

Self appraisal report for Year (2021-22)

Auditor Agency: ISTM

Ministry Name: Ministry of Personnel, Public Grievances & Pensions

Department Name: Department of Personnel & Training

Public Authority Name: Central Information Commission

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://cic.gov.in/contact	Fully Met	1.28	Required information available
1.1.2	Head of the organization	Fully Met	1.28	1.28	(i) https://cic.gov.in/cic-profile (ii) https://cic.gov.in/sites/default/files/RTI%20Disclosure/Section-4%281%29%28b%29%28i%29_0.pdf	Fully Met	1.28	Required information available
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	https://cic.gov.in/vision-mission-key-objectives	Fully Met	1.28	Required information available
1.1.4	Function and duties	Fully Met	1.28	1.28	https://cic.gov.in/sites/default/files/RTI%20	Fully Met	1.28	Required information available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Disclosure/Section-4%281%29%28b%29%28i%29_0.pdf			
1.1.5	Organization Chart	Fully Met	1.28	1.28	https://cic.gov.in/organizational-structure	Fully Met	1.28	Required information available
1.1.6	Any other details-the genesis, inception, formation of the department and the HoDs from time to time as well as the committees/ Commissions constituted from time to time have been dealt	Fully Met	1.28	1.28	(i) https://cic.gov.in/introduction (ii) committee on 'Transparency Audit - https://cic.gov.in/sites/default/files/Transparency%20Audit%20of%20Disclosures%20Under%20Section%204%20of%20the%20RTI%20Act%20by%20the%20Public%20authorities.pdf (iii) Head of Organization from time to Time – https://cic.gov.in/form	Fully Met	1.28	Required information available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					er-cic-and-ic			
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://cic.gov.in/sites/default/files/RTI%20Disclosure/Final%20Section%204%20%281%29%28b%29%28ii%29.pdf	Fully Met	1.54	Information available
1.2.2	Power and duties of other employees	Fully Met	1.54	1.54	https://cic.gov.in/sites/default/files/RTI%20Disclosure/Final%20Section%204%20%281%29%28b%29%28ii%29.pdf	Fully Met	1.54	Required information available
1.2.3	Rules/ orders under which powers and duty are derived and	Fully Met	1.54	1.54	(i) https://cic.gov.in/sites/default/files/RTI%20Disclosure/Final%20Section%204%20%281%29%28b%29%28ii%29.pdf (ii) https://doptcircul ars.nic.in/Default.aspx?URL=j	Fully Met	1.54	Required information available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>7RYHo9xJY7j (iii) https://dopt.gov.in/ccs-conduct-rules-1964 (iv) https://dopt.gov.in/ccs-ccarules-1965 (v) https://dopt.gov.in/sites/default/files/Compilation_FR_SR_English.pdf (vi) https://doe.gov.in/order-circular-archives/GENERAL%20FINANCIAL%20RULES (vii) https://cic.gov.in/sites/default/files/RTI-Act_English.pdf</p>			
1.2.4	Exercised	Fully Met	1.54	1.54	<p>https://cic.gov.in/sites/default/files/RTI%20Disclosure/Final%20Section%204%20%281%29%28b%29%28ii%29</p>	Fully Met	1.54	Required information available

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1.2.5	Work allocation	Fully Met	1.54	1.54	.pdf https://cic.gov.in/sites/default/files/Circulars%20&Noification/pa.pdf	Fully Met	1.54	Required information is available.
1.3	Procedure followed in decision making process [Section 4(1)(b)(iii)]							
1.3.1	Process of decision making Identify key decision making points	Fully Met	1.54	1.54	https://cic.gov.in/sites/default/files/RTI%20Disclosure/Final%20Section-4%281%29%28b%29%28iii%29.pdf	Fully Met	1.54	Required information is available.
1.3.2	Final decision making authority	Fully Met	1.54	1.54	https://cic.gov.in/sites/default/files/RTI%20Disclosure/Final%20Section-4%281%29%28b%29%28iii%29.pdf	Fully Met	1.54	Required information is available.
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	(i) https://cic.gov.in/sites/default/files/RTI%20Disclosure/Final%20Section-4%281%29%28b%29%28iii%29.pdf (ii) https://cic.gov.in/sites/default/files/RTI%20Disclosure/Final%20Section-4%281%29%28b%29%28iii%29.pdf	Fully Met	1.54	Required information is available.

