Self appraisal report for Year (2023-24)

Auditor Agency: T V Sethumadhavan(Indian Rubber Manufacturers Research Assocation)

Ministry Name: Ministry of Education

Department Name: Department of Higher Education

Public Authority Name: Rashtriya Sanskrit Sansthan

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1	**Organisation and Function**							
1.1	**Particulars of its organisation,functions and duties[Section 4(1)(b)(i)]**							
1.1.1	Name and address of the Organization	Fully Met	1.28	1.28	https://www.sanskrit.nic.in/contact.php	Fully Met	1.28	URLs cited by the Public Authority is correct. Category "Fully Met"
1.1.2	Head of the organization	Fully Met	1.28	1.28	https://sanskrit.nic.in/vice_chancellor.php	Fully Met	1.28	URLs cited by the Public Authority is correct. Category "Fully Met"
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	https://sanskrit.nic.in/vision_mission_objectives.php	Fully Met	1.28	URLs cited by the Public Authority is correct. Category "Fully Met"
1.1.4	Function and duties	Fully Met	1.28	1.28	https://sanskrit.nic.in/rti.php	Partially Met	0.64	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"
1.1.5	Organization Chart	Fully Met	1.28	1.28	https://sanskrit.nic.in/organogram.php	Fully Met	1.28	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 time to time as well as the committees/ Commissions constituted from time to time have been dealt	Fully Met	1.28	1.28	"https://sanskrit.nic.in/officers.php https://sanskrit.nic.in/campus_director.php https://sanskrit.nic.in/deans_of_school_of_studies.php https://sanskrit.nic.in/heads_of_departments.php https://sanskrit.nic.in/executive_council.php https://sanskrit.nic.in/planning_and_monitoring_board.php https://sanskrit	Fully Met	1.28	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
					.nic.in/finance _committee.p hp https://san skrit.nic.in/aca demic_council .php https://sa nskrit.nic.in/ex amination_bo ard.php https:/ /sanskrit.nic.in /research_boa rd.php https:// sanskrit.nic.in/ publication_co mmittee.php"			
1.2	**Power and duties of its officers and employees[Section 4(1) (b)(ii)]**							
1.2.1	Powers and duties of officers (administrative, financial and judicial)	Fully Met	1.54	1.54	https://www.s anskrit.nic.in/c su_act_2020. php	Fully Met	1.54	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	https://sanskrit .nic.in/uploads /2022_07_25/ Regulations_ RR_NT_r.pdf	Fully Met	1.54	URLs cited by the Public Authority is correct. Category "Fully Met"
1.2.3	Rules/ orders under which powers and duty are derived and	Fully Met	1.54	1.54	https://www.s anskrit.nic.in/o rdinances_reg ulations.php	Fully Met	1.54	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"
1.2.4	Exercised	Fully Met	1.54	1.54	https://sanskrit.nic.in/uploads/2023_09_17_Delegation_of_Financial_Power.pdf	Fully Met	1.54	URLs cited by the Public Authority is correct. Category "Fully Met"
1.2.5	Work allocation	Fully Met	1.54	1.54	https://sanskrit.nic.in/rti.php	Fully Met	1.54	URLs cited by the Public Authority is correct. Category "Fully Met"
1.3	**Procedure followed in decision making process [Section 4(1)(b)(iii)]**							
1.3.1	Process of decision making Identify key decision making points	Fully Met	1.54	1.54	https://sanskrit.nic.in/rti.php	Partially Met	0.77	URLs cited by the Public Authority is correct. Category "Partially Met"
1.3.2	Final decision making authority	Fully Met	1.54	1.54	https://sanskrit.nic.in/executive_council.php	Fully Met	1.54	URLs cited by the Public Authority is correct. Category "Fully Met"
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	https://www.sanskrit.nic.in/csu_act_2020.php	Fully Met	1.54	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"
1.3.4	Time limit for taking a decisions, if any	Fully Met	1.54	1.54	https://www.sanskrit.nic.in/ordinances_regulations.php https://www.sanskrit.nic.in/academic_calendar.php	Partially Met	0.77	URLs cited by the Public Authority is correct. Category "Partially Met"
1.3.5	Channel of supervision and accountability	Fully Met	1.54	1.54	https://www.sanskrit.nic.in/uploads/2023_09_17_Delegation_of_Financial_Power.pdf	Fully Met	1.54	URLs cited by the Public Authority is correct. Category "Fully Met"
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	https://sanskrit.nic.in/data/Gazette_Notification_25032020_218916.pdf	Fully Met	1.54	URLs cited by the Public Authority is correct. Category "Fully Met"
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	https://www.sanskrit.nic.in/schemes/	Fully Met	1.54	URLs cited by the Public Authority is correct. Category "Fully Met"
1.4.3	Process by which these services can be accessed	Fully Met	1.54	1.54	https://sanskrit.nic.in/scheme	Fully Met	1.54	URLs cited by the Public

