

Self appraisal report for Year (2022-23)

Auditor Agency: T V Sethumadhavan

Ministry Name: Ministry of Science & Technology

Department Name: Department of Science & Technology

Public Authority Name: Aghakar 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	MACS- Agharkar Research Institute, G.G. Agarkar Road, Pune - 411 004 (An Autonomous Grant-in-Aid Institute under the Department of Science & Technology, Govt of India, New Delhi.)	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	Director – Functions under the Institute	Fully Met	1.28	URLs cited by the Public Authority is correct.

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					Council, ARI and Governing Body of MACS a Society registered under the Society Registration Act 1860 Bombay Public Trust Act 1950.			Category "Fully Met"
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	Vision - Our goal is to excel as an internationally recognized centre of multi-disciplinary life science research that focuses on industrial development, human health and environment. Mission- Conduct basic and applied	Fully Met	1.28	URLs cited by the Public Authority is correct. Category "Fully Met"

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					research in life sciences & harness the genetic diversity of microbes, plants & animals towards a cleaner environment, sustainable agriculture and better health of the masses.			
1.1.4	Function and duties	Fully Met	1.28	1.28	emphasis on high standards of research and development activities for the benefit of mankind and the nation. The thematic areas of research and development include Biodiversity and Palaeobio	Fully Met	1.28	URLs cited by the Public Authority is correct. Category "Fully Met"

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					<p>logy, Bioenergy, Bioprospecting, Developmental Biology, Genetics and Plant Breeding, and Nanobiotechnology. The institute admits students desirous of doing research leading to PhD degree, with the requirement that they fulfil the norms of the Savitribai Phule Pune University and Agharkar Research Institute. The following services are offered by the institute ?</p>			

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					Fungus Identification Service under the National Fungal Culture Collection of India (NFCCI) ? Supply of breeder seeds of wheat and soybean varieties to seed multiplication agencies and farmers ?Contract Research, Transfer of Technology, and Consultancy in the thematic areas mentioned above .			
1.1.5	Organization Chart	Fully Met	1.28	1.28	Please refer to link http://aripune.org/organisational-	Fully Met	1.28	URLs cited by the Public Authority is correct.

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					structure-2/			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	Please refer to link http://aripune.org/about-ari/	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	A- DIRECTOR:- (a) The Director shall be the Principal academic and executive officer of the Institute. (b) He shall be responsible for the proper administration , academic programs and maintenance of discipline in the Institute. (c) He shall prescribe the duties of all	Fully Met	1.54	URLs cited by the Public Authority is correct. Category "Fully Met"

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					<p>the employees of the Institute and shall exercise such supervision and control over the work and conduct of the employees of the Institute as may be necessary subject to these Rules and Regulations. (d) He shall coordinate and exercise general supervision over all research, training and other activities of the Institute. (e) He shall prepare, in July-August</p>			

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					<p>each year, the budget estimates for the ensuing year and revised estimates for the current year for consideration and approval of the Finance and Budget Committee and the Institute Council. (f) The Director shall be empowered to make purchases of capital equipment and other non-recurring items in accordance with the budget provisions up to the limits</p>			

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					<p>stipulated by the Institute Council from time to time.</p> <p>(g) The Director shall be competent to write off irrecoverable losses of stores or moneys and unserviceable items of equipment and furniture, as may be laid down by the Institute Council from time to time.</p> <p>(h) The Director may, in writing, delegate such of his powers and duties, assigned to him in these Rules and in Regulations, as well as the</p>			

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					<p>powers and duties that may be delegated to him by the Institute Council, as he may consider necessary to any of his subordinates.</p> <p>(i) The Director shall exercise such powers and discharge such other functions as are necessary for the efficient governance and functioning of the Institute.</p> <p>B- HEADS OF DIVISIONS:- There shall be a Head of Division for every Division of the</p>			

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					<p>Institute. He shall – (a) function under the overall supervision of the Director, (b) be the principal administrative and academic officer of the Division, (c) be responsible to fulfil the academic and research objectives of the Division/Group(s), (d) do all such things as are necessary for maintaining discipline and for smooth working of his Division/Group(s) as per relevant Regulations, (e) perform all</p>			

