Self appraisal report for Year (2023-24)

Auditor Agency: Md Abdur Rajjaque(Ghani Khan Choudhury Institute of Engineering and Technology, Malda, West Bengal)

Ministry Name: Ministry of Fisheries, Animal Husbandry & Dairying

Department Name: Department of Fisheries

Public Authority Name: Department of Fisheries

| Sr. No | Details of disclosure | Category | Marks | Obtained Mark | Remarks | Auditor Category | Auditor Marks | Auditor Remarks/URL |
|--------|---|----------------|------------|------------------|---|---------------------|------------------|------------------------|
| 1 | Organisation and Function | | | _ | | J | | |
| 1.1 | Particulars of its organisation, functions and | duties[Section | n 4(1)(b)(| i)] | | | | |
| 1.1.1 | Name and address of the Organization | Fully Met | 1.28 | 1.28 | https://dof.gov .in | Fully Met | 1.28 | OK |
| 1.1.2 | Head of the organization | Fully Met | 1.28 | 1.28 | https://dof.gov .in/contact-us | Fully Met | 1.28 | OK |
| 1.1.3 | Vision, Mission and Key objectives | Fully Met | 1.28 | 1.28 | https://dof.gov .in/department fisheries | | 1.28 | OK |
| 1.1.4 | Function and duties | Fully Met | 1.28 | 1.28 | https://dof.gov .in/index.php/ about-us/abou t-department | • | 1.28 | ОК |
| 1.1.5 | Organization Chart | Fully Met | 1.28 | 1.28 | https://dof.gov .in/index.php/s ites/default/file s/2023-08/Org anogram1808 2023.pdf | • | 1.28 | ОК |
| 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/ | Fully Met | 1.28 | 1.28 | https://dof.gov .in | Fully Met | 1.28 | ОК |

| Sr. No | Details of disclosure | Category | Marks | Obtained Mark | Remarks | Auditor Category | Auditor Marks | Auditor Remarks/URL |
|--------|--|-------------|--------------|------------------|---|---------------------|------------------|------------------------|
| | Commissions constituted from time to time have been dealt | | | | | | | |
| 1.2 | Power and duties of its officers and employee | s[Section 4 | (1) (b)(ii)] | | | | | |
| 1.2.1 | Powers and duties of officers (administrative, financial and judicial) | Fully Met | 1.54 | 1.54 | https://dof.gov .in/sites/defau t/files/2022-11 /Function_and _duties.pdf | l · | 1.54 | OK |
| 1.2.2 | Power and duties of other employees | Fully Met | 1.54 | 1.54 | https://dof.gov .in/ | Fully Met | 1.54 | OK |
| 1.2.3 | Rules/ orders under which powers and duty are derived and | Fully Met | 1.54 | 1.54 | https://dof.gov .in/ | Fully Met | 1.54 | OK |
| 1.2.4 | Exercised | Fully Met | 1.54 | 1.54 | https://dof.gov .in/ | Fully Met | 1.54 | OK |
| 1.2.5 | Work allocation | Fully Met | 1.54 | 1.54 | https://dof.gov .in/ | Fully Met | 1.54 | OK |
| 1.3 | Procedure followed in decision making proce | ss [Section | 4(1)(b)(iii) |] | | | | |
| 1.3.1 | Process of decision making Identify key decision making points | Fully Met | 1.54 | 1.54 | https://dof.gov .in/ | Fully Met | 1.54 | OK |
| 1.3.2 | Final decision making authority | Fully Met | 1.54 | 1.54 | https://dof.gov .in/ | Fully Met | 1.54 | OK |
| 1.3.3 | Related provisions, acts, rules etc. | Fully Met | 1.54 | 1.54 | https://dof.gov .in/ | Fully Met | 1.54 | OK |
| 1.3.4 | Time limit for taking a decisions, if any | Fully Met | 1.54 | 1.54 | https://dof.gov .in/ | Fully Met | 1.54 | OK |
| 1.3.5 | Channel of supervision and accountability | Fully Met | 1.54 | 1.54 | https://dof.gov .in/ | 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 | Fully Met | 1.54 | 1.54 | https://dof.gov .in/ | Fully Met | 1.54 | OK |
| 1.4.2 | Norms/ standards for functions/ service delivery | Fully Met | 1.54 | 1.54 | https://dof.gov .in/ | Fully Met | 1.54 | OK |

