



नेशनल इंस्टीट्यूट ऑफ सेकेंडरी स्टील टेक्नोलॉजी
(इस्पात मंत्रालय, भारत सरकार द्वारा स्थापित)
National Institute of Secondary Steel Technology

(Estd. by Ministry of Steel, Govt. of India)

NABL Accredited & BIS Recognized Laboratories

स. स. NISST/RTI/TA/2022/ 8008

14.10.2022
दिनांक _____

To

The Chief Information Commissioner
Room no 401, 4th Floor,
Baba Gangnath Marg, Munirka
New Delhi – 110067.

Subject: Third party audit of proactive disclosure of Public Authority M/s. Biju Patnaik National Steel Institute(BPNSI) u/s 4 of the RTI Act-2005.

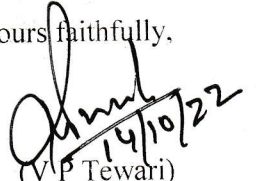
Sir,

Section 4 of RTI Act 2005 imposes obligations on Public Authorities to disclose certain information Suo-moto. For ensuring compliance of disclosure under section 4 of act, DOPT issued guidelines vide OM No. 1/6/2011-IR dated 15.04.2013, which inter-alia provided that each Ministry/Department shall get its proactive disclosure package audited by third party every year.

Accordingly, National Institute of Secondary Steel Technology, (NISST) Mandi Gobindgarh, Punjab, was nominated to conduct third party transparency audit of Biju Patnaik National Steel Institute (BPNSI), Kalinga Nagar, Odisha.

As per self-appraisal report & Suo-motu disclosure of information by Biju Patnaik National Institute (BPNSI) at their Website under RTI Act, the Summary Report is enclosed at Annexure – 1.

Yours faithfully,


V.P. Tewari

Dy. Director (P&A)

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Encl: as above



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PAN No. AAAAN0773A, GSTIN : 03AAAAN0773A1ZB

SUMMARYREPORT

SUBJECT:-Third party audit of proactive package under section 4 of RTI ACT 2005 for the year 2021-22

NAME OF AUDITEE PUBLIC AUTHORITY:- Biju Patnaik National Steel Institute (BPNSI)

NAME OF TRAINING INSTITUTE CONDUCTING AUDIT:- National Institute of Secondary Steel Technology(NISST), Punjab.

AUDIT PROCESS:

1. Gone through Biju Patnaik National Steel Institute self-appraisal report on the subject.
2. Checked veracity with the website of Biju Patnaik National Steel Institute (BPNSI)

The observations are as follows:

1.0 Organization and function: -This constitutes of 13 (Thirteen) subheads which are as under:

1.1 Particulars of its organization, functions and duties [Section 4(1)(b)(i)] : - Agreed with the Public Authority (BPNSI). That it fully meets the requirement under this subhead.

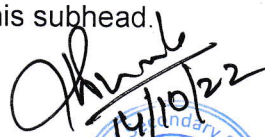

1.2 Power and duties of its officers and employees[Section4(1)(b)(ii)]:-Agreed with the Public Authority (BPNSI) under this subhead.

1.3 Procedure followed in decision making process [Section 4(1)(b)(iii)] : - Agreed with the Public Authority (BPNSI) under this subhead..

1.4 Norms for discharge of functions [Section 4(1)(b)(iv)] -Agreed with the Public Authority (BPNSI) under this subhead..

1.5 Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)] : - Agreed with the Public Authority (BPNSI) under this subhead.

1.6 Categories of documents held by the authority under its control [Section4(1)(b)(vi)] : - Agreed with the Public Authority(BPNSI) under this subhead.

1.7 Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(vii)] : - Agreed with the Public Authority (BPNSI) under this subhead.

1.8 Directory of officers and employees [Section 4(1)(b)(ix)]: - Agreed with the Public Authority (BPNSI) under this subhead.

1.9 Monthly remuneration received by officers & employees including system of compensation [Section 4(1)(b)(ix)]: - Agreed with the Public Authority (BPNSI) under this subhead.

1.10 Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)] : - Agreed with the Public Authority (BPNSI) under this subhead.

