

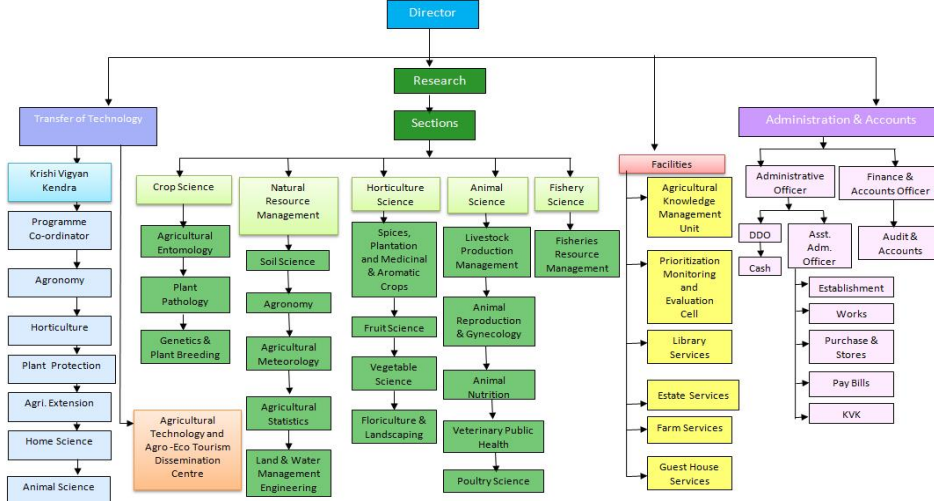
## A FRAMEWORK FOR TRANSPARENCY AUDIT

The RTI Act under section 4 provides a comprehensive framework for promoting openness in the functioning of the public authorities.

While Section 4(1) (a) provides a general guideline for record management, so that the information could be easily stored and retained, the sub-sections b, c and d of Section 4 relate to the organizational objects and functions. Sub-sections (b), (c) and (d) of Section 4 of the RTI Act and other related information can be grouped under six categories; namely, 1-organisation and function, 2- Budget and programmes, 3- Publicity and public interface, 4- E. governance, 5- Information as prescribed and 6. Information disclosed on own initiative.

### 1. Organisation and Function

S. No.	Item	Details of disclosure	Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
1.1	Particulars of its organisation, functions and duties [Section 4(1)(b)(i)]	(i) Name and address of the Organization	ICAR-Central Coastal Agricultural Research Institute, Ela, Old Goa
		(ii) Head of the organization	Dr. Parveen Kumar, Director
		(iii) Vision, Mission and Key objectives	<p>The Institute was started with a mission to achieve, "Introduction and improvement of all potential crops and various species / breeds of livestock and scientific exploitation of various aquatic resources for improving fish production".</p> <ul style="list-style-type: none"> <li>• Researches on field and horticultural crops, livestock, and fisheries relevant to natural resource base of coastal India for sustainable productivity.</li> <li>• Develop climate resilient land use and farming systems for improved and sustainable livelihood through coastal agriculture.</li> <li>• Act as a centre of agro-eco-tourism.</li> </ul>

