



# INDIAN RUBBER MANUFACTURERS RESEARCH ASSOCIATION (IRMRA)

(Affiliated to DPIIT, Ministry of Commerce & Industry, Govt. of India) (ISO 9001:2015 Certified & NBQP Registered Training Institution)

## Third Party RTI Audit Summary Report of The Asiatic Society

As per the direction of Central Information Commissioner (CIC) and DoPT OM No 1/6/2011-IR dated 15.04.2013 and OM No. 1/34/2013-IR dated 30.06.2016, each Public Authority should get its proactive disclosure package audited by a third party every year from the respective training Institutes under each Public Authority and submit to the Central Information Commission.

Indian Rubber Manufacturers Research Association conducted Third-Party Audit of the Proactive Disclosure of The Asiatic Society under the RTI Act, 2005 from 9 & 10 Oct 2022 in accordance with Guidelines on suo motu disclosure under Section 4 of the RTI Act issued by Government of India, Ministry of Personnel, Public Grievances & Pensions, Department of Personnel & Training. The audit was conducted in accordance with the Standards for the Professional Practice of Third-Party Auditing.

The audit was aimed to assess adherence to Guidelines on suo motu disclosure under Section 4 of the RTI and the implementation of and compliance with its control system. Specifically, the audit assessed The Asiatic Society Self appraisal report for Year (2021-22) and its website <https://asiaticsocietykolkata.org/> in order to ensure these are well understood and Guidelines for Central Government Ministries / Departments are followed on:

- a) Suo motu disclosure of more items under Section 4.
- b) Guidelines for digital publication of proactive disclosure under Section
- c) Detailing of Section 4(1)(b)(iii), 4(1)(b)(iv), 4(1)(b)(xi) and 4(1)(b)(xiv)
- d) Compliance mechanism for suo motu disclosure (proactive disclosure) under the RTI Act, 2005

Third-Party Audit focused on the following Parameters:

- i. Organisation and Functions
- ii. Budget and Programme
- iii. Publicity and Public Interface
- iv. E-Governance
- v. Information as may be Prescribed
- vi. Information disclosed on own initiative

### **Key Findings and High Priority Recommendations**

We appreciate the sincere efforts of The Asiatic Society as Public Authority for sharing required information on website to maintain the transparency. It has been observed during the Audit that the information relates to few areas has to be shared on website with more clarity like;

1. Information on various sub-paras of Section 4(b) placed under RTI Act seems has not been given adequate prominence.
2. Vision & Mission of organisation must be clearly stated.
3. Information related to Norms/ standards for functions/ service delivery must be made available.
4. Power and duties of its officers and employees (Exercised) must be specified.
5. Related provisions, acts, rules etc. & Time limit for taking a decision, if any under procedure followed in decision making process [Section 4(1)(b)(iii)] is not fully define.
6. Information related to Norms/ standards for functions/ service delivery must be made available.
7. Programmes to advance understanding of RTI Act – May be conducted on regular intervals.
8. Details of Foreign and Domestic Tours [F. No 1/8/2012-IR dt.11.09.2012] must be uploaded and updated in website.

9. Information related to procurements tenders/Purchase details from GeM portal are only accessible to Buyer of Public authority. Information related to procurement is not summarized. This mechanism is restricting the public to access the information. Hence The Asiatic Society needs to create a mechanism which is accessible to public at large.
10. Details related to (Grievance redressal mechanism, Details of applications received under RTI and information provided, List of completed schemes/ projects/ Programmes, List of schemes/ projects/ programme underway, Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract) to be uploaded on website.
11. More detailed information on Performance against the benchmarks set in the Citizen's Charter & RFD of the Organization needs to be put up in the public domain through website and other media.
12. Manual/Handbook to be made available in Vernacular/ Local Language [F No. 1/6/2011-IR dt. 15.4.2013]
13. Sub-clauses which have been met partially met / not met, may be looked into for compliance at the earliest. A re-look may be given to the clauses which have been marked as not applicable.