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					s/uploads/Guidelines.pdf			Authority is correct. Category "Fully Met"
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	https://sanskrit.nic.in/grievance.php https://www.sanskrit.nic.in/prospectus.php https://www.sanskrit.nic.in/academic_calendar.php https://sanskrit.nic.in/msp/prospectus.php	Fully Met	1.54	URLs cited by the Public Authority is correct. Category "Fully Met"
1.4.5	Process of redress of grievances	Fully Met	1.54	1.54	https://sanskrit.nic.in/grievance.php	Not Met	0	Category Not Met
1.5	**Rules, regulations, instructions manual and records for discharging functions[Section 4(1)(b)(v)]**							
1.5.1	Title and nature of the record/ manual /instruction.	Fully Met	1.92	1.92	https://sanskrit.nic.in/ordinances_regulations.php	Fully Met	1.92	URLs cited by the Public Authority is correct. Category "Fully Met"
1.5.2	List of Rules, regulations, instructions manuals and records.	Fully Met	1.92	1.92	https://sanskrit.nic.in/ordinances_regulations.php https://www.sanskrit.nic.in/prospect	Fully Met	1.92	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
					us.php			
1.5.3	Acts/ Rules manuals etc.	Fully Met	1.92	1.92	https://sanskrit.nic.in/csu_act_2020.php https://www.sanskrit.nic.in/prospectus.php	Fully Met	1.92	URLs cited by the Public Authority is correct. Category "Fully Met"
1.5.4	Transfer policy and transfer orders	Fully Met	1.92	1.92	https://www.sanskrit.nic.in/csu_act_2020.php	Partially Met	0.96	URLs cited by the Public Authority is correct. Category "Partially Met"
1.6	**Categories of documents held by the authority under its control[Section 4(1)(b) (vi)]**							
1.6.1	Categories of documents	Fully Met	3.85	3.85	https://www.sanskrit.nic.in/index.php https://www.sanskrit.nic.in/prospectus.php	Partially Met	1.93	URLs cited by the Public Authority is correct. Category "Partially Met"
1.6.2	Custodian of documents/categories	Fully Met	3.85	3.85	https://www.sanskrit.nic.in/rti.php	Partially Met	1.93	URLs cited by the Public Authority is correct. Category "Partially Met"
1.7	**Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]**							
1.7.1	Name of Boards, Council, Committee etc.	Fully Met	0.96	0.96	https://sanskrit.nic.in/executi	Fully Met	0.96	URLs cited by the Public