		<p>(iv) Function and duties</p>	<p>This Institute is mainly involved in research activities which are aimed at improving the production and productivity of major crops of this region through various strategies including farming system approach. Other important areas of research include livestock and fisheries sector to increase the milk and meat production. It plays a major role in promoting excellence in agriculture.</p>
		<p>(v) Organization Chart</p>	 <p>The organizational chart of ICAR-CCARI is structured as follows:</p> <ul style="list-style-type: none"> <li><b>Director</b> (Blue box)       <ul style="list-style-type: none"> <li><b>Transfer of Technology</b> (Blue box)           <ul style="list-style-type: none"> <li>Krishi Vigyan Kendra</li> <li>Programme Co-ordinator</li> <li>Agronomy</li> <li>Horticulture</li> <li>Plant Protection</li> <li>Agri. Extension</li> <li>Home Science</li> <li>Animal Science</li> </ul> </li> <li><b>Research Sections</b> (Green box)           <ul style="list-style-type: none"> <li><b>Crop Science</b> <ul style="list-style-type: none"> <li>Agricultural Entomology</li> <li>Plant Pathology</li> <li>Genetics &amp; Plant Breeding</li> </ul> </li> <li><b>Natural Resource Management</b> <ul style="list-style-type: none"> <li>Soil Science</li> <li>Agronomy</li> <li>Agricultural Meteorology</li> <li>Agricultural Statistics</li> <li>Land &amp; Water Management Engineering</li> </ul> </li> <li><b>Horticulture Science</b> <ul style="list-style-type: none"> <li>Spices, Plantation and Medicinal &amp; Aromatic Crops</li> <li>Fruit Science</li> <li>Vegetable Science</li> <li>Floriculture &amp; Landscaping</li> </ul> </li> <li><b>Animal Science</b> <ul style="list-style-type: none"> <li>Livestock Production Management</li> <li>Animal Reproduction &amp; Gynecology</li> <li>Animal Nutrition</li> <li>Veterinary Public Health</li> <li>Poultry Science</li> </ul> </li> <li><b>Fishery Science</b> <ul style="list-style-type: none"> <li>Fisheries Resource Management</li> </ul> </li> </ul> </li> <li><b>Facilities</b> (Yellow box)           <ul style="list-style-type: none"> <li>Agricultural Knowledge Management Unit</li> <li>Prioritization Monitoring and Evaluation Cell</li> <li>Library Services</li> <li>Estate Services</li> <li>Farm Services</li> <li>Guest House Services</li> </ul> </li> <li><b>Administration &amp; Accounts</b> (Purple box)           <ul style="list-style-type: none"> <li>Administrative Officer               <ul style="list-style-type: none"> <li>DDO</li> <li>Cash</li> <li>Asst. Adm. Officer                   <ul style="list-style-type: none"> <li>Establishment</li> <li>Works</li> <li>Purchase &amp; Stores</li> <li>Pay Bills</li> <li>KVK</li> </ul> </li> </ul> </li> <li>Finance &amp; Accounts Officer               <ul style="list-style-type: none"> <li>Audit &amp; Accounts</li> </ul> </li> </ul> </li> </ul> </li> </ul> <p><a href="https://ccari.icar.gov.in/organogram.html">https://ccari.icar.gov.in/organogram.html</a>  Organogram (ICAR-CCARI, website)</p>
		<p>(vi) 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</p>	<p>ICAR - Central Coastal Agricultural Research Institute is one of the research institutes established under Indian Council of Agricultural Research (ICAR), New Delhi. ICAR is an autonomous organization under Department of Agricultural Research and Education (DARE), Ministry of Agriculture and Farmers Welfare, Government of India. ICAR Research Complex for Goa was established in April, 1976 as a regional centre under ICAR Research Complex for Northeast Hill region, Shillong, Meghalaya. Subsequently it became the regional centre, ICAR Research</p>

