

Self appraisal report for Year (2022-23)

Auditor Agency: T V Sethumadhavan

Ministry Name: Ministry of Commerce & Industry

Department Name: Department of Industrial Policy & Promotion

Public Authority Name: Central Pulp & Paper Research Institute

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://cppri.res.in/contactus	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://cppri.res.in/Employee-Directory	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://cppri.res.in/home-overview	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://cppri.res.in/rti/organis	Fully Met	1.28	URLs cited by the Public

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					ation-and-function			Authority is correct. Category "Fully Met"
1.1.5	Organization Chart	Fully Met	1.28	1.28	https://cppri.res.in/organisation-structure	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://cppri.res.in/home-overview	Partially Met	0.64	URLs cited by the Public Authority is correct. Category "Partially Met"
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://cppri.res.in/rti/powers-and-duties-of-its-officers-and-employees	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://cppri.res.in/rti/powers-and-duties-of-its-officers-and-employees	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://cppri.res.in/rti/rules-re	Fully Met	1.54	URLs cited by the Public

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					gulations-instructions-manual-and-records			Authority is correct. Category "Fully Met"
1.2.4	Exercised	Fully Met	1.54	1.54	https://cppri.res.in/rti/rules-regulations-instructions-manual-and-records	Partially Met	0.77	URLs cited by the Public Authority is correct. Category "Partially Met"
1.2.5	Work allocation	Fully Met	1.54	1.54	https://cppri.res.in/rti/powers-and-duties-of-its-officers-and-employees	Not Met	0	Category Not 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://cppri.res.in/rti/procedure-followed-in-decision-making-process	Fully Met	1.54	URLs cited by the Public Authority is correct. Category "Fully Met"
1.3.2	Final decision making authority	Fully Met	1.54	1.54	https://cppri.res.in/rti/procedure-followed-in-decision-making-process	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://cppri.res.in/rti/procedure-followed-i	Fully Met	1.54	URLs cited by the Public Authority is

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					n-decision-making-process			correct. Category "Fully Met"
1.3.4	Time limit for taking a decisions, if any	Fully Met	1.54	1.54	https://cppri.res.in/rti/procedure-followed-in-decision-making-process	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://cppri.res.in/rti/procedure-followed-in-decision-making-process	Partially Met	0.77	URLs cited by the Public Authority is correct. Category "Partially 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://cppri.res.in/rti/norms-for-discharge-of-functions	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://cppri.res.in/rti/norms-for-discharge-of-functions	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://cppri.res.in/rti/norms-f	Partially Met	0.77	URLs cited by the Public

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					or-discharge-of-functions			Authority is correct. Category "Partially Met"
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	https://cppri.res.in/rti/norms-for-discharge-of-functions	Partially Met	0.77	URLs cited by the Public Authority is correct. Category "Partially Met"
1.4.5	Process of redress of grievances	Fully Met	1.54	1.54	https://cppri.res.in/grievance-cell	Fully Met	1.54	URLs cited by the Public Authority is correct. Category "Fully 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://cppri.res.in/rti/rules-regulations-instructions-manual-and-records	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://cppri.res.in/rti/rules-regulations-instructions-manual-and-records	Fully Met	1.92	URLs cited by the Public Authority is correct. Category "Fully Met"
1.5.3	Acts/ Rules manuals etc.	Fully Met	1.92	1.92	https://cppri.res.in	Fully Met	1.92	URLs cited by

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					s.in/rti/rules-regulations-instructions-manual-and-records			the Public Authority is correct. Category "Fully Met"
1.5.4	Transfer policy and transfer orders	Fully Met	1.92	1.92	https://cppri.re s.in/rti/tansfer-policy-and-transfer	Fully Met	1.92	URLs cited by the Public Authority is correct. Category "Fully 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://cppri.re s.in/rti/categories-of-documents-held-by-the-authority-under-its-control	Fully Met	3.85	URLs cited by the Public Authority is correct. Category "Fully Met"
1.6.2	Custodian of documents/categories	Fully Met	3.85	3.85	https://cppri.re s.in/rti/categories-of-documents-held-by-the-authority-under-its-control	Fully Met	3.85	URLs cited by the Public Authority is correct. Category "Fully 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://cppri.re s.in/rti/boards-councils-committees-and-other-bodies-constituted	Fully Met	0.96	URLs cited by the Public Authority is correct. Category "Fully Met"
1.7.2	Composition	Fully Met	0.96	0.96	https://cppri.re	Fully Met	0.96	URLs cited by

