

Self appraisal report for Year (2022-23)

Auditor Agency: Dr. Sacchidananda Mukherjee(National Institute of Public Finance and Policy (NIPFP))

Ministry Name: Ministry of Finance

Department Name: Department of Revenue

Public Authority Name: Directorate General NACEN

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://www.nacin.gov.in/page/contact-us	Fully Met	1.28	https://www.nacin.gov.in/page/contact-us
1.1.2	Head of the organization	Fully Met	1.28	1.28	https://nacin.gov.in/	Fully Met	1.28	https://nacin.gov.in/
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	https://www.nacin.gov.in/page/about-us	Fully Met	1.28	https://www.nacin.gov.in/page/about-us
1.1.4	Function and duties	Fully Met	1.28	1.28	https://nacin.gov.in/	Fully Met	1.28	https://nacin.gov.in/resources/file/downloads/Organisation-and-Function-10082023.pdf
1.1.5	Organization Chart	Fully Met	1.28	1.28	https://www.nacin.gov.in/page/organizational-chart	Fully Met	1.28	https://www.nacin.gov.in/page/organizational-chart

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
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	https://www.nacin.gov.in/resources/file/downloads/Organisation-and-Function-10082023.pdf	Fully Met	1.28	https://www.nacin.gov.in/resources/file/downloads/Organisation-and-Function-10082023.pdf
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://www.nacin.gov.in/resources/file/downloads/Organisation-and-Function-10082023.pdf	Fully Met	1.54	https://www.nacin.gov.in/resources/file/downloads/Organisation-and-Function-10082023.pdf
1.2.2	Power and duties of other employees	Fully Met	1.54	1.54	https://www.nacin.gov.in/resources/file/downloads/Organisation-and-Function-10082023.pdf	Fully Met	1.54	https://www.nacin.gov.in/resources/file/downloads/Organisation-and-Function-10082023.pdf
1.2.3	Rules/ orders under which powers and duty are derived and	Fully Met	1.54	1.54	https://www.nacin.gov.in/resources/file/downloads/Organisation-and-Function-10082023.pdf	Fully Met	1.54	https://www.nacin.gov.in/resources/file/downloads/Organisation-and-Function-10082023.pdf
1.2.4	Exercised	Fully Met	1.54	1.54	https://www.nacin.gov.in/resources/file/do	Fully Met	1.54	https://www.nacin.gov.in/resources/file/do

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					wnloads/Organisation-and-Function-10082023.pdf			wnloads/Organisation-and-Function-10082023.pdf
1.2.5	Work allocation	Fully Met	1.54	1.54	https://www.nacin.gov.in/resources/file/downloads/Organisation-and-Function-10082023.pdf	Fully Met	1.54	https://www.nacin.gov.in/resources/file/downloads/Organisation-and-Function-10082023.pdf
1.3	Procedure followed in decision making process [Section 4(1)(b)(iii)]							
1.3.1	Process of decision making Identify key decision making points	Fully Met	1.54	1.54	https://www.nacin.gov.in/resources/file/downloads/Organisation-and-Function-10082023.pdf	Fully Met	1.54	https://www.nacin.gov.in/resources/file/downloads/Organisation-and-Function-10082023.pdf
1.3.2	Final decision making authority	Fully Met	1.54	1.54	https://www.nacin.gov.in/resources/file/downloads/Organisation-and-Function-10082023.pdf	Fully Met	1.54	https://www.nacin.gov.in/resources/file/downloads/Organisation-and-Function-10082023.pdf
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	https://www.nacin.gov.in/resources/file/downloads/Organisation-and-Function-10082023.pdf	Fully Met	1.54	https://www.nacin.gov.in/resources/file/downloads/Organisation-and-Function-10082023.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					023.pdf			023.pdf
1.3.4	Time limit for taking a decisions, if any	Fully Met	1.54	1.54	https://www.nacin.gov.in/resources/file/downloads/Organisation-and-Function-10082023.pdf	Fully Met	1.54	https://www.nacin.gov.in/resources/file/downloads/Organisation-and-Function-10082023.pdf
1.3.5	Channel of supervision and accountability	Fully Met	1.54	1.54	https://www.nacin.gov.in/resources/file/downloads/Organisation-and-Function-10082023.pdf	Fully Met	1.54	https://www.nacin.gov.in/resources/file/downloads/Organisation-and-Function-10082023.pdf
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://www.nacin.gov.in/resources/file/downloads/Organisation-and-Function-10082023.pdf	Fully Met	1.54	https://www.nacin.gov.in/resources/file/downloads/Organisation-and-Function-10082023.pdf
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	https://www.nacin.gov.in/resources/file/downloads/Organisation-and-Function-10082023.pdf	Fully Met	1.54	https://www.nacin.gov.in/resources/file/downloads/Organisation-and-Function-10082023.pdf
1.4.3	Process by which these services can be accessed	Fully Met	1.54	1.54	https://www.nacin.gov.in/res	Partially Met	0.77	https://www.nacin.gov.in/res