1.11 No. Of employees against whom Disciplinary action has been proposed/taken (Section 4(2)): - Agreed with the Public Authority (BPNSI) under this subhead.

1.12 Programmes to advance understanding of RTI (Section 26): -Agreed with the Public Authority (BPNSI) under this subhead that the requirements are not met.

1.13 Transfer policy and transfer orders [F No. 1/6/2011-IR dt.15.4.2013]:- Agreed with the Public Authority (BPNSI) under this subhead.

2. Budget and Programme:-This constitutes of 6(Six)subheads which are as under:

2.1 Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)] : - Agree with the Public Authority (BPNSI) under this subhead except 2.2.2.

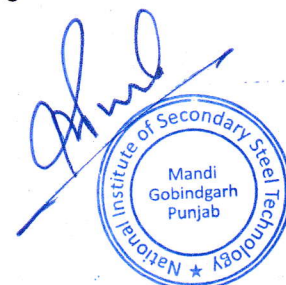
2.2 Foreign and domestic tours (F.No. 1/8/2012- IR dt. 11.9.2012)- Agreed with the Public Authority (BPNSI) under this subhead except 2.2.2.

2.3 Manner of execution of subsidy programme [Section 4(i)(b)(xii)]- Agreed with the Public Authority (BPNSI) under this subhead.

2.4 Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013] :- Agreed with the Public Authority (BPNSI) under this subhead.

2.5 Particulars of recipients of concessions, permits of authorizations granted by the public authority [Section 4(1) (b) (xiii)]:- Agreed with the Public Authority (BPNSI) under this subhead.

2.6.CAG & PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]: -Agreed with the Public Authority (BPNSI) under this subhead.



3. Publicity Band Public interface: - This constitutes of 5 (Five) subheads which are asunder:

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 thereof [Section 4 (1)(b)(vii)] [FNo1/6/2011-IRdt.15.04.2013] - Agreed with the Public Authority (BPNSI) under this subhead.

3.2 Are the details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]- Agreed with the Public Authority (BPNSI) under this subhead.

3.3 Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]- Agreed with the Public Authority (BPNSI) under this subhead.

3.4 Form of accessibility of information manual/ handbook [Section 4(1)(b)]:- Agreed with the Public Authority (BPNSI) under this subhead.

3.5 Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]:- Agreed with the Public Authority (BPNSI) under this subhead.

4. E-Governance:-This constitutes of 7(Seven) subheads which are as under:

4.1 Language in which Information Manual/Handbook Available [F No. 1/6/2011- IR dt. 15.4.2013]: Agreed with the Public Authority (BPNSI) under this subhead.

4.2 When was the information Manual/Handbook last updated? [F No. 1/6/2011- IR dt 15. 4. 2013]- Agreed with the Public Authority (BPNSI) under this subhead.

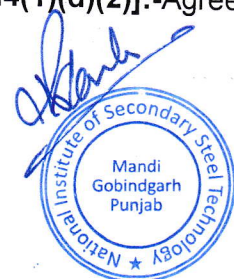
4.3 Information available in electronic form [Section 4(1)(b)(xiv)]: - Agreed with the Public Authority (BPNSI) under this subhead.

4.4 Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)] - Agreed with the Public Authority (BPNSI) under this subhead that the requirements are not met.

4.5 Such other information as may be prescribed under Section 4(i) (b)(xvii) : -Agreed with the Public Authority (BPNSI) under this subhead except 4.5.7.

4.6 Receipt & Disposal of RTI applications & appeals [F. No 1/6/2011-IRdt.15.04.2013]: - Agreed with the Public Authority (BPNSI) under this subhead.

4.7 Replies to questions asked in the parliament [Section 4(1)(d)(2)]:-Agreed with the Public Authority (BPNSI) under this subhead.



5. Information as may be prescribed:-This constitutes of 1(One) subhead which are as under:

5.1 Such other information as may be prescribed [F. No. 1/2/2016-IRdt. 17.8.2016,F No. 1/6/2011-IR dt. 15.4.2013] : -Agreed with the Public Authority (BPNSI) under this subhead that the requirements are not met

6. Information Disclosed on own Initiative: -This constitutes of 2(Two) subheads which are as under:

6.1 Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information: - Agreed with the Public Authority (BPNSI) under this subhead.

