

**A FRAMEWORK FOR TRANSPARENCY AUDIT  
(2020-21)**



**OFFICE OF REGISTRAR OF NEWSPAPERS FOR INDIA**

9<sup>th</sup> Floor, Soochna Bhawan, CGO Complex,

Lodhi Road, New Delhi - 110003

## A FRAMEWORK FOR TRANSPARENCY AUDIT

The RTI Act under section 4 provides a comprehensive framework for promoting openness in the functioning of the public authorities.

While Section 4(1) (a) provides a general guideline for record management, so that the information could be easily stored and retained, the sub-sections b, c and d of Section 4 relate to the organizational objects and functions. Sub-sections (b), (c) and (d) of Section 4 of the RTI Act and other related information can be grouped under six categories; namely, 1-organisation and function, 2- Budget and programmes, 3- Publicity and public interface, 4-E. governance, 5- Information as prescribed and 6. Information disclosed on own initiative.

### 1. Organisation and Function

S.No.	Item	Details of disclosure	Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
1.1	Particulars of its organisation, functions and duties [Section 4(1)(b)(i)]	(i) Name and address of the Organization	Office of the Registrar of Newspapers for India
		(ii) Head of the organization	Press Registrar
		(iii) Vision, Mission and Key objectives	<p>The Office of the Registrar of Newspapers for India came into existence on 1<sup>st</sup> July, 1956, on the recommendation of the First Press Commission in 1953.</p> <p>The Press and Registration of Books Act, 1867 contains the duties and functions of the RNI.</p> <p>On account of some more responsibilities entrusted upon RNI during all these years, the office currently performs both statutory and non-statutory functions.</p>
		(iv) Function and duties	<p><b>STATUTORY FUNCTIONS</b></p> <ol style="list-style-type: none"> <li>1. RNI informs the District Magistrates on availability and non-availability of titles after receiving title verification applications from publishers.</li> <li>2. RNI issues certificate of registration to publishers under Section 19C of PRB Act, 1867.</li> <li>3. RNI compiles and maintains Registers of Registration containing particulars about all the registered newspapers and periodicals published</li> </ol>

			<p>across India.</p> <ol style="list-style-type: none"> <li>4. RNI ensures that newspapers and periodicals are published in conformity with provisions of the Press and Registration of Books Act 1867 and the Rules made there under.</li> <li>5. RNI conducts spot circulation verification of claimed circulation through regional offices of Press Information Bureau under powers delegated by the Press Registrar in accordance with Section 19F of the PRB Act, 1867.</li> <li>6. RNI scrutinizes annual statements furnished/filed by publishers of registered newspapers, which contains various information viz. registration details, circulation, ownership etc., every year under Section 19D of PRB Act.</li> <li>7. RNI compiles data and prepares its Annual Report called PRESS IN INDIA and submits the same to the Government on or before 31<sup>st</sup> of every year. The report contains information and statistics about all registered newspapers and periodicals in India with particular reference to the emerging trends in circulation.</li> </ol>
		(v) Organization Chart	Detail is available at the following links: <a href="http://rni.nic.in/all_page/contact_us.aspx">http://rni.nic.in/all_page/contact_us.aspx</a>
		(vi) 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	Enclosed as <b>Annexure-1</b>
1.2	Power and duties of its officers and employees [Section 4(1) (b)(ii)]	(i) Powers and duties of officers (administrative, financial and judicial)	Details enclosed as <b>Annexure-2</b>
		(ii) Power and duties of other employees	
		(iii) Rules/ orders under which powers and duty are derived and	
		(iv) Exercised	

		(v) Work allocation	
1.3	Procedure followed in decision making process [Section 4(1)(b)(iii)]	(i) Process of decision making Identify key decision making points	All decisions are taken based on the rules and regulations issued by/procedure followed in the Government of India. Decision on all financial matters is taken at the level of the PressRegistrar. Also, the decision on Title and Registration are taken under the provisions of Press and Registration of BooksAct, 1867 ( <b>Annexure-3</b> ).  Citizen's Charter is given in the following links: <a href="http://rni.nic.in/pdf_file/Citizen'sharter.pdf">http://rni.nic.in/pdf_file/Citizen'sharter.pdf</a>
		(ii) Final decision making authority	
		(iii) Related provisions, acts, rules etc.	
		(iv) Time limit for taking a decisions, if any	
		(v) Channel of supervision and accountability	
1.4	Norms for discharge of functions [Section 4(1)(b)(iv)]	(i) Nature of functions/ services offered	Standard norms for discharge of functions as follow in the central government offices are also followed in RNI (enclosed as <b>Annexure-4</b> )
		(ii) Norms/ standards for functions/ service delivery	
		(iii) Process by which these services can be accessed	Details are given in the following links: <a href="http://rni.nic.in/pdf_file/Procedurefortitleverification.pdf">http://rni.nic.in/pdf_file/Procedurefortitleverification.pdf</a> (for Title verification) and <a href="http://rni.nic.in/all_page/procedure_reg.aspx">http://rni.nic.in/all_page/procedure_reg.aspx</a> (for registration)
		(iv) Time-limit for achieving the targets	There is no pre determined targets. However, the process of title verification and title registration normally takes about 30 to 45 days.
		(v) Process of redress of grievances	Details are given in the following links: <a href="http://rni.nic.in/general/grievance_redresssal.aspx">http://rni.nic.in/general/grievance_redresssal.aspx</a>
1.5	Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]	(i) Title and nature of the record/ manual /instruction.	(i) Press and Registration of Books Act, 1867  (ii) Registration of Newspapers (Central) Rules, 1956.  Any other relevant Rules, regulations, etc. issued by the Government of India from time to time are also followed in RNI.
		(ii) List of Rules, regulations, instructions manuals and records.	
		(iii) Acts/ Rules manuals etc.	
		(iv) Transfer policy and transfer orders	
1.6	Categories of documents held by the authority under its control	(i) Categories of documents	Details enclosed as <b>Annexure - 5</b>
		(ii) Custodian of documents/categories	