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					ources/file/downloads/Organisation-and-Function-10082023.pdf			ources/file/downloads/Organisation-and-Function-10082023.pdf
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	https://www.nacin.gov.in/resources/file/downloads/Organisation-and-Function-10082023.pdf	Partially Met	0.77	https://www.nacin.gov.in/resources/file/downloads/Organisation-and-Function-10082023.pdf
1.4.5	Process of redress of grievances	Fully Met	1.54	1.54	https://www.nacin.gov.in/resources/file/downloads/Organisation-and-Function-10082023.pdf	Partially Met	0.77	Process of redress of grievances not properly mentioned
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	https://www.nacin.gov.in/resources/file/downloads/Organisation-and-Function-10082023.pdf	Fully Met	1.92	We could not locate the information on "Title and nature of the record/manual/instruction.
1.5.2	List of Rules, regulations, instructions manuals and records.	Fully Met	1.92	1.92	https://www.nacin.gov.in/resources/file/downloads/Organisation-and-F	Fully Met	1.92	We could not locate the required information following the

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					unction-10082023.pdf			link given by concerned P.A.
1.5.3	Acts/ Rules manuals etc.	Fully Met	1.92	1.92	https://www.nacn.gov.in/resources/file/downloads/Organisation-and-FUNCTION-10082023.pdf	Fully Met	1.92	We could not locate the required information following the link given by concerned P.A.
1.5.4	Transfer policy and transfer orders	Fully Met	1.92	1.92	https://www.nacn.gov.in/resources/file/downloads/Organisation-and-FUNCTION-10082023.pdf	Fully Met	1.92	https://www.nacn.gov.in/resources/file/downloads/Organisation-and-FUNCTION-10082023.pdf
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://www.nacn.gov.in/resources/file/downloads/Organisation-and-FUNCTION-10082023.pdf	Not Met	0	We could not locate the required information following the link given by concerned P.A.
1.6.2	Custodian of documents/categories	Fully Met	3.85	3.85	https://www.nacn.gov.in/resources/file/downloads/Organisation-and-FUNCTION-10082023.pdf	Not Met	0	same as above

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					unction-10082 023.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	https://www.nacin.gov.in/resources/file/downloads/Organisation-and-FUNCTION-10082023.pdf	Not Met	0	Detail information not given.
1.7.2	Composition	Fully Met	0.96	0.96	https://www.nacin.gov.in/resources/file/downloads/Organisation-and-FUNCTION-10082023.pdf	Not Met	0	Same as above
1.7.3	Dates from which constituted	Fully Met	0.96	0.96	https://www.nacin.gov.in/resources/file/downloads/Organisation-and-FUNCTION-10082023.pdf	Not Met	0	Same as above
1.7.4	Term/ Tenure	Fully Met	0.96	0.96	https://www.nacin.gov.in/resources/file/downloads/Organisation-and-FUNCTION-10082023.pdf	Not Met	0	Same as above
1.7.5	Powers and functions	Fully Met	0.96	0.96	https://www.nacin.gov.in/resources/file/downloads/Organisation-and-FUNCTION-10082023.pdf	Not Met	0	Same as above

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL above
					acin.gov.in/resources/file/downloads/Organisation-and-Function-10082023.pdf			
1.7.6	Whether their meetings are open to the public?	Not Applicable	0	0	empty	Not Applicable	0	NA
1.7.7	Whether the minutes of the meetings are open to the public?	Not Applicable	0	0	empty	Not Applicable	0	NA
1.7.8	Place where the minutes if open to the public are available?	Not Applicable	0	0	empty	Not Applicable	0	NA
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://www.nacin.gov.in/resources/file/downloads/Organisation-and-Function-10082023.pdf	Fully Met	3.85	https://www.nacin.gov.in/resources/file/downloads/Organisation-and-Function-10082023.pdf
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	https://www.nacin.gov.in/resources/file/downloads/Organisation-and-Function-10082023.pdf	Partially Met	1.93	Telephone number missing
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://www.nacin.gov.in/resources/file/downloads/Organisation-and-F	Partially Met	1.93	https://www.nacin.gov.in/resources/file/downloads/Organisation-and-F