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					ov.in/circulars-and-mom-cic/155			
1.3.4	Time limit for taking a decisions, if any	Fully Met	1.54	1.54	(i) https://cic.gov.in/sites/default/files/RTI-Act_English.pdf (ii) https://cic.gov.in/sites/default/files/RTI%20Disclosure/Final%20Section-4%281%29%28b%29%28iii%29.pdf (iii) Public Grievances - DARPG guidelines are followed by the Commission which are available on darp.gov.in	Fully Met	1.54	Though required information there, However, time limit for Administration and other personnel related functions exist and need to be given.
1.3.5	Channel of supervision and accountability	Fully Met	1.54	1.54	https://cic.gov.in/organizational-structure	Fully Met	1.54	Required information is available
1.4	Norms for discharge of functions[Section 4(1)(b)(iv)]							
1.4.1	Nature of functions/ services offered	Fully Met	1.54	1.54	https://cic.gov.in/sites/default/files/RTI%20	Fully Met	1.54	Required information is available

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					Disclosure/Final%20Section%204%281%29%28b%29%28iv%29_0.pdf			
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	https://cic.gov.in/sites/default/files/RTI%20Disclosure/Final%20Section%204%281%29%28b%29%28iv%29_0.pdf https://cic.gov.in/sites/default/files/RTI%20Disclosure/Final%20Section%204%20%281%29%28b%29%28ii%29.pdf	Fully Met	1.54	Required information is available
1.4.3	Process by which these services can be accessed	Fully Met	1.54	1.54	https://cic.gov.in/sites/default/files/RTI%20Disclosure/Final%20Section-4%281%29%28b%29%28iii%29.pdf	Fully Met	1.54	Required information is available
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	https://cic.gov.	Partially Met	0.77	Though Time

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					in/sites/default/files/RTI-Act_English.pdf			line for CIC's functional domain, namely, second appeal of RTI related mentioned However, time limit for Administration and other personnel related functions exist and need to be given.
1.4.5	Process of redress of grievances	Fully Met	1.54	1.54	DARPG guidelines are followed by the Commission which are available on darpg.gov.in	Fully Met	1.54	Following DARPG's guidelines
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	(i) https://cic.gov.in/sites/default/files/RTI%20Disclosure/Final%20Section-4%281%2	Fully Met	1.92	Required information is available

