

Self appraisal report for Year (2020-21)

**Auditor Agency: Defence Institute of Advanced Technology(K P Ray - 9870540010- kpray@diat.ac.in Shri TV Ananthasubramanian
Defence Institute of Advanced Technology (DIAT) Giri Nagar,Near Khadakwasla Lake, Pune)**

Ministry Name: Ministry of Science & Technology

Department Name: Department of Bio-Technology

Public Authority Name: National Centre for Cell Science(NCCS)

| 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.nccs.res.in/ | Fully Met | 1.28 | provided |
| 1.1.2 | Head of the organization | Fully Met | 1.28 | 1.28 | https://www.nccs.res.in/index.php/Aboutnccs/Nccsdetail | Fully Met | 1.28 | provided |
| 1.1.3 | Vision, Mission and Key objectives | Fully Met | 1.28 | 1.28 | Bye Laws - Page 4 (https://www.nccs.res.in/uploads/Revised%20NCCS%20Bye%20Laws%2021012020.pdf) | Fully Met | 1.28 | provided |
| 1.1.4 | Function and duties | Fully Met | 1.28 | 1.28 | Bye Laws - Page No. 7 (https://www.nccs.res.in/uploads/Revised% | Fully Met | 1.28 | provided |

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| | | | | | 20NCCS%20Bye%20Laws%2021012020.pdf) | | | |
| 1.1.5 | Organization Chart | Fully Met | 1.28 | 1.28 | https://www.nccs.res.in/index.php/Aboutnccs/NccsOrgChart | Fully Met | 1.28 | provided |
| 1.1.6 | Any other details-the genesis, inception, formation of the department and the HoDs from time to time as well as the committees/ Commissions constituted from time to time have been dealt | Fully Met | 1.28 | 1.28 | https://www.nccs.res.in/uploads//RTI/Summary%20of%20NCCS%20Activities.pdf | Fully Met | 1.28 | provided |
| 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 | Para 30 to 32 of MoA, https://www.nccs.res.in/uploads//MOA150212.pdf | Fully Met | 1.54 | clear |
| 1.2.2 | Power and duties of other employees | Fully Met | 1.54 | 1.54 | Point No. 3 Bye-laws, https://www.nccs.res.in/uploads//Revised%20NCCS%20Bye%20Laws%2021012020.pdf | Fully Met | 1.54 | clear |
| 1.2.3 | Rules/ orders under which powers and duty are derived and | Fully Met | 1.54 | 1.54 | MoA and Bye-laws, https://www.nccs.res.i | Fully Met | 1.54 | clear |

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| | | | | | n/uploads//M OA150212.pdf , https://www. nccs.res.in/upl oads//Revised %20NCCS%2 0Bye%20Law s%202101202 0.pdf | | | |
| 1.2.4 | Exercised | Fully Met | 1.54 | 1.54 | Clause No. 3 & 4 of Bye- laws, https://w ww.nccs.res.i n/uploads//Re vised%20NC CS%20Bye% 20Laws%202 1012020.pdf | Fully Met | 1.54 | clear |
| 1.2.5 | Work allocation | Fully Met | 1.54 | 1.54 | By Director and HoDs | Fully Met | 1.54 | ok |
| 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 | Administrative Matters Routine Matters Policy Matters Proposal - HoDs - Director - Governing Body, Financial | Fully Met | 1.54 | clear |

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| | | | | | Matters Routine Matters Policy Matters Proposal - HoDs - Finance Section - Director - Finance Committee, Academic matters Routine Matters Proposal - Academics - Dean - Director - Governing Body | | | |
| 1.3.2 | Final decision making authority | Fully Met | 1.54 | 1.54 | Final decision making authority of the centre under delegated powers - Governing Body for Policy Matters, | Fully Met | 1.54 | clear |

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| | | | | | Finance Committee for Financial Matters | | | |
| 1.3.3 | Related provisions, acts, rules etc. | Fully Met | 1.54 | 1.54 | MoA and Bye-laws, Rules and Regulations of Government of India as amended from time to time, in addition to delegation of powers. | Fully Met | 1.54 | clear |
| 1.3.4 | Time limit for taking a decisions, if any | Fully Met | 1.54 | 1.54 | Prioritised as per demand. | Fully Met | 1.54 | clear |
| 1.3.5 | Channel of supervision and accountability | Fully Met | 1.54 | 1.54 | Director is head of all administrative departments. Clause No. 3 & 4 of Bye-laws, https://www.nccs.res.in/uploads/Revised%20NCCS%20Bye%20Laws%201012020.pdf | Fully Met | 1.54 | provided |
| 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 | Research & | Fully Met | 1.54 | clear |