			<p>Complex for Goa, under CPCRI, Kasaragod. Considering the importance of agriculture in Goa state, ICAR, New Delhi, upgraded the centre into an Independent Institute from April, 1989. Subsequently, this Institute has been upgraded from 1st April, 2014 as a ICAR-Central Coastal Agricultural Research Institute. This Institute is under the Natural Resource Management (NRM) division of ICAR.</p> <p>In 1983, a Krishi Vigyan Kendra (KVK) was established in this Institute to provide transfer of technology to the farming community of Goa. ICAR - CCARI is spread over 53 ha in which all the major infrastructure and experimental field for research work are established.</p>
1.2	Power and duties of its officers and employees [Section 4(1)(b)(ii)]	(i) Powers and duties of Officers (administrative, financial and judicial)	The procedure mentioned in the Manual of Office Procedure (MOP) ICAR for decision making is complied with in the ICAR-CCARI. Accordingly, Administrative Officer & Finance & Accounts Officer takes action with the help of staff (AAOs, PS, PA, Assistants, UDCs, LDCs, Stenographer) working in the different Sections, in accordance with the departmental instructions prescribing the level of final disposal and channel of submission for each category of cases. The Dealing Clerks submit the file to the concerned AAO, who in turn submits the file to AO/F&AO then the AO/F&AO submits the file to the Director of the Institute.
		(ii) Power and duties of other employees	Efforts are made to deal with the cases as expeditiously as possible in accordance with the rules, regulations and other instructions issued from time to time. The time schedule for disposing of some of the cases is defined in the relevant rules/instructions.
		(iii) Rules/ orders under which powers and duty are derived and	-Agricultural Research Service Rules, ICAR – <a href="https://ccari.icar.gov.in/rti.html">https://ccari.icar.gov.in/rti.html</a> -Establishment and Administration Manual, ICAR. – <a href="https://www.icar.org.in/node/5877">https://www.icar.org.in/node/5877</a> -General Financial Rules 2017 – <a href="https://ccari.icar.gov.in/GFR2017_0.pdf">https://ccari.icar.gov.in/GFR2017_0.pdf</a> Technical Service Rules, ICAR – <a href="https://ccari.icar.gov.in/handbook-of-technical.pdf">https://ccari.icar.gov.in/handbook-of-technical.pdf</a>
		(iv) Exercised	
		(v) Work allocation	

			-Central Govt. Rules (issued from time to time)
1.3	Procedure followed in decision making process [Section 4(1)(b)(iii)]	(i) Process of decision making Identify key decision making points	The procedures indicating in Manual of Office Procedure (MOP) for decision making is complied with the ICAR. The various Sections of the Institute have the files, documents /records relating to their Sections along with the references and the correspondence.
		(ii) Final decision making authority	Director of the Institute/ICAR/DARE is the final decision making authority on case to case basis.
		(iii) Related provisions, acts, rules etc.	The procedure indicating in Manual of Office Procedure (MOP) for decision making is complied with the Council
		(iv) Time limit for taking a decisions, if any	Efforts are made to deal with the cases as expeditiously as possible in accordance with the rules and regulation and other instruction issued by the Council from time to time.
		(v) Channel of supervision and accountability	The Dealing Clerks submit the file to the concerned AAO, who in turn submits the file to AO/F&AO, then the AO/F&AO submits the file to the Director of the Institute.
1.4	Norms for discharge of functions [Section 4(1)(b)(iv)]	(i) Nature of functions/ services offered	The Institute is involved in Agricultural Research activities and disseminates the agricultural/technical knowledge to the primary stakeholders i.e Farmers. Advice/Counsel pertaining to Agriculture can be sought by the Farmers from the Agricultural Scientists of the Institute on any working days between 9:00 a.m. to 5.30 p.m. , free of cost.
		(ii) Norms/ standards for functions/ service delivery	The Institute provides consultancy to farmers as and when sought.
		(iii) Process by which these services can be accessed	Farmers. Advice/Counsel pertaining to Agriculture can be sought by the Farmers from the Agricultural Scientists of the Institute on any working days between 09.00 a.m. to 05.30 p.m. , free of cost.
		(iv) Time-limit for achieving the targets	The consultancy to farmers is provided on demand.
		(v) Process of redress of grievances	Organization is under the control of Govt. of India/ICAR and there is mechanism of public grievance management systems through online with CPGRAM ( <a href="https://pgportal.gov.in/">https://pgportal.gov.in/</a> )