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					<p>such functions and shall carry out all such duties as are assigned to him by the Director from time to time.</p> <p>C- ADMINISTRATIVE OFFICER:-</p> <p>The Administrative Officer shall –</p> <p>(a) function under the direction of the Director of the Institute,</p> <p>(b) be responsible for the administrative matters of the Institute, (c) be responsible for the work of the Office of the Institute,</p> <p>(d) act as recorder of</p>			

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					<p>the Institute and as custodian of all documents relating to the Institute, (e) represent the Institute in legal matters. The Institute may sue, or be sued, only in the name of the Administrative Officer of the Institute, (f) perform such functions and shall carry out such duties as are assigned to him by the Director from time to time.</p> <p>D- FINANCE AND ACCOUNTS OFFICER :- The Finance and Accounts Officer shall –</p>			

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					<p>(a) function under the direction of the Director of the Institute, (b) supervise the accounts of the Institute and shall assist in preparation of budget and in exercising budgetary control. (c) be responsible for the finalization of accounts and for internal auditing, (d) perform such functions and shall carry out such duties as are assigned to him by the Director from time to time.</p> <p>Stores & Purchase Officer:- (a)</p>			

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					<p>The Stores & Purchase Officer shall be responsible for procurement of all stores and equipment of the Institute as per indents from the end users after approval by the Director and shall maintain appropriate records for the purpose. All purchases shall be made as per the approved rules with the approval by the Director.</p> <p>(b) Annual Verification of Stock : The Stores &</p>			

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					<p>Purchase Officer shall initiate action by the end of the March every year for annual physical verification of stores and a report shall be prepared for submission to the Director . Library In-charge:- (a) The Library- in-charge shall be responsible for the custody of books, manuscripts, periodicals etc. belonging to the Library and shall maintain a complete register and index. The</p>			

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					<p>purchase of books and journals for the library will be recommended by the Library Committee for approval by the Director. The Rules for the management of the Library shall be framed from time to time, as may be found necessary by the Library Committee appointed by the Director to be responsible for the proper functioning of the Library. (b) Annual Report : The L ibrary-in-</p>			

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					<p>Charge, shall prepare, by the end of the March every year, a report on the working of the Library for submission to the Director by the Library Committee.</p> <p>(c) Purchase of Books : The Library –in-charge shall be responsible for purchasing of books approved by the Library Committee or the Director.</p> <p>(d) Stock taking : The Library-in-charge shall take stock every three years of all the books in</p>			

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					the Library. The Library Committee may assign personnel to check the report.			
1.2.2	Power and duties of other employees	Fully Met	1.54	1.54	The rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions: Bye-laws, Rules and Regulations approved from time to time by the Institute Council/ Governing Body, MACS-ARI.	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	Rules and Regulations approved from	Fully Met	1.54	URLs cited by the Public Authority is

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					time to time by the Institute Council/ Governing Body, MACS-ARI.			correct. Category "Fully Met"
1.2.4	Exercised	Fully Met	1.54	1.54	Rules and Regulations approved from time to time by the Institute Council/ Governing Body, MACS-ARI.	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	Work has been allotted as per the designations	Partially Met	0.77	URLs cited by the Public Authority is correct. Category "Partially 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	The procedure followed in the decision making process, including	Fully Met	1.54	URLs cited by the Public Authority is correct. Category "Fully Met"

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					<p>channels of supervision and accountability:- (a) Director is the chief executive Officer and is responsible for the day to day management of the activities of the Institute and overall administration in accordance with the Rules and Bye-laws and other instructions issued by the Institute Council from time to time. (b) All the decisions relating to finance and administration are taken by</p>			

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					him.			
1.3.2	Final decision making authority	Fully Met	1.54	1.54	Institute Council of ARI	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	Related provisions, acts, rules etc.: As defined in ARI Bye laws C, C1, C2, C3, C4, C5	Fully Met	1.54	URLs cited by the Public Authority is correct. Category "Fully Met"
1.3.4	Time limit for taking a decisions, if any	Fully Met	1.54	1.54	It depends on the matter. However, in major cases decision is being taken at the earliest.	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	The director is CEO (Chief Executive Officer) of the Institute all sectional Heads funded under him, viz. 6 Thematic	Partially Met	0.77	URLs cited by the Public Authority is correct. Category "Partially Met"