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					ve_council.php https://sansk rit.nic.in/planni ng_and_monit oring_board.p hp https://san skrit.nic.in/fina nce_committe e.php https://s anskrit.nic.in/a cademic_coun cil.php https:// sanskrit.nic.in/ examination_ board.php http s://sanskrit.nic .in/research_b oard.php https ://sanskrit.nic.i n/publication_ committee.ph p			Authority is correct. Category "Fully Met"
1.7.2	Composition	Fully Met	0.96	0.96	https://sanskrit .nic.in/csu_act _2020.php	Fully Met	0.96	URLs cited by the Public Authority is correct. Category "Fully Met"
1.7.3	Dates from which constituted	Fully Met	0.96	0.96	https://sanskrit .nic.in/executi ve_council.ph p https://sansk	Fully Met	0.96	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
					rit.nic.in/planning_and_monitoring_board.php https://sanskrit.nic.in/finance_committee.php https://sanskrit.nic.in/academic_council.php https://sanskrit.nic.in/examination_board.php https://sanskrit.nic.in/research_board.php https://sanskrit.nic.in/publication_committee.php			Category "Fully Met"
1.7.4	Term/ Tenure	Fully Met	0.96	0.96	https://sanskrit.nic.in/executive_council.php https://sanskrit.nic.in/planning_and_monitoring_board.php https://sanskrit.nic.in/finance_committee.php https://sanskrit.nic.in/a	Partially Met	0.48	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
					cademic_council.php https://sanskrit.nic.in/examination_board.php https://sanskrit.nic.in/research_board.php https://sanskrit.nic.in/publication_committee.php			
1.7.5	Powers and functions	Fully Met	0.96	0.96	https://sanskrit.nic.in/uploads/2022_07_25/Ordinance_r.pdf https://sanskrit.nic.in/csu_act_2020.php	Fully Met	0.96	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	"https://sanskrit.nic.in/executive_council.php https://sanskrit.nic.in/planning_and_monitoring_board.php https://sanskrit.nic.in/finance_committee.php https://sanskrit.nic.in/academic_coun	Fully Met	0.96	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
					cil.php https://sanskrit.nic.in/examination_board.php https://sanskrit.nic.in/research_board.php https://sanskrit.nic.in/publication_committee.php"			
1.7.7	Whether the minutes of the meetings are open to the public?	Fully Met	0.96	0.96	https://sanskrit.nic.in/iqac/notifications.html https://sanskrit.nic.in/schemes/uploads/2023_03_21_Ashtaadashi_Recommended_EC.pdf https://sanskrit.nic.in/index.php	Fully Met	0.96	URLs cited by the Public Authority is correct. Category "Fully Met"
1.7.8	Place where the minutes if open to the public are available?	Fully Met	0.96	0.96	https://sanskrit.nic.in/executive_council.php https://sanskrit.nic.in/planning_and_monitoring_board.php https://sanskrit.nic.in/fina	Fully Met	0.96	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
					nce_committe e.php https://s anskrit.nic.in/a cademic_coun cil.php https:// sanskrit.nic.in/ examination_ board.php http s://sanskrit.nic .in/research_b oard.php https ://sanskrit.nic.i n/publication_ committee.ph p			
1.8	**Directory of officers and employees[Section 4(1) (b) (ix)]**							
1.8.1	Name and designation	Fully Met	3.85	3.85	https://sanskrit .nic.in/officers. php https://sa nskrit.nic.in/e mployee_port al.php https:// sanskrit.nic.in/ rti.php	Fully Met	3.85	URLs cited by the Public Authority is correct. Category "Fully Met"
1.8.2	Telephone , fax and email ID	Partially Met	3.85	1.93	https://sanskrit .nic.in/officers. php https://sa nskrit.nic.in/e mployee_port al.php https:// sanskrit.nic.in/ rti.php	Partially Met	1.93	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
1.9	**Monthly Remuneration received by officers & employees including system of compensation[Section 4(1) (b) (x)]**							
1.9.1	List of employees with Gross monthly remuneration	Fully Met	3.85	3.85	https://www.sanskrit.nic.in/employee_portal.php	Partially Met	1.93	URLs cited by the Public Authority is correct. Category "Partially Met"
1.9.2	System of compensation as provided in its regulations	Fully Met	3.85	3.85	https://www.sanskrit.nic.in/uploads/2022_07_25/Regulations_RR_NT_r.pdf	Fully Met	3.85	URLs cited by the Public Authority is correct. Category "Fully Met"
1.10	**Name, designation and other particulars of public information officers[Section 4(1) (b) (xvi)]**							
1.10.1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	Fully Met	3.85	3.85	https://www.sanskrit.nic.in/rti.php	Fully Met	3.85	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	https://www.sanskrit.nic.in/rti.php	Fully Met	3.85	URLs cited by the Public Authority is correct. Category "Fully Met"
1.11	**No. Of employees against whom Disciplinary action has been proposed/ taken(Section 4(2))**							
1.11.1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	Not Applicable	0	0	empty	Not Met	0	Category Not Met
1.11.2	(ii) Finalised for Minor penalty or major penalty	Not Applicable	0	0	empty	Not Met	0	Category Not

