

Self appraisal report for Year (2024-25)

Auditor Agency: Debdipta Basu(Indian Rubber Materials Research Institute, Autonomous body under The Department for Promotion of Industry and Internal Trade (DPIIT), Ministry of Commerce & Industry, Govt. of India, New Delhi)

Ministry Name: Ministry of Personnel, Public Grievances & Pensions

Department Name: Department of Administrative Reforms & PG

Public Authority Name: Department of Administrative Reforms & PG

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1	Organisation and Function							
1.1	Particulars of its organisation,functions and duties[Section 4(1)(b)(i)]							
1.1.1	Name and address of the Organization	Fully Met	1.28	1.28	https://darp.gov.in/en/contact-us-0	Fully Met	1.28	https://darp.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"
1.1.2	Head of the organization	Fully Met	1.28	1.28	https://darp.gov.in/en/about-department-0	Fully Met	1.28	https://darp.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is

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								correct. Category "Fully Met"
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	https://darp.gov.in/en/mission-vision-statement	Fully Met	1.28	https://darp.gov.in/suo-motion-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"
1.1.4	Function and duties	Fully Met	1.28	1.28	https://darp.gov.in/en/about-department-0 https://darp.gov.in/sites/default/files/Roles_and_Responsibilities.pdf	Fully Met	1.28	https://darp.gov.in/suo-motion-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"
1.1.5	Organization Chart	Fully Met	1.28	1.28	https://darp.gov.in/sites/default/files/organisational-structure.pdf	Fully Met	1.28	https://darp.gov.in/suo-motion-disclosure-under-rti-act-2005 URLs cited by the Public

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								Authority is correct. Category "Fully Met"
1.1.6	Any other details-the genesis, inception, formation of the department and the HoDs from time to time as well as the committees/ Commissions constituted from time to time have been dealt	Fully Met	1.28	1.28	Information relating to the genesis, inception, formation, working of various divisions, etc is uploaded on the website.	Partially Met	0.64	https://darp.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Partially Met"
1.2	Power and duties of its officers and employees[Section 4(1) (b)(ii)]							
1.2.1	Powers and duties of officers (administrative, financial and judicial)	Fully Met	1.92	1.92	https://darp.gov.in/sites/default/files/Proactive_disclosure_as_on_14-05-2025.pdf	Fully Met	1.92	https://darp.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"
1.2.2	Power and duties of other employees	Fully Met	1.92	1.92	https://darp.gov.in/sites/default/files/Proactive_disclosure	Fully Met	1.92	https://darp.gov.in/suo-moto-disclosure-under-rti-act-2005

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					re_as_on_14-05-2025.pdf			act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"
1.2.3	Rules/ orders under which powers and duty derived and exercised	Fully Met	1.92	1.92	Page 12 Point xvi https://darp.gov.in/sites/default/files/Proactive_disclosure_as_on_14-05-2025.pdf and https://darp.gov.in/sites/default/files/Delegation_of_Financial_Power_Rules_DFPR.pdf	Fully Met	1.92	https://darp.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"
1.2.4	Work allocation	Fully Met	1.92	1.92	https://darp.gov.in/sites/default/files/Proactive_disclosure_as_on_14-05-2025.pdf	Fully Met	1.92	https://darp.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"

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1.3	Procedure followed in decision making process [Section 4(1)(b)(iii)]							
1.3.1	Process of decision making - Identify key decision making points	Fully Met	1.54	1.54	https://darp.gov.in/sites/default/files/Proactive_disclosure_as_on_14-05-2025.pdf	Fully Met	1.54	https://darp.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"
1.3.2	Final decision making authority	Fully Met	1.54	1.54	https://darp.gov.in/sites/default/files/organisational-structure.pdf https://darp.gov.in/sites/default/files/Proactive_disclosure_as_on_14-05-2025.pdf	Fully Met	1.54	https://darp.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	https://darp.gov.in/sites/default/files/Proactive_disclosure_as_on_14-05-2025.pdf No any such acts, rules available in	Fully Met	1.54	https://darp.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct.

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Department.			Category "Fully Met"
1.3.4	Time limit for taking a decisions, if any	Fully Met	1.54	1.54	Point (ii) at page 6 of the manual provides the following Any grievance received from the general public shall be acknowledged within three working days of receipt of the grievance petition. Link provided below. https://darp.gov.in/sites/default/files/Proactive_disclosure_as_on_14-05-2025.pdf and https://darp.gov.in/en/public-grievances	Partially Met	0.77	https://darp.gov.in/suo-motion-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Partially Met"
1.3.5	Channels of supervision and accountability	Fully Met	1.54	1.54	https://darp.gov.in/sites/default/files/Proactive_disclosure	Fully Met	1.54	https://darp.gov.in/suo-motion-disclosure-under-rti-act-2005

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					re_as_on_14-05-2025.pdf channels of supervision and accountability are in the manual. https://darp.gov.in/sites/default/files/Channel_of_Submission.pdf			act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"
1.4	Norms for discharge of functions[Section 4(1)(b)(iv)]							
1.4.1	Nature of functions/ services offered	Fully Met	1.54	1.54	Provided in the manual page 1-5 https://darp.gov.in/sites/default/files/Proactive_disclosure_as_on_14-05-2025.pdf	Fully Met	1.54	https://darp.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	https://gocharTERS.nic.in/public/website/home	Fully Met	1.54	https://darp.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public

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								Authority is correct. Category "Fully Met"
1.4.3	Process by which these services can be accessed	Fully Met	1.54	1.54	https://goicharters.nic.in/public/website/home	Fully Met	1.54	https://darpg.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	https://goicharters.nic.in/public/website/home	Partially Met	0.77	https://darpg.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Partially Met"
1.4.5	Process of redressal of grievances	Fully Met	1.54	1.54	https://darpg.gov.in/en/public-grievances provides the details of the	Fully Met	1.54	https://darpg.gov.in/suo-moto-disclosure-under-rti-act-2005

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					lodging grievances with the Department. Point (xiii) at page No. 12 of the manual available at https://darp.gov.in/sites/default/files/Proactive_disclosure_as_on_14-05-2025.pdf provides the particulars of facilities available for grievance redressal to citizens and for obtaining information, including the working hours etc			URLs cited by the Public Authority is correct. Category "Fully Met"
1.5	Acts, rules, regulations, instructions, manuals and records for discharging functions[Section 4(1)(b)(v)]							
1.5.1	Title and nature of the record/ manual /instruction.	Fully Met	2.6	2.60	Point iii of the manual at page 7 https://darp.gov.in/sites/default/file	Fully Met	2.60	https://darp.gov.in/suo-moto-disclosure-under-rti-act-2005

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					s/Proactive_disclosure_as_on_14-05-2025.pdf			URLs cited by the Public Authority is correct. Category "Fully Met"
1.5.2	List of Acts, rules, regulations, instructions, manuals and records.	Fully Met	2.6	2.60	Point iii of the manual at page 7 https://darp.gov.in/sites/default/files/Proactive_disclosure_as_on_14-05-2025.pdf	Fully Met	2.60	https://darp.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"
1.5.3	Acts/ Rules/ manuals, etc.	Fully Met	2.6	2.60	Point iii of the manual at page 7 https://darp.gov.in/sites/default/files/Proactive_disclosure_as_on_14-05-2025.pdf	Fully Met	2.60	https://darp.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"
1.6	Categories of documents held by the authority under its control[Section 4(1)(b) (vi)]							
1.6.1	Categories of documents	Fully Met	3.85	3.85	Manual provides section-wise	Partially Met	1.93	https://darp.gov.in/suo-moto-disclosure-u

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					statement of the categories of documents that are held by it or under its control at point (iv) page 7 https://darp.gov.in/sites/default/files/Proactive_disclosure_as_on_14-05-2025.pdf			nder-rti-act-2005 URLs cited by the Public Authority is correct. Category "Partially Met"
1.6.2	Custodian of documents/categories	Fully Met	3.85	3.85	Manual provides section-wise statement of the categories of documents that are held by it or under its control at point (iv) page 7 https://darp.gov.in/sites/default/files/Proactive_disclosure_as_on_14-05-2025.pdf	Fully Met	3.85	https://darp.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"
1.7	Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]							
1.7.1	Name of Boards, Council, Committee etc.	Fully Met	0.96	0.96	The Name of Boards,	Fully Met	0.96	https://darp.gov.in/suo-mot

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Council, Committee etc. have been fully provided at point (vi) page 9 of the manual https://darp.gov.in/sites/default/files/Proactive_disclosure_as_on_14-05-2025.pdf and https://darp.gov.in/sites/default/files/1740992386_IC_order_0001.pdf			o-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category “Fully Met”
1.7.2	Composition	Fully Met	0.96	0.96	https://darp.gov.in/sites/default/files/Proactive_disclosure_as_on_14-05-2025.pdf and https://darp.gov.in/sites/default/files/1740992386_IC_order_0001.pdf	Fully Met	0.96	https://darp.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category “Fully Met”
1.7.3	Dates from which constituted	Fully Met	0.96	0.96	https://darp.gov.in/sites/default/files/1740992386_IC_order_0001.pdf	Fully Met	0.96	https://darp.gov.in/suo-moto-disclosure-under-rti-act-2005

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					ov.in/sites/default/files/Proactive_disclosure_as_on_14-05-2025.pdf and https://darp.gov.in/sites/default/files/1740992386_IC_order_0001.pdf			ov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"
1.7.4	Term/ Tenure	Fully Met	0.96	0.96	https://darp.gov.in/sites/default/files/POSH_Act_2013.pdf	Partially Met	0.48	https://darp.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Partially Met"
1.7.5	Powers and functions	Fully Met	0.96	0.96	https://darp.gov.in/en and https://darp.gov.in/sites/default/files/POSH_Act_2013.pdf	Partially Met	0.48	https://darp.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct.

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								Category "Partially Met"
1.7.6	Whether their meetings are open to the public?	Fully Met	0.96	0.96	Not open to public	Not Applicable	0	Category Not Applicable
1.7.7	Whether the minutes of the meetings are open to the public?	Fully Met	0.96	0.96	Not applicable	Not Met	0	Category Not Met
1.7.8	Place where the minutes if open to the public are available?	Fully Met	0.96	0.96	Not applicable	Not Met	0	Category Not Met
1.8	Directory of officers and employees[Section 4(1) (b) (ix)]							
1.8.1	Name and designation	Fully Met	3.85	3.85	https://darp.gov.in/sites/default/files/Proactive_disclosure_as_on_14-05-2025.pdf	Fully Met	3.85	https://darp.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	https://darp.gov.in/telephone-directory.html https://darp.gov.in/sites/default/files/Proactive_disclosure_as_on_14-05-2025.pdf	Fully Met	3.85	https://darp.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.9	Monthly Remuneration received by officers & employees including system of compensation[Section 4(1) (b) (x)]							
1.9.1	List of employees with Gross monthly remuneration	Fully Met	3.85	3.85	https://darpg.gov.in/sites/default/files/Remuneration_DARPG.pdf https://darpg.gov.in/sites/default/files/Proactive_disclosure_as_on_14-05-2025.pdf	Fully Met	3.85	https://darpg.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"
1.9.2	System of compensation as provided in its regulations	Fully Met	3.85	3.85	Regular Monthly remuneration is compensated through PFMS portal.	Fully Met	3.85	https://darpg.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"
1.10	Name, designation and other particulars of Public Information Officers[Section 4(1) (b) (xvi)]							
1.10.1	Name and designation of the Public Information Officers (PIOs), Assistant Public Information Officer(s) & Appellate Authority	Fully Met	3.85	3.85	Name and designation of the Central Public Information Officers And Appellate Authorities	Fully Met	3.85	https://darpg.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is

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					under Right To Information Act, 2005 (as on May 2025) has been uploaded on the link https://darp.gov.in/sites/default/files/Appellate_Authorities_Name_and_address_of_CPIOs.pdf https://darp.gov.in/sites/default/files/Proactive_disclosure_as_on_14-05-2025.pdf			correct. Category "Fully Met"
1.10.2	Address, telephone numbers and email ID of each designated official.	Fully Met	3.85	3.85	Point no. vii at page 10 on link below https://darp.gov.in/sites/default/files/Proactive_disclosure_as_on_14-05-2025.pdf https://darp.gov.in/telephone-directory.html	Fully Met	3.85	https://darp.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.11	Number of employees against whom disciplinary action has been proposed/ taken (F No. 1/6/2011- IR dt. 15.4.2013)							
1.11.1	Number of employees against whom disciplinary action has been (i) Pending for minor penalty or major penalty proceedings	Fully Met	3.85	3.85	Nil	Fully Met	3.85	https://darpg.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"
1.11.2	(ii) Finalised for minor penalty or major penalty proceedings	Fully Met	3.85	3.85	Nil	Fully Met	3.85	https://darpg.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"
1.12	Programmes to advance understanding of RTI(Section 26)							
1.12.1	Educational programmes	Fully Met	1.92	1.92	https://igotkar.mayogi.gov.in/ is for whole Government of India. Everyone register and do	Not Met	0	Category Not Met

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					educational programmes.			
1.12.2	Efforts to encourage public authority to participate in these programmes	Fully Met	1.92	1.92	Regular monitoring at the level of Secretary is being undertaken and necessary directions are being issued from time to time.	Partially Met	0.96	https://darp.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Partially Met"
1.12.3	Training of CPIO/APIO	Fully Met	1.92	1.92	https://igotkar.mayogi.gov.in/ is for whole Government of India. Everyone register and do educational programmes.	Fully Met	1.92	https://darp.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Fully Met	1.92	1.92	guidelines on RTI by the Public Authorities concerned are available on https://rti.gov.in/	Fully Met	1.92	https://darp.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					RTICorner/GuideForRTI.htm			Authority is correct. Category "Fully Met"
1.13	Transfer policy and transfer orders[F No. 1/6/2011- IR dt. 15.4.2013]							
1.13.1	Transfer policy and transfer orders[F No. 1/6/2011- IR Dt. 15.4.2013]	Fully Met	7.69	7.69	DoPT being the Cadre Controlling Authority issues/updates the transfer policy and transfer orders from time to time.	Partially Met	3.85	https://darpg.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Partially Met"
Total			100	100		99	85	
2	Budget and Programme							
2.1	Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc.[Section 4(1)(b)(xi)]							
2.1.1	Total Budget for the public authority	Fully Met	10	10.00	Budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures is available at point (ix) page	Fully Met	10.00	https://darpg.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					10 of the manual https://darp.gov.in/sites/default/files/Proactive_disclosure_as_on_14-05-2025.pdf			
2.1.2	Budget for each agency and plan & programmes	Fully Met	10	10.00	Budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures is available at point (ix) page 10 of the manual https://darp.gov.in/sites/default/files/Proactive_disclosure_as_on_14-05-2025.pdf	Fully Met	10.00	https://darp.gov.in/suo-motion-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"
2.1.3	Proposed expenditures	Fully Met	10	10.00	Budget allocated to each of its agency, indicating the	Fully Met	10.00	https://darp.gov.in/suo-motion-disclosure-under-rti-act-2005

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					particulars of all plans, proposed expenditures is available at point (ix) page 10 of the manual https://darp.gov.in/sites/default/files/Proactive_disclosure_as_on_14-05-2025.pdf			URLs cited by the Public Authority is correct. Category "Fully Met"
2.1.4	Revised budget for each agency, if any	Fully Met	10	10.00	Budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures is available at point (ix) page 10 of the manual https://darp.gov.in/sites/default/files/Proactive_disclosure_as_on_14-05-2025.pdf	Fully Met	10.00	https://darp.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"

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[illegible]

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
2.3.1	Name of the programme of activity	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
2.3.2	Objective of the programme	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
2.3.3	Procedure to avail benefits	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
2.3.4	Duration of the programme/ scheme	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
2.3.5	Physical and financial targets of the programme	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
2.3.6	Nature/ scale of subsidy /amount allotted	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
2.3.7	Eligibility criteria for grant of subsidy	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
2.4	Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013]							
2.4.1	Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions	Fully Met	25	25.00	https://darpg.gov.in/en/relatedlinks/grants	Not Applicable	0	Category Not Applicable
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Fully Met	25	25.00	https://darpg.gov.in/sites/default/files/Audit%20Report-2020-21.pdf	Not Applicable	0	Category Not Applicable
2.5	Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]							
2.5.1	Concessions, permits or authorizations granted by public authority	Fully Met	25	25.00	Not applicable	Not Applicable	0	Category Not Applicable
2.5.2	For each concessions, permit or authorization granted - (a) Eligibility criteria, (b) Procedure for getting the concession/ grant and/ or permits of authorizations, (c) Name and address of the	Fully Met	25	25.00	Not applicable	Not Applicable	0	Category Not Applicable

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	recipients given concessions/ permits or authorizations, (d) Date of award of concessions/ permits of authorizations							
2.6	CAG & PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]							
2.6.1	CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the Parliament.	Fully Met	50	50.00	CAG para final ATN submitted. No reply from Department side pending now.	Fully Met	50.00	https://darpg.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"
Total			250	250		150	150	
3	Publicity and Public interface							
3.1	Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation there of [Section 4(1)(b)(vii)] [F No 1/6/2011-IR dt. 15.04.2013]							
3.1.1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	Fully Met	12.5	12.50	Point (v) at page 9 of the manual https://darpg.gov.in/sites/default/files/Proactive_disclosure_as_on_14-05-2025.pdf provides the consultation process and a) Members of	Fully Met	12.50	https://darpg.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					the public consulted in policy formulation/ policy implementation			
3.1.2	a) Arrangements for consultation with or representation by members of the public in policy formulation/ policy implementation, (b) Day & time allotted for visitors,(c) Contact details of Information & Facilitation Counter (IFC) to provide publications frequently sought by RTI applicants	Fully Met	12.5	12.50	For point (a) : Point (v) at page 9 of the manual https://darp.gov.in/sites/default/files/Proactive_disclosure_as_on_14-05-2025.pdf provides the consultation process and a) Members of the public consulted in policy formulation/ policy implementation. For point (b & c) : Point (xiii) at page 12 of the manual https://darp.gov.in/sites/default/fil	Fully Met	12.50	https://darp.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					es/Proactive_disclosure_as_on_14-05-2025.pdf provides the consultation process and a) Members of the public consulted in policy formulation/ policy implementation.			
3.1.3	Public- Private Partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
3.1.4	Public- Private Partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
3.1.5	Public- Private Partnerships (PPP)- Concession agreements.	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
3.1.6	Public- Private Partnerships (PPP)- Operation and maintenance manuals	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
3.1.7	Public- Private Partnerships (PPP) - Other documents generated as part of the implementation of the PPP	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
3.1.8	Public- Private Partnerships (PPP) - Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
3.1.9	Public- Private Partnerships (PPP) -Information relating to outputs and outcomes	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
3.1.10	Public- Private Partnerships (PPP) - The process	Not Applicable	0	0	empty	Not Applicable	0	Category Not

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	of the selection of the private sector party (concessionaire etc.)							Applicable
3.1.11	Public- Private Partnerships (PPP) - All payment made under the PPP project	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
3.2	Are the details of policies / decisions, which affect public, informed to them[Section 4(1) (c)]							
3.2.1	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Policy decisions/ legislations taken in the previous one year	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
3.2.2	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Outline the Public consultation process	Fully Met	16.67	16.67	Point (v) at page 9 of the manual https://darp.gov.in/sites/default/files/Proactive_disclosure_as_on_14-05-2025.pdf provides the consultation process and a Members of the public consulted in policy formulation/ policy implementation	Fully Met	16.67	https://darp.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"
3.2.3	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more	Fully Met	16.67	16.67	Point (v) at page 9 of the manual https://darp.gov.in/sites/default/files/Proactive_disclosure_as_on_14-05-2025.pdf provides the consultation process and a Members of the public consulted in policy formulation/ policy implementation	Fully Met	16.67	https://darp.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	interactive- Outline the arrangement for consultation before formulation of policy				/darp.gov.in/sites/default/files/Proactive_disclosure_as_on_14-05-2025.pdf provides the consultation process and a Members of the public consulted in policy formulation/ policy implementation			nder-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"
3.3	Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]							
3.3.1	Use of the most effective means of communication - Internet (website)	Fully Met	50	50.00	The internet is being used as most effective medium to disseminate information relating to departmental functioning.	Fully Met	50.00	https://darp.gov.in/ URLs cited by the Public Authority is correct. Category "Fully Met"
3.4	Form of accessibility of information manual/ handbook[Section 4(1)(b)]							
3.4.1	Information manual/handbook available in electronic format	Fully Met	25	25.00	RTI Manual updated in May 2025 available at the link https://	Fully Met	25.00	https://darp.gov.in/suo-moto-disclosure-under-rti-act-2005

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					darpg.gov.in/sites/default/files/Proactive_disclosure_as_on_14-05-2025.pdf			URLs cited by the Public Authority is correct. Category "Fully Met"
3.4.2	Information manual/handbook available in printed format	Fully Met	25	25.00	https://darpg.gov.in/relatedlinks/csmop	Fully Met	25.00	https://darpg.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"
3.5	Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]							
3.5.1	List of materials available Free of cost	Fully Met	25	25.00	https://darpg.gov.in/relatedlinks/csmop and everything is available on website	Fully Met	25.00	https://darpg.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"
3.5.2	List of materials available at a reasonable cost of the medium	Fully Met	25	25.00	https://darpg.gov.in/relatedlinks/csmop and	Fully Met	25.00	https://darpg.gov.in/suo-moto-disclosure-u

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					everything is available on website			nder-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"
Total			208	208		208	208	
4	E-Governance							
4.1	Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]							
4.1.1	Hindi	Fully Met	9.52	9.52	YES	Fully Met	9.52	https://darp.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"
4.1.2	English	Fully Met	9.52	9.52	YES	Fully Met	9.52	https://darp.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								"Fully Met"
4.1.3	Vernacular/ Local Language	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable Category Not Applicable
4.2	When was the information Manual/Handbook last updated?[F No. 1/6/2011-IR dt 15.4.2013]							
4.2.1	Last date of Annual updation	Fully Met	28.57	28.57	https://darpg.gov.in/relatedlinks/csmop	Fully Met	28.57	https://darpg.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"
4.3	Information available in electronic form[Section 4(1)(b)(xiv)]							
4.3.1	Details of information available in electronic form	Fully Met	9.52	9.52	Yes. https://darpg.gov.in/relatedlinks/csmop . It is available at https://darpg.gov.in/en/e-governance	Fully Met	9.52	https://darpg.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"
4.3.2	Name/ title of the document/record/ other information	Fully Met	9.52	9.52	Yes. https://darpg.gov.in/relatedlinks/csmop	Fully Met	9.52	https://darpg.gov.in/suo-moto-disclosure-u

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					p. It is available at https://darpg.gov.in/en/e-governance			nder-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"
4.3.3	Location where available	Fully Met	9.52	9.52	Yes. https://darpg.gov.in/relatedlinks/csmop . It is available at https://darpg.gov.in/en/e-governance	Fully Met	9.52	https://darpg.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"
4.4	Particulars of facilities available to citizen for obtaining information[Section 4(1)(b)(xv)]							
4.4.1	Name & location of the facility	Fully Met	7.14	7.14	Point (xiii) at page No. 12 of the manual available at https://darpg.gov.in/sites/default/files/Proactive_disclosure_as_on_14-05-2025.pdf provides the particulars of	Fully Met	7.14	https://darpg.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					facilities available to citizens for obtaining information, including the working hours etc			
4.4.2	Details of information made available	Fully Met	7.14	7.14	Point (xiii) at page No. 12 of the manual available at https://darp.gov.in/sites/default/files/Proactive_disclosure_as_on_14-05-2025.pdf provides the particulars of facilities available to citizens for obtaining information, including the working hours etc	Fully Met	7.14	https://darp.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"
4.4.3	Working hours of the facility	Fully Met	7.14	7.14	Point (xiii) at page No. 12 of the manual available at https://darp.gov.in/sites/default/files/Proactive_disclosure_as_on_14-05-2025.pdf	Fully Met	7.14	https://darp.gov.in/suo-moto-disclosure-under-rti-act-2005

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					ps://darp.gov.in/sites/default/files/Proactive_disclosure_as_on_14-05-2025.pdf provides the particulars of facilities available to citizens for obtaining information, including the working hours etc			act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"
4.4.4	Contact person & contact details (Phone, fax, email)	Fully Met	7.14	7.14	Point (xiii) at page No. 12 of the manual available at https://darp.gov.in/sites/default/files/Proactive_disclosure_as_on_14-05-2025.pdf provides the particulars of facilities available to citizens for obtaining	Fully Met	7.14	https://darp.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					information, including the working hours etc			
4.5	Such other information as may be prescribed under Section 4(i) (b)(xvii)							
4.5.1	Grievance redressal mechanism	Fully Met	4.1	4.10	https://darpg.gov.in/en/public-grievances provides the details of the lodging grievances with the Department. Point (xiii) at page No. 12 of the manual available at https://darpg.gov.in/sites/default/files/Proactive_disclosure_as_on_14-05-2025.pdf provides the particulars of facilities available for grievance redressal to citizens and for obtaining	Fully Met	4.10	https://darpg.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					information, including the working hours etc			
4.5.2	List of completed schemes/ projects/ Programmes	Fully Met	4.1	4.10	Available at https://darp.gov.in/e-governance several links are there for events link https://nceg.gov.in/27thnceg etc.	Partially Met	2.05	https://darp.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category “Partially Met”
4.5.3	List of schemes/ projects/ programme underway	Fully Met	4.1	4.10	Available at https://darp.gov.in/e-governance several links are there for events link https://nceg.gov.in/27thnceg etc.	Partially Met	2.05	https://darp.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category “Partially Met”
4.5.4	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	Fully Met	4.1	4.10	All procurements regarding objects and	Fully Met	4.10	https://darp.gov.in/suo-moto-disclosure-under-rti-act-2005

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					manpower service (MTS. DEO and Drivers etc.) are hired through GeM Portal			act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"
4.5.5	Annual Report	Fully Met	4.1	4.10	It is available at https://dopt.gov.in/reports/annual-report	Fully Met	4.10	https://darp.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"
4.5.6	Frequently Asked Question (FAQs)	Fully Met	4.1	4.10	https://darp.gov.in/documents/rulesmanuals/faq-grievance-redress-mechanism https://darp.gov.in/documents/rulesmanuals/faq-correspondence-mps	Fully Met	4.10	https://darp.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"
4.5.7	Any other information such as - (a) Citizen's Charter, (b) Six monthly reports on the performance against the benchmarks set in the	Fully Met	4.1	4.10	Available at https://goicharters.nic.in/public	Fully Met	4.10	https://darp.gov.in/suo-moto-disclosure-u

[illegible]

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.7.1	Details of questions asked and replies given	Fully Met	28.57	28.57	DARPG/DoPT/DoPPW comes under Ministry of Personnel , Public Grievances and Pensions. All Parliaments questions and their reply available at https://dopt.gov.in/imp-links/parliament-qa	Fully Met	28.57	https://darpg.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"
Total			191	191		191	186	
5	Information as may be prescribed							
5.1	Such other information as may be prescribed [F.No. 1/2/2016-IR dt. 17.8.2016, F No. 1/6/2011-IR dt. 15.4.2013]							
5.1.1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1.1.2015	Fully Met	20	20.00	https://darpg.gov.in/sites/default/files/Appellate_Authorities_Name_and_address_of_CPIOs.pdf also under point xiv at page 12 of https://darpg.gov.in/sites/default/files/Proactiv	Fully Met	20.00	https://darpg.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					e_disclosure_ as_on_14-05- 2025.pdf			
5.1.2	Details of third party audit of voluntary disclosure -(a) Dates of audit carried out , (b) Report of the audit carried out	Fully Met	20	20.00	https://darp.gov.in/sites/default/files/Audit_Report_CIC.pdf	Fully Met	20.00	https://darp.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"
5.1.3	Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD - (a) Date of appointment , (b) Name & Designation of the officers	Fully Met	20	20.00	Smt. Jaya Dubey, Joint Secretary DARPG has been Nominated as Nodal Officer for ensuring compliance with the proactive disclosure guidelines under Section 4 of RTI Act, 2005 wef 30th December, 2019. The	Fully Met	20.00	https://darp.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					copy of the order available at https://darp.gov.in/sites/default/files/Nodal%20Officer%20under%20RTI%20Act_2.pdf			
5.1.4	Consultancy committee of key stake holders for advice on suo-motu disclosure - (a) Dates from which constituted, (b) Name & Designation of the officers	Not Applicable	0	0	empty	Fully Met	20.00	https://darp.gov.in/suo-motuo-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"
5.1.5	Committee of PIOs/FAAs with rich experience in RTI to identify frequently sought information under RTI - (a) Dates from which constituted, (b) Name & Designation of the Officers	Not Applicable	0	0	empty	Fully Met	20.00	https://darp.gov.in/suo-motuo-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"
Total			60	60		100	100	

