

## Self appraisal report for Year (2023-24)

**Auditor Agency: Dhanapall R R(Indian Institute of Public Administration - Puducherry Regional Branch)**

**Ministry Name: UT of Puducherry**

**Department Name:**

**Public Authority Name: Animal Husbandry and Animal Welfare**

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
<b>1</b>	<b>Organisation and Function</b>							
<b>1.1</b>	<b>Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]</b>							
1.1.1	Name and address of the Organization	Fully Met	1.28	1.28	<a href="https://ahd.py.gov.in/sites/default/files/chapter1intro.pdf">https://ahd.py.gov.in/sites/default/files/chapter1intro.pdf</a>	Fully Met	1.28	OK
1.1.2	Head of the organization	Fully Met	1.28	1.28	<a href="https://ahd.py.gov.in/sites/default/files/chapter-3-powers-duties_0.pdf">https://ahd.py.gov.in/sites/default/files/chapter-3-powers-duties_0.pdf</a>	Fully Met	1.28	OK
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	<a href="https://ahd.py.gov.in/sites/default/files/chapter-2-particulars-organization.pdf">https://ahd.py.gov.in/sites/default/files/chapter-2-particulars-organization.pdf</a>	Fully Met	1.28	OK
1.1.4	Function and duties	Fully Met	1.28	1.28	<a href="https://ahd.py.gov.in/sites/default/files/chapter-3-powers-duties_0.pdf">https://ahd.py.gov.in/sites/default/files/chapter-3-powers-duties_0.pdf</a>	Fully Met	1.28	OK

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1.1.5	Organization Chart	Fully Met	1.28	1.28	<a href="https://ahd.py.gov.in/sites/default/files/chapter-2-particulars-organization.pdf">https://ahd.py.gov.in/sites/default/files/chapter-2-particulars-organization.pdf</a>	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	Partially Met	1.28	0.64	<a href="https://ahd.py.gov.in/sites/default/files/chapter1intro.pdf">https://ahd.py.gov.in/sites/default/files/chapter1intro.pdf</a>	Fully Met	1.28	OK
<b>1.2</b>	<b>Power and duties of its officers and employees[Section 4(1) (b)(ii)]</b>							
1.2.1	Powers and duties of officers (administrative, financial and judicial)	Fully Met	1.54	1.54	<a href="https://ahd.py.gov.in/sites/default/files/chapter-3-powers-duties_0.pdf">https://ahd.py.gov.in/sites/default/files/chapter-3-powers-duties_0.pdf</a>	Fully Met	1.54	OK
1.2.2	Power and duties of other employees	Partially Met	1.54	0.77	<a href="https://ahd.py.gov.in/sites/default/files/chapter-3-powers-duties_0.pdf">https://ahd.py.gov.in/sites/default/files/chapter-3-powers-duties_0.pdf</a>	Fully Met	1.54	OK
1.2.3	Rules/ orders under which powers and duty are derived and	Not Met	1.54	0	empty	Not Met	0	Update rules/ orders under which powers and duty are derived
1.2.4	Exercised	Not Met	1.54	0	empty	Not Met	0	update
1.2.5	Work allocation	Not Met	1.54	0	empty	Not Met	0	update
<b>1.3</b>	<b>Procedure followed in decision making process [Section 4(1)(b)(iii)]</b>							
1.3.1	Process of decision making Identify key decision making points	Fully Met	1.54	1.54	<a href="https://ahd.py.gov.in/sites/de">https://ahd.py.gov.in/sites/de</a>	Fully Met	1.54	OK

