

**Self appraisal report for Year (2022-23)**

**Auditor Agency: T V Sethumadhavan**

**Ministry Name: Ministry of Culture**

**Department Name:**

**Public Authority Name: National Council of Science Museums.( Hqrs./CRTL)**

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
<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	NA	Fully Met	1.28	<a href="https://www.ncsm.gov.in/contact-us">https://www.ncsm.gov.in/contact-us</a> URLs cited by the Public Authority is correct. Category "Fully Met"
1.1.2	Head of the organization	Fully Met	1.28	1.28	NA	Fully Met	1.28	<a href="https://ncsm.gov.in/about/director-general">https://ncsm.gov.in/about/director-general</a> <a href="https://ncsm.gov.in/about/the-team">https://ncsm.gov.in/about/the-team</a> URLs cited by the Public Authority is correct. Category

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1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	NA	Fully Met	1.28	https://www.ncsm.gov.in/about/objectives URLs cited by the Public Authority is correct. Category "Fully Met"
1.1.4	Function and duties	Fully Met	1.28	1.28	NA	Fully Met	1.28	https://ncsm.gov.in/storage/files/final-memorandum-core-file-2016.pdf URLs cited by the Public Authority is correct. Category "Fully Met"
1.1.5	Organization Chart	Fully Met	1.28	1.28	NA	Fully Met	1.28	https://ncsm.gov.in/storage/files/slide1.jpg URLs cited by the Public Authority is correct. Category "Fully Met"
1.1.6	Any other details-the genesis, inception, formation of the department and the HoDs from	Fully Met	1.28	1.28	NA	Partially Met	0.64	https://www.ncsm.gov.in/ab

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	time to time as well as the committees/ Commissions constituted from time to time have been dealt							out/genesis URLs cited by the Public Authority is correct. Category "Partially Met"
<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	NA	Fully Met	1.54	<a href="https://ncsm.gov.in/storage/files/final-memorandum-corel-file-2016.pdf">https://ncsm.gov.in/storage/files/final-memorandum-corel-file-2016.pdf</a> URLs cited by the Public Authority is correct. Category "Fully Met"
1.2.2	Power and duties of other employees	Fully Met	1.54	1.54	NA	Partially Met	0.77	<a href="https://ncsm.gov.in/storage/files/final-memorandum-corel-file-2016.pdf">https://ncsm.gov.in/storage/files/final-memorandum-corel-file-2016.pdf</a> URLs cited by the Public Authority is correct. Category "Partially Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.2.3	Rules/ orders under which powers and duty are derived and	Fully Met	1.54	1.54	NA	Partially Met	0.77	<a href="https://ncsm.gov.in/storage/files/final-memorandum-corel-file-2016.pdf">https://ncsm.gov.in/storage/files/final-memorandum-corel-file-2016.pdf</a> URLs cited by the Public Authority is correct. Category "Partially Met"
1.2.4	Exercised	Fully Met	1.54	1.54	NA	Fully Met	1.54	<a href="https://ncsm.gov.in/storage/files/final-memorandum-corel-file-2016.pdf">https://ncsm.gov.in/storage/files/final-memorandum-corel-file-2016.pdf</a> <a href="https://ncsm.gov.in/storage/files/soft-copy-of-ncsm-service-rapamendment-rules-2018.pdf">https://ncsm.gov.in/storage/files/soft-copy-of-ncsm-service-rapamendment-rules-2018.pdf</a> <a href="https://docs.google.com/file/d/0B2sxx9FjoulidzNqc1gzWUxtLW8/edit?pli=1&amp;resourcekey=0-K4L3G4fJERaOugiSBH3YDA">https://docs.google.com/file/d/0B2sxx9FjoulidzNqc1gzWUxtLW8/edit?pli=1&amp;resourcekey=0-K4L3G4fJERaOugiSBH3YDA</a>

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								<a href="https://ncsm.gov.in/instruction-manual-office-order-no-31-32-33-2018">https://ncsm.gov.in/instruction-manual-office-order-no-31-32-33-2018</a> URLs cited by the Public Authority is correct. Category "Fully Met"
1.2.5	Work allocation	Fully Met	1.54	1.54	NA	Partially Met	0.77	<a href="https://ncsm.gov.in/storage/files/soft-copy-of-ncsm-service-rapamendment-rules-2018.pdf">https://ncsm.gov.in/storage/files/soft-copy-of-ncsm-service-rapamendment-rules-2018.pdf</a> URLs cited by the Public Authority is correct. Category "Partially Met"
<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	NA	Fully Met	1.54	National Council of Science Museums (NCSM) follows the