IRMRA would like to share positive feedback that in future all the required information/urls/links may be posted on website to meet the Transparency Audit Matrix.

*Rupesh Rohan*

Date: 10 Oct, 2022

(Dr. Rupesh Rohan)  
Assistant Director (Training) & Centre Head Sricity)



**Self appraisal report for Year (2021-22)**

**Auditor Agency: Indian Rubber Manufacturers Research Ass**

**Ministry Name: Ministry of Culture**

**Department Name:**

**Public Authority Name: Asiatic Society**

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
<b>1</b>	<b>Organisation and Function</b>							
<b>1.1</b>	<b>Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]</b>							
1.1.1	Name and address of the Organization	Fully Met	1.28	1.28	Available	Fully Met	1.28	<a href="https://asiaticsocietykolkata.org/">https://asiaticsocietykolkata.org/</a>
1.1.2	Head of the organization	Fully Met	1.28	1.28	Available	Partially Met	0.64	<a href="https://asiaticsocietykolkata.org/uploads/AS_RT1-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RT1-22.pdf</a>
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	Available	Partially Met	0.64	Page 2 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RT1-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RT1-22.pdf</a>
1.1.4	Function and duties	Fully Met	1.28	1.28	Available	Partially Met	0.64	Page 2-4 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RT1-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RT1-22.pdf</a>
1.1.5	Organization Chart	Fully Met	1.28	1.28	Available	Not Met	0	Category Not Met
1.1.6	Any other details-the genesis, inception,	Partially Met	1.28	0.64	Available	Fully Met	1.28	Page 1-4 of ht

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	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							tps://asiaticsocietykolkata.org/uploads/AS_RT-22.pdf
<b>1.2</b>	<b>Power and duties of its officers and employees[Section 4(1) (b)(ii)]</b>							
1.2.1	Powers and duties of officers (administrative, financial and judicial)	Fully Met	1.54	1.54	Available	Fully Met	1.54	Page 4 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RT-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RT-22.pdf</a>
1.2.2	Power and duties of other employees	Fully Met	1.54	1.54	Available	Fully Met	1.54	Page 4 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RT-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RT-22.pdf</a>
1.2.3	Rules/ orders under which powers and duty are derived and	Fully Met	1.54	1.54	Available	Fully Met	1.54	Page 4 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RT-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RT-22.pdf</a>
1.2.4	Exercised	Partially Met	1.54	0.77	Available	Partially Met	0.77	Page 4 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RT-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RT-22.pdf</a>
1.2.5	Work allocation	Partially Met	1.54	0.77	Available	Partially Met	0.77	Page 4 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RT-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RT-22.pdf</a>
<b>1.3</b>	<b>Procedure followed in decision making process [Section 4(1)(b)(iii)]</b>							
1.3.1	Process of decision making Identify key decision	Fully Met	1.54	1.54	Available	Fully Met	1.54	Page 4 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RT-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RT-22.pdf</a>

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	making points							<a href="https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf">s://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf</a>
1.3.2	Final decision making authority	Fully Met	1.54	1.54	Available	Fully Met	1.54	Page 4 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf</a>
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	Available	Fully Met	1.54	<a href="https://asiaticsocietykolkata.org/asiatic-society-act">https://asiaticsocietykolkata.org/asiatic-society-act</a>
1.3.4	Time limit for taking a decisions, if any	Not Met	1.54	0	empty	Not Met	0	Category Not Met
1.3.5	Channel of supervision and accountability	Fully Met	1.54	1.54	Available	Fully Met	1.54	Page 4 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf</a>
<b>1.4</b>	<b>Norms for discharge of functions[Section 4(1)(b)(iv)]</b>							
1.4.1	Nature of functions/ services offered	Fully Met	1.54	1.54	Available	Fully Met	1.54	Page 5 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf</a>
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	Available	Fully Met	1.54	Page 5 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf</a>
1.4.3	Process by which these services can be	Fully Met	1.54	1.54	Available	Partially Met	0.77	Page 5 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf</a>