1.5	Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]	(i) Title and nature of the record/manual /instruction.	--Agricultural Research Service Rules, ICAR – <a href="https://ccari.icar.gov.in/rti.html">https://ccari.icar.gov.in/rti.html</a>
		(ii) List of Rules, regulations, instructions manuals and records.	-Establishment and Administration Manual, ICAR. – <a href="https://www.icar.org.in/node/5877">https://www.icar.org.in/node/5877</a>
		(iii) Acts/ Rules manuals etc.	-General Financial Rules 2017 – <a href="https://ccari.icar.gov.in/GFR2017_0.pdf">https://ccari.icar.gov.in/GFR2017_0.pdf</a>
		(iv) Transfer policy and transfer orders	Technical Service Rules, ICAR – <a href="https://ccari.icar.gov.in/handbook-of-technical.pdf">https://ccari.icar.gov.in/handbook-of-technical.pdf</a> Delegation of Powers: <u>Handbook on Delegation of Power in ICAR: reg</u> Rules and Bye-laws of the ICAR Society Central Govt. Rules (issued from time to time) As per guidelines issued by ICAR from time to time.
1.6	Categories of documents held by the authority under its control [Section 4(1)(b) (vi)]	(i) Categories of documents	The various sections of the ICAR-CCARI, Goa have the file, documents / records relating to their sections along with the references and the correspondence
		(ii) Custodian of documents/categories	Files pertaining to different Sections are under the control of the following Officers of this Institute. -Establishment Section – AAO (Estt.) -Stores & Purchase – AAO(Works) -Bills & Pay Bills – AAO(Bills) -Cash Section) – DDO -Audit & Accounts - F&AO
1.7	Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section	(i) Name of Boards, Council, Committee etc.	RAC , IRC, IMC, QRT <a href="https://ccari.icar.gov.in/rac.html">https://ccari.icar.gov.in/rac.html</a>
		(ii) Composition	<a href="https://ccari.icar.gov.in/irc.html">https://ccari.icar.gov.in/irc.html</a>
		(iii) Dates from which constituted	<a href="https://ccari.icar.gov.in/imc.html">https://ccari.icar.gov.in/imc.html</a>
		(iv) Term/ Tenure	<a href="https://ccari.icar.gov.in/qrt.html">https://ccari.icar.gov.in/qrt.html</a>
		(v) Powers and functions	As per rules and by laws of ICAR
		(vi) Whether their meetings are	Yes

	4(1)(b)(viii)]	open to the public?	
		(vii) Whether the minutes of the meetings are open to the public?	Yes
		(viii) Place where the minutes if open to the public are available?	Institute Library/Administration
1.8	Directory of officers and employees [Section 4(1) (b) (ix)]	(i) Name and designation	<a href="https://ccari.icar.gov.in/scientific.html">https://ccari.icar.gov.in/scientific.html</a>
		(ii) Telephone , fax and email ID	<a href="https://ccari.icar.gov.in/technical.html">https://ccari.icar.gov.in/technical.html</a> <a href="https://ccari.icar.gov.in/administration.html">https://ccari.icar.gov.in/administration.html</a> <a href="https://ccari.icar.gov.in/skilledss.html">https://ccari.icar.gov.in/skilledss.html</a> <a href="https://ccari.icar.gov.in/RTI-ANNEXURE-I.pdf">https://ccari.icar.gov.in/RTI-ANNEXURE-I.pdf</a>
1.9	Monthly Remuneration received by officers & employees including system of compensation [Section 4(1) (b) (x)]	(i) List of employees with Gross monthly remuneration	<a href="https://ccari.icar.gov.in/RTI-ANNEXURE-II.pdf">https://ccari.icar.gov.in/RTI-ANNEXURE-II.pdf</a>
		(ii) System of compensation as provided in its regulations	Rules and Regulation framed by Govt. of India/ICAR
1.10	Name, designation and other particulars of public information officers	(i) Name and designation of the public information officer (PIO), Assistant Public Information (s) & Appellate Authority	<b>CPIO – Smt. Montia Rita DSilva</b> Administrative Officer ICAR - CCARI Ela, Old Goa - 403 402 Goa  <b>APIO : Smt. Sneha Arlekar</b> AAO ICAR-CCARI, Goa