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					unction-10082023.pdf			unction-10082023.pdf
1.9.2	System of compensation as provided in its regulations	Not Applicable	0	0	empty	Not Met	0	not met
1.10	Name, designation and other particulars of public information officers[Section 4(1) (b) (xvi)]							
1.10.1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	Fully Met	3.85	3.85	https://www.nacin.gov.in/resources/file/downloads/Organisation-and-Function-10082023.pdf	Fully Met	3.85	https://www.nacin.gov.in/resources/file/downloads/Organisation-and-FFunction-10082023.pdf
1.10.2	Address, telephone numbers and email ID of each designated official.	Fully Met	3.85	3.85	https://www.nacin.gov.in/resources/file/downloads/Organisation-and-FFunction-10082023.pdf	Partially Met	1.93	telephone number missing
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	https://www.nacin.gov.in/resources/file/downloads/Organisation-and-FFunction-10082023.pdf	Fully Met	3.85	https://www.nacin.gov.in/resources/file/downloads/Organisation-and-FFunction-10082023.pdf
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	Fully Met	3.85	3.85	https://www.nacin.gov.in/resources/file/downloads/Organisation-and-F	Fully Met	3.85	https://www.nacin.gov.in/resources/file/downloads/Organisation-and-F

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					unction-10082023.pdf			unction-10082023.pdf
1.12	Programmes to advance understanding of RTI(Section 26)							
1.12.1	Educational programmes	Fully Met	1.92	1.92	https://www.nacn.gov.in/resources/file/downloads/Organisation-and-FUNCTION-10082023.pdf	Not Met	0	not met
1.12.2	Efforts to encourage public authority to participate in these programmes	Fully Met	1.92	1.92	https://www.nacn.gov.in/resources/file/downloads/Organisation-and-FUNCTION-10082023.pdf	Not Met	0	not met
1.12.3	Training of CPIO/APIO	Fully Met	1.92	1.92	https://www.nacn.gov.in/resources/file/downloads/Organisation-and-FUNCTION-10082023.pdf	Partially Met	0.96	https://www.nacn.gov.in/resources/file/downloads/Organisation-and-FUNCTION-10082023.pdf
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Not Applicable	0	0	empty	Not Met	0	Please revisit if it comes under N/A category as per RTI Act. If it comes under N/A then do

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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://www.nacin.gov.in/resources/file/downloads/Organisation-and-Function-10082023.pdf	Fully Met	7.69	https://www.nacin.gov.in/resources/file/downloads/Organisation-and-Function-10082023.pdf
Total			91	91		97	66	
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://www.nacin.gov.in/resources/file/downloads/Budget-and-Programme-10082023.pdf	Fully Met	10.00	https://www.nacin.gov.in/resources/file/downloads/Budget-and-Programme-10082023.pdf
2.1.2	Budget for each agency and plan & programmes	Fully Met	10	10.00	https://www.nacin.gov.in/resources/file/downloads/Budget-and-Programme-10082023.pdf	Fully Met	10.00	https://www.nacin.gov.in/resources/file/downloads/Budget-and-Programme-10082023.pdf
2.1.3	Proposed expenditures	Fully Met	10	10.00	https://www.nacin.gov.in/resources/file/downloads/Budg	Not Met	0	not met

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					et-and-Programme-10082023.pdf			
2.1.4	Revised budget for each agency, if any	Not Applicable	0	0	empty	Not Met	0	Please revisit and check if it comes under N/A category as per RTI act. If the required information comes under N/A category then please do mention this on the website.
2.1.5	Report on disbursements made and place where the related reports are available	Not Met	10	0	empty	Not Met	0	Not Met
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://www.nac.in.gov.in/resources/file/downloads/Budget-and-Programme-10082023.pdf	Not Met	0	The budget for foreign & domestic tours is missing.
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	Fully Met	16.67	16.67	https://www.nac.in.gov.in/resources/file/downloads/Budget-and-Programme-10082023.pdf	Partially Met	8.34	https://www.nac.in.gov.in/resources/file/downloads/Budget-and-Programme-10082023.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	official delegation, (d) Expenditure on the visit				mme-10082023.pdf			mme-10082023.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.	Not Applicable	0	0	empty	Not Met	0	not met
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	NA
2.3.2	Objective of the programme	Not Applicable	0	0	empty	Not Applicable	0	NA
2.3.3	Procedure to avail benefits	Not Applicable	0	0	empty	Not Applicable	0	NA
2.3.4	Duration of the programme/ scheme	Not Applicable	0	0	empty	Not Applicable	0	NA
2.3.5	Physical and financial targets of the programme	Not Applicable	0	0	empty	Not Applicable	0	NA
2.3.6	Nature/ scale of subsidy /amount allotted	Not Applicable	0	0	empty	Not Applicable	0	NA
2.3.7	Eligibility criteria for grant of subsidy	Not Applicable	0	0	empty	Not Applicable	0	NA
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Not Applicable	0	0	empty	Not Applicable	0	NA
2.4	Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013]							
2.4.1	Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions	Not Applicable	0	0	empty	Not Applicable	0	NA
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Not Applicable	0	0	empty	Not Applicable	0	NA
2.5	Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]							
2.5.1	Concessions, permits or authorizations granted by public authority	Not Applicable	0	0	empty	Not Applicable	0	NA
2.5.2	For each concessions, permit or authorization granted - (a) Eligibility criteria, (b) Procedure for getting the concession/ grant and/ or permits of	Not Applicable	0	0	empty	Not Applicable	0	NA

