

**Self appraisal report for Year (2020-21)**

**Auditor Agency: Sanjay Singh**

**Ministry Name: Ministry of Social Justice & Empowerment**

**Department Name:**

**Public Authority Name: Artificial Limbs Manufacturing Corporation of India**

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	www.alimco.in	Fully Met	1.28	info available- 'RTI'
1.1.2	Head of the organization	Fully Met	1.28	1.28	www.alimco.in	Fully Met	1.28	info available- 'contact us'
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	www.alimco.in	Fully Met	1.28	info available- 'about us'
1.1.4	Function and duties	Fully Met	1.28	1.28	www.alimco.in	Fully Met	1.28	info available- 'about us- company profile'
1.1.5	Organization Chart	Fully Met	1.28	1.28	www.alimco.in	Fully Met	1.28	info available in RTI Manual III
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	www.alimco.in	Fully Met	1.28	info available- 'about us- company profile'
<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,	Fully Met	1.54	1.54	www.alimco.in	Fully Met	1.54	info available-

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	financial and judicial)							RTI Manual II
1.2.2	Power and duties of other employees	Partially Met	1.54	0.77	NA	Fully Met	1.54	info available-RTI Manual II
1.2.3	Rules/ orders under which powers and duty are derived and	Fully Met	1.54	1.54	www.alimco.in	Fully Met	1.54	info available-RTI Manual V & Citizen Charter
1.2.4	Exercised	Fully Met	1.54	1.54	www.alimco.in	Fully Met	1.54	info available-RTI Manual V & Citizen Charter
1.2.5	Work allocation	Partially Met	1.54	0.77	NA	Fully Met	1.54	info available-link in RTI Manual III
<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	www.alimco.in	Fully Met	1.54	info available-RTI Manual III
1.3.2	Final decision making authority	Fully Met	1.54	1.54	www.alimco.in	Fully Met	1.54	info available-RTI Manual III
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	www.alimco.in	Fully Met	1.54	info available. Link on Key Policies and Work allocation
1.3.4	Time limit for taking a decisions, if any	Fully Met	1.54	1.54	www.alimco.in	Fully Met	1.54	Being a production organization, info available in FAQ/delivery time of products

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								indicated for citizens.
1.3.5	Channel of supervision and accountability	Fully Met	1.54	1.54	www.alimco.in	Fully Met	1.54	info available in Manual III/Flow Chart.
<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	www.alimco.in	Fully Met	1.54	info available. RTI Manual IV. MOU with MOSJE, ADIP, RVY Scheme. Quality Policy under 'about us'.
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	www.alimco.in	Fully Met	1.54	info available. RTI Manual IV. MOU with MOSJE, ADIP, RVY Scheme. Quality Policy under 'about us'.
1.4.3	Process by which these services can be accessed	Fully Met	1.54	1.54	www.alimco.in	Fully Met	1.54	Contained in FAQs under link 'enquiry', general links and dealer's link.
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	www.alimco.in	Partially Met	0.77	some related info in the

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1.4.5	Process of redress of grievances	Fully Met	1.54	1.54	www.alimco.in	Fully Met	1.54	info available under 'general links', PG Portal and Citizen's Charter. ROG procedure for staff and workmen.
<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	www.alimco.in	Fully Met	1.92	info available in RTI Manual V. Also under link 'about us'- Misc Rules – Corp Governance.
1.5.2	List of Rules, regulations, instructions manuals and records.	Fully Met	1.92	1.92	www.alimco.in	Fully Met	1.92	info available in RTI Manual V. Also under link 'about us'- Misc Rules – Corp Governance.
1.5.3	Acts/ Rules manuals etc.	Fully Met	1.92	1.92	www.alimco.in	Fully Met	1.92	info available in RTI Manual V. Also under link 'about us'- Misc Rules – Corp

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL Governance.
1.5.4	Transfer policy and transfer orders	Partially Met	1.92	0.96	NA	Not Met	0	However, ALIMCO has intimated being uploaded.
<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	www.alimco.in	Fully Met	3.85	info available under RTI Manual VI and 'about us'.
1.6.2	Custodian of documents/categories	Fully Met	3.85	3.85	www.alimco.in	Partially Met	1.93	Names of officers to be uploaded.
<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	www.alimco.in	Fully Met	0.96	info available under 'about us'- Corp Governance.
1.7.2	Composition	Fully Met	0.96	0.96	www.alimco.in	Fully Met	0.96	info available in the 47th Annual Report for 2019-20 uploaded on the website. The chapter on Secretarial Audit Report is relevant.
1.7.3	Dates from which constituted	Fully Met	0.96	0.96	www.alimco.in	Fully Met	0.96	info available in the 47th Annual Report