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					9%28b%29%28v%29_0.pdf (ii) https://cic.gov.in/circulars-and-mom-cic/155 (iii) https://cic.gov.in/sites/default/files/RTI-Act_English.pdf			
1.5.2	List of Rules, regulations, instructions manuals and records.	Fully Met	1.92	1.92	(i) https://cic.gov.in/sites/default/files/RTI%20Disclosure/Final%20Section-4%281%29%28b%29%28v%29_0.pdf (ii) https://cic.gov.in/circulars-and-mom-cic/155 (iii) https://cic.gov.in/sites/default/files/RTI-Act_English.pdf	Fully Met	1.92	Required information is available
1.5.3	Acts/ Rules manuals etc.	Fully Met	1.92	1.92	(i) https://cic.gov.in/sites/default/files/RTI%20Disclosure/Final%20Section-4%281%29%28b%29%28v%29_0.pdf (ii) https://cic.gov.in/circulars-and-mom-cic/155 (iii) https://cic.gov.in/sites/default/files/RTI-Act_English.pdf	Fully Met	1.92	Required information is available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					9%28b%29%28v%29_0.pdf (ii) https://cic.gov.in/circulars-and-mom-cic/155 (iii) https://cic.gov.in/sites/default/files/RTI-Act_English.pdf			
1.5.4	Transfer policy and transfer orders	Fully Met	1.92	1.92	https://cic.gov.in/sites/default/files/Circulars%20%26Noification/1607595282_RTP_Circular.pdf	Partially Met	0.96	Required information is available, however transfer orders are not available.
1.6	Categories of documents held by the authority under its control[Section 4(1)(b) (vi)]							
1.6.1	Categories of documents	Fully Met	3.85	3.85	https://cic.gov.in/sites/default/files/RTI%20Disclosure/Final%20Section-4%281%29%28b%29%28vi%29_0.pdf	Fully Met	3.85	Required information is available
1.6.2	Custodian of documents/categories	Fully Met	3.85	3.85	https://cic.gov.in/sites/default/files/RTI%20Disclosure/Final%20Section-4%281%29%28b%29%28vi%29_0.pdf	Fully Met	3.85	Required information is available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					28b%29%28vi%29_0.pdf			
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	(i) https://cic.gov.in/sites/default/files/RTI%20Disclosure/final%20Section-4%281%29%28b%29%28viii%29_0.pdf (ii) committee on 'Transparency Audit - https://cic.gov.in/sites/default/files/Transparency%20Audit%20of%20Disclosures%20Under%20Section%204%20of%20the%20RTI%20Act%20by%20the%20Public%20authorities.pdf	Fully Met	0.96	Required information is available
1.7.2	Composition	Fully Met	0.96	0.96	(i) https://cic.gov.in/sites/default/files/RTI%20Disclosure/f	Fully Met	0.96	Required information is available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					inal%20Section-4%281%29%28b%29%28viii%29_0.pdf (ii) committee on 'Transparency Audit - https://cic.gov.in/sites/default/files/Transparency%20Audit%20of%20Disclosures%20Under%20Section%204%20of%20the%20RTI%20Act%20by%20the%20Public%20authorities.pdf			
1.7.3	Dates from which constituted	Fully Met	0.96	0.96	(i) https://cic.gov.in/sites/default/files/RTI%20Disclosure/final%20Section-4%281%29%28b%29%28viii%29_0.pdf (ii) committee on 'Transparenc	Fully Met	0.96	Required information is available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					y Audit - https://cic.gov.in/sites/default/files/Transparency%20Audit%20of%20Disclosures%20Under%20Section%204%20of%20the%20RTI%20Act%20by%20the%20Public%20authorities.pdf			
1.7.4	Term/ Tenure	Fully Met	0.96	0.96	(i) https://cic.gov.in/sites/default/files/RTI%20Disclosure/final%20Section-4%281%29%28b%29%28viii%29_0.pdf (ii) committee on 'Transparency Audit - https://cic.gov.in/sites/default/files/Transparency%20Audit%20of%20Disclosures%20Under	Fully Met	0.96	Required information is available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					r%20Section%20of%20the%20RTI%20Act%20by%20the%20Public%20authorities.pdf			
1.7.5	Powers and functions	Fully Met	0.96	0.96	(i) https://cic.gov.in/sites/default/files/RTI%20Disclosure/final%20Section-4%281%29%28b%29%28viii%29_0.pdf (ii) committee on 'Transparency Audit - https://cic.gov.in/sites/default/files/Transparency%20Audit%20of%20Disclosures%20Under%20Section%20of%20the%20RTI%20Act%20by%20the%20Public%20authorities.pdf	Fully Met	0.96	Required information is available

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1.7.6	Whether their meetings are open to the public?	Not Applicable	0	0	empty	Not Applicable	0	"Not applicable" as stated by PA
1.7.7	Whether the minutes of the meetings are open to the public?	Not Applicable	0	0	empty	Not Applicable	0	"Not applicable" as stated by PA
1.7.8	Place where the minutes if open to the public are available?	Not Applicable	0	0	empty	Not Applicable	0	"Not applicable" as stated by PA
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://cic.gov.in/sites/default/files/RTI%20Disclosure/Final%20Section-4%281%29%28b%29%28ix%29_1%20%281%29.pdf	Fully Met	3.85	Required information is available
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	https://cic.gov.in/sites/default/files/RTI%20Disclosure/Final%20Section-4%281%29%28b%29%28ix%29_1%20%281%29.pdf	Fully Met	3.85	Required information is available
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://cic.gov.in/sites/default/files/RTI%20	Fully Met	3.85	Required information is available. The

