephone , fax and email ID	3. 85	3. 85	3. 85
DAC-30	<b>1. 9</b>	<b>Monthly Remuneration received by officers &amp; employees including system of compensation[Section 4(1) (b) (x)]</b>			
DAC-30	1. 9. 1	List of employees with Gross monthly remuneration	3. 85	3. 85	3. 85
DAC-30	1. 9. 2	System of compensation as provided in its regulations	3. 85	3. 85	3. 85
DAC-30	<b>1. 10</b>	<b>Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)]</b>			
DAC-30	1. 10. 1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	3. 85	3. 85	3. 85
DAC-30	1. 10. 2	Address, telephone numbers and email ID of each designated official.	3. 85	3. 85	3. 85
DAC-30	<b>1. 11</b>	<b>No. Of employees against whom Disciplinary action has been proposed/ taken (Section 4(2))</b>			
DAC-30	1. 11. 1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	3. 85	3. 85	3. 85
DAC-30	1. 11. 2	(ii) Finalised for Minor penalty or major penalty proceedings	3. 85	3. 85	3. 85

DAC-30	<b>1.12</b>	<b>Programmes to advance understanding of RTI (Section 26)</b>			
DAC-30	1.12.1	Educational programmes	1.92	1.92	1.92
DAC-30	1.12.2	Efforts to encourage public authority to participate in these programmes	1.92	1.92	1.92
DAC-30	1.12.3	Training of CPIO/APIO	1.92	1.92	1.92
DAC-30	1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	1.92	1.92	1.92
DAC-30	<b>1.13</b>	<b>Transfer policy and transfer orders[F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-30	1.13.1	Transfer Policy And Transfer Orders [F No. 1/6/2011- IR Dt. 15. 4. 2013]	7.69	7.69	3.85
DAC-30	<b>Total-1</b>		<b>97</b>	<b>97</b>	<b>87</b>
DAC-30	<b>2</b>	<b>Budget and Programme</b>			
DAC-30	<b>2.1</b>	<b>Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)]</b>			
DAC-30	2.1.1	Total Budget for the public authority	10	10.00	10.00
DAC-30	2.1.2	Budget for each agency and plan & programmes	10	10.00	10.00
DAC-30	2.1.3	Proposed expenditures	10	10.00	10.00
DAC-30	2.1.4	Revised budget for each agency, if any	10	10.00	10.00
DAC-30	2.1.5	Report on disbursements made and place where the related reports are available	0	0	0
DAC-30	<b>2.2</b>	<b>Foreign and domestic tours (F. No. 1/8/2012- IR dt. 11. 9. 2012)</b>			
DAC-30	2.2.1	Budget	16.67	16.67	16.67
DAC-30	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	16.67	16.67	16.67
DAC-30	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.	16.67	16.67	16.67
DAC-30	<b>2.3</b>	<b>Manner of execution of subsidy programme [Section 4(i)(b)(xii)]</b>			
DAC-30	2.3.1	Name of the programme of activity	6.25	6.25	6.25
DAC-30	2.3.2	Objective of the programme	6.25	6.25	6.25
DAC-30	2.3.3	Procedure to avail benefits	6.25	6.25	6.25
DAC-30	2.3.4	Duration of the programme/ scheme	6.25	6.25	6.25
DAC-30	2.3.5	Physical and financial targets of the programme	6.25	6.25	6.25

DAC-30	2. 3. 6	Nature/ scale of subsidy /amount allotted	6. 25	6. 25	6. 25
DAC-30	2. 3. 7	Eligibility criteria for grant of subsidy	6. 25	6. 25	6. 25
DAC-30	2. 3. 8	Details of beneficiaries of subsidy programme (number, profile etc)	6. 25	6. 25	6. 25
DAC-30	<b>2. 4</b>	<b>Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-30	2. 4. 1	Discretionary and non-discretionary grants/ allocations to State Govt. / NGOs/other institutions	0	0	0
DAC-30	2. 4. 2	Annual accounts of all legal entities who are provided grants by public authorities	0	0	0
DAC-30	<b>2. 5</b>	<b>Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]</b>			
DAC-30	2. 5. 1	Concessions, permits or authorizations granted by public authority	25	25. 00	25. 00
DAC-30	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	0	0	0
DAC-30	<b>2. 6</b>	<b>CAG &amp; PAC paras [F No. 1/6/2011- IR dt. 15. 4. 2013]</b>			
DAC-30	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.	50	50. 00	25. 00
DAC-30	<b>Total-2</b>		<b>215</b>	<b>215</b>	<b>190</b>
DAC-30	<b>3</b>	<b>Publicity Band Public interface</b>			
DAC-30	<b>3. 1</b>	<b>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]</b>			
DAC-30	3. 1. 1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	12. 5	12. 50	12. 50
DAC-30	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	12. 5	12. 50	12. 50
DAC-30	3. 1. 3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	0	0	0
DAC-30	3. 1. 4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	0	0	0
DAC-30	3. 1. 5	Public- private partnerships (PPP)- Concession agreements.	0	0	0
DAC-30	3. 1. 6	Public- private partnerships (PPP)- Operation and maintenance manuals	2. 78	2. 78	0

DAC-30	3. 1. 7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	0	0	0
DAC-30	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	0	0	0
DAC-30	3. 1. 9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	2. 78	2. 78	2. 78
DAC-30	3. 1. 10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc. )	2. 78	2. 78	2. 78
DAC-30	3. 1. 11	Public- private partnerships (PPP) - All payment made under the PPP project	2. 78	2. 78	2. 78
DAC-30	<b>3. 2</b>	<b>Are the details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]</b>			
DAC-30	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	16. 67	16. 67	16. 67
DAC-30	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	16. 67	16. 67	16. 67
DAC-30	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	16. 67	16. 67	16. 67
DAC-30	<b>3. 3</b>	<b>Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]</b>			
DAC-30	3. 3. 1	Use of the most effective means of communication - Internet (website)	50	50. 00	50. 00
DAC-30	<b>3. 4</b>	<b>Form of accessibility of information manual/handbook[Section 4(1)(b)]</b>			
DAC-30	3. 4. 1	Information manual/handbook available in Electronic format	25	25. 00	25. 00
DAC-30	3. 4. 2	Information manual/handbook available in Printed format	25	25. 00	25. 00
DAC-30	<b>3. 5</b>	<b>Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]</b>			
DAC-30	3. 5. 1	List of materials available Free of cost	25	25. 00	25. 00
DAC-30	3. 5. 2	List of materials available At a reasonable cost of the medium	25	25. 00	25. 00
DAC-30	<b>Total-3</b>		<b>236</b>	<b>236</b>	<b>233</b>
DAC-30	<b>4</b>	<b>E-Governance</b>			
DAC-30	<b>4. 1</b>	<b>Language in which Information Manual/ Handbook Available [F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-30	4. 1. 1	English	14. 29	14. 29	14. 29

DAC-30	4. 1. 2	Vernacular/ Local Language	14. 29	14. 29	14. 29
DAC-30	<b>4. 2</b>	<b>When was the information Manual/ Handbook last updated? [F No. 1/6/2011-IR dt 15. 4. 2013]</b>			
DAC-30	4. 2. 1	Last date of Annual updation	28. 57	28. 57	28. 57
DAC-30	<b>4. 3</b>	<b>Information available in electronic form[Section 4(1)(b)(xiv)]</b>			
DAC-30	4. 3. 1	Details of information available in electronic form	9. 52	9. 52	9. 52
DAC-30	4. 3. 2	Name/ title of the document/record/ other information	9. 52	9. 52	9. 52
DAC-30	4. 3. 3	Location where available	9. 52	9. 52	9. 52
DAC-30	<b>4. 4</b>	<b>Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]</b>			
DAC-30	4. 4. 1	Name & location of the faculty	7. 14	7. 14	7. 14
DAC-30	4. 4. 2	Details of information made available	7. 14	7. 14	7. 14
DAC-30	4. 4. 3	Working hours of the facility	7. 14	7. 14	7. 14
DAC-30	4. 4. 4	Contact person & contact details (Phone, fax email)	7. 14	7. 14	7. 14
DAC-30	<b>4. 5</b>	<b>Such other information as may be prescribed under Section 4(i) (b)(xvii)</b>			
DAC-30	4. 5. 1	Grievance redressal mechanism	3. 57	3. 57	3. 57
DAC-30	4. 5. 2	Details of applications received under RTI and information provided	3. 57	3. 57	1. 79
DAC-30	4. 5. 3	List of completed schemes/ projects/ Programmes	3. 57	3. 57	3. 57
DAC-30	4. 5. 4	List of schemes/ projects/ programme underway	3. 57	3. 57	3. 57
DAC-30	4. 5. 5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	3. 57	3. 57	3. 57
DAC-30	4. 5. 6	Annual Report	3. 57	3. 57	3. 57
DAC-30	4. 5. 7	Frequently Asked Question (FAQs)	0	0	0
DAC-30	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	3. 57	3. 57	3. 57
DAC-30	<b>4. 6</b>	<b>Receipt &amp; Disposal of RTI applications &amp; appeals [F. No 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-30	4. 6. 1	Details of applications received and disposed	14. 29	14. 29	14. 29
DAC-30	4. 6. 2	Details of appeals received and orders issued	14. 29	14. 29	14. 29
DAC-30	<b>4. 7</b>	<b>Replies to questions asked in the parliament[Section 4(1)(d)(2)]</b>			
DAC-30	4. 7. 1	Details of questions asked and replies given	0	0	0
DAC-30	<b>Total-4</b>		<b>168</b>	<b>168</b>	<b>166</b>
DAC-30	<b>5</b>	<b>Information as may be prescribed</b>			
DAC-30	<b>5. 1</b>	<b>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]</b>			
DAC-30	5. 1. 1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1. 1. 2015	20	20. 00	20. 00

DAC-30	5. 1. 2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the audit carried out	20	10. 00	10. 00
DAC-30	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	0	0	0
DAC-30	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	20	20. 00	20. 00
DAC-30	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	20	20. 00	20. 00
DAC-30	<b>Total-5</b>		<b>80</b>	<b>70</b>	<b>70</b>
DAC-30	<b>6</b>	<b>Information Disclosed on own Initiative</b>			
DAC-30	<b>6. 1</b>	<b>Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information</b>			
DAC-30	6. 1. 1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	25	25. 00	25. 00
DAC-30	<b>6. 2</b>	<b>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</b>			
DAC-30	6. 2. 1	Whether STQC certification obtained and its validity	12. 5	6. 25	0
DAC-30	6. 2. 2	Does the website show the certificate on the Website?	12. 5	6. 25	0
DAC-30	<b>Total-6</b>		<b>50</b>	<b>38</b>	<b>25</b>
DAC-30	<b>Grand Total</b>		<b>846</b>	<b>824</b>	<b>771</b>

Public Authority Name: DAC-31: National Seeds Research & Traing Centre (NSRTC) – Self Appraisal					
PA Sr. No.	Sr. No	Details of disclosure	Marks	Obtained Mark	Audit or Marks
DAC-31	<b>1</b>	<b>Organisation and Function</b>			
DAC-31	<b>1.1</b>	<b>Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]</b>			
DAC-31	1.1.1	Name and address of the Organization	1.28	1.28	1.28
DAC-31	1.1.2	Head of the organization	1.28	1.28	1.28
DAC-31	1.1.3	Vision, Mission and Key objectives	1.28	1.28	1.28
DAC-31	1.1.4	Function and duties	1.28	1.28	1.28
DAC-31	1.1.5	Organization Chart	1.28	0.64	0.64
DAC-31	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	1.28	0.64	0.64
DAC-31	<b>1.2</b>	<b>Power and duties of its officers and employees[Section 4(1) (b)(ii)]</b>			
DAC-31	1.2.1	Powers and duties of officers (administrative, financial and judicial)	1.54	0	0
DAC-31	1.2.2	Power and duties of other employees	1.54	0	0
DAC-31	1.2.3	Rules/ orders under which powers and duty are derived and	1.54	0	0
DAC-31	1.2.4	Exercised	1.54	0	0
DAC-31	1.2.5	Work allocation	1.54	0	0
DAC-31	<b>1.3</b>	<b>Procedure followed in decision making process [Section 4(1)(b)(iii)]</b>			
DAC-31	1.3.1	Process of decision making Identify key decision making points	1.54	0	0
DAC-31	1.3.2	Final decision making authority	1.54	0	0
DAC-31	1.3.3	Related provisions, acts, rules etc.	1.54	0	0
DAC-31	1.3.4	Time limit for taking a decisions, if any	1.54	0	0
DAC-31	1.3.5	Channel of supervision and accountability	1.54	0	0
DAC-31	<b>1.4</b>	<b>Norms for discharge of functions [Section 4(1)(b)(iv)]</b>			
DAC-31	1.4.1	Nature of functions/ services offered	1.54	1.54	1.54
DAC-31	1.4.2	Norms/ standards for functions/ service delivery	1.54	0	0
DAC-31	1.4.3	Process by which these services can be accessed	1.54	0	0
DAC-31	1.4.4	Time-limit for achieving the targets	1.54	0	0
DAC-31	1.4.5	Process of redress of grievances	1.54	0	0
DAC-31	<b>1.5</b>	<b>Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]</b>			
DAC-31	1.5.1	Title and nature of the record/ manual /instruction.	1.92	0	0
DAC-31	1.5.2	List of Rules, regulations, instructions manuals and records.	1.92	0	0
DAC-31	1.5.3	Acts/ Rules manuals etc.	1.92	0	0

DAC-31	1. 5. 4	Transfer policy and transfer orders	1. 92	0	0
DAC-31	<b>1. 6</b>	<b>Categories of documents held by the authority under its control [Section 4(1)(b) (vi)]</b>			
DAC-31	1. 6. 1	Categories of documents	0	0	0
DAC-31	1. 6. 2	Custodian of documents/categories	0	0	0
DAC-31	<b>1. 7</b>	<b>Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]</b>			
DAC-31	1. 7. 1	Name of Boards, Council, Committee etc.	0	0	0
DAC-31	1. 7. 2	Composition	0	0	0
DAC-31	1. 7. 3	Dates from which constituted	0	0	0
DAC-31	1. 7. 4	Term/ Tenure	0	0	0
DAC-31	1. 7. 5	Powers and functions	0	0	0
DAC-31	1. 7. 6	Whether their meetings are open to the public?	0	0	0
DAC-31	1. 7. 7	Whether the minutes of the meetings are open to the public?	0	0	0
DAC-31	1. 7. 8	Place where the minutes if open to the public are available?	0	0	0
DAC-31	<b>1. 8</b>	<b>Directory of officers and employees [Section 4(1) (b) (ix)]</b>			
DAC-31	1. 8. 1	Name and designation	3. 85	1. 93	1. 93
DAC-31	1. 8. 2	Telephone , fax and email ID	3. 85	1. 93	3. 85
DAC-31	<b>1. 9</b>	<b>Monthly Remuneration received by officers &amp; employees including system of compensation[Section 4(1) (b) (x)]</b>			
DAC-31	1. 9. 1	List of employees with Gross monthly remuneration	0	0	0
DAC-31	1. 9. 2	System of compensation as provided in its regulations	0	0	0
DAC-31	<b>1. 10</b>	<b>Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)]</b>			
DAC-31	1. 10. 1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	3. 85	3. 85	3. 85
DAC-31	1. 10. 2	Address, telephone numbers and email ID of each designated official.	3. 85	3. 85	3. 85
DAC-31	<b>1. 11</b>	<b>No. Of employees against whom Disciplinary action has been proposed/ taken (Section 4(2))</b>			
DAC-31	1. 11. 1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	0	0	0
DAC-31	1. 11. 2	(ii) Finalised for Minor penalty or major penalty proceedings	0	0	0
DAC-31	<b>1. 12</b>	<b>Programmes to advance understanding of RTI (Section 26)</b>			
DAC-31	1. 12. 1	Educational programmes	0	0	0
DAC-31	1. 12. 2	Efforts to encourage public authority to participate in these programmes	0	0	0
DAC-31	1. 12. 3	Training of CPIO/APIO	0	0	0