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
6	Information Disclosed on own Initiative							
6.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information [Section 4(2)]							
6.1.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	Fully Met	25	25.00	Most of the information relating to the functioning of the DARPG has been uploaded on the website	Fully Met	25.00	https://darpg.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"
6.2	Guidelines for Indian Government Websites (GIGW) is followed (released in February, 2009 and included in the Central Secretariat Manual of Office Procedures (CSMOP) by Department of Administrative Reforms and Public Grievances, Ministry of Personnel, Public Grievance and Pensions, Govt. Of India)							
6.2.1	Whether STQC certification obtained and its validity	Fully Met	12.5	12.50	STQC certification has been obtained on Feb 13, 2023 and its validity is upto 12th Feb 2026. https://darpg.gov.in/sites/default/files/CQW.pdf	Fully Met	12.50	https://darpg.gov.in/suo-moto-disclosure-under-rti-act-2005 URLs cited by the Public Authority is correct. Category "Fully Met"
6.2.2	Does the website show the certificate on the Website?	Fully Met	12.5	12.50	https://darpg.gov.in/sites/default/files/CQW.pdf	Fully Met	12.50	https://darpg.gov.in/suo-moto-disclosure-under-rti-act-2005

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								URLs cited by the Public Authority is correct. Category "Fully Met"
Total			50	50		50	50	
Grand Total			859	859		798	779	

Self appraisal report for Year (2023-24)

Auditor Agency: Sapna Chadah(Indian Institute of Public Administration)

Ministry Name: Ministry of Personnel, Public Grievances & Pensions

Department Name: Department of Administrative Reforms & PG

Public Authority Name: Department of Administrative Reforms & PG

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1	Organisation and Function							
1.1	Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]							
1.1.1	Name and address of the Organization	Fully Met	1.28	1.28	https://darpg.gov.in/en/contact-us-0	Fully Met	1.28	https://darpg.gov.in/en/contact-us-0
1.1.2	Head of the organization	Fully Met	1.28	1.28	https://darpg.gov.in/en/about-department-0	Fully Met	1.28	https://darpg.gov.in/about-department-0
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	https://darpg.gov.in/en/mission-vision-statement	Fully Met	1.28	https://darpg.gov.in/mission-vision-statement
1.1.4	Function and duties	Fully Met	1.28	1.28	https://darpg.gov.in/en/about-department-0 https://darpg.gov.in/sites/default/files/Roles_and_Responsibilities.pdf	Fully Met	1.28	https://darpg.gov.in/about-department-0 https://darpg.gov.in/sites/default/files/Roles_and_Responsibilities.pdf
1.1.5	Organization Chart	Fully Met	1.28	1.28	https://darpg.gov.in/sites/def	Fully Met	1.28	https://darpg.gov.in/sites/def

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					ault/files/organisational-structure.pdf			ault/files/organisational-structure.pdf
1.1.6	Any other details-the genesis, inception, formation of the department and the HoDs from time to time as well as the committees/ Commissions constituted from time to time have been dealt	Fully Met	1.28	1.28	Information relating to the genesis, inception, formation, working of various divisions, etc is uploaded on the website.	Fully Met	1.28	Information relating to the genesis, inception, formation, working of various divisions, etc is uploaded on the website.
1.2	Power and duties of its officers and employees[Section 4(1) (b)(ii)]							
1.2.1	Powers and duties of officers (administrative, financial and judicial)	Fully Met	1.54	1.54	https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf	Fully Met	1.54	https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf
1.2.2	Power and duties of other employees	Fully Met	1.54	1.54	https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf	Fully Met	1.54	https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf
1.2.3	Rules/ orders under which powers and duty are derived and	Fully Met	1.54	1.54	https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf	Partially Met	0.77	https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.2.4	Exercised	Fully Met	1.54	1.54	6.2024.pdf https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf	Partially Met	0.77	6.2024.pdf https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf The list of the rules / manual has been provided but complete text and applicable provisions need to be uploaded
1.2.5	Work allocation	Fully Met	1.54	1.54	https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf	Fully Met	1.54	https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf
1.3	Procedure followed in decision making process [Section 4(1)(b)(iii)]							
1.3.1	Process of decision making Identify key decision making points	Fully Met	1.54	1.54	https://darpg.gov.in/sites/default/files/organisational-structure.pdf https://darpg.gov.in/sites/default/files/proactive_disclosure	Fully Met	1.54	https://darpg.gov.in/sites/default/files/organisational-structure.pdf https://darpg.gov.in/sites/default/files/proactive_disclosure

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					_as_on_20.06.2024.pdf provides for decision making process and Identifies key decision making points			_as_on_20.06.2024.pdf page 6 provides for decision making process and Identifies key decision making points
1.3.2	Final decision making authority	Fully Met	1.54	1.54	https://darp.gov.in/sites/default/files/organisational-structure.pdf https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf	Fully Met	1.54	https://darp.gov.in/sites/default/files/organisational-structure.pdf https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf page 6
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf No any such acts, rules available in Department.	Partially Met	0.77	https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf page 7 The list of the rules / manual has been provided

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								but complete text and applicable provisions need to be uploaded
1.3.4	Time limit for taking a decisions, if any	Fully Met	1.54	1.54	Point (ii) at page 7 of the manual provides the following Any grievance received from the general public shall be acknowledged within three working days of receipt of the grievance petition. Link provided below. https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf	Fully Met	1.54	https://goicharters.nic.in/public/upload/pdfs/45t7Ra.pdf citizen charter provides the timeline for taking various decisions Point (ii) of the manual provides time for the grievance acknowledgment as within three working days of receipt of the grievance petition. Page 7 of the manual https://darpg.gov.in/sites/default/files/proactive_disclosure_as

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								_on_20.06.2024.pdf
1.3.5	Channel of supervision and accountability	Fully Met	1.54	1.54	https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf channels of supervision and accountability are in the manual.	Fully Met	1.54	https://darp.gov.in/sites/default/files/organisational-structure.pdf https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf page 6 channels of supervision and accountability are fully brought put in the manual
1.4	Norms for discharge of functions[Section 4(1)(b)(iv)]							
1.4.1	Nature of functions/ services offered	Fully Met	1.54	1.54	Provided in the manual page 1-5 https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf	Fully Met	1.54	Provided in the manual https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf Provided in citizen charter

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								https://goicharters.nic.in/public/upload/pdfs/45t7Ra.pdf
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	https://goicharters.nic.in/public/website/home	Fully Met	1.54	https://goicharters.nic.in/public/upload/pdfs/45t7Ra.pdf Norms/ standards for functions/ service delivery and timelines are specifies in the Citizen Charter
1.4.3	Process by which these services can be accessed	Fully Met	1.54	1.54	https://goicharters.nic.in/public/website/home	Fully Met	1.54	https://goicharters.nic.in/public/upload/pdfs/45t7Ra.pdf Process by which these services can be accessed has also been provided in citizen charter
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	https://goicharters.nic.in/public/website/home	Fully Met	1.54	https://goicharters.nic.in/public/upload/pdfs/45t7Ra.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								Time-limit for achieving the targets have been provided
1.4.5	Process of redress of grievances	Fully Met	1.54	1.54	https://darp.gov.in/en/public-grievances provides the details of the lodging grievances with the Department. Point (xiii) at page No. 16 of the manual available at https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf provides the particulars of facilities available for grievance redressal to citizens and for obtaining information,	Fully Met	1.54	https://darp.gov.in/en/public-grievances provides the details of the lodging grievances with the Department. Point (xiii) at page No. 16 of the manual available at https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf provides the particulars of facilities available for grievance redressal to citizens and for obtaining information,

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					including the working hours etc			including the working hours etc https://goic.harters.nic.in/public/upload/pdfs/45t7Ra.pdf also provided in the citizen charter
1.5	Rules, regulations, instructions manual and records for discharging functions[Section 4(1)(b)(v)]							
1.5.1	Title and nature of the record/ manual /instruction.	Fully Met	1.92	1.92	Point iii of the manual at page 7 https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf	Fully Met	1.92	Point iii of the manual at page 7 https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf
1.5.2	List of Rules, regulations, instructions manuals and records.	Fully Met	1.92	1.92	Point iii of the manual at page 7 https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf	Fully Met	1.92	Point iii of the manual at page 7 https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf
1.5.3	Acts/ Rules manuals etc.	Fully Met	1.92	1.92	Point iii of the manual at page 7 https://	Not Met	0	Not available on the website. The

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					darpg.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf			list of the rules / manual has been provided but complete text and applicable provisions need to be uploaded
1.5.4	Transfer policy and transfer orders	Fully Met	1.92	1.92	Cadre controller of this Department is DoPT regarding transfer and Posting.	Not Met	0	Transfer policy as prescribed by the Cadre controlling department and transfer /Posting orders issued from time to time also need to be uploaded on the website. Along with it the transfer orders also need to be uploaded
1.6	Categories of documents held by the authority under its control[Section 4(1)(b) (vi)]							
1.6.1	Categories of documents	Fully Met	3.85	3.85	Manual provides section-wise	Fully Met	3.85	Manual provides section-wise

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					statement of the categories of documents that are held by it or under its control at point (iv) page 7 https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf			statement of the categories of documents that are held by it or under its control at point (iv) page 7 https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf
1.6.2	Custodian of documents/categories	Fully Met	3.85	3.85	Manual provides section-wise statement of the categories of documents that are held by it or under its control at point (iv) page 7 https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf	Not Met	0	Custodian of documents/categories for each department need to be specified
1.7	Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]							
1.7.1	Name of Boards, Council, Committee etc.	Fully Met	0.96	0.96	The Name of Boards,	Fully Met	0.96	The Name of Boards,

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Council, Committee etc. have been fully provided at point (vi) page 11 of the manual https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf			Council, Committee etc. have been fully provided at point (vi) page 9-10 of the manual https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf
1.7.2	Composition	Fully Met	0.96	0.96	https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf	Partially Met	0.48	Composition of all of these need to be specified which is not complete at present
1.7.3	Dates from which constituted	Fully Met	0.96	0.96	Not applicable	Not Met	0	Date of constitution and tenure of these committees need to be specified.
1.7.4	Term/ Tenure	Fully Met	0.96	0.96	Not applicable	Not Met	0	Date of constitution and tenure of these

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								committees need to be specified.
1.7.5	Powers and functions	Fully Met	0.96	0.96	Not applicable	Fully Met	0.96	Relevant information available on the website
1.7.6	Whether their meetings are open to the public?	Fully Met	0.96	0.96	Not open to public	Fully Met	0.96	Mentioned not open to public
1.7.7	Whether the minutes of the meetings are open to the public?	Fully Met	0.96	0.96	Not open to public	Fully Met	0.96	Mentioned not open to public
1.7.8	Place where the minutes if open to the public are available?	Fully Met	0.96	0.96	Not applicable	Not Applicable	0	Not applicable
1.8	Directory of officers and employees[Section 4(1) (b) (ix)]							
1.8.1	Name and designation	Fully Met	3.85	3.85	https://darpg.gov.in/telephone-directory.html https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf	Fully Met	3.85	https://darpg.gov.in/telephone-directory.html
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	https://darpg.gov.in/telephone-directory.html https://darpg.gov.in/sites/default/files/proactive_disclosure	Fully Met	3.85	https://darpg.gov.in/telephone-directory.html

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					e_as_on_20.06.2024.pdf			
1.9	Monthly Remuneration received by officers & employees including system of compensation[Section 4(1) (b) (x)]							
1.9.1	List of employees with Gross monthly remuneration	Fully Met	3.85	3.85	https://darpg.gov.in/sites/default/files/Remuneration_DARPG.pdf https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf	Fully Met	3.85	Monthly Remuneration Received by Officers and Employees (As on 19-06-2024 uploaded on https://darpg.gov.in/sites/default/files/Remuneration_DARPG.pdf
1.9.2	System of compensation as provided in its regulations	Fully Met	3.85	3.85	Regular Monthly remuneration is compensated through PFMS portal.	Not Met	0	System of compensation as provided in its regulations need to be specified
1.10	Name, designation and other particulars of public information officers[Section 4(1) (b) (xvi)]							
1.10.1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	Fully Met	3.85	3.85	Name and designation of the Central Public Information Officers And Appellate Authorities	Fully Met	3.85	Current CPIOs & FAAs as on 03.09.2024 provided at https://darpg.gov.in/sites/default/files/Appellat

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					under Right To Information Act, 2005 (as on June, 2024) has been uploaded on the link https://darpg.gov.in/sites/default/files/Appellate_Authorities_Name_and_address_of_CPIOs.pdf https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf			e_Authorities_Name_and_address_of_CPIOs.pdf
1.10.2	Address, telephone numbers and email ID of each designated official.	Fully Met	3.85	3.85	Point no. 7 at page 11 on link below https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf https://darpg.gov.in/telephone-	Fully Met	3.85	Current CPIOs & FAAs as on 03.09.2024 provided at https://darpg.gov.in/sites/default/files/Appellate_Authorities_Name_and_address_of_CP

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					directory.html			IOs.pdf Information at the link https://darp.gov.in/sites/default/files/Appellate_Authorities_Name_and_address_of_CPIOs.pdf also contains the Address, and email ID of each designated official
1.11	No. Of employees against whom Disciplinary action has been proposed/ taken(Section 4(2))							
1.11.1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	Fully Met	3.85	3.85	Nil	Not Met	0	The relevant details regarding the No. of employees against whom disciplinary action has been pending/ finalized for Minor penalty or major penalty proceedings need to be put

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL on website
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	Fully Met	3.85	3.85	Nil	Not Met	0	The relevant details regarding the No. of employees against whom disciplinary action has been pending/ finalized for Minor penalty or major penalty proceedings need to be put on website
1.12	Programmes to advance understanding of RTI(Section 26)							
1.12.1	Educational programmes	Fully Met	1.92	1.92	https://igotkar.mayogi.gov.in/ is for whole Government of India. Everyone register and do educational programmes.	Not Met	0	Relevant information pertaining to Programmes to advance understanding of RTI which includes educational programmes, other efforts and training of CPIOs need to be

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								uploaded on the website.
1.12.2	Efforts to encourage public authority to participate in these programmes	Fully Met	1.92	1.92	Regular monitoring at the level of Secretary is being undertaken and necessary directions are being issued from time to time.	Not Met	0	Relevant information pertaining to Programmes to advance understanding of RTI which includes educational programmes, other efforts and training of CPIOs need to be uploaded on the website.
1.12.3	Training of CPIO/APIO	Fully Met	1.92	1.92	https://igotkar.mayogi.gov.in/ is for whole Government of India. Everyone register and do educational programmes.	Not Met	0	Relevant information pertaining to Programmes to advance understanding of RTI which includes educational programmes, other efforts and training of CPIOs need to be

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								uploaded on the website.
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Fully Met	1.92	1.92	guidelines on RTI by the Public Authorities concerned are available on https://rti.gov.in/RTICorner/GuideForRTI.htm	Fully Met	1.92	guidelines on RTI by the Public Authorities concerned are available on https://rti.gov.in/RTICorner/Guide_2013-issue.pdf
1.13	Transfer policy and transfer orders[F No. 1/6/2011- IR dt. 15.4.2013]							
1.13.1	Transfer Policy And Transfer Orders[F No. 1/6/2011- IR Dt. 15.4.2013]	Fully Met	7.69	7.69	DoPT being the Cadre Controlling Authority issues/updates the transfer policy and transfer orders from time to time.	Not Met	0	Transfer policy as prescribed by the Cadre controlling department and transfer /Posting orders issued from time to time also need to be uploaded on the website.
Total			100	100		99	62	
2	Budget and Programme							
2.1	Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc.[Section 4(1)(b)(xi)]							
2.1.1	Total Budget for the public authority	Fully Met	10	10.00	Budget	Fully Met	10.00	Total budget

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					allocated to each of its agency, indicating the particulars of all plans, proposed expenditures is available at point (ix) page 11-15 of the manual https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf			for the year 2023-24 which provides Budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures is available at point (ix) page 13 of the manual https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf
2.1.2	Budget for each agency and plan & programmes	Fully Met	10	10.00	Budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures	Fully Met	10.00	point (ix) page 13 of the manual https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					is available at point (ix) page 11-15 of the manual https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf			
2.1.3	Proposed expenditures	Fully Met	10	10.00	Budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures is available at point (ix) page 11-15 of the manual https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf	Fully Met	10.00	Expenditure for 2023-24 provided at point (ix) page 13 of the manual https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf
2.1.4	Revised budget for each agency, if any	Fully Met	10	10.00	Budget allocated to each of its	Fully Met	10.00	Revised budget for 2023-24 at

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					agency, indicating the particulars of all plans, proposed expenditures is available at point (ix) page 11-15 of the manual https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf			point (ix) page 10 of the manual https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf
2.1.5	Report on disbursements made and place where the related reports are available	Fully Met	10	10.00	Budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures is available at point (ix) page 11-15 of the manual https://darpg.gov.in/sites/default/files/proactive_	Not Met	0	DDO report on disbursements made and place where the related reports are available need to be specified.

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					disclosure_as_on_20.06.2024.pdf			
2.2	Foreign and domestic tours(F.No. 1/8/2012- IR dt. 11.9.2012)							
2.2.1	Budget	Fully Met	16.67	16.67	point (ix) page 11-15 of the manual https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf	Fully Met	16.67	Budget for Foreign and domestic tours 2023-24 provided at point (ix) page 13 of the manual https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf
2.2.2	Foreign and domestic Tours by ministries and officials of the rank of Joint Secretary to the Government and above, as well as the heads of the Department.- (a) Places visited, (b) The period of visit, (c) The number of members in the official delegation, (d) Expenditure on the visit	Fully Met	16.67	16.67	Foreign Visits undertaken by Officer upto from 2013 to 2024 are available And Domestic tour from 2012 to 2024 have been uploaded with Places visited, period of visit, number of	Fully Met	16.67	https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf point (xv) Tour undertaken by Officials of DARPG at page 16 Foreign Visits undertaken by Officer

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					members in the official delegation, and expenditure on the visit			2022-24(April) are available https://darpg.gov.in/sites/default/files/Foreign_Visits_from_2022-2024.pdf And Domestic tour Official Tour Domestic (2012 to till date) have been uploaded https://darpg.gov.in/sites/default/files/Tour_List_Domestic.pdf with Places visited, period of visit, number of members in the official delegation, and 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	Fully Met	16.67	16.67	https://darpg.gov.in/tender https://darpg.gov.in/tender	Partially Met	8.34	https://darpg.gov.in/tender https://darpg.gov.in/tender

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	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.				v.in/tender-archives All procurement done through GeM in DARPG.			v.in/tender-archives
2.3	Manner of execution of subsidy programme [Section 4(i)(b)(xii)]							
2.3.1	Name of the programme of activity	Not Applicable	0	0	empty	Not Applicable	0	Not applicable
2.3.2	Objective of the programme	Not Applicable	0	0	empty	Not Applicable	0	Not applicable
2.3.3	Procedure to avail benefits	Not Applicable	0	0	empty	Not Applicable	0	Not applicable
2.3.4	Duration of the programme/ scheme	Not Applicable	0	0	empty	Not Applicable	0	Not applicable
2.3.5	Physical and financial targets of the programme	Not Applicable	0	0	empty	Not Applicable	0	Not applicable
2.3.6	Nature/ scale of subsidy /amount allotted	Not Applicable	0	0	empty	Not Applicable	0	Not applicable
2.3.7	Eligibility criteria for grant of subsidy	Not Applicable	0	0	empty	Not Applicable	0	Not applicable
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Not Applicable	0	0	empty	Not Applicable	0	Not applicable
2.4	Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013]							
2.4.1	Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions	Fully Met	25	25.00	https://darpg.gov.in/sites/default/files/Grants%20aid%20to%20NCGG%20for%202021-22.pdf https://darpg.gov.in/en/relatedlinks/state-collaboration-initiative-scheme-release-of-grants-for-various	Fully Met	25.00	https://darpg.gov.in/en/guideline-scheme-for-grant-to-states-for-documentation https://darpg.gov.in/en/relatedlinks/state-collaboration-initiative-scheme-release-of-grants-for-various

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					/default/files/Information%20on%20Grants.pdf			projects grants released to NCGG https://darp.gov.in/en/relatedlinks/grants https://darp.gov.in/sites/default/files/Grants%20aid%20to%20NCGG%20for%202021-22.pdf https://darp.gov.in/sites/default/files/Grants%20aid%20to%20NCGG%20for%202021-22.pdf latest details of grants to NCGG need to be uploaded https://darp.gov.in/sites/default/files/Information%20on%20Grants.pdf
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Fully Met	25	25.00	https://darp.gov.in/sites/default/files/Information%20on%20Grants.pdf	Fully Met	25.00	https://darp.gov.in/sites/default/files/Information%20on%20Grants.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					ault/files/Audit%20Report-2020-21.pdf			ault/files/Audit%20Report-2020-21.pdf latest details of grants to NCGG need to be uploaded
2.5	Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]							
2.5.1	Concessions, permits or authorizations granted by public authority	Fully Met	25	25.00	Not applicable	Not Applicable	0	Not applicable
2.5.2	For each concessions, permit or authorization granted - (a) Eligibility criteria, (b) Procedure for getting the concession/ grant and/ or permits of authorizations, (c) Name and address of the recipients given concessions/ permits or authorizations, (d) Date of award of concessions/ permits of authorizations	Fully Met	25	25.00	Not applicable	Not Applicable	0	Not applicable
2.6	CAG & PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]							
2.6.1	CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the parliament.	Fully Met	50	50.00	CAG para final ATN submitted. No reply from Department side pending now.	Not Met	0	CAG para and ATR reports need to be uploaded on the website.
Total			250	250		200	132	
3	Publicity Band Public interface							
3.1	Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation there of [Section 4(1)(b)(vii)] [F No 1/6/2011-IR dt. 15.04.2013]							
3.1.1	Relevant Acts, Rules, Forms and other documents which are normally accessed by	Fully Met	12.5	12.50	Point (v) at page 10 of the	Fully Met	12.50	Point (v) at page 9 of the

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	citizens				manual https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf provides the consultation process and a) Members of the public consulted in policy formulation/ policy implementation			manual https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf provides the consultation process and a) Members of the public consulted in policy formulation/ policy implementation
3.1.2	Arrangements for consultation with or representation by - (a) Members of the public in policy formulation/ policy implementation, (b) Day & time allotted for visitors,(c) Contact details of Information & Facilitation Counter (IFC) to provide publications frequently sought by RTI applicants	Fully Met	12.5	12.50	For point (a) : Point (v) at page 10 of the manual https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf provides the consultation process and a) Members of the public	Fully Met	12.50	(a) Point (v) at page 10 of the manual https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf provides the consultation process with or representation by a)

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					consulted in policy formulation/ policy implementation. For point (b & c) : Point (xiii) at page 16 of the manual https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf provides the consultation process and a) Members of the public consulted in policy formulation/ policy implementation.			Members of the public consulted in policy formulation/ policy implementation (b) & (c) Point (xiii) at page 11 of the manual https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf provides the particulars of facilities available to citizens for obtaining information
3.1.3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	Not Applicable	0	0	empty	Not Applicable	0	Not applicable
3.1.4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable	0	0	empty	Not Applicable	0	Not applicable
3.1.5	Public- private partnerships (PPP)- Concession agreements.	Not Applicable	0	0	empty	Not Applicable	0	Not applicable
3.1.6	Public- private partnerships (PPP)- Operation and	Not Applicable	0	0	empty	Not Applicable	0	Not applicable

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	maintenance manuals							
3.1.7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	Not Applicable	0	0	empty	Not Applicable	0	Not applicable
3.1.8	Public- private partnerships (PPP) - Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government	Not Applicable	0	0	empty	Not Applicable	0	Not applicable
3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	Not Applicable	0	0	empty	Not Applicable	0	Not applicable
3.1.10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.)	Not Applicable	0	0	empty	Not Applicable	0	Not applicable
3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	Not Applicable	0	0	empty	Not Applicable	0	Not applicable
3.2	Are the details of policies / decisions, which affect public, informed to them[Section 4(1) (c)]							
3.2.1	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Policy decisions/ legislations taken in the previous one year	Not Applicable	0	0	empty	Not Met	0	Policy decisions/ legislations taken in the previous one year need to be provided on the website
3.2.2	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Outline the Public consultation process	Fully Met	16.67	16.67	Point (v) at page 10 of the manual https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.20	Fully Met	16.67	Point (v) at page 10 of the manual https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.20

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					24.pdf provides the consultation process and a) Members of the public consulted in policy formulation/ policy implementation			24.pdf provides the consultation process with Members of the public consulted in policy formulation/ policy implementation
3.2.3	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive- Outline the arrangement for consultation before formulation of policy	Fully Met	16.67	16.67	Point (v) at page 10 of the manual https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf provides the consultation process and a) Members of the public consulted in policy formulation/ policy implementation	Fully Met	16.67	Point (v) at page 10 of the manual https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf provides the consultation process with Members of the public consulted in policy formulation/ policy implementation
3.3	Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]							
3.3.1	Use of the most effective means of	Fully Met	50	50.00	The internet is	Fully Met	50.00	The internet is

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	communication - Internet (website)				being used as most effective medium to disseminate information relating to departmental functioning.			being used as most effective medium to disseminate information relating to departmental functioning.
3.4	Form of accessibility of information manual/ handbook[Section 4(1)(b)]							
3.4.1	Information manual/handbook available in Electronic format	Fully Met	25	25.00	RTI Manual updated in June 2024 available at the link https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf	Fully Met	25.00	RTI Manual updated as on 20.06.2024 available at the link https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf
3.4.2	Information manual/handbook available in Printed format	Fully Met	25	25.00	https://darpg.gov.in/relatedlinks/csmop	Not Met	0	Website must provide information whether the information manual is available in printed form and at what cost
3.5	Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]							
3.5.1	List of materials available Free of cost	Fully Met	25	25.00	https://darpg.gov.in/relatedlinks/csmop	Not Met	0	Website must

[illegible]

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.2.1	Last date of Annual updation	Fully Met	28.57	28.57	https://darpg.gov.in/relatedlinks/csmop - 16th edition.	Fully Met	28.57	Updated as on 20.06.2024
4.3	Information available in electronic form[Section 4(1)(b)(xiv)]							
4.3.1	Details of information available in electronic form	Fully Met	9.52	9.52	Yes. https://darpg.gov.in/relatedlinks/csmop - 16th edition. It is available at https://nesda.centralindia.cloudapp.azure.com/	Not Met	0	Details of information available in electronic form on the DARPG site with name and location/link need to be uploaded on the DARPG site
4.3.2	Name/ title of the document/record/ other information	Fully Met	9.52	9.52	Yes. https://darpg.gov.in/relatedlinks/csmop - 16th edition. It is available at https://nesda.centralindia.cloudapp.azure.com/	Not Met	0	Details of information available in electronic form on the DARPG site with name and location/link need to be uploaded on the DARPG site
4.3.3	Location where available	Fully Met	9.52	9.52	Yes. https://darpg.gov.in/relatedlinks/csmop	Not Met	0	Details of information available in