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|--------|--|-----------|-------|---------------|--|------------------|---------------|---------------------|
| | | | | | Development, Manpower, Cell Lines for Researchers from repository | | | |
| 1.4.2 | Norms/ standards for functions/ service delivery | Fully Met | 1.54 | 1.54 | Administrative as per DoPT norms, Research & Development as per Institutional Ethics Committee & Institutional Biosafety Committee. For Ph. D. Students - Savitribai Phule Pune University (UGC)/ Regional Centre for Biotechnology (RCB). Others as per funding agency norms. | Fully Met | 1.54 | clear |
| 1.4.3 | Process by which these services can be | Fully Met | 1.54 | 1.54 | Online | Fully Met | 1.54 | clear |

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| | accessed | | | | processes are followed. | | | |
| 1.4.4 | Time-limit for achieving the targets | Fully Met | 1.54 | 1.54 | As per advertisements from time to time. | Fully Met | 1.54 | clear |
| 1.4.5 | Process of redress of grievances | Fully Met | 1.54 | 1.54 | An institute level Grievance Redressal Committee, https://www.nccs.res.in/uploads/RTI/RTI-2021-Info/OM%20Grievance%20Committee.pdf | Fully Met | 1.54 | provided |
| 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 | MoA, Bye Laws, For Ph. D. Students - Savitribai Phule Pune University (UGC)/ Regional Centre for Biotechnology rules. | Fully Met | 1.92 | clear |
| 1.5.2 | List of Rules, regulations, instructions manuals and records. | Fully Met | 1.92 | 1.92 | All rules and regulations of NCCS in | Fully Met | 1.92 | provided |

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|--------|-------------------------------------|-----------|-------|---------------|---|------------------|---------------|---------------------|
| | | | | | conjunction with GoI rules for Admin functions. Ph.D. Rules as per Savitribai Phule Pune University (UGC)/ Regional Centre for Biotechnology rules. . MoA / Bye Laws as available on website at https://www.nccs.res.in/index.php/home/RTI | | | |
| 1.5.3 | Acts/ Rules manuals etc. | Fully Met | 1.92 | 1.92 | MoA / Bye Laws, https://www.nccs.res.in/index.php/home/RTI | Fully Met | 1.92 | provided |
| 1.5.4 | Transfer policy and transfer orders | Fully Met | 1.92 | 1.92 | Internal transfers in 4 - 5 years service in Technical / Administrative cader staff. | Fully Met | 1.92 | provided |

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|------------|--|-----------|-------|---------------|---|------------------|---------------|---------------------|
| | | | | | Faculty as per needs. | | | |
| 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 | * All the Board / Committee files, Service records, legal matters, tenders (Admin, S&P), Promotion and policies to Administration / Estt.; Office orders / circulars with Admin, Security, contracts * Academics - All the Academic student records, Annual Reports, Admission, Viva and all the Academic Policies related docs. * Accounts - All | Fully Met | 3.85 | clear |

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|--------|-----------------------------------|-----------|-------|---------------|---|------------------|---------------|---------------------|
| | | | | | <p>the Financial transactions documents / records, audited reports, salaries and bills etc. held with Accounts Dept. *</p> <p>Maintenance : Works and maintenance of building etc.</p> <p>* Stores & Purchase: all the goods and procurement inventory, tenders, scientific equipment *</p> <p>Department related files : with concerned dept *</p> <p>* Library: Books, periodicals, Thesis copies of students</p> | | | |
| 1.6.2 | Custodian of documents/categories | Fully Met | 3.85 | 3.85 | * Officer 'B' | Fully Met | 3.85 | clear |

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|--------|-----------------------|----------|-------|---------------|--|------------------|---------------|---------------------|
| | | | | | (Admin) - Stamp and seal of the Institute, Administrative documents, legal matters, administrative orders related docs, vehicle management, ACRs/APARs, promotion related, institute function related papers, security, official language implementation, contracts * Dean (Academics) - Documents / Students records, funding agency record, Ph.D. Course work, | | | |