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	authorizations, (c) Name and address of the recipients given concessions/ permits or authorizations, (d) Date of award of concessions/ permits of authorizations							
2.6	CAG & PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]							
2.6.1	CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the parliament.	Not Applicable	0	0	empty	Not Applicable	0	NA
Total			73	63		100	28	
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	Not Applicable	0	0	empty	Not Met	0	Not Met The information may be given
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 Met	0	Not Met The arrangement for consultation with members of public may be done and day and time may be allotted to visitors
3.1.3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	Not Applicable	0	0	empty	Not Applicable	0	NA
3.1.4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable	0	0	empty	Not Applicable	0	NA
3.1.5	Public- private partnerships (PPP)- Concession agreements.	Not Applicable	0	0	empty	Not Applicable	0	NA

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
3.1.6	Public- private partnerships (PPP)- Operation and maintenance manuals	Not Applicable	0	0	empty	Not Applicable	0	NA
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	NA
3.1.8	Public- private partnerships (PPP) - Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government	Not Applicable	0	0	empty	Not Applicable	0	NA
3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	Not Applicable	0	0	empty	Not Applicable	0	NA
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	NA
3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	Not Applicable	0	0	empty	Not Applicable	0	NA
3.2	Are the details of policies / decisions, which affect public, informed to them[Section 4(1) (c)]							
3.2.1	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Policy decisions/ legislations taken in the previous one year	Not Applicable	0	0	empty	Not Met	0	Please revisit if it comes under NA category as per RTI Act. If yes, then do mention this on your website as well.
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 Met	0	Same as above
3.2.3	Publish all relevant facts while formulating	Not Applicable	0	0	empty	Not Met	0	Same as

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	important policies or announcing decisions which affect public to make the process more interactive- Outline the arrangement for consultation before formulation of policy							
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)	Not Applicable	0	0	empty	Partially Met	25.00	https://www.nacin.gov.in/page/probationers
3.4	Form of accessibility of information manual/ handbook[Section 4(1)(b)]							
3.4.1	Information manual/handbook available in Electronic format	Not Applicable	0	0	empty	Not Met	0	Not Met
3.4.2	Information manual/handbook available in Printed format	Not Applicable	0	0	empty	Not Applicable	0	Please revisit if it comes under NA category as per RTI Act. If yes, then do mention this on your website as well.
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	Not Applicable	0	0	empty	Not Met	0	Please revisit if it comes under NA category as per RTI Act. If yes, then do mention this on your website as

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL well.
3.5.2	List of materials available At a reasonable cost of the medium	Not Applicable	0	0	empty	Not Met	0	Please revisit if it comes under NA category as per RTI Act. If yes, then do mention this on your website as well.
Total			0	0		200	25	
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://www.nacn.gov.in/resources/file/downloads/E-governance-10082023.pdf	Fully Met	14.29	https://www.nacn.gov.in/page/Year-Book
4.1.2	Vernacular/ Local Language	Fully Met	14.29	14.29	https://www.nacn.gov.in/resources/file/downloads/E-governance-10082023.pdf	Fully Met	14.29	https://www.nacn.gov.in/page/Year-Book
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://www.nacn.gov.in/resources/file/downloads/E-governance-10082023.pdf	Fully Met	28.57	https://www.nacn.gov.in/page/Year-Book