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					fault/files/chapter9decision-making.pdf			
1.3.2	Final decision making authority	Fully Met	1.54	1.54	https://ahd.py.gov.in/sites/default/files/chapter9decision-making.pdf	Fully Met	1.54	OK
1.3.3	Related provisions, acts, rules etc.	Not Applicable	0	0	empty	Not Met	0	updt Related provisions, acts, rules etc.
1.3.4	Time limit for taking a decisions, if any	Not Applicable	0	0	empty	Not Met	0	OK
1.3.5	Channel of supervision and accountability	Fully Met	1.54	1.54	https://ahd.py.gov.in/sites/default/files/chapter9decision-making.pdf	Fully Met	1.54	OK
<b>1.4</b>	<b>Norms for discharge of functions[Section 4(1)(b)(iv)]</b>							
1.4.1	Nature of functions/ services offered	Fully Met	1.54	1.54	https://ahd.py.gov.in/sites/default/files/chapter-3-powers-duties_0.pdf	Fully Met	1.54	OK
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	https://ahd.py.gov.in/sites/default/files/chapter-3-powers-duties_0.pdf	Fully Met	1.54	OK
1.4.3	Process by which these services can be accessed	Not Applicable	0	0	empty	Not Met	0	OK
1.4.4	Time-limit for achieving the targets	Not Applicable	0	0	empty	Not Met	0	OK
1.4.5	Process of redress of grievances	Not Met	1.54	0	empty	Not Met	0	OK

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
<b>1.5</b>	<b>Rules, regulations, instructions manual and records for discharging functions[Section 4(1)(b)(v)]</b>							
1.5.1	Title and nature of the record/ manual /instruction.	Not Met	1.92	0	empty	Not Met	0	OK
1.5.2	List of Rules, regulations, instructions manuals and records.	Fully Met	1.92	1.92	<a href="https://ahd.py.gov.in/sites/default/files/chapter-4-milch-cow-go.pdf">https://ahd.py.gov.in/sites/default/files/chapter-4-milch-cow-go.pdf</a>	Partially Met	0.96	update .2 List of Rules, regulations, instructions manuals and records
1.5.3	Acts/ Rules manuals etc.	Fully Met	1.92	1.92	<a href="https://ahd.py.gov.in/sites/default/files/chapter-4-milkiing-machine-go.pdf">https://ahd.py.gov.in/sites/default/files/chapter-4-milkiing-machine-go.pdf</a>	Fully Met	1.92	OK
1.5.4	Transfer policy and transfer orders	Fully Met	1.92	1.92	<a href="https://ahd.py.gov.in/right-to-information-act">https://ahd.py.gov.in/right-to-information-act</a>	Partially Met	0.96	update transfer orders
<b>1.6</b>	<b>Categories of documents held by the authority under its control[Section 4(1)(b) (vi)]</b>							
1.6.1	Categories of documents	Not Met	3.85	0	empty	Not Met	0	OK
1.6.2	Custodian of documents/categories	Not Met	3.85	0	empty	Not Met	0	OK
<b>1.7</b>	<b>Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]</b>							
1.7.1	Name of Boards, Council, Committee etc.	Fully Met	0.96	0.96	<a href="https://ahd.py.gov.in/sites/default/files/spca-py-154-part-i-dated-28-10-2020.pdf">https://ahd.py.gov.in/sites/default/files/spca-py-154-part-i-dated-28-10-2020.pdf</a>	Fully Met	0.96	OK
1.7.2	Composition	Fully Met	0.96	0.96	<a href="https://ahd.py.gov.in/sites/default/files/spca">https://ahd.py.gov.in/sites/default/files/spca</a>	Fully Met	0.96	OK

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					-py-154-part-i-dated-28-10-2020.pdf			
1.7.3	Dates from which constituted	Fully Met	0.96	0.96	<a href="https://ahd.py.gov.in/sites/default/files/spca-py-154-part-i-dated-28-10-2020.pdf">https://ahd.py.gov.in/sites/default/files/spca-py-154-part-i-dated-28-10-2020.pdf</a>	Fully Met	0.96	OK
1.7.4	Term/ Tenure	Fully Met	0.96	0.96	<a href="https://ahd.py.gov.in/sites/default/files/spca-py-154-part-i-dated-28-10-2020.pdf">https://ahd.py.gov.in/sites/default/files/spca-py-154-part-i-dated-28-10-2020.pdf</a>	Fully Met	0.96	OK
1.7.5	Powers and functions	Fully Met	0.96	0.96	<a href="https://ahd.py.gov.in/sites/default/files/spca-py-154-part-i-dated-28-10-2020.pdf">https://ahd.py.gov.in/sites/default/files/spca-py-154-part-i-dated-28-10-2020.pdf</a> <a href="https://ahd.py.gov.in/sites/default/files/spca-kkl-136-part-i-dated-24-9-2020.pdf">https://ahd.py.gov.in/sites/default/files/spca-kkl-136-part-i-dated-24-9-2020.pdf</a>	Fully Met	0.96	OK
1.7.6	Whether their meetings are open to the public?	Not Applicable	0	0	empty	Not Applicable	0	OK
1.7.7	Whether the minutes of the meetings are open to the public?	Not Applicable	0	0	empty	Not Applicable	0	OK
1.7.8	Place where the minutes if open to the public are available?	Not Applicable	0	0	empty	Not Applicable	0	OK