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL Met
	proceedings							
1.12	**Programmes to advance understanding of RTI(Section 26)**							
1.12.1	Educational programmes	Fully Met	1.92	1.92	https://sanskrit.nic.in/gallery.php	Not Met	0	Category Not Met
1.12.2	Efforts to encourage public authority to participate in these programmes	Fully Met	1.92	1.92	https://sanskrit.nic.in/gallery.php	Partially Met	0.96	URLs cited by the Public Authority is correct. Category "Partially Met"
1.12.3	Training of CPIO/APIO	Fully Met	1.92	1.92	https://www.sanskrit.nic.in/rti.php	Partially Met	0.96	URLs cited by the Public Authority is correct. Category "Partially Met"
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Fully Met	1.92	1.92	https://www.sanskrit.nic.in/rti.php	Partially Met	0.96	URLs cited by the Public Authority is correct. Category "Partially Met"
1.13	**Transfer policy and transfer orders[F No. 1/6/2011- IR dt. 15.4.2013]**							
1.13.1	Transfer Policy And Transfer Orders[F No. 1/6/2011- IR Dt. 15.4.2013]	Fully Met	7.69	7.69	https://www.sanskrit.nic.in/uploads/2022_07_06_1.pdf	Partially Met	3.85	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
								"Partially Met"
Total			**92**	**90**		**100**	**71**	
2	**Budget and Programme**							
2.1	**Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc.[Section 4(1)(b)(xi)]**							
2.1.1	Total Budget for the public authority	Fully Met	10	10.00	https://www.sanskrit.nic.in/section_finance.php	Partially Met	5.00	https://sanskrit.nic.in/uploads/2023_10_19_budget.pdf URLs cited by the Public Authority is correct. Category "Partially Met"
2.1.2	Budget for each agency and plan & programmes	Fully Met	10	10.00	https://www.sanskrit.nic.in/section_finance.php	Partially Met	5.00	https://sanskrit.nic.in/uploads/2023_10_19_budget.pdf URLs cited by the Public Authority is correct. Category "Partially Met"
2.1.3	Proposed expenditures	Fully Met	10	10.00	https://www.sanskrit.nic.in/annual_report.php	Partially Met	5.00	https://sanskrit.nic.in/uploads/2023_10_19_budget.pdf

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 "Partially Met"
2.1.4	Revised budget for each agency, if any	Fully Met	10	10.00	https://www.sanskrit.nic.in/section_finance.php	Partially Met	5.00	https://sanskrit.nic.in/uploads/2023_10_19_budget.pdf URLs cited by the Public Authority is correct. Category "Partially Met"
2.1.5	Report on disbursements made and place where the related reports are available	Fully Met	10	10.00	https://www.sanskrit.nic.in/annual_report.php	Partially Met	5.00	https://sanskrit.nic.in/uploads/2023_10_19_budget.pdf URLs cited by the Public Authority is correct. Category "Partially Met"
2.2	**Foreign and domestic tours(F.No. 1/8/2012- IR dt. 11.9.2012)**							
2.2.1	Budget	Fully Met	16.67	16.67	https://www.sanskrit.nic.in/a	Partially Met	8.34	https://sanskrit.nic.in/uploads

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					nnual_report.php			/2023_10_19_budget.pdf URLs cited by the Public Authority is correct. Category "Partially 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	Fully Met	16.67	16.67	https://www.sanskrit.nic.in/annual_report.php	Not Met	0	Category Not 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.	Fully Met	16.67	16.67	https://www.sanskrit.nic.in/uploads/2023_09_23_tender.pdf https://www.sanskrit.nic.in/index.php	Fully Met	16.67	URLs cited by the Public Authority is correct. Category "Fully Met"
2.3	**Manner of execution of subsidy programme [Section 4(i)(b)(xii)]**							
2.3.1	Name of the programme of activity	Fully Met	6.25	6.25	https://www.sanskrit.nic.in/schemes/	Fully Met	6.25	URLs cited by the Public Authority is correct. Category "Fully Met"
2.3.2	Objective of the programme	Fully Met	6.25	6.25	https://www.s	Fully Met	6.25	URLs cited by