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	accessed							s://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf
1.4.4	Time-limit for achieving the targets	Not Met	1.54	0	empty	Not Met	0	Category Not Met
1.4.5	Process of redress of grievances	Not Met	1.54	0	empty	Not Met	0	Category Not Met
<b>1.5</b>	<b>Rules, regulations, instructions manual and records for discharging functions[Section 4(1)(b)(v)]</b>							
1.5.1	Title and nature of the record/ manual /instruction.	Fully Met	1.92	1.92	Available	Fully Met	1.92	Page 5 of https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf
1.5.2	List of Rules, regulations, instructions manuals and records.	Fully Met	1.92	1.92	Available	Fully Met	1.92	Page 5 of https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf
1.5.3	Acts/ Rules manuals etc.	Fully Met	1.92	1.92	Available	Fully Met	1.92	Page 5 of https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf
1.5.4	Transfer policy and transfer orders	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
<b>1.6</b>	<b>Categories of documents held by the authority under its control[Section 4(1)(b) (vi)]</b>							
1.6.1	Categories of documents	Fully Met	3.85	3.85	Available	Fully Met	3.85	Page 5 of https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.6.2	Custodian of documents/categories	Fully Met	3.85	3.85	Available	Partially Met	1.93	Page 5 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf</a>
<b>1.7</b>	<b>Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]</b>							
1.7.1	Name of Boards, Council, Committee etc.	Fully Met	0.96	0.96	Available	Fully Met	0.96	Page 6- 10 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf</a>
1.7.2	Composition	Fully Met	0.96	0.96	Available	Fully Met	0.96	Page 6- 10 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf</a>
1.7.3	Dates from which constituted	Fully Met	0.96	0.96	Available	Fully Met	0.96	Page 6- 10 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf</a>
1.7.4	Term/ Tenure	Fully Met	0.96	0.96	Available	Partially Met	0.48	Page 6- 10 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf</a>
1.7.5	Powers and functions	Partially Met	0.96	0.48	Available	Partially Met	0.48	Page 6- 10 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf</a>
1.7.6	Whether their meetings are open to the public?	Fully Met	0.96	0.96	Available	Fully Met	0.96	Page 6- 10 of

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								<a href="https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf</a>
1.7.7	Whether the minutes of the meetings are open to the public?	Fully Met	0.96	0.96	Available	Fully Met	0.96	Page 6- 10 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf</a>
1.7.8	Place where the minutes if open to the public are available?	Fully Met	0.96	0.96	Available	Not Met	0	Category Not Met
<b>1.8</b>	<b>Directory of officers and employees[Section 4(1) (b) (ix)]</b>							
1.8.1	Name and designation	Fully Met	3.85	3.85	Available	Fully Met	3.85	Page 10-14 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf</a>
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	Available	Partially Met	1.93	Page 10-14 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf</a>
<b>1.9</b>	<b>Monthly Remuneration received by officers &amp; employees including system of compensation[Section 4(1) (b) (x)]</b>							
1.9.1	List of employees with Gross monthly remuneration	Partially Met	3.85	1.93	Available	Partially Met	1.93	Page 15-17 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf</a>
1.9.2	System of compensation as provided in its regulations	Fully Met	3.85	3.85	Available	Fully Met	3.85	Page 15-17 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf</a>



Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								S_RTI-22.pdf
<b>1.10</b>	<b>Name, designation and other particulars of public information officers[Section 4(1) (b) (xvi)]</b>							
1.10.1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	Fully Met	3.85	3.85	Available	Fully Met	3.85	Page 17 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf</a>
1.10.2	Address, telephone numbers and email ID of each designated official.	Fully Met	3.85	3.85	Available	Fully Met	3.85	Page 17 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf</a>
<b>1.11</b>	<b>No. Of employees against whom Disciplinary action has been proposed/ taken(Section 4(2))</b>							
1.11.1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	Fully Met	3.85	3.85	Available	Fully Met	3.85	Page 17 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf</a>
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	Fully Met	3.85	3.85	Available	Fully Met	3.85	Page 17 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf</a>
<b>1.12</b>	<b>Programmes to advance understanding of RTI(Section 26)</b>							
1.12.1	Educational programmes	Fully Met	1.92	1.92	Available	Partially Met	0.96	Page 17-18 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf</a>
1.12.2	Efforts to encourage public authority to participate in these programmes	Fully Met	1.92	1.92	Available	Partially Met	0.96	Page 17-18 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf</a>

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.12.3	Training of CPIO/APIO	Fully Met	1.92	1.92	Available	Partially Met	0.96	org/uploads/AS_RTI-22.pdf Page 17-18 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf</a>
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Fully Met	1.92	1.92	Available	Partially Met	0.96	Page 17-18 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf</a>
<b>1.13</b>	<b>Transfer policy and transfer orders[F No. 1/6/2011- IR dt. 15.4.2013]</b>							
1.13.1	Transfer Policy And Transfer Orders[F No. 1/6/2011- IR Dt. 15.4.2013]	Fully Met	7.69	7.69	Available	Fully Met	7.69	Page 18 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf</a>
<b>Total</b>			<b>98</b>	<b>89</b>		<b>98</b>	<b>76</b>	
<b>2</b>	<b>Budget and Programme</b>							
<b>2.1</b>	<b>Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc.[Section 4(1)(b)(xi)]</b>							
2.1.1	Total Budget for the public authority	Fully Met	10	10.00	Available	Fully Met	10.00	Page 18 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf</a>
2.1.2	Budget for each agency and plan & programmes	Fully Met	10	10.00	Available	Fully Met	10.00	Page 18 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf</a>

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
2.1.3	Proposed expenditures	Fully Met	10	10.00	Available	Fully Met	10.00	Page 18 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf</a>
2.1.4	Revised budget for each agency, if any	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
2.1.5	Report on disbursements made and place where the related reports are available	Partially Met	10	5.00	Available	Not Met	0	Category Not Met
<b>2.2</b>	<b>Foreign and domestic tours(F.No. 1/8/2012- IR dt. 11.9.2012)</b>							
2.2.1	Budget	Not Applicable	0	0	empty	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	Not Applicable	0	0	empty	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	Available	Partially Met	8.34	<a href="https://asiaticsocietykolkata.org/tender">https://asiaticsocietykolkata.org/tender</a>
<b>2.3</b>	<b>Manner of execution of subsidy programme [Section 4(i)(b)(xii)]</b>							
2.3.1	Name of the programme of activity	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 Applicable

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
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
<b>2.4</b>	<b>Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013]</b>							
2.4.1	Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions	Not Applicable	0	0	empty	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
<b>2.5</b>	<b>Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]</b>							
2.5.1	Concessions, permits or authorizations granted by public authority	Not Applicable	0	0	empty	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
<b>2.6</b>	<b>CAG &amp; PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]</b>							
2.6.1	CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the parliament.	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
<b>Total</b>			<b>57</b>	<b>52</b>		<b>90</b>	<b>38</b>	

