Self appraisal report for Year (2023-24)

Auditor Agency: SACHCHIDANAND PANDEY(National Power Training Institute)

Ministry Name: Ministry of Power

Department Name:

Public Authority Name: Central Power Research Institute

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1	Organisation and Function			IVIAIN		Calegory	IVIAINS	IXEMAINS/OIXE
1.1	Particulars of its organisation, functions and c	luties[Section	n 4(1)(b)(i)1				
1.1.1	Name and address of the Organization	Fully Met	1.28	1.28	www.cpri.res.i	Fully Met	1.28	Information Available
1.1.2	Head of the organization	Fully Met	1.28	1.28	www.cpri.res.i n	Fully Met	1.28	Information Available
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	www.cpri.res.i n	Fully Met	1.28	Information Available
1.1.4	Function and duties	Fully Met	1.28	1.28	www.cpri.res.i n	Fully Met	1.28	Information Available
1.1.5	Organization Chart	Fully Met	1.28	1.28	www.cpri.res.i n	Fully Met	1.28	Information Available
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.cpri.res.i n	Fully Met	1.28	Information Available
1.2	Power and duties of its officers and employee	s[Section 4	(1) (b)(ii)]					
1.2.1	Powers and duties of officers (administrative, financial and judicial)	Fully Met	1.54	1.54	www.cpri.res.i n	Fully Met	1.54	Information Available
1.2.2	Power and duties of other employees	Fully Met	1.54	1.54	www.cpri.res.i n	Fully Met	1.54	Information Available

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	www.cpri.res.i n	Fully Met	1.54	Information Available
1.2.4	Exercised	Fully Met	1.54	1.54	www.cpri.res.i n	Fully Met	1.54	Information Available
1.2.5	Work allocation	Fully Met	1.54	1.54	www.cpri.res.i n	Fully Met	1.54	Information Available
1.3	Procedure followed in decision making proce	ss [Section 4	(1)(b)(iii)]				
1.3.1	Process of decision making Identify key decision making points	_	1.54	1.54	www.cpri.res.i n	Fully Met	1.54	Information Available
1.3.2	Final decision making authority	Fully Met	1.54	1.54	www.cpri.res.i n	Fully Met	1.54	Information Available
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	www.cpri.res.i n	Fully Met	1.54	Information Available
1.3.4	Time limit for taking a decisions, if any	Fully Met	1.54	1.54	www.cpri.res.i n	Fully Met	1.54	Information Available
1.3.5	Channel of supervision and accountability	Fully Met	1.54	1.54	www.cpri.res.i n	Fully Met	1.54	Information Available
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	www.cpri.res.i n	Fully Met	1.54	Information Available
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	www.cpri.res.i n	Fully Met	1.54	Information Available
1.4.3	Process by which these services can be accessed	Fully Met	1.54	1.54	www.cpri.res.i n	Fully Met	1.54	Information Available
1.4.4	Time-limit for achieving the targets	Partially Met	1.54	0.77	www.cpri.res.i n	Partially Met	0.77	Information not fully not fully Available
1.4.5	Process of redress of grievances	Fully Met	1.54	1.54	www.cpri.res.i n	Fully Met	1.54	Information Available
1.5	Rules, regulations, instructions manual and re	ecords for dis	chargin	g function	s[Section 4(1)	(b)(v)]		
1.5.1	Title and nature of the record/ manual /instruction.	Fully Met	1.92	1.92	www.cpri.res.i	Fully Met	1.92	Information Available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark			Auditor Marks	Auditor Remarks/URL
1.5.2	List of Rules, regulations, instructions manuals and records.	Fully Met	1.92	1.92	www.cpri.res.i n	Fully Met	1.92	Information Available
1.5.3	Acts/ Rules manuals etc.	Fully Met	1.92	1.92	www.cpri.res.i n	Fully Met	1.92	Information Available
1.5.4	Transfer policy and transfer orders	Fully Met	1.92	1.92	www.cpri.res.i n	Fully Met	1.92	Information Available
1.6	Categories of documents held by the authorit	y under its cor	ntrol[Se	ection 4(1)(b) (vi)]			
1.6.1	Categories of documents	Fully Met	3.85	3.85	www.cpri.res.i n	Fully Met	3.85	Information Available
1.6.2	Custodian of documents/categories	Partially Met	3.85	1.93	www.cpri.res.i n	Partially Met	1.93	Information not fully Available
1.7	Boards, Councils, Committees and other Bod	es constituted	as pa	rt of the Pu	blic Authority	[Section 4(1)(b)(viii)]	
1.7.1	Name of Boards, Council, Committee etc.	Fully Met	0.96	0.96	www.cpri.res.i	Fully Met	0.96	Information Available
1.7.2	Composition	Fully Met	0.96	0.96	www.cpri.res.i n	Fully Met	0.96	Information Available
1.7.3	Dates from which constituted	Partially Met	0.96	0.48	www.cpri.res.i n	Not Met	0	Information not available
1.7.4	Term/ Tenure	Fully Met	0.96	0.96	www.cpri.res.i n	Fully Met	0.96	Information Available
1.7.5	Powers and functions	Fully Met	0.96	0.96	www.cpri.res.i n	Fully Met	0.96	Information Available
1.7.6	Whether their meetings are open to the public?	Not Applicable	0	0	empty	Not Applicable	0	NA
1.7.7	Whether the minutes of the meetings are open to the public?	Not Applicable	0	0	empty	Not Applicable		NA
1.7.8	Place where the minutes if open to the public are available?	Not Applicable	0	0	empty	Not Applicable	0	NA
1.8	Directory of officers and employees[Section 4	(1) (b) (ix)]						
1.8.1	Name and designation	Fully Met	3.85	3.85	www.cpri.res.i n	Fully Met	3.85	Information Available
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	www.cpri.res.i	Fully Met	3.85	Information