DAC-31	1. 12. 4	Update & publish guidelines on RTI by the Public Authorities concerned	0	0	0
DAC-31	<b>1. 13</b>	<b>Transfer policy and transfer orders[F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-31	1. 13. 1	Transfer Policy And Transfer Orders [F No. 1/6/2011- IR Dt. 15. 4. 2013]	0	0	0
DAC-31	<b>Total-1</b>		<b>54</b>	<b>20</b>	<b>21</b>
DAC-31	<b>2</b>	<b>Budget and Programme</b>			
DAC-31	<b>2. 1</b>	<b>Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)]</b>			
DAC-31	2. 1. 1	Total Budget for the public authority	0	0	0
DAC-31	2. 1. 2	Budget for each agency and plan & programmes	0	0	0
DAC-31	2. 1. 3	Proposed expenditures	0	0	0
DAC-31	2. 1. 4	Revised budget for each agency, if any	0	0	0
DAC-31	2. 1. 5	Report on disbursements made and place where the related reports are available	0	0	0
DAC-31	<b>2. 2</b>	<b>Foreign and domestic tours (F. No. 1/8/2012- IR dt. 11. 9. 2012)</b>			
DAC-31	2. 2. 1	Budget	0	0	0
DAC-31	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	0	0	0
DAC-31	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.	0	0	0
DAC-31	<b>2. 3</b>	<b>Manner of execution of subsidy programme [Section 4(i)(b)(xii)]</b>			
DAC-31	2. 3. 1	Name of the programme of activity	0	0	0
DAC-31	2. 3. 2	Objective of the programme	0	0	0
DAC-31	2. 3. 3	Procedure to avail benefits	0	0	0
DAC-31	2. 3. 4	Duration of the programme/ scheme	0	0	0
DAC-31	2. 3. 5	Physical and financial targets of the programme	0	0	0
DAC-31	2. 3. 6	Nature/ scale of subsidy /amount allotted	0	0	0
DAC-31	2. 3. 7	Eligibility criteria for grant of subsidy	0	0	0
DAC-31	2. 3. 8	Details of beneficiaries of subsidy programme (number, profile etc)	0	0	0
DAC-31	<b>2. 4</b>	<b>Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15. 04. 2013]</b>			

DAC-31	2. 4. 1	Discretionary and non-discretionary grants/ allocations to State Govt. / NGOs/other institutions	0	0	0
DAC-31	2. 4. 2	Annual accounts of all legal entities who are provided grants by public authorities	0	0	0
DAC-31	<b>2. 5</b>	<b>Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]</b>			
DAC-31	2. 5. 1	Concessions, permits or authorizations granted by public authority	0	0	0
DAC-31	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	0	0	0
DAC-31	<b>2. 6</b>	<b>CAG &amp; PAC paras [F No. 1/6/2011- IR dt. 15. 4. 2013]</b>			
DAC-31	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.	0	0	0
DAC-31	<b>Total-2</b>		<b>0</b>	<b>0</b>	<b>0</b>
DAC-31	<b>3</b>	<b>Publicity Band Public interface</b>			
DAC-31	<b>3. 1</b>	<b>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]</b>			
DAC-31	3. 1. 1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	0	0	0
DAC-31	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	0	0	0
DAC-31	3. 1. 3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	0	0	0
DAC-31	3. 1. 4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	0	0	0
DAC-31	3. 1. 5	Public- private partnerships (PPP)- Concession agreements.	0	0	0
DAC-31	3. 1. 6	Public- private partnerships (PPP)- Operation and maintenance manuals	0	0	0
DAC-31	3. 1. 7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	0	0	0
DAC-31	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	0	0	0
DAC-31	3. 1. 9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	0	0	0

DAC-31	3. 1.10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc. )	0	0	0
DAC-31	3. 1.11	Public- private partnerships (PPP) - All payment made under the PPP project	0	0	0
DAC-31	<b>3. 2</b>	<b>Are the details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]</b>			
DAC-31	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	0	0	0
DAC-31	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	0	0	0
DAC-31	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	0	0	0
DAC-31	<b>3. 3</b>	<b>Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]</b>			
DAC-31	3. 3. 1	Use of the most effective means of communication - Internet (website)	0	0	0
DAC-31	<b>3. 4</b>	<b>Form of accessibility of information manual/handbook[Section 4(1)(b)]</b>			
DAC-31	3. 4. 1	Information manual/handbook available in Electronic format	0	0	0
DAC-31	3. 4. 2	Information manual/handbook available in Printed format	0	0	0
DAC-31	<b>3. 5</b>	<b>Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]</b>			
DAC-31	3. 5. 1	List of materials available Free of cost	0	0	0
DAC-31	3. 5. 2	List of materials available At a reasonable cost of the medium	0	0	0
DAC-31	<b>Total-3</b>		<b>0</b>	<b>0</b>	<b>0</b>
DAC-31	<b>4</b>	<b>E-Governance</b>			
DAC-31	<b>4. 1</b>	<b>Language in which Information Manual/ Handbook Available [F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-31	4. 1. 1	English	0	0	0
DAC-31	4. 1. 2	Vernacular/ Local Language	0	0	0
DAC-31	<b>4. 2</b>	<b>When was the information Manual/ Handbook last updated? [F No. 1/6/2011-IR dt 15. 4. 2013]</b>			
DAC-31	4. 2. 1	Last date of Annual updation	0	0	0
DAC-31	<b>4. 3</b>	<b>Information available in electronic form[Section 4(1)(b)(xiv)]</b>			
DAC-31	4. 3. 1	Details of information available in electronic form	0	0	0

DAC-31	4. 3. 2	Name/ title of the document/record/ other information	0	0	0
DAC-31	4. 3. 3	Location where available	0	0	0
DAC-31	<b>4. 4</b>	<b>Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]</b>			
DAC-31	4. 4. 1	Name & location of the faculty	0	0	0
DAC-31	4. 4. 2	Details of information made available	0	0	0
DAC-31	4. 4. 3	Working hours of the facility	0	0	0
DAC-31	4. 4. 4	Contact person & contact details (Phone, fax email)	0	0	0
DAC-31	<b>4. 5</b>	<b>Such other information as may be prescribed under Section 4(i) (b)(xvii)</b>			
DAC-31	4. 5. 1	Grievance redressal mechanism	3. 57	0	0
DAC-31	4. 5. 2	Details of applications received under RTI and information provided	3. 57	3. 57	1. 79
DAC-31	4. 5. 3	List of completed schemes/ projects/ Programmes	3. 57	0	0
DAC-31	4. 5. 4	List of schemes/ projects/ programme underway	3. 57	0	0
DAC-31	4. 5. 5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	3. 57	0	0
DAC-31	4. 5. 6	Annual Report	3. 57	0	0
DAC-31	4. 5. 7	Frequently Asked Question (FAQs)	3. 57	0	0
DAC-31	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	3. 57	1. 79	1. 79
DAC-31	<b>4. 6</b>	<b>Receipt &amp; Disposal of RTI applications &amp; appeals [F. No 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-31	4. 6. 1	Details of applications received and disposed	14. 29	14. 29	7. 15
DAC-31	4. 6. 2	Details of appeals received and orders issued	14. 29	14. 29	7. 15
DAC-31	<b>4. 7</b>	<b>Replies to questions asked in the parliament[Section 4(1)(d)(2)]</b>			
DAC-31	4. 7. 1	Details of questions asked and replies given	0	0	0
DAC-31	<b>Total-4</b>		<b>57</b>	<b>34</b>	<b>18</b>
DAC-31	<b>5</b>	<b>Information as may be prescribed</b>			
DAC-31	<b>5. 1</b>	<b>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]</b>			
DAC-31	5. 1. 1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1. 1. 2015	20	20. 00	20. 00
DAC-31	5. 1. 2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the audit carried out	20	0	0
DAC-31	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	20	0	0

DAC-31	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	20	0	0
DAC-31	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	20	0	0
DAC-31	<b>Total-5</b>		<b>100</b>	<b>20</b>	<b>20</b>
DAC-31	<b>6</b>	<b>Information Disclosed on own Initiative</b>			
DAC-31	<b>6.1</b>	<b>Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information</b>			
DAC-31	6.1.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	25	25.00	0
DAC-31	<b>6.2</b>	<b>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</b>			
DAC-31	6.2.1	Whether STQC certification obtained and its validity	0	0	0
DAC-31	6.2.2	Does the website show the certificate on the Website?	0	0	0
DAC-31	<b>Total-6</b>		<b>25</b>	<b>25</b>	<b>0</b>
DAC-31	<b>Grand Total</b>		<b>236</b>	<b>98</b>	<b>59</b>

**Public Authority Name: DAC-32: North Eastern Regional Farm Machinery Training & Testing  
Instt. - Self Appraisal**

PA Sr. No.	Sr. No	Details of disclosure	Marks	Obtain ed Mark	Audit or Marks
DAC-32	<b>1</b>	<b>Organisation and Function</b>			
DAC-32	<b>1.1</b>	<b>Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]</b>			
DAC-32	1.1.1	Name and address of the Organization	1.28	1.28	1.28
DAC-32	1.1.2	Head of the organization	1.28	1.28	1.28
DAC-32	1.1.3	Vision, Mission and Key objectives	1.28	1.28	1.28
DAC-32	1.1.4	Function and duties	1.28	1.28	1.28
DAC-32	1.1.5	Organization Chart	1.28	1.28	1.28
DAC-32	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	0	0	0
DAC-32	<b>1.2</b>	<b>Power and duties of its officers and employees[Section 4(1) (b)(ii)]</b>			
DAC-32	1.2.1	Powers and duties of officers (administrative, financial and judicial)	1.54	1.54	1.54
DAC-32	1.2.2	Power and duties of other employees	1.54	1.54	1.54
DAC-32	1.2.3	Rules/ orders under which powers and duty are derived and	1.54	1.54	0.77
DAC-32	1.2.4	Exercised	1.54	1.54	0.77
DAC-32	1.2.5	Work allocation	1.54	1.54	0.77
DAC-32	<b>1.3</b>	<b>Procedure followed in decision making process [Section 4(1)(b)(iii)]</b>			
DAC-32	1.3.1	Process of decision making Identify key decision making points	1.54	1.54	1.54
DAC-32	1.3.2	Final decision making authority	1.54	0.77	1.54
DAC-32	1.3.3	Related provisions, acts, rules etc.	1.54	1.54	1.54
DAC-32	1.3.4	Time limit for taking a decisions, if any	0	0	0
DAC-32	1.3.5	Channel of supervision and accountability	1.54	1.54	1.54
DAC-32	<b>1.4</b>	<b>Norms for discharge of functions [Section 4(1)(b)(iv)]</b>			
DAC-32	1.4.1	Nature of functions/ services offered	1.54	1.54	1.54
DAC-32	1.4.2	Norms/ standards for functions/ service delivery	1.54	1.54	1.54
DAC-32	1.4.3	Process by which these services can be accessed	1.54	1.54	1.54
DAC-32	1.4.4	Time-limit for achieving the targets	1.54	1.54	1.54
DAC-32	1.4.5	Process of redress of grievances	1.54	1.54	1.54
DAC-32	<b>1.5</b>	<b>Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]</b>			
DAC-32	1.5.1	Title and nature of the record/ manual /instruction.	1.92	1.92	1.92
DAC-32	1.5.2	List of Rules, regulations, instructions manuals and records.	1.92	1.92	1.92

DAC-32	1. 5. 3	Acts/ Rules manuals etc.	1. 92	1. 92	1. 92
DAC-32	1. 5. 4	Transfer policy and transfer orders	1. 92	1. 92	1. 92
DAC-32	<b>1. 6</b>	<b>Categories of documents held by the authority under its control [Section 4(1)(b) (vi)]</b>			
DAC-32	1. 6. 1	Categories of documents	3. 85	3. 85	3. 85
DAC-32	1. 6. 2	Custodian of documents/categories	3. 85	3. 85	3. 85
DAC-32	<b>1. 7</b>	<b>Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]</b>			
DAC-32	1. 7. 1	Name of Boards, Council, Committee etc.	0. 96	0. 96	0. 96
DAC-32	1. 7. 2	Composition	0. 96	0. 96	0. 96
DAC-32	1. 7. 3	Dates from which constituted	0. 96	0. 96	0. 96
DAC-32	1. 7. 4	Term/ Tenure	0. 96	0. 48	0. 48
DAC-32	1. 7. 5	Powers and functions	0. 96	0. 96	0. 96
DAC-32	1. 7. 6	Whether their meetings are open to the public?	0	0	0
DAC-32	1. 7. 7	Whether the minutes of the meetings are open to the public?	0	0	0
DAC-32	1. 7. 8	Place where the minutes if open to the public are available?	0	0	0
DAC-32	<b>1. 8</b>	<b>Directory of officers and employees [Section 4(1) (b) (ix)]</b>			
DAC-32	1. 8. 1	Name and designation	3. 85	3. 85	3. 85
DAC-32	1. 8. 2	Telephone , fax and email ID	3. 85	3. 85	3. 85
DAC-32	<b>1. 9</b>	<b>Monthly Remuneration received by officers &amp; employees including system of compensation[Section 4(1) (b) (x)]</b>			
DAC-32	1. 9. 1	List of employees with Gross monthly remuneration	0	0	0
DAC-32	1. 9. 2	System of compensation as provided in its regulations	0	0	0
DAC-32	<b>1. 10</b>	<b>Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)]</b>			
DAC-32	1. 10. 1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	3. 85	3. 85	3. 85
DAC-32	1. 10. 2	Address, telephone numbers and email ID of each designated official.	3. 85	3. 85	3. 85
DAC-32	<b>1. 11</b>	<b>No. Of employees against whom Disciplinary action has been proposed/ taken (Section 4(2))</b>			
DAC-32	1. 11. 1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	3. 85	0	0
DAC-32	1. 11. 2	(ii) Finalised for Minor penalty or major penalty proceedings	3. 85	3. 85	3. 85
DAC-32	<b>1. 12</b>	<b>Programmes to advance understanding of RTI (Section 26)</b>			
DAC-32	1. 12. 1	Educational programmes	1. 92	0. 96	0
DAC-32	1. 12. 2	Efforts to encourage public authority to participate in these programmes	1. 92	1. 92	0