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								<p>procedure indicated in Manual of Office Procedure (MOP) for decision-making. The Section Officer/AEE/Curators propose action with the help of staff working under them in accordance with the prescribed procedure and level for final disposal and approval. The Section Officer/AEE/Curator normally submit the file to the respective heads of divisions/sections who in turn</p>

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								<p>submits the file to Dy. Controller of Finance/ Senior controller of Finance for checking before sanction by the competent authority as per delegation of power in Bye-Laws of NCSM. In some cases Directors submits the file to the Secretary and Secretary submits the file to DG, NCSM/ GB for approval and sanction. Level of submission depends on the delegation of power in</p>

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								various administrative and financial issues. Each officer in the channel is accountable with respect to submission of facts, but the ultimate accountability lies with the highest level approving the proposal or a taking decision. URLs cited by the Public Authority is correct. Category "Fully Met"
1.3.2	Final decision making authority	Fully Met	1.54	1.54	NA	Fully Met	1.54	https://ncsm.gov.in/storage/files/final-memorandum-corel-file-2016.pdf URLs cited by the Public Authority is



Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL correct.
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	NA	Fully Met	1.54	https://ncsm.gov.in/storage/files/final-memorandum-corefile-2016.pdf URLs cited by the Public Authority is correct. Category "Fully Met"
1.3.4	Time limit for taking a decisions, if any	Fully Met	1.54	1.54	NA	Not Met	0	https://ncsm.gov.in/storage/files/final-memorandum-corefile-2016.pdf Category Not Met
1.3.5	Channel of supervision and accountability	Fully Met	1.54	1.54	NA	Partially Met	0.77	https://ncsm.gov.in/storage/files/final-memorandum-corefile-2016.pdf URLs cited by the Public Authority is correct. Category "Partially

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL Met"
<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	NA	Fully Met	1.54	NCSM follows the norms set out for all Government of India offices by the Department of Personnel & Training/Department of Administrative Reforms and Public Grievances. URLs cited by the Public Authority is correct. Category "Partially Met"
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	NA	Not Met	0	Category Not Met
1.4.3	Process by which these services can be accessed	Fully Met	1.54	1.54	NA	Not Met	0	Category Not Met
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	NA	Not Met	0	Category Not Met
1.4.5	Process of redress of grievances	Fully Met	1.54	1.54	NA	Not Met	0	Category Not Met
<b>1.5</b>	<b>Rules, regulations, instructions manual and records for discharging functions[Section 4(1)(b)(v)]</b>							