	(Section 26)		implemented by the KVK.
		(ii) Efforts to encourage public authority to participate in these programmes	Through web based publicity
		(iii) Training of CPIO/APIO	Incumbents are sent for training on need basis.
		(iv) Update & publish guidelines on RTI by the Public Authorities concerned	The guidelines issued by DoPT are followed and same are available on the DoPT website <a href="https://dopt.gov.in/notifications/orders">https://dopt.gov.in/notifications/orders</a>
1.13	Transfer policy and transfer orders [F No. 1/6/2011- IR dt. 15.4.2013]		Transfer policy is being followed as per guidelines/orders issued by ICAR, New Delhi from time to time.



## 2. Budget and Programme

S. No.	Item	Details of disclosure	Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
2.1	Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)]	(i) Total Budget for the public authority	<a href="https://ccari.icar.gov.in/RTI-BUDGET-ANNEXURE-III.pdf">https://ccari.icar.gov.in/RTI-BUDGET-ANNEXURE-III.pdf</a>
		(ii) Budget for each agency and plan & programmes	
		(iii) Proposed expenditures	
		(iv) Revised budget for each agency, if any	
		(v) Report on disbursements made and place where the related reports are available	
2.2	Foreign and domestic tours (F. No. 1/8/2012- IR dt. 11.9.2012)	(i) Budget	<a href="https://ccari.icar.gov.in/RTI-BUDGET-ANNEXURE-III.pdf">https://ccari.icar.gov.in/RTI-BUDGET-ANNEXURE-III.pdf</a>
		(ii) 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
		(iii) 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	<a href="https://ccari.icar.gov.in/tenders.html">https://ccari.icar.gov.in/tenders.html</a>

		d) The rate /rates and the total amount at which such procurement or works contract is to be executed.	
<b>2.3</b>	Manner of execution of subsidy programme [Section 4(i)(b)(xii)]	(i) Name of the programme of activity	<b>Not applicable</b>
		(ii) Objective of the programme	
		(iii) Procedure to avail benefits	
		(iv) Duration of the programme/ scheme	
		(v) Physical and financial targets of the programme	
		(vi) Nature/ scale of subsidy /amount allotted	
		(vii) Eligibility criteria for grant of subsidy	
		(viii) Details of beneficiaries of subsidy programme (number, profile etc)	
<b>2.4</b>	Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013]	(i) Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions	<b>Not applicable</b>
		(ii) Annual accounts of all legal entities who are provided grants by public authorities	
<b>2.5</b>	Particulars of recipients of concessions, permits of authorizations granted by the public authority [Section 4(1) (b) (xiii)]	(i) Concessions, permits or authorizations granted by public authority	<b>Not applicable</b>
		(ii) 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 authorisations d) Date of award of concessions /permits of authorizations	

<b>2.6</b>	`CAG & PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]	CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the parliament.	<b>No Audit Para pending</b>
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### 3. Publicity Band Public interface

S. No.	Item	Details of disclosure	Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
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]	Arrangement for consultations with or representation by the members of the public	All member of public can visit the Institute for this purpose and can interact with the concerned Authority with prior appointment
		(i) Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	
		(ii) Arrangements for consultation with or representation by	All member of public can visit the Institute for this purpose and can interact with the concerned Authority with prior appointment
		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	
		Public- private partnerships (PPP)	Not applicable
		(i) Details of Special Purpose Vehicle (SPV), if any	
		(ii) Detailed project reports (DPRs)	
		(iii) Concession agreements.	
		(iv) Operation and maintenance manuals	
		(v) Other documents generated as part of the implementation of the PPP	
		(vi) Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government	
		(vii) Information relating to outputs and outcomes	
		(viii) The process of the selection of the private sector party (concessionaire etc.)	
		(ix) All payment made under the PPP project	

