

Third Party Audit Report



Biju Patnaik National Steel Institute (BPNSI)

(Ministry of Steel, Govt. of India)

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No: BPNSI/RTI/2022093001

Dated the 30th September, 2022

To,
The Chief Information Commissioner,
Govt. of India,
New Delhi.

Subject: Third party audit of proactive disclosure of National Institute of Secondary Steel Technology (NISST)- regarding

Sir,

Third Party Audit Report of proactive disclosure package under section 4 of RTI Act is furnished as Annexure - 1 for your kind perusal.

Thanking you,
Yours faithfully

(D.P. Panda)
Dy. Manager (F&A)
BPNSI, Puri

SUMMARY REPORT

SUBJECT: - Third party audit of proactive package under section 4 of RTI ACT 2005

NAME OF AUDITEE PUBLIC AUTHORITY: - NATIONAL INSTITUTE OF SECONDARY STEEL TECHNOLOGY (NISST)

NAME OF TRAINING INSTITUTE CONDUCTING AUDIT: - Biju Patnaik National Steel Institute, Kalinga Nagar (Odisha)

AUDIT PROCESS:

1. Gone through National Institute of Secondary Steel Technology (NISST) self-appraisal report on the subject.
2. Checked veracity with the website of National Institute of Secondary Steel Technology (NISST).

OBSERVATION:

The observations are as follows:

1. **Organization and function:** - This constitutes of 13 (Thirteen) subheads which areas under:

1.1 Particulars of its organization, functions and duties [Section 4(1)(b)(i)] : -

Agreed with the Public Authority (National Institute of Secondary Steel Technology (NISST)) that it fully meets the requirement under this subhead.

1.2 Power and duties of its officers and employees [Section 4(1)(b)(ii)] : - Agree

with the Public Authority (National Institute of Secondary Steel Technology (NISST)) under this subhead.

1.3 Procedure followed in decision making process [Section 4(1)(b)(iii)] : - Agree

with the Public Authority (National Institute of Secondary Steel Technology (NISST)) under this subhead..

1.4 Norms for discharge of functions [Section 4(1)(b)(iv)] : - Agree with the Public

Authority (National Institute of Secondary Steel Technology (NISST)) under this subhead..

1.5 Rules, regulations, instructions manual and records for discharging functions

[Section 4(1)(b)(v)]: - Agreed with the Public Authority (National Institute of Secondary Steel Technology (NISST)) under this subhead.

1.6 Categories of documents held by the authority under its control [Section 4(1)(b)(vi)] : - Agreed with the Public Authority (National Institute of Secondary Steel Technology (NISST)) under this subhead.

1.7 Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(vii)] : - Agreed with the Public Authority (National Institute of Secondary Steel Technology (NISST)) under this subhead.

1.8 Directory of officers and employees [Section 4(1)(b)(ix)]: - Agreed with the Public Authority (National Institute of Secondary Steel Technology (NISST)) under this subhead.

1.9 Monthly remuneration received by officers & employees including system of compensation [Section 4(1)(b)(ix)]: - Agreed with the Public Authority (National Institute of Secondary Steel Technology (NISST)) under this subhead.

1.10 Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)]: - Agreed with the Public Authority (National Institute of Secondary Steel Technology (NISST)) under this subhead.

1.11 No. Of employees against whom Disciplinary action has been proposed/ taken (Section 4(2)): - Agreed with the Public Authority (National Institute of Secondary Steel Technology (NISST)) under this subhead.

1.12 Programmes to advance understanding of RTI (Section 26): - Agree with the Public Authority (National Institute of Secondary Steel Technology (NISST)) under this subhead that the requirements are not met.

1.13 Transfer policy and transfer orders [F No. 1/6/2011- IR dt. 15.4.2013]: - Agreed with the Public Authority (National Institute of Secondary Steel Technology (NISST)) under this subhead.

2. Budget and Programme: - This constitutes of 6 (Six) subheads which are as under:

2.1 Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)] : - Agree with the Public Authority (National Institute of Secondary Steel Technology (NISST)) under this subhead.