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Disclosure/Section%204%281%29%28b%29%28x%29.pdf			level in pay matrix of CIC and IC too may be provided.
1.9.2	System of compensation as provided in its regulations	Fully Met	3.85	3.85	The system of compensation is based on the government decision on the recommendations of the pay commission as stipulated in CCS (Revised Pay) rules - https://doe.gov.in/sites/default/files/7cpc_report_eng.pdf	Fully Met	3.85	Required information is available.
1.10	Name, designation and other particulars of public information officers[Section 4(1) (b) (xvi)]							
1.10.1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	Fully Met	3.85	3.85	(i) https://cic.gov.in/appellate-authority-cpio-s-of-the-commission (ii) https://cic.gov.in/sites/default/files/RTI%	Fully Met	3.85	Required information is available.

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					20Disclosure/ Final%20Section-4%281%29%28b%29%28xvi%29.pdf			
1.10.2	Address, telephone numbers and email ID of each designated official.	Fully Met	3.85	3.85	https://cic.gov.in/appellate-authority-cpio-s-of-the-commission	Fully Met	3.85	Required information is available
1.11	No. Of employees against whom Disciplinary action has been proposed/ taken(Section 4(2))							
1.11.1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	Fully Met	3.85	3.85	NIL , No disciplinary action is pending	Fully Met	3.85	Required information is available, however URL where the information is available is to be given.
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	Fully Met	3.85	3.85	https://cic.gov.in/sites/default/files/RTI%20Disclosure/disciplinary%20action.pdf	Fully Met	3.85	Required information is available
1.12	Programmes to advance understanding of RTI(Section 26)							
1.12.1	Educational programmes	Fully Met	1.92	1.92	(i) https://cic.gov.in/sites/default/files/Circulars%20%26Notification/Upload.pdf (ii) https://cic.gov.in/sites/default/files/Circulars%20%26Notification/Upload.pdf	Fully Met	1.92	Required information available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					://cic.gov.in/sites/default/files/Circulars%20%26Noification/Training%20of%20CPIOs.pdf			
1.12.2	Efforts to encourage public authority to participate in these programmes	Fully Met	1.92	1.92	https://cic.gov.in/sites/default/files/Circulars%20%26Noification/Upload.pdf	Fully Met	1.92	Required information is available.
1.12.3	Training of CPIO/APIO	Fully Met	1.92	1.92	(i) https://cic.gov.in/sites/default/files/Circulars%20%26Noification/Upload.pdf (ii) https://cic.gov.in/sites/default/files/Circulars%20%26Noification/Training%20of%20CPIOs.pdf	Fully Met	1.92	Required information is available.
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Not Applicable	0	0	empty	Not Met	0	The office of CIC may consider playing the role of a catalyst by

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								sending a draft guidelines to DoPT based on its own orders and those of the High Courts and Supreme Court, for issue to all CPIOs and FAAs for guidance.
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	https://cic.gov.in/sites/default/files/Circulars%20%26Noification/1607595282_RTP_Circular.pdf	Fully Met	7.69	The required information is available. As and when transfer orders are issued the same may be uploaded.
Total			95	95		97	93	
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	https://cic.gov.in/sites/default/files/RTI%20Disclosure/Fin	Fully Met	10.00	Required information is available.

