

केन्द्रीय विद्यालय संगठन  
 शिक्षा मंत्रालय भारत सरकार के अर्धन स्वतंत्र संस्थान  
 18 संव्यागत क्षेत्र, श्रीदत्त ब्रीच सिंह मार्ग, नई दिल्ली  
 KENDRIYA VIDYALAYA SANGATHAN  
 An Autonomous Body Under Ministry of Education Govt of India  
 मुख्यालय, नई दिल्ली / Head Quarters New Delhi  
 18 Institutional Area, S.J. Marg, New Delhi-110016.  
 Tel: 26555570 Fax: 26514179  
 Website: www.kvsangathan.nic.in

फा.सं. 11011/6-5/ केविसं(मु.) /जसूप/20560

दिनांक: 21.06.2023


समस्त उपायुक्त/निदेशक एवं  
 प्रथम अपीलीय अधिकारी,  
 केन्द्रीय विद्यालय संगठन,  
 समस्त क्षेत्रीय कार्यालय एवं जीट

विषय:-Transparency Audit of Kendriya Vidyalaya Sangathan (Hqrs) under RTI Act, 2005  
 (for the year 2022-23)-regarding.

महोदया/महोदय,

उपरोक्त विषय के सन्दर्भ में अधोहस्ताक्षरी के पत्र दिनांक 09.01.2023 (प्रतिलिपि संलग्न) के क्रम में केविसं(मु.), नई दिल्ली एवं समस्त क्षेत्रीय कार्यालयों के जन सूचना अधिकारियों, सहायक जन सूचना अधिकारियों एवं अपीलीय अधिकारियों से निवेदन है कि वर्ष 2022-23 की पारदर्शिता लेखा परीक्षा हेतु अपने अनुभाग/क्षेत्रीय कार्यालय से संबंधित कमियाँ जो कि वेबसाइट पर पूर्ण रूप से प्रदान नहीं की गई हैं, इनका अवलोकन कर नवीनतम जानकारी केन्द्रीय विद्यालय संगठन(मु.), नई दिल्ली की वेबसाइट पर दिनांक 23.06.2023 तक पूर्ण जानकारी अपलोड करवाएँ ताकि ज्यादा से ज्यादा सूचनार्थ सभी के लिए प्रदर्शित हो सकें। तथा उपरोक्त सुधार अद्यतन की गई सूचना की प्रतिलिपि अधोहस्ताक्षरी को भी भेजें।

यह जानकारी आपके सूचनार्थ एवं आवश्यक कार्रवाई हेतु प्रेषित है।

भवदीया,  
  
 21/06/2023  
 (नीलम)

संलग्नक: यथोपरि।

उपायुक्त(प्रशा.)/(जसूप)

प्रतिलिपि:

- (1.) जन सूचना अधिकारी/प्रथम अपीलीय अधिकारी/सहायक जन सूचना अधिकारी, केविसं(मु.), नई दिल्ली को सूचनार्थ एवं आवश्यक कार्रवाई हेतु।
- (2.) उपायुक्त(ईडीपी/प्रशिक्षण), केविसं(मु.), नई दिल्ली को केविसं(मु.), नई दिल्ली की वेबसाइट में अपलोड करने हेतु।

केन्द्रीय विद्यालय संगठन

केन्द्रीय विद्यालय संगठन  
शिक्षा मंत्रालय भारत सरकार के अधीन स्वायत्त संस्थान  
18 संस्थागत क्षेत्र, शहीद जीत सिंह मार्ग, नई दिल्ली  
KENDRIYA VIDYALAYA SANGATHAN  
An Autonomous Body Under Ministry of Education, Govt. of India  
मुख्यालय, नई दिल्ली / Head Quarters, New Delhi  
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Website: [www.kvsangathan.nic.in](http://www.kvsangathan.nic.in)

फा.11011/विविध/2022-के.वि.सं.(मु.)/जसूप/20149

दिनांक: 09/01/2023

समस्त उपायुक्त/निदेशक एवं  
प्रथम अपीलीय अधिकारी,  
केन्द्रीय विद्यालय संगठन,  
समस्त क्षेत्रीय कार्यालय एवं जीट।

विषय:- Transparency Audit of Kendriya Vidyalaya Sangathan(Hqrs.) under RTI Act, 2005 & Transparency Audit Report (for the year 2021-2022)—regarding.