Sr. No	Details of disclosure	Category	Marks	Obtained Mark		Auditor Category	Auditor Marks	Auditor Remarks/URL
				IVICITY	n	Category	IVIATING	Available
1.9	Monthly Remuneration received by officers &	emplovees in	ncludina	system of		n[Section 4(1) (b) (x)]	rttanasio
1.9.1	List of employees with Gross monthly remuneration	Fully Met	3.85	3.85	www.cpri.res.i n		3.85	Information Available
1.9.2	System of compensation as provided in its regulations	Fully Met	3.85	3.85	www.cpri.res.i n	Fully Met	3.85	Information Available
1.10	Name, designation and other particulars of pu	blic informat	ion offic	ers[Sectio	n 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	www.cpri.res.i n	Fully Met	3.85	Information Available
1.10.2	Address, telephone numbers and email ID of each designated official.	Fully Met	3.85	3.85	www.cpri.res.i n	Fully Met	3.85	Information Available
1.11	No. Of employees against whom Disciplinary	action has be	en prop	osed/ take	n(Section 4(2))		
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	www.cpri.res.i n	Fully Met	3.85	Information Available
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	Partially Met	3.85	1.93	www.cpri.res.i n	Partially Met	1.93	Information not fully Available
1.12	Programmes to advance understanding of RT	I(Section 26)						
1.12.1	Educational programmes	Fully Met	1.92	1.92	www.cpri.res.i n	Fully Met	1.92	Information Available
1.12.2	Efforts to encourage public authority to participate in these programmes	Fully Met	1.92	1.92	www.cpri.res.i n	Fully Met	1.92	Information Available
1.12.3	Training of CPIO/APIO	Fully Met	1.92	1.92	www.cpri.res.i n	Fully Met	1.92	Information Available
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Fully Met	1.92	1.92	www.cpri.res.i n	Fully Met	1.92	Information Available
1.13	Transfer policy and transfer orders[F No. 1/6/2	2011- IR dt. 15	5.4.2013					
1.13.1	Transfer Policy And Transfer Orders[F No. 1/6/2011- IR Dt. 15.4.2013]	Fully Met	7.69	7.69	www.cpri.res.i n	Fully Met	7.69	Information Available
Total			97	92		97	92	