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.5.1	Title and nature of the record/ manual /instruction.	Fully Met	1.92	1.92	NA	Fully Met	1.92	<a href="https://ncsm.gov.in/storage/files/final-memorandum-corel-file-2016.pdf">https://ncsm.gov.in/storage/files/final-memorandum-corel-file-2016.pdf</a> <a href="https://ncsm.gov.in/storage/files/soft-copy-of-ncsm-service-rapamendment-rules-2018.pdf">https://ncsm.gov.in/storage/files/soft-copy-of-ncsm-service-rapamendment-rules-2018.pdf</a> <a href="https://docs.google.com/file/d/0B2sxx9FjoulidzNqc1gzWUxtLW8/edit?pli=1&amp;resourcekey=0-K4L3G4fJERaOugiSBH3YDA">https://docs.google.com/file/d/0B2sxx9FjoulidzNqc1gzWUxtLW8/edit?pli=1&amp;resourcekey=0-K4L3G4fJERaOugiSBH3YDA</a> <a href="https://ncsm.gov.in/instruction-manual-office-order-no-31-32-33-2018">https://ncsm.gov.in/instruction-manual-office-order-no-31-32-33-2018</a> URLs cited by the Public Authority is correct. Category "Partially Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.5.2	List of Rules, regulations, instructions manuals and records.	Fully Met	1.92	1.92	NA	Fully Met	1.92	<a href="https://ncsm.gov.in/storage/files/final-memorandum-corel-file-2016.pdf">https://ncsm.gov.in/storage/files/final-memorandum-corel-file-2016.pdf</a> <a href="https://ncsm.gov.in/storage/files/soft-copy-of-ncsm-service-ramendment-rules-2018.pdf">https://ncsm.gov.in/storage/files/soft-copy-of-ncsm-service-ramendment-rules-2018.pdf</a> <a href="https://docs.google.com/file/d/0B2sxx9FjoulidzNqc1gzWUxtLW8/edit?pli=1&amp;resourcekey=0-K4L3G4fJERaOugiSBH3YDA">https://docs.google.com/file/d/0B2sxx9FjoulidzNqc1gzWUxtLW8/edit?pli=1&amp;resourcekey=0-K4L3G4fJERaOugiSBH3YDA</a> <a href="https://ncsm.gov.in/instruction-manual-office-order-no-31-32-33-2018">https://ncsm.gov.in/instruction-manual-office-order-no-31-32-33-2018</a> URLs cited by the Public Authority is correct. Category "Partially Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.5.3	Acts/ Rules manuals etc.	Fully Met	1.92	1.92	NA	Fully Met	1.92	<a href="https://ncsm.gov.in/storage/files/final-memorandum-corel-file-2016.pdf">https://ncsm.gov.in/storage/files/final-memorandum-corel-file-2016.pdf</a> <a href="https://ncsm.gov.in/storage/files/soft-copy-of-ncsm-service-rapamendment-rules-2018.pdf">https://ncsm.gov.in/storage/files/soft-copy-of-ncsm-service-rapamendment-rules-2018.pdf</a> <a href="https://docs.google.com/file/d/0B2sxx9FjoulidzNqc1gzWUxtLW8/edit?pli=1&amp;resourcekey=0-K4L3G4fJERaOugiSBH3YDA">https://docs.google.com/file/d/0B2sxx9FjoulidzNqc1gzWUxtLW8/edit?pli=1&amp;resourcekey=0-K4L3G4fJERaOugiSBH3YDA</a> <a href="https://ncsm.gov.in/instruction-manual-office-order-no-31-32-33-2018">https://ncsm.gov.in/instruction-manual-office-order-no-31-32-33-2018</a> URLs cited by the Public Authority is correct. Category "Partially Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.5.4	Transfer policy and transfer orders	Fully Met	1.92	1.92	NA	Fully Met	1.92	<a href="https://ncsm.gov.in/storage/files/om-transfer-policy-2023-of-ncsm-1.pdf">https://ncsm.gov.in/storage/files/om-transfer-policy-2023-of-ncsm-1.pdf</a> URLs cited by the Public Authority is correct. Category "Partially Met"
<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	NA	Not Met	0	Category Not Met
1.6.2	Custodian of documents/categories	Fully Met	3.85	3.85	NA	Not Met	0	Category Not Met
<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.	Fully Met	0.96	0.96	NA	Fully Met	0.96	<a href="https://ncsm.gov.in/about/society-and-governing-body">https://ncsm.gov.in/about/society-and-governing-body</a> URLs cited by the Public Authority is correct. Category "Fully Met"
1.7.2	Composition	Fully Met	0.96	0.96	NA	Fully Met	0.96	<a href="https://ncsm.gov.in/about/society-and-governing-body">https://ncsm.gov.in/about/society-and-governing-body</a>

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								URLs cited by the Public Authority is correct. Category "Fully Met"
1.7.3	Dates from which constituted	Fully Met	0.96	0.96	NA	Fully Met	0.96	29.08.2022
1.7.4	Term/ Tenure	Fully Met	0.96	0.96	NA	Fully Met	0.96	29.08.2022 – 28.08.2026
1.7.5	Powers and functions	Fully Met	0.96	0.96	NA	Fully Met	0.96	<a href="https://ncsm.gov.in/storage/files/final-memorandum-corel-file-2016.pdf">https://ncsm.gov.in/storage/files/final-memorandum-corel-file-2016.pdf</a> URLs cited by the Public Authority is correct. Category "Fully Met"
1.7.6	Whether their meetings are open to the public?	Fully Met	0.96	0.96	NA	Not Met	0	Category Not Met
1.7.7	Whether the minutes of the meetings are open to the public?	Fully Met	0.96	0.96	NA	Not Met	0	Category Not Met
1.7.8	Place where the minutes if open to the public are available?	Fully Met	0.96	0.96	NA	Not Met	0	Category Not Met
<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	NA	Fully Met	3.85	<a href="https://ncsm.gov.in/storage/files/directory-of-all-officers-and-employee">https://ncsm.gov.in/storage/files/directory-of-all-officers-and-employee</a>