	[Section 4(1)(b) (vi)]		
1.7	Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]	(i) Name of Boards, Council, Committee etc.	Registration Guidelines Reviewing Committee of RNI.
		(ii) Composition	<ol style="list-style-type: none"> <li>1. Ms. Rina Sonowal, Addl. PR – Chairperson</li> <li>2. Ms. Himani Sarad, DPR – Member</li> <li>3. Shri Amarinder Singh, DS - Nominated by MoIB as Member</li> <li>4. Shri Pushpavant, APR – Member</li> <li>5. Shri Joyce Philip, APR – Member</li> <li>6. Shri Harshit Narang, APR – Member</li> <li>7. Shri Sankhil Romeo L, ASO – (Co-opted Member)</li> </ol>
		(iii) Dates from which constituted	8 <sup>th</sup> January, 2021
		(iv) Term/ Tenure	The committee has been constituted to last until automation of registration process is completed.
		(v) Powers and functions	To revisit and review existing guidelines on various aspects of registration.
		(vi) Whether their meetings are open to the public?	No
		(vii) Whether the minutes of the meetings are open to the public?	Partially
		(viii) Place where the minutes if open to the public are available?	Through RNI online portal <a href="http://www.rni.nic.in">www.rni.nic.in</a>
1.8	Directory of officers and employees [Section 4(1) (b) (ix)]	(i) Name and designation	Details are given in the following links: <a href="http://rni.nic.in/all_page/contact_us.aspx">http://rni.nic.in/all_page/contact_us.aspx</a>
		(ii) Telephone , fax and email ID	
1.9	Monthly Remuneration received by officers & employees including system of	(i) List of employees with Gross monthly remuneration	Enclosed as <b>Annexure-9</b>
		(ii) System of compensation as provided in its regulations	

	compensation [Section 4(1) (b) (x)]		
1.10	Name, designation and other particulars of public information officers  [Section 4(1) (b) (xvi)]	(i) Name and designation of the public information officer (PIO), Assistant Public Information (s) & Appellate Authority  (ii) Address, telephone numbers and email ID of each designated official.	Shri Pushpavant, APR & CPIO Tel: 24369971 Shri Joyce Philip, APR & CPIO Tel: 24369965 Shri Harshit Narang, APR & CPIO Tel: 24369972  Ms. Rina Sonowal, Addl. PR & FAA Tel: 24363242 Ms. Himani Sarad, DPR & FAA Tel: 24369968  All the above CPIOs and FAAs are based at 9 <sup>th</sup> Floor, Sookna Bhawan, CGO Complex, New Delhi – 110003
1.11	No. Of employees against whom Disciplinary action has been proposed/ taken  (Section 4(2))	No. of employees against whom disciplinary action has been  (i) Pending for Minor penalty or major penalty proceedings  (ii) Finalised for Minor penalty or major penalty proceedings	None
1.12	Programmes to advance understanding of RTI  (Section 26)	(i) Educational programmes  (ii) Efforts to encourage public authority to participate in these programmes  (iii) Training of CPIO/APIO  (iv) Update & publish guidelines on RTI by the Public Authorities concerned	None
1.13	Transfer policy and		

	transfer orders [F No. 1/6/2011- IR dt. 15.4.2013]		<ul style="list-style-type: none"><li>• The employees of RNI are governed by AISL and can be transferred to anywhere in India.</li><li>• The transfer orders are issued by Cadre Ministry only.</li></ul>
--	--	--	---

## 2. Budget and Programme

S.No.	Item	Details of disclosure	Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
2.1	Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)]	(i) Total Budget for the public authority	Rs. 8.52 Cr. (BE 2021-22)
		(ii) Budget for each agency and plan & programmes	BE 2021-22 Establishment: Rs. 8.52 Cr.
		(iii) Proposed expenditures	O/o RNI proposes to utilise the entire budget
		(iv) Revised budget for each agency, if any	Not received yet
		(v) Report on disbursements made and place where the related reports are available	No further allocation from this office
2.2	Foreign and domestic tours (F.No. 1/8/2012- IR dt. 11.9.2012)	(i) Budget	Domestic Travel Expenses at BE 2021-22: Budget Allocation Rs. 7.00 Lakhs Foreign Tour: No allocation
		(ii) 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	Nil
		(iii) 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.	Enclosed as <b>Annexure-6</b> and <b>Annexure-7</b>



<b>2.3</b>	Manner of execution of subsidy programme [Section 4(i)(b)(xii)]	(i)	Name of the programme of activity	Not applicable
		(ii)	Objective of the programme	
		(iii)	Procedure to avail benefits	
		(iv)	Duration of the programme/ scheme	
		(v)	Physical and financial targets of the programme	
		(vi)	Nature/ scale of subsidy /amount allotted	
		(vii)	Eligibility criteria for grant of subsidy	
		(viii)	Details of beneficiaries of subsidy programme (number, profile etc)	
<b>2.4</b>	Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013]	(i)	Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions	Nil
		(ii)	Annual accounts of all legal entities who are provided grants by public authorities	
<b>2.5</b>	Particulars of recipients of concessions, permits of authorizations granted by the public authority [Section 4(1) (b) (xiii)]	(i)	Concessions, permits or authorizations granted by public authority	Nil
		(ii)	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 authorisations d) Date of award of concessions /permits of authorizations	
<b>2.6</b>	^CAG & PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]	CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the parliament.		Nil

### 3. Publicity Band Public interface

S.No.	Item	Details of disclosure	Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
3.1	<p>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</p> <p>[Section 4(1)(b)(vii)]</p> <p>[F No 1/6/2011-IR dt. 15.04.2013]</p>	<p>Arrangement for consultations with or representation by the members of the public</p> <p>(i) Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens</p> <p>(ii) Arrangements for consultation with or representation by</p> <p>a) Members of the public in policy formulation/ policy implementation</p> <p>b) Day &amp; time allotted for visitors</p> <p>c) Contact details of Information &amp; Facilitation Counter (IFC) to provide publications frequently sought by RTI applicants</p> <p>Public- private partnerships (PPP)</p> <p>(i) Details of Special Purpose Vehicle (SPV), if any</p> <p>(ii) Detailed project reports (DPRs)</p> <p>(iii) Concession agreements.</p> <p>(iv) Operation and maintenance manuals</p> <p>(v) Other documents generated as part of the implementation of the PPP</p> <p>(vi) Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government</p> <p>(vii) Information relating to outputs and outcomes</p> <p>(viii) The process of the selection of the private sector party (concessionaire etc.)</p> <p>(ix) All payment made under the PPP project</p>	Nil
3.2	<p>Are the details of policies / decisions, which affect public, informed to them</p> <p>[Section 4(1) (c)]</p>	<p>Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive;</p> <p>(i) Policy decisions/ legislations taken in the previous one year</p> <p>(ii) Outline the Public consultation process</p> <p>(iii) Outline the arrangement for consultation before formulation of policy</p>	Nil

3.3	Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]	Use of the most effective means of communication (i) Internet (website)	RNI has an effective website <a href="http://www.rni.nic.in">www.rni.nic.in</a> and all major developments including guidelines, procedures and circulars are uploaded in the said website.
3.4	Form of accessibility of information manual/handbook [Section 4(1)(b)]	Information manual/handbook available in (i) Electronic format (ii) Printed format	These are available in both electronic and printed formats.
3.5	Whether information manual/handbook available free of cost or not [Section 4(1)(b)]	List of materials available (i) Free of cost (ii) At a reasonable cost of the medium	Most materials are Free of cost. However the annual report - <b>PRESS IN INDIA</b> (Hardback), which is published by RNI annually, is a priced publication.