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					s.in/rti/boards-councils-com mittees-and-other-bodies-constituted			the Public Authority is correct. Category "Fully Met"
1.7.3	Dates from which constituted	Fully Met	0.96	0.96	https://cppri.re s.in/rti/boards-councils-com mittees-and-other-bodies-constituted	Not Met	0	Category Not Met
1.7.4	Term/ Tenure	Not Met	0.96	0	empty	Partially Met	0.48	URLs cited by the Public Authority is correct. Category "Partially Met"
1.7.5	Powers and functions	Fully Met	0.96	0.96	https://cppri.re s.in/rti/boards-councils-com mittees-and-other-bodies-constituted	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?	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
1.7.7	Whether the minutes of the meetings are open to the public?	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
1.7.8	Place where the minutes if open to the public are available?	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
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://cppri.re	Fully Met	3.85	URLs cited by

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					s.in/rti/director y-of-officers-a nd-employees			the Public Authority is correct. Category "Fully Met"
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	https://cppri.re s.in/rti/director y-of-officers-a nd-employees	Fully Met	3.85	URLs cited by the Public Authority is correct. Category "Fully Met"
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://cppri.re s.in/rti/monthly -remuneration -received-by-o fficers- employees	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	Not Applicable	0	0	empty	Partially Met	1.93	https://cppri.re s.in/rti/monthly -remuneration -received-by-o fficers- employees URLs cited by the Public Authority is correct. Category "Partially Met"

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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://cppri.res.in/rti/name-designation-and-other-particulars-of-public-information-officer	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://cppri.res.in/rti/name-designation-and-other-particulars-of-public-information-officer	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	Fully Met	3.85	3.85	https://cppri.res.in/rti/number-of-employees-against-whom-disciplinary-action-has-been-proposed-taken	Fully Met	3.85	URLs cited by the Public Authority is correct. Category "Fully Met"
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	Not Applicable	0	0	empty	Fully Met	3.85	https://cppri.res.in/rti/number-of-employees-against-whom-disciplinary-action-has-been-proposed-taken URLs

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1.12	Programmes to advance understanding of RTI(Section 26)							
1.12.1	Educational programmes	Fully Met	1.92	1.92	https://cppri.res.in/rti/programmes-to-advance-understanding-of-rti	Partially Met	0.96	URLs cited by the Public Authority is correct. Category "Partially Met"
1.12.2	Efforts to encourage public authority to participate in these programmes	Fully Met	1.92	1.92	https://cppri.res.in/rti/programmes-to-advance-understanding-of-rti	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://cppri.res.in/rti/programmes-to-advance-understanding-of-rti	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	Not Applicable	0	0	empty	Not Met	0	Category Not 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.	Fully Met	7.69	7.69	https://cppri.res.in	Fully Met	7.69	URLs cited by

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	1/6/2011- IR Dt. 15.4.2013]				s.in/rti/tansfer-policy-and-transfer			the Public Authority is correct. Category "Fully Met"
Total			88	87		97	81	
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://cppri.re s.in/rti/budget-and-programme	Partially Met	5.00	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://cppri.re s.in/rti/budget-and-programme	Partially Met	5.00	URLs cited by the Public Authority is correct. Category "Partially Met"
2.1.3	Proposed expenditures	Fully Met	10	10.00	https://cppri.re s.in/rti/budget-and-programme	Partially Met	5.00	URLs cited by the Public Authority is correct. Category "Partially Met"
2.1.4	Revised budget for each agency, if any	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable

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2.1.5	Report on disbursements made and place where the related reports are available	Fully Met	10	10.00	https://cppri.res.in/annual-reports	Partially Met	5.00	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://cppri.res.in/rti/foreign-and-domestic-tour	Not Met	0	Category Not 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://cppri.res.in/rti/foreign-and-domestic-tour	Partially Met	8.34	URLs cited by the Public Authority is correct. Category "Partially Met"
2.2.3	Information related to procurements- (a) Notice/tender enquires, and corrigenda if any thereon, (b) Details of the bids awarded comprising the names of the suppliers of goods/ services being procured, (c) The works contracts concluded – in any such combination of the above-and, (d) The rate/ rates and the total amount at which such procurement or works contract is to be executed.	Fully Met	16.67	16.67	https://cppri.res.in/tender	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	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
2.3.2	Objective of the programme	Not Applicable	0	0	empty	Not Applicable	0	Category Not

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								Applicable
2.3.3	Procedure to avail benefits	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
2.3.4	Duration of the programme/ scheme	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
2.3.5	Physical and financial targets of the programme	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
2.3.6	Nature/ scale of subsidy /amount allotted	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
2.3.7	Eligibility criteria for grant of subsidy	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
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://cppri.res.in/rti/budget-and-programme	Not Applicable	0	Category Not Applicable
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
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	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
2.5.2	For each concessions, permit or authorization granted - (a) Eligibility criteria, (b) Procedure for getting the concession/ grant and/ or permits of authorizations, (c) Name and address of the recipients given concessions/ permits or authorizations, (d) Date of award of concessions/ permits of authorizations	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
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	Not Applicable	0	0	empty	Not Met	0	Category Not

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	(ATRs) after these have been laid on the table of both houses of the parliament.							Met
Total			115	115		140	45	
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	Fully Met	12.5	12.50	https://cppri.re.s.in/rti-application-and-responses	Not Applicable0		Category Not Applicable
3.1.2	Arrangements for consultation with or representation by - (a) Members of the public in policy formulation/ policy implementation, (b) Day & time allotted for visitors,(c) Contact details of Information & Facilitation Counter (IFC) to provide publications frequently sought by RTI applicants	Fully Met	12.5	12.50	https://cppri.re.s.in/library-documentation	Not Applicable0		Category Not Applicable
3.1.3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	Not Applicable0		0	empty	Not Applicable0		Category Not Applicable
3.1.4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable0		0	empty	Not Applicable0		Category Not Applicable
3.1.5	Public- private partnerships (PPP)- Concession agreements.	Not Applicable0		0	empty	Not Applicable0		Category Not Applicable
3.1.6	Public- private partnerships (PPP)- Operation and maintenance manuals	Not Applicable0		0	empty	Not Applicable0		Category Not Applicable
3.1.7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	Not Applicable0		0	empty	Not Applicable0		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 Applicable0		0	empty	Not Applicable0		Category Not Applicable

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3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
3.1.10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.)	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
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	Partially Met	16.67	8.34	https://cppri.res.in/industry-coordination-and-international-cooperation	Fully Met	16.67	URLs cited by the Public Authority is correct. Category "Fully Met"
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	Partially Met	16.67	8.34	https://cppri.res.in/industry-coordination-and-international-cooperation	Fully Met	16.67	URLs cited by the Public Authority is correct. Category "Fully Met"
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	Partially Met	16.67	8.34	https://cppri.res.in/industry-coordination-and-international-cooperation	Fully Met	16.67	URLs cited by the Public Authority is correct. Category "Fully Met"
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://cppri.res.in/	Fully Met	50.00	URLs cited by the Public Authority is correct. Category

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								"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://cppri.res.in/library-documentation	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://cppri.res.in/library-documentation	Fully Met	25.00	URLs cited by the Public Authority is correct. Category "Fully Met"
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://cppri.res.in/library-documentation	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://cppri.res.in/library-documentation	Fully Met	25.00	URLs cited by the Public Authority is correct. Category "Fully Met"
Total			225	200		200	200	
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://cppri.res.in/library-do	Fully Met	14.29	URLs cited by the Public