| Sr. No | Details of disclosure | Category | Marks | Obtained Mark | Remarks | Auditor Category | Auditor Marks | Auditor Remarks/URL |
|--------|---|---------------|------------|------------------|--|---------------------|------------------|------------------------|
| 1.4.3 | Process by which these services can be accessed | Fully Met | 1.54 | 1.54 | https://dof.gov .in/ | Fully Met | 1.54 | OK |
| 1.4.4 | Time-limit for achieving the targets | Fully Met | 1.54 | 1.54 | https://dof.gov .in/ | Fully Met | 1.54 | ОК |
| 1.4.5 | Process of redress of grievances | Fully Met | 1.54 | 1.54 | https://dof.gov .in/ | Fully Met | 1.54 | ОК |
| 1.5 | Rules, regulations, instructions manual and | records for d | ischargir | g function | s[Section 4(1) | (b)(v)] | | |
| 1.5.1 | Title and nature of the record/ manual /instruction. | Fully Met | 1.92 | 1.92 | https://dof.gov .in/acts-and- rules | Fully Met | 1.92 | ОК |
| 1.5.2 | List of Rules, regulations, instructions manuals and records. | Fully Met | 1.92 | 1.92 | https://dof.gov .in/acts-and- rules | Fully Met | 1.92 | ОК |
| 1.5.3 | Acts/ Rules manuals etc. | Fully Met | 1.92 | 1.92 | https://dof.gov .in/acts-and- rules | Fully Met | 1.92 | OK |
| 1.5.4 | Transfer policy and transfer orders | Fully Met | 1.92 | 1.92 | https://dof.gov .in/acts-and- rules | Fully Met | 1.92 | OK |
| 1.6 | Categories of documents held by the authori | tv under its | controliSe | ection 4(1) | (b) (vi)1 | | | |
| 1.6.1 | Categories of documents | Fully Met | 3.85 | 3.85 | https://dof.gov .in/ | Fully Met | 3.85 | OK |
| 1.6.2 | Custodian of documents/categories | Fully Met | 3.85 | 3.85 | https://dof.gov .in/ | Fully Met | 3.85 | OK |
| 1.7 | Boards, Councils, Committees and other Boo | dies constitu | ted as pa | rt of the Pu | ıblic Authority | [Section 4(| 1)(b)(viii)] | |
| 1.7.1 | Name of Boards, Council, Committee etc. | Fully Met | 0.96 | 0.96 | https://dof.gov .in/documents /committee/co nstitution-inter nal-complaints -committee-de partment-fishe | 6 | 0.96 | OK |

| Sr. No | Details of disclosure | Category | Marks | Obtained Mark | Remarks | Auditor Category | Auditor Marks | Auditor Remarks/URL |
|--------|------------------------------|-----------|-------|------------------|---|---------------------|------------------|------------------------|
| | | | | | ries-look- complaints | | | |
| 1.7.2 | Composition | Fully Met | 0.96 | 0.96 | https://dof.gov .in/documents /committee/co nstitution-inter nal-complaints -committee-de partment-fisher ries-look- complaints | 6 | 0.96 | OK |
| 1.7.3 | Dates from which constituted | Fully Met | 0.96 | 0.96 | https://dof.gov .in/documents /committee/co nstitution-inter nal-complaints -committee-de partment-fisheries-look- complaints | | 0.96 | ОК |
| 1.7.4 | Term/ Tenure | Fully Met | 0.96 | 0.96 | https://dof.gov .in/documents /committee/co nstitution-inter nal-complaints -committee-de partment-fisher ries-look- complaints | | 0.96 | OK |
| 1.7.5 | Powers and functions | Fully Met | 0.96 | 0.96 | https://dof.gov .in/documents /committee/co | • | 0.96 | OK |