#### 4. E.Governance

S.No.	Item	Details of disclosure	Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
4.1	Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]	(i) English	Mostly in Hindi and English
		(ii) Vernacular/ Local Language	
4.2	When was the information Manual/Handbook last updated? [F No. 1/6/2011-IR dt 15.4.2013]	Last date of Annual updation	The information was last updated in 2019-20
4.3	Information available in electronic form [Section 4(1)(b)(xiv)]	(i) Details of information available in electronic form	These are available in RNI website <a href="http://www.rni.nic.in">www.rni.nic.in</a>
		(ii) Name/ title of the document/record/ other information	
		(iii) Location where available	
4.4	Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]	(i) Name & location of the faculty	All related information is available in RNI website <a href="http://www.rni.nic.in">www.rni.nic.in</a>
		(ii) Details of information made available	
		(iii) Working hours of the facility	9.30 am to 6.00 pm
		(iv) Contact person & contact details (Phone, fax email)	Details are available in the following links: <a href="http://rni.nic.in/all_page/contact_us.aspx">http://rni.nic.in/all_page/contact_us.aspx</a>
4.5	Such other information as may be prescribed under section 4(i)(b)(xvii)	(i) Grievance redressal mechanism	RNI has a dedicated section that oversees grievances and RTI applications of individuals. On an average, it receives about <b>50</b> applications per month. The information categorized as ' <b>GENERAL</b> ' under <b>Annexure-5</b> is provided by
		(ii) Details of applications received under RTI and information provided	

			RNI as per provisions of RTI Act, 2005 on RTI applications.
		(iii) List of completed schemes/ projects/ Programmes	
		(iv) List of schemes/ projects/ programme underway	“Development/implementation of web enabled application software by RNI/NIC”
		(v) Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	<p>a) MOU signed by RNI with BECIL (Broadcast Engineering Consultants India Limited) on 16.06.2020.</p> <p>b) Estimated Cost as per MOU 4.9 Crore (Rs).</p> <p>c) To be completed in 5 years.</p>
		(vi) Annual Report	<b>PRESS IN INDIA</b> is published annually by RNI
		(vii) Frequently Asked Question (FAQs)	Details are available in the following links: <a href="http://rni.nic.in/pdf_file/FAQ.pdf">http://rni.nic.in/pdf_file/FAQ.pdf</a>
		(viii) Any other information such as	
		a) Citizen’s Charter	
		b) Result Framework Document (RFD)	Details are available in the following links: <a href="http://rni.nic.in/pdf_file/Citizen'ssharter.pdf">http://rni.nic.in/pdf_file/Citizen'ssharter.pdf</a>
		c) Six monthly reports on the	
		d) Performance against the benchmarks set in the Citizen’s Charter	
4.6	Receipt & Disposal of RTI applications & appeals [F.No 1/6/2011-IR dt. 15.04.2013]	(i) Details of applications received and disposed	On an average, RNI receives around <b>50</b> applications per month.
		(ii) Details of appeals received and orders issued	All these applications and appeals have been disposed off within prescribed time limit.
4.7	Replies to questions asked in the parliament [Section 4(1)(d)(2)]	Details of questions asked and replies given	RNI drafts replies on parliament questions concerning newspapers/periodicals. The same is then transmitted to Ministry of Information and Broadcasting.

5. Information as may be prescribed

S. No.	Item	Details of disclosure	Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
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]	(i) Name & details of (a) Current CPIOs & FAAs (b) Earlier CPIO & FAAs from 1.1.2015	Shri Pushpavant, APR & CPIO Tel: 24369971 Shri Joyce Philip, APR & CPIO Tel: 24369965 Shri Harshit Narang, APR & CPIO Tel: 24369972  Ms. Rina Sonowal, Addl. PR & FAA Tel: 24363242 Ms. Himani Sarad, DPR & FAA Tel: 24369968
		(ii) Details of third party audit of voluntary disclosure (a) Dates of audit carried out (b) Report of the audit carried out	(a) 2019-20 (b) Enclosed as <b>Annexure-8</b>
		(iii) Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD  (a) Date of appointment (b) Name & Designation of the officers	(a) Proposed (b) Ms. Rina Sonowal, Additional Press Registrar
		(iv) Consultancy committee of key stake holders for advice on suo-motu disclosure (a) Dates from which constituted (b) Name & Designation of the officers	(a) 9 <sup>th</sup> June, 2021 (b) i) Additional Press Registrar – Chairperson ii) Deputy Press Registrar (Admn.) – Member iii) Additional Press Registrar (Registration) – Member iv) Section Officer (NPCS) - Member
		(v) 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	Nil
--	--	--	-----

## 6. Information Disclosed on own Initiative

S.No.	Item	Details of disclosure	Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
6.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information		<p>The following information is available in the website:</p> <ul style="list-style-type: none"> <li>a) List of verified titles</li> <li>b) List of registered newspapers</li> <li>c) Press in India</li> <li>d) PRB Act 1867</li> <li>e) Central Rules 1956</li> <li>f) Forms</li> <li>g) Application status of title verification</li> <li>h) Schemes/Guidelines to publishers</li> <li>i) Notifications</li> <li>j) Address list for submission of Annual Statements</li> <li>k) Citizen Charter</li> <li>l) FAQs</li> <li>m) Duty of a Publisher</li> <li>n) Grievance Redressal</li> <li>o) Check list of mandatory documents for registration</li> </ul>
6.2	Guidelines for Indian Government Websites (GIGW) is followed (released in February, 2009 and included in the Central Secretariat Manual of Office Procedures	<ul style="list-style-type: none"> <li>(i) Whether STQC certification obtained and its validity.</li> <li>(ii) Does the website show the certificate on the Website?</li> </ul>	

	(CSMOP) by Department of Administrative Reforms and Public Grievances, Ministry of Personnel, Public Grievance and Pensions, Govt. Of India)		Nil
--	--	--	-----

\*\*\*\*\*



## Annexure-1

Transparency and accountability in the working of public authority is not only vital to contain corruption and to hold Governments and their instrumentality accountable to be governed, but also vital for the success of Democracy in any country. Democracy requires an informed citizenry and evolving of practical regime of right to information for citizens to secure access to information under the control of public authority; promote honesty and transparency in public life. To ensure public participation in the functioning of the government the "Right to Information Act 2005" was enacted and it came into force with effect from 12th October, 2005.