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					cumentation			Authority is correct. Category "Fully Met"
4.1.2	Vernacular/ Local Language	Fully Met	14.29	14.29	https://cppri.res.in/library-documentation	Not Met	0	Category Not 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	2015	Partially Met	14.29	URLs cited by the Public Authority is correct. Category "Partially 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	https://cppri.res.in/library-documentation	Partially Met	4.76	URLs cited by the Public Authority is correct. Category "Partially Met"
4.3.2	Name/ title of the document/record/ other information	Fully Met	9.52	9.52	https://cppri.res.in/library-documentation	Partially Met	4.76	URLs cited by the Public Authority is correct. Category "Partially Met"
4.3.3	Location where available	Fully Met	9.52	9.52	https://cppri.res.in/library-do	Not Met	0	Category Not Met

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					documentation			
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	RTI Cell	Fully Met	7.14	Central Pulp & Paper Reserach institute, Paper Mill Road, Himmat Nagar, Saharanpur - 247001, India Phone: 0132 - 2714050, 2714059, 2714061, 2714062 Fax: 0132-2714052
4.4.2	Details of information made available	Fully Met	7.14	7.14	RTI Cell	Fully Met	7.14	https://cppri.res.in/librarydocumentation
4.4.3	Working hours of the facility	Fully Met	7.14	7.14	RTI Cell	Fully Met	7.14	10 AM to 5 PM
4.4.4	Contact person & contact details (Phone, fax email)	Fully Met	7.14	7.14	RTI Cell	Fully Met	7.14	Smt. Sarita Sharma Library Officer B Central Pulp & Paper Research Institute P.B.No. 174, Paper Mill Road, Himmat

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								Nagar Saharanpur-247 001 Tel.: (0132) 2714061 Fax (0132) 2714052 Email: sarita.sharma@cppri.res.in
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://cppri.res.in/grievance-cell	Fully Met	3.57	URLs cited by the Public Authority is correct. Category "Fully Met"
4.5.2	Details of applications received under RTI and information provided	Fully Met	3.57	3.57	https://cppri.res.in/rti-application-and-responses	Not Met	0	Category Not Met
4.5.3	List of completed schemes/ projects/ Programmes	Fully Met	3.57	3.57	http://www.dcpulppaper.org/report-completed-projects.html	Fully Met	3.57	URLs cited by the Public Authority is correct. Category "Fully Met"
4.5.4	List of schemes/ projects/ programme underway	Fully Met	3.57	3.57	http://www.dcpulppaper.org/ongoing-projects.html	Fully Met	3.57	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
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	Purchase Division	Not Met	0	Category Not Met
4.5.6	Annual Report	Fully Met	3.57	3.57	https://cppri.res.in/annual-reports	Fully Met	3.57	URLs cited by the Public Authority is correct. Category "Fully Met"
4.5.7	Frequently Asked Question (FAQs)	Not Met	3.57	0	empty	Not Met	0	Category Not 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	Not Applicable	0	0	empty	Not Met	0	Category Not Met
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	RTI Cell	Not Met	0	Category Not Met
4.6.2	Details of appeals received and orders issued	Fully Met	14.29	14.29	RTI Cell	Not Met	0	Category Not 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	Director Secretariat	Not Met	0	Category Not Met
Total			196	193		200	81	
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	RTI Cell	Fully Met	20.00	https://cppri.res.in/rti/name-designation-and-other-particulars-of-public

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								-information-officer URLs cited by the Public Authority is correct. Category "Fully Met"
5.1.2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the audit carried out	Fully Met	20	20.00	RTI Cell	Fully Met	20.00	https://cppri.res.in/rti/name-designation-and-other-particulars-of-public-information-officer 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	RTI Cell	Fully Met	20.00	https://cppri.res.in/rti/name-designation-and-other-particulars-of-public-information-officer 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
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	Not Applicable	0	0	empty	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	Not Applicable	0	0	empty	Not Met	0	Category Not Met
Total			60	60		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://cppri.res.in/	Fully Met	25.00	URLs cited by the Public Authority is correct. 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	IT Cell	Not Met	0	Category Not Met
6.2.2	Does the website show the certificate on the Website?	Not Met	12.5	0	empty	Not Met	0	Category Not Met
Total			50	38		50	25	
Grand Total			734	692		787	492	