



नेशनल इंस्टीट्यूट ऑफ सेकेंडरी स्टील टेक्नोलॉजी
(इस्पात मंत्रालय, भारत सरकार द्वारा स्थापित)
National Institute of Secondary Steel Technology
(Estd. by Ministry of Steel, Govt. of India)
NABL Accredited & BIS Recognized Laboratories

स. सं० NISST/RTI/TA/2021/7314

दिनांक 31.08.2021

To

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

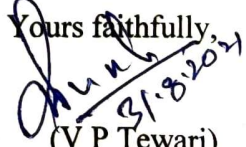
Summary Report: Observation under Transparency Audit of MSTC LTD. u/s 4 of the RTI Act by the Public Authorities.

Sir,

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

Accordingly, National Institute of Secondary Steel Technology, (NISST) Mandi Gobindgarh, Punjab, was nominated to conduct third party transparency audit of MSTC LTD., Kolkata.

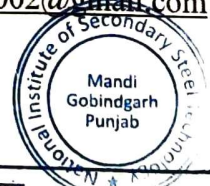
As per self-appraisal report & Suo-motu disclosure of information by MSTC LTD. at their Website under RTI Act, the Summary Report is enclosed at Annexure – 1.

Yours faithfully,

(V P Tewari)

Dy. Director (P&A)
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Encl: as above



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PAN No. AAAAN0773A, GSTIN : 03AAAN0773A1ZB

SUMMARY REPORT

SUBJECT:-Third party audit of proactive package under section 4 of RTI ACT-2005

NAME OF AUDITEE PUBLIC AUTHORITY:- MSTC Ltd.

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

AUDIT PROCESS:

1. Gone through the self-appraisal report of MSTC Ltd. on the subject.
2. Checked veracity with the website of MSTC Ltd.

OBSERVATION:

The observations are as follows:

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

1.1 Particulars of its organization, functions and duties [Section 4(1)(b)(i)] :

-Agreed with the Public Authority under this subhead

1.2 Power and duties of its officers and employees [Section 4(1)(b)(ii)]:-

Agreed with the Public Authority under this subhead.

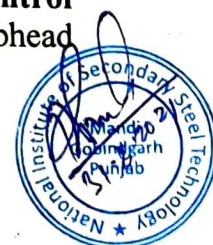
1.3 Procedure followed in decision making process [Section 4(1)(b)(iii)] : -

Agreed with the Public Authority under this subhead but desired information to be uploaded under the subhead 1.3.1, 1.3.3 & 1.3.4

1.4 Norms for discharge of functions [Section 4(1)(b)(iv)] -Agreed with the Public Authority under this subhead except 1.4.3 & 1.4.4.

1.5 Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)] : - Agreed with the Public Authority under this subhead except 1.5.4

1.6 Categories of documents held by the authority under its control [Section 4(1)(b)(vi)] : - Agreed with the Public Authority under this subhead except 1.6.2.



1.7 Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(vii)] : - Agreed with the Public Authority under this subhead except 1.7.6, 1.7.7 & 1.7.8

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

1.9 Monthly remuneration received by officers & employees including system of compensation [Section 4(1)(b)(ix)]: -Partially agreed with the Public Authority under this subhead. Required information to be uploaded

1.10 Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)] : - Agreed with the Public Authority under this subhead except 1.10.2

1.11 No. Of employees against whom Disciplinary action has been proposed/taken (Section 4(2)): - Do not agree with the Public Authority under this subhead.

1.12 Programmes to advance understanding of RTI (Section 26): -Agreed with the Public Authority under this subhead except 1.12.2 & 1.12.3.

1.13 Transfer policy and transfer orders [F No. 1/6/2011-IR dt.15.4.2013]:- Do no agreed with the Public Authority under this subhead. Desired information to be uploaded.

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

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

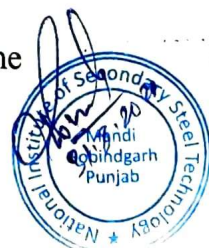
2.2. Foreign and domestic tours (F. No. 1/8/2012- IR dt. 11.9.2012) Agreed with the Public Authority under this subhead.

2.3 Manner of execution of subsidy programme [Section 4(i)(b)(xii)]- Agreed with the Public Authority under this subhead except 2.3.7 & 2.3.8.

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

2.5 Particulars of recipients of concessions, permits of authorizations grantedby the public authority [Section 4(1) (b) (xiii)]:- Agreed with the Public Authority under this subhead except 2.5.2.

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



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

3.1 Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation thereof [Section 4(1)(b)(vii)][FNo1/6/2011-IRdt.15.04.2013] - Agreed with the Public Authority under this subhead except 3.1.7 & 3.1.8 detailed information to be uploaded.

3.2 Are the details of policies / decisions, which affect public, informed to them[Section 4(1) (c)]–Partially agreed with the Public Authority under this subhead. Desired information to be uploaded.

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

3.4 Form of accessibility of information manual/handbook [Section 4(1)(b)]:-Do not agree with the Public Authority under this subhead 3.4.2.

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

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

4.1 Language in which Information Manual/Handbook Available [F No. 1/6/2011- IR dt. 15.4.2013]:Do not agree with the Public Authority under this subhead 4.1.2.

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

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

4.4 Particulars of facilities available to citizen for obtaining information [Section 4 (1) (b) (xv)] –Agreed with the Public Authority only under subhead 4.4.2.

4.5 Such other information as may be prescribed under Section 4(i)(b)(xvii) : -Agreed with the Public Authority under this subhead except 4.5.4.



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

4.7 Replies to questions asked in the parliament [Section 4(1)(d)(2)]:- Do not agreed with the Public Authority under this subhead. Desired information to be uploaded

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

5.1 Such other information as may be prescribed [F. No. 1/2/2016-IRdt. 17.8.2016,F No. 1/6/2011-IR dt. 15.4.2013] : - Partially agreed with the Public Authority under this subhead. Detailed information to be uploaded under subhead 5.1.2 to 5.1.5.

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

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

Guidelines for Indian Government Websites (GIGW) is followed (released in February, 2009 and included in the Central Secretariat Manual of Office Procedures (CSMOP) by Department of Administrative Reforms and Public Grievances, Ministry of Personnel, Publ.: - Agreed with the Public Authority under this subhead.