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					Groups, Administration Section, Stores & Purchase Section, Library, and Engineering Unit, report to the Director for day functioning of the Institute.			
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	Services Offered- Biological (Microbial, Plant & Fossils) and non-biological (Chemical) Scientific Analysis	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	Knowledge-based services offered depends on the type of service requested.	Fully Met	1.54	URLs cited by the Public Authority is correct. Category "Fully Met"

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					<p>The Heads of each division will submit reports on the working of projects in their division to Director. All new schemes of research to be conducted at the Institute shall be submitted to the Director for placing the same before the Research Advisory Committee for approval. The Administrative Officer and Accounts Officers shall advise the Director in all matters relating to the administration and finance of the Institute,</p>			

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					as may be required. The services under various thematic areas of research and development at MACS-ARI Pune can be accessed at link http://aripune.org/research			
1.4.3	Process by which these services can be accessed	Fully Met	1.54	1.54	(1) Online as well as Manual (2) Through conducting classes analysis result may be accessed by documented methodologies applied for the particular analysis.	Fully Met	1.54	URLs cited by the Public Authority is correct. Category "Fully Met"
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	As defined Initially depends on the type of	Fully Met	1.54	URLs cited by the Public Authority is correct.

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					services requested and availability of resource materials: (1-2 months)			Category "Fully Met"
1.4.5	Process of redress of grievances	Fully Met	1.54	1.54	A Grievance Officer has been appointed at the Institute level to deal with the grievance received directly in the Institute and also through DARPG (https://pgportal.gov.in/home/faq)	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	Bye-laws of ARI	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	CONDITIONS OF SERVICES OF	Fully Met	1.92	URLs cited by the Public Authority is correct.

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					<p>OFFICERS AND STAFF OF THE INSTITUTE Till the Institute frames its own Rules in this regard the Central Civil Services (Classification, Control and Appeal) Rules and C.C.S. (Conduct) Rules for the time being in force will apply mutatis mutandis to the Officers and establishment in the service of the Institute subject to modification that : (a) Appointing disciplinary and appellate</p>			<p>Category "Fully Met"</p>

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					<p>authorities shall be as per bye-law 24 above; (b) Reference to the "President and Government Servant" in the Central Civil Services (Classification, Control and Appeal) Rules shall be construed as reference to the "Chairman of Institute Council" and "Officers and establishment in the Service of the Institute" respectively; and (c) Part II and III of CCS (CCA) Rules will not apply.</p>			
1.5.3	Acts/ Rules manuals etc.	Fully Met	1.92	1.92	Bye-laws of	Fully Met	1.92	URLs cited by

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					ARI			the Public Authority is correct. Category "Fully Met"
1.5.4	Transfer policy and transfer orders	Fully Met	1.92	1.92	The employees of the Institute shall be liable for transfer wherever the Institute has established facilities. No specific Transfer policy exists major facilities of ARI are at Pune, Hol and Songaon within the state of Maharashtra and with a radius 150 k.m.	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	(a) All Scientific data (b) General information	Fully Met	3.85	URLs cited by the Public Authority is correct.

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					relating to the institute activities.			Category "Fully Met"
1.6.2	Custodian of documents/categories	Fully Met	3.85	3.85	Director, Administrative Officer, Finance & Accounts Officer, Principal Library & Information Officer	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	a. General Body of MACS b. Institute Council, Agharkar Research Institute c. Research Advisory Committee d. Building & Works Committee e. Finance and Budget Committee f. Internal	Fully Met	0.96	URLs cited by the Public Authority is correct. Category "Fully Met"

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					Management Committee g. Institutional Animal Ethics Committee h. Institutional Bio-safety Committee i. Internal Complaints Committee			
1.7.2	Composition	Fully Met	0.96	0.96	(a) General Body of MACS : (i) President (ii) Vice-President (iii) Secretary (iv) Treasurer (v) Life Members (vi) Hon'ble Fellows (vii) Benefactors (viii) Foundation Members (viii) Director (Ex-Officio) (ix) Representative of the ILS (b) Governing Body of	Fully Met	0.96	URLs cited by the Public Authority is correct. Category "Fully Met"