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
<b>1.8</b>	<b>Directory of officers and employees[Section 4(1) (b) (ix)]</b>							
1.8.1	Name and designation	Fully Met	3.85	3.85	<a href="https://ahd.py.gov.in/sites/default/files/chapter10directory.pdf">https://ahd.py.gov.in/sites/default/files/chapter10directory.pdf</a>	Partially Met	1.93	update name of officers and employees[Section 4(1) (b) (ix)]
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	<a href="https://ahd.py.gov.in/sites/default/files/chapter10directory.pdf">https://ahd.py.gov.in/sites/default/files/chapter10directory.pdf</a>	Partially Met	1.93	update email id fax numbers
<b>1.9</b>	<b>Monthly Remuneration received by officers &amp; employees including system of compensation[Section 4(1) (b) (x)]</b>							
1.9.1	List of employees with Gross monthly remuneration	Partially Met	3.85	1.93	<a href="https://ahd.py.gov.in/sites/default/files/chapter-11-remuneration-details.pdf">https://ahd.py.gov.in/sites/default/files/chapter-11-remuneration-details.pdf</a>	Fully Met	3.85	OK
1.9.2	System of compensation as provided in its regulations	Not Applicable	0	0	empty	Not Applicable	0	OK
<b>1.10</b>	<b>Name, designation and other particulars of public information officers[Section 4(1) (b) (xvi)]</b>							
1.10.1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	Fully Met	3.85	3.85	<a href="https://ahd.py.gov.in/sites/default/files/chapter-8-pio-details.pdf">https://ahd.py.gov.in/sites/default/files/chapter-8-pio-details.pdf</a>	Fully Met	3.85	OK
1.10.2	Address, telephone numbers and email ID of each designated official.	Fully Met	3.85	3.85	<a href="https://ahd.py.gov.in/sites/default/files/chapter-8-pio-details.pdf">https://ahd.py.gov.in/sites/default/files/chapter-8-pio-details.pdf</a>	Fully Met	3.85	update telephone numbers and email ID of each designated

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<b>1.11</b>	<b>No. Of employees against whom Disciplinary action has been proposed/ taken(Section 4(2))</b>							
1.11.1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	Not Applicable	0	0	empty	Not Applicable	0	OK
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	Not Applicable	0	0	empty	Not Applicable	0	OK
<b>1.12</b>	<b>Programmes to advance understanding of RTI(Section 26)</b>							
1.12.1	Educational programmes	Not Applicable	0	0	empty	Not Applicable	0	OK
1.12.2	Efforts to encourage public authority to participate in these programmes	Not Applicable	0	0	empty	Not Applicable	0	Efforts to encourage public authority to participate in these programmes
1.12.3	Training of CPIO/APIO	Not Applicable	0	0	empty	Not Applicable	0	OK
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Not Applicable	0	0	empty	Not Applicable	0	OK
<b>1.13</b>	<b>Transfer policy and transfer orders[F No. 1/6/2011- IR dt. 15.4.2013]</b>							
1.13.1	Transfer Policy And Transfer Orders[F No. 1/6/2011- IR Dt. 15.4.2013]	Fully Met	7.69	7.69	<a href="https://ahd.py.gov.in/sites/default/files/chapter-19-c-transfer-policy-2018.pdf">https://ahd.py.gov.in/sites/default/files/chapter-19-c-transfer-policy-2018.pdf</a>	Partially Met	3.85	update Transfer Orders
<b>Total</b>			<b>72</b>	<b>53</b>		<b>78</b>	<b>46</b>	
<b>2</b>	<b>Budget and Programme</b>							
<b>2.1</b>	<b>Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc.[Section 4(1)(b)(xi)]</b>							
2.1.1	Total Budget for the public authority	Fully Met	10	10.00	<a href="https://ahd.py.gov.in/sites/de">https://ahd.py.gov.in/sites/de</a>	Fully Met	10.00	ok