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					p - 16th edition. It is available at https://nesda.centralindia.cloudapp.azure.com/			electronic form on the DARPG site with name and location/link need to be uploaded on the DARPG site
4.4	Particulars of facilities available to citizen for obtaining information[Section 4(1)(b)(xv)]							
4.4.1	Name & location of the faculty	Fully Met	7.14	7.14	Point (xiii) at page No. 16 of the manual available at https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf provides the particulars of facilities available to citizens for obtaining information, including the working hours etc	Fully Met	7.14	Point (xiii) at page No. 16 of the manual available at https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf provides the particulars of facilities available to citizens for obtaining information, including the working hours etc
4.4.2	Details of information made available	Fully Met	7.14	7.14	Point (xiii) at page No. 16	Fully Met	7.14	Point (xiii) at page No. 16

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					of the manual available at https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf provides the particulars of facilities available to citizens for obtaining information, including the working hours etc			of the manual available at https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf provides the particulars of facilities available to citizens for obtaining information, including the working hours etc
4.4.3	Working hours of the facility	Fully Met	7.14	7.14	Point (xiii) at page No. 16 of the manual available at https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf provides the particulars of facilities available to	Fully Met	7.14	Point (xiii) at page No. 16 of the manual available at https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf provides the particulars of facilities available to

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					citizens for obtaining information, including the working hours etc			citizens for obtaining information, including the working hours etc
4.4.4	Contact person & contact details (Phone, fax email)	Fully Met	7.14	7.14	Point (xiii) at page No. 16 of the manual available at https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf provides the particulars of facilities available to citizens for obtaining information, including the working hours etc	Fully Met	7.14	Point (xiii) at page No. 16 of the manual available at https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf provides the particulars of facilities available to citizens for obtaining information, including the working hours etc
4.5	Such other information as may be prescribed under Section 4(i) (b)(xvii)							
4.5.1	Grievance redressal mechanism	Fully Met	3.57	3.57	https://darp.gov.in/en/public-grievances provides the details of the	Fully Met	3.57	https://darp.gov.in/en/public-grievances provides the details of the

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					lodging grievances with the Department. Point (xiii) at page No. 16 of the manual available at https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf provides the particulars of facilities available for grievance redressal to citizens and for obtaining information, including the working hours etc			lodging grievances with the Department. Point (xiii) at page No. 16 of the manual available at https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf provides the particulars of facilities available for grievance redressal to citizens and for obtaining information, including the working hours etc https://goic.harters.nic.in/public/upload/pdfs/45t7Ra.pdf Grievance redressal mechanism

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								also provided in the citizen charter
4.5.2	Details of applications received under RTI and information provided	Fully Met	3.57	3.57	https://darpg.gov.in/en/relatedlinks/rti-monthly-report	Not Met	0	https://darpg.gov.in/relatedlinks/rti-monthly-report provides only number. Under this head exact information asked and reply given need to be uploaded
4.5.3	List of completed schemes/ projects/ Programmes	Fully Met	3.57	3.57	Available at https://darpg.gov.in/e-governance several links are there for events https://nceg.gov.in/26thnc etc.	Fully Met	3.57	List of completed schemes/ projects/ Programmes Available at https://darpg.gov.in/en/e-governance https://darpg.gov.in/en/administrative-reforms https://darpg.gov.in/en/relatedlinks/documentation

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								n-and-dissemination
4.5.4	List of schemes/ projects/ programme underway	Fully Met	3.57	3.57	Available at https://darp.gov.in/en/e-governance several links are there for events https://nceg.gov.in/26thnc etc.	Fully Met	3.57	Available at https://darp.gov.in/en/e-governance https://darp.gov.in/en/administrative-reforms https://darp.gov.in/en/relatedlinks/documentation-and-dissemination
4.5.5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	Fully Met	3.57	3.57	All procurements regarding objects and manpower service (MTS. DEO and Drivers etc.) are hired through GeM Portal	Not Met	0	Details of all contracts entered into to be uploaded on the website
4.5.6	Annual Report	Fully Met	3.57	3.57	It is available at https://dopt.gov.in/reports/annual-report	Fully Met	3.57	It is available at https://dopt.gov.in/reports/annual-report https://dopt.gov.in/sites/default

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								ult/files/AR2022-23English.pdf -for the year 2022-23
4.5.7	Frequently Asked Question (FAQs)	Fully Met	3.57	3.57	https://darpg.gov.in/documents/rulesmanuals/faq-grievance-redress-mechanism https://darpg.gov.in/sites/default/files/faq-pgportal_0.pdf https://darpg.gov.in/documents/rulesmanuals/faq-correspondence-mps	Fully Met	3.57	https://darpg.gov.in/documents/rulesmanuals/faq-grievance-redress-mechanism https://darpg.gov.in/sites/default/files/faq-pgportal_0.pdf https://darpg.gov.in/documents/rulesmanuals/faq-correspondence-mps
4.5.8	Any other information such as - (a) Citizen's Charter, (b) Result Framework Document (RFD), (c) Six monthly reports on the , (d) Performance against the benchmarks set in the Citizen's Charter	Fully Met	3.57	3.57	Available at https://goicharters.nic.in/public/website/home for whole Government of India	Partially Met	1.79	Only Citizen Charter is available at https://goicharters.nic.in/public/website/home
4.6	Receipt & Disposal of RTI applications & appeals [F.No 1/6/2011-IR dt. 15.04.2013]							
4.6.1	Details of applications received and disposed	Fully Met	14.29	14.29	https://darpg.gov.in/en/relatedlinks/rti-monthly-report updated till	Fully Met	14.29	RTI Monthly Report uploaded upto April 2024 https://darpg.gov.in

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					May 2024			n/en/relatedlinks/rti-monthly-report
4.6.2	Details of appeals received and orders issued	Fully Met	14.29	14.29	https://darp.gov.in/en/relatedlinks/rti-monthly-report updated till May 2024	Fully Met	14.29	RTI Monthly Report uploaded upto April 2024 https://darp.gov.in/en/relatedlinks/rti-monthly-report
4.7	Replies to questions asked in the parliament[Section 4(1)(d)(2)]							
4.7.1	Details of questions asked and replies given	Fully Met	28.57	28.57	DARPG/DoPT/DoPPW comes under Ministry of Personnel , Public Grievances and Pensions. All Parliaments questions and their reply available at https://dopt.gov.in/imp-links/parliament-qa	Fully Met	28.57	All Parliaments questions are monitored by DoPT https://dopt.gov.in/imp-links/parliament-qa
Total			186	186		200	163	
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,	Fully Met	20	20.00	https://darp.gov.in	Partially Met	10.00	Current

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	(b) Earlier CPIO & FAAs from 1.1.2015				ov.in/sites/default/files/Appellate_Authorities_Name_and_address_of_CPIOs.pdf also under point xiv at page 16 of https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_20.06.2024.pdf			CPIOs & FAAs as on 03.09.2024 provided at https://darp.gov.in/sites/default/files/Appellate_Authorities_Name_and_address_of_CPIOs.pdf
5.1.2	Details of third party audit of voluntary disclosure -(a) Dates of audit carried out , (b) Report of the audit carried out	Fully Met	20	20.00	https://darp.gov.in/sites/default/files/Audit_Report_CIC.pdf	Fully Met	20.00	https://darp.gov.in/sites/default/files/Audit_Report_CIC.pdf Audit report for 2022-23 uploaded
5.1.3	Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD - (a) Date of appointment , (b) Name & Designation of the officers	Fully Met	20	20.00	Smt. Jaya Dubey, Joint Secretary DARPG has been Nominated as Nodal Officer for ensuring compliance	Fully Met	20.00	Smt. Jaya Dubey, Joint Secretary DARPG has been Nominated as Nodal Officer for ensuring compliance

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					with the proactive disclosure guidelines under Section 4 of RTI Act, 2005 wef 30th December, 2019. The copy of the order available at https://darp.gov.in/sites/default/files/Nodal%20Officer%20under%20RTI%20Act_2.pdf			with the proactive disclosure guidelines under Section 4 of RTI Act, 2005 wef 30th December, 2019. The copy of the order available at https://darp.gov.in/sites/default/files/Nodal%20Officer%20under%20RTI%20Act_2.pdf provides the order wherein the Additional Secretary, DARPG has been designated as

[illegible]

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
6.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information							
6.1.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	Fully Met	25	25.00	Most of the information relating to the functioning of the DARPG has been uploaded on the website	Fully Met	25.00	Most of the information relating to the functioning of the DARPG has been uploaded on the website
6.2	Guidelines for Indian Government Websites (GIGW) is followed (released in February, 2009 and included in the Central Secretariat Manual of Office Procedures (CSMOP) by Department of Administrative Reforms and Public Grievances, Ministry of Personnel, Publ							
6.2.1	Whether STQC certification obtained and its validity	Fully Met	12.5	12.50	STQC certification has been obtained on Feb 13, 2023 and its validity is upto 12th Feb 2026.	Fully Met	12.50	STQC certification has been obtained on Feb 13, 2023 and its validity is upto 12th Feb 2026. Certificate is available on website at the link https://darpg.gov.in/sites/default/files/CQW.pdf
6.2.2	Does the website show the certificate on the Website?	Fully Met	12.5	12.50	STQC certification has been obtained on Feb 13, 2023	Fully Met	12.50	STQC certification has been obtained on Feb 13, 2023

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					and its validity is upto 12th Feb 2026.			and its validity is upto 12th Feb 2026. Certificate is available on website at the link https://darpg.gov.in/sites/default/files/CQW.pdf
Total			50	50		50	50	
Grand Total			894	894		874	590	

Self appraisal report for Year (2022-23)

Auditor Agency: Dr Sapna Chadah(Indian Institute of Public Administration)

Ministry Name: Ministry of Personnel, Public Grievances & Pensions

Department Name: Department of Administrative Reforms & PG

Public Authority Name: Department of Administrative Reforms & PG

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1	Organisation and Function							
1.1	Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]							
1.1.1	Name and address of the Organization	Fully Met	1.28	1.28	darpg.gov.in	Fully Met	1.28	https://darpg.gov.in/contact-us
1.1.2	Head of the organization	Fully Met	1.28	1.28	Shri V Srinivas	Fully Met	1.28	https://darpg.gov.in/about-department-0
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	https://darpg.gov.in/en/mission-vision-statement	Fully Met	1.28	https://darpg.gov.in/mission-vision-statement
1.1.4	Function and duties	Fully Met	1.28	1.28	https://darpg.gov.in/sites/default/files/Roles_and_Responsibilities.pdf	Fully Met	1.28	https://darpg.gov.in/about-department-0 https://darpg.gov.in/sites/default/files/Roles_and_Responsibilities.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.1.5	Organization Chart	Fully Met	1.28	1.28	https://darpg.gov.in/sites/default/files/organisational-structure.pdf	Fully Met	1.28	https://darpg.gov.in/sites/default/files/organisational-structure.pdf
1.1.6	Any other details-the genesis, inception, formation of the department and the HoDs from time to time as well as the committees/ Commissions constituted from time to time have been dealt	Fully Met	1.28	1.28	darpg.gov.in	Fully Met	1.28	Information relating to the genesis, inception, formation, working of various divisions, etc is uploaded on the website.
1.2	Power and duties of its officers and employees[Section 4(1) (b)(ii)]							
1.2.1	Powers and duties of officers (administrative, financial and judicial)	Fully Met	1.54	1.54	darpg.gov.in	Fully Met	1.54	https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf
1.2.2	Power and duties of other employees	Fully Met	1.54	1.54	darpg.gov.in	Fully Met	1.54	https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf
1.2.3	Rules/ orders under which powers and duty are derived and	Fully Met	1.54	1.54	darpg.gov.in	Partially Met	0.77	The list of the rules / manual has been

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								provided but complete text and applicable provisions need to be uploaded
1.2.4	Exercised	Fully Met	1.54	1.54	darpg.gov.in	Partially Met	0.77	The list of the rules / manual has been provided but complete text and applicable provisions need to be uploaded
1.2.5	Work allocation	Fully Met	1.54	1.54	darpg.gov.in	Fully Met	1.54	https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf
1.3	Procedure followed in decision making process [Section 4(1)(b)(iii)]							
1.3.1	Process of decision making Identify key decision making points	Fully Met	1.54	1.54	https://darpg.gov.in/sites/default/files/Proactive_disclosure_as_on_27-07-20	Fully Met	1.54	https://darpg.gov.in/organizational-structure-0 https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								provides for decision making process and Identifies key decision making points
1.3.2	Final decision making authority	Fully Met	1.54	1.54	darpg.gov.in	Fully Met	1.54	https://darpg.gov.in/organisa-tional-structure-0 https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	darpg.gov.in	Partially Met	0.77	The list of the rules / manual has been provided but complete text and applicable provisions need to be uploaded
1.3.4	Time limit for taking a decisions, if any	Fully Met	1.54	1.54	darpg.gov.in	Partially Met	0.77	Point (ii) of the manual provides time for the grievance acknowledgment

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								as within three working days of receipt of the grievance petition. Page 6 of the manual https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf
1.3.5	Channel of supervision and accountability	Fully Met	1.54	1.54	darp.gov.in	Fully Met	1.54	https://darp.gov.in/organizational-structure-0 https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf channels of supervision and accountability are fully brought put in the manual
1.4	Norms for discharge of functions[Section 4(1)(b)(iv)]							
1.4.1	Nature of functions/ services offered	Fully Met	1.54	1.54	darp.gov.in	Fully Met	1.54	https://darp.gov.in

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								ov.in/organisational-structure-0 https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf channels of supervision and accountability are fully brought put in the manual
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	darp.gov.in	Fully Met	1.54	https://goicharters.nic.in/public/upload/pdfs/45t7Ra.pdf Norms/ standards for functions/ service delivery and timelines are specifies in the Citizen Charter
1.4.3	Process by which these services can be accessed	Fully Met	1.54	1.54	darp.gov.in	Fully Met	1.54	https://goicharters.nic.in/public/upload/pdfs/

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								45t7Ra.pdf Process by which these services can be accessed has also been provided in citizen charter
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	darpg.gov.in	Fully Met	1.54	https://goicharters.nic.in/public/upload/pdfs/45t7Ra.pdf Time-limit for achieving the targets have been provided
1.4.5	Process of redress of grievances	Fully Met	1.54	1.54	https://darpg.gov.in/en/public-grievance	Fully Met	1.54	https://darpg.gov.in/public-grievances provides the details of the lodging grievances with the Department. Point (xiii) at page No. 11 of the manual available at https://darpg.gov.in/sites/default/files/proactiv

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								e_disclosure_as_on_01-08-2023.pdf provides the particulars of facilities available for grievance redressal to citizens and for obtaining information, including the working hours etc https://goic.harters.nic.in/public/upload/pdfs/45t7Ra.pdf also provided in the citizen charter
1.5	Rules, regulations, instructions manual and records for discharging functions[Section 4(1)(b)(v)]							
1.5.1	Title and nature of the record/ manual /instruction.	Fully Met	1.92	1.92	darpg.gov.in	Fully Met	1.92	Point iii of the manual at page 7 https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.5.2	List of Rules, regulations, instructions manuals and records.	Fully Met	1.92	1.92	darpg.gov.in	Fully Met	1.92	Point iii of the manual at page 7 https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf
1.5.3	Acts/ Rules manuals etc.	Fully Met	1.92	1.92	darpg.gov.in	Not Met	0	Not available on the website. The list of the rules / manual has been provided but complete text and applicable provisions need to be uploaded
1.5.4	Transfer policy and transfer orders	Fully Met	1.92	1.92	darpg.gov.in	Not Met	0	Transfer policy as prescribed by the Cadre controlling department and transfer /Posting orders issued from time to time also

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								need to be uploaded on the website.
1.6	Categories of documents held by the authority under its control[Section 4(1)(b) (vi)]							
1.6.1	Categories of documents	Fully Met	3.85	3.85	https://darp.gov.in/en	Fully Met	3.85	Manual provides section-wise statement of the categories of documents that are held by it or under its control at point (iv) page 7 https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf
1.6.2	Custodian of documents/categories	Fully Met	3.85	3.85	https://darp.gov.in/en	Not Met	0	Custodian of documents/categories for each department need to be specified
1.7	Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]							
1.7.1	Name of Boards, Council, Committee etc.	Fully Met	0.96	0.96	https://darp.gov.in/en/rti	Fully Met	0.96	The Name of Boards, Council, Committee

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								etc. have been fully provided at point (vi) page 9-10 of the manual https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf
1.7.2	Composition	Fully Met	0.96	0.96	https://darp.gov.in/en/rti	Partially Met	0.48	Composition of all of these need to be specified which is not complete at present
1.7.3	Dates from which constituted	Fully Met	0.96	0.96	https://darp.gov.in/en/rti	Not Met	0	Date of constitution and tenure of these committees need to be specified.
1.7.4	Term/ Tenure	Fully Met	0.96	0.96	https://darp.gov.in/en/rti	Not Met	0	Date of constitution and tenure of these committees need to be

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL specified.
1.7.5	Powers and functions	Fully Met	0.96	0.96	https://darpg.gov.in/en/rti	Fully Met	0.96	Relevant information available on the website
1.7.6	Whether their meetings are open to the public?	Fully Met	0.96	0.96	No	Fully Met	0.96	Mentioned not open to public
1.7.7	Whether the minutes of the meetings are open to the public?	Fully Met	0.96	0.96	No	Fully Met	0.96	Mentioned not open to public
1.7.8	Place where the minutes if open to the public are available?	Fully Met	0.96	0.96	No	Not Applicable	0	Not applicable
1.8	Directory of officers and employees[Section 4(1) (b) (ix)]							
1.8.1	Name and designation	Fully Met	3.85	3.85	https://darpg.gov.in/sites/default/files/Telephone-list-1.pdf	Fully Met	3.85	https://darpg.gov.in/sites/default/files/Telephone-list-1.pdf
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	https://darpg.gov.in/sites/default/files/Telephone-list-1.pdf	Fully Met	3.85	https://darpg.gov.in/sites/default/files/Telephone-list-1.pdf
1.9	Monthly Remuneration received by officers & employees including system of compensation[Section 4(1) (b) (x)]							
1.9.1	List of employees with Gross monthly remuneration	Fully Met	3.85	3.85	darpg.gov.in	Fully Met	3.85	https://darpg.gov.in/sites/default/files/Remuneration_DARPG.pdf Monthly Remuneration Received by Officers and

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								Employees (As on 31-03-2022)
1.9.2	System of compensation as provided in its regulations	Not Met	3.85	0	empty	Not Met	0	System of compensation as provided in its regulations need to be specified
1.10	Name, designation and other particulars of public information officers[Section 4(1) (b) (xvi)]							
1.10.1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	Fully Met	3.85	3.85	https://darpg.gov.in/en/rto NO APIO	Fully Met	3.85	Name and designation of the Central Public Information Officers And Appellate Authorities under Right To Information Act, 2005 (as on August, 2023) has been uploaded on the link https://darpg.gov.in/sites/default/files/Appellate_Authorities_Name_and_address_of_CPIOs

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								.pdf
1.10.2	Address, telephone numbers and email ID of each designated official.	Fully Met	3.85	3.85	https://darp.gov.in/en/rti NO APIO	Fully Met	3.85	Information at the link https://darp.gov.in/sites/default/files/Appellate_Authorities_Name_and_address_of_CPIOs.pdf also contains the Address, telephone numbers and email ID of each designated official
1.11	No. Of employees against whom Disciplinary action has been proposed/ taken(Section 4(2))							
1.11.1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	Not Applicable	0	0	empty	Not Met	0	The relevant details regarding the No. of employees against whom disciplinary action has been pending/ finalized for Minor penalty or major penalty

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								proceedings need to be put on website
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	Not Applicable	0	0	empty	Not Met	0	The relevant details regarding the No. of employees against whom disciplinary action has been pending/finalized for Minor penalty or major penalty proceedings need to be put on website
1.12	Programmes to advance understanding of RTI(Section 26)							
1.12.1	Educational programmes	Partially Met	1.92	0.96	DoPT being Cadre Authority	Not Met	0	Relevant information pertaining to Programmes to advance understanding of RTI which includes educational programmes, other efforts and training of

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								CPIOs need to be uploaded on the website.
1.12.2	Efforts to encourage public authority to participate in these programmes	Partially Met	1.92	0.96	DoPT being Cadre Authority	Not Met	0	Relevant information pertaining to Programmes to advance understanding of RTI which includes educational programmes, other efforts and training of CPIOs need to be uploaded on the website.
1.12.3	Training of CPIO/APIO	Partially Met	1.92	0.96	DoPT being Cadre Authority	Not Met	0	Relevant information pertaining to Programmes to advance understanding of RTI which includes educational programmes, other efforts and training of

[illegible]

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	4(1)(b)(xi)]							
2.1.1	Total Budget for the public authority	Fully Met	10	10.00	darpg.gov.in	Fully Met	10.00	Budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures is available at point (ix) page 10 of the manual https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf
2.1.2	Budget for each agency and plan & programmes	Fully Met	10	10.00	darpg.gov.in	Fully Met	10.00	point (ix) page 10 of the manual https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf
2.1.3	Proposed expenditures	Fully Met	10	10.00	darpg.gov.in	Fully Met	10.00	point (ix) page 10 of the manual https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								/darp.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf
2.1.4	Revised budget for each agency, if any	Fully Met	10	10.00	darp.gov.in	Fully Met	10.00	point (ix) page 10 of the manual https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf
2.1.5	Report on disbursements made and place where the related reports are available	Fully Met	10	10.00	darp.gov.in	Not Met	0	DDO report on disbursements made and place where the related reports are available need to be specified.
2.2	Foreign and domestic tours(F.No. 1/8/2012- IR dt. 11.9.2012)							
2.2.1	Budget	Fully Met	16.67	16.67	darp.gov.in	Fully Met	16.67	point (ix) page 10 of the manual https://darp.gov.in/sites/default/files/proactive_disclosure_as

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								_on_01-08-2023.pdf
2.2.2	Foreign and domestic Tours by ministries and officials of the rank of Joint Secretary to the Government and above, as well as the heads of the Department.- (a) Places visited, (b) The period of visit, (c) The number of members in the official delegation, (d) Expenditure on the visit	Fully Met	16.67	16.67	darpg.gov.in	Fully Met	16.67	Foreign Visits undertaken by Officer upto January-March 2019 are available And Domestic tour upto 2023 have been uploaded with Places visited, period of visit, number of members in the official delegation, and expenditure on the visit
2.2.3	Information related to procurements- (a) Notice/tender enquires, and corrigenda if any thereon, (b) Details of the bids awarded comprising the names of the suppliers of goods/ services being procured, (c) The works contracts concluded – in any such combination of the above-and, (d) The rate/ rates and the total amount at which such procurement or works contract is to be executed.	Fully Met	16.67	16.67	darpg.gov.in	Partially Met	8.34	https://darpg.gov.in/tender https://darpg.gov.in/tender-archives
2.3	Manner of execution of subsidy programme [Section 4(i)(b)(xii)]							
2.3.1	Name of the programme of activity	Not Applicable	0	0	empty	Not Applicable	0	Not applicable

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
2.3.2	Objective of the programme	Not Applicable	0	0	empty	Not Applicable	0	Not applicable
2.3.3	Procedure to avail benefits	Not Applicable	0	0	empty	Not Applicable	0	Not applicable
2.3.4	Duration of the programme/ scheme	Not Applicable	0	0	empty	Not Applicable	0	Not applicable
2.3.5	Physical and financial targets of the programme	Not Applicable	0	0	empty	Not Applicable	0	Not applicable
2.3.6	Nature/ scale of subsidy /amount allotted	Not Applicable	0	0	empty	Not Applicable	0	Not applicable
2.3.7	Eligibility criteria for grant of subsidy	Not Applicable	0	0	empty	Not Applicable	0	Not applicable
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Not Applicable	0	0	empty	Not Applicable	0	Not applicable
2.4	Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013]							
2.4.1	Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions	Not Applicable	0	0	empty	Fully Met	25.00	https://darpg.gov.in/sites/default/files/Grants%20aid%20to%20NCGG%20for%202021-22.pdf https://darpg.gov.in/sites/default/files/Information%20on%20Grants.pdf
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Not Applicable	0	0	empty	Fully Met	25.00	https://darpg.gov.in/sites/default/files/Audit%20Report-20

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								20-21.pdf
2.5	Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]							
2.5.1	Concessions, permits or authorizations granted by public authority	Fully Met	25	25.00	darpg.gov.in	Not Applicable	0	Not Applicable
2.5.2	For each concessions, permit or authorization granted - (a) Eligibility criteria, (b) Procedure for getting the concession/ grant and/ or permits of authorizations, (c) Name and address of the recipients given concessions/ permits or authorizations, (d) Date of award of concessions/ permits of authorizations	Fully Met	25	25.00	darpg.gov.in	Not Applicable	0	Not Applicable
2.6	CAG & PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]							
2.6.1	CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the parliament.	Fully Met	50	50.00	No CAG/PAC para	Not Met	0	CAG para and ATR reports need to be uploaded on the website.
Total			200	200		200	132	
3	Publicity Band Public interface							
3.1	Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation there of [Section 4(1)(b)(vii)] [F No 1/6/2011-IR dt. 15.04.2013]							
3.1.1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	Fully Met	12.5	12.50	darpg.gov.in	Fully Met	12.50	Point (v) at page 9 of the manual https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf provides the consultation

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								process and a) Members of the public consulted in policy formulation/ policy implementation
3.1.2	Arrangements for consultation with or representation by - (a) Members of the public in policy formulation/ policy implementation, (b) Day & time allotted for visitors,(c) Contact details of Information & Facilitation Counter (IFC) to provide publications frequently sought by RTI applicants	Fully Met	12.5	12.50	darpg.gov.in	Fully Met	12.50	(a) Point (v) at page 9 of the manual https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf provides the consultation process and a) Members of the public consulted in policy formulation/ policy implementation (b) & (c) Point (xiii) at page 11 of the manual https://darpg.gov.in/sites/default

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								t/files/proactive_disclosure_as_on_01-08-2023.pdf provides the particulars of facilities available to citizens for obtaining information
3.1.3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	Not Applicable	0	0	empty	Not Applicable	0	Not applicable
3.1.4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable	0	0	empty	Not Applicable	0	Not applicable
3.1.5	Public- private partnerships (PPP)- Concession agreements.	Not Applicable	0	0	empty	Not Applicable	0	Not applicable
3.1.6	Public- private partnerships (PPP)- Operation and maintenance manuals	Not Applicable	0	0	empty	Not Applicable	0	Not applicable
3.1.7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	Not Applicable	0	0	empty	Not Applicable	0	Not applicable
3.1.8	Public- private partnerships (PPP) - Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government	Not Applicable	0	0	empty	Not Applicable	0	Not applicable
3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	Not Applicable	0	0	empty	Not Applicable	0	Not applicable
3.1.10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.)	Not Applicable	0	0	empty	Not Applicable	0	Not applicable
3.1.11	Public- private partnerships (PPP) - All payment	Not Applicable	0	0	empty	Not Applicable	0	Not applicable

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	made under the PPP project							
3.2	Are the details of policies / decisions, which affect public, informed to them[Section 4(1) (c)]							
3.2.1	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Policy decisions/ legislations taken in the previous one year	Not Applicable	0	0	empty	Not Met	0	Policy decisions/ legislations taken in the previous one year need to be provided on the website
3.2.2	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Outline the Public consultation process	Not Applicable	0	0	empty	Fully Met	16.67	Point (v) at page 9 of the manual https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf provides the consultation process and a) Members of the public consulted in policy formulation/ policy implementation
3.2.3	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more	Not Applicable	0	0	empty	Fully Met	16.67	Point (v) at page 9 of the manual https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	interactive- Outline the arrangement for consultation before formulation of policy							/darp.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf provides the consultation process and a) Members of the public consulted in policy formulation/ policy implementation
3.3	Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]							
3.3.1	Use of the most effective means of communication - Internet (website)	Fully Met	50	50.00	darp.gov.in	Fully Met	50.00	The internet is being used as most effective medium to disseminate information relating to departmental functioning.
3.4	Form of accessibility of information manual/ handbook[Section 4(1)(b)]							
3.4.1	Information manual/handbook available in Electronic format	Fully Met	25	25.00	darp.gov.in	Fully Met	25.00	RTI Manual updated in Aug 2023 available at the link https://