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					82023.pdf			
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://www.nacin.gov.in/resources/file/downloads/E-governance-10082023.pdf	Fully Met	9.52	https://www.nacin.gov.in/page/Year-Book
4.3.2	Name/ title of the document/record/ other information	Fully Met	9.52	9.52	https://www.nacin.gov.in/resources/file/downloads/E-governance-10082023.pdf	Fully Met	9.52	https://www.nacin.gov.in/page/Year-Book
4.3.3	Location where available	Fully Met	9.52	9.52	https://www.nacin.gov.in/resources/file/downloads/E-governance-10082023.pdf	Fully Met	9.52	https://www.nacin.gov.in/page/Year-Book
4.4	Particulars of facilities available to citizen for obtaining information[Section 4(1)(b)(xv)]							
4.4.1	Name & location of the faculty	Not Applicable	0	0	empty	Not Applicable	0	NA
4.4.2	Details of information made available	Not Applicable	0	0	empty	Not Applicable	0	NA
4.4.3	Working hours of the facility	Not Applicable	0	0	empty	Not Met	0	NA
4.4.4	Contact person & contact details (Phone, fax email)	Not Applicable	0	0	empty	Not Met	0	NA
4.5	Such other information as may be prescribed under Section 4(i) (b)(xvii)							
4.5.1	Grievance redressal mechanism	Not Applicable	0	0	empty	Not Met	0	Not Met
4.5.2	Details of applications received under RTI and information provided	Not Applicable	0	0	empty	Partially Met	1.79	https://www.nacin.gov.in/resources/file/downloads/E-go

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								vernance-10082023.pdf
4.5.3	List of completed schemes/ projects/ Programmes	Not Applicable	0	0	empty	Not Met	0	NA
4.5.4	List of schemes/ projects/ programme underway	Not Applicable	0	0	empty	Not Met	0	Please revisit and check if this comes under the N/A category as per RTI Act.
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 Met	0	Please revisit and check if this comes under the N/A category as per RTI Act.
4.5.6	Annual Report	Not Applicable	0	0	empty	Not Met	0	NA
4.5.7	Frequently Asked Question (FAQs)	Not Applicable	0	0	empty	Not Met	0	Not Met FAQs may be developed and displayed on the website
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	Not Applicable	0	0	empty	Not Met	0	Not Met
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://www.nacn.gov.in/resources/file/downloads/E-go	Fully Met	14.29	https://www.nacn.gov.in/resources/file/downloads/E-go

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					ernance-10082023.pdf			ernance-10082023.pdf
4.6.2	Details of appeals received and orders issued	Fully Met	14.29	14.29	https://www.nacin.gov.in/resources/file/downloads/E-governance-10082023.pdf	Fully Met	14.29	https://www.nacin.gov.in/resources/file/downloads/E-governance-10082023.pdf
4.7	Replies to questions asked in the parliament[Section 4(1)(d)(2)]							
4.7.1	Details of questions asked and replies given	Not Applicable	0	0	empty	Not Met	0	Not Met Link may be given to access the details of questions asked and replies given in the parliament
Total			114	114		186	116	
5	Information as may be prescribed							
5.1	Such other information as may be prescribed [F.No. 1/2/2016-IR dt. 17.8.2016, F No. 1/6/2011-IR dt. 15.4.2013]							
5.1.1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1.1.2015	Fully Met	20	20.00	https://www.nacin.gov.in/resources/file/downloads/Information-as-may-be-prescribed-10082023.pdf	Fully Met	20.00	https://www.nacin.gov.in/resources/file/downloads/Information-as-may-be-prescribed-10082023.pdf
5.1.2	Details of third party audit of voluntary disclosure -(a) Dates of audit carried out , (b) Report of the audit carried out	Not Applicable	0	0	empty	Not Met	0	This should be made available on the website.

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://www.nacin.gov.in/resources/file/downloads/Information-as-may-be-prescribed-10082023.pdf	Fully Met	20.00	https://www.nacin.gov.in/resources/file/downloads/Information-as-may-be-prescribed-10082023.pdf
5.1.4	Consultancy committee of key stake holders for advice on suo-motu disclosure - (a) Dates from which constituted, (b) Name & Designation of the officers	Not Applicable	0	0	empty	Not Met	0	Not Met A committee may be constituted consisting of key stakeholders for advice on Suo-moto disclosures
5.1.5	Committee of PIOs/FAAs with rich experience in RTI to identify frequently sought information under RTI - (a) Dates from which constituted, (b) Name & Designation of the Officers	Not Applicable	0	0	empty	Not Met	0	The information should be made available on the website.
Total			40	40		100	40	
6	Information Disclosed on own Initiative							
6.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information							
6.1.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	Fully Met	25	25.00	https://nacin.gov.in/page/probationers	Not Met	0	Please provide direct and correct link.
6.2	Guidelines for Indian Government Websites (GIGW) is followed (released in February, 2009 and included in the Central							

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	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	Not Met	12.5	0	empty	Not Met	0	not met
6.2.2	Does the website show the certificate on the Website?	Not Met	12.5	0	empty	Not Met	0	not met
Total			50	25		50	0	
Grand Total			368	333		733	275	