2			Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	Budget and Programme							'
2.1	Budget allocated to each agency including all 4(1)(b)(xi)]	plans, prop	osed exp	enditure a	nd reports on	disburseme	ents made (etc.[Section
2.1.1	Total Budget for the public authority	Fully Met	10	10.00	www.cpri.res.i n	Fully Met	10.00	Information Available
2.1.2	Budget for each agency and plan & programmes	Fully Met	10	10.00	www.cpri.res.i n	Fully Met	10.00	Information Available
2.1.3	Proposed expenditures	Fully Met	10	10.00	www.cpri.res.i n	Fully Met	10.00	Information Available
2.1.4	Revised budget for each agency, if any	Fully Met	10	10.00	www.cpri.res.i n	Fully Met	10.00	Information Available
2.1.5	Report on disbursements made and place where the related reports are available	Fully Met	10	10.00	www.cpri.res.i	Fully Met	10.00	Information Available
2.2	Foreign and domestic tours(F.No. 1/8/2012- IR	dt. 11.9.201	12)					
2.2.1	Budget	Fully Met	16.67	16.67	www.cpri.res.i n	Fully Met	16.67	Information Available
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	www.cpri.res.i n	Fully Met	16.67	Information Available
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.cpri.res.i	Fully Met	16.67	Information Available
2.3	Manner of execution of subsidy programme [S	Section 4(i)(b)(xii)]	1				'

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
2.3.1	Name of the programme of activity	Not Applicable	e0	0	empty	Not Applicable	e0	NA
2.3.2	Objective of the programme	Not Applicable	e0	0	empty	Not Applicable	e0	NA
2.3.3	Procedure to avail benefits	Not Applicable	e0	0	empty	Not Applicable	e0	NA
2.3.4	Duration of the programme/ scheme	Not Applicable	e0	0	empty	Not Applicable	90	NA
2.3.5	Physical and financial targets of the programme	Not Applicable	e0	0	empty	Not Applicable	90	NA
2.3.6	Nature/ scale of subsidy /amount allotted	Not Applicable	e0	0	empty	Not Applicable	e0	NA
2.3.7	Eligibility criteria for grant of subsidy	Not Applicable	e0	0	empty	Not Applicable	e0	NA
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Not Applicable	e0	0	empty	Not Applicable	e0	NA
2.4	Discretionary and non-discretionary grants [F	. No. 1/6/2011	-IR dt. 1	5.04.2013]				
2.4.1	Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institution	Not Applicables	e0	0	empty	Not Applicable	90	NA
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Not Applicable	e0	0	empty	Not Applicable	9 0	NA
2.5	Particulars of recipients of concessions, pern	nits of authori	zations	granted by	the public	authority[Section	n 4(1) (b)	(xiii)]
2.5.1	Concessions, permits or authorizations granted by public authority	Not Applicable	e0	0	empty	Not Applicable	e0	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		e0	0	empty	Not Applicable	e0	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.		e0	0	empty	Not Applicable	e0	NA
Total			100	100		100	100	
3	Publicity Band Public interface							
3.1	Particulars for any arrangement for consultat formulation of policy or implementation there	•		-		•	elation to	the .