| Sr. No | Details of disclosure | Category | Marks | Obtained Mark | | Auditor Category | Auditor Marks | Auditor Remarks/URL |
|--------|--|-----------|-------|------------------|--|---------------------|------------------|------------------------|
| | | | | | nstitution-inter nal-complaints -committee-de partment-fishe ries-look- complaints | | | |
| 1.7.6 | Whether their meetings are open to the public? | Fully Met | 0.96 | 0.96 | https://dof.gov .in/documents /committee/co nstitution-inter nal-complaints -committee-de partment-fishe ries-look- complaints | | 0.96 | OK |
| 1.7.7 | Whether the minutes of the meetings are open to the public? | Fully Met | 0.96 | 0.96 | https://dof.gov .in/documents /committee/co nstitution-inter nal-complaints -committee-de partment-fishe ries-look- complaints | | 0.96 | OK |
| 1.7.8 | Place where the minutes if open to the public are available? | Fully Met | 0.96 | 0.96 | https://dof.gov .in/documents /committee/co nstitution-inter nal-complaints -committee-de partment-fishe ries-look- | | 0.96 | ОК |

| Sr. No | Details of disclosure | Category | Marks | Obtained Mark | Remarks | Auditor Category | Auditor Marks | Auditor Remarks/URL |
|--------|---|---------------|-------------|------------------|---|---------------------|------------------|------------------------|
| | | | | | complaints | | | |
| 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://dof.gov .in/contact-us | Fully Met | 3.85 | OK |
| 1.8.2 | Telephone , fax and email ID | Fully Met | 3.85 | 3.85 | https://dof.gov .in/contact-us | Fully Met | 3.85 | OK |
| 1.9 | Monthly Remuneration received by officers & | employees | including | system of | compensatio | n[Section 4(1 |) (b) (x)] | |
| 1.9.1 | List of employees with Gross monthly remuneration | Fully Met | 3.85 | 3.85 | https://dof.gov .in/ | | 1.93 | FULLY REQUIRED |
| 1.9.2 | System of compensation as provided in its regulations | Fully Met | 3.85 | 3.85 | https://dof.gov .in/ | Fully Met | 3.85 | OK |
| 1.10 | Name, designation and other particulars of pu | blic informa | ation offic | ers[Section | n 4(1) (b) (xvi) | 1 | | · |
| 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://dof.gov .in/index.php/i ti/rti-request- and-appeal | Fully Met | 3.85 | ОК |
| 1.10.2 | Address, telephone numbers and email ID of each designated official. | Fully Met | 3.85 | 3.85 | https://dof.gov .in/index.php/i ti/rti-request- and-appeal | | 3.85 | ОК |
| 1.11 | No. Of employees against whom Disciplinary | action has b | een prop | osed/ take | n(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 | https://dof.gov .in/vigilance- section | 4, | 3.85 | OK |
| 1.11.2 | (ii) Finalised for Minor penalty or major penalty proceedings | Fully Met | 3.85 | 3.85 | https://dof.gov .in/vigilance- section | Fully Met | 3.85 | OK |
| 1.12 | Programmes to advance understanding of RT | I(Section 26 |) | | | | | |
| 1.12.1 | Educational programmes | Fully Met | 1.92 | 1.92 | https://dof.gov .in/ | Fully Met | 1.92 | OK |
| 1.12.2 | Efforts to encourage public authority to participate in these programmes | Fully Met | 1.92 | 1.92 | https://dof.gov .in/ | Fully Met | 1.92 | OK |