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					anskrit.nic.in/schemes/uploads/Guidelines.pdf			the Public Authority is correct. Category "Fully Met"
2.3.3	Procedure to avail benefits	Fully Met	6.25	6.25	https://www.sanskrit.nic.in/schemes/uploads/Guidelines.pdf	Fully Met	6.25	URLs cited by the Public Authority is correct. Category "Fully Met"
2.3.4	Duration of the programme/ scheme	Fully Met	6.25	6.25	https://www.sanskrit.nic.in/schemes/uploads/Guidelines.pdf	Fully Met	6.25	URLs cited by the Public Authority is correct. Category "Fully Met"
2.3.5	Physical and financial targets of the programme	Fully Met	6.25	6.25	https://www.sanskrit.nic.in/schemes/scheme_output.php	Fully Met	6.25	URLs cited by the Public Authority is correct. Category "Fully Met"
2.3.6	Nature/ scale of subsidy /amount allotted	Fully Met	6.25	6.25	https://www.sanskrit.nic.in/schemes/scheme_output.php	Fully Met	6.25	URLs cited by the Public Authority is correct. Category "Fully Met"
2.3.7	Eligibility criteria for grant of subsidy	Fully Met	6.25	6.25	https://www.sanskrit.nic.in/schemes/uploa	Fully Met	6.25	URLs cited by the Public Authority is

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					ds/Guidelines. pdf			correct. Category "Fully Met"
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Fully Met	6.25	6.25	https://www.s anskrit.nic.in/u ploads/2023_ 08_23_Book_ Scheme_Majo r_Achievemen t.pdf https://w ww.sanskrit.ni c.in/annual_re port.php	Fully Met	6.25	URLs cited by the Public Authority is correct. Category "Fully Met"
2.4	**Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013]**							
2.4.1	Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions	Fully Met	25	25.00	https://www.s anskrit.nic.in/s chemes/sche me_output.ph p https://www. sanskrit.nic.in/ annual_report. php	Fully Met	25.00	URLs cited by the Public Authority is correct. Category "Fully Met"
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Fully Met	25	25.00	https://www.s anskrit.nic.in/a nnual_report.p hp	Fully Met	25.00	URLs cited by the Public Authority is correct. Category "Fully Met"
2.5	**Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]**							
2.5.1	Concessions, permits or authorizations granted by public authority	Fully Met	25	25.00	https://www.s anskrit.nic.in/a ffiliated_institu	Fully Met	25.00	URLs cited by the Public Authority is