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					<p>MACS : - The Governing Body of MACS consists of (i) President of the Association - Chairman (ii) Vice-President (iii) Secretary (iv) Treasurer (v) Three Members (vi) Two eminent scientists (who are not employees of the Institute belonging to the Association) invited by the President to be members - Members (vii) Secretary, Department of Science and Technology, Government</p>			

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					<p>of India or his nominee who shall not be below the rank of Joint Secretary or its equivalent - - Ex-Officio Member (viii) Director ARI – Ex-Officio Member (c) The constitution of Institute Council: The Institute Council shall consist of – (i) President of the Association - Chairman (ii) Five eminent scientists (who are not employees of the Institute belonging to the Association) invited by the</p>			

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					<p>President to be members - Members (iii) Secretary, Department of Science and Technology, Government of India or his nominee who shall not be below the rank of Joint Secretary or its equivalent - - Ex-Officio Member (iv) Financial Advisor, Department of Science and Technology, Government of India or his nominee who shall not be below the rank of Deputy Secretary or its equivalent - Ex-officio</p>			

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					<p>Member (v) Director of the Institute - Ex- officio Membe r-Secretary Heads of the Division(s) be invited whenever necessary. (d) The Constitution of Research Advisory Committee: The Research Advisory Committee will consist of (i) Nine eminent scientists of various disciplines to be nominated by the Institute Council. (The Chairman to be nominated by the Institute</p>			

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					<p>Council). (ii) Director as Member-Secretary (e) The Constitution of the Finance & Budget Committee: The Finance and Budget Committee will consist of :</p> <ul style="list-style-type: none"> (i) Director - Chairman (ii) Nominee of the Institute Council Member (iii) Finance and Accounts Officer Member-Secretary (iv) Financial Advisor of Department Member of Science and Technology (DST), Govt. of India, or his nominee (f) 			

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					<p>The Constitution of the Building & Works Committee: The Building and Works Committee of the Institute will consist of :</p> <p>(i) Director - Chairman (ii) Three engineers and an Members Architect nominated by the Institute Council. (iii) Financial Advisor of Department Member of Science and Technology (DST), Govt. of India, or his nominee (iv) Finance & Accounts Officer Member (e)</p>			

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					Secretary of the Association Member (f) Administrative Officer Member-Secretary (g) The Constitution of the Institute Internal Management: The Internal Management Committee of the Institute shall consist of: (i) Director-Chairman (ii) Heads of Divisions – Members (iii) Finance & Accounts Officer-Member (iv) Administrative Officer-Member-Secretary			
1.7.3	Dates from which constituted	Fully Met	0.96	0.96	As stipulated in ARI Bye-laws	Partially Met	0.48	URLs cited by the Public Authority is

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								correct. Category "Partially Met"
1.7.4	Term/ Tenure	Fully Met	0.96	0.96	Three years	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	As Stipulated in ARI Bye-laws.	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?	Partially Met	0.96	0.48	-	Partially Met	0.48	URLs cited by the Public Authority is correct. Category "Partially Met"
1.7.7	Whether the minutes of the meetings are open to the public?	Partially Met	0.96	0.48	-	Partially Met	0.48	URLs cited by the Public Authority is correct. Category "Partially Met"
1.7.8	Place where the minutes if open to the public are	Fully Met	0.96	0.96	(a) MACS	Fully Met	0.96	URLs cited by

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	available?				Office (b) Director's Office			the Public Authority is correct. Category "Fully Met"
1.8	Directory of officers and employees[Section 4(1) (b) (ix)]							
1.8.1	Name and designation	Fully Met	3.85	3.85	Detailed Information available on link http://aripune.org/right-to-information/	Fully Met	3.85	URLs cited by the Public Authority is correct. Category "Fully Met"
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	Detailed Information available on link http://aripune.org/right-to-information/	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	Detailed Information available on link http://aripune.org/right-to-information/	Partially Met	1.93	URLs cited by the Public Authority is correct. Category "Partially Met"
1.9.2	System of compensation as provided in its regulations	Fully Met	3.85	3.85	As per DOPT orders	Fully Met	3.85	URLs cited by the Public Authority is correct. Category "Fully 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	Shri. Pranav Kshirsagar, CPI O Dr. S.K. Singh, Appellate Authority	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	Shri. Pranav Kshirsagar, CPI O- 020-25325121, prkshirsagar@aripune.org Dr. S.K. Singh, Appellate Authority – 020-25325103, sksingh@aripune.org	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	NIL	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	Fully Met	3.85	3.85	NIL	Fully Met	3.85	URLs cited by the Public Authority is correct. Category "Fully Met"