| Sr. No | Details of disclosure | Category | Marks | Obtained Mark | | | Auditor Marks | Auditor Remarks/UR |
|--------|---|-----------------|--------|------------------|---|----------------|------------------|-----------------------|
| 1.12.3 | Training of CPIO/APIO | Fully Met | 1.92 | 1.92 | https://dof.gov .in/ | 0 7 | 1.92 | OK |
| 1.12.4 | Update & publish guidelines on RTI by the Public Authorities concerned | Fully Met | 1.92 | 1.92 | https://dof.gov .in/ | Fully Met | 1.92 | OK |
| 1.13 | Transfer policy and transfer orders[F No. 1/6/2 | 011- IR dt. 15. | 4.2013 | | | | | |
| 1.13.1 | Transfer Policy And Transfer Orders[F No. 1/6/2011- IR Dt. 15.4.2013] | Not Applicable | 0 | 0 | empty | Not Applicable | 0 | OK |
| Total | | | 92 | 92 | | 92 | 90 | |
| 2 | Budget and Programme | | | | | | | |
| 2.1 | Budget allocated to each agency including all 4(1)(b)(xi)] | plans, propos | ed exp | enditure a | nd reports on | disbursement | s made e | etc.[Section |
| 2.1.1 | Total Budget for the public authority | Fully Met | 10 | 10.00 | https://dof.gov .in/documents /budget | | 10.00 | OK |
| 2.1.2 | Budget for each agency and plan & programmes | Fully Met | 10 | 10.00 | https://dof.gov .in/documents /budget | | 10.00 | OK |
| 2.1.3 | Proposed expenditures | Fully Met | 10 | 10.00 | https://dof.gov .in/documents /budget | | 10.00 | OK |
| 2.1.4 | Revised budget for each agency, if any | Fully Met | 10 | 10.00 | https://dof.gov .in/documents /budget | | 10.00 | OK |
| 2.1.5 | Report on disbursements made and place where the related reports are available | Fully Met | 10 | 10.00 | https://dof.gov .in/documents /budget | • | 10.00 | OK |
| 2.2 | Foreign and domestic tours(F.No. 1/8/2012- IR | dt. 11.9.2012) | | | | | | |
| 2.2.1 | Budget | Not Met | 16.67 | 0 | empty | Not Met | 0 | REQUIRED |
| 2.2.2 | Foreign and domestic Tours by ministries and officials of the rank of Joint Secretary to the Government and above, as well as the heads of the Department (a) Places visited, (b) The | Not Met | 16.67 | 0 | empty | Not Met | 0 | REQUIRED |

| Sr. No | Details of disclosure | Category | Marks | Obtained Mark | | | Auditor Marks | Auditor Remarks/URL |
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| | period of visit, (c) The number of members in the official delegation, (d) Expenditure on the visit | | | | | | | |
| 2.2.3 | Information related to procurements- (a) Notice/tender enquires, and corrigenda if any thereon, (b) Details of the bids awarded comprising the names of the suppliers of goods/ services being procured, (c) The works contracts concluded – in any such combination of the above-and, (d) The rate/ rates and the total amount at which such procurement or works contract is to be executed. | Not Met | 16.67 | 0 | empty | Not Met | 0 | REQUIRED |
| 2.3 | Manner of execution of subsidy programme [S | Section 4(i)(b)(| xii)] | | | | | |
| 2.3.1 | Name of the programme of activity | Fully Met | 6.25 | 6.25 | https://dof.gov .in/ | Fully Met | 6.25 | OK |
| 2.3.2 | Objective of the programme | Fully Met | 6.25 | 6.25 | https://dof.gov .in/ | Fully Met | 6.25 | OK |
| 2.3.3 | Procedure to avail benefits | Fully Met | 6.25 | 6.25 | https://dof.gov .in/ | Fully Met | 6.25 | OK |
| 2.3.4 | Duration of the programme/ scheme | Fully Met | 6.25 | 6.25 | https://dof.gov .in/ | Fully Met | 6.25 | OK |
| 2.3.5 | Physical and financial targets of the programme | Fully Met | 6.25 | 6.25 | https://dof.gov .in/ | Fully Met | 6.25 | OK |
| 2.3.6 | Nature/ scale of subsidy /amount allotted | Fully Met | 6.25 | 6.25 | https://dof.gov .in/ | Fully Met | 6.25 | OK |
| 2.3.7 | Eligibility criteria for grant of subsidy | Fully Met | 6.25 | 6.25 | https://dof.gov .in/ | Fully Met | 6.25 | OK |
| 2.3.8 | Details of beneficiaries of subsidy programme (number, profile etc) | Fully Met | 6.25 | 6.25 | https://dof.gov .in/ | Fully Met | 6.25 | OK |
| 2.4 | Discretionary and non-discretionary grants [F | . No. 1/6/2011- | IR dt. 1 | 5.04.2013] | | | | |
| 2.4.1 | Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions | Not Applicable | 0 | 0 | empty | Not Applicable | 0 | OK |
| 2.4.2 | Annual accounts of all legal entities who are | Not Applicable | 0 | 0 | empty | Not Applicable | 0 | OK |