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								for 2019-20 uploaded on the website. The chapter on Secretarial Audit Report is relevant.
1.7.4	Term/ Tenure	Fully Met	0.96	0.96	www.alimco.in	Fully Met	0.96	info available in the 47th Annual Report for 2019-20 uploaded on the website. The chapter on Secretarial Audit Report is relevant.
1.7.5	Powers and functions	Fully Met	0.96	0.96	www.alimco.in	Fully Met	0.96	info available in the 47th Annual Report for 2019-20 uploaded on the website. The chapter on Secretarial Audit Report is relevant.
1.7.6	Whether their meetings are open to the public?	Partially Met	0.96	0.48	NA	Fully Met	0.96	info available in the 47th Annual Report for 2019-20 uploaded on

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								the website. The chapter on Secretarial Audit Report is relevant.
1.7.7	Whether the minutes of the meetings are open to the public?	Partially Met	0.96	0.48	NA	Fully Met	0.96	info available in the 47th Annual Report for 2019-20 uploaded on the website. The chapter on Secretarial Audit Report is relevant.
1.7.8	Place where the minutes if open to the public are available?	Partially Met	0.96	0.48	NA	Fully Met	0.96	info available in the 47th Annual Report for 2019-20 uploaded on the website. The chapter on Secretarial Audit Report is relevant.
<b>1.8</b>	<b>Directory of officers and employees[Section 4(1) (b) (ix)]</b>							
1.8.1	Name and designation	Partially Met	3.85	1.93	www.alimco.in	Fully Met	3.85	info available in RTI Manual VII under RTI link – ALIMCO Manuals.
1.8.2	Telephone , fax and email ID	Partially Met	3.85	1.93	www.alimco.in	Fully Met	3.85	info available

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								in RTI Manual VII under RTI link – ALIMCO Manuals.
<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	www.alimco.in	Fully Met	3.85	info available under RTI Link- ALIMCO Manuals.
1.9.2	System of compensation as provided in its regulations	Fully Met	3.85	3.85	www.alimco.in	Fully Met	3.85	info available under RTI Link- ALIMCO Manuals.
<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	Partially Met	3.85	1.93	www.alimco.in	Fully Met	3.85	info available under RTI link – PIO
1.10.2	Address, telephone numbers and email ID of each designated official.	Partially Met	3.85	1.93	www.alimco.in	Fully Met	3.85	info available under RTI link – PIO
<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 Met	3.85	0	empty	Fully Met	3.85	info available under RTI link -Manuals (One Employee)
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	Not Met	3.85	0	empty	Fully Met	3.85	info available under RTI link -Manuals (One Employee)
<b>1.12</b>	<b>Programmes to advance understanding of RTI(Section 26)</b>							

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.12.1	Educational programmes	Fully Met	1.92	1.92	NA	Fully Met	1.92	ALIMCO has intimated that they have organised from time to time RTI Training programmes for their employees. The last training programme was conducted by the corporation on 17/1/2021 in New Delhi. ALIMCO letter dated 13/4/2021 refers. This information, however, needs to be uploaded suitably on the website.
1.12.2	Efforts to encourage public authority to participate in these programmes	Fully Met	1.92	1.92	NA	Fully Met	1.92	ALIMCO has intimated that they have

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								organised from time to time RTI Training programmes for their employees. The last training programme was conducted by the corporation on 17/1/2021 in New Delhi. ALIMCO letter dated 13/4/2021 refers. This information, however, needs to be uploaded suitably on the website.
1.12.3	Training of CPIO/APIO	Fully Met	1.92	1.92	NA	Fully Met	1.92	ALIMCO has intimated that they have organised from time to time RTI

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								<p>Training programmes for their employees. The last training programme was conducted by the corporation on 17/1/2021 in New Delhi. ALIMCO letter dated 13/4/2021 refers. This information, however, needs to be uploaded suitably on the website.</p>
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Fully Met	1.92	1.92	NA	Fully Met	1.92	<p>ALIMCO has intimated that they have organised from time to time RTI Training programmes for their</p>

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								employees. The last training programme was conducted by the corporation on 17/1/2021 in New Delhi. ALIMCO letter dated 13/4/2021 refers. This information, however, needs to be uploaded suitably on the website.
<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]	Partially Met	7.69	3.85	NA	Fully Met	7.69	info available in RTI Manual V.
<b>Total</b>			<b>100</b>	<b>77</b>		<b>100</b>	<b>95</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	www.alimco.in	Fully Met	10.00	(i) info available in the 47th Annual Report