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.: - Agreed with Public Authority (BPNSI) under this subhead.



14/10/22

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Dy. Director (P&A)
National Institute of Secondary Steel Technology
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Punjab-147 301

Self appraisal report for Year (2021-22)

Auditor Agency: NISST

Ministry Name: Ministry of Steel

Department Name:

Public Authority Name: Biju Patnaik National Steel Institute

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.bpsni.org https://www.bpsni.org https://www.bpsni.org	Fully Met	1.28	https://www.bpsni.org
1.1.2	Head of the organization	Fully Met	1.28	1.28	https://www.bpsni.org/our-management.php	Fully Met	1.28	https://www.bpsni.org/our-management.php
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	https://www.bpsni.org/rti-manual-i.php	Fully Met	1.28	https://www.bpsni.org/rti-manual-i.php
1.1.4	Function and duties	Fully Met	1.28	1.28	https://www.bpsni.org/RtiMan2.php	Fully Met	1.28	https://www.bpsni.org/RtiMan2.php
1.1.5	Organization Chart	Fully Met	1.28	1.28	https://www.bpsni.org/rti-manual-i.php	Fully Met	1.28	https://www.bpsni.org/rti-manual-i.php
1.1.6	Any other details-the genesis, inception, formation of the department and the HoDs from	Fully Met	1.28	1.28	https://www.bpsni.org/rti-	Fully Met	1.28	https://www.bpsni.org/rti-

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	time to time as well as the committees/ Commissions constituted from time to time have been dealt				manual-i.php			manual-i.php
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.bpsni.org/RtiMan2.php	Fully Met	1.54	https://www.bpsni.org/RtiMan2.php
1.2.2	Power and duties of other employees	Fully Met	1.54	1.54	https://www.bpsni.org/RtiMan2.php	Fully Met	1.54	https://www.bpsni.org/RtiMan2.php
1.2.3	Rules/ orders under which powers and duty are derived and	Fully Met	1.54	1.54	https://www.bpsni.org/RtiMan2.php	Fully Met	1.54	https://www.bpsni.org/RtiMan2.php
1.2.4	Exercised	Fully Met	1.54	1.54	https://www.bpsni.org/RtiMan2.php	Fully Met	1.54	https://www.bpsni.org/RtiMan2.php
1.2.5	Work allocation	Fully Met	1.54	1.54	https://www.bpsni.org/RtiMan2.php	Fully Met	1.54	https://www.bpsni.org/RtiMan2.php
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.bpsni.org/RtiMan3.php	Fully Met	1.54	https://www.bpsni.org/RtiMan3.php
1.3.2	Final decision making authority	Fully Met	1.54	1.54	https://www.bpsni.org/RtiMan3.php	Fully Met	1.54	https://www.bpsni.org/RtiMan3.php
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	https://www.bpsni.org/RtiMan2.php	Fully Met	1.54	https://www.bpsni.org/RtiMan2.php
1.3.4	Time limit for taking a decisions, if any	Fully Met	1.54	1.54	https://www.bpsni.org/RtiMan3.php	Fully Met	1.54	https://www.bpsni.org/RtiMan3.php