DAC-32	1. 12. 3	Training of CPIO/APIO	1. 92	1. 92	0
DAC-32	1. 12. 4	Update & publish guidelines on RTI by the Public Authorities concerned	1. 92	1. 92	0
DAC-32	<b>1. 13</b>	<b>Transfer policy and transfer orders [F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-32	1. 13. 1	Transfer Policy And Transfer Orders [F No. 1/6/2011- IR Dt. 15. 4. 2013]	7. 69	7. 69	3. 85
DAC-32	<b>Total-1</b>		<b>87</b>	<b>81</b>	<b>68</b>
DAC-32	<b>2</b>	<b>Budget and Programme</b>			
DAC-32	<b>2. 1</b>	<b>Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)]</b>			
DAC-32	2. 1. 1	Total Budget for the public authority	10	10. 00	10. 00
DAC-32	2. 1. 2	Budget for each agency and plan & programmes	10	10. 00	10. 00
DAC-32	2. 1. 3	Proposed expenditures	10	10. 00	10. 00
DAC-32	2. 1. 4	Revised budget for each agency, if any	10	10. 00	10. 00
DAC-32	2. 1. 5	Report on disbursements made and place where the related reports are available	0	0	10. 00
DAC-32	<b>2. 2</b>	<b>Foreign and domestic tours (F. No. 1/8/2012- IR dt. 11. 9. 2012)</b>			
DAC-32	2. 2. 1	Budget	16. 67	16. 67	0
DAC-32	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	16. 67	16. 67	0
DAC-32	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.	16. 67	16. 67	0
DAC-32	<b>2. 3</b>	<b>Manner of execution of subsidy programme [Section 4(i)(b)(xii)]</b>			
DAC-32	2. 3. 1	Name of the programme of activity	6. 25	6. 25	6. 25
DAC-32	2. 3. 2	Objective of the programme	6. 25	6. 25	6. 25
DAC-32	2. 3. 3	Procedure to avail benefits	6. 25	6. 25	6. 25
DAC-32	2. 3. 4	Duration of the programme/ scheme	6. 25	6. 25	6. 25
DAC-32	2. 3. 5	Physical and financial targets of the programme	6. 25	6. 25	6. 25
DAC-32	2. 3. 6	Nature/ scale of subsidy /amount allotted	6. 25	6. 25	6. 25
DAC-32	2. 3. 7	Eligibility criteria for grant of subsidy	6. 25	6. 25	6. 25
DAC-32	2. 3. 8	Details of beneficiaries of subsidy programme (number, profile etc)	6. 25	6. 25	6. 25
DAC-32	<b>2. 4</b>	<b>Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15. 04. 2013]</b>			

DAC-32	2. 4. 1	Discretionary and non-discretionary grants/ allocations to State Govt. / NGOs/other institutions	0	0	0
DAC-32	2. 4. 2	Annual accounts of all legal entities who are provided grants by public authorities	25	25.00	25.00
DAC-32	<b>2. 5</b>	<b>Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]</b>			
DAC-32	2. 5. 1	Concessions, permits or authorizations granted by public authority	25	25.00	25.00
DAC-32	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	25	25.00	25.00
DAC-32	<b>2. 6</b>	<b>CAG &amp; PAC paras [F No. 1/6/2011- IR dt. 15. 4. 2013]</b>			
DAC-32	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.	0	0	0
DAC-32	<b>Total-2</b>		<b>215</b>	<b>215</b>	<b>175</b>
DAC-32	<b>3</b>	<b>Publicity Band Public interface</b>			
DAC-32	<b>3. 1</b>	<b>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]</b>			
DAC-32	3. 1. 1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	12. 5	12. 50	12. 50
DAC-32	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	12. 5	12. 50	12. 50
DAC-32	3. 1. 3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	0	0	0
DAC-32	3. 1. 4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	0	0	0
DAC-32	3. 1. 5	Public- private partnerships (PPP)- Concession agreements.	0	0	0
DAC-32	3. 1. 6	Public- private partnerships (PPP)- Operation and maintenance manuals	0	0	0
DAC-32	3. 1. 7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	0	0	0
DAC-32	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	0	0	0
DAC-32	3. 1. 9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	0	0	0

DAC-32	3. 1.10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc. )	0	0	0
DAC-32	3. 1.11	Public- private partnerships (PPP) - All payment made under the PPP project	0	0	0
DAC-32	<b>3. 2</b>	<b>Are the details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]</b>			
DAC-32	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	16. 67	8. 34	8. 34
DAC-32	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	0	0	0
DAC-32	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	0	0	0
DAC-32	<b>3. 3</b>	<b>Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]</b>			
DAC-32	3. 3. 1	Use of the most effective means of communication - Internet (website)	50	50. 00	50. 00
DAC-32	<b>3. 4</b>	<b>Form of accessibility of information manual/ handbook[Section 4(1)(b)]</b>			
DAC-32	3. 4. 1	Information manual/handbook available in Electronic format	25	12. 50	12. 50
DAC-32	3. 4. 2	Information manual/handbook available in Printed format	25	25. 00	25. 00
DAC-32	<b>3. 5</b>	<b>Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]</b>			
DAC-32	3. 5. 1	List of materials available Free of cost	25	25. 00	25. 00
DAC-32	3. 5. 2	List of materials available At a reasonable cost of the medium	25	25. 00	25. 00
DAC-32	<b>Total-3</b>		<b>192</b>	<b>171</b>	<b>171</b>
DAC-32	<b>4</b>	<b>E-Governance</b>			
DAC-32	<b>4. 1</b>	<b>Language in which Information Manual/ Handbook Available [F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-32	4. 1. 1	English	14. 29	14. 29	14. 29
DAC-32	4. 1. 2	Vernacular/ Local Language	14. 29	7. 15	7. 15
DAC-32	<b>4. 2</b>	<b>When was the information Manual/ Handbook last updated? [F No. 1/6/2011-IR dt 15. 4. 2013]</b>			
DAC-32	4. 2. 1	Last date of Annual updation	28. 57	28. 57	28. 57
DAC-32	<b>4. 3</b>	<b>Information available in electronic form[Section 4(1)(b)(xiv)]</b>			
DAC-32	4. 3. 1	Details of information available in electronic form	9. 52	9. 52	9. 52

DAC-32	4. 3. 2	Name/ title of the document/record/ other information	9. 52	9. 52	9. 52
DAC-32	4. 3. 3	Location where available	9. 52	9. 52	9. 52
DAC-32	<b>4. 4</b>	<b>Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]</b>			
DAC-32	4. 4. 1	Name & location of the faculty	7. 14	7. 14	7. 14
DAC-32	4. 4. 2	Details of information made available	7. 14	7. 14	7. 14
DAC-32	4. 4. 3	Working hours of the facility	7. 14	7. 14	7. 14
DAC-32	4. 4. 4	Contact person & contact details (Phone, fax email)	7. 14	7. 14	7. 14
DAC-32	<b>4. 5</b>	<b>Such other information as may be prescribed under Section 4(i) (b)(xvii)</b>			
DAC-32	4. 5. 1	Grievance redressal mechanism	3. 57	3. 57	3. 57
DAC-32	4. 5. 2	Details of applications received under RTI and information provided	3. 57	3. 57	3. 57
DAC-32	4. 5. 3	List of completed schemes/ projects/ Programmes	3. 57	3. 57	3. 57
DAC-32	4. 5. 4	List of schemes/ projects/ programme underway	3. 57	3. 57	3. 57
DAC-32	4. 5. 5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	3. 57	3. 57	3. 57
DAC-32	4. 5. 6	Annual Report	3. 57	3. 57	3. 57
DAC-32	4. 5. 7	Frequently Asked Question (FAQs)	3. 57	3. 57	3. 57
DAC-32	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	3. 57	1. 79	1. 79
DAC-32	<b>4. 6</b>	<b>Receipt &amp; Disposal of RTI applications &amp; appeals [F. No 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-32	4. 6. 1	Details of applications received and disposed	14. 29	14. 29	14. 29
DAC-32	4. 6. 2	Details of appeals received and orders issued	14. 29	7. 15	7. 15
DAC-32	<b>4. 7</b>	<b>Replies to questions asked in the parliament[Section 4(1)(d)(2)]</b>			
DAC-32	4. 7. 1	Details of questions asked and replies given	28. 57	28. 57	28. 57
DAC-32	<b>Total-4</b>		<b>200</b>	<b>184</b>	<b>184</b>
DAC-32	<b>5</b>	<b>Information as may be prescribed</b>			
DAC-32	<b>5. 1</b>	<b>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]</b>			
DAC-32	5. 1. 1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1. 1. 2015	20	20. 00	20. 00
DAC-32	5. 1. 2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the audit carried out	20	20. 00	20. 00
DAC-32	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	20	20. 00	20. 00
DAC-32	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	20	20. 00	20. 00

DAC-32	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	20	20.00	20.00
DAC-32	<b>Total-5</b>		<b>100</b>	<b>100</b>	<b>100</b>
DAC-32	<b>6</b>	<b>Information Disclosed on own Initiative</b>			
DAC-32	<b>6.1</b>	<b>Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information</b>			
DAC-32	6.1.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	25	25.00	25.00
DAC-32	<b>6.2</b>	<b>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</b>			
DAC-32	6.2.1	Whether STQC certification obtained and its validity	12.5	0	0
DAC-32	6.2.2	Does the website show the certificate on the Website?	12.5	0	0
DAC-32	<b>Total-6</b>		<b>50</b>	<b>25</b>	<b>25</b>
DAC-32	<b>Grand Total</b>		<b>843</b>	<b>775</b>	<b>723</b>

**Public Authority Name: DAC-33: Northern Region Farm Machinery Training & Testing Institute – Self Appraisal**

PA Sr. No.	Sr. No	Details of disclosure	Marks	Obtained Mark	Audit or Marks
DAC-33	<b>1</b>	<b>Organisation and Function</b>			
DAC-33	<b>1.1</b>	<b>Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]</b>			
DAC-33	1.1.1	Name and address of the Organization	1.28	1.28	1.28
DAC-33	1.1.6	Head of the organization	1.28	1.28	1.28
DAC-33	1.1.7	Vision, Mission and Key objectives	1.28	1.28	1.28
DAC-33	1.1.12	Function and duties	1.28	1.28	1.28
DAC-33	1.1.13	Organization Chart	1.28	1.28	1.28
DAC-33	1.1.18	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	1.28	1.28	1.28
DAC-33	<b>1.2</b>	<b>Power and duties of its officers and employees[Section 4(1)(b)(ii)]</b>			
DAC-33	1.2.1	Powers and duties of officers (administrative, financial and judicial)	1.54	1.54	1.54
DAC-33	1.2.6	Power and duties of other employees	1.54	1.54	1.54
DAC-33	1.2.7	Rules/ orders under which powers and duty are derived and	1.54	1.54	1.54
DAC-33	1.2.10	Exercised	1.54	1.54	1.54
DAC-33	1.2.15	Work allocation	1.54	1.54	1.54
DAC-33	<b>1.3</b>	<b>Procedure followed in decision making process [Section 4(1)(b)(iii)]</b>			
DAC-33	1.3.1	Process of decision making Identify key decision making points	1.54	1.54	0.77
DAC-33	1.3.6	Final decision making authority	1.54	1.54	0.77
DAC-33	1.3.7	Related provisions, acts, rules etc.	1.54	1.54	0.77
DAC-33	1.3.12	Time limit for taking a decisions, if any	1.54	1.54	0.77
DAC-33	1.3.13	Channel of supervision and accountability	1.54	1.54	1.54
DAC-33	<b>1.4</b>	<b>Norms for discharge of functions [Section 4(1)(b)(iv)]</b>			
DAC-33	1.4.1	Nature of functions/ services offered	1.54	1.54	1.54
DAC-33	1.4.6	Norms/ standards for functions/ service delivery	0	0	0
DAC-33	1.4.7	Process by which these services can be accessed	1.54	1.54	1.54
DAC-33	1.4.12	Time-limit for achieving the targets	1.54	1.54	0.77
DAC-33	1.4.13	Process of redress of grievances	1.54	1.54	1.54
DAC-33	<b>1.5</b>	<b>Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]</b>			

DAC-33	1. 5. 1	Title and nature of the record/ manual /instruction.	1. 92	0	0
DAC-33	1. 5. 6	List of Rules, regulations, instructions manuals and records.	1. 92	1. 92	0. 96
DAC-33	1. 5. 7	Acts/ Rules manuals etc.	1. 92	1. 92	0. 96
DAC-33	1. 5. 12	Transfer policy and transfer orders	1. 92	1. 92	1. 92
DAC-33	<b>1. 6</b>	<b>Categories of documents held by the authority under its control [Section 4(1)(b) (vi)]</b>			
DAC-33	1. 6. 1	Categories of documents	3. 85	3. 85	1. 93
DAC-33	1. 6. 6	Custodian of documents/categories	3. 85	3. 85	1. 93
DAC-33	<b>1. 7</b>	<b>Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]</b>			
DAC-33	1. 7. 1	Name of Boards, Council, Committee etc.	0	0	0
DAC-33	1. 7. 6	Composition	0	0	0
DAC-33	1. 7. 7	Dates from which constituted	0	0	0
DAC-33	1. 7. 12	Term/ Tenure	0	0	0
DAC-33	1. 7. 13	Powers and functions	0	0	0
DAC-33	1. 7. 18	Whether their meetings are open to the public?	0	0	0
DAC-33	1. 7. 19	Whether the minutes of the meetings are open to the public?	0	0	0
DAC-33	1. 7. 24	Place where the minutes if open to the public are available?	0	0	0
DAC-33	<b>1. 8</b>	<b>Directory of officers and employees [Section 4(1) (b) (ix)]</b>			
DAC-33	1. 8. 1	Name and designation	3. 85	3. 85	3. 85
DAC-33	1. 8. 6	Telephone , fax and email ID	3. 85	3. 85	3. 85
DAC-33	<b>1. 9</b>	<b>Monthly Remuneration received by officers &amp; employees including system of compensation[Section 4(1) (b) (x)]</b>			
DAC-33	1. 9. 1	List of employees with Gross monthly remuneration	3. 85	3. 85	3. 85
DAC-33	1. 9. 6	System of compensation as provided in its regulations	0	0	0
DAC-33	<b>1. 10</b>	<b>Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)]</b>			
DAC-33	1. 10. 1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	3. 85	3. 85	3. 85
DAC-33	1. 10. 6	Address, telephone numbers and email ID of each designated official.	3. 85	3. 85	3. 85
DAC-33	<b>1. 11</b>	<b>No. Of employees against whom Disciplinary action has been proposed/ taken (Section 4(2))</b>			
DAC-33	1. 11. 1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	3. 85	3. 85	3. 85
DAC-33	1. 11. 6	(ii) Finalised for Minor penalty or major penalty proceedings	3. 85	3. 85	3. 85
DAC-33	<b>1. 12</b>	<b>Programmes to advance understanding of RTI (Section 26)</b>			