The office of the Registrar of Newspapers for India (RNI) came into existence on 1st July, 1956, on the recommendation of the First Press Commission in 1953. The Office of the Registrar of Newspapers is responsible for implementation of the Press and Registration of Books Act 1867. The Registrar of Newspapers for India has its Headquarters at New Delhi.

### **FOLLOWING ARE THE SERVICES PROVIDED BY RNI:-**

**Title Verification:** RNI verifies and approves titles for publication in the country. Applications are received from the concerned District Magistrate or Commissioner of Police under section 6 of the Press and Registration of Books Act, 1867. The availability of title is examined with reference to a computerized database of titles maintained in the office. Titles are finally approved at the level of Press Registrar.

**Title Registration:** Once the title is verified, the Publisher must complete registration of the title within a period of one year from verification of title. The following documents are required for registration:-

- a) Copy of the Title Verification Letter.
- b) Form of Declaration (Form I) duly authenticated by the District Magistrate/ADM/CMM/DCP, etc.
- c) Copy of the first issue of publication published within 42 days in the case of newspaper published weekly or oftener and 90 days in the case of any other newspaper.
- d) Declaration filed by keeper of the printing press before District Magistrate under section 4 of PRB Act, 1867.
- e) Agreement between the publisher/owner of the newspaper and keeper of the printing press.

In case the registration of the title is not completed within the stipulated period of one year from the date of title verification, the title is deblocked automatically and becomes available for allotment to other applicants.

**Revised Registration Certificate:** The publisher must apply for the revised registration whenever there is a change of owner/publisher/printer/printing press/place of publication/ periodicity, etc. The following mandatory documents should be submitted along with the application:

- a) Certificate of Registration issued by RNI in original. If the same is lost, a loss affidavit on non judicial stamp paper along with IPO of Rs.100/-.
- b) Form of Declaration (Form I) duly authenticated by District Magistrate concerned in original.
- c) A written authority given by the owner(s) to publisher/printer under section 5 2B of PRB Act, 1867. (If the publisher/printer and owner is the same person, such authorization is not required).
- d) Declaration filed by keeper of printing press under Section 4 of PRB Act, 1867
- e) Agreement between the publisher/owner of the newspaper and keeper of the printing press.
- f) A copy of the latest published issue .
- g) If the change is only Editor or Price, a simple application can be submitted by the publisher to RNI by enclosing a copy of the latest published issue.
- h) If there is a change of ownership, the existing owner should file transfer affidavit before District Magistrate concerned before a new declaration can be filed by the publisher.

**Verification of Circulation Claims:** The work of carrying out spot circulation verification based on the circulations claims made by publishers have been delegated by the Press Registrar to Regional/Branch Units of PIB across the country under Section 19 (I) of the PRB Act, 1867 since 14.06.2017.

**Annual Report - Press in India:** RNI, under Section 19G of PRB Act 1867, is required to compile a report and submit the same to the Government of India, Ministry of Information & Broadcasting. The Report titled "PRESS IN INDIA" is submitted by RNI to MoIB before 31<sup>st</sup> December of every year. The Report is compiled on the basis of the Annual Statements furnished by the publishers under Section 19E of the PRB Act. The Report highlights the state of Print Media in the country state wise, language wise, & periodicity wise. The ownership pattern is also highlighted in the Report.

RNI has temporarily terminated public meeting owing to Covid-19 pandemic. However, it carries its normal function uninterrupted.

It is the endeavor of RNI to discharge its functions with precision & utmost dedication within the stipulated time.

OFFICE ADDRESS:

**Office of Registrar of Newspapers for India  
Ministry of Information & Broadcasting,  
9<sup>th</sup> Floor, Sookna Bhawan, CGO Complex,  
Lodhi Road, New Delhi - 110003**

OFFICE HOURS:

**9:30 AM to 6:00 PM (Monday to Friday)**

\*\*\*\*\*

**Annexure-2**

<b>Designation</b>	<b>Section Officer (Administration)</b>	
Powers	Administrative	To supervise the function of: a) All administrative matters relating to Officers and Officials of the Office. b) Matters relating to accommodation, CGHS. Telephones, security arrangement, daily wagers, procure & supply of office furniture, computers, office equipments etc. c) Matters relating to Budget & Accounts d) Maintenance of GPF accounts of Class IV staff e) Maintenance of audit related matters f) Receipts and Issue. g) Coordinate the work of writing of Confidential Reports of all officers and staff and monitoring of vigilance cases, property returns and complaint cases.
	Financial	The Deputy Press Registrar has delegated some financial powers to meet recurring and nonrecurring contingent expenditure
	Others	Supervise Court cases relating to administration and attend complaint cases and liaise with all concerned agencies/ departments
Duties	Supervision of Establishment Section, maintenance of Service Books of non-gazetted officers, grant of leave, pension and gratuity) cases, transfers and postings, housekeeping functions, budget and accounts, receipt and issue, vigilance work, O&M work etc.	
<b>Designation</b>	<b>Assistant Director (Official Language)</b>	
Powers	Administrative	Deals with the promotion and implementation of various Government schemes on official languages.
	Financial	None.

	Others	
Duties	Hindi teaching scheme and its implementation, Hindi training, furnishing returns in Hindi etc.	
<b>Designation</b>	<b>Registration Supervisor/Section Officer (Title Section)</b>	
Powers	Administrative	Handling all the matters relating to verification of titles from allover India forwarded by the District Magistrates/Regional Office of RNI etc.
	Financial	None.