| Sr. No | Details of disclosure | Category | Marks | Obtained Mark | | | Auditor Marks | Auditor Remarks/URL |
|---------------------|---|--|----------------------------|-----------------------------|------------------------------|--|------------------|------------------------|
| | provided grants by public authorities | | | | | | | |
| 2.5 | Particulars of recipients of concessions, perm | its of authoriz | ations | granted by | y the public au | thority[Section | n 4(1) (b) | (xiii)] |
| 2.5.1 | Concessions, permits or authorizations granted by public authority | Not Applicable | 0 | 0 | empty | Not Applicable | 0 | OK |
| 2.5.2 | For each concessions, permit or authorization granted - (a) Eligibility criteria, (b) Procedure for getting the concession/ grant and/ or permits of authorizations, (c) Name and address of the recipients given concessions/ permits or authorizations, (d) Date of award of concessions/ permits of authorizations | Not Applicable | 0 | 0 | empty | Not Applicable | 0 | OK |
| 2.6 | CAG & PAC paras [F No. 1/6/2011- IR dt. 15.4.2 | 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 | https://dof.gov .in/ | Fully Met | 50.00 | OK |
| Total | <u> </u> | | 200 | 150 | | 200 | 150 | |
| | | | 200 | 130 | | 200 | 1100 | |
| 3 | Publicity Band Public interface | | 200 | 130 | | 200 | 150 | |
| 3 3.1 | Publicity Band Public interface Particulars for any arrangement for consultati | • | resenta | ition by th | | the public in r | | the |
| 3.1 | Particulars for any arrangement for consultati formulation of policy or implementation there | of [Section 4(| resenta 1)(b)(vii | ition by th | 6/2011-IR dt. 1 | the public in re 5.04.2013] | elation to | |
| | Particulars for any arrangement for consultati | • | resenta 1)(b)(vii | ition by th | | the public in r | elation to | the OK |
| 3.1 | Particulars for any arrangement for consultati formulation of policy or implementation there Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens 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 | of [Section 4(*) Not Applicable Not Applicable | resenta 1)(b)(vii | ition by th | 6/2011-IR dt. 1 | the public in re 5.04.2013] | elation to | |
| 3.1 3.1.1 | Particulars for any arrangement for consultati formulation of policy or implementation there Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens 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 | of [Section 4(*) Not Applicable Not Applicable | resenta 1)(b)(vii :0 | ition by the)] [F No 1/ | 6/2011-IR dt. 1 empty | the public in re 5.04.2013] Not Applicable | elation to | ОК |

| Sr. No | Details of disclosure | Category | Marks | Obtained Mark | | | Auditor Marks | Auditor Remarks/URL |
|--------|--|-----------------|--------|------------------|-------------------------|----------------|------------------|------------------------|
| | project reports (DPRs) | | | | | | | |
| 3.1.5 | Public- private partnerships (PPP)- Concession agreements. | Not Applicable | e0 | 0 | empty | Not Applicable | 0 | OK |
| 3.1.6 | Public- private partnerships (PPP)- Operation and maintenance manuals | Not Applicable | e0 | 0 | empty | Not Applicable | 0 | OK |
| 3.1.7 | Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP | Not Applicable | e0 | 0 | empty | Not Applicable | 0 | OK |
| 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 | e0 | 0 | empty | Not Applicable | 0 | OK |
| 3.1.9 | Public- private partnerships (PPP) -Information relating to outputs and outcomes | Not Applicable | e0 | 0 | empty | Not Applicable | 0 | OK |
| 3.1.10 | Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.) | Not Applicable | e0 | 0 | empty | Not Applicable | 0 | OK |
| 3.1.11 | Public- private partnerships (PPP) - All payment made under the PPP project | Not Applicable | e0 | 0 | empty | Not Applicable | 0 | OK |
| 3.2 | Are the details of policies / decisions, which a | ffect public, i | nforme | d to them[S | 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 | | 16.67 | 16.67 | https://dof.gov .in/ | Fully Met | 16.67 | OK |
| 3.2.2 | Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Outline the Public consultation process | Fully Met | 16.67 | 16.67 | https://dof.gov .in/ | Fully Met | 16.67 | OK |
| 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 | https://dof.gov .in/ | Fully Met | 16.67 | OK |