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
<b>3</b>	<b>Publicity Band Public interface</b>							
<b>3.1</b>	<b>Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation there of [Section 4(1)(b)(vii)] [F No 1/6/2011-IR dt. 15.04.2013]</b>							
3.1.1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	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
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	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
	(concessionaire etc.)							
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
<b>3.2</b>	<b>Are the details of policies / decisions, which affect public, informed to them[Section 4(1) (c)]</b>							
3.2.1	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Policy decisions/ legislations taken in the previous one year	Fully Met	16.67	16.67	Avaiable	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	Fully Met	16.67	16.67	Available	Not Applicable	0	Category Not Applicable
3.2.3	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive- Outline the arrangement for consultation before formulation of policy	Fully Met	16.67	16.67	Available	Not Applicable	0	Category Not Applicable
<b>3.3</b>	<b>Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]</b>							
3.3.1	Use of the most effective means of communication - Internet (website)	Fully Met	50	50.00	Available	Fully Met	50.00	<a href="https://asiaticsocietykolkata.org/">https://asiaticsocietykolkata.org/</a>
<b>3.4</b>	<b>Form of accessibility of information manual/ handbook[Section 4(1)(b)]</b>							
3.4.1	Information manual/handbook available in Electronic format	Fully Met	25	25.00	Available	Partially Met	12.50	Page 20 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf</a>
3.4.2	Information manual/handbook available in Printed format	Fully Met	25	25.00	Available	Partially Met	12.50	Page 20 of <a href="https://asiaticsocietykolkata.org/uploads/AS_">https://asiaticsocietykolkata.org/uploads/AS_</a>

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								RTI-22.pdf
<b>3.5</b>	<b>Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]</b>							
3.5.1	List of materials available Free of cost	Fully Met	25	25.00	Available	Fully Met	25.00	Page 20 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf</a>
3.5.2	List of materials available At a reasonable cost of the medium	Fully Met	25	25.00	Available	Partially Met	12.50	Page 20 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf</a>
<b>Total</b>			<b>200</b>	<b>200</b>		<b>150</b>	<b>113</b>	
<b>4</b>	<b>E-Governance</b>							
<b>4.1</b>	<b>Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]</b>							
4.1.1	English	Fully Met	14.29	14.29	Available	Fully Met	14.29	Page 20 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf</a>
4.1.2	Vernacular/ Local Language	Fully Met	14.29	14.29	Available	Partially Met	7.15	Page 20 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf</a>
<b>4.2</b>	<b>When was the information Manual/Handbook last updated?[F No. 1/6/2011-IR dt 15.4.2013]</b>							
4.2.1	Last date of Annual updation	Fully Met	28.57	28.57	Available	Fully Met	28.57	Page 21 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf</a>
<b>4.3</b>	<b>Information available in electronic form[Section 4(1)(b)(xiv)]</b>							

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.3.1	Details of information available in electronic form	Fully Met	9.52	9.52	Available	Fully Met	9.52	Page 21 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf</a>
4.3.2	Name/ title of the document/record/ other information	Fully Met	9.52	9.52	Available	Partially Met	4.76	Page 21 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf</a>
4.3.3	Location where available	Partially Met	9.52	4.76	Available	Not Met	0	Category Not Met
<b>4.4</b>	<b>Particulars of facilities available to citizen for obtaining information[Section 4(1)(b)(xv)]</b>							
4.4.1	Name & location of the faculty	Fully Met	7.14	7.14	Available	Fully Met	7.14	Page 21 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf</a>
4.4.2	Details of information made available	Fully Met	7.14	7.14	Available	Fully Met	7.14	Page 21 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf</a>
4.4.3	Working hours of the facility	Fully Met	7.14	7.14	Available	Fully Met	7.14	Page 21 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf</a>
4.4.4	Contact person & contact details (Phone, fax email)	Fully Met	7.14	7.14	Available	Fully Met	7.14	Page 21 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf</a>



Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								RTI-22.pdf
<b>4.5</b>	<b>Such other information as may be prescribed under Section 4(i) (b)(xvii)</b>							
4.5.1	Grievance redressal mechanism	Not Met	3.57	0	empty	Partially Met	1.79	Page 21 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RTI-22.pdf</a>
4.5.2	Details of applications received under RTI and information provided	Not Met	3.57	0	empty	Not Met	0	Category Not Met
4.5.3	List of completed schemes/ projects/ Programmes	Not Met	3.57	0	empty	Not Met	0	Category Not Met
4.5.4	List of schemes/ projects/ programme underway	Not Met	3.57	0	empty	Not Met	0	Category Not Met
4.5.5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	Not Met	3.57	0	empty	Not Met	0	Category Not Met
4.5.6	Annual Report	Fully Met	3.57	3.57	Available	Fully Met	3.57	<a href="https://asiaticsocietykolkata.org/annual-reports">https://asiaticsocietykolkata.org/annual-reports</a>
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 Met	3.57	0	empty	Not Met	0	Category Not Met
<b>4.6</b>	<b>Receipt &amp; Disposal of RTI applications &amp; appeals [F.No 1/6/2011-IR dt. 15.04.2013]</b>							
4.6.1	Details of applications received and disposed	Fully Met	14.29	14.29	Available	Fully Met	14.29	Page 21 of <a href="https://asiaticsocietykolkata.org/uploads/AS_">https://asiaticsocietykolkata.org/uploads/AS_</a>