DAC-33	1. 12. 1	Educational programmes	0	0	0
DAC-33	1. 12. 6	Efforts to encourage public authority to participate in these programmes	0	0	0
DAC-33	1. 12. 7	Training of CPIO/APIO	1. 92	1. 92	1. 92
DAC-33	1.12.12	Update & publish guidelines on RTI by the Public Authorities concerned	0	0	0
DAC-33	<b>1. 13</b>	<b>Transfer policy and transfer orders [F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-33	1.13. 1	Transfer Policy And Transfer Orders [F No. 1/6/2011- IR Dt. 15. 4. 2013]	7. 69	7. 69	7. 69
DAC-33	<b>Total-1</b>		<b>81</b>	<b>79</b>	<b>70</b>
DAC-33	<b>2</b>	<b>Budget and Programme</b>			
DAC-33	<b>2. 1</b>	<b>Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)]</b>			
DAC-33	2. 1. 1	Total Budget for the public authority	10	10. 00	10. 00
DAC-33	2. 1. 2	Budget for each agency and plan & programmes	0	0	0
DAC-33	2. 1. 3	Proposed expenditures	10	10. 00	10. 00
DAC-33	2. 1. 4	Revised budget for each agency, if any	0	0	0
DAC-33	2. 1. 5	Report on disbursements made and place where the related reports are available	10	10. 00	10. 00
DAC-33	<b>2. 2</b>	<b>Foreign and domestic tours (F. No. 1/8/2012- IR dt. 11. 9. 2012)</b>			
DAC-33	2. 2. 1	Budget	16. 67	16. 67	16. 67
DAC-33	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	16. 67	16. 67	16. 67
DAC-33	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.	16. 67	16. 67	16. 67
DAC-33	<b>2. 3</b>	<b>Manner of execution of subsidy programme [Section 4(i)(b)(xii)]</b>			
DAC-33	2. 3. 1	Name of the programme of activity	0	0	0
DAC-33	2. 3. 2	Objective of the programme	0	0	0
DAC-33	2. 3. 3	Procedure to avail benefits	0	0	0
DAC-33	2. 3. 4	Duration of the programme/ scheme	0	0	0
DAC-33	2. 3. 5	Physical and financial targets of the programme	0	0	0
DAC-33	2. 3. 6	Nature/ scale of subsidy /amount allotted	0	0	0
DAC-33	2. 3. 7	Eligibility criteria for grant of subsidy	0	0	0

DAC-33	2. 3. 8	Details of beneficiaries of subsidy programme (number, profile etc)	0	0	0
DAC-33	<b>2. 4</b>	<b>Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-33	2. 4. 1	Discretionary and non-discretionary grants/ allocations to State Govt. / NGOs/other institutions	0	0	0
DAC-33	2. 4. 2	Annual accounts of all legal entities who are provided grants by public authorities	0	0	0
DAC-33	<b>2. 5</b>	<b>Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]</b>			
DAC-33	2. 5. 1	Concessions, permits or authorizations granted by public authority	0	0	0
DAC-33	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	0	0	0
DAC-33	<b>2. 6</b>	<b>CAG &amp; PAC paras [F No. 1/6/2011- IR dt. 15. 4. 2013]</b>			
DAC-33	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.	0	0	0
DAC-33	<b>Total-2</b>		<b>80</b>	<b>80</b>	<b>80</b>
DAC-33	<b>3</b>	<b>Publicity Band Public interface</b>			
DAC-33	<b>3. 1</b>	<b>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]</b>			
DAC-33	3. 1. 1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	0	0	0
DAC-33	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	0	0	0
DAC-33	3. 1. 3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	0	0	0
DAC-33	3. 1. 4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	0	0	0
DAC-33	3. 1. 5	Public- private partnerships (PPP)- Concession agreements.	0	0	0
DAC-33	3. 1. 6	Public- private partnerships (PPP)- Operation and maintenance manuals	0	0	0
DAC-33	3. 1. 7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	0	0	0
DAC-33	3. 1. 8	Public- private partnerships (PPP) - Information relating to fees, tolls, or the other kinds of revenues	0	0	0

		that may be collected under authorisation from the government			
DAC-33	3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	0	0	0
DAC-33	3.1.10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc. )	0	0	0
DAC-33	3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	0	0	0
DAC-33	<b>3.2</b>	<b>Are the details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]</b>			
DAC-33	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	0	0	0
DAC-33	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	0	0	0
DAC-33	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	0	0	0
DAC-33	<b>3.3</b>	<b>Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]</b>			
DAC-33	3.3.1	Use of the most effective means of communication - Internet (website)	50	50.00	50.00
DAC-33	<b>3.4</b>	<b>Form of accessibility of information manual/handbook[Section 4(1)(b)]</b>			
DAC-33	3.4.1	Information manual/handbook available in Electronic format	25	25.00	25.00
DAC-33	3.4.2	Information manual/handbook available in Printed format	25	25.00	25.00
DAC-33	<b>3.5</b>	<b>Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]</b>			
DAC-33	3.5.1	List of materials available Free of cost	25	25.00	25.00
DAC-33	3.5.2	List of materials available At a reasonable cost of the medium	0	0	0
DAC-33	<b>Total-3</b>		<b>125</b>	<b>125</b>	<b>125</b>
DAC-33	<b>4</b>	<b>E-Governance</b>			
DAC-33	<b>4.1</b>	<b>Language in which Information Manual/ Handbook Available [F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-33	4.1.1	English	14.29	14.29	14.29
DAC-33	4.1.2	Vernacular/ Local Language	14.29	14.29	14.29
DAC-33	<b>4.2</b>	<b>When was the information Manual/ Handbook last updated? [F No. 1/6/2011-IR dt 15. 4. 2013]</b>			
DAC-33	4.2.1	Last date of Annual updation	0	0	0

DAC-33	<b>4.3</b>	<b>Information available in electronic form[Section 4(1)(b)(xiv)]</b>			
DAC-33	4.3.1	Details of information available in electronic form	9.52	9.52	9.52
DAC-33	4.3.2	Name/ title of the document/record/ other information	9.52	9.52	9.52
DAC-33	4.3.3	Location where available	9.52	9.52	4.76
DAC-33	<b>4.4</b>	<b>Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]</b>			
DAC-33	4.4.1	Name & location of the faculty	7.14	7.14	3.57
DAC-33	4.4.2	Details of information made available	7.14	7.14	3.57
DAC-33	4.4.3	Working hours of the facility	7.14	7.14	3.57
DAC-33	4.4.4	Contact person & contact details (Phone, fax email)	7.14	7.14	3.57
DAC-33	<b>4.5</b>	<b>Such other information as may be prescribed under Section 4(i) (b)(xvii)</b>			
DAC-33	4.5.1	Grievance redressal mechanism	3.57	3.57	3.57
DAC-33	4.5.2	Details of applications received under RTI and information provided	3.57	3.57	3.57
DAC-33	4.5.3	List of completed schemes/ projects/ Programmes	0	0	0
DAC-33	4.5.4	List of schemes/ projects/ programme underway	0	0	0
DAC-33	4.5.5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	0	0	0
DAC-33	4.5.6	Annual Report	3.57	3.57	3.57
DAC-33	4.5.7	Frequently Asked Question (FAQs)	3.57	3.57	3.57
DAC-33	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	0	0	0
DAC-33	<b>4.6</b>	<b>Receipt &amp; Disposal of RTI applications &amp; appeals [F. No 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-33	4.6.1	Details of applications received and disposed	14.29	14.29	7.15
DAC-33	4.6.2	Details of appeals received and orders issued	14.29	14.29	7.15
DAC-33	<b>4.7</b>	<b>Replies to questions asked in the parliament[Section 4(1)(d)(2)]</b>			
DAC-33	4.7.1	Details of questions asked and replies given	28.57	28.57	14.29
DAC-33	<b>Total-4</b>		<b>157</b>	<b>157</b>	<b>110</b>
DAC-33	<b>5</b>	<b>Information as may be prescribed</b>			
DAC-33	<b>5.1</b>	<b>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]</b>			
DAC-33	5.1.1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1. 1. 2015	20	20.00	20.00
DAC-33	5.1.2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the audit carried out	20	0	0
DAC-33	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	20	20.00	20.00

DAC-33	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	0	0	0
DAC-33	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	0	0	0
DAC-33	<b>Total-5</b>		<b>60</b>	<b>40</b>	<b>40</b>
DAC-33	<b>6</b>	<b>Information Disclosed on own Initiative</b>			
DAC-33	<b>6.1</b>	<b>Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information</b>			
DAC-33	6.1.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	25	25.00	25.00
DAC-33	<b>6.2</b>	<b>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</b>			
DAC-33	6.2.1	Whether STQC certification obtained and its validity	0	0	0
DAC-33	6.2.2	Does the website show the certificate on the Website?	0	0	0
DAC-33	<b>Total-6</b>		<b>25</b>	<b>25</b>	<b>25</b>
DAC-33	<b>Grand Total</b>		<b>528</b>	<b>506</b>	<b>450</b>

<b>Public Authority Name: DAC-34: Protection of Plant Varieties and Farmers Rights Authority - Self Appraisal</b>					
<b>PA Sr. No.</b>	<b>Sr. No</b>	<b>Details of disclosure</b>	<b>Marks</b>	<b>Obtained Mark</b>	<b>Audit or Marks</b>
DAC-34	<b>1</b>	<b>Organisation and Function</b>			
DAC-34	<b>1.1</b>	<b>Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]</b>			
DAC-34	1.1.1	Name and address of the Organization	1.28	1.28	1.28
DAC-34	1.1.3	Head of the organization	1.28	1.28	1.28
DAC-34	1.1.5	Vision, Mission and Key objectives	1.28	1.28	1.28
DAC-34	1.1.7	Function and duties	1.28	1.28	1.28
DAC-34	1.1.9	Organization Chart	1.28	1.28	1.28
DAC-34	1.1.11	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	1.28	1.28	1.28
DAC-34	<b>1.2</b>	<b>Power and duties of its officers and employees[Section 4(1) (b)(ii)]</b>			
DAC-34	1.2.1	Powers and duties of officers (administrative, financial and judicial)	1.54	1.54	1.54
DAC-34	1.2.3	Power and duties of other employees	1.54	1.54	1.54
DAC-34	1.2.5	Rules/ orders under which powers and duty are derived and	1.54	1.54	1.54
DAC-34	1.2.7	Exercised	1.54	1.54	1.54
DAC-34	1.2.9	Work allocation	1.54	1.54	1.54
DAC-34	<b>1.3</b>	<b>Procedure followed in decision making process [Section 4(1)(b)(iii)]</b>			
DAC-34	1.3.1	Process of decision making Identify key decision making points	1.54	1.54	1.54
DAC-34	1.3.3	Final decision making authority	1.54	1.54	1.54
DAC-34	1.3.5	Related provisions, acts, rules etc.	1.54	1.54	1.54
DAC-34	1.3.7	Time limit for taking a decisions, if any	1.54	1.54	0.77
DAC-34	1.3.9	Channel of supervision and accountability	1.54	1.54	1.54
DAC-34	<b>1.4</b>	<b>Norms for discharge of functions [Section 4(1)(b)(iv)]</b>			
DAC-34	1.4.1	Nature of functions/ services offered	1.54	1.54	1.54
DAC-34	1.4.3	Norms/ standards for functions/ service delivery	1.54	1.54	1.54
DAC-34	1.4.5	Process by which these services can be accessed	1.54	1.54	1.54
DAC-34	1.4.7	Time-limit for achieving the targets	1.54	1.54	1.54
DAC-34	1.4.9	Process of redress of grievances	1.54	1.54	1.54
DAC-34	<b>1.5</b>	<b>Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]</b>			
DAC-34	1.5.1	Title and nature of the record/ manual /instruction.	1.92	1.92	1.92
DAC-34	1.5.3	List of Rules, regulations, instructions manuals and records.	1.92	1.92	1.92
DAC-34	1.5.5	Acts/ Rules manuals etc.	1.92	1.92	1.92

DAC-34	1. 5. 7	Transfer policy and transfer orders	0	0	0
DAC-34	<b>1. 6</b>	<b>Categories of documents held by the authority under its control [Section 4(1)(b) (vi)]</b>			
DAC-34	1. 6. 1	Categories of documents	3. 85	3. 85	3. 85
DAC-34	1. 6. 3	Custodian of documents/categories	3. 85	3. 85	3. 85
DAC-34	<b>1. 7</b>	<b>Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]</b>			
DAC-34	1. 7. 1	Name of Boards, Council, Committee etc.	0. 96	0. 96	0. 96
DAC-34	1. 7. 3	Composition	0. 96	0. 96	0. 96
DAC-34	1. 7. 5	Dates from which constituted	0. 96	0. 96	0. 96
DAC-34	1. 7. 7	Term/ Tenure	0. 96	0. 96	0. 96
DAC-34	1. 7. 9	Powers and functions	0. 96	0. 96	0. 96
DAC-34	1. 7. 11	Whether their meetings are open to the public?	0. 96	0. 96	0. 96
DAC-34	1. 7. 13	Whether the minutes of the meetings are open to the public?	0. 96	0. 96	0. 96
DAC-34	1. 7. 15	Place where the minutes if open to the public are available?	0. 96	0. 96	0. 96
DAC-34	<b>1. 8</b>	<b>Directory of officers and employees [Section 4(1) (b) (ix)]</b>			
DAC-34	1. 8. 1	Name and designation	3. 85	3. 85	3. 85
DAC-34	1. 8. 3	Telephone , fax and email ID	3. 85	3. 85	3. 85
DAC-34	<b>1. 9</b>	<b>Monthly Remuneration received by officers &amp; employees including system of compensation[Section 4(1) (b) (x)]</b>			
DAC-34	1. 9. 1	List of employees with Gross monthly remuneration	3. 85	3. 85	3. 85
DAC-34	1. 9. 3	System of compensation as provided in its regulations	3. 85	3. 85	3. 85
DAC-34	<b>1. 10</b>	<b>Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)]</b>			
DAC-34	1. 10. 2	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	3. 85	3. 85	3. 85
DAC-34	1. 10. 3	Address, telephone numbers and email ID of each designated official.	3. 85	3. 85	3. 85
DAC-34	<b>1. 11</b>	<b>No. Of employees against whom Disciplinary action has been proposed/ taken (Section 4(2))</b>			
DAC-34	1. 11. 1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	3. 85	3. 85	3. 85
DAC-34	1. 11. 4	(ii) Finalised for Minor penalty or major penalty proceedings	3. 85	3. 85	3. 85
DAC-34	<b>1. 12</b>	<b>Programmes to advance understanding of RTI (Section 26)</b>			
DAC-34	1. 12. 1	Educational programmes	0	0	0
DAC-34	1. 12. 3	Efforts to encourage public authority to participate in these programmes	0	0	0
DAC-34	1. 12. 5	Training of CPIO/APIO	0	0	0