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								s-of-ncsm-crtl-and-nez.pdf URLs cited by the Public Authority is correct. Category "Fully Met"
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	NA	Fully Met	3.85	https://ncsm.gov.in/storage/files/directory-of-all-officers-and-employees-of-ncsm-crtl-and-nez.pdf URLs cited by the Public Authority is correct. Category "Fully Met"
<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	NA	Fully Met	3.85	https://ncsm.gov.in/storage/files/remuneration-of-all-ncsm-crtl-nez.pdf
1.9.2	System of compensation as provided in its regulations	Fully Met	3.85	3.85	NA	Fully Met	3.85	https://ncsm.gov.in/storage/files/remuneration-of-all-ncsm-crtl-nez.pdf



Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
<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	NA	Fully Met	3.85	<a href="https://ncsm.gov.in/resources/rti">https://ncsm.gov.in/resources/rti</a> URLs cited by the Public Authority is correct. Category "Fully Met"
1.10.2	Address, telephone numbers and email ID of each designated official.	Fully Met	3.85	3.85	NA	Fully Met	3.85	<a href="https://ncsm.gov.in/resources/rti">https://ncsm.gov.in/resources/rti</a> URLs cited by the Public Authority is correct. Category "Fully Met"
<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	Fully Met	3.85	3.85	NA	Not Met	0	Category Not Met
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	Fully Met	3.85	3.85	NA	Not Met	0	Category Not Met
<b>1.12</b>	<b>Programmes to advance understanding of RTI(Section 26)</b>							
1.12.1	Educational programmes	Partially Met	1.92	0.96	Under process	Not Met	0	Category Not Met
1.12.2	Efforts to encourage public authority to participate in these programmes	Partially Met	1.92	0.96	Under process	Not Met	0	Category Not Met
1.12.3	Training of CPIO/APIO	Partially Met	1.92	0.96	Under process	Not Met	0	Category Not Met

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Partially Met	1.92	0.96	Under process	Not Met	0	Category Not Met
<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]	Fully Met	7.69	7.69	NA	Fully Met	7.69	<a href="https://ncsm.gov.in/storage/files/om-transfer-policy-2023-of-ncsm-1.pdf">https://ncsm.gov.in/storage/files/om-transfer-policy-2023-of-ncsm-1.pdf</a> <a href="https://ncsm.gov.in/notice/others">https://ncsm.gov.in/notice/others</a>
<b>Total</b>			<b>100</b>	<b>96</b>		<b>100</b>	<b>63</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	NA	Fully Met	10.00	<a href="https://ncsm.gov.in/resources/rTI">https://ncsm.gov.in/resources/rTI</a> URLs cited by the Public Authority is correct. Category "Fully Met"
2.1.2	Budget for each agency and plan & programmes	Fully Met	10	10.00	NA	Fully Met	10.00	<a href="https://ncsm.gov.in/resources/rTI">https://ncsm.gov.in/resources/rTI</a> URLs cited by the Public Authority is correct. Category

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
2.1.3	Proposed expenditures	Fully Met	10	10.00	NA	Fully Met	10.00	https://ncsm.gov.in/resources/rti URLs cited by the Public Authority is correct. Category "Fully Met"
2.1.4	Revised budget for each agency, if any	Fully Met	10	10.00	NA	Fully Met	10.00	https://ncsm.gov.in/resources/rti URLs cited by the Public Authority is correct. Category "Fully Met"
2.1.5	Report on disbursements made and place where the related reports are available	Fully Met	10	10.00	NA	Fully Met	10.00	https://ncsm.gov.in/resources/rti URLs cited by the Public Authority is correct. Category "Fully Met"
<b>2.2</b>	<b>Foreign and domestic tours(F.No. 1/8/2012- IR dt. 11.9.2012)</b>							
2.2.1	Budget	Not Applicable	0	0	empty	Fully Met	16.67	https://ncsm.gov.in/resources/rti URLs