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1.12	Programmes to advance understanding of RTI(Section 26)							
1.12.1	Educational programmes	Not Met	1.92	0	empty	Not Met	0	Category Not Met
1.12.2	Efforts to encourage public authority to participate in these programmes	Not Met	1.92	0	empty	Not Met	0	Category Not Met
1.12.3	Training of CPIO/APIO	Not Met	1.92	0	empty	Not Met	0	Category Not Met
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Not Met	1.92	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. 1/6/2011- IR Dt. 15.4.2013]	Fully Met	7.69	7.69	The employees of the Institute shall be liable for transfer whenever Institute has established facilities. The employees of the Institute shall be liable for transfer wherever the Institute has established facilities. No specific Transfer policy exists major facilities of ARI are at	Fully Met	7.69	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
					Pune, Hol and Songaon within the state of Maharashtra and with a radius 150 k.m. Transfer orders are available on the Institute website and also accessible for the public.			
Total			100	91		100	85	
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	Total Budget for the public authority MACS-Agharkar Research Institute-Pune- 411004 Budget for the year 2022-23- Rs 4,830/- lakhs	Fully Met	10.00	URLs cited by the Public Authority is correct. Category "Fully Met"
2.1.2	Budget for each agency and plan & programmes	Fully Met	10	10.00	Data is	Fully Met	10.00	URLs cited by

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					available in Finance and Account section of ARI			the Public Authority is correct. Category "Fully Met"
2.1.3	Proposed expenditures	Fully Met	10	10.00	Proposed expenditures for year 2023-24- Rs 5,300/- lakhs	Fully Met	10.00	URLs cited by the Public Authority is correct. Category "Fully Met"
2.1.4	Revised budget for each agency, if any	Fully Met	10	10.00	Salary-25 Cr., Capital-20 Cr. General-8 Cr.	Fully Met	10.00	URLs cited by the Public Authority is correct. Category "Fully Met"
2.1.5	Report on disbursements made and place where the related reports are available	Fully Met	10	10.00	Report are available in Finance and Account section of ARI	Fully Met	10.00	http://aripune.org/annual-reports/
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	Details are available in Finance and Account section of ARI	Partially Met	8.34	URLs cited by the Public Authority is correct. Category "Partially Met"
2.2.2	Foreign and domestic Tours by ministries and officials of the rank of Joint Secretary to the	Not Met	16.67	0	empty	Not Met	0	Category Not Met

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	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							
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	Details are available in Finance and Account section of ARI	Not Met	0	Category Not 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 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/	Not Met	25	0	empty	Not Applicable	0	Category Not

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	allocations to State Govt./ NGOs/other institutions							Applicable
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Not Met	25	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 Met	25	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 Met	25	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 (ATRs) after these have been laid on the table of both houses of the parliament.	Fully Met	50	50.00	Fully met	Not Met	0	Category Not Met
Total			250	133		150	58	
3	Publicity Band Public interface							
3.1	Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation there of [Section 4(1)(b)(vii)] [F No 1/6/2011-IR dt. 15.04.2013]							
3.1.1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
3.1.2	Arrangements for consultation with or representation by - (a) Members of the public in policy formulation/ policy implementation, (b) Day & time allotted for visitors,(c) Contact details of Information & Facilitation Counter (IFC) to provide publications frequently sought by RTI applicants	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
3.1.3	Public- private partnerships (PPP)- Details of	Not Applicable	0	0	empty	Not Applicable	0	Category Not

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	Special Purpose Vehicle (SPV), if any							Applicable
3.1.4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
3.1.5	Public- private partnerships (PPP)- Concession agreements.	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
3.1.6	Public- private partnerships (PPP)- Operation and maintenance manuals	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
3.1.7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
3.1.8	Public- private partnerships (PPP) - Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
3.1.10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.)	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	Not 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	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
3.2.2	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Outline the Public consultation process	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
3.2.3	Publish all relevant facts while formulating	Not Applicable	0	0	empty	Not Applicable	0	Category Not