DAC-34	1. 12. 7	Update & publish guidelines on RTI by the Public Authorities concerned	0	0	0
DAC-34	<b>1. 13</b>	<b>Transfer policy and transfer orders[F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-34	1. 13. 1	Transfer Policy And Transfer Orders [F No. 1/6/2011- IR Dt. 15. 4. 2013]	0	0	0
DAC-34	<b>Total-1</b>		<b>83</b>	<b>83</b>	<b>82</b>
DAC-34	<b>2</b>	<b>Budget and Programme</b>			
DAC-34	<b>2. 1</b>	<b>Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)]</b>			
DAC-34	2. 1. 1	Total Budget for the public authority	10	10.00	10.00
DAC-34	2. 1. 2	Budget for each agency and plan & programmes	10	10.00	5.00
DAC-34	2. 1. 3	Proposed expenditures	10	10.00	5.00
DAC-34	2. 1. 4	Revised budget for each agency, if any	10	10.00	5.00
DAC-34	2. 1. 5	Report on disbursements made and place where the related reports are available	10	10.00	5.00
DAC-34	<b>2. 2</b>	<b>Foreign and domestic tours (F. No. 1/8/2012- IR dt. 11. 9. 2012)</b>			
DAC-34	2. 2. 1	Budget	16.67	16.67	0
DAC-34	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	16.67	16.67	0
DAC-34	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.	16.67	16.67	8.34
DAC-34	<b>2. 3</b>	<b>Manner of execution of subsidy programme [Section 4(i)(b)(xii)]</b>			
DAC-34	2. 3. 1	Name of the programme of activity	0	0	0
DAC-34	2. 3. 2	Objective of the programme	0	0	0
DAC-34	2. 3. 3	Procedure to avail benefits	0	0	0
DAC-34	2. 3. 4	Duration of the programme/ scheme	0	0	0
DAC-34	2. 3. 5	Physical and financial targets of the programme	0	0	0
DAC-34	2. 3. 6	Nature/ scale of subsidy /amount allotted	0	0	0
DAC-34	2. 3. 7	Eligibility criteria for grant of subsidy	0	0	0
DAC-34	2. 3. 8	Details of beneficiaries of subsidy programme (number, profile etc)	0	0	0
DAC-34	<b>2. 4</b>	<b>Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-34	2. 4. 1	Discretionary and non-discretionary grants/	0	0	0

		allocations to State Govt. / NGOs/other institutions			
DAC-34	2. 4. 2	Annual accounts of all legal entities who are provided grants by public authorities	0	0	0
DAC-34	<b>2. 5</b>	<b>Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]</b>			
DAC-34	2. 5. 1	Concessions, permits or authorizations granted by public authority	25	25.00	25.00
DAC-34	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	25	25.00	12.50
DAC-34	<b>2. 6</b>	<b>CAG &amp; PAC paras [F No. 1/6/2011- IR dt. 15. 4. 2013]</b>			
DAC-34	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.	50	50.00	50.00
DAC-34	<b>Total-2</b>		<b>200</b>	<b>200</b>	<b>126</b>
DAC-34	<b>3</b>	<b>Publicity Band Public interface</b>			
DAC-34	<b>3. 1</b>	<b>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]</b>			
DAC-34	3. 1. 1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	12.5	12.50	12.50
DAC-34	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	12.5	12.50	12.50
DAC-34	3. 1. 3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	0	0	0
DAC-34	3. 1. 4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	0	0	0
DAC-34	3. 1. 5	Public- private partnerships (PPP)- Concession agreements.	0	0	0
DAC-34	3. 1. 6	Public- private partnerships (PPP)- Operation and maintenance manuals	0	0	0
DAC-34	3. 1. 7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	0	0	0
DAC-34	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	0	0	0
DAC-34	3. 1. 9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	0	0	0

DAC-34	3.1.10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.)	0	0	0
DAC-34	3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	0	0	0
DAC-34	<b>3.2</b>	<b>Are the details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]</b>			
DAC-34	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	0	0	0
DAC-34	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	0	0	0
DAC-34	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	0	0	0
DAC-34	<b>3.3</b>	<b>Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]</b>			
DAC-34	3.3.1	Use of the most effective means of communication - Internet (website)	50	50.00	50.00
DAC-34	<b>3.4</b>	<b>Form of accessibility of information manual/ handbook[Section 4(1)(b)]</b>			
DAC-34	3.4.1	Information manual/handbook available in Electronic format	25	25.00	25.00
DAC-34	3.4.2	Information manual/handbook available in Printed format	25	25.00	25.00
DAC-34	<b>3.5</b>	<b>Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]</b>			
DAC-34	3.5.1	List of materials available Free of cost	0	0	0
DAC-34	3.5.2	List of materials available At a reasonable cost of the medium	0	0	0
DAC-34	<b>Total-3</b>		<b>125</b>	<b>125</b>	<b>125</b>
DAC-34	<b>4</b>	<b>E-Governance</b>			
DAC-34	<b>4.1</b>	<b>Language in which Information Manual/ Handbook Available [F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-34	4.1.1	English	14.29	14.29	14.29
DAC-34	4.1.2	Vernacular/ Local Language	14.29	14.29	14.29
DAC-34	<b>4.2</b>	<b>When was the information Manual/ Handbook last updated? [F No. 1/6/2011-IR dt 15. 4. 2013]</b>			
DAC-34	4.2.1	Last date of Annual updation	28.57	28.57	28.57
DAC-34	<b>4.3</b>	<b>Information available in electronic form[Section 4(1)(b)(xiv)]</b>			
DAC-34	4.3.1	Details of information available in electronic form	9.52	9.52	9.52

DAC-34	4. 3. 2	Name/ title of the document/record/ other information	9. 52	9. 52	9. 52
DAC-34	4. 3. 3	Location where available	9. 52	9. 52	9. 52
DAC-34	<b>4. 4</b>	<b>Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]</b>			
DAC-34	4. 4. 1	Name & location of the faculty	7. 14	7. 14	3. 57
DAC-34	4. 4. 2	Details of information made available	7. 14	7. 14	3. 57
DAC-34	4. 4. 3	Working hours of the facility	7. 14	7. 14	3. 57
DAC-34	4. 4. 4	Contact person & contact details (Phone, fax email)	7. 14	7. 14	3. 57
DAC-34	<b>4. 5</b>	<b>Such other information as may be prescribed under Section 4(i) (b)(xvii)</b>			
DAC-34	4. 5. 1	Grievance redressal mechanism	0	0	0
DAC-34	4. 5. 2	Details of applications received under RTI and information provided	0	0	0
DAC-34	4. 5. 3	List of completed schemes/ projects/ Programmes	0	0	0
DAC-34	4. 5. 4	List of schemes/ projects/ programme underway	0	0	0
DAC-34	4. 5. 5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	0	0	0
DAC-34	4. 5. 6	Annual Report	3. 57	3. 57	3. 57
DAC-34	4. 5. 7	Frequently Asked Question (FAQs)	3. 57	3. 57	3. 57
DAC-34	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	3. 57	3. 57	3. 57
DAC-34	<b>4. 6</b>	<b>Receipt &amp; Disposal of RTI applications &amp; appeals [F. No 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-34	4. 6. 1	Details of applications received and disposed	14. 29	14. 29	14. 29
DAC-34	4. 6. 2	Details of appeals received and orders issued	14. 29	14. 29	14. 29
DAC-34	<b>4. 7</b>	<b>Replies to questions asked in the parliament[Section 4(1)(d)(2)]</b>			
DAC-34	4. 7. 1	Details of questions asked and replies given	0	0	0
DAC-34	<b>Total-4</b>		<b>154</b>	<b>154</b>	<b>139</b>
DAC-34	<b>5</b>	<b>Information as may be prescribed</b>			
DAC-34	<b>5. 1</b>	<b>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]</b>			
DAC-34	5. 1. 1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1. 1. 2015	20	20. 00	20. 00
DAC-34	5. 1. 2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the audit carried out	0	0	0
DAC-34	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	0	0	0
DAC-34	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	0	0	0

DAC-34	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	0	0	0
DAC-34	<b>Total-5</b>		<b>20</b>	<b>20</b>	<b>20</b>
DAC-34	<b>6</b>	<b>Information Disclosed on own Initiative</b>			
DAC-34	<b>6.1</b>	<b>Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information</b>			
DAC-34	6.1.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	25	25.00	25.00
DAC-34	<b>6.2</b>	<b>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</b>			
DAC-34	6.2.1	Whether STQC certification obtained and its validity	12.5	0	0
DAC-34	6.2.2	Does the website show the certificate on the Website?	0	0	0
DAC-34	<b>Total-6</b>		<b>38</b>	<b>25</b>	<b>25</b>
DAC-34	<b>Grand Total</b>		<b>620</b>	<b>607</b>	<b>517</b>

**Public Authority Name: DAC-35: Small Farmers Agri Business Consortium – Self Appraisal**

PA Sr. No.	Sr. No	Details of disclosure	Marks	Obtained Mark	Audit or Marks
DAC-35	<b>1</b>	<b>Organisation and Function</b>			
DAC-35	<b>1.1</b>	<b>Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]</b>			
DAC-35	1.1.1	Name and address of the Organization	1.28	1.28	1.28
DAC-35	1.1.2	Head of the organization	1.28	1.28	1.28
DAC-35	1.1.3	Vision, Mission and Key objectives	1.28	1.28	1.28
DAC-35	1.1.4	Function and duties	1.28	1.28	1.28
DAC-35	1.1.5	Organization Chart	1.28	1.28	1.28
DAC-35	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	1.28	1.28	1.28
DAC-35	<b>1.2</b>	<b>Power and duties of its officers and employees[Section 4(1) (b)(ii)]</b>			
DAC-35	1.2.1	Powers and duties of officers (administrative, financial and judicial)	1.54	1.54	1.54
DAC-35	1.2.2	Power and duties of other employees	1.54	1.54	1.54
DAC-35	1.2.3	Rules/ orders under which powers and duty are derived and	1.54	1.54	1.54
DAC-35	1.2.4	Exercised	1.54	1.54	1.54
DAC-35	1.2.5	Work allocation	1.54	1.54	1.54
DAC-35	<b>1.3</b>	<b>Procedure followed in decision making process [Section 4(1)(b)(iii)]</b>			
DAC-35	1.3.1	Process of decision making Identify key decision making points	1.54	1.54	1.54
DAC-35	1.3.2	Final decision making authority	1.54	1.54	1.54
DAC-35	1.3.3	Related provisions, acts, rules etc.	1.54	1.54	1.54
DAC-35	1.3.4	Time limit for taking a decisions, if any	1.54	1.54	0.77
DAC-35	1.3.5	Channel of supervision and accountability	1.54	1.54	0.77
DAC-35	<b>1.4</b>	<b>Norms for discharge of functions [Section 4(1)(b)(iv)]</b>			
DAC-35	1.4.1	Nature of functions/ services offered	1.54	1.54	1.54
DAC-35	1.4.2	Norms/ standards for functions/ service delivery	1.54	1.54	1.54
DAC-35	1.4.3	Process by which these services can be accessed	1.54	1.54	1.54
DAC-35	1.4.4	Time-limit for achieving the targets	1.54	1.54	0.77
DAC-35	1.4.5	Process of redress of grievances	1.54	1.54	0.77
DAC-35	<b>1.5</b>	<b>Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]</b>			
DAC-35	1.5.1	Title and nature of the record/ manual /instruction.	1.92	1.92	1.92
DAC-35	1.5.2	List of Rules, regulations, instructions manuals and records.	1.92	1.92	1.92

DAC-35	1. 5. 3	Acts/ Rules manuals etc.	1. 92	1. 92	1. 92
DAC-35	1. 5. 4	Transfer policy and transfer orders	1. 92	1. 92	1. 92
DAC-35	<b>1. 6</b>	<b>Categories of documents held by the authority under its control [Section 4(1)(b) (vi)]</b>			
DAC-35	1. 6. 1	Categories of documents	3. 85	3. 85	3. 85
DAC-35	1. 6. 2	Custodian of documents/categories	3. 85	3. 85	3. 85
DAC-35	<b>1. 7</b>	<b>Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]</b>			
DAC-35	1. 7. 1	Name of Boards, Council, Committee etc.	0. 96	0. 96	0. 96
DAC-35	1. 7. 2	Composition	0. 96	0. 96	0. 96
DAC-35	1. 7. 3	Dates from which constituted	0. 96	0. 96	0. 96
DAC-35	1. 7. 4	Term/ Tenure	0. 96	0. 96	0. 96
DAC-35	1. 7. 5	Powers and functions	0. 96	0. 96	0. 96
DAC-35	1. 7. 6	Whether their meetings are open to the public?	0	0	0
DAC-35	1. 7. 7	Whether the minutes of the meetings are open to the public?	0	0	0
DAC-35	1. 7. 8	Place where the minutes if open to the public are available?	0	0	0
DAC-35	<b>1. 8</b>	<b>Directory of officers and employees [Section 4(1) (b) (ix)]</b>			
DAC-35	1. 8. 1	Name and designation	3. 85	3. 85	3. 85
DAC-35	1. 8. 2	Telephone , fax and email ID	3. 85	3. 85	3. 85
DAC-35	<b>1. 9</b>	<b>Monthly Remuneration received by officers &amp; employees including system of compensation[Section 4(1) (b) (x)]</b>			
DAC-35	1. 9. 1	List of employees with Gross monthly remuneration	3. 85	3. 85	3. 85
DAC-35	1. 9. 2	System of compensation as provided in its regulations	3. 85	3. 85	3. 85
DAC-35	<b>1. 10</b>	<b>Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)]</b>			
DAC-35	1. 10. 1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	3. 85	3. 85	3. 85
DAC-35	1. 10. 2	Address, telephone numbers and email ID of each designated official.	3. 85	3. 85	3. 85
DAC-35	<b>1. 11</b>	<b>No. Of employees against whom Disciplinary action has been proposed/ taken (Section 4(2))</b>			
DAC-35	1. 11. 1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	0	0	0
DAC-35	1. 11. 2	(ii) Finalised for Minor penalty or major penalty proceedings	0	0	0
DAC-35	<b>1. 12</b>	<b>Programmes to advance understanding of RTI (Section 26)</b>			
DAC-35	1. 12. 1	Educational programmes	1. 92	1. 92	0. 96
DAC-35	1. 12. 2	Efforts to encourage public authority to participate in these programmes	1. 92	1. 92	0. 96