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								darpg.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf
3.4.2	Information manual/handbook available in Printed format	Fully Met	25	25.00	darpg.gov.in	Not Met	0	Website must provide information whether the information manual is available in printed form and at what cost
3.5	Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]							
3.5.1	List of materials available Free of cost	Fully Met	25	25.00	Free of Cost	Not Met	0	Website must provide information whether the information manual is available in printed form and at what cost
3.5.2	List of materials available At a reasonable cost of the medium	Not Applicable	0	0	empty	Not Met	0	Website must provide information whether the information

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								manual is available in printed form and at what cost
Total			150	150		225	133	
4	E-Governance							
4.1	Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]							
4.1.1	English	Fully Met	14.29	14.29	darpg.gov.in	Fully Met	14.29	Fully Met
4.1.2	Vernacular/ Local Language	Fully Met	14.29	14.29	darpg.gov.in	Not Met	0	The information need to be supplied even in the vernacular language / Hindi
4.2	When was the information Manual/Handbook last updated?[F No. 1/6/2011-IR dt 15.4.2013]							
4.2.1	Last date of Annual updation	Fully Met	28.57	28.57	darpg.gov.in	Fully Met	28.57	Manual updated on 01.08.2023
4.3	Information available in electronic form[Section 4(1)(b)(xiv)]							
4.3.1	Details of information available in electronic form	Fully Met	9.52	9.52	darpg.gov.in	Not Met	0	Details of information available in electronic form on the DARPG site with name and location/ link need to be uploaded

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL on the DARPG site
4.3.2	Name/ title of the document/record/ other information	Fully Met	9.52	9.52	darpg.gov.in	Not Met	0	Details of information available in electronic form on the DARPG site with name and location/ link need to be uploaded on the DARPG site
4.3.3	Location where available	Fully Met	9.52	9.52	darpg.gov.in	Not Met	0	Details of information available in electronic form on the DARPG site with name and location/ link need to be uploaded on the DARPG site
4.4	Particulars of facilities available to citizen for obtaining information[Section 4(1)(b)(xv)]							
4.4.1	Name & location of the faculty	Fully Met	7.14	7.14	darpg.gov.in	Fully Met	7.14	Point (xiii) at page No. 11 of the manual available at https://darpg.gov

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf provides the particulars of facilities available to citizens for obtaining information, including the working hours etc
4.4.2	Details of information made available	Fully Met	7.14	7.14	darpg.gov.in	Fully Met	7.14	Point (xiii) at page No. 11 of the manual available at https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf provides the particulars of facilities available to citizens for obtaining information,

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL including the working hours etc
4.4.3	Working hours of the facility	Fully Met	7.14	7.14	darpg.gov.in	Fully Met	7.14	Point (xiii) at page No. 11 of the manual available at https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf provides the particulars of facilities available to citizens for obtaining information, including the working hours etc
4.4.4	Contact person & contact details (Phone, fax email)	Fully Met	7.14	7.14	darpg.gov.in	Fully Met	7.14	Point (xiii) at page No. 11 of the manual available at https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								2023.pdf provides the particulars of facilities available to citizens for obtaining information, including the working hours etc
4.5	Such other information as may be prescribed under Section 4(i) (b)(xvii)							
4.5.1	Grievance redressal mechanism	Fully Met	3.57	3.57	darpg.gov.in	Fully Met	3.57	https://darpg.gov.in/public-grievances provides the details of the lodging grievances with the Department. Point (xiii) at page No. 11 of the manual available at https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf provides the

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								particulars of facilities available for grievance redressal to citizens and for obtaining information, including the working hours etc
4.5.2	Details of applications received under RTI and information provided	Fully Met	3.57	3.57	darpg.gov.in	Not Met	0	https://darpg.gov.in/relatedlinks/rti-monthly-report provides only number. Under this head exact information asked and reply given need to be uploaded
4.5.3	List of completed schemes/ projects/ Programmes	Fully Met	3.57	3.57	darpg.gov.in	Fully Met	3.57	Available at https://darpg.gov.in/e-governance
4.5.4	List of schemes/ projects/ programme underway	Fully Met	3.57	3.57	darpg.gov.in	Fully Met	3.57	Available at https://darpg.gov.in/e-governance

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.5.5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	Fully Met	3.57	3.57	darpg.gov.in	Not Met	0	Details of all contracts entered into to be uploaded on the website
4.5.6	Annual Report	Fully Met	3.57	3.57	Available in DoPT's Website	Fully Met	3.57	It is available at https://dopt.gov.in/reports/annual-report
4.5.7	Frequently Asked Question (FAQs)	Fully Met	3.57	3.57	darpg.gov.in	Fully Met	3.57	https://darpg.gov.in/documents/rulesmanuals/faq-grievance-redress-mechanism https://darpg.gov.in/documents/rulesmanuals/faq-correspondence-mps
4.5.8	Any other information such as - (a) Citizen's Charter, (b) Result Framework Document (RFD), (c) Six monthly reports on the , (d) Performance against the benchmarks set in the Citizen's Charter	Fully Met	3.57	3.57	darpg.gov.in	Partially Met	1.79	Only Citizen Charter is available at https://goicharters.nic.in/public/website/home
4.6	Receipt & Disposal of RTI applications & appeals [F.No 1/6/2011-IR dt. 15.04.2013]							
4.6.1	Details of applications received and disposed	Fully Met	14.29	14.29	darpg.gov.in	Fully Met	14.29	https://darpg.gov.in/relatedlinks/rti-monthly-report
4.6.2	Details of appeals received and orders issued	Fully Met	14.29	14.29	darpg.gov.in	Fully Met	14.29	https://darpg.gov.in/relatedlinks/rti-monthly-report

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								ov.in/relatedlinks/rti-monthly-report Updated from 01.04.2022 to 31.03.2023
4.7	Replies to questions asked in the parliament[Section 4(1)(d)(2)]							
4.7.1	Details of questions asked and replies given	Fully Met	28.57	28.57	darpg.gov.in	Fully Met	28.57	All Parliaments questions are monitored by DoPT https://dopt.gov.in/imp-links/parliament-qa
Total			200	200		200	148	
5	Information as may be prescribed							
5.1	Such other information as may be prescribed [F.No. 1/2/2016-IR dt. 17.8.2016, F No. 1/6/2011-IR dt. 15.4.2013]							
5.1.1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1.1.2015	Fully Met	20	20.00	darpg.gov.in	Partially Met	10.00	Partially Met
5.1.2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the audit carried out	Fully Met	20	20.00	darpg.gov.in	Fully Met	20.00	https://darpg.gov.in/sites/default/files/Audit_Report_CIC.pdf
5.1.3	Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD - (a) Date of appointment , (b) Name & Designation of the officers	Fully Met	20	20.00	Ms Jaya Dubey, JS dtd 30.12.2019	Fully Met	20.00	Smt. Jaya Dubey, Joint Secretary DARPG has been Nominated as Nodal Officer

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								for ensuring compliance with the proactive disclosure guidelines under Section 4 of RTI Act, 2005 wef 30th December, 2019. The copy of the order available at https://darp.gov.in/sites/default/files/Nodal%20Officer%20under%20RTI%20Act_2.pdf https://darp.gov.in/sites/default/files/Transparency%20Officer%20%20under%20RTI%20Act.pdf provides the order wherein the Additional Secretary, DARPG has

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								been designated as the transparency officer wef 20th December 2018
5.1.4	Consultancy committee of key stake holders for advice on suo-motu disclosure - (a) Dates from which constituted, (b) Name & Designation of the officers	Fully Met	20	20.00	DoPT has set up	Not Met	0	Not available
5.1.5	Committee of PIOs/FAAs with rich experience in RTI to identify frequently sought information under RTI - (a) Dates from which constituted, (b) Name & Designation of the Officers	Fully Met	20	20.00	(a) 27.02.2020 (b) Smt Prisca Mathew, DS - Chairperson; Smt Sunila Bagga, US and Shri Gya Prasad, US - Members	Not Met	0	Not available
Total			100	100		100	50	
6	Information Disclosed on own Initiative							
6.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information							
6.1.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	Partially Met	25	12.50	darpg.gov.in	Fully Met	25.00	Most of the information relating to the functioning of the DARPG has been uploaded on

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL the website
6.2	Guidelines for Indian Government Websites (GIGW) is followed (released in February, 2009 and included in the Central Secretariat Manual of Office Procedures (CSMOP) by Department of Administrative Reforms and Public Grievances, Ministry of Personnel, Publ							
6.2.1	Whether STQC certification obtained and its validity	Fully Met	12.5	12.50	darpg.gov.in	Fully Met	12.50	STQC certification has been obtained on Feb 13, 2023 and its validity is upto 12th Feb 2026.
6.2.2	Does the website show the certificate on the Website?	Partially Met	12.5	6.25	darpg.gov.in	Fully Met	12.50	STQC certification has been obtained on Feb 13, 2023 and its validity is upto 12th Feb 2026.
Total			50	31		50	50	
Grand Total			792	763		874	574	

THIRD PARTY AUDIT OF PROACTIVE DISCLOSURE OF INFORMATION 2022-23

REPORT



Submitted to

**Department of Administrative
Reforms and Public Grievances
Government of India**



Submitted by

**Indian Institute of Public
Administration
New Delhi**

Third Party Audit of Proactive Disclosure of Information 2022-23

REPORT

Project Coordinator

Dr. Sapna Chadah



Submitted to

**Department of Administrative Reforms and
Public Grievances
Government of India**



Submitted by

**Indian Institute of Public Administration
New Delhi**

Preface

The Right to Information Act, 2005 was enacted with an aim to promote transparency and accountability in administration. The Act empowers Indian citizens to seek information from a Public Authority, thus making the Government and its functionaries more accountable and responsible. Another important aspect of the Act pertains to the obligation of public authorities to proactively disclose information to the public. Right to Information laws not only require governments to provide information upon request, they also impose a duty on public bodies to actively disclose, disseminate and publish, as widely as possible, information of general public interest even before it has been requested. The RTI Act mandates every public authority to disclose information as required under the 17 sub-clauses of section 4 (1) (b). The purpose of the proactive disclosure was to minimize the time, money and effort required by the public to access important but routine information; and reduce the overall number of individual requests, thereby reducing the administrative burden on government of implementing access to information laws.

However, the quality and quantity of proactive disclosure was not up to the desired level. It was felt by the government that the weak implementation of the Section 4 of the RTI Act was partly due to the fact that certain provisions of this Section have not been fully detailed and, in case of certain other provisions there is need for laying down detailed guidelines. Further there is need to set up a compliance mechanism to ensure that requirements under section 4 of the RTI Act are met. In order to address the above, Government of India issued guidelines for suo motu disclosure under section 4 of the RTI Act.

The Report presents a detailed analysis of the proactive disclosure of information by the Department of Administrative Reforms and Public Grievances, Government of India as required under the RTI Act and the guidelines for suo motu disclosure under section 4 of the RTI Act. The objective of the study was to study the information disclosed by the Department of Administrative Reforms and Public Grievances proactively; assess the quality of proactive disclosure made under the Act and the guidelines; and help identify information gaps in the proactive disclosure. I am thankful to Mr. Nitin for his help and assistance in bringing out this report.

**New Delhi
17.10. 2023**

**Dr. Sapna Chadah
Project Coordinator, IIPA**

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Chapter 1

Introduction

Background

Democracy means meaningful participation by the people in the public affairs. A democratic government must be sensitive to the public opinion, for which information must be made available to the people. Information and knowledge are instruments of transformation. Transparency, openness and accountability are the basic postulates of a responsive, responsible and accountable government. Effective accountability rests on the peoples' acquaintance with the information and circumstances for the decisions taken. Openness and full access to information are two pillars of any democratic state. Importance of the right to information has now been well recognized as one of the essential requirements of good governance as evident in the prescriptions provided by the international organizations such as World Bank, IMF, UNDP, OECD countries and ADB.

The Right to Information Act enacted on June 15, 2005, is an instrument to promote transparency and accountability in administration. The legislation confers on all citizens a right to seek information and correspondingly makes it the duty of the public authorities to disseminate information for better governance and accountability. The law has widest possible reach covering Central and State Governments, Panchayati Raj Institutions, local bodies and recipients of government grants but would not apply to the intelligence and security organizations except if the information relates to the allegations of corruption. It was expected that RTI Act would usher in a new era of performance and transparency to benefit the common man in the complex modern world and empower the people to judge if the government was functioning in public interest. RTI will give public-spirited people an instrument to prevent misuse of public power and funds. However, the Act has not yet reached the stage of implementation which was envisioned and one of the grey areas is proactive disclosure of information.

Suo-motu Disclosure under RTI Act

Section 4(1)(b) of the Act lays down the information which shall be disclosed by the Public Authorities proactively. It was supposed to be strongest pillar of the historic law that came into effect in 2005. It listed 17 categories of information which had to be proactively disclosed within 120 days from the enactment of this Act. These are as follows:

- (i) the particulars of its organisation, functions and duties;
- (ii) the powers and duties of its officers and employees;
- (iii) the procedure followed in the decision-making process, including channels of supervision and accountability;
- (iv) the norms set by it for the discharge of its functions;
- (v) the rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions;
- (vi) a statement of the categories of documents that are held by it or under its control;
- (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;
- (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;
- (ix) a directory of its officers and employees;
- (x) the monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations;
- (xi) the budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made;
- (xii) the manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes;
- (xiii) particulars of recipients of concessions, permits or authorizations granted by it;
- (xiv) details in respect of the information, available to or held by it, reduced in an electronic form;
- (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;
- (xvi) the names, designations and other particulars of the Public Information Officers;

- (xvii) such other information as may be prescribed; and thereafter update these publications every year;

Thus Section 4(1)(b) requires Public Authorities to routinely disclose information about their functions, decision-making norms, documents held, employee contacts and budgets. Sections 4(2) and 4(3) prescribes the method of dissemination. "Every public authority shall constantly endeavour 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." Every information shall be disseminated widely and, in such form, and manner which is easily accessible to the public. However, 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.¹

The purpose of *suo-motu* disclosure is to place maximum information in the public domain on proactive basis which can easily be assessed by people without asking for the same. The idea was to cut number of RTI applications and lessen the burden on public authorities. Further, this will ensure transparency and openness in the functioning of public authorities. Since promulgation of RTI Act large amount of information relating to the functioning of the government is being put in public domain. However, the quality and quantity of proactive disclosure is not up to desired level. The major criticism against proactive disclosure is that every ministry and department is paying only lip service to section 4 and dishing out outdated information. This has given rise to a growing suspicion among the civil society groups that the government, let alone implementing section 4 of the Act, was trying to further restrict the Act.

A study commissioned by the government in 2009 and conducted by PricewaterhouseCoopers said that 75 percent of the respondents noted their dissatisfaction with the information furnished by the public authorities. This, the study said, is usually due to poor record-keeping within the public authorities and, therefore, becomes a crucial factor in the non-compliance of public authorities with Section 4(1)(b)

¹ *ibid* Section 4(2),(3), (4)

of the RTI Act. Against the backdrop of continued indifference to section 4 by the public authorities, the civil society groups mounted pressure on the government to come up with a detailed guideline on section 4. It was also felt by the government that the weak implementation of the section 4 of the RTI Act is partly due to the fact that certain provisions of this have not been fully detailed and in case of certain other provision there is need for laying the detail guidelines. Further there is need to set up a compliance mechanism to ensure that requirements under section 4 of the RTI are met. In order to address the above, Government of India constituted a Task Force on *suo motu* disclosure under the RTI Act, 2005 in May 2011 which included, apart from officials from various ministries, representatives of civil society organisations active in the field of RTI. The mandate of the task force was to examine the provisions of section 4(l)(b) and to recommend guidelines for disclosures to be made at various levels of administration; to recommend other items which may be included for *suo motu* disclosure; to explore the possibility of prescribing simple templates for disclosing specific category of information in order to facilitate disclosure; to recommend mediums through which such disclosure is to be made at various levels, which would include disclosure through electronic means; and to recommend guidelines for complying with the provisions under Section 4.²

Based on the report of the Task Force, the Government issued guidelines for *suo motu* disclosure under section 4 of the RTI Act.³ The Guidelines for Implementation of *suo-motu* disclosure under Section 4 of the RTI Act, 2005 for Central Ministries / Departments issued on April 15, 2013 are on:

- *Suo motu* disclosure of more items under Section 4
- Guidelines for digital Publication of proactive disclosure under Section 4
- Detailing of Section 4(1)(b)(iii), 4(1)(b)(iv), 4(1)(b)(xi), 4(1)(b)(xiv)
- Compliance mechanism for *suo motu* disclosure (proactive disclosure) under the RTI Act, 2005

² Brajesh Kumar (June 17 2013), Section 4 changes welcome addition to RTI Act, Governance Now, <http://governancenow.com/news/regular-story/section-4-changes-welcome-addition-rti-act>

³ Office Memorandum No. 1/6/2011-IR DoPT dated April 15, 2013

Guidelines on *suo motu* disclosure under Section 4 of the RTI Act

A *Suo motu* disclosure of more items under Section 4

The guidelines mandate that in addition to the information specified in Section 4(1)(b) of RTI Act, the Public Authorities also may proactively disclose the following items under the *suo motu* disclosure provisions of Section 4:

1. Information related to Procurement-

- Information relating to procurement made by Public Authorities including publication of notice/tender enquiries, corrigenda thereon, and details of bid awards detailing the name of the supplier of goods/services being procured or the works contracts entered or any such combination of these and the rate and total amount at which such procurement or works contract is to be done should be disclosed.
- At present the limit is fixed at Rs. 10 lakh.
- In case of procurements made through DGS&D Rate Contracts or through Kendriya Bhandar/ NCCF, only award details need to be published.
- However, information about procurement which fall within the purview of Section 8 of the RTI Act would be exempt.

2. Public Private Partnerships-

- If Public services are proposed to be provided through a Public Private Partnership (PPP), all information relating to the PPPs must be disclosed in the public domain by the Public Authority entering into the PPP contract/concession agreement.
- This may include details of the Special Purpose Vehicle (SPV), detailed project reports, concession agreements, operation and maintenance manuals and other documents generated as part of the implementation of the PPP project.
- Information about fees, tolls, or other kinds of revenue that may be collected under authorization from the Government, information in respect of outputs and outcomes, process of selection of the private sector party may also be proactively disclosed.

- All payments made under the PPP project may also be disclosed in a periodic manner along with the purpose of making such payment.
- The documents under the ambit of the exemption from disclosure of information under section 8(1)(d) and 8(1)(j) of the RTI Act would not be disclosed *suo motu*.

3. Transfer Policy and Transfer Orders –

- Transfer policy for different grades/cadres of employees serving in Public Authority should be proactively disclosed.
- All transfer orders should be publicized through the website or in any other manner listed in Section 4(4) of the Act.
- The guidelines would not apply to transfers made keeping in view sovereignty, integrity, security, strategic, scientific or economic interests of the State and the exemptions covered under Section 8 of the Act.

4. RTI Applications –

- All Public Authorities shall proactively disclose RTI applications and appeals received and their responses, on the websites maintained by Public Authorities with search facility based on key words.
- RTI applications and appeals received and their responses relating to the personal information of an individual may not be disclosed, as they do not serve any public interest.

5. CAG & PAC paras –

- Public Authorities may proactively disclose the CAG & PAC paras and the Action Taken Reports (ATRs) only after these have been laid on the table of both the houses of the Parliament.
- CAG paras dealing with information about the issues of sovereignty, integrity, security, strategic, scientific or economic interests of the State and information covered under Section 8 of the RTI Act would be exempt.

6. Citizens Charter-

- Citizens Charter prepared by the Ministry/Department, as part of the Result Framework Document of the department/organization should be proactively disclosed
- Six monthly reports on the performance against the benchmarks set in Citizens Charter should also be displayed on the website of public authorities.

7. Discretionary and Non-discretionary Grants –

- All discretionary /non-discretionary grants/ allocations to state governments/ NGOs/Other institutions by Ministry/Department should be placed on the website of the Ministry/Department concerned.
- Annual Accounts of all legal entities who are provided grants by Public Authorities should be made available through publication, directly or indirectly on the Public Authority's website.
- Disclosures would be subject to provisions of Section 8 to 11 of the RTI Act.

8. Foreign Tours of PM/ Ministers-

- Public Authorities may proactively disclose the **details of foreign and domestic official tours** undertaken **by the Minister(s) and officials of the rank of Joint Secretary to the Government of India** and above and Heads of Departments, since 1st January, 2012.
- The disclosures may be **updated once every quarter**.
- Information to be disclosed proactively may contain nature of the official tour, places visited, the period, number of people included in the official delegation and total cost of such travel undertaken.
- Exemptions under Section 8 of the RTI Act, 2005 may be kept in view while disclosing the information. These instructions would not apply to security and intelligence organisations under the second schedule of the RTI Act, 2005 and CVOs of public authorities.

B Guidelines for digital publication of proactive disclosure under Section 4

The guidelines provide that while adhering to the standards of government guidelines as laid down by Department of Information Technology and Department of Administrative Reforms & Public Grievances, the following principles additionally should also be kept in view to ensure that websites' disclosures are complete, easily accessible, technology and platform neutral and in a form which conveys the desired information in an effective and user-friendly manner.

- a. It should be the endeavour of all public authorities that all entitlements to citizens and all transactions between the citizen and government are gradually made available through computer-based interface.
- b. Websites should contain detailed information from the point of origin to the point of delivery of entitlements/services provided by the Public Authorities to citizens.
- c. Orders of the public authority should be uploaded on the website immediately after they have been issued.
- d. Website should contain all the relevant Acts, Rules, forms and other documents, which are normally accessed by citizens.
- e. Websites should have detailed directory of key contacts, details of officials of the Public Authority.
- f. Under Section 4 (1) (b) (xiv) every public authority should indicate through the website t which digitally held information is made available publicly over the internet and which is not.
- g. The requirement of bringing due transparency as provided in the RTI Act is given adequate consideration at the design stage itself.
- h. To maintain reliability of information and its real time updation, information generation in a digital form should be automatically updated on the basis of key work outputs.
- i. Information must be presented from a user's perspective, which may require re-arranging it, simplifying it etc. However, original documents in original formats should continue to be made available because these are needed for community monitoring of government's functioning.

- j. The schedule mentioned in the 'National Data Sharing and Accessibility Policy' notified in March 2012 to make all the publically funded information readily available should be strictly adhered to.
- k. Information and data should be presented in open data formats whereby it can be pulled by different Application Protocol Interfaces to be used in different fashions more appropriate to specific contexts and needs. Information/ data should be presented in powerful visual ways using visualisation techniques. All such different media and forms should be used for proactive disclosure.
- l. Every webpage displaying information or data proactively disclosed under the RTI Act should, on the top right corner, display the mandatory field 'Date last updated (DD/MM/YY)'.

3 Guidelines for certain clauses of Section 4(1)(b) to make disclosure more effective

The elements of information listed in the various sub-clauses of Section 4(1)(b) must be disclosed in an integrated manner. Considering that disclosure in regard to certain sub-clauses have been relatively weak, detailed guidelines for four sub-clauses are provided in the guidelines. These are **section 4(1)(b)(iii) - “the procedure followed in the decision-making processes, including channels of supervision and accountability”**; **Section 4(1)(b)(iv) - “the norms set by it for the discharge of its functions”**; **Section 4(1)(b)(xi)- “the budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made”**; **Section 4(1)(b)(xiv) – details in respect of information, available to or held by it, reduced in an electronic form.**

A Guidelines for section 4(1)(b)(iii)- “the procedure followed in the decision-making processes, including channels of supervision and accountability”

The major challenge under this provision is to present a simplified version of the decision-making procedure that is of interest to a common citizen. For this, the guidelines for detailing the decision-making processes are as follows:

- a) Every public authority should specifically identify the major outputs/ tangible results/ services/ goods, as applicable, that it is responsible for providing to the public or to whosoever is the client of the public authority.

- b) In respect of (a) above, the decision-making chain should be identified in the form of a flow chart explaining the rank/grade of the public functionaries involved in the decision-making process and the specific stages in the decision-making hierarchy.
- c) The powers of each officer including powers of supervision over subordinates involved in the chain of decision-making must also be spelt out next to the flow chart or in a simple bullet-pointed format in a text-box.
- d) This design of presentation should then be extended to cover all statutory and discretionary operations that are part of the public authority's mandate under the AOB read with the TOB.
- e) In the event of a public authority altering an existing decision-making process or adopting an entirely new process, such changes must be explained in simple language in order to enable people to easily understand the changes made.

B Guidelines for Section 4(1)(b)(iv) - “the norms set by it for the discharge of its functions”

- The intention of this clause is that every public authority should proactively disclose the standards by which its performance should be judged. Norms may be qualitative or quantitative in nature, or temporal or statutory norms. In order to ensure compliance with this clause, public authorities would need to disclose norms for major functions that are being performed.
- Citizen Charters, which are mandatory, for each central Ministry/Department/Authority, lay down norms of performance for major functions and for monitoring achievements against those standards.
- Wherever norms have been specified for the discharge of its functions by any statute or government orders, they should be proactively disclosed, particularly linking them with the decision-making processes as detailed earlier. All Public Authorities should proactively disclose the following:
 - a. Defining the services and goods that the particular public authority/office provides directly (or indirectly through any other agency/contractor).
 - b. Detailing and describing the processes by which the public can access and/or receive the goods and services that they are entitled to, from the

public authority/office along with the forms, if any prescribed, for use by both the applicant and the service providing agency. Links to such forms (online), wherever available, should be given.

- c. Describing the conditions, criteria and priorities under which a person becomes eligible for the goods and services, and consequently the categories of people who are entitled to receive the goods and services.
- d. Defining the quantitative and tangible parameters, (weight, size, frequency etc.) and timelines that are applicable to the goods and services that are accessible to the public.
- e. Defining the qualitative and quantitative outcomes that each public authority/office plans to achieve through the goods and services that it was obligated to provide.
- f. Laying down individual responsibility for providing the goods and services (who is responsible for delivery/implementation and who is responsible for supervision).

C. Guidelines for Section 4(1)(b)(xi)- “the budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made”

The public authorities while disclosing their budgets shall undertake the following:

- (a) Keeping in view of the technical nature of the government budgets, it is essential that Ministries/Departments prepare simplified versions of their budgets which can be understood easily by general public and place them in public domain. Budgets and their periodic monitoring reports may also be presented in a more user-friendly manner through graphs and tables, etc.
- (b) Outcome budget being prepared by Ministries/Departments of Government of India should be prominently displayed and be used as a basis to identify physical targets planned during the budgetary period and the actual achievement vis-à-vis those targets. A monthly programme implementation calendar method of reporting being followed in Karnataka is a useful model.
- (c) Funds released to various autonomous organizations/ statutory organizations/ attached offices/ Public Sector Enterprises/ Societies/ NGOs/ Corporations etc.

should be put on the website on a quarterly basis and budgets of such authorities may be made accessible through links from the website of the Ministry/Department. If a subsidiary does not have a website, then the budgets and expenditure reports of such subsidiary authority may be uploaded on the website of the principal Public Authority.

- (d) Wherever required by law or executive instruction, sector specific allocations and achievements of every department or public authority (where feasible) must be highlighted. For example, budget allocation and target focusing on gender, children, Scheduled Castes and Scheduled Tribes and religious minorities should be specially highlighted. The sector-wise breakup of these targets and actual outcomes must be given in simplified form to enable the vulnerable segments of society to better understand the budgets of public authorities.