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.3.5	Channel of supervision and accountability	Fully Met	1.54	1.54	https://www.bpsni.org/RtiMa n2.php	Fully Met	1.54	https://www.bpsni.org/RtiMa n2.php
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.bpsni.org/RtiMa n4.php	Fully Met	1.54	https://www.bpsni.org/RtiMa n4.php
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	https://www.bpsni.org/RtiMa n4.php	Fully Met	1.54	https://www.bpsni.org/RtiMa n4.php
1.4.3	Process by which these services can be accessed	Fully Met	1.54	1.54	https://www.bpsni.org/RtiMa n4.php	Fully Met	1.54	https://www.bpsni.org/RtiMa n4.php
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	https://www.bpsni.org/RtiMa n4.php	Fully Met	1.54	https://www.bpsni.org/RtiMa n4.php
1.4.5	Process of redress of grievances	Fully Met	1.54	1.54	https://www.bpsni.org/RtiMa n4.php	Fully Met	1.54	https://www.bpsni.org/RtiMa n4.php
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.bpsni.org/RtiMa n5.php	Fully Met	1.92	https://www.bpsni.org/RtiMa n5.php
1.5.2	List of Rules, regulations, instructions manuals and records.	Fully Met	1.92	1.92	https://www.bpsni.org/RtiMa n5.php	Fully Met	1.92	https://www.bpsni.org/RtiMa n5.php
1.5.3	Acts/ Rules manuals etc.	Fully Met	1.92	1.92	https://www.bpsni.org/RtiMa n5.php	Fully Met	1.92	https://www.bpsni.org/RtiMa n5.php
1.5.4	Transfer policy and transfer orders	Fully Met	1.92	1.92	https://www.bpsni.org/RtiMa n5.php	Fully Met	1.92	https://www.bpsni.org/RtiMa n5.php

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
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.bpsni.org/RtiMan6.php	Fully Met	3.85	https://www.bpsni.org/RtiMan6.php
1.6.2	Custodian of documents/categories	Fully Met	3.85	3.85	https://www.bpsni.org/RtiMan6.php	Fully Met	3.85	https://www.bpsni.org/RtiMan6.php
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.bpsni.org/images/Mannual%208.pdf	Fully Met	0.96	https://www.bpsni.org/images/Mannual%208.pdf
1.7.2	Composition	Fully Met	0.96	0.96	https://www.bpsni.org/images/Mannual%208.pdf	Fully Met	0.96	https://www.bpsni.org/images/documents/docs_1622243713.pdf
1.7.3	Dates from which constituted	Fully Met	0.96	0.96	https://www.bpsni.org/images/Mannual%208.pdf	Fully Met	0.96	https://www.bpsni.org/images/Mannual%208.pdf
1.7.4	Term/ Tenure	Fully Met	0.96	0.96	https://www.bpsni.org/images/Mannual%208.pdf	Fully Met	0.96	https://www.bpsni.org/images/Mannual%208.pdf
1.7.5	Powers and functions	Fully Met	0.96	0.96	https://www.bpsni.org/images/Mannual%208.pdf	Fully Met	0.96	https://www.bpsni.org/images/Mannual%208.pdf
1.7.6	Whether their meetings are open to the public?	Fully Met	0.96	0.96	https://www.bpsni.org/images/Mannual%208.pdf	Fully Met	0.96	https://www.bpsni.org/images/Mannual%208.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					208.pdf			208.pdf
1.7.7	Whether the minutes of the meetings are open to the public?	Fully Met	0.96	0.96	https://www.bpsni.org/images/Mannual%208.pdf	Fully Met	0.96	https://www.bpsni.org/images/Mannual%208.pdf
1.7.8	Place where the minutes if open to the public are available?	Fully Met	0.96	0.96	https://www.bpsni.org/images/Mannual%208.pdf	Fully Met	0.96	https://www.bpsni.org/images/Mannual%208.pdf
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.bpsni.org/RtiMan9.php	Fully Met	3.85	https://www.bpsni.org/RtiMan9.php
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	https://www.bpsni.org/RtiMan9.php	Fully Met	3.85	https://www.bpsni.org/RtiMan9.php
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.bpsni.org/RtiMan10.php	Fully Met	3.85	https://www.bpsni.org/RtiMan10.php
1.9.2	System of compensation as provided in its regulations	Fully Met	3.85	3.85	https://www.bpsni.org/RtiMan10.php	Fully Met	3.85	https://www.bpsni.org/RtiMan10.php
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.bpsni.org/RtiMan16.php	Fully Met	3.85	https://www.bpsni.org/RtiMan16.php
1.10.2	Address, telephone numbers and email ID of each designated official.	Fully Met	3.85	3.85	https://www.bpsni.org/RtiMan16.php	Fully Met	3.85	https://www.bpsni.org/RtiMan16.php
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	Fully Met	3.85	3.85	https://www.bpsni.org/RtiMan16.php	Fully Met	3.85	https://www.bpsni.org/RtiMan16.php