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								cited by the Public Authority is correct. Category "Fully Met"
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	Partially Met	16.67	8.34	Under Process	Partially Met	8.34	<a href="https://ncsm.gov.in/notice/others">https://ncsm.gov.in/notice/others</a> URLs cited by the Public Authority is correct. Category "Partially Met"
2.2.3	Information related to procurements- (a) Notice/tender enquires, and corrigenda if any thereon, (b) Details of the bids awarded comprising the names of the suppliers of goods/ services being procured, (c) The works contracts concluded – in any such combination of the above-and, (d) The rate/ rates and the total amount at which such procurement or works contract is to be executed.	Not Met	16.67	0	empty	Fully Met	16.67	<a href="https://ncsm.gov.in/notice/tenders">https://ncsm.gov.in/notice/tenders</a> URLs cited by the Public Authority is correct. Category "Fully Met"
<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	empty	Not Applicable	0	Category Not Applicable
2.3.2	Objective of the programme	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
2.3.3	Procedure to avail benefits	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
2.3.4	Duration of the programme/ scheme	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
2.3.5	Physical and financial targets of the programme	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
2.3.6	Nature/ scale of subsidy /amount allotted	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
2.3.7	Eligibility criteria for grant of subsidy	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
<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	empty	Not Applicable	0	Category Not Applicable
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
<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	empty	Not Applicable	0	Category Not Applicable
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	Category Not Applicable
<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	empty	Partially Met	25.00	<a href="https://ncsm.gov.in/resources/rti">https://ncsm.gov.in/resources/rti</a> URLs cited by the Public Authority is

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								correct. Category "Partially Met"
<b>Total</b>			<b>83</b>	<b>58</b>		<b>150</b>	<b>117</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 thereof [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 accessed by citizens	Fully Met	12.5	12.50	NA	Not Applicable	0	Category Not Applicable
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	Fully Met	12.5	12.50	NA	Not Applicable	0	Category Not Applicable
3.1.3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
3.1.4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
3.1.5	Public- private partnerships (PPP)- Concession agreements.	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
3.1.6	Public- private partnerships (PPP)- Operation and maintenance manuals	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
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	Category Not Applicable
3.1.8	Public- private partnerships (PPP) - Information relating to fees, tolls, or the other kinds of revenues that may be collected under	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	authorisation from the government							
3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
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	Category Not Applicable
3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
<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	Fully Met	16.67	16.67	NA	Not Applicable	0	Category Not Applicable
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 Met	16.67	0	empty	Not Applicable	0	Category Not Applicable
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 Met	16.67	0	empty	Not Applicable	0	Category Not Applicable
<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	NA	Fully Met	50.00	<a href="https://ncsm.gov.in/resources/rti">https://ncsm.gov.in/resources/rti</a> <a href="https://ncsm.gov.in/resources/publications">https://ncsm.gov.in/resources/publications</a> <a href="https://ncsm.gov.in/resources/internati">https://ncsm.gov.in/resources/internati</a>

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								onal-museum-expo-2023 https://ncsm.gov.in/media/media-partner URLs cited by the Public Authority is correct. Category "Fully Met"
<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	NA	Fully Met	25.00	https://ncsm.gov.in/resources/rti https://ncsm.gov.in/resources/publications https://ncsm.gov.in/resources/international-museum-expo-2023 https://ncsm.gov.in/media/media-partner URLs cited by the Public Authority is correct. Category "Fully Met"
3.4.2	Information manual/handbook available in Printed	Fully Met	25	25.00	NA	Fully Met	25.00	https://ncsm.g



Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	format							ov.in/resource s/rti https://ncsm.gov.in/resources/publications https://ncsm.gov.in/resources/international-museum-expo-2023 https://ncsm.gov.in/media/media-partner URLs cited by the Public Authority is correct. Category "Fully Met"
<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	Not Met	25	0	empty	Fully Met	25.00	https://ncsm.gov.in/resource s/rti https://ncsm.gov.in/resources/publications https://ncsm.gov.in/resources/international-museum-expo-2023 https://ncsm.gov.in/media/media-partner

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								URLs cited by the Public Authority is correct. Category "Fully Met"
3.5.2	List of materials available At a reasonable cost of the medium	Not Met	25	0	empty	Fully Met	25.00	<a href="https://ncsm.gov.in/resources/rti">https://ncsm.gov.in/resources/rti</a> <a href="https://ncsm.gov.in/resources/publications">https://ncsm.gov.in/resources/publications</a> <a href="https://ncsm.gov.in/resources/international-museum-expo-2023">https://ncsm.gov.in/resources/international-museum-expo-2023</a> <a href="https://ncsm.gov.in/media/media-partner">https://ncsm.gov.in/media/media-partner</a> URLs cited by the Public Authority is correct. Category "Fully Met"
<b>Total</b>			<b>225</b>	<b>142</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	NA	Fully Met	14.29	<a href="https://ncsm.gov.in/resources/rti">https://ncsm.gov.in/resources/rti</a> <a href="https://ncsm.gov.in/reso">https://ncsm.gov.in/reso</a>