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|--------|-----------------------|----------|-------|---------------|---|------------------|---------------|---------------------|
| | | | | | thesis and viva voce records * Officer 'C' (Accounts): All the financial transcations of centre, salary / spent, LTC, TA, DA documents etc. * Maintenance: Estate records, maintenace related docs * Stores & Purchase: Documents related to al lthe goods and procurement for the centre, inventory records, tenders * Library: Books, e- subscriptions, periodicals, | | | |

| Sr. No | Details of disclosure | Category | Marks | Obtained Mark | Remarks | Auditor Category | Auditor Marks | Auditor Remarks/URL |
|------------|--|-----------|-------|---------------|---|------------------|---------------|---------------------|
| | | | | | thesis copies and other related docs | | | |
| 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.nccs.res.in/index.php/Aboutnccs/NccsCommittees | Fully Met | 0.96 | clear |
| 1.7.2 | Composition | Fully Met | 0.96 | 0.96 | https://www.nccs.res.in/index.php/Aboutnccs/NccsCommittees | Fully Met | 0.96 | clear |
| 1.7.3 | Dates from which constituted | Fully Met | 0.96 | 0.96 | Governing Body: 01.08.2019, Finance Committee: 01.08.2019, Scientific Advisory Committee: 19.03.2019 | Fully Met | 0.96 | clear |
| 1.7.4 | Term/ Tenure | Fully Met | 0.96 | 0.96 | Governing Body: Three Years, Finance Committee: Two Years Scientific Advisory Com | Fully Met | 0.96 | clear |

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|------------|---|-----------|-------|---------------|--|------------------|---------------|---------------------|
| | | | | | mittee:Two Years | | | |
| 1.7.5 | Powers and functions | Fully Met | 0.96 | 0.96 | https://www.nccs.res.in/uploads/Revised%20NCCS%20Bye%20Laws%2021012020.pdf , Page No. 2 | Fully Met | 0.96 | clear |
| 1.7.6 | Whether their meetings are open to the public? | Fully Met | 0.96 | 0.96 | Authority meetings restricted to members; tender meetings open to vendors. | Fully Met | 0.96 | clear |
| 1.7.7 | Whether the minutes of the meetings are open to the public? | Fully Met | 0.96 | 0.96 | Tender meeting minutes are available for public. | Partially Met | 0.48 | link not seen |
| 1.7.8 | Place where the minutes if open to the public are available? | Fully Met | 0.96 | 0.96 | https://www.nccs.res.in/index.php/TendersNCCS/ | Fully Met | 0.96 | clear |
| 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.nccs.res.in/uploads/RTI/ScientistandStaffM | Fully Met | 3.85 | clear |

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|-------------|---|-----------|-------|---------------|---|------------------|---------------|---------------------|
| 1.8.2 | Telephone , fax and email ID | Fully Met | 3.85 | 3.85 | embers.pdf https://www.nccs.res.in/uploads/RTI/ScientistandStaffMembers.pdf | Fully Met | 3.85 | clear |
| 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.nccs.res.in/uploads/RTI/RTI-2021-Info/StaffLevels-2021.pdf | Fully Met | 3.85 | clear |
| 1.9.2 | System of compensation as provided in its regulations | Fully Met | 3.85 | 3.85 | Encashment of leave and gratuity payable at the time of quitting service by staff members due to resignation/superannuation /death of employee. | Fully Met | 3.85 | clear |
| 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.nccs.res.in/index.php/home/RTI | Fully Met | 3.85 | clear |
| 1.10.2 | Address, telephone numbers and email ID of each designated official. | Fully Met | 3.85 | 3.85 | https://www.nccs.res.in/index.php/home/RTI | Fully Met | 3.85 | clear |