| 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 | | | | | | | |
| 3.3 | Dissemination of information widely and in su | ch form and | manner | which is e | asily accessib | le to the publ | ic [Section | on 4(3)] |
| 3.3.1 | Use of the most effective means of communication - Internet (website) | Fully Met | 50 | 50.00 | https://dof.gov .in/ | Fully Met | 50.00 | OK |
| 3.4 | Form of accessibility of information manual/ h | andbook[Sed | ction 4(1 |)(b)] | | | | |
| 3.4.1 | Information manual/handbook available in Electronic format | Fully Met | 25 | 25.00 | https://dof.gov .in/node/1587 | Fully Met | 25.00 | OK |
| 3.4.2 | Information manual/handbook available in Printed format | Fully Met | 25 | 25.00 | https://dof.gov .in/node/1587 | Fully Met | 25.00 | OK |
| 3.5 | Whether information manual/ handbook availa | able free of co | st or no | t [Section | 4(1)(b)] | | | |
| 3.5.1 | List of materials available Free of cost | Fully Met | 25 | 25.00 | https://dof.gov .in/node/1587 | Fully Met | 25.00 | OK |
| 3.5.2 | List of materials available At a reasonable cost of the medium | Fully Met | 25 | 25.00 | https://dof.gov .in/node/1587 | Fully Met | 25.00 | ОК |
| Total | | | 200 | 200 | | 200 | 200 | |
| 4 | E-Governance | | | | | | | |
| 4.1 | Language in which Information Manual/Handb | ook Availabl | e [F No. | 1/6/2011-IF | R dt. 15.4.2013 |] | | |
| 4.1.1 | English | Fully Met | 14.29 | 14.29 | https://dof.gov .in/node/1587 | Fully Met | 14.29 | OK |
| 4.1.2 | Vernacular/ Local Language | Partially Met | 14.29 | 7.15 | https://dof.gov .in/latest-news | _ | 7.15 | FULLY REQUIRED |
| 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://dof.gov .in/node/1587 | Fully Met | 28.57 | OK |
| 4.3 | Information available in electronic form[Section | on 4(1)(b)(xiv) |] | | | | | |
| 4.3.1 | Details of information available in electronic form | Fully Met | 9.52 | 9.52 | https://dof.gov .in/ | Fully Met | 9.52 | OK |
| 4.3.2 | Name/ title of the document/record/ other information | Fully Met | 9.52 | 9.52 | https://dof.gov .in/ | Fully Met | 9.52 | OK |
| 4.3.3 | Location where available | Fully Met | 9.52 | 9.52 | https://dof.gov .in/ | Fully Met | 9.52 | OK |