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					al%20Section-4%281%29%28b%29%28xi%29_1.pdf			
2.1.2	Budget for each agency and plan & programmes	Fully Met	10	10.00	https://cic.gov.in/reports/37	Fully Met	10.00	Required information is available.
2.1.3	Proposed expenditures	Fully Met	10	10.00	https://cic.gov.in/reports/37	Partially Met	5.00	Details to be provided.
2.1.4	Revised budget for each agency, if any	Fully Met	10	10.00	https://cic.gov.in/reports/37	Fully Met	10.00	Details to be provided.
2.1.5	Report on disbursements made and place where the related reports are available	Fully Met	10	10.00	https://cic.gov.in/reports/37	Fully Met	10.00	Required information is available.
2.2	Foreign and domestic tours(F.No. 1/8/2012- IR dt. 11.9.2012)							
2.2.1	Budget	Fully Met	16.67	16.67	https://cic.gov.in/reports/37	Fully Met	16.67	Required information is available in annul report
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	(i) https://cic.gov.in/sites/default/files/RTI%20Disclosure/foreign%20visit%20of%20commissioners.pdf (ii) https://cic.gov.in/sites/default/files/RTI%20Disclosure/final%20detail%20of%2	Fully Met	16.67	The required information is available till 2020. This may be updated.

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					0tour%20programme_0.pdf			
2.2.3	Information related to procurements- (a) Notice/tender enquires, and corrigenda if any thereon, (b) Details of the bids awarded comprising the names of the suppliers of goods/ services being procured, (c) The works contracts concluded – in any such combination of the above-and, (d) The rate/ rates and the total amount at which such procurement or works contract is to be executed.	Fully Met	16.67	16.67	(i) https://cic.gov.in/tender-notification (ii) https://cic.gov.in/sites/default/files/Circulars%20%26Noification/Tender.pdf	Fully Met	16.67	The information there, further details required.
2.3	Manner of execution of subsidy programme [Section 4(i)(b)(xii)]							
2.3.1	Name of the programme of activity	Not Applicable	0	0	empty	Not Applicable	0	'Not Applicable' as stated by PA
2.3.2	Objective of the programme	Not Applicable	0	0	empty	Not Applicable	0	'Not Applicable' as stated by PA
2.3.3	Procedure to avail benefits	Not Applicable	0	0	empty	Not Applicable	0	'Not Applicable' as stated by PA
2.3.4	Duration of the programme/ scheme	Not Applicable	0	0	empty	Not Applicable	0	'Not Applicable' as stated by PA
2.3.5	Physical and financial targets of the programme	Not Applicable	0	0	empty	Not Applicable	0	'Not Applicable' as stated by PA
2.3.6	Nature/ scale of subsidy /amount allotted	Not Applicable	0	0	empty	Not Applicable	0	'Not Applicable' as stated by PA
2.3.7	Eligibility criteria for grant of subsidy	Not Applicable	0	0	empty	Not Applicable	0	'Not Applicable' as

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL stated by PA
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Not Applicable	0	0	empty	Not Applicable	0	'Not Applicable' as stated 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	Not Applicable	0	0	empty	Not Applicable	0	'Not Applicable' as stated by PA
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Not Applicable	0	0	empty	Not Applicable	0	'Not Applicable' as stated by PA
2.5	Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]							
2.5.1	Concessions, permits or authorizations granted by public authority	Not Applicable	0	0	empty	Not Applicable	0	'Not Applicable' as stated by PA
2.5.2	For each concessions, permit or authorization granted - (a) Eligibility criteria, (b) Procedure for getting the concession/ grant and/ or permits of authorizations, (c) Name and address of the recipients given concessions/ permits or authorizations, (d) Date of award of concessions/ permits of authorizations	Not Applicable	0	0	empty	Not Applicable	0	'Not Applicable' as stated by PA
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	https://cic.gov.in/sites/default/files/RTI%20Disclosure/Issue%20%281%29-51-68%20%281%29.pdf	Fully Met	50.00	The required information is available.
Total			150	150		150	145	