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					fault/files/chapter-12-vote-account-2024-25.pdf			
2.1.2	Budget for each agency and plan & programmes	Fully Met	10	10.00	<a href="https://ahd.py.gov.in/sites/default/files/chapter-12-vote-account-2024-25.pdf">https://ahd.py.gov.in/sites/default/files/chapter-12-vote-account-2024-25.pdf</a>	Fully Met	10.00	ok
2.1.3	Proposed expenditures	Not Applicable	0	0	empty	Not Applicable	0	ok
2.1.4	Revised budget for each agency, if any	Fully Met	10	10.00	<a href="https://ahd.py.gov.in/sites/default/files/chapter-19-g-grants.pdf">https://ahd.py.gov.in/sites/default/files/chapter-19-g-grants.pdf</a>	Fully Met	10.00	ok
2.1.5	Report on disbursements made and place where the related reports are available	Not Applicable	0	0	empty	Fully Met	10.00	<a href="https://ahd.py.gov.in/sites/default/files/chapter-12-vote-account-2024-25.pdf">https://ahd.py.gov.in/sites/default/files/chapter-12-vote-account-2024-25.pdf</a>
<b>2.2</b>	<b>Foreign and domestic tours(F.No. 1/8/2012- IR dt. 11.9.2012)</b>							
2.2.1	Budget	Not Applicable	0	0	empty	Not Applicable	0	ok
2.2.2	Foreign and domestic Tours by ministries and officials of the rank of Joint Secretary to the Government and above, as well as the heads of the Department.- (a) Places visited, (b) The period of visit, (c) The number of members in the official delegation, (d) Expenditure on the visit	Not Applicable	0	0	empty	Not Applicable	0	ok
2.2.3	Information related to procurements- (a) Notice/tender enquires, and corrigenda if any	Not Applicable	0	0	empty	Fully Met	16.67	<a href="https://ahd.py.gov.in/sites/de">https://ahd.py.gov.in/sites/de</a>



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	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.							fault/files/chapter-19-procurement-details.pdf
<b>2.3</b>	<b>Manner of execution of subsidy programme [Section 4(i)(b)(xii)]</b>							
2.3.1	Name of the programme of activity	Fully Met	6.25	6.25	<a href="https://ahd.py.gov.in/sites/default/files/chapter-4-milch-cow-go.pdf">https://ahd.py.gov.in/sites/default/files/chapter-4-milch-cow-go.pdf</a> <a href="https://ahd.py.gov.in/sites/default/files/chapter-4-milkiing-machine-go.pdf">https://ahd.py.gov.in/sites/default/files/chapter-4-milkiing-machine-go.pdf</a>	Fully Met	6.25	ok
2.3.2	Objective of the programme	Fully Met	6.25	6.25	<a href="https://ahd.py.gov.in/sites/default/files/chapter-4-milkiing-machine-go.pdf">https://ahd.py.gov.in/sites/default/files/chapter-4-milkiing-machine-go.pdf</a>	Fully Met	6.25	ok
2.3.3	Procedure to avail benefits	Fully Met	6.25	6.25	<a href="https://ahd.py.gov.in/sites/default/files/chapter-4-milkiing-machine-go.pdf">https://ahd.py.gov.in/sites/default/files/chapter-4-milkiing-machine-go.pdf</a>	Fully Met	6.25	ok
2.3.4	Duration of the programme/ scheme	Fully Met	6.25	6.25	<a href="https://ahd.py.gov.in/sites/de">https://ahd.py.gov.in/sites/de</a>	Fully Met	6.25	ok