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	important policies or announcing decisions which affect public to make the process more interactive- Outline the arrangement for consultation before formulation of policy							Applicable
3.3	Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]							
3.3.1	Use of the most effective means of communication - Internet (website)	Not Applicable	0	0	empty	Fully Met	50.00	http://aripune.org
3.4	Form of accessibility of information manual/ handbook[Section 4(1)(b)]							
3.4.1	Information manual/handbook available in Electronic format	Not Applicable	0	0	empty	Fully Met	25.00	http://aripune.org/library-and-information-services/
3.4.2	Information manual/handbook available in Printed format	Not Applicable	0	0	empty	Fully Met	25.00	http://aripune.org/library-and-information-services/
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	Not Applicable	0	0	empty	Fully Met	25.00	http://aripune.org/library-and-information-services/
3.5.2	List of materials available At a reasonable cost of the medium	Not Applicable	0	0	empty	Fully Met	25.00	http://aripune.org/library-and-information-services/
Total			0	0		150	150	
4	E-Governance							
4.1	Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]							
4.1.1	English	Fully Met	14.29	14.29	Bye laws	Fully Met	14.29	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
								Category "Fully Met"
4.1.2	Vernacular/ Local Language	Partially Met	14.29	7.15	Bye laws, Annual reports	Fully Met	14.29	http://aripune.org/hn/
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	As and when there is amendment, the information is updated	Fully Met	28.57	URLs cited by the Public Authority is correct. Category "Fully Met"
4.3	Information available in electronic form[Section 4(1)(b)(xiv)]							
4.3.1	Details of information available in electronic form	Fully Met	9.52	9.52	ARI website: www.aripune.org, Director's Office	Fully Met	9.52	http://aripune.org/hn/library-and-information-services/
4.3.2	Name/ title of the document/record/ other information	Fully Met	9.52	9.52	ARI website: www.aripune.org, Director's Office	Fully Met	9.52	http://aripune.org/hn/library-and-information-services/
4.3.3	Location where available	Fully Met	9.52	9.52	ARI website: www.aripune.org, Director's Office	Fully Met	9.52	http://aripune.org/hn/library-and-information-services/
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	Dr. G.K Wagh-Technical Officer D,	Fully Met	7.14	URLs cited by the Public Authority is

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Director's Office			correct. Category "Fully Met"
4.4.2	Details of information made available	Fully Met	7.14	7.14	ARI website: www.aripune.org, Director's Office	Fully Met	7.14	URLs cited by the Public Authority is correct. Category "Fully Met"
4.4.3	Working hours of the facility	Fully Met	7.14	7.14	Monday to Friday: 9 AM to 5.30 PM on working days	Fully Met	7.14	URLs cited by the Public Authority is correct. Category "Fully Met"
4.4.4	Contact person & contact details (Phone, fax email)	Fully Met	7.14	7.14	Director's Office: Dr. G.K. Wagh, Technical Officer – D Phone: 02025325025 Email: director-office@aripune.org	Fully Met	7.14	URLs cited by the Public Authority is correct. Category "Fully Met"
4.5	Such other information as may be prescribed under Section 4(i) (b)(xvii)							
4.5.1	Grievance redressal mechanism	Fully Met	3.57	3.57	Public Grievance officer is nominated Dr. G.K. Wagh Email: gkwag	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
					h@aripune.org			
4.5.2	Details of applications received under RTI and information provided	Fully Met	3.57	3.57	Available on website: https://rtionline.gov.in/RTIMIS/login/index.php	Partially Met	1.79	URLs cited by the Public Authority is correct. Category "Partially Met"
4.5.3	List of completed schemes/ projects/ Programmes	Fully Met	3.57	3.57	Details are available in Annual Report and posted on ARI website: www.aripune.org	Partially Met	1.79	URLs cited by the Public Authority is correct. Category "Partially Met"
4.5.4	List of schemes/ projects/ programme underway	Fully Met	3.57	3.57	Details are available in Annual Report and posted on ARI website: www.aripune.org	Partially Met	1.79	URLs cited by the Public Authority is correct. Category "Partially Met"
4.5.5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	Fully Met	3.57	3.57	Details of contracts updated on ARI website: www.aripune.org	Partially Met	1.79	URLs cited by the Public Authority is correct. Category "Partially Met"
4.5.6	Annual Report	Fully Met	3.57	3.57	Displayed on website at http://www.aripune.org	Fully Met	3.57	URLs cited by the Public