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								for 2019-20 containing balance sheet, income and expenditure account, cash flow statement and auditors report. (ii) ADIP Camp, ADIP SSA Camp (iii) Financial progress.
2.1.2	Budget for each agency and plan & programmes	Fully Met	10	10.00	www.alimco.in	Fully Met	10.00	(i) info available in the 47th Annual Report for 2019-20 containing balance sheet, income and expenditure account, cash flow statement and auditors report. (ii) ADIP Camp, ADIP SSA Camp (iii)

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								Financial progress.
2.1.3	Proposed expenditures	Fully Met	10	10.00	www.alimco.in	Fully Met	10.00	(i) info available in the 47th Annual Report for 2019-20 containing balance sheet, income and expenditure account, cash flow statement and auditors report. (ii) ADIP Camp, ADIP SSA Camp (iii) Financial progress.
2.1.4	Revised budget for each agency, if any	Not Applicable	0	0	empty	Fully Met	10.00	(i) info available in the 47th Annual Report for 2019-20 containing balance sheet, income and expenditure account, cash

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								flow statement and auditors report. (ii) ADIP Camp, ADIP SSA Camp (iii) Financial progress.
2.1.5	Report on disbursements made and place where the related reports are available	Not Applicable	0	0	empty	Fully Met	10.00	(i) info available in the 47th Annual Report for 2019-20 containing balance sheet, income and expenditure account, cash flow statement and auditors report. (ii) ADIP Camp, ADIP SSA Camp (iii) Financial progress.
<b>2.2</b>	<b>Foreign and domestic tours(F.No. 1/8/2012- IR dt. 11.9.2012)</b>							
2.2.1	Budget	Partially Met	16.67	8.34	NA	Fully Met	16.67	info available under RTI Manual XI
2.2.2	Foreign and domestic Tours by ministries and	Partially Met	16.67	8.34	NA	Fully Met	16.67	info available

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	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							under RTI Manual XI
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	www.alimco.in	Partially Met	8.34	info on tender notices only available under link – 'tender'. Purchase Policy is available on the website in RTI Manual XI.
<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	Fully Met	6.25	6.25	www.alimco.in	Fully Met	6.25	information available under 'general links'- 'Forms and Schemes'.
2.3.2	Objective of the programme	Fully Met	6.25	6.25	www.alimco.in	Fully Met	6.25	info available under ADIP Scheme link.
2.3.3	Procedure to avail benefits	Fully Met	6.25	6.25	www.alimco.in	Fully Met	6.25	info available under ADIP Scheme link.
2.3.4	Duration of the programme/ scheme	Fully Met	6.25	6.25	www.alimco.in	Fully Met	6.25	info available under ADIP

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL Scheme link.
2.3.5	Physical and financial targets of the programme	Fully Met	6.25	6.25	www.alimco.in	Fully Met	6.25	info available under ADIP Scheme link.
2.3.6	Nature/ scale of subsidy /amount allotted	Fully Met	6.25	6.25	www.alimco.in	Fully Met	6.25	info available under ADIP Scheme link.
2.3.7	Eligibility criteria for grant of subsidy	Fully Met	6.25	6.25	www.alimco.in	Fully Met	6.25	info available under ADIP Scheme link.
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Fully Met	6.25	6.25	www.alimco.in	Fully Met	6.25	info available under ADIP and 'Beneficiaries'.
<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	Fully Met	25.00	Not Applicable
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Not Applicable	0	0	empty	Fully Met	25.00	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	Fully Met	25.00	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	Fully Met	25.00	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	Fully Met	50	50.00	www.alimco.in	Fully Met	50.00	CAG Report

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	(ATRs) after these have been laid on the table of both houses of the parliament.							available on page 66 of 47th Annual Report for the year 2019-20.
<b>Total</b>			<b>180</b>	<b>163</b>		<b>300</b>	<b>292</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	www.alimco.in	Fully Met	12.50	info available under link 'about us', 'corp governance' and 'general links'.
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	www.alimco.in	Fully Met	12.50	Not Applicable (Manual VII)
3.1.3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable (Manual VII)
3.1.4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable (Manual VII)
3.1.5	Public- private partnerships (PPP)- Concession agreements.	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable (Manual VII)
3.1.6	Public- private partnerships (PPP)- Operation and maintenance manuals	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable (Manual VII)
3.1.7	Public- private partnerships (PPP) - Other	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL (Manual VII)
	documents generated as part of the implementation of the PPP							(Manual VII)
3.1.8	Public- private partnerships (PPP) - Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable (Manual VII)
3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable (Manual VII)
3.1.10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.)	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable (Manual VII)
3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable (Manual VII)
<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	www.alimco.in	Fully Met	16.67	information available under 'enquiry', FAQ, Feedback. ADIP Scheme link, product list, forms and schemes, PG portal under 'general links'. -Beneficiaries registrations - New products -Photo/Video gallery -Manuf