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
3	Publicity Band Public interface							
3.1	Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation there of [Section 4(1)(b)(vii)] [F No 1/6/2011-IR dt. 15.04.2013]							
3.1.1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	Fully Met	12.5	12.50	https://cic.gov.in/rtnotifications	Fully Met	12.50	Required information is available.
3.1.2	Arrangements for consultation with or representation by - (a) Members of the public in policy formulation/ policy implementation, (b) Day & time allotted for visitors,(c) Contact details of Information & Facilitation Counter (IFC) to provide publications frequently sought by RTI applicants	Not Applicable	0	0	empty	Not Applicable	0	'Not Applicable' to CIC as stated by PA
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' to CIC as stated by PA
3.1.4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable	0	0	empty	Not Applicable	0	'Not Applicable' to CIC as stated by PA
3.1.5	Public- private partnerships (PPP)- Concession agreements.	Not Applicable	0	0	empty	Not Applicable	0	'Not Applicable' to CIC as stated by PA
3.1.6	Public- private partnerships (PPP)- Operation and maintenance manuals	Not Applicable	0	0	empty	Not Applicable	0	'Not Applicable' to CIC as stated by PA
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' to CIC as stated

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL by PA
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' to CIC as stated by PA
3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	Not Applicable	0	0	empty	Not Applicable	0	'Not Applicable' to CIC as stated by PA
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' to CIC as stated by PA
3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	Not Applicable	0	0	empty	Not Applicable	0	'Not Applicable' to CIC as stated by PA
3.2	Are the details of policies / decisions, which affect public, informed to them[Section 4(1) (c)]							
3.2.1	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Policy decisions/ legislations taken in the previous one year	Fully Met	16.67	16.67	https://cic.gov.in/sites/default/files/RTI%20Disclosure/Final%20Section-4%281%29%28b%29%28iii%29.pdf	Fully Met	16.67	Required information is available.
3.2.2	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Outline the Public consultation process	Fully Met	16.67	16.67	https://cic.gov.in/sites/default/files/RTI%20Disclosure/Final%20Section-4%281%29%28b%29%28iii%29.pdf	Fully Met	16.67	Required information is available.

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					28b%29%28iii%29.pdf			
3.2.3	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive- Outline the arrangement for consultation before formulation of policy	Fully Met	16.67	16.67	https://cic.gov.in/sites/default/files/RTI%20Disclosure/Final%20Section-4%281%29%28b%29%28iii%29.pdf	Fully Met	16.67	Required information is available.
3.3	Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]							
3.3.1	Use of the most effective means of communication - Internet (website)	Fully Met	50	50.00	https://cic.gov.in/citizen-service	Fully Met	50.00	Required information is available in the form of 'Dash Board' under 'Citizen Service'.
3.4	Form of accessibility of information manual/ handbook[Section 4(1)(b)]							
3.4.1	Information manual/handbook available in Electronic format	Fully Met	25	25.00	https://cic.gov.in/sites/default/files/RTI%20Disclosure/final%20Section-4%281%29%28b%29%28xiv%29_0.pdf	Fully Met	25.00	The required information available, it should be available on website easy to access.
3.4.2	Information manual/handbook available in Printed format	Fully Met	25	25.00	https://cic.gov.in/sites/default/files/RTI%20Disclosure/final%20Section-	Fully Met	25.00	The required information available, it should be available on

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					4%281%29%28b%29%28xiv%29_0.pdf			website easy to excess.
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://cic.gov.in/sites/default/files/RTI%20Disclosure/final%20Section-4%281%29%28b%29%28xiv%29_0.pdf	Fully Met	25.00	The required information available, it should be available on website easy to excess
3.5.2	List of materials available At a reasonable cost of the medium	Fully Met	25	25.00	https://cic.gov.in/sites/default/files/RTI%20Disclosure/final%20Section-4%281%29%28b%29%28xiv%29_0.pdf	Partially Met	12.50	The required information available, it should be available on website easy to excess
Total			213	213		213	200	
4	E-Governance							
4.1	Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]							
4.1.1	English	Fully Met	14.29	14.29	https://cic.gov.in/sites/default/files/RTI%20Disclosure/final%20Section-4%281%29%28b%29%28xiv%29_0.pdf	Fully Met	14.29	Required information available.
4.1.2	Vernacular/ Local Language	Fully Met	14.29	14.29	https://cic.gov.in/sites/default/files/RTI%20Disclosure/final%20Section-4%281%29%28b%29%28xiv%29_0.pdf	Partially Met	7.15	Some of them