	Others	
Duties	Examination of availability of titles, maintenance of index cards, correspondence regarding title verification, etc.	
<b>Designation</b>	<b>Section Officer/Registration Supervisor (Registration Sections)</b>	
Powers	Administrative	To deal with the cases meant for registration of verified titles being published from all over India under the prescribed rules of the PRB Act. Maintenance of statistical data for registered Publication year wise/state wise and help in preparation / compilation of Press in
	Financial	None.
	Others	
Duties	Administration of PRB Act in respect of the concerned States, issuance of Registration Certificates in respect of newspapers published from concerned states etc.	
<b>Designation</b>	<b>Registration Supervisor (Newsprint &amp; Coordination Section)</b>	

Powers/Duties	Administrative	To deal with issue of: - a) 'Eligibility Certificate' for impart of newsprint to actual users holding Registration Certificate only. b) 'Essentiality Certificate' for import of printing machinery by registered newspaper c) Issue of 'No Newspaper Certificate' to registered publication who wants registration under Foreign Contribution (Regulation) Act, 1976. d) To coordinate the work relating to RNI within the office as well as Ministry/Departments. e) To handle all Parliament Question. f) Coordination of RTI matters.
	Financial	None.
<b>Designation</b>	<b>Assistant Section Officers/Senior Secretariat Assistants/Junior Statistical Officer</b>	
Duties	Administrative	a) To assist the Section Officer in the disposal of assigned work of this section. b) To put up proposals/suggestions on various matters relating to RTI, Court Cases, VIP/MUC references, Parliament Questions, Title Verification, Title Registration, Purchase of Stationary Goods/Items, Salary Bills of employees & any other payments, etc. c) To Maintenance of Registers and other related data.
<b>Designation</b>	<b>Junior Secretariat Assistants</b>	
Duties	Administrative	All the clerical office work including maintenance of various registers, diary or dispatch works, receipt or delivery, of dak, maintenance of office records etc

\*\*\*\*\*

### Annexure-3

#### Procedure followed in Decision Making Process

9.1 RNI functions under the Press and Registration of Books Act, 1867 (amended from time to time).

Press Registrar is the final authority for verification of titles and its registration; verification of circulation claims; issue of Eligibility Certificates for import of newsprint, Newspaper Page Facsimile System and No Newspaper Certificates for registration under FCRA.

Any amendment made in the PRB Act by the approval of the Parliament, is notified through the Government of India Gazette. Newsprint import policy declared by the Ministry of Commerce every year is also published in the Government of India Gazette.

Press Registrar is the Registrar of Newspapers for India appointed by the Central Government under section 19A and includes any person appointed by the Central Government to perform all or any of the functions of the Press Registrar. Besides the policies, budgetary provisions are implemented after the approval of the Ministry of Information and Broadcasting.

In the day-to-day functioning of the office, Press Registrar's decision will be final. The Ministry of Information & Broadcasting issues policies and budgetary provisions. Amendment to the PRB Act can be made with the approval of the Parliament.

Subject on which the decision is to be taken	Newsprint import policy
Guideline Direction, if any	Policy is notified by the Ministry of Information & Broadcasting
Process of Execution	RNI implements the policy
Designation of the officers involved in decision making	Joint Secretary (P&A), Ministry of I&B
Contact information of above mentioned officers	Shastri Bhawan, New Delhi.
If not satisfied by the decision, where and how to appeal.	Secretary, Ministry of Information & Broadcasting, Shastri Bhawan, New Delhi.

\*\*\*\*\*

## Annexure-4

15.1 The Registrar of Newspapers for India is entrusted with the responsibility of implementation of the provisions of the Press and Registration of Books Act, 1867. Its Citizens' Charter is a commitment of its services by the Office of Registrar of Newspapers for India, to every person publishing, or intending to publish, a newspaper.

Every citizen publishing, or intending to publish, a newspaper or a periodical, avails the service of the Office of the Registrar of Newspapers for India (RNI). ("Newspaper" means any printed periodical work containing public news or Comments on public news.) This Charter is a commitment of RNI to provide to every such person courteous and prompt service in the transparent, equitable and accountable manner.

### **The following services are provided by RNI:**

1. Title Verification
2. Title Registration
3. Issue of Revised & Duplicate Certificates of Registration
4. Spot Verification of Circulation claims (through its designated PIB/ROB/FOB regional branches)
5. Issue of No-Newspaper Certificate for registration under F.C.R.A.

### **Timeline for disposal of services provided by RNI:**

- (a) **Title Verification:** 15 days from the date of receiving title verification application from District Magistrate's Office. However, the time limit varies with reference to quantum of work received during a particular period. Normally, the title applications are cleared well before 15 days.
- (b) **Title Registration/Revised Registration/Issue of Duplicate CR:** If complete documents are received, the Registration Certificate is issued with 30 days from the date of receipt of documents.
- (c) **Circulation Verification Certificate:** Within 30 days from the date of receipt of complete assessment report from the Chartered Accountant Firm.
- (d) **No Newspaper Certificate:** Within 20 days from the date of receiving complete documents from the publisher.

Office of RNI displays prominently in its reception area the particulars of officers responsible for various services including redressal of grievances and the time when the public can meet them.

All grievances will be acknowledged within seven working days of receipt of such grievances in RNI. Substantive replies to each grievance will be given within 30 days of its receipt.

RNI welcomes suggestions for improvement of its services. Suggestions can be sent to Grievance Officer either by post or can be dropped in the suggestion box kept at the reception area of its office.



**Annexure-5**

**TITLE AND NATURE OF THE RECORD/MANUAL/INSTRUCTION**

Sr. No	Category of the document	Name of the Document and its introduction in one line	Procedure to obtain the document	Held by/under control of
1	General	List of all valid titles verified by RNI	Full list of valid titles verified by RNI is available at the website <a href="http://www.rni.nic.in">www.rni.nic.in</a>	Registration Supervisor/ Section Officer (Title Section)
2	General	Register of Certificate of Registration	Extract of a registered newspaper or periodical, whichever is available in public domain of RNI website <a href="http://www.rni.nic.in">www.rni.nic.in</a> , can be obtained by anyone by submitting an application along with Indian postal order for Rs. 5/- only.	Section officer (R-IV) Section
	Confidential	Photo-copy/copies of page(s) in the Register of Certificate of Registration.	Photocopy of page(s) cannot be provided to any person.  However, the following persons will be allowed physical inspection of Register of Certificate of Registration in R-4 on written request:  a) The owner, if the newspaper or periodical is owned by an individual. b) The publisher, duly authorized by the owner, if the newspaper or periodical is owned by an entity.	Assistant Press Registrar
	General	i) Figure of claimed circulation as per annual statement furnished by the publisher.	Information is available under 'Press in India' section of RNI website <a href="http://www.rni.nic.in">www.rni.nic.in</a> , which is in public domain.	