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					fault/files/chapter-4-milkiing-machine-go.pdf			
2.3.5	Physical and financial targets of the programme	Fully Met	6.25	6.25	https://ahd.py.gov.in/sites/default/files/chapter-4-milkiing-machine-go.pdf	Fully Met	6.25	ok
2.3.6	Nature/ scale of subsidy /amount allotted	Fully Met	6.25	6.25	https://ahd.py.gov.in/sites/default/files/chapter-4-milkiing-machine-go.pdf	Fully Met	6.25	ok
2.3.7	Eligibility criteria for grant of subsidy	Fully Met	6.25	6.25	https://ahd.py.gov.in/sites/default/files/chapter-4-milkiing-machine-go.pdf https://ahd.py.gov.in/sites/default/files/chapter-4-milch-cow-go.pdf	Fully Met	6.25	ok
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Fully Met	6.25	6.25	https://ahd.py.gov.in/calf-and-cattle-feed-beneficiaries-list	Fully Met	6.25	ok

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
<b>2.4</b>	<b>Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013]</b>							
2.4.1	Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions	Fully Met	25	25.00	<a href="https://ahd.py.gov.in/sites/default/files/chapter-19-g-grants.pdf">https://ahd.py.gov.in/sites/default/files/chapter-19-g-grants.pdf</a>	Fully Met	25.00	ok. update GO
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Not Applicable	0	0	empty	Not Applicable	0	ok
<b>2.5</b>	<b>Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]</b>							
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
<b>2.6</b>	<b>CAG &amp; PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]</b>							
2.6.1	CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the parliament.	Not Met	50	0	empty	Not Met	0	update CAG and PAC paras and the action taken reports (ATRs)
<b>Total</b>			<b>155</b>	<b>105</b>		<b>182</b>	<b>132</b>	
<b>3</b>	<b>Publicity Band Public interface</b>							
<b>3.1</b>	<b>Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation thereof [Section 4(1)(b)(vii)] [F No 1/6/2011-IR dt. 15.04.2013]</b>							
3.1.1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	Not Applicable	0	0	empty	Fully Met	12.50	<a href="https://ahd.py.gov.in/acts-rules">https://ahd.py.gov.in/acts-rules</a>
3.1.2	Arrangements for consultation with or	Not Applicable	0	0	empty	Not Applicable	0	ok

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	representation by - (a) Members of the public in policy formulation/ policy implementation, (b) Day & time allotted for visitors,(c) Contact details of Information & Facilitation Counter (IFC) to provide publications frequently sought by RTI applicants							
3.1.3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	Not Applicable	0	0	empty	Not Applicable	0	ok
3.1.4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable	0	0	empty	Not Applicable	0	ok
3.1.5	Public- private partnerships (PPP)- Concession agreements.	Not Applicable	0	0	empty	Not Applicable	0	ok
3.1.6	Public- private partnerships (PPP)- Operation and maintenance manuals	Not Applicable	0	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	0	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	0	0	empty	Not Applicable	0	ok
3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	Not Applicable	0	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	0	0	empty	Not Applicable	0	ok
3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	Not Applicable	0	0	empty	Not Applicable	0	ok
<b>3.2</b>	<b>Are the details of policies / decisions, which affect public, informed to them[Section 4(1) (c)]</b>							
3.2.1	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive	Not Applicable	0	0	empty	Not Applicable	0	ok