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					in/sites/default/files/RTI%20Disclosure/final%20Section-4%281%29%28b%29%28xiv%29_0.pdf			available in vernacular
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://cic.gov.in/sites/default/files/RTI%20Disclosure/final%20Section-4%281%29%28b%29%28xiv%29_0.pdf	Fully Met	28.57	Required information available.
4.3	Information available in electronic form[Section 4(1)(b)(xiv)]							
4.3.1	Details of information available in electronic form	Fully Met	9.52	9.52	https://cic.gov.in/sitemap	Fully Met	9.52	Required information is available.
4.3.2	Name/ title of the document/record/ other information	Fully Met	9.52	9.52	https://cic.gov.in/sitemap	Fully Met	9.52	Required information is available.
4.3.3	Location where available	Fully Met	9.52	9.52	https://cic.gov.in/sitemap Available on click	Fully Met	9.52	Required information is available.
4.4	Particulars of facilities available to citizen for obtaining information[Section 4(1)(b)(xv)]							
4.4.1	Name & location of the faculty	Fully Met	7.14	7.14	https://cic.gov.in/sites/default/files/RTI%20Disclosure/Se	Fully Met	7.14	Required information is available.

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					ction-4%281%29%28b%29%28xv%29.pdf			
4.4.2	Details of information made available	Fully Met	7.14	7.14	https://cic.gov.in/sites/default/files/RTI%20Disclosure/Section-4%281%29%28b%29%28xv%29.pdf	Fully Met	7.14	Required information is available.
4.4.3	Working hours of the facility	Fully Met	7.14	7.14	https://cic.gov.in/citizen-help	Fully Met	7.14	Required information is available.
4.4.4	Contact person & contact details (Phone, fax email)	Fully Met	7.14	7.14	https://cic.gov.in/sites/default/files/RTI%20Disclosure/Section-4%281%29%28b%29%28xv%29.pdf	Fully Met	7.14	Required information is available.
4.5	Such other information as may be prescribed under Section 4(i) (b)(xvii)							
4.5.1	Grievance redressal mechanism	Fully Met	3.57	3.57	https://pgportal.gov.in/	Fully Met	3.57	Adopted DARPG website.
4.5.2	Details of applications received under RTI and information provided	Fully Met	3.57	3.57	https://dsscic.nic.in/rti-request/	Fully Met	3.57	Required information is available.
4.5.3	List of completed schemes/ projects/ Programmes	Not Applicable	0	0	empty	Not Applicable	0	'Not applicable' in

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL CIC.
4.5.4	List of schemes/ projects/ programme underway	Not Applicable	0	0	empty	Not Applicable	0	'Not applicable' in CIC.
4.5.5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	Not Applicable	0	0	empty	Not Applicable	0	'Not applicable' in CIC.
4.5.6	Annual Report	Fully Met	3.57	3.57	https://cic.gov.in/reports/37	Fully Met	3.57	Required information is available.
4.5.7	Frequently Asked Question (FAQs)	Fully Met	3.57	3.57	https://cic.gov.in/faq	Fully Met	3.57	Required information is available.
4.5.8	Any other information such as - (a) Citizen's Charter, (b) Result Framework Document (RFD), (c) Six monthly reports on the , (d) Performance against the benchmarks set in the Citizen's Charter	Fully Met	3.57	3.57	https://cic.gov.in/sites/default/files/RTI%20Disclosure/Citizen%20Charter.pdf	Fully Met	3.57	Required information is available.
4.6	Receipt & Disposal of RTI applications & appeals [F.No 1/6/2011-IR dt. 15.04.2013]							
4.6.1	Details of applications received and disposed	Fully Met	14.29	14.29	https://dsscic.nic.in/rti-request/	Fully Met	14.29	Required information is available.
4.6.2	Details of appeals received and orders issued	Fully Met	14.29	14.29	https://dsscic.nic.in/rti-request/appeal	Fully Met	14.29	Required information is available.
4.7	Replies to questions asked in the parliament[Section 4(1)(d)(2)]							
4.7.1	Details of questions asked and replies given	Fully Met	28.57	28.57	(i) https://cic.gov.in/sites/default/files/RTI%20Disclosure/rajya%20sabh	Fully Met	28.57	The required information is available at the URL: https://dsscic.nic.in