महोदया/महोदय,

उपरोक्त विषय के संदर्भ में सचिवालय प्रशिक्षण तथा प्रबन्ध संस्थान, नई दिल्ली के विशेषज्ञों द्वारा केन्द्रीय विद्यालय संगठन(मु.) नई दिल्ली का तृतीय पक्ष लेखा परीक्षण (वर्ष 2021-22) का कार्य कर दिया गया है (रिपोर्ट की प्रतिलिपि संलग्न है) केन्द्रीय विद्यालय संगठन(मु.), नई दिल्ली को पारदर्शिता लेखा परीक्षा में इस वर्ष 2021-22 में पारदर्शिता लेखा परीक्षण द्वारा 62.68% अंक प्रदान किये गये हैं तथा विन्दुवार टिप्पणियाँ भी अंकित की गई हैं।

अतः उपरोक्त के संदर्भ में केविसं(मु.), नई दिल्ली एवं समस्त क्षेत्रीय कार्यालयों के जन सूचना अधिकारियों, सहायक जन सूचना अधिकारियों एवं अपीलीय अधिकारियों से निवेदन है कि पारदर्शिता लेखा परीक्षक द्वारा की गई टिप्पणियों के आधार पर अपने अनुभाग/क्षेत्रीय कार्यालय से संबंधित कमियों जो कि वेबसाइट पर पूर्ण रूप से प्रदान नहीं की गई हैं, इनका अवलोकन कर नवीनतम जानकारी केन्द्रीय विद्यालय संगठन(मु.), नई दिल्ली की वेबसाइट पर पूर्ण जानकारी अपलोड करवाएँ ताकि अगले वर्ष तृतीय पक्ष लेखा परीक्षण में और बेहतर अंक प्राप्त हो सकें। तथा उपरोक्त सुधार की नई सूचना की प्रतिलिपि अधोहस्ताक्षरी को भी भेजें।

यह जानकारी आपके सूचनार्थ एवं आवश्यक कार्रवाई हेतु प्रेषित है।

भवदीया

09/01/2023

(नीलम)

उपायुक्त(प्रशा.)/(जसूप)

संलग्नक: यथोपरि।

प्रतिलिपि:

(1) जन सूचना अधिकारी/प्रथम अपीलीय अधिकारी/सहायक जन सूचना अधिकारी, केविसं(मु.), नई दिल्ली को सूचनार्थ एवं आवश्यक कार्रवाई हेतु।

(2) उपायुक्त(ईडीपी/प्रशिक्षण), केविसं(मु.), नई दिल्ली को केविसं(मु.), नई दिल्ली की वेबसाइट में अपलोड करने हेतु।

12/01/2023

12/01/2023

12-01-23

# Central Information Commission

Baba Gangnath Marg, Munirka  
New Delhi 110067

F.No. 6/1/2013/JS(LAW)/CIC-VI/2022

Dated 04.10.2023

The Deputy Commissioner (Admn.)  
Kendriya Vidyalaya Sangthan,  
18, Institutional Area  
Shaheed Jeet Singh Marg,  
New Delhi - 110 016

320320 (5104204) रवि -  
10/10/2023.

श्री अमित (3277)  
10/10/23

## SUBJECT- SAMPLE TRANSPARENCY AUDIT REPORT.

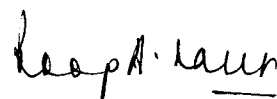
Reference- DoPT OM No. 1/6/2011-IR Dated 15.04.2013 (Revised on 07.11.2019).

In pursuance of para 4.6 of aforesaid reference, Central Information Commission has carried out Sample Transparency Audit of suo-motu disclosure in respect of Kendriya Vidyalaya Sangthan for the year 2023.

2. The audit has been carried out on the basis of the self-appraisal form submitted by Kendriya Vidyalaya Sangthan during the Third Party Audit exercise for the year 2021-22.
3. The copy of the audit report is forwarded for further necessary action.

This has been issued with the approval of Chief Information Commissioner.

Encl.: as above

  
(Roop Avtar Kaur)  
Additional Secretary

Copy to:

The Secretary  
Department of Personnel & Training,  
Ministry of Personnel, PG and Pension,  
North Block, New Delhi - 110001

} Copy of audit report of Kendriya Vidyalaya Sangthan is enclosed for information and necessary action.