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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	Fully Met	16.67	16.67	www.alimco.in	Fully Met	16.67	<p>acturer's directory of enabling aids and devices for PWDs -News, events and awards.</p> <p>information available under 'enquiry', FAQ, Feedback. ADIP Scheme link, product list, forms and schemes, PG portal under 'general links'. -Beneficiaries registrations - New products -Photo/Video gallery -Manufacturer's directory of enabling aids and devices for PWDs -News, events and awards.</p>

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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	Fully Met	16.67	16.67	www.alimco.in	Fully Met	16.67	information available under 'enquiry', FAQ, Feedback. ADIP Scheme link, product list, forms and schemes, PG portal under 'general links'. -Beneficiaries registrations - New products -Photo/Video gallery -Manufacturer's directory of enabling aids and devices for PWDs -News, events and awards.
<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	www.alimco.in	Fully Met	50.00	info available in the 'website' and 'citizen's charter'.
<b>3.4</b>	<b>Form of accessibility of information manual/ handbook[Section 4(1)(b)]</b>							

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
3.4.1	Information manual/handbook available in Electronic format	Fully Met	25	25.00	www.alimco.in	Fully Met	25.00	ALIMCO vide their letter dated 13/4/2021 have intimated that ALIMCO provides various information about rules, regulations and its products on digital mode, manually as well as through handbook. RTI Manual XVII is also relevant. This information needs to be uploaded suitably in the ALIMCO website.
3.4.2	Information manual/handbook available in Printed format	Fully Met	25	25.00	www.alimco.in	Fully Met	25.00	ALIMCO vide their letter dated 13/4/2021

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								have intimated that ALIMCO provides various information about rules, regulations and its products on digital mode, manually as well as through handbook. RTI Manual XVII is also relevant. This information needs to be uploaded suitably in the ALIMCO website.
<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	www.alimco.in	Fully Met	25.00	ALIMCO vide their letter dated 13/4/2021 have intimated that ALIMCO

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								provides various information about rules, regulations and its products on digital mode, manually as well as through handbook. RTI Manual XVII is also relevant. This information needs to be uploaded suitably in the ALIMCO website.
3.5.2	List of materials available At a reasonable cost of the medium	Fully Met	25	25.00	www.alimco.in	Fully Met	25.00	ALIMCO vide their letter dated 13/4/2021 have intimated that ALIMCO provides various information about rules,

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								regulations and its products on digital mode, manually as well as through handbook. RTI Manual XVII is also relevant. This information needs to be uploaded suitably in the ALIMCO website.
<b>Total</b>			<b>225</b>	<b>225</b>		<b>225</b>	<b>225</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	www.alimco.in	Fully Met	14.29	information available in digital mode on the website wrt information required by clients. A list of such information in electronic mode is

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								available in RTI Manual XVII. 'general links' and 'products' links in the website also contains the relevant information. The information has been provided in Hindi also in the website.
4.1.2	Vernacular/ Local Language	Partially Met	14.29	7.15	NA	Fully Met	14.29	information available in digital mode on the website wrt information required by clients. A list of such information in electronic mode is available in RTI Manual XVII. 'general links' and

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								'products' links in the website also contains the relevant information. The information has been provided in Hindi also in the website.
<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	www.alimco.in	Fully Met	28.57	Available
<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.alimco.in	Fully Met	9.52	information available in digital mode on the website wrt information required by clients. A list of such information in electronic mode is available in RTI Manual XVII. 'general links' and 'products'

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								links in the website also contains the relevant information. The information has been provided in Hindi also in the website.
4.3.2	Name/ title of the document/record/ other information	Fully Met	9.52	9.52	www.alimco.in	Fully Met	9.52	information available in digital mode on the website wrt information required by clients. A list of such information in electronic mode is available in RTI Manual XVII. 'general links' and 'products' links in the website also contains the relevant

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL information.
4.3.3	Location where available	Fully Met	9.52	9.52	www.alimco.in	Fully Met	9.52	<p>The information has been provided in Hindi also in the website.</p> <p>information available in digital mode on the website wrt information required by clients. A list of such information in electronic mode is available in RTI Manual XVII. 'general links' and 'products' links in the website also contains the relevant information. The information has been</p>