DAC-35	1. 12. 3	Training of CPIO/APIO	1. 92	1. 92	0. 96
DAC-35	1. 12. 4	Update & publish guidelines on RTI by the Public Authorities concerned	1. 92	1. 92	0. 96
DAC-35	<b>1. 13</b>	<b>Transfer policy and transfer orders[F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-35	1. 13. 1	Transfer Policy And Transfer Orders [F No. 1/6/2011- IR Dt. 15. 4. 2013]	0	0	0
DAC-35	<b>Total-1</b>		<b>82</b>	<b>82</b>	<b>75</b>
DAC-35	<b>2</b>	<b>Budget and Programme</b>			
DAC-35	<b>2. 1</b>	<b>Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)]</b>			
DAC-35	2. 1. 1	Total Budget for the public authority	10	10. 00	5. 00
DAC-35	2. 1. 2	Budget for each agency and plan & programmes	10	10. 00	5. 00
DAC-35	2. 1. 3	Proposed expenditures	10	10. 00	5. 00
DAC-35	2. 1. 4	Revised budget for each agency, if any	10	10. 00	5. 00
DAC-35	2. 1. 5	Report on disbursements made and place where the related reports are available	10	10. 00	5. 00
DAC-35	<b>2. 2</b>	<b>Foreign and domestic tours (F. No. 1/8/2012- IR dt. 11. 9. 2012)</b>			
DAC-35	2. 2. 1	Budget	0	0	0
DAC-35	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	0	0	0
DAC-35	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.	16. 67	16. 67	0
DAC-35	<b>2. 3</b>	<b>Manner of execution of subsidy programme [Section 4(i)(b)(xii)]</b>			
DAC-35	2. 3. 1	Name of the programme of activity	0	0	6. 25
DAC-35	2. 3. 2	Objective of the programme	0	0	6. 25
DAC-35	2. 3. 3	Procedure to avail benefits	0	0	6. 25
DAC-35	2. 3. 4	Duration of the programme/ scheme	0	0	6. 25
DAC-35	2. 3. 5	Physical and financial targets of the programme	0	0	6. 25
DAC-35	2. 3. 6	Nature/ scale of subsidy /amount allotted	0	0	6. 25
DAC-35	2. 3. 7	Eligibility criteria for grant of subsidy	0	0	6. 25
DAC-35	2. 3. 8	Details of beneficiaries of subsidy programme (number, profile etc)	0	0	6. 25
DAC-35	<b>2. 4</b>	<b>Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15. 04. 2013]</b>			

DAC-35	2. 4. 1	Discretionary and non-discretionary grants/ allocations to State Govt. / NGOs/other institutions	0	0	0
DAC-35	2. 4. 2	Annual accounts of all legal entities who are provided grants by public authorities	0	0	0
DAC-35	<b>2. 5</b>	<b>Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]</b>			
DAC-35	2. 5. 1	Concessions, permits or authorizations granted by public authority	0	0	0
DAC-35	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	0	0	0
DAC-35	<b>2. 6</b>	<b>CAG &amp; PAC paras [F No. 1/6/2011- IR dt. 15. 4. 2013]</b>			
DAC-35	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.	0	0	0
DAC-35	<b>Total-2</b>		<b>67</b>	<b>67</b>	<b>75</b>
DAC-35	<b>3</b>	<b>Publicity Band Public interface</b>			
DAC-35	<b>3. 1</b>	<b>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]</b>			
DAC-35	3. 1. 1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	0	0	0
DAC-35	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	0	0	0
DAC-35	3. 1. 3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	0	0	0
DAC-35	3. 1. 4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	0	0	0
DAC-35	3. 1. 5	Public- private partnerships (PPP)- Concession agreements.	0	0	0
DAC-35	3. 1. 6	Public- private partnerships (PPP)- Operation and maintenance manuals	0	0	0
DAC-35	3. 1. 7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	0	0	0
DAC-35	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	0	0	0
DAC-35	3. 1. 9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	0	0	0

DAC-35	3.1.10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc. )	0	0	0
DAC-35	3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	0	0	0
DAC-35	<b>3.2</b>	<b>Are the details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]</b>			
DAC-35	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	0	0	0
DAC-35	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	0	0	0
DAC-35	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	0	0	0
DAC-35	<b>3.3</b>	<b>Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]</b>			
DAC-35	3.3.1	Use of the most effective means of communication - Internet (website)	50	50.00	50.00
DAC-35	<b>3.4</b>	<b>Form of accessibility of information manual/ handbook[Section 4(1)(b)]</b>			
DAC-35	3.4.1	Information manual/handbook available in Electronic format	25	25.00	25.00
DAC-35	3.4.2	Information manual/handbook available in Printed format	25	25.00	25.00
DAC-35	<b>3.5</b>	<b>Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]</b>			
DAC-35	3.5.1	List of materials available Free of cost	25	25.00	25.00
DAC-35	3.5.2	List of materials available At a reasonable cost of the medium	25	25.00	25.00
DAC-35	<b>Total-3</b>		<b>150</b>	<b>150</b>	<b>150</b>
DAC-35	<b>4</b>	<b>E-Governance</b>			
DAC-35	<b>4.1</b>	<b>Language in which Information Manual/ Handbook Available [F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-35	4.1.1	English	14.29	14.29	14.29
DAC-35	4.1.2	Vernacular/ Local Language	14.29	14.29	14.29
DAC-35	<b>4.2</b>	<b>When was the information Manual/ Handbook last updated? [F No. 1/6/2011-IR dt 15. 4. 2013]</b>			
DAC-35	4.2.1	Last date of Annual updation	28.57	14.29	14.29
DAC-35	<b>4.3</b>	<b>Information available in electronic form[Section 4(1)(b)(xiv)]</b>			
DAC-35	4.3.1	Details of information available in electronic form	9.52	9.52	9.52

DAC-35	4. 3. 2	Name/ title of the document/record/ other information	9. 52	9. 52	9. 52
DAC-35	4. 3. 3	Location where available	9. 52	9. 52	9. 52
DAC-35	<b>4. 4</b>	<b>Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]</b>			
DAC-35	4. 4. 1	Name & location of the faculty	7. 14	7. 14	7. 14
DAC-35	4. 4. 2	Details of information made available	7. 14	7. 14	7. 14
DAC-35	4. 4. 3	Working hours of the facility	7. 14	7. 14	3. 57
DAC-35	4. 4. 4	Contact person & contact details (Phone, fax email)	7. 14	7. 14	3. 57
DAC-35	<b>4. 5</b>	<b>Such other information as may be prescribed under Section 4(i) (b)(xvii)</b>			
DAC-35	4. 5. 1	Grievance redressal mechanism	3. 57	3. 57	3. 57
DAC-35	4. 5. 2	Details of applications received under RTI and information provided	3. 57	3. 57	3. 57
DAC-35	4. 5. 3	List of completed schemes/ projects/ Programmes	3. 57	3. 57	3. 57
DAC-35	4. 5. 4	List of schemes/ projects/ programme underway	3. 57	3. 57	3. 57
DAC-35	4. 5. 5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	3. 57	3. 57	1. 79
DAC-35	4. 5. 6	Annual Report	3. 57	1. 79	3. 57
DAC-35	4. 5. 7	Frequently Asked Question (FAQs)	3. 57	3. 57	3. 57
DAC-35	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	3. 57	3. 57	3. 57
DAC-35	<b>4. 6</b>	<b>Receipt &amp; Disposal of RTI applications &amp; appeals [F. No 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-35	4. 6. 1	Details of applications received and disposed	14. 29	14. 29	14. 29
DAC-35	4. 6. 2	Details of appeals received and orders issued	14. 29	14. 29	14. 29
DAC-35	<b>4. 7</b>	<b>Replies to questions asked in the parliament[Section 4(1)(d)(2)]</b>			
DAC-35	4. 7. 1	Details of questions asked and replies given	28. 57	28. 57	0
DAC-35	<b>Total-4</b>		<b>200</b>	<b>184</b>	<b>148</b>
DAC-35	<b>5</b>	<b>Information as may be prescribed</b>			
DAC-35	<b>5. 1</b>	<b>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]</b>			
DAC-35	5. 1. 1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1. 1. 2015	20	20. 00	20. 00
DAC-35	5. 1. 2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the audit carried out	20	0	0
DAC-35	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	20	20. 00	20. 00
DAC-35	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	20	0	0

DAC-35	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	20	20.00	10.00
DAC-35	<b>Total-5</b>		<b>100</b>	<b>60</b>	<b>50</b>
DAC-35	<b>6</b>	<b>Information Disclosed on own Initiative</b>			
DAC-35	<b>6.1</b>	<b>Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information</b>			
DAC-35	6.1.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	25	25.00	25.00
DAC-35	<b>6.2</b>	<b>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</b>			
DAC-35	6.2.1	Whether STQC certification obtained and its validity	12.5	12.50	12.50
DAC-35	6.2.2	Does the website show the certificate on the Website?	0	0	0
DAC-35	<b>Total-6</b>		<b>38</b>	<b>38</b>	<b>38</b>
DAC-35	<b>Grand Total</b>		<b>636</b>	<b>580</b>	<b>536</b>

**Public Authority Name: DAC-36: Southern Region Farm Machinery Training and Testing Institute – Self Appraisal**

PA Sr. No.	Sr. No	Details of disclosure	Marks	Obtained Mark	Audit or Marks
DAC-36	<b>1</b>	<b>Organisation and Function</b>			
DAC-36	<b>1.1</b>	<b>Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]</b>			
DAC-36	1.1.1	Name and address of the Organization	1.28	1.28	1.28
DAC-36	1.1.2	Head of the organization	1.28	1.28	1.28
DAC-36	1.1.3	Vision, Mission and Key objectives	1.28	1.28	1.28
DAC-36	1.1.4	Function and duties	1.28	1.28	1.28
DAC-36	1.1.5	Organization Chart	1.28	1.28	1.28
DAC-36	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	1.28	1.28	1.28
DAC-36	<b>1.2</b>	<b>Power and duties of its officers and employees[Section 4(1) (b)(ii)]</b>			
DAC-36	1.2.1	Powers and duties of officers (administrative, financial and judicial)	1.54	1.54	1.54
DAC-36	1.2.2	Power and duties of other employees	1.54	1.54	1.54
DAC-36	1.2.3	Rules/ orders under which powers and duty are derived and	1.54	1.54	1.54
DAC-36	1.2.4	Exercised	1.54	1.54	1.54
DAC-36	1.2.5	Work allocation	1.54	1.54	1.54
DAC-36	<b>1.3</b>	<b>Procedure followed in decision making process [Section 4(1)(b)(iii)]</b>			
DAC-36	1.3.1	Process of decision making Identify key decision making points	1.54	1.54	1.54
DAC-36	1.3.2	Final decision making authority	1.54	1.54	1.54
DAC-36	1.3.3	Related provisions, acts, rules etc.	1.54	1.54	1.54
DAC-36	1.3.4	Time limit for taking a decisions, if any	1.54	1.54	0.77
DAC-36	1.3.5	Channel of supervision and accountability	1.54	1.54	0.77
DAC-36	<b>1.4</b>	<b>Norms for discharge of functions [Section 4(1)(b)(iv)]</b>			
DAC-36	1.4.1	Nature of functions/ services offered	1.54	1.54	1.54
DAC-36	1.4.2	Norms/ standards for functions/ service delivery	0	0	0
DAC-36	1.4.3	Process by which these services can be accessed	1.54	1.54	1.54
DAC-36	1.4.4	Time-limit for achieving the targets	1.54	1.54	1.54
DAC-36	1.4.5	Process of redress of grievances	1.54	1.54	1.54
DAC-36	<b>1.5</b>	<b>Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]</b>			
DAC-36	1.5.1	Title and nature of the record/ manual /instruction.	0	0	0
DAC-36	1.5.2	List of Rules, regulations, instructions manuals and records.	1.92	1.92	0.96

DAC-36	1. 5. 3	Acts/ Rules manuals etc.	1. 92	1. 92	0. 96
DAC-36	1. 5. 4	Transfer policy and transfer orders	1. 92	1. 92	1. 92
DAC-36	<b>1. 6</b>	<b>Categories of documents held by the authority under its control [Section 4(1)(b) (vi)]</b>			
DAC-36	1. 6. 1	Categories of documents	3. 85	3. 85	1. 93
DAC-36	1. 6. 2	Custodian of documents/categories	3. 85	3. 85	1. 93
DAC-36	<b>1. 7</b>	<b>Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]</b>			
DAC-36	1. 7. 1	Name of Boards, Council, Committee etc.	0	0	0
DAC-36	1. 7. 2	Composition	0	0	0
DAC-36	1. 7. 3	Dates from which constituted	0	0	0
DAC-36	1. 7. 4	Term/ Tenure	0	0	0
DAC-36	1. 7. 5	Powers and functions	0	0	0
DAC-36	1. 7. 6	Whether their meetings are open to the public?	0	0	0
DAC-36	1. 7. 7	Whether the minutes of the meetings are open to the public?	0	0	0
DAC-36	1. 7. 8	Place where the minutes if open to the public are available?	0	0	0
DAC-36	<b>1. 8</b>	<b>Directory of officers and employees [Section 4(1) (b) (ix)]</b>			
DAC-36	1. 8. 1	Name and designation	3. 85	3. 85	3. 85
DAC-36	1. 8. 2	Telephone , fax and email ID	3. 85	3. 85	1. 93
DAC-36	<b>1. 9</b>	<b>Monthly Remuneration received by officers &amp; employees including system of compensation[Section 4(1) (b) (x)]</b>			
DAC-36	1. 9. 1	List of employees with Gross monthly remuneration	3. 85	3. 85	1. 93
DAC-36	1. 9. 2	System of compensation as provided in its regulations	0	0	0
DAC-36	<b>1. 10</b>	<b>Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)]</b>			
DAC-36	1. 10. 1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	3. 85	3. 85	3. 85
DAC-36	1. 10. 2	Address, telephone numbers and email ID of each designated official.	3. 85	3. 85	1. 93
DAC-36	<b>1. 11</b>	<b>No. Of employees against whom Disciplinary action has been proposed/ taken (Section 4(2))</b>			
DAC-36	1. 11. 1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	3. 85	3. 85	3. 85
DAC-36	1. 11. 2	(ii) Finalised for Minor penalty or major penalty proceedings	3. 85	3. 85	3. 85
DAC-36	<b>1. 12</b>	<b>Programmes to advance understanding of RTI (Section 26)</b>			
DAC-36	1. 12. 1	Educational programmes	0	0	0
DAC-36	1. 12. 2	Efforts to encourage public authority to participate in these programmes	0	0	0