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					tes.php			correct. Category "Fully Met"
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	Fully Met	25	25.00	https://www.sanskrit.nic.in/uploads/2023_02_27_Affiliation_Guidelines.pdf	Fully Met	25.00	URLs cited by the Public Authority is correct. Category "Fully Met"
2.6	**CAG & PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]**							
2.6.1	CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the parliament.	Fully Met	50	50.00	https://www.sanskrit.nic.in/annual_report.php	Partially Met	25.00	URLs cited by the Public Authority is correct. Category "Partially Met"
Total			**300**	**300**			**300**	**225**
3	**Publicity Band Public interface**							
3.1	**Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation there of [Section 4(1)(b)(vii)] [F No 1/6/2011-IR dt. 15.04.2013]**							
3.1.1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	Not Applicable	0	0	empty	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	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
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 authorisation from the government	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
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 Met	2.78	0	empty	Not Applicable	0	Category Not Applicable
3.2	**Are the details of policies / decisions, which affect public, informed to them[Section 4(1) (c)]**							
3.2.1	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Policy decisions/ legislations taken in the previous one year	Not Applicable	0	0	empty	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 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
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	0	empty	Not Applicable	0	Category Not Applicable
3.3	**Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]**							
3.3.1	Use of the most effective means of communication - Internet (website)	Fully Met	50	50.00	https://www.sanskrit.nic.in/	Fully Met	50.00	URLs cited by the Public Authority is correct. Category "Fully Met"
3.4	**Form of accessibility of information manual/ handbook[Section 4(1)(b)]**							
3.4.1	Information manual/handbook available in Electronic format	Fully Met	25	25.00	https://www.sanskrit.nic.in/schemes/uploads/Guidelines.pdf https://www.sanskrit.nic.in/prospectus.php https://www.sanskrit.nic.in/msp/prospectus.php	Fully Met	25.00	URLs cited by the Public Authority is correct. Category "Fully Met"
3.4.2	Information manual/handbook available in Printed format	Fully Met	25	25.00	https://www.sanskrit.nic.in/schemes/uploads/Guidelines.pdf https://www.sanskrit.nic.in/prospectus.php https://ww	Fully Met	25.00	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
					w.sanskrit.nic. in/msp/prospe ctus.php			
3.5	**Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]**							
3.5.1	List of materials available Free of cost	Fully Met	25	25.00	https://csu.co.i n/webdata/sch emes_data/As htaadashi_Pro jects_Data/As htaadashi_Pro jects_Data.pdf	Fully Met	25.00	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	Fully Met	25	25.00	https://csu.co.i n/publications/	Fully Met	25.00	URLs cited by the Public Authority is correct. Category "Fully Met"
Total			**153**	**150**		**150**	**150**	
4	**E-Governance**							
4.1	**Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]**							
4.1.1	English	Fully Met	14.29	14.29	https://www.s anskrit.nic.in/a nnual_report.p hp https://ww w.sanskrit.nic. in/prospectus. php	Fully Met	14.29	URLs cited by the Public Authority is correct. Category "Fully Met"
4.1.2	Vernacular/ Local Language	Fully Met	14.29	14.29	https://www.s anskrit.nic.in/c su_act_2020. php https://ww w.sanskrit.nic.	Fully Met	14.29	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
					in/data/Simple _Standard_Sa nskrit.pdf http s://www.sansk rit.nic.in/vision _and_road_m ap.php https:// www.sanskrit. nic.in/prospect us.php			"Fully Met"
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	31.07.2023 (Handbook of all UG PG courses) 09.0 9.2023(Manua l of Distance Education)	Fully Met	28.57	URLs cited by the Public Authority is correct. Category "Fully Met"
4.3	**Information available in electronic form[Section 4(1)(b)(xiv)]**							
4.3.1	Details of information available in electronic form	Fully Met	9.52	9.52	www.sanskrit. nic.in	Fully Met	9.52	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	all information regarding the University, Ad ministration, Schemes, Distance Education	Fully Met	9.52	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
					(MSP), Academics, Examinations, Multimedia, IQAC, SAMARTH, RTI, Contact details etc.			
4.3.3	Location where available	Fully Met	9.52	9.52	www.sanskrit. nic.in	Fully Met	9.52	URLs cited by the Public Authority is correct. Category "Fully Met"
4.4	**Particulars of facilities available to citizen for obtaining information[Section 4(1)(b)(xv)]**							
4.4.1	Name & location of the faculty	Fully Met	7.14	7.14	https://sanskrit .nic.in/contact. php https://sa nskrit.nic.in/sc hools_and_de partments.php	Fully Met	7.14	URLs cited by the Public Authority is correct. Category "Fully Met"
4.4.2	Details of information made available	Fully Met	7.14	7.14	www.sanskrit. nic.in	Fully Met	7.14	URLs cited by the Public Authority is correct. Category "Fully Met"
4.4.3	Working hours of the facility	Fully Met	7.14	7.14	9.30 a.m. to 6.30 p.m. http s://www.sansk rit.nic.in/	Fully Met	7.14	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"
4.4.4	Contact person & contact details (Phone, fax email)	Fully Met	7.14	7.14	https://sanskrit.nic.in/contact.php	Fully Met	7.14	URLs cited by the Public Authority is correct. Category "Fully Met"
4.5	**Such other information as may be prescribed under Section 4(i) (b)(xvii)**							
4.5.1	Grievance redressal mechanism	Fully Met	3.57	3.57	https://sanskrit.nic.in/grievance_redressal_committee.php	Partially Met	1.79	URLs cited by the Public Authority is correct. Category "Partially Met"
4.5.2	Details of applications received under RTI and information provided	Fully Met	3.57	3.57	https://www.sanskrit.nic.in/rti.php	Fully Met	3.57	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	https://www.sanskrit.nic.in/schemes/	Fully Met	3.57	URLs cited by the Public Authority is correct. Category "Fully Met"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"
4.5.4	List of schemes/ projects/ programme underway	Fully Met	3.57	3.57	https://sanskrit.nic.in/schemes/central_schemes.php	Fully Met	3.57	URLs cited by the Public Authority is correct. Category "Fully Met"
4.5.5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	Fully Met	3.57	3.57	https://www.sanskrit.nic.in/tenders_notifications.php	Fully Met	3.57	URLs cited by the Public Authority is correct. Category "Fully Met"
4.5.6	Annual Report	Fully Met	3.57	3.57	https://sanskrit.nic.in/annual_report.php	Fully Met	3.57	URLs cited by the Public Authority is correct. Category "Fully Met"
4.5.7	Frequently Asked Question (FAQs)	Fully Met	3.57	3.57	https://www.sanskrit.nic.in/examination_support.php https://sanskrit.nic.in/contact.php	Fully Met	3.57	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	Fully Met	3.57	3.57	https://www.sanskrit.nic.in/annual_report.php	Not Met	0	Category Not Met