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| | | | | | x.php/home/RTI | | | |
| 1.11 | No. Of employees against whom Disciplinary action has been proposed/ taken(Section 4(2)) | | | | | | | |
| 1.11.1 | No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings | Not Applicable | 0 | 0 | empty | Not Applicable | 0 | NA |
| 1.11.2 | (ii) Finalised for Minor penalty or major penalty proceedings | Not Applicable | 0 | 0 | empty | Not Applicable | 0 | NA |
| 1.12 | Programmes to advance understanding of RTI(Section 26) | | | | | | | |
| 1.12.1 | Educational programmes | Not Met | 1.92 | 0 | empty | Not Met | 0 | NM |
| 1.12.2 | Efforts to encourage public authority to participate in these programmes | Not Met | 1.92 | 0 | empty | Not Met | 0 | NM |
| 1.12.3 | Training of CPIO/APIO | Not Met | 1.92 | 0 | empty | Not Met | 0 | NM |
| 1.12.4 | Update & publish guidelines on RTI by the Public Authorities concerned | Not Met | 1.92 | 0 | empty | Not Met | 0 | NM |
| 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 | Internal transfers in 4-5 years service in Technical / Administrative cadre staff. Faculty as per needs. | Fully Met | 7.69 | clear |
| Total | | | 92 | 85 | | 92 | 84 | |
| 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.nccs.res.in/uploads/RTI/RTI- | Fully Met | 10.00 | provided |

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| | | | | | 2021-Info/BudgetandProgramme-2020-21-Accounts.pdf | | | |
| 2.1.2 | Budget for each agency and plan & programmes | Not Applicable | 0 | 0 | empty | Not Applicable | 0 | NA |
| 2.1.3 | Proposed expenditures | Fully Met | 10 | 10.00 | https://www.nccs.res.in/uploads/RTI/RTI-2021-Info/BudgetandProgramme-2020-21-Accounts.pdf | Fully Met | 10.00 | provided |
| 2.1.4 | Revised budget for each agency, if any | Fully Met | 10 | 10.00 | https://www.nccs.res.in/uploads/RTI/RTI-2021-Info/BudgetandProgramme-2020-21-Accounts.pdf | Fully Met | 10.00 | provided |
| 2.1.5 | Report on disbursements made and place where the related reports are available | Fully Met | 10 | 10.00 | https://www.nccs.res.in/uploads/RTI/RTI-2021-Info/BudgetandProgramme-2020-21-Accounts.pdf | Fully Met | 10.00 | provided |
| 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.nccs.res.in/uploads/RTI/RTI-2021-Info/BudgetandProgra | Fully Met | 16.67 | provided |

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| | | | | | mme-2020-21-Accounts.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 | Due to current pandemic situation from 20.03.2020, Foreign and domestic Tours could not be undertaken by any staff members for the period from 20.03.2020 to till date. | Fully Met | 16.67 | clear |
| 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.nccs.res.in/index.php/Tenders NCCS/ | Fully Met | 16.67 | provided |
| 2.3 | Manner of execution of subsidy programme [Section 4(i)(b)(xii)] | | | | | | | |
| 2.3.1 | Name of the programme of activity | Not Applicable | 0 | 0 | empty | Not Applicable | 0 | NA |
| 2.3.2 | Objective of the programme | Not Applicable | 0 | 0 | empty | Not Applicable | 0 | NA |
| 2.3.3 | Procedure to avail benefits | Not Applicable | 0 | 0 | empty | Not Applicable | 0 | NA |
| 2.3.4 | Duration of the programme/ scheme | Not Applicable | 0 | 0 | empty | Not Applicable | 0 | NA |
| 2.3.5 | Physical and financial targets of the programme | Not Applicable | 0 | 0 | empty | Not Applicable | 0 | NA |

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|--------------|---|----------------|------------|---------------|---|------------------|---------------|---------------------|
| 2.3.6 | Nature/ scale of subsidy /amount allotted | Not Applicable | 0 | 0 | empty | Not Applicable | 0 | NA |
| 2.3.7 | Eligibility criteria for grant of subsidy | Not Applicable | 0 | 0 | empty | Not Applicable | 0 | NA |
| 2.3.8 | Details of beneficiaries of subsidy programme (number, profile etc) | Not Applicable | 0 | 0 | empty | Not Applicable | 0 | NA |
| 2.4 | Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013] | | | | | | | |
| 2.4.1 | Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions | Not Applicable | 0 | 0 | empty | Not Applicable | 0 | NA |
| 2.4.2 | Annual accounts of all legal entities who are provided grants by public authorities | Fully Met | 25 | 25.00 | Annual accounts from part of annual report. https://www.nccs.res.in/uploads/AR_eports/2019-2020.pdf | Fully Met | 25.00 | provided |
| 2.5 | Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)] | | | | | | | |
| 2.5.1 | Concessions, permits or authorizations granted by public authority | Not Applicable | 0 | 0 | empty | Not Applicable | 0 | NA |
| 2.5.2 | For each concessions, permit or authorization granted - (a) Eligibility criteria, (b) Procedure for getting the concession/ grant and/ or permits of 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 | NA |
| 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. | Fully Met | 50 | 50.00 | No paras as yet. | Fully Met | 50.00 | clear |
| Total | | | 165 | 165 | | 165 | 165 | |
| 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 | | | | | | | |