DAC-36	1. 12. 3	Training of CPIO/APIO	0	0	0
DAC-36	1. 12. 4	Update & publish guidelines on RTI by the Public Authorities concerned	0	0	0
DAC-36	<b>1. 13</b>	<b>Transfer policy and transfer orders[F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-36	1. 13. 1	Transfer Policy And Transfer Orders [F No. 1/6/2011- IR Dt. 15. 4. 2013]	7. 69	7. 69	7. 69
DAC-36	<b>Total-1</b>		<b>77</b>	<b>77</b>	<b>64</b>
DAC-36	<b>2</b>	<b>Budget and Programme</b>			
DAC-36	<b>2. 1</b>	<b>Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)]</b>			
DAC-36	2. 1. 1	Total Budget for the public authority	10	10. 00	10. 00
DAC-36	2. 1. 2	Budget for each agency and plan & programmes	10	10. 00	10. 00
DAC-36	2. 1. 3	Proposed expenditures	10	10. 00	10. 00
DAC-36	2. 1. 4	Revised budget for each agency, if any	10	10. 00	5. 00
DAC-36	2. 1. 5	Report on disbursements made and place where the related reports are available	10	10. 00	5. 00
DAC-36	<b>2. 2</b>	<b>Foreign and domestic tours (F. No. 1/8/2012- IR dt. 11. 9. 2012)</b>			
DAC-36	2. 2. 1	Budget	0	0	0
DAC-36	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	0	0	0
DAC-36	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.	0	0	0
DAC-36	<b>2. 3</b>	<b>Manner of execution of subsidy programme [Section 4(i)(b)(xii)]</b>			
DAC-36	2. 3. 1	Name of the programme of activity	0	0	0
DAC-36	2. 3. 2	Objective of the programme	0	0	0
DAC-36	2. 3. 3	Procedure to avail benefits	0	0	0
DAC-36	2. 3. 4	Duration of the programme/ scheme	0	0	0
DAC-36	2. 3. 5	Physical and financial targets of the programme	0	0	0
DAC-36	2. 3. 6	Nature/ scale of subsidy /amount allotted	0	0	0
DAC-36	2. 3. 7	Eligibility criteria for grant of subsidy	0	0	0
DAC-36	2. 3. 8	Details of beneficiaries of subsidy programme (number, profile etc)	0	0	0
DAC-36	<b>2. 4</b>	<b>Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15. 04. 2013]</b>			

DAC-36	2. 4. 1	Discretionary and non-discretionary grants/ allocations to State Govt. / NGOs/other institutions	0	0	0
DAC-36	2. 4. 2	Annual accounts of all legal entities who are provided grants by public authorities	0	0	0
DAC-36	<b>2. 5</b>	<b>Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]</b>			
DAC-36	2. 5. 1	Concessions, permits or authorizations granted by public authority	0	0	0
DAC-36	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	0	0	0
DAC-36	<b>2. 6</b>	<b>CAG &amp; PAC paras [F No. 1/6/2011- IR dt. 15. 4. 2013]</b>			
DAC-36	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.	0	0	0
DAC-36	<b>Total-2</b>		<b>50</b>	<b>50</b>	<b>40</b>
DAC-36	<b>3</b>	<b>Publicity Band Public interface</b>			
DAC-36	<b>3. 1</b>	<b>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]</b>			
DAC-36	3. 1. 1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	0	0	0
DAC-36	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	0	0	0
DAC-36	3. 1. 3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	0	0	0
DAC-36	3. 1. 4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	0	0	0
DAC-36	3. 1. 5	Public- private partnerships (PPP)- Concession agreements.	0	0	0
DAC-36	3. 1. 6	Public- private partnerships (PPP)- Operation and maintenance manuals	0	0	0
DAC-36	3. 1. 7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	0	0	0
DAC-36	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	0	0	0
DAC-36	3. 1. 9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	0	0	0

DAC-36	3.1.10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.)	0	0	0
DAC-36	3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	0	0	0
DAC-36	<b>3.2</b>	<b>Are the details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]</b>			
DAC-36	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	0	0	0
DAC-36	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	0	0	0
DAC-36	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	0	0	0
DAC-36	<b>3.3</b>	<b>Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]</b>			
DAC-36	3.3.1	Use of the most effective means of communication - Internet (website)	50	50.00	50.00
DAC-36	<b>3.4</b>	<b>Form of accessibility of information manual/ handbook[Section 4(1)(b)]</b>			
DAC-36	3.4.1	Information manual/handbook available in Electronic format	25	25.00	25.00
DAC-36	3.4.2	Information manual/handbook available in Printed format	0	0	0
DAC-36	<b>3.5</b>	<b>Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]</b>			
DAC-36	3.5.1	List of materials available Free of cost	25	25.00	25.00
DAC-36	3.5.2	List of materials available At a reasonable cost of the medium	25	25.00	25.00
DAC-36	<b>Total-3</b>		<b>125</b>	<b>125</b>	<b>125</b>
DAC-36	<b>4</b>	<b>E-Governance</b>			
DAC-36	<b>4.1</b>	<b>Language in which Information Manual/ Handbook Available [F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-36	4.1.1	English	14.29	14.29	14.29
DAC-36	4.1.2	Vernacular/ Local Language	14.29	14.29	14.29
DAC-36	<b>4.2</b>	<b>When was the information Manual/ Handbook last updated? [F No. 1/6/2011-IR dt 15. 4. 2013]</b>			
DAC-36	4.2.1	Last date of Annual updation	0	0	0
DAC-36	<b>4.3</b>	<b>Information available in electronic form[Section 4(1)(b)(xiv)]</b>			
DAC-36	4.3.1	Details of information available in electronic form	9.52	9.52	9.52

DAC-36	4. 3. 2	Name/ title of the document/record/ other information	9. 52	9. 52	9. 52
DAC-36	4. 3. 3	Location where available	9. 52	9. 52	9. 52
DAC-36	<b>4. 4</b>	<b>Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]</b>			
DAC-36	4. 4. 1	Name & location of the faculty	7. 14	7. 14	7. 14
DAC-36	4. 4. 2	Details of information made available	7. 14	7. 14	7. 14
DAC-36	4. 4. 3	Working hours of the facility	7. 14	7. 14	7. 14
DAC-36	4. 4. 4	Contact person & contact details (Phone, fax email)	7. 14	7. 14	7. 14
DAC-36	<b>4. 5</b>	<b>Such other information as may be prescribed under Section 4(i) (b)(xvii)</b>			
DAC-36	4. 5. 1	Grievance redressal mechanism	3. 57	3. 57	3. 57
DAC-36	4. 5. 2	Details of applications received under RTI and information provided	3. 57	3. 57	3. 57
DAC-36	4. 5. 3	List of completed schemes/ projects/ Programmes	3. 57	3. 57	3. 57
DAC-36	4. 5. 4	List of schemes/ projects/ programme underway	3. 57	3. 57	3. 57
DAC-36	4. 5. 5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	0	0	0
DAC-36	4. 5. 6	Annual Report	0	0	0
DAC-36	4. 5. 7	Frequently Asked Question (FAQs)	3. 57	3. 57	3. 57
DAC-36	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	0	0	0
DAC-36	<b>4. 6</b>	<b>Receipt &amp; Disposal of RTI applications &amp; appeals [F. No 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-36	4. 6. 1	Details of applications received and disposed	14. 29	14. 29	14. 29
DAC-36	4. 6. 2	Details of appeals received and orders issued	14. 29	14. 29	14. 29
DAC-36	<b>4. 7</b>	<b>Replies to questions asked in the parliament[Section 4(1)(d)(2)]</b>			
DAC-36	4. 7. 1	Details of questions asked and replies given	28. 57	28. 57	28. 57
DAC-36	<b>Total-4</b>		<b>161</b>	<b>161</b>	<b>161</b>
DAC-36	<b>5</b>	<b>Information as may be prescribed</b>			
DAC-36	<b>5. 1</b>	<b>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]</b>			
DAC-36	5. 1. 1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1. 1. 2015	20	20. 00	20. 00
DAC-36	5. 1. 2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the audit carried out	0	0	0
DAC-36	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	0	0	0
DAC-36	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	0	0	0

DAC-36	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	0	0	0
DAC-36	<b>Total-5</b>		<b>20</b>	<b>20</b>	<b>20</b>
DAC-36	<b>6</b>	<b>Information Disclosed on own Initiative</b>			
DAC-36	<b>6.1</b>	<b>Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information</b>			
DAC-36	6.1.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	25	25.00	25.00
DAC-36	<b>6.2</b>	<b>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</b>			
DAC-36	6.2.1	Whether STQC certification obtained and its validity	0	0	0
DAC-36	6.2.2	Does the website show the certificate on the Website?	0	0	0
DAC-36	<b>Total-6</b>		<b>25</b>	<b>25</b>	<b>25</b>
DAC-36	<b>Grand Total</b>		<b>458</b>	<b>458</b>	<b>435</b>

<b>Public Authority Name: DAC-37: National Rainfed Area Authority – Self Appraisal</b>					
<b>PA Sr. No.</b>	<b>Sr. No</b>	<b>Details of disclosure</b>	<b>Marks</b>	<b>Obtained Mark</b>	<b>Audit or Marks</b>
DAC-37	<b>1</b>	<b>Organisation and Function</b>			
DAC-37	<b>1.1</b>	<b>Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]</b>			
DAC-37	1.1.1	Name and address of the Organization	1.28	1.28	1.28
DAC-37	1.1.2	Head of the organization	1.28	1.28	1.28
DAC-37	1.1.3	Vision, Mission and Key objectives	1.28	1.28	1.28
DAC-37	1.1.4	Function and duties	1.28	1.28	1.28
DAC-37	1.1.5	Organization Chart	1.28	1.28	1.28
DAC-37	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	1.28	1.28	1.28
DAC-37	<b>1.2</b>	<b>Power and duties of its officers and employees[Section 4(1) (b)(ii)]</b>			
DAC-37	1.2.1	Powers and duties of officers administrative, financial and judicial)	1.54	1.54	1.54
DAC-37	1.2.2	Power and duties of other employees	1.54	1.54	1.54
DAC-37	1.2.3	Rules/ orders under which powers and duty are derived and	1.54	1.54	1.54
DAC-37	1.2.4	Exercised	1.54	1.54	1.54
DAC-37	1.2.5	Work allocation	1.54	1.54	1.54
DAC-37	<b>1.3</b>	<b>Procedure followed in decision making process [Section 4(1)(b)(iii)]</b>			
DAC-37	1.3.1	Process of decision making Identify key decision making points	1.54	1.54	1.54
DAC-37	1.3.2	Final decision making authority	1.54	1.54	1.54
DAC-37	1.3.3	Related provisions, acts, rules etc.	1.54	1.54	1.54
DAC-37	1.3.4	Time limit for taking a decisions, if any	1.54	1.54	1.54
DAC-37	1.3.5	Channel of supervision and accountability	1.54	1.54	1.54
DAC-37	<b>1.4</b>	<b>Norms for discharge of unctions[Section 4(1)(b)(iv)]</b>			
DAC-37	1.4.1	Nature of functions/ services offered	1.54	1.54	1.54
DAC-37	1.4.2	Norms/ standards for functions/ service delivery	1.54	1.54	1.54
DAC-37	1.4.3	Process by which these services can be accessed	1.54	1.54	1.54
DAC-37	1.4.4	Time-limit for achieving the targets	1.54	1.54	1.54
DAC-37	1.4.5	Process of redress of grievances	1.54	1.54	1.54
DAC-37	<b>1.5</b>	<b>Rules, regulations, instructions manual and records for discharging functions[Section 4(1)(b)(v)]</b>			
DAC-37	1.5.1	Title and nature of the record/ manual /instruction.	1.92	1.92	1.92
DAC-37	1.5.2	List of Rules, regulations, instructions manuals and records.	1.92	1.92	1.92
DAC-37	1.5.3	Acts/ Rules manuals etc.	1.92	1.92	1.92
DAC-37	1.5.4	Transfer policy and transfer orders	1.92	1.92	1.92

DAC-37	<b>1. 6</b>	<b>Categories of documents held by the authority under its control[Section 4 (1) (b) (vi)]</b>			
DAC-37	1. 6. 1	Categories of documents	3. 85	3. 85	3. 85
DAC-37	1. 6. 2	Custodian of documents/categories	3. 85	3. 85	3. 85
DAC-37	<b>1. 7</b>	<b>Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]</b>			
DAC-37	1. 7. 1	Name of Boards, Council, Committee etc.	0	0	0
DAC-37	1. 7. 2	Composition	0	0	0
DAC-37	1. 7. 3	Dates from which constituted	0	0	0
DAC-37	1. 7. 4	Term/ Tenure	0	0	0
DAC-37	1. 7. 5	Powers and functions	0	0	0
DAC-37	1. 7. 6	Whether their meetings are open to the public?	0	0	0
DAC-37	1. 7. 7	Whether the minutes of the meetings are open to the public?	0	0	0
DAC-37	1. 7. 8	Place where the minutes if open to the public are available?	0	0	0
DAC-37	<b>1. 8</b>	<b>Directory of officers and employees[Section 4(1) (b) (ix)]</b>			
DAC-37	1. 8. 1	Name and designation	3. 85	3. 85	3. 85
DAC-37	1. 8. 2	Telephone , fax and email ID	3. 85	3. 85	3. 85
DAC-37	<b>1. 9</b>	<b>Monthly Remuneration received by officers &amp; employees including system of compensation[Section 4(1) (b) (x)]</b>			
DAC-37	1. 9. 1	List of employees with Gross monthly remuneration	3. 85	3. 85	3. 85
DAC-37	1. 9. 2	System of compensation as provided in its regulations	3. 85	3. 85	3. 85
DAC-37	<b>1. 10</b>	<b>Name, designation and other particulars of public information officers[Section 4(1) (b) (xvi)]</b>			
DAC-37	1. 10. 1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	3. 85	3. 85	3. 85
DAC-37	1. 10. 2	Address, telephone numbers and email ID of each designated official.	3. 85	3. 85	3. 85
DAC-37	<b>1. 11</b>	<b>No. Of employees against whom Disciplinary action has been proposed/ taken(Section 4(2))</b>			
DAC-37	1. 11. 1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	3. 85	3. 85	3. 85
DAC-37	1. 11. 2	(ii) Finalised for Minor penalty or major penalty proceedings	3. 85	3. 85	3. 85
DAC-37	<b>1. 12</b>	<b>Programmes to advance understanding of RTI(Section 26)</b>			
DAC-37	1. 12. 1	Educational programmes	0	0	0
DAC-37	1. 12. 2	Efforts to encourage public authority to participate in these programmes	0	0	0
DAC-37	1. 12. 3	Training of CPIO/APIO	1. 92	0. 96	0. 96
DAC-37	1. 12. 4	Update & publish guidelines on RTI by the Public Authorities concerned	0	0	0