3	Confidential	ii) Any circulation documents furnished by the publisher to RNI.	Can only be provided to any of the following: a) The owner (if the newspaper or periodical is owned by an individual). b) The publisher duly authorized by the owner in writing (if the newspaper or periodical is owned by an individual). c) The publisher or a Representative, duly authorized by the owners in writing (if the newspaper/ periodical is owned by an entity).	Deputy Press Registrar (Admn.)
		iii) O.M. pertaining to constitution of Circulation Verification team.		
		iv) Circulation assessment report pertaining to spot circulation verification of newspapers/ periodicals.		
		v) Circulation Verification Certificate issued by either by RNI Hrs. or the designated PIB/ROB/FOB Regional Branches/Units.		
4	Confidential	Service Books of officers and employees	Available for inspection by only to the official concerned.	Section officer (Admn)
5	General	Manual of Office Procedure	As per the provisions of RTI Act, an application can be submitted along with necessary fee of Rs.10/-only.	Section officer (Admn)

\*\*\*\*\*

**BIDS LIST Annexure-6**

S.No.	Name of Item	Bid No.	Vendor Name	Price	Start Date
1.	Annual Maintenance Service - Photocopier Machine - Photocopier Machines	GEM/2020/B/855307	COPIER MAINTENANCE CORPORATION	3,40,500.00/-	29-10-2020
2.	OEM Cartridge/ Consumable,OEM Cartridge	GEM/2020/B/791233	VIJAY STATIONERY MART	61,911.00/-	14/09/2020
3.	Television TV	GEM/2020/B/765057	DIGITECH MEDIA PRODUCTS PRIVATE LIMITED	141,285.00/-	26/08/2020
4.	Annual Maintenance Service - Desktops, Laptops And Peripherals - All In One PC; Neither OEM Nor ASP	GEM/2020/B/763184	COMPTEK TECHNOLOGY PRIVATE LIMITED	1,93,171.23/-	25/08/2020
5.	Domestic Refrigerators	GEM/2020/B/690365	GODREJ AND BOYCE MANUFACTURING COMPANY LIMITED	27,050.00/-	29-06-2020
6.	AMC of EPABX System along with Telephone Cable		SUNLINE COMMUNICATION	1,27,732.00/-	09.09.2020

**Annexure-7**

Services	Agency	Payment per month (approx in Rs.)
Vehicle	Ritvik RentCab Services	108000
Housekeeping	L.B. Bonafide Pvt Ltd	122241
Security	Comet Enterprises	111688
10 DEOs	Sai Communication	259654
12 DEOs	Modern youth House Servicing	317754

\*\*\*\*\*

## Annexure-8

### Self appraisal report for Year (2019-20)

Ministry Name: Ministry of Information & Broadcasting

Department Name:

Public Authority Name: **Registrar of Newspapers of India**

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks
<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="http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf">http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf</a>
1.1.2	Head of the organization	Fully Met	1.28	1.28	<a href="http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf">http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf</a>
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	<a href="http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf">http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf</a>

1.1.4	Function and duties	Fully Met	1.28	1.28	<a href="http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20">http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20</a>
-------	---------------------	-----------	------	------	---

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks
		a			F%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf
1.1.5	Organization Chart	Fully Met	1.28	1.28	<a href="http://rni.nic.in/general/organization-setup.aspx">http://rni.nic.in/general/organization-setup.aspx</a>
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	<a href="http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf">http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf</a>
<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="http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf">http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf</a>
1.2.2	Power and duties of other employees	Fully Met	1.54	1.54	<a href="http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf">http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf</a>
1.2.3	Rules/ orders under which powers and duty are derived and	Fully Met	1.54	1.54	<a href="http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf">http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf</a>
1.2.4	Exercised	Fully Met	1.54	1.54	<a href="http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf">http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf</a>

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks
		a			R%20SECTION%204%200F%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf
1.2.5	Work allocation	Fully Met	1.54	1.54	<a href="http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%200F%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf">http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%200F%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf</a>
<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="http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%200F%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf">http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%200F%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf</a>
1.3.2	Final decision making authority	Fully Met	1.54	1.54	<a href="http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%200F%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf">http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%200F%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf</a>
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	<a href="http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%200F%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf">http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%200F%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf</a>
1.3.4	Time limit for taking a decisions, if any	Fully Met	1.54	1.54	<a href="http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%200">http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%200</a>



Sr. No	Details of disclosure	Category	Marks	Obtained MMark	Remarks
		a			F%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf
1.3.5	Channel of supervision and accountability	Fully Met	1.54	1.54	<a href="http://rni.nic.in/pdf_file/Citizen'scharter.pdf">http://rni.nic.in/pdf_file/Citizen'scharter.pdf</a>
<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	<a href="http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf">http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf</a>
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	<a href="http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf">http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf</a>
1.4.3	Process by which these services can be accessed	Fully Met	1.54	1.54	<a href="http://rni.nic.in/pdf_file/Procedurefortitleverification.pdf">http://rni.nic.in/pdf_file/Procedurefortitleverification.pdf</a> (fortitle verification) and <a href="http://rni.nic.in/all_page/procedure_registration.aspx">http://rni.nic.in/all_page/procedure_registration.aspx</a> (for registration)
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	<a href="http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf">http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf</a>
1.4.5	Process of redress of grievances	Fully Met	1.54	1.54	<a href="http://rni.nic.in/general/grievance_redressal.aspx">http://rni.nic.in/general/grievance_redressal.aspx</a>
<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.	Fully Met	1.92	1.92	<a href="http://www.rni.nic.in/pdf_file/">http://www.rni.nic.in/pdf_file/</a>

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks
		a			THE_PRESS_AND_REGISTRATION_OF_BOOKS_ACT.PDF
1.5.2	List of Rules, regulations, instructions manuals and records.	Fully Met	1.92	1.92	<a href="http://www.rni.nic.in/pdf_file/THE_PRESS_AND_REGISTRATION_OF_BOOKS_ACT.PDF">http://www.rni.nic.in/pdf_file/THE_PRESS_AND_REGISTRATION_OF_BOOKS_ACT.PDF</a>
1.5.3	Acts/ Rules manuals etc.	Fully Met	1.92	1.92	<a href="http://www.rni.nic.in/pdf_file/THE_PRESS_AND_REGISTRATION_OF_BOOKS_ACT.PDF">http://www.rni.nic.in/pdf_file/THE_PRESS_AND_REGISTRATION_OF_BOOKS_ACT.PDF</a>
1.5.4	Transfer policy and transfer orders	Not Applicable	0	0	
<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	Fully Met	3.85	3.85	<a href="http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf">http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf</a>
1.6.2	Custodian of documents/categories	Fully Met	3.85	3.85	<a href="http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf">http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf</a>
<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.	Not Applicable	0	0	
1.7.2	Composition	Not Applicable	0	0	
1.7.3	Dates from which constituted	Not Applicable	0	0	
1.7.4	Term/ Tenure	Not Applicable	0	0	
1.7.5	Powers and functions	Not Applicable	0	0	
1.7.6	Whether their meetings are open to the public?	Not Applicable	0	0	