| Sr. No | Details of disclosure | Category | Marks | Obtained Mark | Remarks | Auditor Category | Auditor Marks | Auditor Remarks/URL |
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| formulation of policy or implementation there of [Section 4(1)(b)(vii)] [F No 1/6/2011-IR dt. 15.04.2013] | | | | | | | | |
| 3.1.1 | Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens | Fully Met | 12.5 | 12.50 | Details are available at centre official website https://www.nccs.res.in/index.php/home/RTI | Fully Met | 12.50 | provided |
| 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 | NA |
| 3.1.3 | Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any | Not Applicable | 0 | 0 | empty | Not Applicable | 0 | NA |
| 3.1.4 | Public- private partnerships (PPP)- Detailed project reports (DPRs) | Not Applicable | 0 | 0 | empty | Not Applicable | 0 | NA |
| 3.1.5 | Public- private partnerships (PPP)- Concession agreements. | Not Applicable | 0 | 0 | empty | Not Applicable | 0 | NA |
| 3.1.6 | Public- private partnerships (PPP)- Operation and maintenance manuals | Not Applicable | 0 | 0 | empty | Not Applicable | 0 | NA |
| 3.1.7 | Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP | Not Applicable | 0 | 0 | empty | Not Applicable | 0 | NA |
| 3.1.8 | Public- private partnerships (PPP) - Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government | Not Applicable | 0 | 0 | empty | Not Applicable | 0 | NA |
| 3.1.9 | Public- private partnerships (PPP) -Information relating to outputs and outcomes | Not Applicable | 0 | 0 | empty | Not Applicable | 0 | NA |

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|------------|--|----------------|-------|---------------|--|------------------|---------------|---------------------|
| 3.1.10 | Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.) | Not Applicable | 0 | 0 | empty | Not Applicable | 0 | NA |
| 3.1.11 | Public- private partnerships (PPP) - All payment made under the PPP project | Not Applicable | 0 | 0 | empty | Not Applicable | 0 | NA |
| 3.2 | Are the details of policies / decisions, which affect public, informed to them[Section 4(1) (c)] | | | | | | | |
| 3.2.1 | Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Policy decisions/ legislations taken in the previous one year | Fully Met | 16.67 | 16.67 | The minutes of Statutory Bodies along with Annual Reports periodically made available to public at NCCS. The Annual Reports since inception are available at https://www.nccs.res.in/index.php/Aboutnccs/Nccsdetailtext | Fully Met | 16.67 | provided |
| 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 | NA |
| 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 | Not Applicable | 0 | 0 | empty | Not Applicable | 0 | NA |