DAC-37	1. 13	<b>Transfer policy and transfer orders[F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-37	1. 13. 1	Transfer Policy And Transfer Orders[F No. 1/6/2011- IR Dt. 15. 4. 2013]	0	0	0
DAC-37	<b>Total-1</b>		<b>79</b>	<b>78</b>	<b>78</b>
DAC-37	<b>2</b>	<b>Budget and Programme</b>			
DAC-37	<b>2. 1</b>	<b>Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)]</b>			
DAC-37	2. 1. 1	Total Budget for the public authority	10	10. 00	10. 00
DAC-37	2. 1. 2	Budget for each agency and plan & programmes	10	10. 00	5. 00
DAC-37	2. 1. 3	Proposed expenditures	10	10. 00	5. 00
DAC-37	2. 1. 4	Revised budget for each agency, if any	10	10. 00	5. 00
DAC-37	2. 1. 5	Report on disbursements made and place where the related reports are available	10	10. 00	5. 00
DAC-37	<b>2. 2</b>	<b>Foreign and domestic tours(F. No. 1/8/2012- IR dt. 11. 9. 2012)</b>			
DAC-37	2. 2. 1	Budget	16. 67	16. 67	16. 67
DAC-37	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	16. 67	0	0
DAC-37	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.	16. 67	0	0
DAC-37	<b>2. 3</b>	<b>Manner of execution of subsidy programme [Section 4(i)(b)(xii)]</b>			
DAC-37	2. 3. 1	Name of the programme of activity	0	0	6. 25
DAC-37	2. 3. 2	Objective of the programme	0	0	6. 25
DAC-37	2. 3. 3	Procedure to avail benefits	0	0	6. 25
DAC-37	2. 3. 4	Duration of the programme/ scheme	0	0	6. 25
DAC-37	2. 3. 5	Physical and financial targets of the programme	0	0	6. 25
DAC-37	2. 3. 6	Nature/ scale of subsidy /amount allotted	0	0	6. 25
DAC-37	2. 3. 7	Eligibility criteria for grant of subsidy	0	0	6. 25
DAC-37	2. 3. 8	Details of beneficiaries of subsidy programme (number, profile etc)	0	0	6. 25
DAC-37	<b>2. 4</b>	<b>Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-37	2. 4. 1	Discretionary and non-discretionary grants/ allocations to State Govt. / NGOs/other institutions	25	0	0
DAC-37	2. 4. 2	Annual accounts of all legal entities who are provided grants by public authorities	0	0	0

DAC-37	<b>2. 5</b>	<b>Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]</b>			
DAC-37	2. 5. 1	Concessions, permits or authorizations granted by public authority	0	0	0
DAC-37	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	0	0	0
DAC-37	<b>2. 6</b>	<b>CAG &amp; PAC paras [F No. 1/6/2011- IR dt. 15. 4. 2013]</b>			
DAC-37	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.	0	0	0
DAC-37	<b>Total-2</b>		<b>125</b>	<b>67</b>	<b>97</b>
DAC-37	<b>3</b>	<b>Publicity Band Public interface</b>			
DAC-37	<b>3. 1</b>	<b>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]</b>			
DAC-37	3. 1. 1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	0	0	12. 50
DAC-37	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	0	0	12. 50
DAC-37	3. 1. 3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	0	0	2. 78
DAC-37	3. 1. 4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	0	0	2. 78
DAC-37	3. 1. 5	Public- private partnerships (PPP)- Concession agreements.	0	0	2. 78
DAC-37	3. 1. 6	Public- private partnerships (PPP)- Operation and maintenance manuals	0	0	2. 78
DAC-37	3. 1. 7	Public- private partnerships (PPP) - Other implementation of the PPP documents generated as part of the	0	0	2. 78
DAC-37	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	0	0	2. 78
DAC-37	3. 1. 9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	0	0	2. 78
DAC-37	3. 1.10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc. )	0	0	2. 78

DAC-37	3. 1.11	Public- private partnerships (PPP) - All payment made under the PPP project	0	0	2. 78
DAC-37	<b>3. 2</b>	<b>Are the details of policies/ decisions, which affect public, informed to them[Section 4(1) (c)]</b>			
DAC-37	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	0	0	16. 67
DAC-37	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	0	0	16. 67
DAC-37	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	0	0	16. 67
DAC-37	<b>3. 3</b>	<b>Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]</b>			
DAC-37	3. 3. 1	Use of the most effective means of communication - Internet (website)	50	50. 00	50. 00
DAC-37	<b>3. 4</b>	<b>Form of accessibility of information manual/ handbook[Section 4(1)(b)]</b>			
DAC-37	3. 4. 1	Information manual/handbook available in Electronic format	25	25. 00	25. 00
DAC-37	3. 4. 2	Information manual/handbook available in Printed format	25	25. 00	25. 00
DAC-37	<b>3. 5</b>	<b>Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]</b>			
DAC-37	3. 5. 1	List of materials available Free of cost	25	25. 00	25. 00
DAC-37	3. 5. 2	List of materials available At a reasonable cost of the medium	25	25. 00	25. 00
DAC-37	<b>Total-3</b>		<b>150</b>	<b>150</b>	<b>250</b>
DAC-37	<b>4</b>	<b>E-Governance</b>			
DAC-37	<b>4. 1</b>	<b>Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15. 4. 2013]</b>			
DAC-37	4. 1. 1	English	14. 29	14. 29	14. 29
DAC-37	4. 1. 2	Vernacular/ Local Language	14. 29	7. 15	7. 15
DAC-37	<b>4. 2</b>	<b>When was the information annual/ Handbook last updated?[F No. 1/6/2011-IR dt 15. 4. 2013]</b>			
DAC-37	4. 2. 1	Last date of Annual updation	28. 57	28. 57	28. 57
DAC-37	<b>4. 3</b>	<b>Information available in electronic form[Section 4(1)(b)(xiv)]</b>			
DAC-37	4. 3. 1	Details of information available in electronic form	9. 52	4. 76	4. 76
DAC-37	4. 3. 2	Name/ title of the document/record/ other information	9. 52	4. 76	4. 76
DAC-37	4. 3. 3	Location where available	9. 52	4. 76	4. 76
DAC-37	<b>4. 4</b>	<b>Particulars of facilities available to citizen for obtaining information[Section 4(1)(b)(xv)]</b>			
DAC-37	4. 4. 1	Name & location of the faculty	7. 14	3. 57	3. 57

DAC-37	4. 4. 2	Details of information made available	7. 14	3. 57	3. 57
DAC-37	4. 4. 3	Working hours of the facility	7. 14	3. 57	3. 57
DAC-37	4. 4. 4	Contact person & contact details (Phone, fax email)	7. 14	3. 57	3. 57
DAC-37	<b>4. 5</b>	<b>Such other information as may be prescribed under Section 4(i) (b)(xvii)</b>			
DAC-37	4. 5. 1	Grievance redressal mechanism	3. 57	3. 57	3. 57
DAC-37	4. 5. 2	Details of applications received under RTI and information provided	3. 57	3. 57	3. 57
DAC-37	4. 5. 3	List of completed schemes/ projects/ Programmes	0	0	0
DAC-37	4. 5. 4	List of schemes/ projects/ programme underway	0	0	0
DAC-37	4. 5. 5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	0	0	0
DAC-37	4. 5. 6	Annual Report	0	0	0
DAC-37	4. 5. 7	Frequently Asked Question (FAQs)	0	0	0
DAC-37	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	3. 57	0	0
DAC-37	<b>4. 6</b>	<b>Receipt &amp; Disposal of RTI applications &amp; appeals [F. No 1/6/2011-IR dt. 15. 04. 2013]</b>			
DAC-37	4. 6. 1	Details of applications received and disposed	14. 29	14. 29	14. 29
DAC-37	4. 6. 2	Details of appeals received and orders issued	14. 29	14. 29	14. 29
DAC-37	<b>4. 7</b>	<b>Replies to questions asked in the parliament[Section 4(1)(d)(2)]</b>			
DAC-37	4. 7. 1	Details of questions asked and replies given	0	0	0
DAC-37	<b>Total-4</b>		<b>154</b>	<b>114</b>	<b>114</b>
DAC-37	<b>5</b>	<b>Information as may be prescribed</b>			
DAC-37	<b>5. 1</b>	<b>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]</b>			
DAC-37	5. 1. 1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1. 1. 2015	20	10. 00	10. 00
DAC-37	5. 1. 2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the audit carried out	20	0	0
DAC-37	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	0	0	0
DAC-37	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	20	0	0
DAC-37	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	0	0	0
DAC-37	<b>Total-5</b>		<b>60</b>	<b>10</b>	<b>10</b>

DAC-37	<b>6</b>	<b>Information Disclosed on own Initiative</b>			
DAC-37	<b>6. 1</b>	<b>Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information</b>			
DAC-37	6. 1. 1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	25	25. 00	25. 00
DAC-37	<b>6. 2</b>	<b>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</b>			
DAC-37	6. 2. 1	Whether STQC certification obtained and its validity	0	0	0
DAC-37	6. 2. 2	Does the website show the certificate on the Website?	0	0	0
DAC-37	<b>Total-6</b>		<b>25</b>	<b>25</b>	<b>25</b>
DAC-37	<b>Grand Total</b>		<b>592</b>	<b>444</b>	<b>574</b>

**By Speed Post**

No.14-05/2021-RTI (FTS- 98010)  
Government of India  
Ministry of Agriculture & Farmers Welfare  
Department of Agriculture, Co-operation & Farmers Welfare  
\*\*\*

Krishi Bhavan, New Delhi  
Dated 16<sup>th</sup> September, 2021

To,

Director,  
ICAR-Indian Agriculture Research Institute,  
PUSA  
New Delhi – 110012

Subject: Third Party Audit of proactive disclosure under RTI Act, 2005 - reg.

Sir,

I am directed to refer to this Department's letter of even number dated 11<sup>th</sup> June, 2021 and your letter No. TRP-12/2021-RTI(DAC) dated 03.09.2021 and No. TRP-12/2021-RTI(DAC)985/R&I dated 13.9.2021 on the subject mentioned above and to convey the sanction of Rs. 7,03,752/- for conducting Third Party Audit of Proactive Disclosure as per Section 4 of RTI Act, 2005 in respect of DA&FW and its subordinate and attached offices. as per the guidelines /directions of CIC. The funds will be released in three installments in ratio of 40:40:20, subject to the condition that the third party audit of all 37 Public Authorities is to be completed within a specified time frame of preferably 3 months. The list of all Public Authorities (DAC&FW and Subordinate/Attached Officers) is attached

Encls: As above

Yours faithfully,



(Sunil Kumar)

Under Secretary to Government of India

Copy to:

All Subordinate / Attached Offices under DA&FW

Copy for information to:

1. Deputy Secretary (Law), Central Information Commission, Baba Gangnath Marg, Munirka, New Delhi – 110001.

Sh. Kataria, AAO (TPA)

21.09.2021.

## List of Subordinate and Attached Offices under DAC&FW

### I. Attached Offices

1. Directorate of Economics & Statistics, Shastri Bhavan, 'B' Wing, New Delhi.
2. Commission for Agricultural Costs and Prices, Shastri Bhavan, 'F' Wing, Second Floor, New Delhi.
3. Directorate of Plant Protection, Quarantine and Storage, N.H.IV, Faridabad (Haryana).
4. Directorate of Marketing & Inspection, N.H.IV, Faridabad (Haryana).
5. Mahalanobis National Crop Forecast Centre, Near Krishi Vistar Sadan, Pusa Campus, New Delhi.

### II. Sub-Ordinate Offices

1. Central Farm Machinery Training & Testing Institute, Tractor Nagar Colony, Budhni, Madhya Pradesh 466445
2. Northern Region Farm Machinery Training & Testing Institute, Tractor Nagar, Sirsa Road Hisar, (Haryana) - 125 001
3. Southern Region Farm Machinery Training & Testing Institute, Tractor Nagar, P.O. Garladinne-515731, Anantapur (Dist.) Andhra Pradesh
4. North Eastern Region Farm Machinery Training & Testing Institute, Biswnath Chariali, Distt. Sonitpur (Assam).
5. Directorate of Cotton Development, Bhoomi Sarvekshan Bhavan, Near Centre Point School, Seminary Hills, Katol Road, Nagpur -440013 (Maharashtra).
6. Directorate of Jute Development, 234/4, Acharya Jagdish Bose Road, Nizam Palace Campus, Kolkata- 700020 (West Bengal).
7. Directorate of Millets Development, Mini Secretariat Building, Room No. 710, 6<sup>th</sup> Floor, Bani Park, Jaipur (Rajasthan).
8. Directorate of Sugarcane Development, 8<sup>th</sup> Floor, Hall No.3, Kendriya Bhavan, Aliganj, Lucknow - 226024 (U.P).
9. Directorate of Rice Development, 5<sup>th</sup> Floor, 'G' Wing, Karpuri Thakur Station, Kendriya Karamchari Parisar (GPOA) Ashiana - Digha Road, Patna-800025 (Bihar).
10. Directorate of Wheat Development, CGO Building, Hapur Road Chauraha, Kamla Nehru Nagar, Ghaziabad (U.P).
11. Directorate of Extension, Krishi Vistar Bhavan, Dr. K.S. Krishna Marg, IARI Campus, Pusa, New Delhi-110 012.
12. Directorate of Oilseeds Development, Telhan Bhavan, Himayat Nagar, Hyderabad (A.P).
13. Directorate of Pulses Development, 8<sup>th</sup> Floor, Vindhyachal Bhavan, Bhopal-462004 (M.P).
14. Central Fertiliser Quality Control & Training Institute, N.H.IV, Faridabad (Haryana).
15. National Centre of Organic Farming, C.G.O. Complex, Kamla Nehru Nagar, Hapur Road Chungi, Ghaziabad (U.P).
16. Directorate of Cashewnut and Cocoa Development, M.G. Road, Kochi-682011 (Kerela).
17. Directorate of Arecanut and Spices Development, Cannanore Road, Kozhikode- 673005 (Kerela).
18. All India Soil and Land Use Survey, IARI Campus, Pusa, New Delhi-110 012.
19. National Seed Research & Training Centre (NSRTC) G.T. Road, Collectry Farm, P.O. Industrial Estate, Varanasi- 221 106 (U. P)
20. Central Institute of Horticulture, Agri Colony, Medziphema, Nagaland.