## SAMPLE TRANSPARENCY AUDIT REPORT

**Ministry Name: - Ministry of Education**

**Department Name: - Department of School Education and Literacy**

**Public Authority Name: - Kendriya Vidyalaya Sangathan**

### 1. Organisation and Function

Sl. No.	Details of disclosure	Self Assessment by PA			Sample Transparency Audit by CIC			
		Category	Max. Marks	Marks Obtained	Category	Max. Marks	Marks Obtained	Remarks
<b>1.1 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	Fully Met	1.28	1.28	Provided in given link.
1.1.2	Head of the organization	Fully Met	1.28	1.28	Fully Met	1.28	1.28	Provided in given link.
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	Fully Met	1.28	1.28	Provided in given link.

1.1.4	Function and duties	Fully Met	1.28	1.28	Partially Met	1.28	0.64	Information is provided in given Link.
1.1.5	Organization Chart	Fully Met	1.28	1.28	Fully Met	1.28	1.28	Chart present, but not in the given Link but in "About KVS" Tab.
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	Fully Met	1.28	1.28	Should be mentioned that post of HoDs are Operational in the concerned PA or not. As per the website it seems

								there is no HoDs post is there.
<b>1.2 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	Fully Met	1.54	1.54	Provided in given Link.
1.2.2	Power and duties of other employees	Fully Met	1.54	1.54	Fully Met	1.54	1.54	Provided in given Link.
1.2.3	Rules/ orders under which powers and duty are derived and	Fully Met	1.54	1.54	Partially Met	1.54	0.77	Provided information is subjecting in nature. Should be provided properly quoting rule and regulation categorically along with

								related documents.
1.2.4	Exercised	Fully Met	1.54	1.54	Fully Met	1.54	1.54	Provided in given Link.
1.2.5	Work allocation	Fully Met	1.54	1.54	Fully Met	1.54	1.54	Provided in given link.
<b>1.3 Procedure followed in decision making process [Section 4(1)(b)(iii)]</b>								
1.3.1	Process of decision making Identify key decision making points	Fully Met	1.54	1.54	Fully Met	1.54	1.54	Provided in given Link. Information can be given in more specifically.
1.3.2	Final decision making authority	Fully Met	1.54	1.54	Fully Met	1.54	1.54	Provided in given Link.

								Information can be given in more specifically.
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	Partially Met	1.54	0.77	Quote Specific provision and Act or provided related documents.
1.3.4	Time limit for taking a decisions, if any	Fully Met	1.54	1.54	Not Met	1.54	0	Decision process is provided. But time limit is not appropriately mentioned.



1.3.5	Channel of supervision and accountability	Fully Met	1.54	1.54	Fully Met	1.54	1.54	More information should be provided.
<b>1.4 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	Not met	1.54	0	Provided directory, Provide the appropriate information.
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	Not met	1.54	0	Provided directory, Provide the appropriate information.
1.4.3	Process by which these services can be accessed	Fully Met	1.54	1.54	Not met	1.54	0	Provided directory, Provide the appropriate

								e informatio n.
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	Not met	1.54	0	Provided directory, Provide the appropriate information.
1.4.5	Process of redress of grievances	Fully Met	1.54	1.54	Fully Met	1.54	1.54	
<b>1.5 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	Fully Met	1.92	1.92	Provided in given link.
1.5.2	List of Rules, regulations, instructions manuals and records.	Fully Met	1.92	1.92	Fully Met	1.92	1.92	Provided in given link.
1.5.3	Acts/ Rules manuals etc.	Fully Met	1.92	1.92	Fully Met	1.92	1.92	Provided in given link.
1.5.4	Transfer policy and transfer orders	Fully Met	1.92	1.92	Fully Met	1.92	1.92	Provided in given

								link.
<b>1.6 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	Fully	3.85	3.85	Provided in given links.
1.6.2	Custodian of documents/categories	Fully Met	3.85	3.85	Not met	3.85	0	Provide Custodian of documents.
<b>1.7 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	Fully	0.96	0.96	Provided in given links.
1.7.2	Composition	Fully Met	0.96	0.96	Fully	0.96	0.96	Provided in given links.
1.7.3	Dates from which constituted	Fully Met	0.96	0.96	Not Met	0.96	0	Dates are not provided.