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	- Policy decisions/ legislations taken in the previous one year							
3.2.2	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Outline the Public consultation process	Not Applicable	0	0	empty	Not Applicable	0	ok
3.2.3	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive- Outline the arrangement for consultation before formulation of policy	Not Applicable	0	0	empty	Not Applicable	0	ok
<b>3.3</b>	<b>Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]</b>							
3.3.1	Use of the most effective means of communication - Internet (website)	Fully Met	50	50.00	<a href="https://ahd.py.gov.in/">https://ahd.py.gov.in/</a>	Fully Met	50.00	ok
<b>3.4</b>	<b>Form of accessibility of information manual/ handbook[Section 4(1)(b)]</b>							
3.4.1	Information manual/handbook available in Electronic format	Not Applicable	0	0	empty	Not Met	0	update Information m anual/handbo ok
3.4.2	Information manual/handbook available in Printed format	Not Applicable	0	0	empty	Not Met	0	update
<b>3.5</b>	<b>Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]</b>							
3.5.1	List of materials available Free of cost	Not Applicable	0	0	empty	Not Met	0	ok
3.5.2	List of materials available At a reasonable cost of the medium	Not Applicable	0	0	empty	Not Met	0	ok
<b>Total</b>			<b>50</b>	<b>50</b>		<b>163</b>	<b>63</b>	
<b>4</b>	<b>E-Governance</b>							
<b>4.1</b>	<b>Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]</b>							
4.1.1	English	Not Applicable	0	0	empty	Not Applicable	0	ok
4.1.2	Vernacular/ Local Language	Not Applicable	0	0	empty	Not Applicable	0	ok
<b>4.2</b>	<b>When was the information Manual/Handbook last updated?[F No. 1/6/2011-IR dt 15.4.2013]</b>							
4.2.1	Last date of Annual updation	Not Applicable	0	0	empty	Not Applicable	0	update

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
<b>4.3</b>	<b>Information available in electronic form[Section 4(1)(b)(xiv)]</b>							
4.3.1	Details of information available in electronic form	Fully Met	9.52	9.52	<a href="https://ahd.py.gov.in/sites/default/files/chapter-16-information-electronic-form.pdf">https://ahd.py.gov.in/sites/default/files/chapter-16-information-electronic-form.pdf</a>	Fully Met	9.52	ok
4.3.2	Name/ title of the document/record/ other information	Fully Met	9.52	9.52	<a href="https://ahd.py.gov.in/sites/default/files/chapter-16-information-electronic-form.pdf">https://ahd.py.gov.in/sites/default/files/chapter-16-information-electronic-form.pdf</a>	Partially Met	4.76	ok
4.3.3	Location where available	Fully Met	9.52	9.52	<a href="https://ahd.py.gov.in/sites/default/files/chapter-16-information-electronic-form.pdf">https://ahd.py.gov.in/sites/default/files/chapter-16-information-electronic-form.pdf</a>	Not Met	0	location update in the website
<b>4.4</b>	<b>Particulars of facilities available to citizen for obtaining information[Section 4(1)(b)(xv)]</b>							
4.4.1	Name & location of the faculty	Fully Met	7.14	7.14	<a href="https://ahd.py.gov.in/sites/default/files/chapter17facilites-obtain-information.pdf">https://ahd.py.gov.in/sites/default/files/chapter17facilites-obtain-information.pdf</a>	Partially Met	3.57	Name & location of the faculty
4.4.2	Details of information made available	Fully Met	7.14	7.14	<a href="https://ahd.py.gov.in/sites/default/files/chapter-16-information-electronic-form.pdf">https://ahd.py.gov.in/sites/default/files/chapter-16-information-electronic-form.pdf</a>	Not Met	0	update

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.4.3	Working hours of the facility	Fully Met	7.14	7.14	<a href="https://ahd.py.gov.in/sites/default/files/chapter17facilites-obtain-information.pdf">https://ahd.py.gov.in/sites/default/files/chapter17facilites-obtain-information.pdf</a>	Not Met	0	ok
4.4.4	Contact person & contact details (Phone, fax email)	Fully Met	7.14	7.14	<a href="https://ahd.py.gov.in/sites/default/files/chapter10directory.pdf">https://ahd.py.gov.in/sites/default/files/chapter10directory.pdf</a>	Not Met	0	update Contact person & contact details (Phone, fax email)
<b>4.5</b>	<b>Such other information as may be prescribed under Section 4(i) (b)(xvii)</b>							
4.5.1	Grievance redressal mechanism	Fully Met	3.57	3.57	<a href="https://ahd.py.gov.in/public-grievance-redressal">https://ahd.py.gov.in/public-grievance-redressal</a>	Fully Met	3.57	ok
4.5.2	Details of applications received under RTI and information provided	Not Met	3.57	0	empty	Not Met	0	applications received under RTI and information provided
4.5.3	List of completed schemes/ projects/ Programmes	Not Met	3.57	0	empty	Not Met	0	ok
4.5.4	List of schemes/ projects/ programme underway	Not Met	3.57	0	empty	Not Met	0	update schemes
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	ok
4.5.6	Annual Report	Not Applicable	0	0	empty	Not Met	0	ok
4.5.7	Frequently Asked Question (FAQs)	Not Met	3.57	0	empty	Not Met	0	update faq rti info