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					a.pdf (ii) https://cic.gov.in/sites/default/files/RTI%20Disclosure/lok%20sabha%20%281%29.pdf			/rti-request/
Total			189	189		189	182	
5	Information as may be prescribed							
5.1	Such other information as may be prescribed [F.No. 1/2/2016-IR dt. 17.8.2016, F No. 1/6/2011-IR dt. 15.4.2013]							
5.1.1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1.1.2015	Fully Met	20	20.00	a) & (b) - https://cic.gov.in/apellate-authority-cpio-s-of-the-commission https://cic.gov.in/sites/default/files/RTI%20Disclosure/Final%20Section-4%281%29%28b%29%28xvi%29.pdf	Fully Met	20.00	The required information available.
5.1.2	Details of third party audit of voluntary disclosure -(a) Dates of audit carried out , (b) Report of the audit carried out	Fully Met	20	20.00	https://cic.gov.in/sites/default/files/Circulars%20%26Noification/Self%20Appraisal%20of%20CIC_compressed.pdf	Fully Met	20.00	The required information available.

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
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://cic.gov.in/sites/default/files/Circulars%20%26Noification/officer%20order%20-nodal%20officer%20for%20suo%20motu.pdf	Fully Met	20.00	The required information available.
5.1.4	Consultancy committee of key stake holders for advice on suo-motu disclosure - (a) Dates from which constituted, (b) Name & Designation of the officers	Fully Met	20	20.00	https://cic.gov.in/sites/default/files/Circulars%20%26Noification/committees%20order%20%281%29-12-10-21.pdf	Fully Met	20.00	The required information 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	https://cic.gov.in/sites/default/files/Circulars%20%26Noification/committees%20order%20%281%29-12-10-21.pdf	Fully Met	20.00	Required information is available.
Total			100	100		100	100	
6	Information Disclosed on own Initiative							
6.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information							
6.1.1	Item / information disclosed so that public have	Fully Met	25	25.00	(i) https://cic.g	Fully Met	25.00	website is

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	minimum resort to use of RTI Act to obtain information				ov.in/rti-disclosures (ii) https://cic.gov.in/sites/default/files/Circulars%20%26Noification/CompendiumIRDivision_Latest%20-Compressed%281%29.pdf			very informative, easily to get the required information.
6.2	Guidelines for Indian Government Websites (GIGW) is followed (released in February, 2009 and included in the Central Secretariat Manual of Office Procedures (CSMOP) by Department of Administrative Reforms and Public Grievances, Ministry of Personnel, Publ							
6.2.1	Whether STQC certification obtained and its validity	Fully Met	12.5	12.50	https://cic.gov.in/sites/default/files/Circulars%20%26Noification/PDFProvider_0.pdf	Partially Met	6.25	The given URL provides the security audit certificate, The STQC certificate required.
6.2.2	Does the website show the certificate on the Website?	Fully Met	12.5	12.50	https://cic.gov.in/sites/default/files/Circulars%20%26Noification/PDFProvider_0.pdf The process has been started. The STQC	Partially Met	6.25	A valid STQC certificate to be uploaded on website

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					certificate will be uploaded soon.			
Total			50	50		50	38	
Grand Total			797	797		799	758	