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								ources/publications https://ncsm.gov.in/resources/international-museum-expo-2023 https://ncsm.gov.in/media/media-partner URLs cited by the Public Authority is correct. Category "Fully Met"
4.1.2	Vernacular/ Local Language	Not Met	14.29	0	empty	Fully Met	14.29	https://ncsm.gov.in/resources/rti https://ncsm.gov.in/resources/publications https://ncsm.gov.in/resources/international-museum-expo-2023 https://ncsm.gov.in/media/media-partner URLs cited by the Public Authority is correct.

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL Category "Fully Met"
<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	NA	Fully Met	28.57	<a href="https://ncsm.gov.in/resources/rti">https://ncsm.gov.in/resources/rti</a> <a href="https://ncsm.gov.in/resources/publications">https://ncsm.gov.in/resources/publications</a> <a href="https://ncsm.gov.in/resources/international-museum-expo-2023">https://ncsm.gov.in/resources/international-museum-expo-2023</a> <a href="https://ncsm.gov.in/media/media-partner">https://ncsm.gov.in/media/media-partner</a> URLs cited by the Public Authority is correct. Category "Fully Met"
<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	NA	Fully Met	9.52	<a href="https://ncsm.gov.in/resources/rti">https://ncsm.gov.in/resources/rti</a> <a href="https://ncsm.gov.in/resources/publications">https://ncsm.gov.in/resources/publications</a> <a href="https://ncsm.gov.in/resources/international-museum-">https://ncsm.gov.in/resources/international-museum-</a>

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								expo-2023 https://ncsm.gov.in/media/media-partner URLs cited by the Public Authority is correct. Category "Fully Met"
4.3.2	Name/ title of the document/record/ other information	Fully Met	9.52	9.52	NA	Fully Met	9.52	https://ncsm.gov.in/resources/rti https://ncsm.gov.in/resources/publications https://ncsm.gov.in/resources/international-museum-expo-2023 https://ncsm.gov.in/media/media-partner URLs cited by the Public Authority is correct. Category "Fully Met"
4.3.3	Location where available	Fully Met	9.52	9.52	NA	Fully Met	9.52	https://ncsm.gov.in/resources/rti https://ncsm.gov.in/resources/publications https://ncsm.gov.in/resources/international-museum-expo-2023 https://ncsm.gov.in/media/media-partner URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								m.gov.in/resources/publications https://ncsm.gov.in/resources/international-museum-expo-2023 https://ncsm.gov.in/media/media-partner URLs cited by the Public Authority is correct. Category "Fully Met"
<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	Partially Met	7.14	3.57	Under Process	Fully Met	7.14	https://ncsm.gov.in/contact-us
4.4.2	Details of information made available	Partially Met	7.14	3.57	Under Process	Fully Met	7.14	https://ncsm.gov.in/resources/rti https://ncsm.gov.in/resources/publications https://ncsm.gov.in/resources/international-museum-expo-2023 https://ncsm.gov.in/media/medi

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								a-partner URLs cited by the Public Authority is correct. Category "Fully Met"
4.4.3	Working hours of the facility	Partially Met	7.14	3.57	Under Process	Fully Met	7.14	10 Am to 5 PM
4.4.4	Contact person & contact details (Phone, fax email)	Partially Met	7.14	3.57	Under Process	Fully Met	7.14	National Council of Science Museums 33, Block-GN, Sector V, Bidhan Nagar, Kolkata - 700091, West Bengal +91 33 2357 9347 /2357 5545 2357 0850 +91 33 2357 6008 sciencecentre[at]ncsm[dot]gov[dot]in
<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	Partially Met	3.57	1.79	Under Process	Partially Met	1.79	<a href="https://ncsm.gov.in/resources/rti">https://ncsm.gov.in/resources/rti</a> URLs cited by the Public