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
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	<a href="https://ahd.py.gov.in/sites/default/files/chapter-19-f-citizen-charter.pdf">https://ahd.py.gov.in/sites/default/files/chapter-19-f-citizen-charter.pdf</a>	Partially Met	1.79	Result Framework Document (RFD), (c) Six monthly reports on the , (d) Performance against the benchmarks set
<b>4.6</b>	<b>Receipt &amp; Disposal of RTI applications &amp; appeals [F.No 1/6/2011-IR dt. 15.04.2013]</b>							
4.6.1	Details of applications received and disposed	Not Met	14.29	0	empty	Not Met	0	update Details of applications received and disposed
4.6.2	Details of appeals received and orders issued	Not Met	14.29	0	empty	Not Met	0	update Details of appeals received and orders issued
<b>4.7</b>	<b>Replies to questions asked in the parliament[Section 4(1)(d)(2)]</b>							
4.7.1	Details of questions asked and replies given	Not Met	28.57	0	empty	Not Met	0	ok
<b>Total</b>			<b>136</b>	<b>64</b>		<b>139</b>	<b>23</b>	
<b>5</b>	<b>Information as may be prescribed</b>							
<b>5.1</b>	<b>Such other information as may be prescribed [F.No. 1/2/2016-IR dt. 17.8.2016, F No. 1/6/2011-IR dt. 15.4.2013]</b>							
5.1.1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1.1.2015	Fully Met	20	20.00	<a href="https://ahd.py.gov.in/sites/default/files/chapter-8-pio-details.pdf">https://ahd.py.gov.in/sites/default/files/chapter-8-pio-details.pdf</a>	Partially Met	10.00	update Earlier CPIO & FAAs from 1.1.2015
5.1.2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the	Not Met	20	0	empty	Not Met	0	ok



Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	audit carried out							
5.1.3	Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD - (a) Date of appointment , (b) Name & Designation of the officers	Not Applicable	0	0	empty	Not Met	0	Appointment of Nodal Officers
5.1.4	Consultancy committee of key stake holders for advice on suo-motu disclosure - (a) Dates from which constituted, (b) Name & Designation of the officers	Not Applicable	0	0	empty	Not Met	0	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	Not Met	20	0	empty	Not Met	0	ok
<b>Total</b>			<b>60</b>	<b>20</b>		<b>100</b>	<b>10</b>	
<b>6</b>	<b>Information Disclosed on own Initiative</b>							
<b>6.1</b>	<b>Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information</b>							
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	<a href="https://ahd.py.gov.in/sites/default/files/chapter-16-information-electronic-form.pdf">https://ahd.py.gov.in/sites/default/files/chapter-16-information-electronic-form.pdf</a>	Fully Met	25.00	ok
<b>6.2</b>	<b>Guidelines for Indian Government Websites (GIGW) is followed (released in February, 2009 and included in the Central Secretariat Manual of Office Procedures (CSMOP) by Department of Administrative Reforms and Public Grievances, Ministry of Personnel, Publ</b>							
6.2.1	Whether STQC certification obtained and its validity	Fully Met	12.5	12.50	<a href="https://asams.nic.in/audit_status/downloadReport.aspx?param=1791867693">https://asams.nic.in/audit_status/downloadReport.aspx?param=1791867693</a>	Not Met	0	department should obtain STQC certification
6.2.2	Does the website show the certificate on the	Not Met	12.5	0	empty	Not Met	0	upload the

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	Website?							certificate on the Website.
<b>Total</b>			<b>50</b>	<b>38</b>		<b>50</b>	<b>25</b>	
<b>Grand Total</b>			<b>522</b>	<b>329</b>		<b>711</b>	<b>299</b>	