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	action has been (i) Pending for Minor penalty or major penalty proceedings				pnsi.org/RtiMa n2.php			pnsi.org/RtiMa n2.php
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	Fully Met	3.85	3.85	https://www.bpsni.org/RtiMa n2.php	Fully Met	3.85	https://www.bpsni.org/RtiMa n2.php
1.12	Programmes to advance understanding of RTI(Section 26)							
1.12.1	Educational programmes	Not Met	1.92	0	empty	Not Met	0	Not Met
1.12.2	Efforts to encourage public authority to participate in these programmes	Not Met	1.92	0	empty	Not Met	0	Not Met
1.12.3	Training of CPIO/APIO	Not Met	1.92	0	empty	Not Met	0	Not Met
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Not Met	1.92	0	empty	Not Met	0	Not Met
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.bpsni.org/RtiMa n5.php	Fully Met	7.69	https://www.bpsni.org/RtiMa n5.php
Total			100	92		100	92	
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.bpsni.org/RtiMa n11.php	Fully Met	10.00	https://www.bpsni.org/RtiMa n11.php
2.1.2	Budget for each agency and plan & programmes	Fully Met	10	10.00	https://www.bpsni.org/RtiMa n11.php	Fully Met	10.00	https://www.bpsni.org/RtiMa n11.php
2.1.3	Proposed expenditures	Fully Met	10	10.00	https://www.bpsni.org/RtiMa n11.php	Fully Met	10.00	https://www.bpsni.org/RtiMa n11.php
2.1.4	Revised budget for each agency, if any	Fully Met	10	10.00	https://www.bpsni.org/RtiMa n11.php	Fully Met	10.00	https://www.bpsni.org/RtiMa n11.php

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
2.1.5	Report on disbursements made and place where the related reports are available	Fully Met	10	10.00	https://www.bpsni.org/RtiMa n11.php	Fully Met	10.00	https://www.bpsni.org/RtiMa n11.php
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.bpsni.org/RtiMa n11.php	Fully Met	16.67	https://www.bpsni.org/RtiMa n11.php
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	https://www.bpsni.org/RtiMa n11.php	Not Met	0	Not Met
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	https://www.bpsni.org/RtiMa n11.php	Fully Met	16.67	https://www.bpsni.org/RtiMa n11.php
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 per PA
2.3.2	Objective of the programme	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per PA
2.3.3	Procedure to avail benefits	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per PA
2.3.4	Duration of the programme/ scheme	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per PA
2.3.5	Physical and financial targets of the programme	Not Applicable	0	0	empty	Not Applicable	0	Not applicable

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL as per PA
2.3.6	Nature/ scale of subsidy /amount allotted	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per PA
2.3.7	Eligibility criteria for grant of subsidy	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per PA
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per 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 per 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 per 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 per 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 per 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.	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per PA
Total			100	100		100	83	
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	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per PA

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	citizens							
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 as per 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 as per PA
3.1.4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per PA
3.1.5	Public- private partnerships (PPP)- Concession agreements.	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per PA
3.1.6	Public- private partnerships (PPP)- Operation and maintenance manuals	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per 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 as per 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 as per PA
3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as per 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 as per 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 as per 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	Not Applicable	0	0	empty	Not Applicable	0	Not applicable

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL as per PA
	important policies or announcing decisions which affect public to make the process more interactive - 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	Not applicable as per PA
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	Not applicable as per PA
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)	Partially Met	50	25.00	https://www.bpsi.org	Partially Met	25.00	Partially met https://www.bpsi.org
3.4	Form of accessibility of information manual/ handbook[Section 4(1)(b)]							
3.4.1	Information manual/handbook available in Electronic format	Partially Met	25	12.50	https://www.bpsi.org	Partially Met	12.50	https://www.bpsi.org Partially Met
3.4.2	Information manual/handbook available in Printed format	Fully Met	25	25.00	P&A dept.	Fully Met	25.00	https://www.bpsi.org/RtiMan6.php
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 Met	25	0	empty	Not Met	0	Not met
3.5.2	List of materials available At a reasonable cost of the medium	Fully Met	25	25.00	P&A dept.	Fully Met	25.00	https://www.bpsi.org/RtiMan6.php
Total			150	88		150	88	
4	E-Governance							
4.1	Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]							