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks
		a			
1.7.7	Whether the minutes of the meetings are open to the public?	Not Applicable	0	0	
1.7.8	Place where the minutes if open to the public are available?	Not Applicable	0	0	
<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="http://rni.nic.in/all_page/cont_act_us.aspx">http://rni.nic.in/all_page/cont_act_us.aspx</a>
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	<a href="http://rni.nic.in/all_page/cont_act_us.aspx">http://rni.nic.in/all_page/cont_act_us.aspx</a>
<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	Fully Met	3.85	3.85	<a href="http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf">http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf</a>
1.9.2	System of compensation as provided in its regulations	Fully Met	3.85	3.85	<a href="http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf">http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf</a>
<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="http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf">http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf</a>
1.10.2	Address, telephone numbers and email ID of each designated official.	Fully Met	3.85	3.85	<a href="http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005">http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005</a>

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks
		a			%20FOR%20RNI%20(2).pdf
<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	
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	Not Applicable	0	0	
<b>1.12</b>	<b>Programmes to advance understanding of RTI(Section 26)</b>				
1.12.1	Educational programmes	Not Applicable	0	0	
1.12.2	Efforts to encourage public authority to participate in these programmes	Not Applicable	0	0	
1.12.3	Training of CPIO/APIO	Not Applicable	0	0	
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Not Applicable	0	0	
<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]	Not Applicable	0	0	
<b>Total</b>			<b>67</b>	<b>67</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="http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf">http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf</a>
2.1.2	Budget for each agency and plan & programmes	Fully Met	10	10.00	<a href="http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf">http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf</a>
2.1.3	Proposed expenditures	Fully Met	10	10.00	<a href="http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf">http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf</a>

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks
		a			F%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf
2.1.4	Revised budget for each agency, if any	Fully Met	10	10.00	http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf
2.1.5	Report on disbursements made and place where the related reports are available	Fully Met	10	10.00	http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf
<b>2.2</b>	<b>Foreign and domestic tours(F.No. 1/8/2012- IR dt. 11.9.2012)</b>				
2.2.1	Budget	Fully Met	16.67	16.67	http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf
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	http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf
2.2.3	Information related to procurements- (a) Notice/tender enquires, and corrigenda any thereon, (b) Details of the bids awarded comprising the names of the supplier 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	Fully Met	16.67	16.67	http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OF%20RTI%20ACT,%202005

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks
	contract is to be executed.	a			%20FOR%20RNI%20(2).pdf and <a href="http://www.rni.nic.in/miscellaneous/tendars.aspx">http://www.rni.nic.in/miscellaneous/tendars.aspx</a>
<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	Not Applicable	0	0	
2.3.2	Objective of the programme	Not Applicable	0	0	
2.3.3	Procedure to avail benefits	Not Applicable	0	0	
2.3.4	Duration of the programme/ scheme	Not Applicable	0	0	
2.3.5	Physical and financial targets of the programme	Not Applicable	0	0	
2.3.6	Nature/ scale of subsidy /amount allotted	Not Applicable	0	0	
2.3.7	Eligibility criteria for grant of subsidy	Not Applicable	0	0	
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Not Applicable	0	0	
<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	Not Applicable	0	0	
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Not Applicable	0	0	
<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	
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	
<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 Applicable	0	0	
<b>Total</b>			<b>100</b>	<b>100</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 there of [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	Not Applicable	0	0	

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks
	accessed by citizens	a			
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	
3.1.3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	Not Applicable	0	0	
3.1.4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable	0	0	
3.1.5	Public- private partnerships (PPP)- Concession agreements.	Not Applicable	0	0	
3.1.6	Public- private partnerships (PPP)- Operation and maintenance manuals	Not Applicable	0	0	
3.1.7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	Not Applicable	0	0	
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	
3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	Not Applicable	0	0	
3.1.10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.)	Not Applicable	0	0	
3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	Not Applicable	0	0	
<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 - Policy decisions/ legislations taken in the previous one year	Not Applicable	0	0	
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	
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	

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks
<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="http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFFORTI%20ACT,%202005%20FOR%20RNI%20(2).pdf">http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFFORTI%20ACT,%202005%20FOR%20RNI%20(2).pdf</a>
<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	Fully Met	25	25.00	<a href="http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFFORTI%20ACT,%202005%20FOR%20RNI%20(2).pdf">http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFFORTI%20ACT,%202005%20FOR%20RNI%20(2).pdf</a>
3.4.2	Information manual/handbook available in Printed format	Fully Met	25	25.00	<a href="http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFFORTI%20ACT,%202005%20FOR%20RNI%20(2).pdf">http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFFORTI%20ACT,%202005%20FOR%20RNI%20(2).pdf</a>
<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	Fully Met	25	25.00	<a href="http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFFORTI%20ACT,%202005%20FOR%20RNI%20(2).pdf">http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFFORTI%20ACT,%202005%20FOR%20RNI%20(2).pdf</a>
3.5.2	List of materials available At a reasonable cost of the medium	Fully Met	25	25.00	<a href="http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFFORTI%20ACT,%202005%20FOR%20RNI%20(2).pdf">http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFFORTI%20ACT,%202005%20FOR%20RNI%20(2).pdf</a>



Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks
		Ma			%20FOR%20RNI%20(2).pdf
<b>Total</b>			<b>150</b>	<b>150</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	Fully Met	14.29	14.29	<a href="http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf">http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf</a>
4.1.2	Vernacular/ Local Language	Fully Met	14.29	14.29	<a href="http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf">http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf</a>
<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	Fully Met	28.57	28.57	<a href="http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf">http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf</a>
<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	www.rni.nic.in
4.3.2	Name/ title of the document/record/ other information	Fully Met	9.52	9.52	www.rni.nic.in
4.3.3	Location where available	Fully Met	9.52	9.52	www.rni.nic.in
<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	www.rni.nic.in
4.4.2	Details of information made available	Fully Met	7.14	7.14	www.rni.nic.in
4.4.3	Working hours of the facility	Fully Met	7.14	7.14	<a href="http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf">http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf</a>