D. Guidelines for Section 4(1)(b)(xiv) – details in respect of information, available to or held by it, reduced in an electronic form

- Keeping in view the varied levels of computerization of records and documents in public authorities, data about records that have been digitized may be proactively disclosed on the respective websites, excluding that records /files /information that are exempted under Section 8.
- The data about digitized record may include the name of the record and any categorization or indexing used; the subject matter and any other information that is required to be compiled in relation to a file as prescribed by Manual of Office Procedure (and to be prescribed by MOP for electronic records that is under finalization by DARPG), the division/ section/ unit/ office where the record is normally held; the person, with designation, responsible for maintaining the record; and the life span of the record, as prescribed in the relevant record retention schedule.

4 Compliance with Provisions of *suo motu* (proactive) disclosure under the RTI Act

- Each Ministry/Public Authority shall ensure that these guidelines are fully operationalized within a period of 6 months from the date of their issue.

- Each Ministry/ Public Authority should get its proactive disclosure package audited by third party every year. Such audit should be done annually and should be communicated to the Central Information Commission annually through publication on their own websites. All Public Authorities should proactively disclose the names of the third-party auditors on their website.
- The Central Information Commission should examine the third-party audit reports for each Ministry/Public Authority and offer advice/recommendations to the concerned Ministries/ Public Authorities.
- Central Information Commission should carry out sample audit of few of the Ministries/ Public Authorities each year with regard to adequacy of items included as well as compliance of the Ministry/Public Authority with these guidelines.
- Compliance with the proactive disclosure guidelines, its audit by third party and its communication to the Central Information Commission should be included as RFD target.

5 Nodal Officer

Each Central Ministry/ Public Authority should appoint a senior officer not below the rank of a Joint Secretary and not below rank of Additional HOD in case of attached offices for ensuring compliance with the proactive disclosure guidelines. The Nodal Officer would work under the supervision of the Secretary of the Ministry/Department or the HOD of the attached office, as the case may be. Nodal Officers of Ministry/Department and HOD separately should also ensure that the formations below the Ministry/Department/Attached Office also disclose the information as per the proactive disclosure guidelines.

6 Annual Reports to Parliament/Legislatures

Government has issued directions to all Ministries/Departments to include a chapter on RTI Act in their Annual Reports submitted to the Parliament. Details about compliance with proactive disclosure guidelines should mandatorily be included in the relevant chapter in Annual Report of Ministry/Department.

Objectives of the Study

The Objectives of the Study are to:

- study the information disclosed by the Department of Administrative Reforms and Public Grievances, Govt of India proactively under Section 4(1)(b) of the RTI Act;
- assess the quantity and quality of proactive disclosure made and compliance of mandated *suo motu* disclosures under Section 4 of the RTI Act therein;
- examine the level of compliance of the detailed guidelines regarding implementation of *suo motu* disclosure under Section 4 of the RTI Act by Department of Administrative Reforms and Public Grievances, Govt of India;
- help identify information gaps in the proactive disclosure and areas of improvement; and
- suggest appropriate measures to foster better compliance with the provisions of the RTI Act relating to proactive disclosure and make the implementation of the guidelines more effective.

Methodology of the Study

As the proactive disclosure is to be made by providing information to the public at regular intervals through various means of communications including internet. Further, the 2013 Guidelines for Proactive Disclosure by Department of Personnel & Training, Govt mandates that the disclosure would gradually to be made through internet. Therefore, the study/ audit involved a scrutiny of the proactive disclosure through Website of Department of Administrative Reforms and Public Grievances, Govt of India for 2022-23 and to examine how far the requirements of the RTI Act and the Guidelines have been fulfilled. For that, the information and various documents disclosed through the website were examined to find out the level and state of *suo-motu* disclosure and the extent of compliance of 2013 guidelines. Discussions with various officials involved in the implementation of the RTI Act and guidelines were also taken up.

Chapter 2

Audit of Proactive Disclosure of Information under RTI Act, 2005

Department of Administrative Reforms and Public Grievances, Government of India 2022-23

The RTI Act under section 4 provides a comprehensive framework for promoting openness in the functioning of the public authorities. While Section 4(1) (a) provides a general guideline for record management, so that the information could be easily stored and retained, the sub-sections b, c and d of Section 4 relate to the organizational objects and functions. Sub-sections (b), (c) and (d) of Section 4 of the RTI Act and other related information can be grouped under six categories; namely, 1-organisation and function, 2- Budget and programmes, 3- Publicity and public interface, 4- E. governance, 5- Information as prescribed and 6. Information disclosed on own initiative.

Name of the Public Authority	Department of Administrative Reforms and Public Grievances, Govt of India
Website	https://darpg.gov.in/
Date of Audit	Oct 17, 2023

1. Organization and Function

S. No.	Item	Details of disclosure	Remark	Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
1.1	Particulars of its organisation,	(i) Name and address of the Organization	Fully met	https://darpg.gov.in/contact-us
		(ii) Head of the organization	Fully met	https://darpg.gov.in/about-department-0

	functions and duties [Section 4(1)(b)(i)]	(iii) Vision, Mission and Key objectives	Fully met	https://darp.gov.in/missionvision-statement
		(iv) Function and duties	Fully met	https://darp.gov.in/about-department-0 https://darp.gov.in/sites/default/files/Roles and Responsibilities.pdf
		(v) Organization Chart	Fully met	https://darp.gov.in/sites/default/files/organisational-structure.pdf
		(vi) Any other details-the genesis, inception, formation of the department and the HoDs from time to time as well as the committees/ Commissions constituted from time to time have been dealt	Fully met	Information relating to the genesis, inception, formation, working of various divisions, etc is uploaded on the website.
1.2	Power and duties of its officers and employees [Section 4(1)(b)(ii)]	(i) Powers and duties of officers (administrative, financial and judicial)	Fully met	https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf
		(ii) Power and duties of other employees	Fully met	https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf
		(iii) Rules/ orders under which powers and duty are derived and	Partially met	The list of the rules / manual has been provided but complete text and applicable provisions need to be uploaded
		(iv) Exercised	Partially met	The list of the rules / manual has been provided but complete text and applicable provisions need to be uploaded
		(v) Work allocation	Fully met	https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf
1.3	Procedure followed in decision making	(i) Process of decision making Identify key decision making points	Fully met	https://darp.gov.in/organisational-structure-0 https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf provides for decision making process and Identifies key decision making points

	process [Section 4(1)(b)(iii)]	(ii) Final decision making authority	Fully met	https://darp.gov.in/organisational-structure-0 https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf
		(iii) Related provisions, acts, rules etc.	Partially met	https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf The list of the rules / manual has been provided but complete text and applicable provisions need to be uploaded
		(iv) Time limit for taking a decisions, if any	Partially met	Point (ii) of the manual provides time for the grievance acknowledgment as within three working days of receipt of the grievance petition. Page 6 of the manual https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf
		(v) Channel of supervision and accountability	Fully met	https://darp.gov.in/organisational-structure-0 https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf channels of supervision and accountability are fully brought put in the manual
1.4	Norms for discharge of functions [Section 4(1)(b)(iv)]	(i) Nature of functions/ services offered	Fully met	Provided in the manual page 1-5 https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf
		(ii) Norms/ standards for functions/ service delivery	Fully met	https://goicharters.nic.in/public/upload/pdfs/45t7Ra.pdf Norms/ standards for functions/ service delivery and timelines are specifies in the Citizen Charter
		(iii) Process by which these services can be accessed	Fully met	https://goicharters.nic.in/public/upload/pdfs/45t7Ra.pdf Process by which these services can be accessed has also been provided in citizen charter
		(iv) Time-limit for achieving the targets	Fully met	https://goicharters.nic.in/public/upload/pdfs/45t7Ra.pdf Time-limit for achieving the targets have been provided
		(i) Process of redress of grievances	Fully met	https://darp.gov.in/public-grievances provides the details of the lodging grievances with the Department. Point (xiii) at page No. 11 of the manual available at https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf provides the particulars of facilities available for grievance redressal to citizens and for obtaining information, including the working hours etc

				https://goicharters.nic.in/public/upload/pdfs/45t7Ra.pdf also provided in the citizen charter
1.5	Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]	(i) Title and nature of the record/ manual /instruction.	Fully met	Point iii of the manual at page 7 https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf
		(ii) List of Rules, regulations, instructions manuals and records.	Fully met	Point iii of the manual at page 7 https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf
		(iii) Acts/ Rules manuals etc.	Not met	Not available on the website. The list of the rules / manual has been provided but complete text and applicable provisions need to be uploaded
		(iv) Transfer policy and transfer orders	Not met	Transfer policy as prescribed by the Cadre controlling department and transfer /Posting orders issued from time to time also need to be uploaded on the website.
1.6	Categories of documents held by the authority under its control	(i) Categories of documents	Fully met	Manual provides section-wise statement of the categories of documents that are held by it or under its control at point (iv) page 7 https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf
	[Section 4(1)(b) (vi)]	(ii) Custodian of documents/categories	Not met	Custodian of documents/categories for each department need to be specified
1.7	Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]	(i) Name of Boards, Council, Committee etc.	Fully met	The Name of Boards, Council, Committee etc. have been fully provided at point (vi) page 9-10 of the manual https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf
		(ii) Composition	Partially met	Composition of all of these need to be specified which is not complete at present
		(iii) Dates from which constituted	Not met	Date of constitution and tenure of these committees need to be specified.
		(iv) Term/ Tenure	Not met	Date of constitution and tenure of these committees need to be specified.

		(v) Powers and functions	Fully met	Relevant information available on the website
		(vi) Whether their meetings are open to the public?	Fully met	Mentioned not open to public
		(vii) Whether the minutes of the meetings are open to the public?	Fully met	Mentioned not open to public
		(viii) Place where the minutes if open to the public are available?	NA	Not applicable
1.8	Directory of officers and employees [Section 4(1) (b) (ix)]	(i) Name and designation	Fully met	https://darpg.gov.in/sites/default/files/Telephone-list-1.pdf
		(ii) Telephone , fax and email ID	Fully met	https://darpg.gov.in/sites/default/files/Telephone-list-1.pdf
1.9	Monthly Remuneration received by officers & employees including system of compensation [Section 4(1) (b) (x)]	(i) List of employees with Gross monthly remuneration	Fully met	https://darpg.gov.in/sites/default/files/Remuneration_DARPG.pdf Monthly Remuneration Received by Officers and Employees (As on 31-03-2022)
		(ii) System of compensation as provided in its regulations	Not met	System of compensation as provided in its regulations need to be specified
1.10	Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)]	(i) Name and designation of the public information officer (PIO), Assistant Public Information (s) & Appellate Authority	Fully met	Name and designation of the Central Public Information Officers And Appellate Authorities under Right To Information Act, 2005 (as on August, 2023) has been uploaded on the link https://darpg.gov.in/sites/default/files/Appellate_Authorities_Name_and_address_of_CPIOs.pdf
		(ii) Address, telephone numbers and email ID of each designated official.	Fully met	Information at the link https://darpg.gov.in/sites/default/files/Appellate_Authorities_Name_and_address_of_CPIOs.pdf also contains the Address, telephone numbers and email ID of each designated official

1.11	No. Of employees against whom Disciplinary action has been proposed/ taken (Section 4(2))	No. of employees against whom disciplinary action has been	Not met	The relevant details regarding the No. of employees against whom disciplinary action has been pending/ finalized for Minor penalty or major penalty proceedings need to be put on website
		(i) Pending for Minor penalty or major penalty proceedings		
		(ii) Finalised for Minor penalty or major penalty proceedings	Not met	The relevant details regarding the No. of employees against whom disciplinary action has been pending/ finalized for Minor penalty or major penalty proceedings need to be put on website
1.12il	Programmes to advance understanding of RTI (Section 26)	(i) Educational programmes	Not met	Relevant information pertaining to Programmes to advance understanding of RTI which includes educational programmes, other efforts and training of CPIOs need to be uploaded on the website.
		(ii) Efforts to encourage public authority to participate in these programmes	Not met	Relevant information pertaining to Programmes to advance understanding of RTI which includes educational programmes, other efforts and training of CPIOs need to be uploaded on the website.
		(iii) Training of CPIO/APIO	Not met	Relevant information pertaining to Programmes to advance understanding of RTI which includes educational programmes, other efforts and training of CPIOs need to be uploaded on the website.
		(iv) Update & publish guidelines on RTI by the Public Authorities concerned	Fully met	guidelines on RTI by the Public Authorities concerned are available on https://rti.gov.in/RTICorner/Guide_2013-issue.pdf
1.13	Transfer policy and transfer orders [F No. 1/6/2011- IR dt. 15.4.2013]		Not met	Transfer policy as prescribed by the Cadre controlling department and transfer /Posting orders issued from time to time also need to be uploaded on the website.

2. Budget and Programme

S. No.	Item	Details of disclosure	Remarks	Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
2.1	Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)]	(i) Total Budget for the public authority	Fully met	Budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures is available at point (ix) page 10 of the manual https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf
		(ii) Budget for each agency and plan & programmes	Fully met	point (ix) page 10 of the manual https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf
		(iii) Proposed expenditures	Fully met	point (ix) page 10 of the manual https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf
		(iv) Revised budget for each agency, if any	Fully met	point (ix) page 10 of the manual https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf
		(v) Report on disbursements made and place where the related reports are available	Not met	DDO report on disbursements made and place where the related reports are available need to be specified.
2.2	Foreign and domestic tours (F. No. 1/8/2012- IR dt. 11.9.2012)	(i) Budget	Fully met	point (ix) page 10 of the manual https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf

		<p>(ii) 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.</p> <p>a) Places visited</p> <p>b) The period of visit</p> <p>c) The number of members in the official delegation</p> <p>d) Expenditure on the visit</p>	Fully Met	Foreign Visits undertaken by Officer upto January-March 2019 are available and Domestic tour upto 2023 have been uploaded with Places visited, period of visit, number of members in the official delegation, and expenditure on the visit
		<p>(iii) Information related to procurements</p> <p>a) Notice/tender enquires, and corrigenda if any thereon,</p> <p>b) Details of the bids awarded comprising the names of the suppliers of goods/ services being procured,</p> <p>c) The works contracts concluded – in any such combination of the above-and</p> <p>d) The rate /rates and the total amount at which such procurement or</p>	<p>Partially met</p> <p>a) Yes</p> <p>b) No</p>	<p>https://darpg.gov.in/tender</p> <p>https://darpg.gov.in/tender-archives</p>

		works contract is to be executed.		
2.3	Manner of execution of subsidy programme [Section 4(i)(b)(xii)]	(i) Name of the programme of activity	NA	Not applicable
		(ii) Objective of the programme	NA	Not applicable
		(iii) Procedure to avail benefits	NA	Not applicable
		(iv) Duration of the programme/ scheme	NA	Not applicable
		(v) Physical and financial targets of the programme	NA	Not applicable
		(vi) Nature/ scale of subsidy /amount allotted	NA	Not applicable
		(vii) Eligibility criteria for grant of subsidy	NA	Not applicable
		(viii) Details of beneficiaries of subsidy programme (number, profile etc)	NA	Not applicable
2.4	Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013]	(i) Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions	Fully met	https://darpg.gov.in/sites/default/files/Grants%20aid%20to%20NCGG%20for%202021-22.pdf https://darpg.gov.in/sites/default/files/Grants%20aid%20to%20NCGG%20for%202021-22.pdf https://darpg.gov.in/sites/default/files/Information%20on%20Grants.pdf
		(ii) Annual accounts of all legal entities who are provided grants by public authorities	Fully met	https://darpg.gov.in/sites/default/files/Audit%20Report-2020-21.pdf
2.5	Particulars of recipients of concessions, permits	(i) Concessions, permits or authorizations	NA	Not applicable

	of authorizations granted by the public authority [Section 4(1) (b) (xiii)]	granted by public authority (ii) 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 authorisations d) Date of award of concessions /permits of authorizations	NA	Not applicable
2.6	`CAG & PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]	CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the parliament.	Not met	CAG para and ATR reports need to be uploaded on the website.

3. Publicity Band Public interface

S. No.	Item	Details of disclosure	Remarks	Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
3.1	Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation thereof [Section 4(1)(b)(vii)] [F No 1/6/2011-IR dt. 15.04.2013]	Arrangement for consultations with or representation by the members of the public (i) Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	Fully met	Point (v) at page 9 of the manual https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf provides the consultation process and a) Members of the public consulted in policy formulation/ policy implementation
		(ii) Arrangements for consultation with or representation by a) Members of the public in policy formulation/ policy implementation b) Day & time allotted for visitors c) Contact details of Information & Facilitation Counter (IFC) to provide publications frequently sought by RTI applicants	Fully met (a) Yes (b) Yes (c) Yes	(a) Point (v) at page 9 of the manual https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf provides the consultation process and a) Members of the public consulted in policy formulation/ policy implementation (b) & (c) Point (xiii) at page 11 of the manual https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf provides the particulars of facilities available to citizens for obtaining information
		Public-private partnerships (PPP)	NA	Not applicable

		(i) Details of Special Purpose Vehicle (SPV), if any		
		(ii) Detailed project reports (DPRs)	NA	Not applicable
		(iii) Concession agreements.	NA	Not applicable
		(iv) Operation and maintenance manuals	NA	Not applicable
		(v) Other documents generated as part of the implementation of the PPP	NA	Not applicable
		(vi) Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government	NA	Not applicable
		(vii) Information relating to outputs and outcomes	NA	Not applicable
		(viii) The process of the selection of the private sector party (concessionaire etc.)	NA	Not applicable
		(ix) All payment made under the PPP project	NA	Not applicable
3.2	Are the details of policies / decisions, which affect public, informed to them	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the	Not met	Policy decisions/ legislations taken in the previous one year need to be provided on the website

	[Section 4(1) (c)]	process more interactive; (i) Policy decisions/ legislations taken in the previous one year		
		(i) Outline the Public consultation process	Fully met	Point (v) at page 9 of the manual https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf provides the consultation process and a) Members of the public consulted in policy formulation/ policy implementation
		(ii) Outline the arrangement for consultation before formulation of policy	Fully met	Point (v) at page 9 of the manual https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf provides the consultation process and a) Members of the public consulted in policy formulation/ policy implementation
3.3	Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]	Use of the most effective means of communication (i) Internet (website)	Fully met	The internet is being used as most effective medium to disseminate information relating to departmental functioning.
3.4	Form of accessibility of information manual/ handbook [Section 4(1)(b)]	Information manual/handbook available in (i) Electronic format	Fully met	RTI Manual updated in Aug 2023 available at the link https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf
		(ii) Printed format	Not met	Website must provide information whether the information manual is available in printed form and at what cost
3.5	Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]	List of materials available (i) Free of cost	Not met	Website must provide information whether the information manual is available in printed form and at what cost
		(ii) At a reasonable cost of the medium	Not met	Website must provide information whether the information manual is available in printed form and at what cost

4. E. Governance

S .No .	Item	Details of disclosure	Remarks	Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
4.1	Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]	(i) English	Fully met	Manual/Handbook Available in English
		(ii) Vernacular/ Local Language	Not met	The information need to be supplied even in the vernacular language / Hindi
4.2	When was the information Manual/Handbook last updated? [F No. 1/6/2011-IR dt 15.4.2013]	Last date of Annual updation	Fully met	Manual updated on 01.08.2023
4.3	Information available in electronic form [Section 4(1)(b)(xiv)]	(i) Details of information available in electronic form	Not met	Details of information available in electronic form on the DARPG site with name and location/ link need to be uploaded on the DARPG site
		(ii) Name/ title of the document/record/ other information	Not met	Details of information available in electronic form on the DARPG site with name and location/ link need to be uploaded on the DARPG site
		(iii) Location where available	Not met	Details of information available in electronic form on the DARPG site with name and location/ link need to be uploaded on the DARPG site
4.4	Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]	(i) Name & location of the faculty	Fully met	Point (xiii) at page No. 11 of the manual available at https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf provides the particulars of facilities available to citizens for obtaining information, including the working hours etc
		(ii) Details of information made available	Fully met	Point (xiii) at page No. 11 of the manual available at https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf provides the particulars of facilities available to citizens for obtaining information, including the working hours etc
		(iii) Working hours of the facility	Fully met	Point (xiii) at page No. 11 of the manual available at https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf provides the particulars of facilities available to citizens

				for obtaining information, including the working hours etc
		(iv) Contact person & contact details (Phone, fax email)	Fully met	Point (xiii) at page No. 11 of the manual available at https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf provides the particulars of facilities available to citizens for obtaining information, including the working hours etc
4.5	Such other information as may be prescribed under section 4(i) (b)(xvii)	(i) Grievance redressal mechanism	Fully met	https://darp.gov.in/public-grievances provides the details of the lodging grievances with the Department. Point (xiii) at page No. 11 of the manual available at https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf provides the particulars of facilities available for grievance redressal to citizens and for obtaining information, including the working hours etc
		(ii) Details of applications received under RTI and information provided	Not met	https://darp.gov.in/relatedlinks/rti-monthly-report provides only number. Under this head exact information asked and reply given need to be uploaded
		(iii) List of completed schemes/ projects/ Programmes	Fully met	Available at https://darp.gov.in/e-governance
		(iv) List of schemes/ projects/ programme underway	Fully met	Available at https://darp.gov.in/e-governance
		(v) Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	Not met	Details of all contracts entered into to be uploaded on the website
		(vi) Annual Report	Fully met	It is available at https://dopt.gov.in/reports/annual-report
		(vii) Frequently Asked Question (FAQs)	Fully met	https://darp.gov.in/documents/rulesmanuals/faq-grievance-redress-mechanism

				https://darpq.gov.in/documents/rulesmanuals/faq-correspondence-mps
		(viii) Any other information such as a) Citizen's Charter b) Result Framework Document (RFD) c) Six monthly reports on the d) Performance against the benchmarks set in the Citizen's Charter	Partially Met	Only Citizen Charter is available at https://goicharters.nic.in/public/website/home
4.6	Receipt & Disposal of RTI applications & appeals [F.No dt. 1/6/2011-IR 15.04.2013]	(i) Details of applications received and disposed	Fully met	https://darpq.gov.in/relatedlinks/rti-monthly-report Updated from 01.04.2022 to 31.03.2023
		(ii) Details of appeals received and orders issued	Fully met	https://darpq.gov.in/relatedlinks/rti-monthly-report Updated from 01.04.2022 to 31.03.2023
4.7	Replies to questions asked in the parliament [Section 4(1)(d)(2)]	Details of questions asked and replies given	Fully met	All Parliaments questions are monitored by DoPT https://dopt.gov.in/imp-links/parliament-qa

5. Information as may be prescribed

S. No.	Item	Details of disclosure	Remarks	Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
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]	(i) Name & details of (a) Current CPIOs & FAAs (b) Earlier CPIO & FAAs from 1.1.2015	Partially Met (a) Yes (b) Not met	
		(ii) Details of third party audit of voluntary disclosure (a) Dates of audit carried out (b) Report of the audit carried out	Fully met	https://darpg.gov.in/sites/default/files/Audit_Report_CIC.pdf
		(iii) Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD (a) Date of appointment (b) Name & Designation of the officers	Fully met	Smt. Jaya Dubey, Joint Secretary DARPG has been Nominated as Nodal Officer for ensuring compliance with the proactive disclosure guidelines under Section 4 of RTI Act, 2005 wef 30th December, 2019. The copy of the order available at https://darpg.gov.in/sites/default/files/Nodal%20Officer%20under%20RTI%20Act_2.pdf https://darpg.gov.in/sites/default/files/Transparency%20Officer%20Under%20RTI%20Act.pdf provides the order wherein the Additional Secretary, DARPG has been designated as the transparency officer wef 20 th December 2018

		(iv) Consultancy committee of key stake holders for advice on suo-motu disclosure (a) Dates from which constituted (b) Name & Designation of the officers	Not met	Not available
		(v) Committee of PIOs/FAAs with rich experience in RTI to identify frequently sought information under RTI (a) Dates from which constituted (b) Name & Designation of the Officers	Not met	Not available

6. Information Disclosed on own Initiative

S. No.	Item	Details of disclosure	Remarks	Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
6.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information		Fully met	Most of the information relating to the functioning of the DARPG has been uploaded on the website
6.2	Guidelines for Indian Government Websites (GIGW) is followed (released in February, 2009 and included in the Central Secretariat Manual of Office Procedures (CSMOP) by Department of Administrative Reforms and Public Grievances, Ministry of Personnel, Public Grievance and Pensions, Govt. Of India)	(i) Whether STQC certification obtained and its validity. (ii) Does the website show the certificate on the Website?	(i) Fully met (ii) Fully met	STQC certification has been obtained on Feb 13, 2023 and its validity is upto 12 th Feb 2026.

Chapter 3

Conclusions and Recommendations

Major Findings

1. The information required under Section 4(1)(b) of the RTI Act and guidelines by the organization is Satisfactory. However, in certain categories there is scope for improvement. Disclosure needs to be improved in both quantity and quality of information. Disclosure in certain aspects is incomplete and partial and needs to be updated.
2. The list of the rules / manual has been provided but complete text and applicable provisions need to be uploaded.
3. Transfer policy as prescribed by the Cadre controlling department and transfer /Posting orders issued from time to time also need to be uploaded on the website.
4. Manual provides section-wise statement of the categories of documents that are held by it or under its control; however, custodian of documents/categories for each department need to be specified.
5. The information pertaining to boards and committees is incomplete. There is need to provide the details relating to Composition, Date of constitution and tenure etc.
6. The relevant details regarding the No. of employees against whom disciplinary action has been pending/ finalized for Minor penalty or major penalty proceedings need to be put on website.
7. Relevant information pertaining to Programmes to advance understanding of RTI which includes educational programmes, other efforts and training of CPIOs need to be uploaded on the website.
8. Transfer policy as prescribed by the Cadre controlling department and transfer /Posting orders issued from time to time also need to be uploaded on the website.
9. In relation to budget some information is pending like Report on disbursements made and place where the related reports are available need to be supplied on the website.
10. Procurement related information is incomplete. The details of the bids awarded comprising the names of the suppliers of goods/ services being procured, works contracts concluded – in any such combination of the above-and rate /rates and the total amount at which such procurement or works contract is to be executed.

11. CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the parliament to be uploaded.
12. The details of policies / decisions, which affect public, to be uploaded on yearly basis.
13. Website must also provide information whether the RTI manual is available in printed form and at what cost.
14. Details of information available in electronic form on the DARPG site with name and location/ link need to be uploaded on the DARPG site.
15. Details of applications received under RTI and information provided to the applicant to be disclosed at the website.
16. Information related to Citizen Charter is incomplete. The Result Framework Document (RFD), six monthly reports on the performance against the benchmarks set in the Citizen's Charter need to be provided.
17. Consultancy committee of key stake holders for advice on suo-motu disclosure and the details of its constitution are required to be disclosed through website.
18. The information need to be supplied even in the vernacular language / Hindi.

Recommendations

For better implementation of the *Suo-motu* disclosure of information following steps are required to be taken:

1. The information required to be proactively disclosed under the Act and guidelines should be disclosed completely and entirely in quality and quantity to enhance transparency and openness.
2. Endeavour should be made that all publically funded information should be readily available and easily understandable format.
3. Website disclosure should be complete and easily accessible. The orders of the Public Authority and other proactively disclosed information should be uploaded immediately after it has been issued.
4. The grouping and categorization of the information should be proper. Most of the information is available on website but needs to be collated in proper manner.
5. All the Acts, Rules, regulations, orders, which specify the norms for discharge of functions have been disclosed, but they are to be categorized properly. Further these should be presented in simple and easy manner and linked to decision-making process.
6. The public authority should make efforts to collect the large quantum of information and digitalize which is still not there on the website. At present the information relating to procurement, RTI reports, Citizen Charter, CAG/PAC paras, work-orders and contracts, information related to boards/committees,

disciplinary actions etc have not been uploaded on the website. The same should be uploaded at the earliest in simple format for easy understanding.

