

SUMMARY:

A perusal of the self-audit submitted by the organization indicates that to a large extent information has been provided. However, the following may be ensured:-

1. Along with vision and mission, key objectives of the Ministry may also be provided (1.1.3)
2. Times limits for achieving the targets may be specified (1.4.4)
3. No information regarding the grievance redressal mechanism in the organization is available under the given link (1.4.5)
4. The complete list of all employees of the organization along with the remuneration of every employee should be provided as part of suo motu disclosure. Merely indicating their grade and designation and relevant pay scale will not suffice (1.9.1)
5. The organization has provided a list of CPIOs and Appellate Authorities along with their contact details. However, details of APIOs (if the Ministry has designated some officers) as required have not been given. If no such designations exist in the Ministry then the same may be specified. Further, the list is dated 19.08.2019. The same may be updated, to reflect any changes due to retirements, promotions and transfer postings. (1.10.1-2)
6. With regards to training of CPIOs/AAs, details of such training conducted may be provided. (1.12.3)
7. Any such transfer policy, subject to non -disclosure of confidential matters can be kept in public domain ensure transparency (1.13.1)
8. With regards to para 2.1, only budget estimates have been provided. Details regarding proposed expenditures and disbursals have not been given.
9. Details of foreign visits undertaken by the officials have not been given (2.2)
10. Ministry may provide information on how the public can procure hard copies of the various documents (3.4.2 & 3.5.2)
11. Hindi version of the manual not found in the given link. (4.1.2)
12. A set of Frequently Asked Questions(FAQs) may be prepared keeping in view the requirement of various stakeholders (4.5.7)

The details of ongoing schemes / projects / programmes should be available in a consolidated form at one place to make it easily accessible to the citizen. If the public authority is not running any scheme/project/ programme, that may be also be specified.

Finally, the Ministry may also consider preparing a negative list of information which cannot be provided by the organization, under the provisions of RTI Act. This would not only reduce the RTI workload of the organization but also give a degree of clarity to the potential RTI applicants