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								Authority is correct. Category "Partially Met"
4.5.2	Details of applications received under RTI and information provided	Fully Met	3.57	3.57	NA	Fully Met	3.57	<a href="https://ncsm.gov.in/resources/rti">https://ncsm.gov.in/resources/rti</a> URLs cited by the Public Authority is correct. Category "Fully Met"
4.5.3	List of completed schemes/ projects/ Programmes	Fully Met	3.57	3.57	NA	Not Met	0	Category Not Met
4.5.4	List of schemes/ projects/ programme underway	Not Met	3.57	0	empty	Not Met	0	Category Not Met
4.5.5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	Not Met	3.57	0	empty	Not Met	0	Category Not Met
4.5.6	Annual Report	Fully Met	3.57	3.57	NA	Fully Met	3.57	<a href="https://ncsm.gov.in/resources/rti">https://ncsm.gov.in/resources/rti</a> URLs cited by the Public Authority is correct. Category "Fully Met"
4.5.7	Frequently Asked Question (FAQs)	Fully Met	3.57	3.57	NA	Fully Met	3.57	<a href="https://ncsm.gov.in/resources">https://ncsm.gov.in/resources</a>



Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URLs/faq <a href="https://ncsm.gov.in/resources/rti">https://ncsm.gov.in/resources/rti</a> URLs cited by the Public Authority is correct. Category "Fully Met"
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	Partially Met	3.57	1.79	Under Process	Not Met	0	Category Not Met
<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	NA	Fully Met	14.29	<a href="https://ncsm.gov.in/resources/rti">https://ncsm.gov.in/resources/rti</a> URLs cited by the Public Authority is correct. Category "Fully Met"
4.6.2	Details of appeals received and orders issued	Partially Met	14.29	7.15	Under Process	Fully Met	14.29	<a href="https://ncsm.gov.in/resources/rti">https://ncsm.gov.in/resources/rti</a> URLs cited by the Public Authority is correct. Category

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								"Fully Met"
<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	NA	Fully Met	28.57	<a href="https://ncsm.gov.in/resources/rti">https://ncsm.gov.in/resources/rti</a> URLs cited by the Public Authority is correct. Category "Fully Met"
<b>Total</b>			<b>200</b>	<b>154</b>		<b>200</b>	<b>184</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 1.1.2015	Fully Met	20	20.00	NA	Fully Met	20.00	<a href="https://ncsm.gov.in/resources/rti">https://ncsm.gov.in/resources/rti</a> URLs cited by the Public Authority is correct. Category "Fully Met"
5.1.2	Details of third party audit of voluntary disclosure -(a) Dates of audit carried out , (b) Report of the audit carried out	Not Met	20	0	empty	Not Met	0	Category Not Met
5.1.3	Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD - (a) Date of appointment , (b) Name & Designation of the officers	Fully Met	20	20.00	NA	Not Met	0	Category Not Met
5.1.4	Consultancy committee of key stake holders for advice on suo-motu disclosure - (a) Dates from	Not Met	20	0	empty	Not Met	0	Category Not Met

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	which constituted, (b) Name & Designation of the officers							
5.1.5	Committee of PIOs/FAAs with rich experience in RTI to identify frequently sought information under RTI - (a) Dates from which constituted, (b) Name & Designation of the Officers	Not Met	20	0	empty	Not Met	0	Category Not Met
<b>Total</b>			<b>100</b>	<b>40</b>		<b>100</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	Partially Met	25	12.50	Office Order, Circular, Office Memorandum, etc. are uploaded on the website of NCSM. In addition to his, many other information related to programmes and activities of NCSM and its units are regularly uploaded on the website of NCSM to maintain transparency.	Fully Met	25.00	<a href="https://ncsm.gov.in/resources/rti">https://ncsm.gov.in/resources/rti</a> URLs cited by the Public Authority is correct. Category "Fully Met"
<b>6.2</b>	<b>Guidelines for Indian Government Websites (GIGW) is followed (released in February, 2009 and included in the Central</b>							

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	<b>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	Fully Met	12.5	12.50	Valid	Fully Met	12.50	<a href="https://ncsm.gov.in/storage/files/ncsm-ssl-vapt-audit-certificate1u.pdf">https://ncsm.gov.in/storage/files/ncsm-ssl-vapt-audit-certificate1u.pdf</a>
6.2.2	Does the website show the certificate on the Website?	Fully Met	12.5	12.50	yes	Fully Met	12.50	<a href="https://ncsm.gov.in/storage/files/ncsm-ssl-vapt-audit-certificate1u.pdf">https://ncsm.gov.in/storage/files/ncsm-ssl-vapt-audit-certificate1u.pdf</a>
<b>Total</b>			<b>50</b>	<b>38</b>		<b>50</b>	<b>50</b>	
<b>Grand Total</b>			<b>758</b>	<b>527</b>		<b>750</b>	<b>583</b>	