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.6.2	Details of appeals received and orders issued	Fully Met	14.29	14.29	Available	Fully Met	14.29	RTI-22.pdf Page 21 of <a href="https://asiaticsocietykolkata.org/uploads/AS_RT1-22.pdf">https://asiaticsocietykolkata.org/uploads/AS_RT1-22.pdf</a>
<b>4.7</b>	<b>Replies to questions asked in the parliament[Section 4(1)(d)(2)]</b>							
4.7.1	Details of questions asked and replies given	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
<b>Total</b>			<b>171</b>	<b>142</b>		<b>171</b>	<b>127</b>	
<b>5</b>	<b>Information as may be prescribed</b>							
<b>5.1</b>	<b>Such other information as may be prescribed [F.No. 1/2/2016-IR dt. 17.8.2016, F No. 1/6/2011-IR dt. 15.4.2013]</b>							
5.1.1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1.1.2015	Partially Met	20	10.00	Avaibale	Partially Met	10.00	<a href="https://asiaticsocietykolkata.org/rTI">https://asiaticsocietykolkata.org/rTI</a>
5.1.2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the audit carried out	Not Met	20	0	empty	Fully Met	20.00	<a href="https://asiaticsocietykolkata.org/rTI">https://asiaticsocietykolkata.org/rTI</a>
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	Not Met	20	0	empty	Fully Met	20.00	<a href="https://asiaticsocietykolkata.org/rTI">https://asiaticsocietykolkata.org/rTI</a>
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 Met	20	0	empty	Fully Met	20.00	<a href="https://asiaticsocietykolkata.org/rTI">https://asiaticsocietykolkata.org/rTI</a>
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 Met	20	0	empty	Not Met	0	Category Not Met
<b>Total</b>			<b>100</b>	<b>10</b>		<b>100</b>	<b>70</b>	
<b>6</b>	<b>Information Disclosed on own Initiative</b>							

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
<b>6.1</b>	<b>Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information</b>							
6.1.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	Fully Met	25	25.00	Available	Fully Met	25.00	<a href="https://asiaticsocietykolkata.org/publications/catalogue">https://asiaticsocietykolkata.org/publications/catalogue</a> , <a href="https://asiaticsocietykolkata.org/publications/journal">https://asiaticsocietykolkata.org/publications/journal</a> , <a href="https://asiaticsocietykolkata.org/publications/bulletin">https://asiaticsocietykolkata.org/publications/bulletin</a> , DIGITAL ARCHIVE
<b>6.2</b>	<b>Guidelines for Indian Government Websites (GIGW) is followed (released in February, 2009 and included in the Central Secretariat Manual of Office Procedures (CSMOP) by Department of Administrative Reforms and Public Grievances, Ministry of Personnel, Publ</b>							
6.2.1	Whether STQC certification obtained and its validity	Not Met	12.5	0	empty	Not Applicable	0	Category Not Applicable
6.2.2	Does the website show the certificate on the Website?	Not Met	12.5	0	empty	Not Applicable	0	Category Not Applicable
<b>Total</b>			<b>50</b>	<b>25</b>		<b>25</b>	<b>25</b>	
<b>Grand Total</b>			<b>676</b>	<b>517</b>		<b>635</b>	<b>449</b>	