Sr. No	Details of disclosure	Category	Marks	Obtained Mark			Auditor Marks	Auditor Remarks/URL
3.1.1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	Fully Met	12.5	12.50	www.cpri.res.i n	Fully Met	12.50	Information Available
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	Partially Met	12.5	6.25	www.cpri.res.i	Partially Met	6.25	Information not fully Available
3.1.3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	Not Applicable	e0	0	empty	Not Applicable	0	NA
3.1.4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable	e0	0	empty	Not Applicable	0	NA
3.1.5	Public- private partnerships (PPP)- Concession agreements.	Not Applicable	e0	0	empty	Not Applicable	0	NA
3.1.6	Public- private partnerships (PPP)- Operation and maintenance manuals	Not Applicable	e0	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	e0	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	eO	0	empty	Not Applicable	0	NA
3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	Not Applicable	e0	0	empty	Not Applicable	0	NA
3.1.10	, , , , , , , , , , , , , , , , , , ,	Not Applicable	e 0	0	empty	Not Applicable	0	NA
3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	Not Applicable	e0	0	empty	Not Applicable	0	NA

Sr. No	Details of disclosure	Category	Marks	Obtained Mark			Auditor Marks	Auditor Remarks/URL
3.2	Are the details of policies / decisions, which a	ffect public, ir	nformed	to them[S	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	Not Applicable	90	0	empty	Not Applicable	0	NA
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	e 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 consultation before formulation of policy	Not Applicable		0	empty	Not Applicable		NA
3.3	Dissemination of information widely and in su	ch form and r	nanner	which is e	asily accessib	le to the publi	c [Sectio	n 4(3)]
3.3.1	Use of the most effective means of communication - Internet (website)	Fully Met	50	50.00	www.cpri.res.i n	Fully Met	50.00	Information Available
3.4	Form of accessibility of information manual/ h	andbook[Sec	tion 4(1)(b)]				
3.4.1	Information manual/handbook available in Electronic format	Fully Met	25	25.00	www.cpri.res.i	Fully Met	25.00	Information Available
3.4.2	Information manual/handbook available in Printed format	Fully Met	25	25.00	www.cpri.res.i n	Fully Met	25.00	Information Available
3.5	Whether information manual/ handbook availa	ble free of co	st or no	t [Section	4(1)(b)]			
3.5.1	List of materials available Free of cost	Fully Met	25	25.00	www.cpri.res.i n	Fully Met	25.00	Information Available
3.5.2	List of materials available At a reasonable cost of the medium	Fully Met	25	25.00	www.cpri.res.i n	Fully Met	25.00	Information Available
Total			175	169		175	169	
4	E-Governance							
4.1	Language in which Information Manual/Handb	ook Available	[F No.	1/6/2011-IF	R dt. 15.4.2013]		
4.1.1		Fully Met	14.29	14.29	www.cpri.res.i	_	14.29	Information

Sr. No	Details of disclosure	Category	Marks	Obtained Mark		Auditor Category	Auditor Marks	Auditor Remarks/URL
					n			available
4.1.2	Vernacular/ Local Language	Partially Met	14.29	7.15	www.cpri.res.i n	Not Met	0	Information Not Available
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	www.cpri.res.i n	Fully Met	28.57	Information Available
4.3	Information available in electronic form[Section of the content of	on 4(1)(b)(xiv))]					
4.3.1	Details of information available in electronic form	Fully Met	9.52	9.52	www.cpri.res.i n	Fully Met	9.52	Information Available
4.3.2	Name/ title of the document/record/ other information	Fully Met	9.52	9.52	www.cpri.res.i n	Fully Met	9.52	Information Available
4.3.3	Location where available	Fully Met	9.52	9.52	www.cpri.res.i n	Fully Met	9.52	Information Available
4.4	Particulars of facilities available to citizen for	obtaining info	ormatio	n[Section 4	l(1)(b)(xv)]			
4.4.1	Name & location of the faculty	Fully Met	7.14	7.14	www.cpri.res.i	Fully Met	7.14	Information Available
4.4.2	Details of information made available	Fully Met	7.14	7.14	www.cpri.res.i n	Fully Met	7.14	Information Available
4.4.3	Working hours of the facility	Fully Met	7.14	7.14	www.cpri.res.i n	Fully Met	7.14	Information Available
4.4.4	Contact person & contact details (Phone, fax email)	Fully Met	7.14	7.14	www.cpri.res.i n	Fully Met	7.14	Information Available
4.5	Such other information as may be prescribed	under Sectio	n 4(i) (b)	(xvii)				
4.5.1	Grievance redressal mechanism	Fully Met	3.57	3.57	www.cpri.res.i n	Fully Met	3.57	Information Available
4.5.2	Details of applications received under RTI and information provided	Fully Met	3.57	3.57	www.cpri.res.i n	Fully Met	3.57	Information Available
4.5.3	List of completed schemes/ projects/ Programmes	Fully Met	3.57	3.57	www.cpri.res.i	Fully Met	3.57	Information Available
4.5.4	List of schemes/ projects/ programme underway	Fully Met	3.57	3.57	www.cpri.res.i	Fully Met	3.57	Information Available
4.5.5	Details of all contracts entered into including	Fully Met	3.57	3.57	www.cpri.res.i	Fully Met	3.57	Information