7. To maintain the reliability of information, timely updating of the information is must. Therefore, it is required that a system is created for automatic updation of information, based on key word outputs. The date of last updation should be displayed on the website. Different media and forms should be used for proactive disclosure.
8. Besides uploading the original documents there is also need to present the information from the user's perspective in a simplified manner. Different media and forms like flow charts, tabular presentation should be used for proactive disclosure.
9. The elements of information required to be proactively disclosed under section 4(1)(b) are inter-related the endeavour should be made to disclose them in an integrated manner. The functions, powers, responsibilities, rules, regulations and decision-making process are interconnected and are difficult to understand in isolation; therefore endeavour should be made to present these in integrated manner.
10. The chapter on RTI Act in the annual report of the organisation should include the details about the compliance with the proactive disclosure guidelines.

Self appraisal report for Year (2022-23)

Auditor Agency: Dr Sapna Chadah

Ministry Name: Ministry of Personnel, Public Grievances & Pensions

Department Name: Department of Administrative Reforms & PG

Public Authority Name: Department of Administrative Reforms & PG

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1	Organisation and Function							
1.1	Particulars of its organisation, functions and duties [Section 4(1)(b)(i)]							
1.1.1	Name and address of the Organization	Fully Met	1.28	1.28	darpg.gov.in	Fully Met	1.28	https://darpg.gov.in/contact-us
1.1.2	Head of the organization	Fully Met	1.28	1.28	Shri V Srinivas	Fully Met	1.28	https://darpg.gov.in/about-department-0
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	https://darpg.gov.in/en/mission-vision-statement	Fully Met	1.28	https://darpg.gov.in/mission-vision-statement
1.1.4	Function and duties	Fully Met	1.28	1.28	https://darpg.gov.in/sites/default/files/Roles_and_Responsibilities.pdf	Fully Met	1.28	https://darpg.gov.in/about-department-0 https://darpg.gov.in/sites/default/files/Roles_and_Responsibilities.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.1.5	Organization Chart	Fully Met	1.28	1.28	https://darp.gov.in/sites/default/files/organisational-structure.pdf	Fully Met	1.28	https://darp.gov.in/sites/default/files/organisational-structure.pdf
1.1.6	Any other details-the genesis, inception, formation of the department and the HoDs from time to time as well as the committees/ Commissions constituted from time to time have been dealt	Fully Met	1.28	1.28	darp.gov.in	Fully Met	1.28	Information relating to the genesis, inception, formation, working of various divisions, etc is uploaded on the website.
1.2	Power and duties of its officers and employees[Section 4(1) (b)(ii)]							
1.2.1	Powers and duties of officers (administrative, financial and judicial)	Fully Met	1.54	1.54	darp.gov.in	Fully Met	1.54	https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf
1.2.2	Power and duties of other employees	Fully Met	1.54	1.54	darp.gov.in	Fully Met	1.54	https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf
1.2.3	Rules/ orders under which powers and duty are derived and	Fully Met	1.54	1.54	darp.gov.in	Partially Met	0.77	The list of the rules / manual has been

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								provided but complete text and applicable provisions need to be uploaded
1.2.4	Exercised	Fully Met	1.54	1.54	darpg.gov.in	Partially Met	0.77	The list of the rules / manual has been provided but complete text and applicable provisions need to be uploaded
1.2.5	Work allocation	Fully Met	1.54	1.54	darpg.gov.in	Fully Met	1.54	https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf
1.3	Procedure followed in decision making process [Section 4(1)(b)(iii)]							
1.3.1	Process of decision making Identify key decision making points	Fully Met	1.54	1.54	https://darpg.gov.in/sites/default/files/Proactive_disclosure_as_on_27-07-20	Fully Met	1.54	https://darpg.gov.in/organizational-structure-0 https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								provides for decision making process and Identifies key decision making points
1.3.2	Final decision making authority	Fully Met	1.54	1.54	darpg.gov.in	Fully Met	1.54	https://darpg.gov.in/organisa-tional-structure-0 https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	darpg.gov.in	Partially Met	0.77	The list of the rules / manual has been provided but complete text and applicable provisions need to be uploaded
1.3.4	Time limit for taking a decisions, if any	Fully Met	1.54	1.54	darpg.gov.in	Partially Met	0.77	Point (ii) of the manual provides time for the grievance acknowledgment

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								as within three working days of receipt of the grievance petition. Page 6 of the manual https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf
1.3.5	Channel of supervision and accountability	Fully Met	1.54	1.54	darp.gov.in	Fully Met	1.54	https://darp.gov.in/organizational-structure-0 https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf channels of supervision and accountability are fully brought put in the manual
1.4	Norms for discharge of functions[Section 4(1)(b)(iv)]							
1.4.1	Nature of functions/ services offered	Fully Met	1.54	1.54	darp.gov.in	Fully Met	1.54	https://darp.gov.in

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								ov.in/organisa tional- structure-0 htt ps://darp g.gov .in/sites/default/files/proactiv e_disclosure_ as_on_01-08- 2023.pdf channels of supervision and accountability are fully brought put in the manual
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	darp g.gov.in	Fully Met	1.54	https://goichar ters.nic.in/publ ic/upload/pdfs/ 45t7Ra.pdf Norms/ standards for functions/ service delivery and timelines are specifies in the Citizen Charter
1.4.3	Process by which these services can be accessed	Fully Met	1.54	1.54	darp g.gov.in	Fully Met	1.54	https://goichar ters.nic.in/publ ic/upload/pdfs/

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								45t7Ra.pdf Process by which these services can be accessed has also been provided in citizen charter
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	darpg.gov.in	Fully Met	1.54	https://goicharters.nic.in/public/upload/pdfs/45t7Ra.pdf Time-limit for achieving the targets have been provided
1.4.5	Process of redress of grievances	Fully Met	1.54	1.54	https://darpg.gov.in/en/public-grievance	Fully Met	1.54	https://darpg.gov.in/public-grievances provides the details of the lodging grievances with the Department. Point (xiii) at page No. 11 of the manual available at https://darpg.gov.in/sites/default/files/proactiv

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								e_disclosure_as_on_01-08-2023.pdf provides the particulars of facilities available for grievance redressal to citizens and for obtaining information, including the working hours etc https://goic.harters.nic.in/public/upload/pdfs/45t7Ra.pdf also provided in the citizen charter
1.5	Rules, regulations, instructions manual and records for discharging functions[Section 4(1)(b)(v)]							
1.5.1	Title and nature of the record/ manual /instruction.	Fully Met	1.92	1.92	darpg.gov.in	Fully Met	1.92	Point iii of the manual at page 7 https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.5.2	List of Rules, regulations, instructions manuals and records.	Fully Met	1.92	1.92	darpg.gov.in	Fully Met	1.92	Point iii of the manual at page 7 https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf
1.5.3	Acts/ Rules manuals etc.	Fully Met	1.92	1.92	darpg.gov.in	Not Met	0	Not available on the website. The list of the rules / manual has been provided but complete text and applicable provisions need to be uploaded
1.5.4	Transfer policy and transfer orders	Fully Met	1.92	1.92	darpg.gov.in	Not Met	0	Transfer policy as prescribed by the Cadre controlling department and transfer /Posting orders issued from time to time also

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								need to be uploaded on the website.
1.6	Categories of documents held by the authority under its control[Section 4(1)(b) (vi)]							
1.6.1	Categories of documents	Fully Met	3.85	3.85	https://darp.gov.in/en	Fully Met	3.85	Manual provides section-wise statement of the categories of documents that are held by it or under its control at point (iv) page 7 https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf
1.6.2	Custodian of documents/categories	Fully Met	3.85	3.85	https://darp.gov.in/en	Not Met	0	Custodian of documents/categories for each department need to be specified
1.7	Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]							
1.7.1	Name of Boards, Council, Committee etc.	Fully Met	0.96	0.96	https://darp.gov.in/en/rti	Fully Met	0.96	The Name of Boards, Council, Committee

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								etc. have been fully provided at point (vi) page 9-10 of the manual https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf
1.7.2	Composition	Fully Met	0.96	0.96	https://darp.gov.in/en/rti	Partially Met	0.48	Composition of all of these need to be specified which is not complete at present
1.7.3	Dates from which constituted	Fully Met	0.96	0.96	https://darp.gov.in/en/rti	Not Met	0	Date of constitution and tenure of these committees need to be specified.
1.7.4	Term/ Tenure	Fully Met	0.96	0.96	https://darp.gov.in/en/rti	Not Met	0	Date of constitution and tenure of these committees need to be

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL specified.
1.7.5	Powers and functions	Fully Met	0.96	0.96	https://darpg.gov.in/en/rti	Fully Met	0.96	Relevant information available on the website
1.7.6	Whether their meetings are open to the public?	Fully Met	0.96	0.96	No	Fully Met	0.96	Mentioned not open to public
1.7.7	Whether the minutes of the meetings are open to the public?	Fully Met	0.96	0.96	No	Fully Met	0.96	Mentioned not open to public
1.7.8	Place where the minutes if open to the public are available?	Fully Met	0.96	0.96	No	Not Applicable	0	Not applicable
1.8	Directory of officers and employees[Section 4(1) (b) (ix)]							
1.8.1	Name and designation	Fully Met	3.85	3.85	https://darpg.gov.in/sites/default/files/Telephone-list-1.pdf	Fully Met	3.85	https://darpg.gov.in/sites/default/files/Telephone-list-1.pdf
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	https://darpg.gov.in/sites/default/files/Telephone-list-1.pdf	Fully Met	3.85	https://darpg.gov.in/sites/default/files/Telephone-list-1.pdf
1.9	Monthly Remuneration received by officers & employees including system of compensation[Section 4(1) (b) (x)]							
1.9.1	List of employees with Gross monthly remuneration	Fully Met	3.85	3.85	darpg.gov.in	Fully Met	3.85	https://darpg.gov.in/sites/default/files/Remuneration_DARPG.pdf Monthly Remuneration Received by Officers and

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								Employees (As on 31-03-2022)
1.9.2	System of compensation as provided in its regulations	Not Met	3.85	0	empty	Not Met	0	System of compensation as provided in its regulations need to be specified
1.10	Name, designation and other particulars of public information officers[Section 4(1) (b) (xvi)]							
1.10.1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	Fully Met	3.85	3.85	https://darpg.gov.in/en/rto NO APIO	Fully Met	3.85	Name and designation of the Central Public Information Officers And Appellate Authorities under Right To Information Act, 2005 (as on August, 2023) has been uploaded on the link https://darpg.gov.in/sites/default/files/Appellate_Authorities_Name_and_address_of_CPIOs

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								.pdf
1.10.2	Address, telephone numbers and email ID of each designated official.	Fully Met	3.85	3.85	https://darp.gov.in/en/rti NO APIO	Fully Met	3.85	Information at the link https://darp.gov.in/sites/default/files/Appellate_Authorities_Name_and_address_of_CPIOs.pdf also contains the Address, telephone numbers and email ID of each designated official
1.11	No. Of employees against whom Disciplinary action has been proposed/ taken(Section 4(2))							
1.11.1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	Not Applicable	0	0	empty	Not Met	0	The relevant details regarding the No. of employees against whom disciplinary action has been pending/ finalized for Minor penalty or major penalty

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								proceedings need to be put on website
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	Not Applicable	0	0	empty	Not Met	0	The relevant details regarding the No. of employees against whom disciplinary action has been pending/ finalized for Minor penalty or major penalty proceedings need to be put on website
1.12	Programmes to advance understanding of RTI(Section 26)							
1.12.1	Educational programmes	Partially Met	1.92	0.96	DoPT being Cadre Authority	Not Met	0	Relevant information pertaining to Programmes to advance understanding of RTI which includes educational programmes, other efforts and training of

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								CPIOs need to be uploaded on the website.
1.12.2	Efforts to encourage public authority to participate in these programmes	Partially Met	1.92	0.96	DoPT being Cadre Authority	Not Met	0	Relevant information pertaining to Programmes to advance understanding of RTI which includes educational programmes, other efforts and training of CPIOs need to be uploaded on the website.
1.12.3	Training of CPIO/APIO	Partially Met	1.92	0.96	DoPT being Cadre Authority	Not Met	0	Relevant information pertaining to Programmes to advance understanding of RTI which includes educational programmes, other efforts and training of

[illegible]

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	4(1)(b)(xi)]							
2.1.1	Total Budget for the public authority	Fully Met	10	10.00	darpg.gov.in	Fully Met	10.00	Budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures is available at point (ix) page 10 of the manual https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf
2.1.2	Budget for each agency and plan & programmes	Fully Met	10	10.00	darpg.gov.in	Fully Met	10.00	point (ix) page 10 of the manual https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf
2.1.3	Proposed expenditures	Fully Met	10	10.00	darpg.gov.in	Fully Met	10.00	point (ix) page 10 of the manual https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								/darp.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf
2.1.4	Revised budget for each agency, if any	Fully Met	10	10.00	darp.gov.in	Fully Met	10.00	point (ix) page 10 of the manual https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf
2.1.5	Report on disbursements made and place where the related reports are available	Fully Met	10	10.00	darp.gov.in	Not Met	0	DDO report on disbursements made and place where the related reports are available need to be specified.
2.2	Foreign and domestic tours(F.No. 1/8/2012- IR dt. 11.9.2012)							
2.2.1	Budget	Fully Met	16.67	16.67	darp.gov.in	Fully Met	16.67	point (ix) page 10 of the manual https://darp.gov.in/sites/default/files/proactive_disclosure_as

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								_on_01-08-2023.pdf
2.2.2	Foreign and domestic Tours by ministries and officials of the rank of Joint Secretary to the Government and above, as well as the heads of the Department.- (a) Places visited, (b) The period of visit, (c) The number of members in the official delegation, (d) Expenditure on the visit	Fully Met	16.67	16.67	darpg.gov.in	Fully Met	16.67	Foreign Visits undertaken by Officer upto January-March 2019 are available And Domestic tour upto 2023 have been uploaded with Places visited, period of visit, number of members in the official delegation, and expenditure on the visit
2.2.3	Information related to procurements- (a) Notice/tender enquires, and corrigenda if any thereon, (b) Details of the bids awarded comprising the names of the suppliers of goods/ services being procured, (c) The works contracts concluded – in any such combination of the above-and, (d) The rate/ rates and the total amount at which such procurement or works contract is to be executed.	Fully Met	16.67	16.67	darpg.gov.in	Partially Met	8.34	https://darpg.gov.in/tender https://darpg.gov.in/tender-archives
2.3	Manner of execution of subsidy programme [Section 4(i)(b)(xii)]							
2.3.1	Name of the programme of activity	Not Applicable	0	0	empty	Not Applicable	0	Not applicable

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
2.3.2	Objective of the programme	Not Applicable	0	0	empty	Not Applicable	0	Not applicable
2.3.3	Procedure to avail benefits	Not Applicable	0	0	empty	Not Applicable	0	Not applicable
2.3.4	Duration of the programme/ scheme	Not Applicable	0	0	empty	Not Applicable	0	Not applicable
2.3.5	Physical and financial targets of the programme	Not Applicable	0	0	empty	Not Applicable	0	Not applicable
2.3.6	Nature/ scale of subsidy /amount allotted	Not Applicable	0	0	empty	Not Applicable	0	Not applicable
2.3.7	Eligibility criteria for grant of subsidy	Not Applicable	0	0	empty	Not Applicable	0	Not applicable
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Not Applicable	0	0	empty	Not Applicable	0	Not applicable
2.4	Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013]							
2.4.1	Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions	Not Applicable	0	0	empty	Fully Met	25.00	https://darpg.gov.in/sites/default/files/Grants%20aid%20to%20NCGG%20for%202021-22.pdf https://darpg.gov.in/sites/default/files/Information%20on%20Grants.pdf
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Not Applicable	0	0	empty	Fully Met	25.00	https://darpg.gov.in/sites/default/files/Audit%20Report-20

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								20-21.pdf
2.5	Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]							
2.5.1	Concessions, permits or authorizations granted by public authority	Fully Met	25	25.00	darpg.gov.in	Not Applicable	0	Not Applicable
2.5.2	For each concessions, permit or authorization granted - (a) Eligibility criteria, (b) Procedure for getting the concession/ grant and/ or permits of authorizations, (c) Name and address of the recipients given concessions/ permits or authorizations, (d) Date of award of concessions/ permits of authorizations	Fully Met	25	25.00	darpg.gov.in	Not Applicable	0	Not Applicable
2.6	CAG & PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]							
2.6.1	CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the parliament.	Fully Met	50	50.00	No CAG/PAC para	Not Met	0	CAG para and ATR reports need to be uploaded on the website.
Total			200	200		200	132	
3	Publicity Band Public interface							
3.1	Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation there of [Section 4(1)(b)(vii)] [F No 1/6/2011-IR dt. 15.04.2013]							
3.1.1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	Fully Met	12.5	12.50	darpg.gov.in	Fully Met	12.50	Point (v) at page 9 of the manual https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf provides the consultation

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								process and a) Members of the public consulted in policy formulation/ policy implementation
3.1.2	Arrangements for consultation with or representation by - (a) Members of the public in policy formulation/ policy implementation, (b) Day & time allotted for visitors,(c) Contact details of Information & Facilitation Counter (IFC) to provide publications frequently sought by RTI applicants	Fully Met	12.5	12.50	darpg.gov.in	Fully Met	12.50	(a) Point (v) at page 9 of the manual https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf provides the consultation process and a) Members of the public consulted in policy formulation/ policy implementation (b) & (c) Point (xiii) at page 11 of the manual https://darpg.gov.in/sites/default

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								t/files/proactive_disclosure_as_on_01-08-2023.pdf provides the particulars of facilities available to citizens for obtaining information
3.1.3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	Not Applicable	0	0	empty	Not Applicable	0	Not applicable
3.1.4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable	0	0	empty	Not Applicable	0	Not applicable
3.1.5	Public- private partnerships (PPP)- Concession agreements.	Not Applicable	0	0	empty	Not Applicable	0	Not applicable
3.1.6	Public- private partnerships (PPP)- Operation and maintenance manuals	Not Applicable	0	0	empty	Not Applicable	0	Not applicable
3.1.7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	Not Applicable	0	0	empty	Not Applicable	0	Not applicable
3.1.8	Public- private partnerships (PPP) - Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government	Not Applicable	0	0	empty	Not Applicable	0	Not applicable
3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	Not Applicable	0	0	empty	Not Applicable	0	Not applicable
3.1.10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.)	Not Applicable	0	0	empty	Not Applicable	0	Not applicable
3.1.11	Public- private partnerships (PPP) - All payment	Not Applicable	0	0	empty	Not Applicable	0	Not applicable

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	made under the PPP project							
3.2	Are the details of policies / decisions, which affect public, informed to them[Section 4(1) (c)]							
3.2.1	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Policy decisions/ legislations taken in the previous one year	Not Applicable	0	0	empty	Not Met	0	Policy decisions/ legislations taken in the previous one year need to be provided on the website
3.2.2	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Outline the Public consultation process	Not Applicable	0	0	empty	Fully Met	16.67	Point (v) at page 9 of the manual https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf provides the consultation process and a) Members of the public consulted in policy formulation/ policy implementation
3.2.3	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more	Not Applicable	0	0	empty	Fully Met	16.67	Point (v) at page 9 of the manual https://darp.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	interactive- Outline the arrangement for consultation before formulation of policy							/darp.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf provides the consultation process and a) Members of the public consulted in policy formulation/ policy implementation
3.3	Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]							
3.3.1	Use of the most effective means of communication - Internet (website)	Fully Met	50	50.00	darp.gov.in	Fully Met	50.00	The internet is being used as most effective medium to disseminate information relating to departmental functioning.
3.4	Form of accessibility of information manual/ handbook[Section 4(1)(b)]							
3.4.1	Information manual/handbook available in Electronic format	Fully Met	25	25.00	darp.gov.in	Fully Met	25.00	RTI Manual updated in Aug 2023 available at the link https://

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								darpg.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf
3.4.2	Information manual/handbook available in Printed format	Fully Met	25	25.00	darpg.gov.in	Not Met	0	Website must provide information whether the information manual is available in printed form and at what cost
3.5	Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]							
3.5.1	List of materials available Free of cost	Fully Met	25	25.00	Free of Cost	Not Met	0	Website must provide information whether the information manual is available in printed form and at what cost
3.5.2	List of materials available At a reasonable cost of the medium	Not Applicable	0	0	empty	Not Met	0	Website must provide information whether the information

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								manual is available in printed form and at what cost
Total			150	150		225	133	
4	E-Governance							
4.1	Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]							
4.1.1	English	Fully Met	14.29	14.29	darpg.gov.in	Fully Met	14.29	Fully Met
4.1.2	Vernacular/ Local Language	Fully Met	14.29	14.29	darpg.gov.in	Not Met	0	The information need to be supplied even in the vernacular language / Hindi
4.2	When was the information Manual/Handbook last updated?[F No. 1/6/2011-IR dt 15.4.2013]							
4.2.1	Last date of Annual updation	Fully Met	28.57	28.57	darpg.gov.in	Fully Met	28.57	Manual updated on 01.08.2023
4.3	Information available in electronic form[Section 4(1)(b)(xiv)]							
4.3.1	Details of information available in electronic form	Fully Met	9.52	9.52	darpg.gov.in	Not Met	0	Details of information available in electronic form on the DARPG site with name and location/ link need to be uploaded

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL on the DARPG site
4.3.2	Name/ title of the document/record/ other information	Fully Met	9.52	9.52	darpg.gov.in	Not Met	0	Details of information available in electronic form on the DARPG site with name and location/ link need to be uploaded on the DARPG site
4.3.3	Location where available	Fully Met	9.52	9.52	darpg.gov.in	Not Met	0	Details of information available in electronic form on the DARPG site with name and location/ link need to be uploaded on the DARPG site
4.4	Particulars of facilities available to citizen for obtaining information[Section 4(1)(b)(xv)]							
4.4.1	Name & location of the faculty	Fully Met	7.14	7.14	darpg.gov.in	Fully Met	7.14	Point (xiii) at page No. 11 of the manual available at https://darpg.gov

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf provides the particulars of facilities available to citizens for obtaining information, including the working hours etc
4.4.2	Details of information made available	Fully Met	7.14	7.14	darpg.gov.in	Fully Met	7.14	Point (xiii) at page No. 11 of the manual available at https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf provides the particulars of facilities available to citizens for obtaining information,

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL including the working hours etc
4.4.3	Working hours of the facility	Fully Met	7.14	7.14	darpg.gov.in	Fully Met	7.14	Point (xiii) at page No. 11 of the manual available at https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf provides the particulars of facilities available to citizens for obtaining information, including the working hours etc
4.4.4	Contact person & contact details (Phone, fax email)	Fully Met	7.14	7.14	darpg.gov.in	Fully Met	7.14	Point (xiii) at page No. 11 of the manual available at https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								2023.pdf provides the particulars of facilities available to citizens for obtaining information, including the working hours etc
4.5	Such other information as may be prescribed under Section 4(i) (b)(xvii)							
4.5.1	Grievance redressal mechanism	Fully Met	3.57	3.57	darpg.gov.in	Fully Met	3.57	https://darpg.gov.in/public-grievances provides the details of the lodging grievances with the Department. Point (xiii) at page No. 11 of the manual available at https://darpg.gov.in/sites/default/files/proactive_disclosure_as_on_01-08-2023.pdf provides the

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								particulars of facilities available for grievance redressal to citizens and for obtaining information, including the working hours etc
4.5.2	Details of applications received under RTI and information provided	Fully Met	3.57	3.57	darpg.gov.in	Not Met	0	https://darpg.gov.in/relatedlinks/rti-monthly-report provides only number. Under this head exact information asked and reply given need to be uploaded
4.5.3	List of completed schemes/ projects/ Programmes	Fully Met	3.57	3.57	darpg.gov.in	Fully Met	3.57	Available at https://darpg.gov.in/e-governance
4.5.4	List of schemes/ projects/ programme underway	Fully Met	3.57	3.57	darpg.gov.in	Fully Met	3.57	Available at https://darpg.gov.in/e-governance

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.5.5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	Fully Met	3.57	3.57	darpg.gov.in	Not Met	0	Details of all contracts entered into to be uploaded on the website
4.5.6	Annual Report	Fully Met	3.57	3.57	Available in DoPT's Website	Fully Met	3.57	It is available at https://dopt.gov.in/reports/annual-report
4.5.7	Frequently Asked Question (FAQs)	Fully Met	3.57	3.57	darpg.gov.in	Fully Met	3.57	https://darpg.gov.in/documents/rulesmanuals/faq-grievance-redress-mechanism https://darpg.gov.in/documents/rulesmanuals/faq-correspondence-mps
4.5.8	Any other information such as - (a) Citizen's Charter, (b) Result Framework Document (RFD), (c) Six monthly reports on the , (d) Performance against the benchmarks set in the Citizen's Charter	Fully Met	3.57	3.57	darpg.gov.in	Partially Met	1.79	Only Citizen Charter is available at https://goicharters.nic.in/public/website/home
4.6	Receipt & Disposal of RTI applications & appeals [F.No 1/6/2011-IR dt. 15.04.2013]							
4.6.1	Details of applications received and disposed	Fully Met	14.29	14.29	darpg.gov.in	Fully Met	14.29	https://darpg.gov.in/relatedlinks/rti-monthly-report
4.6.2	Details of appeals received and orders issued	Fully Met	14.29	14.29	darpg.gov.in	Fully Met	14.29	https://darpg.gov.in/relatedlinks/rti-monthly-report

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								ov.in/relatedlinks/rti-monthly-report Updated from 01.04.2022 to 31.03.2023
4.7	Replies to questions asked in the parliament[Section 4(1)(d)(2)]							
4.7.1	Details of questions asked and replies given	Fully Met	28.57	28.57	darpg.gov.in	Fully Met	28.57	All Parliaments questions are monitored by DoPT https://dopt.gov.in/imp-links/parliament-qa
Total			200	200		200	148	
5	Information as may be prescribed							
5.1	Such other information as may be prescribed [F.No. 1/2/2016-IR dt. 17.8.2016, F No. 1/6/2011-IR dt. 15.4.2013]							
5.1.1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1.1.2015	Fully Met	20	20.00	darpg.gov.in	Partially Met	10.00	Partially Met
5.1.2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the audit carried out	Fully Met	20	20.00	darpg.gov.in	Fully Met	20.00	https://darpg.gov.in/sites/default/files/Audit_Report_CIC.pdf
5.1.3	Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD - (a) Date of appointment , (b) Name & Designation of the officers	Fully Met	20	20.00	Ms Jaya Dubey, JS dtd 30.12.2019	Fully Met	20.00	Smt. Jaya Dubey, Joint Secretary DARPG has been Nominated as Nodal Officer

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								for ensuring compliance with the proactive disclosure guidelines under Section 4 of RTI Act, 2005 wef 30th December, 2019. The copy of the order available at https://darp.gov.in/sites/default/files/Nodal%20Officer%20under%20RTI%20Act_2.pdf https://darp.gov.in/sites/default/files/Transparency%20Officer%20%20under%20RTI%20Act.pdf provides the order wherein the Additional Secretary, DARPG has

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								been designated as the transparency officer wef 20th December 2018
5.1.4	Consultancy committee of key stake holders for advice on suo-motu disclosure - (a) Dates from which constituted, (b) Name & Designation of the officers	Fully Met	20	20.00	DoPT has set up	Not Met	0	Not available
5.1.5	Committee of PIOs/FAAs with rich experience in RTI to identify frequently sought information under RTI - (a) Dates from which constituted, (b) Name & Designation of the Officers	Fully Met	20	20.00	(a) 27.02.2020 (b) Smt Prisca Mathew, DS - Chairperson; Smt Sunila Bagga, US and Shri Gya Prasad, US - Members	Not Met	0	Not available
Total			100	100		100	50	
6	Information Disclosed on own Initiative							
6.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information							
6.1.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	Partially Met	25	12.50	darpg.gov.in	Fully Met	25.00	Most of the information relating to the functioning of the DARPG has been uploaded on