1.7.4	Term/ Tenure	Fully Met	0.96	0.96	Not Met	0.96	0	Term/Tenure is not provided.
1.7.5	Powers and functions	Fully Met	0.96	0.96	Partially Met	0.96	0.48	Functions are provided. However, powers are not mentioned.
1.7.6	Whether their meetings are open to the public?	Not Applicable	0	0	Not Applicable	0	0	
1.7.7	Whether the minutes of the meetings are open to the public?	Fully Met	0.96	0.96	Fully Met	0.96	0.96	Information provided in the given Link.
1.7.8	Place where the minutes if open to the public are available?	Fully Met	0.96	0.96	Fully Met	0.96	0.96	Information is provided on the website for public.

<b>1.8 Directory of officers and employees[Section 4(1) (b) (ix)]</b>								
1.8.1	Name and designation	Fully Met	3.85	3.85	Fully Met	3.85	3.85	Information of all other employees of the Authority is to be provided
1.8.2	Telephone, fax and email ID	Fully Met	3.85	3.85	Fully Met	3.85	3.85	Information of all other employees of the Authority is to be provided
<b>1.9 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	Fully Met	3.85	3.85	Fully Met	3.85	3.85	Information provided in the given link

1.9.2	System of compensation as provided in its regulations	Not Applicable	0	0	Not Applicable	0	0	
<b>1.10 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 (s) & Appellate Authority	Fully Met	3.85	3.85	Fully Met	3.85	3.85	Information provided in the given link.
1.10.2	Address, telephone numbers and email ID of each designated official.	Fully Met	3.85	3.85	Fully Met	3.85	3.85	CPIO details are appropriate. Provide full details of FAA along with contact details and address.
<b>1.11 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	Fully Met	3.85	3.85	Fully Met	3.85	3.85	Update the document annually.

	proceedings							
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	Fully Met	3.85	3.85	Fully Met	3.85	3.85	Update the document annually.
<b>1.12 Programmes to advance understanding of RTI (Section 26)</b>								
1.12.1	Educational programmes	Fully Met	1.92	1.92	Partially Met	1.92	0.96	Provide information programme pertain to RTI, however information is provided but not relevant.
1.12.2	Efforts to encourage public authority to participate in these programmes	Fully Met	1.92	1.92	Partially Met	1.92	0.96	Provide information programme pertain to RTI,

								however information is provided but not relevant.
1.12.3	Training of CPIO/APIO	Fully Met	1.92	1.92	Fully Met	1.92	1.92	Provide updated information.
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Fully Met	1.92	1.92	Fully Met	1.92	1.92	Provide updated document as well, if there is.
<b>1.13 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	Fully Met	7.69	7.69	Provide updated/latest transfer order as well.



	<b>TOTAL</b>		<b>95</b>	<b>95</b>		<b>95</b>	<b>77.15</b>	
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## 2. Budget and Programme

Sl. No.	Details of disclosure	Self Assessment by PA			Sample Transparency Audit by CIC			
		Category	Max. Marks	Marks Obtained	Category	Max. Marks	Marks Obtained	Remarks
<b>2.1 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	Fully Met	10	10	Provided information of the concerned year 2021-22.
2.1.2	Budget for each agency and plan & programmes	Fully Met	10	10	Fully Met	10	10	Provided information of the concerned year 2021-22.
2.1.3	Proposed expenditures	Fully Met	10	10	Fully Met	10	10	Provided informatio

								n of the concerned year 2021-22.
2.1.4	Revised budget for each agency, if any	Fully Met	10	10	Partially Met	10	5	Attempt is made to provide the information by providing the annual financial report of year 2021-22. On the other there is no information related to concerned matter on website.
2.1.5	Report on disbursements made and place where the related reports are available	Fully Met	10	10	Fully Met	10	10	Provided annual

								financial report of year 2021-22
<b>2.2 Foreign and domestic tours (F. No. 1/8/2012- IR dt. 11.9.2012)</b>								
2.2.1	Budget	Fully Met	16.67	16.67	Fully Met	16.67	16.67	Provided annual financial report of year 2021-22
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	Not Applicable	0	0	Check and update the official tour of the mentioned rank officers.
2.2.3	Information related to procurements a) Notice/tender enquires,	Not Applicable	0	0	Not Applicable	0	0	

	<p>and corrigenda if any thereon,</p> <p>b) Details of the bids awarded comprising the names of the suppliers of goods/ services being procured,</p> <p>c) The works contracts concluded – in any such combination of the above-and</p> <p>d) The rate /rates and the total amount at which such procurement or works contract is to be executed.</p>							
<b>2.3 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	Not Applicable	0	0	
2.3.2	Objective of the programme	Not Applicable	0	0	Not Applicable	0	0	
2.3.3	Procedure to avail benefits	Not Applicable	0	0	Not Applicable	0	0	
2.3.4	Duration of the programme/ scheme	Not Applicable	0	0	Not Applicable	0	0	