2.2.2. Foreign and domestic tours (F.No. 1/8/2012- IR dt. 11.9.2012) : - Agree with the Public Authority (National Institute of Secondary Steel Technology (NISST)) under this subhead.

2.3 Manner of execution of subsidy programme [Section 4(i)(b)(xii)] : - Agreed with the Public Authority (National Institute of Secondary Steel Technology (NISST)) under this subhead.

2.4 Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013]
: - Agreed with the Public Authority (National Institute of Secondary Steel Technology (NISST)) under this subhead.

2.5 Particulars of recipients of concessions, permits of authorizations granted by the public authority [Section 4(1) (b) (xiii)]: - Agreed with the Public Authority (National Institute of Secondary Steel Technology (NISST)) under this subhead.

2.6. CAG & PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]: - Agree with the Public Authority (National Institute of Secondary Steel Technology (NISST)) under this subhead.

3. Publicity Band Public interface: - This constitutes of 5 (Five) subheads which are as under.

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 thereof [Section 4(1)(b)(vii)] [F No 1/6/2011-IR dt. 15.04.2013]
: - Agreed with the Public Authority (National Institute of Secondary Steel Technology (NISST)) under this subhead.

3.2 Are the details of policies / decisions, which affect public, informed to them [Section 4(1) (c)] : - Agreed with the Public Authority (National Institute of Secondary Steel Technology (NISST)) under this subhead.

3.3 Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)] : - Agreed with the Public Authority (National Institute of Secondary Steel Technology (NISST)) under this subhead.

3.4 Form of accessibility of information manual/ handbook [Section 4(1)(b)] : - Partially agree with the Public Authority (National Institute of Secondary Steel Technology (NISST)) under this subhead. Only the headings of P&A manual furnished with out details.

3.5 Whether information manual/ handbook available free of cost or not [Section 4(1)(b)] : - Agree with the Public Authority (National Institute of Secondary Steel Technology (NISST)) under this subhead.

4. E-Governance: - This constitutes of 7 (Seven) subheads which are as under:

4.1 Language in which Information Manual/Handbook Available [F No. 1/6/2011- IR dt. 15.4.2013]: - Agree with the Public Authority (National Institute of Secondary Steel Technology (NISST)) under this subhead.

4.2 When was the information Manual/Handbook last updated? [F No. 1/6/2011- IR dt 15.4.2013] : - Agree with the Public Authority (National Institute of Secondary Steel

Technology (NISST)) under this subhead.

4.3 Information available in electronic form [Section 4(1)(b)(xiv)]: - Agreed with the Public Authority (National Institute of Secondary Steel Technology (NISST)) under this subhead.

4.4 Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]: - Agreed with the Public Authority (National Institute of Secondary Steel Technology (NISST)). .

4.5 Such other information as may be prescribed under Section 4(i) (b)(xvii) : - Agreed with the Public Authority (National Institute of Secondary Steel Technology (NISST)) under this subhead.

4.6 Receipt & Disposal of RTI applications & appeals [F. No 1/6/2011-IR dt. 15.04.2013]: - Agreed with the Public Authority (National Institute of Secondary Steel Technology (NISST)) under this subhead.

4.7 Replies to questions asked in the parliament [Section 4(1)(d)(2)]: - Agreed with the Public Authority (National Institute of Secondary Steel Technology (NISST)) under this subhead.

5. Information as may be prescribed: - This constitutes of 1(One) subhead which are as under:

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] : - Agree with the Public Authority (National Institute of Secondary Steel Technology (NISST)) under this subhead .

6. Information Disclosed on own Initiative: - This constitutes of 2(Two) subheads which are as under:

6.1 Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information: - Partially agree with the Public Authority (National Institute of Secondary Steel Technology (NISST)) in this regard.

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.: - Agree with the Public Authority (National Institute of Secondary Steel Technology (NISST)) under this subhead.