| Sr. No | Details of disclosure | Category | Marks | Obtained Mark | Remarks | Auditor Category | Auditor Marks | Auditor Remarks/URL |
|--------------|--|----------------|------------|---------------|---|------------------|---------------|---------------------|
| | consultation before formulation of policy | | | | | | | |
| 3.3 | Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)] | | | | | | | |
| 3.3.1 | Use of the most effective means of communication - Internet (website) | Fully Met | 50 | 50.00 | https://www.nccs.res.in/ | Fully Met | 50.00 | clear |
| 3.4 | Form of accessibility of information manual/ handbook[Section 4(1)(b)] | | | | | | | |
| 3.4.1 | Information manual/handbook available in Electronic format | Fully Met | 25 | 25.00 | https://www.nccs.res.in/index.php/home/RTI | Fully Met | 25.00 | provided |
| 3.4.2 | Information manual/handbook available in Printed format | Fully Met | 25 | 25.00 | https://www.nccs.res.in/index.php/home/RTI | Fully Met | 25.00 | provided |
| 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 | Fully Met | 25 | 25.00 | https://www.nccs.res.in/index.php/home/RTI , MoA, Bye-Laws, Recruitment Rules etc. | Fully Met | 25.00 | provided |
| 3.5.2 | List of materials available At a reasonable cost of the medium | Not Applicable | 0 | 0 | empty | Not Applicable | 0 | NA |
| Total | | | 154 | 154 | | 154 | 154 | |
| 4 | E-Governance | | | | | | | |
| 4.1 | Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013] | | | | | | | |
| 4.1.1 | English | Fully Met | 14.29 | 14.29 | https://www.nccs.res.in/index.php/home/RTI | Fully Met | 14.29 | provided |
| 4.1.2 | Vernacular/ Local Language | Fully Met | 14.29 | 14.29 | Tender notice, Recruitment A | Fully Met | 14.29 | provided |

| Sr. No | Details of disclosure | Category | Marks | Obtained Mark | Remarks | Auditor Category | Auditor Marks | Auditor Remarks/URL |
|------------|--|-----------|-------|---------------|---|------------------|---------------|---------------------|
| | | | | | Advertisements are published in Marathi and available under https://www.nccs.res.in/index.php/home/#careers | | | |
| 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 | August, 2021 | Fully Met | 28.57 | clear |
| 4.3 | Information available in electronic form[Section 4(1)(b)(xiv)] | | | | | | | |
| 4.3.1 | Details of information available in electronic form | Fully Met | 9.52 | 9.52 | https://www.nccs.res.in/ | Fully Met | 9.52 | clear |
| 4.3.2 | Name/ title of the document/record/ other information | Fully Met | 9.52 | 9.52 | https://www.nccs.res.in/ | Fully Met | 9.52 | clear |
| 4.3.3 | Location where available | Fully Met | 9.52 | 9.52 | https://www.nccs.res.in/ | Fully Met | 9.52 | clear |
| 4.4 | Particulars of facilities available to citizen for obtaining information[Section 4(1)(b)(xv)] | | | | | | | |
| 4.4.1 | Name & location of the faculty | Fully Met | 7.14 | 7.14 | https://www.nccs.res.in/ | Fully Met | 7.14 | clear |
| 4.4.2 | Details of information made available | Fully Met | 7.14 | 7.14 | https://www.nccs.res.in/ | Fully Met | 7.14 | clear |
| 4.4.3 | Working hours of the facility | Fully Met | 7.14 | 7.14 | 0900 hrs to 1730 hrs Monday to Friday | Fully Met | 7.14 | clear |
| 4.4.4 | Contact person & contact details (Phone, fax email) | Fully Met | 7.14 | 7.14 | https://www.nccs.res.in/uploads/RTI/ScientistandStaffMembers.pdf | Fully Met | 7.14 | clear |
| 4.5 | Such other information as may be prescribed under Section 4(i) (b)(xvii) | | | | | | | |

| Sr. No | Details of disclosure | Category | Marks | Obtained Mark | Remarks | Auditor Category | Auditor Marks | Auditor Remarks/URL |
|--------|---|-----------|-------|---------------|--|------------------|---------------|---------------------|
| 4.5.1 | Grievance redressal mechanism | Fully Met | 3.57 | 3.57 | NCCS has an independent Grievance Redressal Committee to address any grievance arising out of the Administration / Academic Matters. https://www.nccs.res.in/uploads//RTI/RTI-2021-Info/OM%20Grievance%20Commitee.pdf | Fully Met | 3.57 | provided |
| 4.5.2 | Details of applications received under RTI and information provided | Fully Met | 3.57 | 3.57 | https://www.nccs.res.in/uploads//RTI/RTI-2021-Info/RTI Applications-2020-21.pdf | Fully Met | 3.57 | provided |
| 4.5.3 | List of completed schemes/ projects/ Programmes | Fully Met | 3.57 | 3.57 | https://www.nccs.res.in/uploads//RTI/RTI-2021-Info/2020-21-Projects-PMC.pdf | Fully Met | 3.57 | provided |
| 4.5.4 | List of schemes/ projects/ programme underway | Fully Met | 3.57 | 3.57 | https://www.nccs.res.in/uplo | Fully Met | 3.57 | provided |