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL the website
6.2	Guidelines for Indian Government Websites (GIGW) is followed (released in February, 2009 and included in the Central Secretariat Manual of Office Procedures (CSMOP) by Department of Administrative Reforms and Public Grievances, Ministry of Personnel, Publ							
6.2.1	Whether STQC certification obtained and its validity	Fully Met	12.5	12.50	darpg.gov.in	Fully Met	12.50	STQC certification has been obtained on Feb 13, 2023 and its validity is upto 12th Feb 2026.
6.2.2	Does the website show the certificate on the Website?	Partially Met	12.5	6.25	darpg.gov.in	Fully Met	12.50	STQC certification has been obtained on Feb 13, 2023 and its validity is upto 12th Feb 2026.
Total			50	31		50	50	
Grand Total			792	763		874	574	

Self appraisal report by Public Authority

Year:*

2019-2020



Search

Organisation and Function**Year(2021-22)**

Sr. No	Details of disclosure	Total Marks	Selected Category by PA	Marks Obtained by PA	Remarks by PA
1.1	Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]				
1.1.1	Name and address of the Organization	1.28	Fully Met	1.28	darpg.gov.in
1.1.2	Head of the organization	1.28	Fully Met	1.28	Shri V Srinivas
1.1.3	Vision, Mission and Key objectives	1.28	Fully Met	1.28	https://darpg.gov.in/en/missionvision-statement
1.1.4	Function and duties	1.28	Fully Met	1.28	https://darpg.gov.in/sites/default/files/Roles_and_Responsibilities.pdf
1.1.5	Organization Chart	1.28	Fully Met	1.28	https://darpg.gov.in/sites/default/files/organisational-structure.pdf
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	Fully Met	1.28	darpg.gov.in
1.2	Power and duties of its officers and employees[Section 4(1) (b)(ii)]				
1.2.1	Powers and duties of officers (administrative, financial and judicial)	1.54	Fully Met	1.54	darpg.gov.in
1.2.2	Power and duties of other employees	1.54	Fully Met	1.54	darpg.gov.in

Sr. No	Details of disclosure	Total Marks	Selected Category by PA	Marks Obtained by PA	Remarks by PA
1.2.3	Rules/ orders under which powers and duty are derived and	1.54	Fully Met	1.54	darpg.gov.in
1.2.4	Exercised	1.54	Fully Met	1.54	darpg.gov.in
1.2.5	Work allocation	1.54	Fully Met	1.54	darpg.gov.in
1.3	Procedure followed in decision making process [Section 4(1)(b)(iii)]				
1.3.1	Process of decision making Identify key decision making points	1.54	Fully Met	1.54	https://darpg.gov.in/sites/default/files/Proactive_disclosure_as_on_27-07-20
1.3.2	Final decision making authority	1.54	Fully Met	1.54	darpg.gov.in
1.3.3	Related provisions, acts, rules etc.	1.54	Fully Met	1.54	darpg.gov.in
1.3.4	Time limit for taking a decisions, if any	1.54	Fully Met	1.54	darpg.gov.in
1.3.5	Channel of supervision and accountability	1.54	Fully Met	1.54	darpg.gov.in
1.4	Norms for discharge of functions[Section 4(1)(b)(iv)]				
1.4.1	Nature of functions/ services offered	1.54	Fully Met	1.54	darpg.gov.in
1.4.2	Norms/ standards for functions/ service delivery	1.54	Fully Met	1.54	darpg.gov.in
1.4.3	Process by which these services can be accessed	1.54	Fully Met	1.54	darpg.gov.in
1.4.4	Time-limit for achieving the targets	1.54	Fully Met	1.54	darpg.gov.in
1.4.5	Process of redress of grievances	1.54	Fully Met	1.54	https://darpg.gov.in/en/public-grievance
1.5	Rules, regulations, instructions manual and records for discharging functions[Section 4(1)(b)(v)]				

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

Sr. No	Details of disclosure	Total Marks	Selected Category by PA	Marks Obtained by PA	Remarks by PA
1.8	Directory of officers and employees[Section 4(1) (b) (ix)]				
1.8.1	Name and designation	3.85	Fully Met	3.85	https://darpg.gov.in/sites/default/files/Telephone-list-1.pdf
1.8.2	Telephone , fax and email ID	3.85	Fully Met	3.85	https://darpg.gov.in/sites/default/files/Telephone-list-1.pdf
1.9	Monthly Remuneration received by officers & employees including system of compensation[Section 4(1) (b) (x)]				
1.9.1	List of employees with Gross monthly remuneration	3.85	Fully Met	3.85	darpg.gov.in
1.9.2	System of compensation as provided in its regulations	3.85	Not Met	0	
1.10	Name, designation and other particulars of public information officers[Section 4(1) (b) (xvi)]				
1.10.1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	3.85	Fully Met	3.85	https://darpg.gov.in/en/rti NO APIO
1.10.2	Address, telephone numbers and email ID of each designated official.	3.85	Fully Met	3.85	https://darpg.gov.in/en/rti NO APIO
1.11	No. Of employees against whom Disciplinary action has been proposed/ taken(Section 4(2))				
1.11.1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	0	Not Applicable	0	

Sr. No	Details of disclosure	Total Marks	Selected Category by PA	Marks Obtained by PA	Remarks by PA
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	0	Not Applicable	0	
1.12	Programmes to advance understanding of RTI(Section 26)				
1.12.1	Educational programmes	1.92	Partially Met	0.96	DoPT being Cadre Authority
1.12.2	Efforts to encourage public authority to participate in these programmes	1.92	Partially Met	0.96	DoPT being Cadre Authority
1.12.3	Training of CPIO/APIO	1.92	Partially Met	0.96	DoPT being Cadre Authority
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	1.92	Fully Met	1.92	https://darpg.gov.in/en/rti
1.13	Transfer policy and transfer orders[F No. 1/6/2011- IR dt. 15.4.2013]				
1.13.1	Transfer Policy And Transfer Orders[F No. 1/6/2011- IR Dt. 15.4.2013]	7.69	Partially Met	3.85	DoPT being Cadre Authority
Total		92		82	
Next (/question/audit-report?year=2022&i					

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Year:*

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Search

Budget and Programme**Year(2021-22)**

Sr. No	Details of disclosure	Total Marks	Selected Category by PA	Marks Obtained by PA	Remarks by PA
2.1	Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc.[Section 4(1)(b)(xi)]				
2.1.1	Total Budget for the public authority	10	Fully Met	10.00	darpg.gov.in
2.1.2	Budget for each agency and plan & programmes	10	Fully Met	10.00	darpg.gov.in
2.1.3	Proposed expenditures	10	Fully Met	10.00	darpg.gov.in
2.1.4	Revised budget for each agency, if any	10	Fully Met	10.00	darpg.gov.in
2.1.5	Report on disbursements made and place where the related reports are available	10	Fully Met	10.00	darpg.gov.in
2.2	Foreign and domestic tours(F.No. 1/8/2012- IR dt. 11.9.2012)				
2.2.1	Budget	16.67	Fully Met	16.67	darpg.gov.in
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	Fully Met	16.67	darpg.gov.in

Sr. No	Details of disclosure	Total Marks	Selected Category by PA	Marks Obtained by PA	Remarks by PA
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	Fully Met	16.67	darpg.gov.in
2.3	Manner of execution of subsidy programme [Section 4(i)(b)(xii)]				
2.3.1	Name of the programme of activity	0	Not Applicable	0	
2.3.2	Objective of the programme	0	Not Applicable	0	
2.3.3	Procedure to avail benefits	0	Not Applicable	0	
2.3.4	Duration of the programme/ scheme	0	Not Applicable	0	
2.3.5	Physical and financial targets of the programme	0	Not Applicable	0	
2.3.6	Nature/ scale of subsidy /amount allotted	0	Not Applicable	0	
2.3.7	Eligibility criteria for grant of subsidy	0	Not Applicable	0	
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	0	Not Applicable	0	

Sr. No	Details of disclosure	Total Marks	Selected Category by PA	Marks Obtained by PA	Remarks by PA
2.4	Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013]				
2.4.1	Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions	0	Not Applicable	0	
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	0	Not Applicable	0	
2.5	Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]				
2.5.1	Concessions, permits or authorizations granted by public authority	25	Fully Met	25.00	darpg.gov.in
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	Fully Met	25.00	darpg.gov.in
2.6	CAG & PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]				
2.6.1	CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the parliament.	50	Fully Met	50.00	No CAG/PAC para

Sr. No	Details of disclosure	Total Marks	Selected Category by PA	Marks Obtained by PA	Remarks by PA
Total		200		200	
Previous (/question/audit-report?year=2022&id=1)				Next (/question/audit-report?year=2022&id=3)	

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Year:*

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Publicity Band Public interface**Year(2021-22)**

Sr. No	Details of disclosure	Total Marks	Selected Category by PA	Marks Obtained by PA	Remarks by PA
3.1	Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation thereof [Section 4(1)(b)(vii)] [F No 1/6/2011-IR dt. 15.04.2013]				
3.1.1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	12.5	Fully Met	12.50	darpg.gov.in
3.1.2	Arrangements for consultation with or representation by - (a) Members of the public in policy formulation/ policy implementation, (b) Day & time allotted for visitors,(c) Contact details of Information & Facilitation Counter (IFC) to provide publications frequently sought by RTI applicants	12.5	Fully Met	12.50	darpg.gov.in
3.1.3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	0	Not Applicable	0	
3.1.4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	0	Not Applicable	0	

Sr. No	Details of disclosure	Total Marks	Selected Category by PA	Marks Obtained by PA	Remarks by PA
3.1.5	Public- private partnerships (PPP)- Concession agreements.	<div>0</div>	Not Applicable	<div>0</div>	
3.1.6	Public- private partnerships (PPP)- Operation and maintenance manuals	<div>0</div>	Not Applicable	<div>0</div>	
3.1.7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	<div>0</div>	Not Applicable	<div>0</div>	
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	<div>0</div>	Not Applicable	<div>0</div>	
3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	<div>0</div>	Not Applicable	<div>0</div>	
3.1.10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.)	<div>0</div>	Not Applicable	<div>0</div>	
3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	<div>0</div>	Not Applicable	<div>0</div>	
3.2	Are the details of policies / decisions, which affect public, informed to them[Section 4(1) (c)]				

Sr. No	Details of disclosure	Total Marks	Selected Category by PA	Marks Obtained by PA	Remarks by PA
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	Not Applicable	0	
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	Not Applicable	0	
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	Not Applicable	0	
3.3	Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]				
3.3.1	Use of the most effective means of communication - Internet (website)	50	Fully Met	50.00	darpg.gov.in
3.4	Form of accessibility of information manual/ handbook[Section 4(1)(b)]				
3.4.1	Information manual/handbook available in Electronic format	25	Fully Met	25.00	darpg.gov.in

Sr. No	Details of disclosure	Total Marks	Selected Category by PA	Marks Obtained by PA	Remarks by PA
3.4.2	Information manual/handbook available in Printed format	<input type="text" value="25"/>	Fully Met	<input type="text" value="25.00"/>	darpg.gov.in
3.5	Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]				
3.5.1	List of materials available Free of cost	<input type="text" value="25"/>	Fully Met	<input type="text" value="25.00"/>	Free of Cost
3.5.2	List of materials available At a reasonable cost of the medium	<input type="text" value="0"/>	Not Applicable	<input type="text" value="0"/>	
Total		150		150	
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E-Governance**Year(2021-22)**

Sr. No	Details of disclosure	Total Marks	Selected Category by PA	Marks Obtained by PA	Remarks by PA
4.1	Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]				
4.1.1	English	14.29	Fully Met	14.29	darpg.gov.in
4.1.2	Vernacular/ Local Language	14.29	Fully Met	14.29	darpg.gov.in
4.2	When was the information Manual/Handbook last updated?[F No. 1/6/2011-IR dt 15.4.2013]				
4.2.1	Last date of Annual updation	28.57	Fully Met	28.57	darpg.gov.in
4.3	Information available in electronic form[Section 4(1)(b)(xiv)]				
4.3.1	Details of information available in electronic form	9.52	Fully Met	9.52	darpg.gov.in
4.3.2	Name/ title of the document/record/ other information	9.52	Fully Met	9.52	darpg.gov.in
4.3.3	Location where available	9.52	Fully Met	9.52	darpg.gov.in
4.4	Particulars of facilities available to citizen for obtaining information[Section 4(1)(b)(xv)]				
4.4.1	Name & location of the faculty	7.14	Fully Met	7.14	darpg.gov.in
4.4.2	Details of information made available	7.14	Fully Met	7.14	darpg.gov.in
4.4.3	Working hours of the facility	7.14	Fully Met	7.14	darpg.gov.in

Sr. No	Details of disclosure	Total Marks	Selected Category by PA	Marks Obtained by PA	Remarks by PA
4.4.4	Contact person & contact details (Phone, fax email)	7.14	Fully Met	7.14	darpg.gov.in
4.5	Such other information as may be prescribed under Section 4(i) (b)(xvii)				
4.5.1	Grievance redressal mechanism	3.57	Fully Met	3.57	darpg.gov.in
4.5.2	Details of applications received under RTI and information provided	3.57	Fully Met	3.57	darpg.gov.in
4.5.3	List of completed schemes/ projects/ Programmes	3.57	Fully Met	3.57	darpg.gov.in
4.5.4	List of schemes/ projects/ programme underway	3.57	Fully Met	3.57	darpg.gov.in
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	Fully Met	3.57	darpg.gov.in
4.5.6	Annual Report	3.57	Fully Met	3.57	Available in DoPT's Website
4.5.7	Frequently Asked Question (FAQs)	3.57	Fully Met	3.57	darpg.gov.in
4.5.8	Any other information such as - (a) Citizen's Charter, (b) Result Framework Document (RFD), (c) Six monthly reports on the , (d) Performance against the benchmarks set in the Citizen's Charter	3.57	Fully Met	3.57	darpg.gov.in
4.6	Receipt & Disposal of RTI applications & appeals [F.No 1/6/2011-IR dt. 15.04.2013]				
4.6.1	Details of applications received and disposed	14.29	Fully Met	14.29	darpg.gov.in

Sr. No	Details of disclosure	Total Marks	Selected Category by PA	Marks Obtained by PA	Remarks by PA
4.6.2	Details of appeals received and orders issued	14.29	Fully Met	14.29	darpg.gov.in
4.7	Replies to questions asked in the parliament[Section 4(1)(d)(2)]				
4.7.1	Details of questions asked and replies given	28.57	Fully Met	28.57	darpg.gov.in
Total		200		200	
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Information as may be prescribed**Year(2021-22)**

Sr. No	Details of disclosure	Total Marks	Selected Category by PA	Marks Obtained by PA	Remarks by PA
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	20	Fully Met	20.00	darpg.gov.in
5.1.2	Details of third party audit of voluntary disclosure -(a) Dates of audit carried out , (b) Report of the audit carried out	20	Fully Met	20.00	darpg.gov.in
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	Fully Met	20.00	Ms Jaya Dubey, JS dtd 30.12.2019
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	Fully Met	20.00	DoPT has set up

Sr. No	Details of disclosure	Total Marks	Selected Category by PA	Marks Obtained by PA	Remarks by PA
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	Fully Met	20.00	(a) 27.02.2020 (b) Smt Prisca Mathew, DS - Chairperson; Smt Sunila Bagga, US and Shri Gya Prasad, US - Members
Total		100		100	
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Sr. No	Details of disclosure	Total Marks	Select ed Category by PA	Marks Obtain ed by PA	Remarks by PA	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.1	Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]							
1.1.1	Name and address of the Organization	1.28	Fully Met	1.28	darpg.gov.in	Fully Met	1.28	Necessary info provided
1.1.2	Head of the organization	1.28	Fully Met	1.28	Shri Sanjay Kumar Singh	Fully Met	1.28	Necessary info provided
1.1.3	Vision, Mission and Key objectives	1.28	Fully Met	1.28	darpg.gov.in/missionvision-statement	Fully Met	1.28	Necessary info provided
1.1.4	Function and duties	1.28	Fully Met	1.28	darpg.gov.in/roles-and-responsibilities	Fully Met	1.28	Necessary info provided
1.1.5	Organization Chart	1.28	Fully Met	1.28	darpg.gov.in/organizational structure	Fully Met	1.28	Necessary info provided

1.1.6	Any other details-the genesis, inception, formation of the department and the HoDs from time to time as well as the committees/ Commissions constituted from time to time have been dealt	1.28	Fully Met	1.28	darpg.gov.in	Fully Met	1.28	Necessary info provided
1.2	Power and duties of its officers and employees[Section 4(1) (b)(ii)]							
1.2.1	Powers and duties of officers (administrative, financial and judicial)	1.54	Fully Met	1.54	darpg.gov.in	Fully Met	1.54	Necessary info provided
1.2.2	Power and duties of other employees	1.54	Fully Met	1.54	darpg.gov.in	Fully Met	1.54	necessary info provided
1.2.3	Rules/ orders under which powers and duty are derived and	1.54	Fully Met	1.54	darpg.gov.in	Fully Met	1.54	Necessary info provided

1.2.4	Exercised	1.54	Fully Met	1.54	darpg.gov.in	Fully Met	1.54	Could not find and SOP for exercise of power in designated area
1.2.5	Work allocation	1.54	Fully Met	1.54	darpg.gov.in	Fully Met	1.54	Necessary info provided
1.3	Procedure followed in decision making process [Section 4(1)(b)(iii)]							
1.3.1	Process of decision making Identify key decision making points	1.54	Fully Met	1.54	darpg.gov.in	Fully Met	1.54	Necessary info provided
1.3.2	Final decision making authority	1.54	Fully Met	1.54	darpg.gov.in	Fully Met	1.54	Necessary info provided
1.3.3	Related provisions, acts, rules etc.	1.54	Fully Met	1.54	darpg.gov.in	Fully Met	1.54	.
1.3.4	Time limit for taking a decisions, if any	1.54	Fully Met	1.54	darpg.gov.in	Fully Met	1.54	necessary info provided

1.3.5	Channel of supervision and accountability	1.54	Fully Met	1.54	darpg.gov.in	Fully Met	1.54	Necessary info provided
1.4	Norms for discharge of functions[Section 4(1)(b)(iv)]							
1.4.1	Nature of functions/services offered	1.54	Fully Met	1.54	darpg.gov.in	Fully Met	1.54	Necessary info provided
1.4.2	Norms/standards for functions/service delivery	1.54	Fully Met	1.54	darpg.gov.in	Partially Met	0.77	Necessary info provided
1.4.3	Process by which these services can be accessed	1.54	Fully Met	1.54	darpg.gov.in	Partially Met	0.77	Accessibility not explained
1.4.4	Time-limit for achieving the targets	1.54	Fully Met	1.54	darpg.gov.in	Fully Met	1.54	Necessary info provided
1.4.5	Process of redress of grievances	1.54	Fully Met	1.54	darpg.gov.in/public-grievances	Fully Met	1.54	Necessary info provided
1.5	Rules, regulations, instructions manual and records for discharging functions[Section 4(1)(b)(v)]							
1.5.1	Title and nature of the record/manual/instruction.	1.92	Fully Met	1.92	darpg.gov.in	Fully Met	1.92	Necessary info provided

1.5.2	List of Rules, regulations, instructions, manuals and records.	1.92	Fully Met	1.92	darpg.gov.in	Fully Met	1.92	Necessary info provided
1.5.3	Acts/ Rules manuals etc.	1.92	Fully Met	1.92	darpg.gov.in	Fully Met	1.92	Necessary info provided
1.5.4	Transfer policy and transfer orders	1.92	Fully Met	1.92	darpg.gov.in	Fully Met	1.92	Necessary info provided
1.6	Categories of documents held by the authority under its control[Section 4(1)(b)(vi)]							
1.6.1	Categories of documents	3.85	Fully Met	3.85	darpg.gov.in/documents-and-reports	Partially Met	1.93	Url not opening
1.6.2	Custodian of documents/categories	3.85	Fully Met	3.85	-do-	Fully Met	3.85	Necessary info available
1.7	Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]							
1.7.1	Name of Boards, Council, Committee etc.	0.96	Fully Met	0.96	darpg.gov.in/rti	Fully Met	0.96	Necessary info provided
1.7.2	Composition	0.96	Fully Met	0.96	-do-	Fully Met	0.96	Necessary info provided
1.7.3	Dates from which constituted	0.96	Fully Met	0.96	-do-	Partially Met	0.48	Not provided for all the committees

1.7.4	Term/ Tenure	0.96	Fully Met	0.96	-do-	Partial ly Met	0.48	Not provid ed for all the commi tees
1.7.5	Powers and functions	0.96	Fully Met	0.96	-do-	Fully Met	0.96	Neces sary info provid ed
1.7.6	Whether their meetings are open to the public?	0.96	Fully Met	0.96	No	Partial ly Met	0.48	Not provid ed for all the commi tees
1.7.7	Whether the minutes of the meetings are open to the public?	0.96	Fully Met	0.96	No	Partial ly Met	0.48	Not provid ed for all the commi tees
1.7.8	Place where the minutes if open to the public are available?	0.96	Fully Met	0.96	No	Partial ly Met	0.48	Not provid ed again st each commi tee
1.8	Directory of officers and employees[Section 4(1) (b) (ix)]							
1.8.1	Name and designation	3.85	Fully Met	3.85	darpg.gov.in/telephonelist	Fully Met	3.85	Neces sary info provid ed
1.8.2	Telephone , fax and email ID	3.85	Fully Met	3.85	-do-	Fully Met	3.85	Neces sary info provid ed
1.9	Monthly Remuneration received by officers & employees including system of compensation[Section 4(1) (b) (x)]							

1.9.1	List of employees with Gross monthly remuneration	3.85	Fully Met	3.85	darpg.gov.in	Fully Met	3.85	Necessary info provided
1.9.2	System of compensation as provided in its regulations	3.85	Not Met	0		Not Met	0	Not provided
1.10	Name, designation and other particulars of public information officers[Section 4(1) (b) (xvi)]							
1.10.1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	3.85	Fully Met	3.85	darpg.gov.in/rti. No APIO	Fully Met	3.85	Necessary info Provided
1.10.2	Address, telephone numbers and email ID of each designated official.	3.85	Fully Met	3.85	-do-	Fully Met	3.85	Necessary info provided
1.11	No. Of employees against whom Disciplinary action has been proposed/taken(Section 4(2))							

1.11.1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	0	Not Applicable	0		Not Met	0	Not applicable
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	0	Not Applicable	0		Not Met	0	not applicable
1.12	Programmes to advance understanding of RTI(Section 26)							
1.12.1	Educational programmes	1.92	Partially Met	0.96	DOPT,BEING CADRE AUTHORITY,DOES	Fully Met	1.92	.
1.12.2	Efforts to encourage public authority to participate in these programmes	1.92	Partially Met	0.96	-DO-	Partially Met	0.96	.
1.12.3	Training of CPIO/APIO	1.92	Partially Met	0.96	-DO-	Partially Met	0.96	.
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	1.92	Fully Met	1.92	darpg.gov.in	Fully Met	1.92	Necessary info provided
1.13	Transfer policy and transfer orders[F No. 1/6/2011- IR dt. 15.4.2013]							

1.13.1	Transfer Policy And Transfer Orders[F No. 1/6/2011-IR Dt. 15.4.2013]	7.69	Partially Met	3.85	DOPT,BEING CADRE AUTHORITY,DOES	Fully Met	7.69	.
Total		92	82			100	81	
Next (/question/auditor-transparency-viewing-report-pa-wise?year=2021&pa=3021&id=2)								

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Self appraisal report Of Public Authority By Auditor

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Year:*

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Sr. No	Details of disclosure	Total Marks	Select ed Category by PA	Marks Obtain ed by PA	Remarks by PA	Auditor Category	Auditor Marks	Auditor Remarks/URL
2.1	Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc.[Section 4(1)(b)(xi)]							
2.1.1	Total Budget for the public authority	10	Fully Met	10.00	darpg.gov.in	Fully Met	10.00	necessary info provided
2.1.2	Budget for each agency and plan & programmes	10	Fully Met	10.00	darpg.gov.in	Fully Met	10.00	necessary info provided
2.1.3	Proposed expenditures	10	Fully Met	10.00	darpg.gov.in	Fully Met	10.00	necessary info provided
2.1.4	Revised budget for each agency, if any	10	Fully Met	10.00	darpg.gov.in	Fully Met	10.00	necessary info provided
2.1.5	Report on disbursements made and place where the related reports are available	10	Fully Met	10.00	darpg.gov.in	Partially Met	5.00	Brief on disbursement not provided
2.2	Foreign and domestic tours(F.No. 1/8/2012- IR dt. 11.9.2012)							

2.2.1	Budget	16.67	Fully Met	16.67	darpg.gov.in	Fully Met	16.67	necessary info provided
2.2.2	Foreign and domestic Tours by ministries and officials of the rank of Joint Secretary to the Government and above, as well as the heads of the Department.- (a) Places visited, (b) The period of visit, (c) The number of members in the official delegation, (d) Expenditure on the visit	16.67	Fully Met	16.67	darpg.gov.in	Fully Met	16.67	necessary info provided
2.2.3		16.67	Fully Met	16.67	darpg.gov.in	Not Met	0	Could not locate it on the Website

	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.							
2.3	Manner of execution of subsidy programme [Section 4(i)(b)(xii)]							
2.3.1	Name of the programme of activity	<div>0</div>	Not Applicable	<div>0</div>		Not Applicable	0	Not applicable
2.3.2	Objective of the programme	<div>0</div>	Not Applicable	<div>0</div>		Not Applicable	0	Not applicable
2.3.3	Procedure to avail benefits	<div>0</div>	Not Applicable	<div>0</div>		Not Applicable	0	Not applicable
2.3.4	Duration of the programme/scheme	<div>0</div>	Not Applicable	<div>0</div>		Not Applicable	0	Not applicable

2.3.5	Physical and financial targets of the programme	<div>0</div>	Not Applicable	<div>0</div>		Not Applicable	0	Not applicable
2.3.6	Nature/ scale of subsidy /amount allotted	<div>0</div>	Not Applicable	<div>0</div>		Not Applicable	0	Not applicable
2.3.7	Eligibility criteria for grant of subsidy	<div>0</div>	Not Applicable	<div>0</div>		Not Applicable	0	Not applicable
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	<div>0</div>	Not Applicable	<div>0</div>		Not Applicable	0	Not applicable
2.4	Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013]							
2.4.1	Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions	<div>0</div>	Not Applicable	<div>0</div>		Not Applicable	0	Not applicable
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	<div>0</div>	Not Applicable	<div>0</div>		Not Applicable	0	Not applicable
2.5	Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]							

2.5.1	Concessions, permits or authorizations granted by public authority	Fully Met	25.00	darpg.gov.in	Fully Met	25.00	necessary info provided
2.5.2	For each concessions, permit or authorization granted - (a) Eligibility criteria, (b) Procedure for getting the concession/ grant and/ or permits of authorizations, (c) Name and address of the recipients given concessions/ permits or authorizations, (d) Date of award of concessions/ permits of authorizations	Fully Met	25.00	darpg.gov.in	Fully Met	25.00	As above info is nil
2.6	CAG & PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]						
2.6.1	CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the parliament.	Fully Met	50.00	No CAG/PAC para	Not Met	0	Not available on Website as well as proactive disclosure document

Total	200	200	200	128
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Sr. No	Details of disclosure	Total Marks	Select ed Category by PA	Marks Obtain ed by PA	Remarks by PA	Auditor Category	Auditor Marks	Auditor Remarks/URL
3.1	Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation thereof [Section 4(1)(b)(vii)] [F No 1/6/2011-IR dt. 15.04.2013]							
3.1.1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	12.5	Fully Met	12.50	darpg.gov.in	Fully Met	12.50	Necessary info provided
3.1.2	Arrangements for consultation with or representation by - (a) Members of the public in policy formulation/ policy implementation, (b) Day & time allotted for visitors, (c) Contact details of Information & Facilitation Counter (IFC) to provide publications frequently sought by RTI applicants	12.5	Fully Met	12.50	darpg.gov.in	Fully Met	12.50	Necessary info provided