3.2	Are the details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive; (i) Policy decisions/ legislations taken in the previous one year	Not applicable
		(ii) Outline the Public consultation process	
		(iii) Outline the arrangement for consultation before formulation of policy	
3.3	Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]	Use of the most effective means of communication (i) Intranet (website)	1.Institute Website <a href="https://ccari.icar.gov.in/welcome.php">https://ccari.icar.gov.in/welcome.php</a> 2. Through e-mail 3.Workshop/Seminars
3.4	Form of accessibility of information manual/ handbook [Section 4(1)(b)]	Information manual/handbook available in (i) Electronic format	Yes
		(ii) Printed format	Yes
3.5	Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]	List of materials available (i) Free of cost	<a href="https://ccari.icar.gov.in/DigitalLib.html">https://ccari.icar.gov.in/DigitalLib.html</a>
		(ii) At a reasonable cost of the medium	<a href="https://ccari.icar.gov.in/welcome.php">https://ccari.icar.gov.in/welcome.php</a>

#### 4. E. Governance

S .No.	Item	Details of disclosure	Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
4.1	Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]	(i) English	Yes <a href="https://ccari.icar.gov.in/welcome.php">https://ccari.icar.gov.in/welcome.php</a>
		(ii) Vernacular/ Local Language	Hindi <a href="https://ccari.icar.gov.in/ccari-hin-21.htm">https://ccari.icar.gov.in/ccari-hin-21.htm</a>
4.2	When was the information Manual/Handbook last updated? [F No. 1/6/2011-IR dt 15.4.2013]	Last date of Annual updation	Every day website is updated
4.3	Information available in electronic form [Section 4(1)(b)(xiv)]	(i) Details of information available in electronic form	Yes
		(ii) Name/ title of the document/record/ other information	<b>Under Publications</b> <a href="https://ccari.icar.gov.in/welcome.php">https://ccari.icar.gov.in/welcome.php</a>
		(iii) Location where available	<a href="https://ccari.icar.gov.in/welcome.php">https://ccari.icar.gov.in/welcome.php</a> <a href="https://ccari.icar.gov.in/techbulgal2.html">https://ccari.icar.gov.in/techbulgal2.html</a> <a href="https://ccari.icar.gov.in/newsgal2.html">https://ccari.icar.gov.in/newsgal2.html</a> <a href="https://ccari.icar.gov.in/othergal2.html">https://ccari.icar.gov.in/othergal2.html</a> <a href="https://ccari.icar.gov.in/successtories.html">https://ccari.icar.gov.in/successtories.html</a> <a href="https://ccari.icar.gov.in/annrep2021.pdf">https://ccari.icar.gov.in/annrep2021.pdf</a> <a href="https://ccari.icar.gov.in/Vision-2050.pdf">https://ccari.icar.gov.in/Vision-2050.pdf</a>
4.4	Particulars of facilities available	(i) Name & location of the faculty	<a href="https://ccari.icar.gov.in/welcome.php">https://ccari.icar.gov.in/welcome.php</a>