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.6	**Receipt & Disposal of RTI applications & appeals [F.No 1/6/2011-IR dt. 15.04.2013]**							
4.6.1	Details of applications received and disposed	Fully Met	14.29	14.29	https://www.sanskrit.nic.in/rtid.php	Fully Met	14.29	URLs cited by the Public Authority is correct. Category "Fully Met"
4.6.2	Details of appeals received and orders issued	Fully Met	14.29	14.29	https://www.sanskrit.nic.in/rtid.php	Fully Met	14.29	URLs cited by the Public Authority is correct. Category "Fully Met"
4.7	**Replies to questions asked in the parliament[Section 4(1)(d)(2)]**							
4.7.1	Details of questions asked and replies given	Fully Met	28.57	28.57	https://www.sanskrit.nic.in/annual_report.php	Not Met	0	Category Not Met
Total			**200**	**200**			**200**	**166**	
5	**Information as may be prescribed**							
5.1	**Such other information as may be prescribed [F.No. 1/2/2016-IR dt. 17.8.2016, F No. 1/6/2011-IR dt. 15.4.2013]**							
5.1.1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1.1.2015	Fully Met	20	20.00	https://www.sanskrit.nic.in/annual_report.php	Fully Met	20.00	https://www.sanskrit.nic.in/rti.php 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	Fully Met	20	20.00	https://www.sanskrit.nic.in/rt	Fully Met	20.00	https://www.sanskrit.nic.in/rt

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	audit carried out				i.php			i.php URLs cited by the Public Authority is correct. Category "Fully 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	https://www.s anskrit.nic.in/rt id.php	Fully Met	20.00	https://www.s anskrit.nic.in/rt i.php URLs cited by the Public Authority is correct. Category "Fully Met"
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	https://sanskrit .nic.in/uploads /2023_10_20_ Audit_Report_ RTI_2023.pdf	Not Met	0	Category Not Met
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	https://www.s anskrit.nic.in/rt id.php	Not Met	0	Category Not Met
Total			**100**	**100**		**100**	**60**	
6	**Information Disclosed on own Initiative**							
6.1	**Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information**							
6.1.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	Fully Met	25	25.00	https://sanskrit .nic.in/	Fully Met	25.00	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"
6.2	**Guidelines for Indian Government Websites (GIGW) is followed (released in February, 2009 and included in the Central Secretariat Manual of Office Procedures (CSMOP) by Department of Administrative Reforms and Public Grievances, Ministry of Personnel, Publ**							
6.2.1	Whether STQC certification obtained and its validity	Fully Met	12.5	12.50	https://sanskrit.nic.in/website _security_certificate.php	Not Met	0	Category Not Met
6.2.2	Does the website show the certificate on the Website?	Fully Met	12.5	12.50	https://sanskrit.nic.in/website _security_certificate.php	Not Met	0	Category Not Met
Total			**50**	**50**		**50**	**25**	
Grand Total			**895**	**890**		**900**	**697**	