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.1.1	English	Fully Met	14.29	14.29	P&A dept./Library	Fully Met	14.29	https://www.bpsni.org/rti-manuals.php
4.1.2	Vernacular/ Local Language	Not Met	14.29	0	empty	Not Met	0	Not met
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	2008	Fully Met	28.57	https://www.bpsni.org/page.php?pid=the-institute
4.3	Information available in electronic form[Section 4(1)(b)(xiv)]							
4.3.1	Details of information available in electronic form	Partially Met	9.52	4.76	https://www.bpsni.org/RtiMan14.php	Partially Met	4.76	Partially Met https://www.bpsni.org/RtiMan14.php
4.3.2	Name/ title of the document/record/ other information	Not Met	9.52	0	empty	Not Met	0	Not Met
4.3.3	Location where available	Not Met	9.52	0	empty	Not Met	0	Not Met
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 Met	7.14	0	empty	Not Met	0	Not Met
4.4.2	Details of information made available	Not Met	7.14	0	empty	Not Met	0	Not Met
4.4.3	Working hours of the facility	Not Met	7.14	0	empty	Not Met	0	Not Met
4.4.4	Contact person & contact details (Phone, fax email)	Not Met	7.14	0	empty	Not Met	0	Not Met
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://www.bpsni.org/RtiMan4.php	Fully Met	3.57	https://www.bpsni.org/RtiMan4.php
4.5.2	Details of applications received under RTI and information provided	Fully Met	3.57	3.57	https://www.bpsni.org/rti-monthly-report/php	Fully Met	3.57	https://www.bpsni.org/rti-monthly-report/php
4.5.3	List of completed schemes/ projects/	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	Programmes							as per PA
4.5.4	List of schemes/ projects/ programme underway	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable as per PA
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 as per PA
4.5.6	Annual Report	Fully Met	3.57	3.57	https://www.bpsni.org/documents/Audited%20report.pdf	Fully Met	3.57	https://www.bpsni.org/documents/Audited%20report.pdf and https://www.bpsni.org/bpsni-activity-report.php
4.5.7	Frequently Asked Question (FAQs)	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable as per PA
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://www.bpsni.org/documents/CITIZEN%20CHARTER%20OF%20BPNSI.pdf	Fully Met	3.57	https://www.bpsni.org/images/documents/docs_1664404263.pdf
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.bpsni.org/rti-monthly-report/php	Fully Met	14.29	https://bpsni.org/images/documents/docs_1660828501.pdf
4.6.2	Details of appeals received and orders issued	Fully Met	14.29	14.29	https://www.bpsni.org/rti-monthly-report/php	Fully Met	14.29	https://bpsni.org/images/documents/docs_1660828501.p

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								df
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 Applicable	0	N.A. as per PA
Total			157	90		157	90	
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.bpsni.org/RtiMa n16.php	Fully Met	20.00	https://www.bpsni.org/RtiMa n16.php
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://www.bpsni.org/RtiMa n16.php	Fully Met	20.00	https://bpsni.org/images/documents/docs_1630798216.p df
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.bpsni.org/RtiMa n16.php	Fully Met	20.00	https://www.bpsni.org/RtiMa n16.php
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 Met	20	0	empty	Not Met	0	Not Met
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	Not Met
Total			100	60		100	60	
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	Fully Met	25	25.00	https://www.bpsni.org/rti-	Fully Met	25.00	https://www.bpsni.org/rti-

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	information				manuals.php			manuals.php
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	Not Applicable	0	0	empty	Not Met	0	Not Met (Information is not available on the website)
6.2.2	Does the website show the certificate on the Website?	Not Applicable	0	0	empty	Not Met	0	Not Met (Information is not available on the website)
Total			25	25		50	25	
Grand Total			632	455		657	439	