3.1.3	Public-private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	<input type="text" value="0"/>	Not Applicable	<input type="text" value="0"/>		Not Applicable	0	Not applicable
3.1.4	Public-private partnerships (PPP)- Detailed project reports (DPRs)	<input type="text" value="0"/>	Not Applicable	<input type="text" value="0"/>		Not Applicable	0	Not applicable
3.1.5	Public-private partnerships (PPP)- Concession agreements.	<input type="text" value="0"/>	Not Applicable	<input type="text" value="0"/>		Not Applicable	0	Not applicable
3.1.6	Public-private partnerships (PPP)- Operation and maintenance manuals	<input type="text" value="0"/>	Not Applicable	<input type="text" value="0"/>		Not Applicable	0	Not applicable
3.1.7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	<input type="text" value="0"/>	Not Applicable	<input type="text" value="0"/>		Not Applicable	0	Not applicable

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	Not Applicable	0		Not Applicable	0	Not applicable
3.1.9	Public-private partnerships (PPP) - Information relating to outputs and outcomes	0	Not Applicable	0		Not Applicable	0	Not applicable
3.1.10	Public-private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.)	0	Not Applicable	0		Not Applicable	0	Not applicable
3.1.11	Public-private partnerships (PPP) - All payment made under the PPP project	0	Not Applicable	0		Not Applicable	0	Not applicable
3.2	Are the details of policies / decisions, which affect public, informed to them[Section 4(1) (c)]							

3.2.1	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Policy decisions/ legislations taken in the previous one year	0	Not Applicable	0		Not Applicable	0	Not applicable
3.2.2	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Outline the Public consultation process	0	Not Applicable	0		Not Applicable	0	Not applicable

3.2.3	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive- Outline the arrangement for consultation before formulation of policy	0	Not Applicable	0		Not Applicable	0	Not applicable
3.3	Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]							
3.3.1	Use of the most effective means of communication - Internet (website)	50	Fully Met	50.00	darpg.gov.in	Fully Met	50.00	Dept has a website and proactive disclosure page but all in formations not coming out very clearly
3.4	Form of accessibility of information manual/ handbook[Section 4(1)(b)]							
3.4.1	Information manual/handbook available in Electronic format	25	Fully Met	25.00	darpg.gov.in	Fully Met	25.00	Information available

3.4.2	Information manual/handbook available in Printed format	25	Fully Met	25.00	darpg.gov.in	Fully Met	25.00	Information available
3.5	Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]							
3.5.1	List of materials available Free of cost	25	Fully Met	25.00	Free of cost	Fully Met	25.00	all are available on website, but URL not given
3.5.2	List of materials available At a reasonable cost of the medium	0	Not Applicable	0		Not Applicable	0	Not applicable
Total		150		150		150	150	
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Sr. No	Details of disclosure	Total Marks	Select ed Category by PA	Marks Obtain ed by PA	Remarks by PA	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.1	Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]							
4.1.1	English	14.29	Fully Met	14.29	darpg.gov.in	Fully Met	14.29	Necessary info available
4.1.2	Vernacular/ Local Language	14.29	Fully Met	14.29	darpg.gov.in	Fully Met	14.29	Necessary information available
4.2	When was the information Manual/Handbook last updated?[F No. 1/6/2011-IR dt 15.4.2013]							
4.2.1	Last date of Annual updation	28.57	Fully Met	28.57	darpg.gov.in	Fully Met	28.57	Information available on home page
4.3	Information available in electronic form[Section 4(1)(b)(xiv)]							
4.3.1	Details of information available in electronic form	9.52	Fully Met	9.52	darpg.gov.in	Fully Met	9.52	Information Available

4.3.2	Name/ title of the document/ record/ other information	9.52	Fully Met	9.52	darpg.gov.in	Fully Met	9.52	Necessary info provided
4.3.3	Location where available	9.52	Fully Met	9.52	darpg.gov.in	Not Met	0	URL where documents are available not provided
4.4	Particulars of facilities available to citizen for obtaining information[Section 4(1)(b)(xv)]							
4.4.1	Name & location of the faculty	7.14	Fully Met	7.14	darpg.gov.in	Fully Met	7.14	Necessary info provided
4.4.2	Details of information made available	7.14	Fully Met	7.14	-do-	Fully Met	7.14	Necessary info available
4.4.3	Working hours of the faculty	7.14	Fully Met	7.14	-do-	Fully Met	7.14	Necessary info provided
4.4.4	Contact person & contact details (Phone, fax email)	7.14	Fully Met	7.14	-do-	Fully Met	7.14	Necessary info provided
4.5	Such other information as may be prescribed under Section 4(i) (b)(xvii)							
4.5.1	Grievance redressal mechanism	3.57	Fully Met	3.57	darpg.gov.in	Fully Met	3.57	Necessary info provided

4.5.2	Details of applications received under RTI and information provided	3.57	Fully Met	3.57	darpg.gov.in	Fully Met	3.57	Link not opening
4.5.3	List of completed schemes/projects/ Programmes	3.57	Fully Met	3.57	darpg.gov.in	Not Met	0	Not able to locate
4.5.4	List of schemes/projects/ programme underway	3.57	Fully Met	3.57	darpg.gov.in	Fully Met	3.57	.
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	Fully Met	3.57	-do-	Fully Met	3.57	Link is there but showing no tenders currently
4.5.6	Annual Report	3.57	Fully Met	3.57	Available in DOPT's website	Fully Met	3.57	necessary info provided
4.5.7	Frequently Asked Question (FAQs)	3.57	Fully Met	3.57	darpg.gov.in	Fully Met	3.57	.

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	Fully Met	3.57	darpg.gov.in	Fully Met	3.57	Necessary info provided
4.6	Receipt & Disposal of RTI applications & appeals [F.No 1/6/2011-IR dt. 15.04.2013]							
4.6.1	Details of applications received and disposed	14.29	Fully Met	14.29	darpg.gov.in	Fully Met	14.29	Necessary info provided
4.6.2	Details of appeals received and orders issued	14.29	Fully Met	14.29	darpg.gov.in	Fully Met	14.29	necessary info provided
4.7	Replies to questions asked in the parliament[Section 4(1)(d)(2)]							
4.7.1	Details of questions asked and replies given	28.57	Fully Met	28.57	darpg.gov.in	Fully Met	28.57	.
Total		200		200		200	187	

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Sr. No	Details of disclosure	Total Marks	Select ed Category by PA	Marks Obtain ed by PA	Remarks by PA	Auditor Category	Auditor Marks	Auditor Remarks/URL
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	20	Fully Met	20.00	darpg.gov.in	Partially Met	10.00	Only details of current incumbents provided
5.1.2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the audit carried out	20	Fully Met	20.00	darpg.gov.in	Fully Met	20.00	One report available

5.1.3	Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD - (a) <input type="text" value="20"/> Date of appointment, (b) Name & Designation of the officers	Fully Met	<input type="text" value="20.00"/>	Ms Jaya Dubey, JS dtd.30.12.2019	Fully Met	20.00	Necessary info provided
5.1.4	Consultancy committee of key stakeholders for advice on suo-motu disclosure (a) Dates <input type="text" value="20"/> from which constituted, (b) Name & Designation of the officers	Fully Met	<input type="text" value="20.00"/>	DOPT has set up	Not Met	0	Not available on Website
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 <input type="text" value="20"/>	Fully Met	<input type="text" value="20.00"/>	(a)27.02.2020; (b) Smt. Prisca Mathew, DS-Chairperson; Smt. Sunila Bagga, US and Shri Gya Prasad, US - Members	Not Met	0	Not available on web site
Total		100	100		100	50	

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Sr. No	Details of disclosure	Total Marks	Select ed Category by PA	Marks Obtain ed by PA	Remarks by PA	Auditor Category	Auditor Marks	Auditor Remarks/URL
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	25	Fully Met	25.00	darpg.gov.in/rti	Fully Met	25.00	.
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	12.5	Fully Met	12.50	upto 1.6.2020 and afterthat is being obtained.	Partiall y Met	6.25	Updat ed certific ate to be obtain ed.
6.2.2	Does the website show the certificate on the Website?	12.5	Fully Met	12.50	darpg.gov.in	Partiall y Met	6.25	Updat ed certific ate to be upload ed
Total		50		50		50	38	

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Sr. No	Details of disclosure	Total Marks	Select ed Category by PA	Marks Obtain ed by PA	Remarks by PA	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.1	Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]							
1.1.1	Name and address of the Organization	1.28	Fully Met	1.28	darpg.gov.in	Fully Met	1.28	OK
1.1.2	Head of the organization	1.28	Fully Met	1.28	Shri Kshatrapati Shivaji	Fully Met	1.28	OK
1.1.3	Vision, Mission and Key objectives	1.28	Fully Met	1.28	darpg.gov.in/missionvision-statement	Fully Met	1.28	OK
1.1.4	Function and duties	1.28	Fully Met	1.28	darpg.gov.in/roles-and-responsibilities	Fully Met	1.28	OK
1.1.5	Organization Chart	1.28	Fully Met	1.28	darpg.gov.in/organizational-structure	Fully Met	1.28	OK
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	Fully Met	1.28	darpg.gov.in	Partially Met	0.64	ONLY DETAILS OF INCEPTION OF DEPT PROVIDED AT THE GIVEN LINK

1.2	Power and duties of its officers and employees[Section 4(1) (b)(ii)]							
1.2.1	Powers and duties of officers (administrative, financial and judicial)	1.54	Fully Met	1.54	darpg.gov.in	Fully Met	1.54	OK
1.2.2	Power and duties of other employees	1.54	Fully Met	1.54	-do-	Fully Met	1.54	OK
1.2.3	Rules/ orders under which powers and duty are derived and	1.54	Fully Met	1.54	-do-	Fully Met	1.54	OK
1.2.4	Exercised	1.54	Fully Met	1.54	-do-	Fully Met	1.54	OK
1.2.5	Work allocation	1.54	Fully Met	1.54	-do-	Fully Met	1.54	OK
1.3	Procedure followed in decision making process [Section 4(1)(b)(iii)]							
1.3.1	Process of decision making Identify key decision making points	1.54	Fully Met	1.54	darpg.gov.in	Fully Met	1.54	OK
1.3.2	Final decision making authority	1.54	Fully Met	1.54	-do-	Fully Met	1.54	OK
1.3.3	Related provisions, acts, rules etc.	1.54	Fully Met	1.54	-do-	Fully Met	1.54	OK

1.3.4	Time limit for taking a decisions, if any	1.54	Fully Met	1.54	-do-	Fully Met	1.54	OK
1.3.5	Channel of supervision and accountability	1.54	Fully Met	1.54	-do-	Fully Met	1.54	OK
1.4	Norms for discharge of functions[Section 4(1)(b)(iv)]							
1.4.1	Nature of functions/ services offered	1.54	Fully Met	1.54	darpg.gov.in	Fully Met	1.54	OK.
1.4.2	Norms/ standards for functions/ service delivery	1.54	Fully Met	1.54	-do-	Fully Met	1.54	OK
1.4.3	Process by which these services can be accessed	1.54	Fully Met	1.54	-do-	Fully Met	1.54	OK
1.4.4	Time-limit for achieving the targets	1.54	Fully Met	1.54	-do-	Fully Met	1.54	OK
1.4.5	Process of redress of grievances	1.54	Fully Met	1.54	darpg.gov.in/public-grievances	Fully Met	1.54	OK
1.5	Rules, regulations, instructions manual and records for discharging functions[Section 4(1)(b)(v)]							
1.5.1	Title and nature of the record manual /instruction.	1.92	Fully Met	1.92	darpg.gov.in	Fully Met	1.92	OK

1.5.2	List of Rules, regulations, instructions, manuals and records.	1.92	Fully Met	1.92	-do-	Fully Met	1.92	OK
1.5.3	Acts/ Rules manuals etc.	1.92	Fully Met	1.92	-do-	Fully Met	1.92	OK
1.5.4	Transfer policy and transfer orders	1.92	Fully Met	1.92	-do-	Not Applicable	0	NA
1.6	Categories of documents held by the authority under its control[Section 4(1)(b)(vi)]							
1.6.1	Categories of documents	3.85	Fully Met	3.85	darpg.gov.in/related links/documents-and-reports	Not Met	0	GIVE N LINK NOT FUNCTIONAL
1.6.2	Custodian of documents/categories	3.85	Fully Met	3.85	-do-	Not Met	0	GIVE N LINK NOT FUNCTIONAL
1.7	Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]							
1.7.1	Name of Boards, Council, Committee etc.	0.96	Fully Met	0.96	darpg.gov.in/rti	Not Met	0	NO DETAILS FOUND AT THE GIVEN LINK

1.7.2	Composition	0.96	Fully Met	0.96	-do-	Not Met	0	NO DETAILS FOUND AT THE GIVEN LINK
1.7.3	Dates from which constituted	0.96	Fully Met	0.96	-do-	Not Met	0	NO DETAILS FOUND AT THE GIVEN LINK
1.7.4	Term/ Tenure	0.96	Fully Met	0.96	-do-	Not Met	0	NO DETAILS FOUND AT THE GIVEN LINK
1.7.5	Powers and functions	0.96	Fully Met	0.96	-do-	Not Met	0	NO DETAILS FOUND AT THE GIVEN LINK
1.7.6	Whether their meetings are open to the public?	0.96	Fully Met	0.96	-do-	Not Met	0	NO DETAILS FOUND AT THE GIVEN LINK

1.7.7	Whether the minutes of the meetings are open to the public?	0.96	Fully Met	0.96	-do-	Not Met	0	NO DETAILS FOUND AT THE GIVEN LINK
1.7.8	Place where the minutes if open to the public are available?	0.96	Fully Met	0.96	-do-	Not Met	0	NO DETAILS FOUND AT THE GIVEN LINK
1.8	Directory of officers and employees[Section 4(1) (b) (ix)]							
1.8.1	Name and designation	3.85	Fully Met	3.85	darpg.gov.in/sites/default/telephone-list	Fully Met	3.85	OK
1.8.2	Telephone, fax and email ID	3.85	Fully Met	3.85	-do-	Fully Met	3.85	OK
1.9	Monthly Remuneration received by officers & employees including system of compensation[Section 4(1) (b) (x)]							
1.9.1	List of employees with Gross monthly remuneration	3.85	Fully Met	3.85	darpg.go.in/sites/default/files/D%20of%20Payails	Partially Met	1.93	ONLY BASIC PAY GIVEN
1.9.2	System of compensation as provided in its regulations	0	Not Applicable	0		Not Applicable	0	NA
1.10	Name, designation and other particulars of public information officers[Section 4(1) (b) (xvi)]							

1.10.1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	3.85	Fully Met	3.85	darpg.go.in/rti	Fully Met	3.85	OK
1.10.2	Address, telephone numbers and email ID of each designated official.	3.85	Fully Met	3.85	-do-	Fully Met	3.85	OK
1.11	No. Of employees against whom Disciplinary action has been proposed/ taken(Section 4(2))							
1.11.1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	3.85	Partially Met	1.93	Dopt does being cadre authority	Not Applicable	0	NA
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	0	Not Applicable	0		Not Applicable	0	NA
1.12	Programmes to advance understanding of RTI(Section 26)							

1.12.1	Educational programmes	1.92	Fully Met	1.92	DOPT IS THE AUTHORITY	Not Applicable	0	DETAILS OF SUCH PROGRAMMES, IF CONDUCTED SHOULD BE HIGHLIGHTED
1.12.2	Efforts to encourage public authority to participate in these programmes	1.92	Fully Met	1.92	--do-	Not Applicable	0	DETAILS OF SUCH PROGRAMMES, IF CONDUCTED SHOULD BE HIGHLIGHTED
1.12.3	Training of CPIO/APIO	1.92	Fully Met	1.92	-do-	Not Applicable	0	DETAILS OF SUCH PROGRAMMES, IF CONDUCTED SHOULD BE HIGHLIGHTED
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	1.92	Fully Met	1.92	darpg.gov.in	Fully Met	1.92	OK

1.13	Transfer policy and transfer orders[F No. 1/6/2011- IR dt. 15.4.2013]							
1.13.1	Transfer Policy And Transfer Orders[F No. 1/6/2011- IR Dt. 15.4.2013]	7.69	Partially Met	3.85	DOPT CADRE AUTHORITY FOR THIS	Not Applicable	0	NA
Total		92	87			73	55	
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2.1	Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc.[Section 4(1)(b)(xi)]							
2.1.1	Total Budget for the public authority	10	Fully Met	10.00	darpg.gov.in	Partially Met	5.00	SPECIFIC LOCATION OF THE INFORMATION SHOULD BE PROVIDED

2.1.2	Budget for each agency and plan & programmes	10	Fully Met	10.00	-do-	Partially Met	5.00	SPECIFIC LOCATION OF THE INFORMATION SHOULD BE PROVIDED
2.1.3	Proposed expenditures	10	Fully Met	10.00	-do-	Partially Met	5.00	SPECIFIC LOCATION OF THE INFORMATION SHOULD BE PROVIDED

2.1.4	Revised budget for each agency, if any	10	Fully Met	10.00	-do-	Partially Met	5.00	SPECIFIC LOCATION OF THE INFORMATION SHOULD BE PROVIDED
2.1.5	Report on disbursements made and place where the related reports are available	10	Fully Met	10.00	-do-	Not Met	0	NOT FOUND
2.2	Foreign and domestic tours(F.No. 1/8/2012- IR dt. 11.9.2012)							
2.2.1	Budget	16.67	Fully Met	16.67	darpg.gov.in/rti	Fully Met	16.67	SPECIFIC LOCATION OF THE INFORMATION SHOULD BE PROVIDED

2.2.2	Foreign and domestic Tours by ministries and officials of the rank of Joint Secretary to the Government and above, as well as the heads of the Department.- (a) Places visited, (b) The period of visit, (c) The number of members in the official delegation, (d) Expenditure on the visit	16.67	Fully Met	16.67	-do-	Fully Met	16.67	SPECIFIC LOCATION OF THE INFORMATION SHOULD BE PROVIDED
2.2.3		16.67	Fully Met	16.67	-do-	Not Met	0	NO DETAILS FOUND

	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.							
2.3	Manner of execution of subsidy programme [Section 4(i)(b)(xii)]							
2.3.1	Name of the programme of activity	0	Not Applicable	0		Not Applicable	0	NA
2.3.2	Objective of the programme	0	Not Applicable	0		Not Applicable	0	NA
2.3.3	Procedure to avail benefits	0	Not Applicable	0		Not Applicable	0	NA
2.3.4	Duration of the programme/ scheme	0	Not Applicable	0		Not Applicable	0	NA

2.3.5	Physical and financial targets of the programme	<input type="text" value="0"/>	Not Applicable	<input type="text" value="0"/>		Not Applicable	0	NA
2.3.6	Nature/ scale of subsidy /amount allotted	<input type="text" value="0"/>	Not Applicable	<input type="text" value="0"/>		Not Applicable	0	NA
2.3.7	Eligibility criteria for grant of subsidy	<input type="text" value="0"/>	Not Applicable	<input type="text" value="0"/>		Not Applicable	0	NA
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	<input type="text" value="0"/>	Not Applicable	<input type="text" value="0"/>		Not Applicable	0	NA
2.4	Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013]							
2.4.1	Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions	<input type="text" value="0"/>	Not Applicable	<input type="text" value="0"/>		Not Applicable	0	NA
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	<input type="text" value="0"/>	Not Applicable	<input type="text" value="0"/>		Not Applicable	0	NA
2.5	Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]							

2.5.1	Concessions, permits or authorizations granted by public authority	25	Fully Met	25.00	darpg.gov.in	Not Met	0	SPECIFIC LOCATION OF THIS INFORMATION SHOULD BE PROVIDED
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	Fully Met	25.00	-do-	Not Met	0	SPECIFIC LOCATION SHOULD BE PROVIDED
2.6	CAG & PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]							

2.6.1	CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the parliament.	50	Fully Met	50.00	No CAG PARA	Fully Met	50.00	OK
Total		200	200			200	103	
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3.1	Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation thereof [Section 4(1)(b)(vii)] [F No 1/6/2011-IR dt. 15.04.2013]							
3.1.1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	12.5	Fully Met	12.50	darpg.gov.in	Fully Met	12.50	OK
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	Fully Met	12.50	-do-	Fully Met	12.50	OK

3.1.3	Public-private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	<input type="text" value="0"/>	Not Applicable	<input type="text" value="0"/>		Not Applicable	0	NA
3.1.4	Public-private partnerships (PPP)- Detailed project reports (DPRs)	<input type="text" value="0"/>	Not Applicable	<input type="text" value="0"/>		Not Applicable	0	NA
3.1.5	Public-private partnerships (PPP)- Concession agreements.	<input type="text" value="0"/>	Not Applicable	<input type="text" value="0"/>		Not Applicable	0	NA
3.1.6	Public-private partnerships (PPP)- Operation and maintenance manuals	<input type="text" value="0"/>	Not Applicable	<input type="text" value="0"/>		Not Applicable	0	NA
3.1.7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	<input type="text" value="0"/>	Not Applicable	<input type="text" value="0"/>		Not Applicable	0	NA

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	Not Applicable	0		Not Applicable	0	NA
3.1.9	Public-private partnerships (PPP) - Information relating to outputs and outcomes	0	Not Applicable	0		Not Applicable	0	NA
3.1.10	Public-private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.)	0	Not Applicable	0		Not Applicable	0	NA
3.1.11	Public-private partnerships (PPP) - All payment made under the PPP project	0	Not Applicable	0		Not Applicable	0	NA
3.2	Are the details of policies / decisions, which affect public, informed to them[Section 4(1) (c)]							

3.2.1	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Policy decisions/ legislations taken in the previous one year	0	Not Applicable	0		Not Applicable	0	NA
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	Not Applicable	0		Not Applicable	0	NA

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	Not Applicable	0		Not Applicable	0	NA
3.3	Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]							
3.3.1	Use of the most effective means of communication - Internet (website)	50	Fully Met	50.00	darpg.gov.in	Partially Met	25.00	WEBSITE MAY BE MORE USER FRIENDLY
3.4	Form of accessibility of information manual/ handbook[Section 4(1)(b)]							
3.4.1	Information manual/handbook available in Electronic format	25	Fully Met	25.00	-do-	Partially Met	12.50	SPECIFIC LOCATION ON THE WEBSITE MAY BE PROVIDED

3.4.2	Information manual/handbook available in Printed format	25	Fully Met	25.00	-do-	Partially Met	12.50	PECIFIC LOCATION ON THE WEBSITE MAY BE PROVIDED
3.5	Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]							
3.5.1	List of materials available Free of cost	25	Fully Met	25.00	Free of cost	Fully Met	25.00	OK
3.5.2	List of materials available At a reasonable cost of the medium	0	Not Applicable	0		Not Applicable	0	NA
Total		150		150		150	100	
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4.1	Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]							
4.1.1	English	14.29	Fully Met	14.29	darpg.gov.in	Partially Met	7.15	PECIFIC LOCATION ON THE WEBSITE MAY BE PROVIDED
4.1.2	Vernacular/ Local Language	14.29	Fully Met	14.29	-do-	Partially Met	7.15	PECIFIC LOCATION ON THE WEBSITE MAY BE PROVIDED
4.2	When was the information Manual/Handbook last updated?[F No. 1/6/2011-IR dt 15.4.2013]							
4.2.1	Last date of Annual updation	0	Not Applicable	0		Not Applicable	0	na
4.3	Information available in electronic form[Section 4(1)(b)(xiv)]							

4.3.1	Details of information available in electronic form	9.52	Fully Met	9.52	darpg.gov.in	Partially Met	4.76	WEBSITE MAY BE MADE MORE USER FRIENDLY
4.3.2	Name/ title of the document/Record/ other information	9.52	Fully Met	9.52	-do-	Partially Met	4.76	WEBSITE MAY BE MADE MORE USER FRIENDLY
4.3.3	Location where available	9.52	Fully Met	9.52	-do-	Partially Met	4.76	WEBSITE MAY BE MADE MORE USER FRIENDLY
4.4	Particulars of facilities available to citizen for obtaining information[Section 4(1)(b)(xv)]							
4.4.1	Name & location of the faculty	7.14	Fully Met	7.14	darpg.gov.in	Fully Met	7.14	OK
4.4.2	Details of information made available	7.14	Fully Met	7.14	-do-	Fully Met	7.14	OK
4.4.3	Working hours of the faculty	7.14	Fully Met	7.14	-do-	Fully Met	7.14	OK

4.4.4	Contact person & contact details (Phone, fax email)	7.14	Fully Met	7.14	-do-	Fully Met	7.14	OK
4.5	Such other information as may be prescribed under Section 4(i) (b)(xvii)							
4.5.1	Grievance redressal mechanism	3.57	Fully Met	3.57	darpg.gov.in	Fully Met	3.57	OK
4.5.2	Details of applications received under RTI and information provided	3.57	Fully Met	3.57	-do-	Fully Met	3.57	OK
4.5.3	List of completed schemes/ projects/ Programmes	3.57	Fully Met	3.57	-do-	Not Met	0	DETAILS NOT FOUND
4.5.4	List of schemes/ projects/ programme underway	3.57	Fully Met	3.57	-do-	Not Met	0	DETAILS NOT FOUND
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	Fully Met	3.57	-do-	Not Met	0	DETAILS NOT FOUND

4.5.6	Annual Report	3.57	Fully Met	3.57	-do-	Not Met	0	NOT FOUND
4.5.7	Frequently Asked Question (FAQs)	3.57	Fully Met	3.57	-do-	Not Met	0	NOT FOUND
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	Fully Met	3.57	-do-	Fully Met	3.57	OK
4.6	Receipt & Disposal of RTI applications & appeals [F.No 1/6/2011-IR dt. 15.04.2013]							
4.6.1	Details of applications received and disposed	14.29	Fully Met	14.29	-do-	Fully Met	14.29	OK
4.6.2	Details of appeals received and orders issued	14.29	Fully Met	14.29	-do-	Fully Met	14.29	OK
4.7	Replies to questions asked in the parliament[Section 4(1)(d)(2)]							
4.7.1	Details of questions asked and replies given	28.57	Fully Met	28.57	-do-	Fully Met	28.57	OK

Total	171	171	171	125
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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	20	Fully Met	20.00	darpg.gov.in/rti	Partially Met	10.00	(B) NOT FOUND
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	Fully Met	20.00	-do-	Fully Met	20.00	OK

5.1.3	Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD - (a) <input type="text" value="20"/> Date of appointment, (b) Name & Designation of the officers	Fully Met	<input type="text" value="20.00"/>	Ms. Jaya Dubey, Jt. Secretary; Dt.30.12.2019	Fully Met	20.00	OK
5.1.4	Consultancy committee of key stake holders for advice on suo-motu disclosure (a) Dates <input type="text" value="20"/> from which constituted, (b) Name & Designation of the officers	Fully Met	<input type="text" value="20.00"/>	dopt has set up	Fully Met	20.00	OK
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 <input type="text" value="20"/>	Fully Met	<input type="text" value="20.00"/>	dt.:27.02.2020 Ms. Prisca Mathew, DS, Chairperson; Smt. Sunila Bagga, US and Shri Gya Prasad, US, Member	Fully Met	20.00	OK
Total		100	100		100	90	

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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	25	Fully Met	25.00	darpg.gov.in/rti	Partially Met	12.50	WEBSITE SHOULD BE MORE USER FRIENDLY
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	12.5	Fully Met	12.50	upto 01.06.2020	Fully Met	12.50	ok
6.2.2	Does the website show the certificate on the Website?	12.5	Fully Met	12.50	darpg.gov.in	Fully Met	12.50	ok
Total		50		50		50	38	

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