| Sr. No | Details of disclosure | Category | Marks | Obtained Mark | Remarks | Auditor Category | Auditor Marks | Auditor Remarks/URL |
|------------|--|----------------|-------|---------------|---|------------------|---------------|---------------------|
| | | | | | ads//RTI/RTI-2021-Info/2020-21-Projects-PMC.pdf | | | |
| 4.5.5 | Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract | Fully Met | 3.57 | 3.57 | https://www.nccs.res.in/uploads//RTI/RTI-2021-Info/Detailsofallcontracts-2021.pdf | Fully Met | 3.57 | provided |
| 4.5.6 | Annual Report | Fully Met | 3.57 | 3.57 | https://www.nccs.res.in/index.php/Aboutnccs/Nccsdetailed | Fully Met | 3.57 | provided |
| 4.5.7 | Frequently Asked Question (FAQs) | Not Applicable | 0 | 0 | empty | Not Applicable | 0 | NA |
| 4.5.8 | Any other information such as - (a) Citizen's Charter, (b) Result Framework Document (RFD), (c) Six monthly reports on the , (d) Performance against the benchmarks set in the Citizen's Charter | Not Applicable | 0 | 0 | empty | Not Applicable | 0 | NA |
| 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.nccs.res.in/uploads//RTI/RTI-2021-Info/RTI Applications-2020-21.pdf | Fully Met | 14.29 | provided |
| 4.6.2 | Details of appeals received and orders issued | Fully Met | 14.29 | 14.29 | No appeals received during the period. | Fully Met | 14.29 | clear |

| Sr. No | Details of disclosure | Category | Marks | Obtained Mark | Remarks | Auditor Category | Auditor Marks | Auditor Remarks/URL |
|--------------|---|-----------|------------|---------------|---|------------------|---------------|---------------------|
| 4.7 | Replies to questions asked in the parliament[Section 4(1)(d)(2)] | | | | | | | |
| 4.7.1 | Details of questions asked and replies given | Fully Met | 28.57 | 28.57 | Response sent to Ministry on request. Not made public | Fully Met | 28.57 | ok |
| Total | | | 193 | 193 | | 193 | 193 | |
| 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 | a) Current CPIO - Ms. Sandra Fernandes (Officer 'B") & FAA - Dr. Jomon Joseph (Scientist 'G') b) Earlier CPIO Mr. V. S. Shinde, Ex-Officer 'C' (Admin) & FAA- Dr. V. P. Kale, (Ex-Scientist 'G') | Fully Met | 20.00 | clear |
| 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 | Due to COVID-19 pandemic third party audit was delayed. | Fully Met | 20.00 | clear |

| Sr. No | Details of disclosure | Category | Marks | Obtained Mark | Remarks | Auditor Category | Auditor Marks | Auditor Remarks/URL |
|--------------------|--|----------------|------------|---------------|---|------------------|---------------|--|
| 5.1.3 | Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD - (a) Date of appointment , (b) Name & Designation of the officers | Not Applicable | 0 | 0 | empty | Not Met | 0 | information not given |
| 5.1.4 | Consultancy committee of key stake holders for advice on suo-motu disclosure - (a) Dates from which constituted, (b) Name & Designation of the officers | Not Applicable | 0 | 0 | empty | Not Met | 0 | at least internal committee may be constituted |
| 5.1.5 | Committee of PIOs/FAAs with rich experience in RTI to identify frequently sought information under RTI - (a) Dates from which constituted, (b) Name & Designation of the Officers | Not Applicable | 0 | 0 | empty | Fully Met | 20.00 | at least internal mechanism may be there for this. |
| Total | | | 40 | 40 | | 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 information | Fully Met | 25 | 25.00 | https://www.nccs.res.in/index.php/home/RTI | Fully Met | 25.00 | provided |
| 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 Met | 12.5 | 0 | empty | Not Met | 0 | Not met |
| 6.2.2 | Does the website show the certificate on the Website? | Not Met | 12.5 | 0 | empty | Not Met | 0 | Not met |
| Total | | | 50 | 25 | | 50 | 25 | |
| Grand Total | | | 694 | 662 | | 754 | 681 | |