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL provided in Hindi also in the website.
<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.alimco.in	Fully Met	7.14	In addition to the ALIMCO website a library is also available for access to the clients. Details are contained in RTI Manual XV.
4.4.2	Details of information made available	Fully Met	7.14	7.14	www.alimco.in	Fully Met	7.14	In addition to the ALIMCO website a library is also available for access to the clients. Details are contained in RTI Manual XV.
4.4.3	Working hours of the facility	Fully Met	7.14	7.14	www.alimco.in	Fully Met	7.14	In addition to the ALIMCO website a library is also available for access to the clients. Details are contained

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL in RTI Manual XV.
4.4.4	Contact person & contact details (Phone, fax email)	Fully Met	7.14	7.14	www.alimco.in	Fully Met	7.14	In addition to the ALIMCO website a library is also available for access to the clients. Details are contained in RTI Manual XV.
<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	www.alimco.in	Fully Met	3.57	Info is available in 'about us' – Grievance redressal and 'general links' - PG Portal.
4.5.2	Details of applications received under RTI and information provided	Fully Met	3.57	3.57	www.alimco.in	Not Met	0	info not available on website
4.5.3	List of completed schemes/ projects/ Programmes	Fully Met	3.57	3.57	www.alimco.in	Partially Met	1.79	Information regarding names of 'schemes' only available. Details relating to schemes

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								underway and those completed including names of contractors and other details not available.
4.5.4	List of schemes/ projects/ programme underway	Fully Met	3.57	3.57	www.alimco.in	Partially Met	1.79	Information regarding names of 'schemes' only available. Details relating to schemes underway and those completed including names of contractors and other details not available.
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	www.alimco.in	Partially Met	1.79	Information regarding names of 'schemes' only available. Details

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								relating to schemes underway and those completed including names of contractors and other details not available.
4.5.6	Annual Report	Fully Met	3.57	3.57	www.alimco.in	Fully Met	3.57	information available in the website.
4.5.7	Frequently Asked Question (FAQs)	Fully Met	3.57	3.57	www.alimco.in	Fully Met	3.57	information available under link 'enquiry' in the website.
4.5.8	Any other information such as - (a) Citizen's Charter, (b) Result Framework Document (RFD), (c) Six monthly reports on the , (d) Performance against the benchmarks set in the Citizen's Charter	Fully Met	3.57	3.57	www.alimco.in	Fully Met	3.57	information on 'citizen's charter' available.
<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	Partially Met	14.29	7.15	NA	Not Met	0	information not available on the website. ALIMCO has intimated in response to a

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								query that they are maintaining the information on online mode. The information should be suitably uploaded
4.6.2	Details of appeals received and orders issued	Partially Met	14.29	7.15	NA	Not Met	0	information not available on the website. ALIMCO has intimated in response to a query that they are maintaining the information on online mode. The information should be suitably uploaded
<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	Partially Met	28.57	14.29	NA	Fully Met	28.57	information available. RTI

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								Manual XVII.
<b>Total</b>			<b>200</b>	<b>164</b>		<b>200</b>	<b>162</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	www.alimco.in	Partially Met	10.00	Names and details of only current incumbents are available on the website. Info regarding earlier incumbents wef 1/1/15 is not available.
5.1.2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the audit carried out	Partially Met	20	10.00	NA	Not Met	0	info not available on the website
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	www.alimco.in	Not Met	0	info not available on the website
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	Fully Met	20	20.00	www.alimco.in	Not Met	0	info not available on the website
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	Fully Met	20	20.00	www.alimco.in	Not Met	0	info not available on the website
<b>Total</b>			<b>100</b>	<b>90</b>		<b>100</b>	<b>10</b>	

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
<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	www.alimco.in	Fully Met	25.00	info available on the website.
6.1.2	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	Fully Met	25	25.00	www.alimco.in	Fully Met	25.00	info available on the website.
<b>6.2</b>	<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	0	empty	Not Met	0	info not available on the website.
6.2.2	Whether STQC certification obtained and its validity	Not Applicable	0	0	empty	Not Met	0	info not available on the website.
6.2.3	Does the website show the certificate on the Website?	Not Applicable	0	0	empty	Not Met	0	info not available on the website.
6.2.4	Does the website show the certificate on the Website?	Not Applicable	0	0	empty	Not Met	0	info not available on the website.
<b>Total</b>			<b>50</b>	<b>50</b>		<b>100</b>	<b>50</b>	
<b>Grand Total</b>			<b>855</b>	<b>769</b>		<b>1025</b>	<b>835</b>	