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks
		a			20DISCLOSURE%20UNDE R%20SECTION%204%20O F%20RTI%20ACT,%202005 %20FOR%20RNI%20(2).pdf
4.4.4	Contact person & contact details (Phone, fax email)	Fully Met	7.14	7.14	<a href="http://rni.nic.in/all_page/contact_us.aspx">http://rni.nic.in/all_page/contact_us.aspx</a>
<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="http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDE&lt;br/&gt;R%20SECTION%204%20O&lt;br/&gt;F%20RTI%20ACT,%202005&lt;br/&gt;%20FOR%20RNI%20(2).pdf">http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDE R%20SECTION%204%20O F%20RTI%20ACT,%202005 %20FOR%20RNI%20(2).pdf</a>
4.5.2	Details of applications received under RTI and information provided	Fully Met	3.57	3.57	<a href="http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDE&lt;br/&gt;R%20SECTION%204%20O&lt;br/&gt;F%20RTI%20ACT,%202005&lt;br/&gt;%20FOR%20RNI%20(2).pdf">http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDE R%20SECTION%204%20O F%20RTI%20ACT,%202005 %20FOR%20RNI%20(2).pdf</a>
4.5.3	List of completed schemes/ projects/ Programmes	Not Applicable	0	0	
4.5.4	List of schemes/ projects/ programme underway	Not Applicable	0	0	
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	
4.5.6	Annual Report	Fully Met	3.57	3.57	<a href="http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDE&lt;br/&gt;R%20SECTION%204%20O&lt;br/&gt;F%20RTI%20ACT,%202005&lt;br/&gt;%20FOR%20RNI%20(2).pdf">http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDE R%20SECTION%204%20O F%20RTI%20ACT,%202005 %20FOR%20RNI%20(2).pdf</a>
4.5.7	Frequently Asked Question (FAQs)	Fully Met	3.57	3.57	<a href="http://www.rni.nic.in/pdf_file/FAQ.pdf">http://www.rni.nic.in/pdf_file/FAQ.pdf</a>
4.5.8	Any other information such as - (a) Citizen's Charter, (b) Result	Fully Met	3.57	3.57	<a href="http://www.rni.nic.in/pdf_file/">http://www.rni.nic.in/pdf_file/</a>

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks
	Framework Document (RFD), (c) Six monthly reports on the , (d) Performance against the benchmarks set in the Citizen's Charter	a			Citizen's charter.pdf
<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	Fully Met	14.29	14.29	<a href="http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf">http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf</a>
4.6.2	Details of appeals received and orders issued	Fully Met	14.29	14.29	<a href="http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf">http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf</a>
<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	Fully Met	28.57	28.57	<a href="http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf">http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OFF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf</a>
<b>Total</b>			<b>189</b>	<b>189</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 1.1.201	Fully Met	20	20.00	<a href="http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf">http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf</a>
5.1.2	Details of third party audit of voluntary disclosure -(a) Dates of audit	Not Applicable	0	0	
Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks
	carried out , (b) Report of the audit carried out	a			
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	
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		
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	
<b>Total</b>		<b>20</b>	<b>20</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="http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf">http://www.rni.nic.in/pdf_file/whatsnew/SUO%20MOTO%20DISCLOSURE%20UNDER%20SECTION%204%20OF%20RTI%20ACT,%202005%20FOR%20RNI%20(2).pdf</a>
6.2	<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	Not Applicable		0	
6.2.2	Does the website show the certificate on the Website?	Not Applicable	0	0	
<b>Total</b>			<b>25</b>	<b>25</b>	
<b>Grand Total</b>			<b>552</b>	<b>552</b>	

**Annexure-9**

**List of employees with Gross monthly remuneration**

**(As on 31<sup>st</sup> May 2021)**

S.No.	Name of Employee	Designation	Gross Monthly Emoluments (in Rs.)
1	Satyendra Prakash	PR	IRLA
2	Rina Sonowal	Addl. PR	IRLA
3	Himani Sarad	DPR	IRLA
4	Joyce Philip	APR	IRLA
5	Sushmabati Samad	US	104832
6	Syed Mohd Sadiq	AD (OL)	128133
7	Anita Chug	PSO	152451
8	Kala Wati Thind	PPS	129402
9	PC Mourya	PS	86838
10	Ashmita Kapoor	Steno 'D'	48486
11	Sourabh Kumar	SO	72774
12	Sesei Lhungdim	SO	86112
13	Harish Bhandari	SO	76986
14	Michael Tonchuipam Joshi	RS	Paid by DPD
15	Nawal Kishor Prasad	RS	71328
16	Deepak Kumar LDH	SSO	75417
17	Rajan Kumar Chanana	SO	94593
18	Prateek Srivastava	RS	Paid by DPD
19	Harish Bhandari	SO	76986
20	Kuldeep Tickoo	ASO	86838
21	Vipin	ASO	63297
22	Sankhil Romeo Lamkang	ASO	74880
23	Awadesh Kumar Shukla	ASO	69354
24	Anurag Sharma	ASO	48486
25	Vinod Kumar	ASO	65052
26	Satya Paul	ASO	82044
27	Lalita Nahar	ASO	77532
28	Ishwar Singh	ASO	77532
29	Kamal Pahuja	ASO	77532

30	Gautam Singh	ASO	78232
31	Jagat Singh	ASO	65052
32	Dharmpal Singh	ASO	58266
33	Akhilesh Kumar Shakya	JSO	69354
34	Vikram Singh	JSO	62163
35	Sachin Kumar Poonia	JHT	62163
36	Dada Rao	SSA	48087
37	Girish Pal	SSA	53985
38	Vinay Kumar Mahto	SSA	48087
39	Desh Kumar	JSA	43992
40	Munna Kumar Chauhan	JSA	62022
41	Raj Kumar	JSA	52182
42	Jag Mohan Singh	JSA	52182
43	Tribhuvan Singh	JSA	62022
44	Devender Kumar	MTS	52182
45	Devender Singh	MTS	46449
46	Mohan Singh	MTS	45862
47	Nand Ram	MTS	46449
48	Surender Singh Negi	MTS	46449
49	Vinod Kumar	MTS	46449
50	Rambir	MTS	46449
51	Raj Kumar	MTS	41652