	to citizen for obtaining information [Section 4(1)(b)(xv)]	(ii) Details of information made available	As per Section 4 of RTI Act
		(iii) Working hours of the facility	9:00 AM to 5.30 PM
		(iv) Contact person & contact details (Phone, fax email)	<p><b>Dr. Parveen Kumar,</b> <b>Director</b> ICAR - CCARI Ela, Old Goa - 403 402 Goa Ph : 0832-2994093/2995095 Email : <a href="mailto:director.ccari@icar.gov.in">director.ccari@icar.gov.in</a></p> <p><b>CPIO – Smt. Montia Rita D’Silva</b> Administrative Officer ICAR - CCARI Ela, Old Goa - 403 402 Goa Ph : 0832-2993097 Email : <a href="mailto:rita.dsilva@icar.gov.in">rita.dsilva@icar.gov.in</a></p> <p><b>APIO : Smt. Sneha Arlekar</b> AAO ICAR-CCARI, Goa Ph : 0832-2993097 Email : <a href="mailto:sneha.arlekar@icar.gov.in">sneha.arlekar@icar.gov.in</a></p>
4.5	Such other information as may be prescribed under section 4(i) (b)(xvii)	(i) Grievance redressal mechanism	Grievance Committee constituted and any aggrieved employee may submit his /her grievance to the Committee
		(ii) Details of applications received under RTI and information provided	<a href="https://ccari.icar.gov.in/RTIAnnual-2022-2023.pdf">https://ccari.icar.gov.in/RTIAnnual-2022-2023.pdf</a>
		(iii) List of completed schemes/ projects/ Programmes	<a href="https://ccari.icar.gov.in/instituteprojects.html">https://ccari.icar.gov.in/instituteprojects.html</a> <a href="https://ccari.icar.gov.in/extfunded.html">https://ccari.icar.gov.in/extfunded.html</a>

		(iv) List of schemes/ projects/ programme underway	<a href="https://ccari.icar.gov.in/rkvy.html">https://ccari.icar.gov.in/rkvy.html</a> <a href="https://ccari.icar.gov.in/tsp.html">https://ccari.icar.gov.in/tsp.html</a>
		(v) Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	M/s Aman Manpower till 31-10-2023 M/s Siddhant Ex-servicemen Security Services- Till 30-04-2024 M/s Nilesh Khandeparkar till 14-10-2023 M/S Indudhar S. Naik till 30-11-2023
		(vi) Annual Report	<a href="https://ccari.icar.gov.in/annrep2021.pdf">https://ccari.icar.gov.in/annrep2021.pdf</a>
		(vii) Frequently Asked Question (FAQs)	<b>Nil</b>
		(viii) 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	-
4.6	Receipt & Disposal of RTI applications & appeals [F.No 1/6/2011-IR dt. 15.04.2013]	(i) Details of applications received and disposed	<a href="https://ccari.icar.gov.in/RTIAnnual-2022-2023.pdf">https://ccari.icar.gov.in/RTIAnnual-2022-2023.pdf</a>
		(ii) Details of appeals received and orders issued	
4.7	Replies to questions asked in the parliament [Section 4(1)(d)(2)]	Details of questions asked and replies given	<b>All the questions received were replied</b>



## 5. Information as may be prescribed

S. No.	Item	Details of disclosure	Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
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]	(i) Name & details of (a) Current CPIOs & FAAs (b) Earlier CPIO & FAAs from 1.1.2015	<b>Dr. Parveen Kumar,</b> <b>Director</b> ICAR - CCARI Ela, Old Goa - 403 402 Goa Ph : 0832-2994093/2995095 Email : <a href="mailto:director.ccari@icar.gov.in">director.ccari@icar.gov.in</a>  <b>CPIO – Smt. Montia Rita D'Silva</b> Administrative Officer ICAR - CCARI Ela, Old Goa - 403 402 Goa Ph : 0832-2993097 Email : <a href="mailto:rita.dsilva@icar.gov.in">rita.dsilva@icar.gov.in</a>
		(ii) Details of third party audit of voluntary disclosure  (a) Dates of audit carried out (b) Report of the audit carried out	Not applicable
		(iii) Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD  (a) Date of appointment (b) Name & Designation of the officers	Not applicable

		(iv) 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
		(v) 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

## 6. Information Disclosed on own Initiative

S. No.	Item	Details of disclosure	Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
6.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information		All the rules and regulations of the Institute is available on the Website <a href="https://ccari.icar.gov.in/welcome.php">https://ccari.icar.gov.in/welcome.php</a>
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, Public Grievance and Pensions, Govt. Of India)	(i) Whether STQC certification obtained and its validity. (ii) Does the website show the certificate on the Website?	Not applicable however Institute Website is framed as ICAR guidelines

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