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					://aripune.org/annual-reports/			Authority is correct. Category "Fully Met"
4.5.7	Frequently Asked Question (FAQs)	Partially Met	3.57	1.79	FAQ's are being updated on ARI website.	Fully Met	3.57	URLs cited by the Public Authority is correct. Category "Fully Met"
4.5.8	Any other information such as - (a) Citizen's Charter, (b) Result Framework Document (RFD), (c) Six monthly reports on the , (d) Performance against the benchmarks set in the Citizen's Charter	Fully Met	3.57	3.57	Citizen's Charter Available at http://aripune.org/wp-content/uploads/pdf/CitizensCharter.pdf b) Result Framework Document (RFD) Being scientific research institute not applicable c) b) Six monthly reports on the Being scientific research institute not applicable	Fully Met	3.57	http://aripune.org/wp-content/uploads/pdf/CitizensCharter.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					d)c) Performance against the benchmarks set in the Citizen's Charter Being scientific research institute not applicable			
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	Available on Website https://rtionline.gov.in/RTIMIS/login/index.php	Partially Met	7.15	URLs cited by the Public Authority is correct. Category "Partially Met"
4.6.2	Details of appeals received and orders issued	Fully Met	14.29	14.29	Available on Website https://rtionline.gov.in/RTIMIS/login/index.php	Partially Met	7.15	URLs cited by the Public Authority is correct. Category "Partially 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	1. Information regarding number of minority candidates	Fully Met	28.57	URLs cited by the Public Authority is correct. Category

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>recruited by Central Government in the year 2021-22. (Received on-20.07.2022 Replied on-20.07.2022) 2. Queries raised by the Committee on Subordinate Legislation (Received on-02.06.2022 Replied on-06.06.2022 3. Active women scientists in the country(Received on-19.07.2022 Replied on-19.07.2022) 4. Preference would be given to Agniveers in recruitment to central forces, state police</p>			“Fully Met”

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>and other government departments (Received on-21.07.2022 Replied on-22.07.2022) 5. Research Facilities to Young Scientists(Received on-29.07.2022 Replied on-29.07.2022) 6. Faculty-wise enrolment of women in science and technology. (Received on-20.12.2022 Replied on-21.12.2022) 7. Revise the fellowship for research scholars (Received on-17.03.2023 Replied on-20.03.2023)</p>			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					8. Sanctioned Strength and Vacancies under Ministry (Received on-24.03.2023 Replied on-24.03.2023) 9. Regular Scientists (Received on-28.03.2023 Replied on-28.03.2023)			
Total			200	191		200	179	
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	(i) Name & details of (a) Current CPIOs & FAAs: Shri. Pranav Kshirsagar, CPIO Dr. S.K. Singh, Appellate Authority (b) Earlier CPIO & FAAs from: Shri. Prasad Gosavi, CPIO Dr. S.K.	Fully Met	20.00	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Singh, Appellate Authority			
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	Not Met	0	Category Not 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	(a) Date of appointment 1 November 2022 (b) Name & Designation of the officers Shri. Pranav Kshirsagar, Scientist D, Bioenergy group	Fully Met	20.00	URLs cited by the Public Authority is correct. Category "Fully Met"
5.1.4	Consultancy committee of key stake holders for advice on suo-motu disclosure - (a) Dates from which constituted, (b) Name & Designation of the officers	Not Met	20	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 Met	20	0	empty	Not Met	0	Category Not Met
Total			100	40		100	40	
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	Necessary information required to be	Fully Met	25.00	URLs cited by the Public Authority is

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					disclosed as per RTI act is available on the website. Also, Bid award details, Tender Inquiries available on the website www.aripune.org			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	Partially Met	12.5	6.25	Information available in Library section of ARI	Not Applicable	0	Category Not Met
6.2.2	Does the website show the certificate on the Website?	Not Met	12.5	0	empty	Not Applicable	0	Category Not Met
Total			50	31		25	25	
Grand Total			700	487		725	537	