Sr. No	Details of disclosure	Category	Marks	Obtained Mark		Auditor Category	Auditor Marks	Auditor Remarks/URL
	name of the contractor, amount of contract and period of completion of contract				n			Available
4.5.6	Annual Report	Fully Met	3.57	3.57	www.cpri.res.i n	Fully Met	3.57	Information Available
4.5.7	Frequently Asked Question (FAQs)	Partially Met	3.57	1.79	www.cpri.res.i n	Partially Met	1.79	Information not available
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.cpri.res.i n	Fully Met	3.57	Information Available
4.6	Receipt & Disposal of RTI applications & appe	als [F.No 1/6/	2011-IR	dt. 15.04.2	2013]			
4.6.1	Details of applications received and disposed	Fully Met	14.29	14.29	www.cpri.res.i	Fully Met	14.29	Information Available
4.6.2	Details of appeals received and orders issued	Fully Met	14.29	14.29	www.cpri.res.i n	Fully Met	14.29	Information Available
4.7	Replies to questions asked in the parliament[Section 4(1)(d	l)(2)]					
4.7.1	Details of questions asked and replies given	Not Applicabl	e0	0	empty	Not Applicable	e0	NA
Total			171	162		171	155	
5	Information as may be prescribed							
5.1	Such other information as may be prescribed	[F.No. 1/2/201	6-IR dt.	17.8.2016	, F No. 1/6/201	1-IR dt. 15.4.2	013]	
5.1.1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1.1.2015	Fully Met	20	20.00	www.cpri.res.i n	Fully Met	20.00	Information 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	Fully Met	20	20.00	www.cpri.res.i n	Not Met	0	information Not Available
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.cpri.res.i n	Fully Met	20.00	Information Available
5.1.4	Consultancy committee of key stake holders for advice on suo-motu disclosure - (a) Dates from	Partially Met	20	10.00	www.cpri.res.i n	Partially Met	10.00	Information Not fully

Sr. No	Details of disclosure	Category	Marks	Obtained Mark		Auditor Category	Auditor Marks	Auditor Remarks/URL
	which constituted, (b) Name & Designation of the officers							Available
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		20	20.00	www.cpri.res.i n	Fully Met	20.00	Information Available
Total			100	90		100	70	
6	Information Disclosed on own Initiative							
6.1	Item / information disclosed so that public have	ve minimum	resort to	use of RT	I Act to obtain	informatio	n	
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.cpri.res.i n	Fully Met	25.00	Information Available
6.2	Guidelines for Indian Government Websites (CSM Secretariat Manual of Office Procedures (CSM Personnel, Publ	-	-		-			
6.2.1	Whether STQC certification obtained and its validity	Fully Met	12.5	12.50	www.cpri.res.i n	Fully Met	12.50	Information Available
	Does the website show the certificate on the	Fully Met	12.5	12.50	www.cpri.res.i	Fully Met	12.50	Information
6.2.2	Website?				n			Available
6.2.2 Total		,	50	50	n	50	50	Available