| Sr. No | Details of disclosure | Category | Marks | Obtained Mark | Remarks | Auditor Category | Auditor Marks | Auditor Remarks/URL |
|--------|--|--------------|------------|------------------|---|---------------------|------------------|------------------------|
| 4.4 | Particulars of facilities available to citizen for | obtaining in | formation | | !(1)(b)(xv)] | Oatogory | IVIAINS | remarks/orc |
| 4.4.1 | Name & location of the faculty | Fully Met | 7.14 | 7.14 | https://dof.gov .in/ | Fully Met | 7.14 | OK |
| 4.4.2 | Details of information made available | Fully Met | 7.14 | 7.14 | https://dof.gov .in/ | Fully Met | 7.14 | OK |
| 4.4.3 | Working hours of the facility | Fully Met | 7.14 | 7.14 | https://dof.gov .in/ | Fully Met | 7.14 | OK |
| 4.4.4 | Contact person & contact details (Phone, fax email) | Fully Met | 7.14 | 7.14 | https://dof.gov .in/ | Fully Met | 7.14 | ОК |
| 4.5 | Such other information as may be prescribed | under Secti | on 4(i) (b | (xvii) | | | | |
| 4.5.1 | Grievance redressal mechanism | Fully Met | 3.57 | 3.57 | https://pgporta | aFully Met | 3.57 | OK |
| 4.5.2 | Details of applications received under RTI and information provided | Fully Met | 3.57 | 3.57 | https://dof.gov .in/rti/rti-reque st-and-appeal | | 3.57 | OK |
| 4.5.3 | List of completed schemes/ projects/ Programmes | Fully Met | 3.57 | 3.57 | https://dof.gov .in/ | Fully Met | 3.57 | OK |
| 4.5.4 | List of schemes/ projects/ programme underway | Fully Met | 3.57 | 3.57 | https://dof.gov .in/ | Fully Met | 3.57 | OK |
| 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 | https://dof.gov .in/ | Fully Met | 3.57 | OK |
| 4.5.6 | Annual Report | Fully Met | 3.57 | 3.57 | https://dof.gov .in/media/227 | Fully Met | 3.57 | OK |
| 4.5.7 | Frequently Asked Question (FAQs) | Fully Met | 3.57 | 3.57 | https://dof.gov .in/ | Fully Met | 3.57 | ОК |
| 4.5.8 | Any other information such as - (a) Citizen's Charter, (b) Result Framework Document (RFD), (c) Six monthly reports on the , (d) Performance against the benchmarks set in the Citizen's Charter | Fully Met | 3.57 | 3.57 | https://dof.gov .in/ | Fully Met | 3.57 | ОК |
| 4.6 | Receipt & Disposal of RTI applications & appe | als [F.No 1/ | 6/2011-IR | dt. 15.04.2 | 2013] | | | |

| r. No | Details of disclosure | Category | Marks | Obtained Mark | | Auditor Category | Auditor Marks | Auditor Remarks/URL | |
|-------|---|---------------|------------|------------------|---|---------------------|------------------|------------------------|--|
| 4.6.1 | Details of applications received and disposed | Fully Met | 14.29 | 14.29 | https://dof.gov .in/rti/rti-reque st-and-appeal | | 14.29 | OK | |
| 4.6.2 | Details of appeals received and orders issued | Fully Met | 14.29 | 14.29 | https://dof.gov .in/rti/rti-reque st-and-appeal | | 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 | Fully Met | 28.57 | 28.57 | https://dof.gov .in/ | Fully Met | 28.57 | OK | |
| Total | | | 200 | 193 | | 200 | 193 | | |
| 5 | Information as may be prescribed | | | | | | | | |
| 5.1 | Such other information as may be prescribed | [F.No. 1/2/20 | 016-IR dt. | 17.8.2016 | F No. 1/6/201 | 1-IR dt. 15.4 | .2013] | | |
| 5.1.1 | | Fully Met | 20 | 20.00 | https://dof.gov .in/rti/rti-reque st-and-appeal | Fully Met | 20.00 | OK | |
| 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://dof.gov .in/rti/rti-reque st-and-appeal | | 20.00 | OK | |
| 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 | https://dof.gov .in/rti/rti-reque st-and-appeal | Fully Met | 20.00 | OK | |
| 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 | https://dof.gov .in/rti/rti-reque st-and-appeal | | 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 | Fully Met | 20 | 20.00 | https://dof.gov .in/rti/rti-reque st-and-appeal | | 20.00 | OK | |
| Total | | | 100 | 100 | | 100 | 100 | | |
| 6 | Information Disclosed on own Initiative | | | | | | | | |

| Sr. No | Details of disclosure | Category | Marks | Obtained | Remarks | Auditor | Auditor | Auditor | | | | |
|--------|---|-----------|-------|----------|-------------------------|-----------|---------|-------------|--|--|--|--|
| | | | | Mark | | Category | Marks | 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 | https://dof.gov .in/ | Fully Met | 25.00 | OK | | | | |
| 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 | https://dof.gov .in/ | Fully Met | 12.50 | OK | | | | |
| 6.2.2 | Does the website show the certificate on the Website? | Fully Met | 12.5 | 12.50 | https://dof.gov .in/ | Fully Met | 12.50 | OK | | | | |
| Total | | | 50 | 50 | | 50 | 50 | | | | | |
| Grand | l Total | | 842 | 785 | | 842 | 783 | | | | | |