2.3.5	Physical and financial targets of the programme	Not Applicable	0	0	Not Applicable	0	0	
2.3.6	Nature/ scale of subsidy /amount allotted	Not Applicable	0	0	Not Applicable	0	0	
2.3.7	Eligibility criteria for grant of subsidy	Not Applicable	0	0	Not Applicable	0	0	
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Not Applicable	0	0	Not Applicable	0	0	
<b>2.4 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	Not Applicable	0	0	
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Fully Met	25	25	Not Applicable	0	0	Already mentioned in 2.4.1. that there is not applicable. Then how to provide annual account. Whereas,

									the provided information is not appropriate as well.
<b>2.5 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	Not Applicable	0	0		
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 authorisations (i) Date of award of concessions /permits of authorizations	Not Applicable	0	0	Not Applicable	0	0		

<b>2.6 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.	Fully Met	50	50	Fully Met	50	50	Be specific in providing the access to the information.
<b>TOTAL</b>			<b>142</b>	<b>142</b>		<b>116.67</b>	<b>111.67</b>	

### 3. Publicity Band Public interface

Sl. No.	Details of disclosure	Self Assessment by PA			Sample Transparency Audit by CIC			
		Category	Max. Marks	Marks Obtained	Category	Max. Marks	Marks Obtained	Remarks
<b>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]</b>								
3.1.1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	Not Applicable	0	0	Not Applicable	0	0	
3.1.2	a) Arrangements for consultation with or representation by	Not Applicable	0	0	Not Applicable	0	0	

	Members of the public in policy formulation/ policy implementation b) Day & time allotted for visitors (i) Contact details of Information & Facilitation Counter (IFC) to provide publications frequently sought by RTI applicants							
3.1.3	Public- private partnerships (PPP)-Details of Special Purpose Vehicle (SPV), if any	Not Applicable	0	0	Not Applicable	0	0	
3.1.4	Public- private partnerships (PPP)-Detailed project reports (DPRs)	Not Applicable	0	0	Not Applicable	0	0	
3.1.5	Public- private partnerships (PPP)-Concession agreements.	Not Applicable	0	0	Not Applicable	0	0	
3.1.6	Public- private partnerships (PPP)-Operation and maintenance manuals	Not Applicable	0	0	Not Applicable	0	0	
3.1.7	Public- private partnerships (PPP)-Other documents generated as part of the implementation of the PPP	Not Applicable	0	0	Not Applicable	0	0	



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	Not Applicable	0	0	
3.1.9	Public- private partnerships (PPP)-Information relating to outputs and outcomes	Not Applicable	0	0	Not Applicable	0	0	
3.1.1 0	Public- private partnerships (PPP)-The process of the selection of the private sector party (concessionaire etc.)	Not Applicable	0	0	Not Applicable	0	0	
3.1.1 1	Public- private partnerships (PPP)-All payment made under the PPP project	Not Applicable	0	0	Not Applicable	0	0	
<b>3.2 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	Not Applicable	0	0	Not Met	16.67	0	Authority has public dealing and its decision and policy affect the public directly. Hence, informatio

								n should be available.
3.2.2	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- Outline the Public consultation process	Not Applicable	0	0	Not Met	16.67	0	Authority has public dealing and its decision and policy affect the public directly. Hence, information should be available.
3.2.3	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 - Outline the arrangement for consultation before formulation of policy	Not Applicable	0	0	Not Met	16.67	0	Authority have public dealing and its decision and policy affect the public directly. Hence, informatio

								n should be available.
<b>3.3 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	Fully Met	50	50	
<b>3.4 Form of accessibility of information manual/ handbook [Section 4(1)(b)]</b>								
3.4.1	Information manual/handbook available in Electronic format	Not Applicable	0	0	Fully Met	25	25	Provide other handbook/manual if it is there.  <a href="https://kvsangathan.nic.in/sites/default/files/hq/KVS_Annual_Report_2021-22.pdf">https://kvsangathan.nic.in/sites/default/files/hq/KVS_Annual_Report_2021-22.pdf</a>  <a href="https://kvsangathan.nic.in/sites/d">https://kvsangathan.nic.in/sites/d</a>

								<a href="https://kvsangathan.nic.in/sites/default/files/land18.PDF">efault/files /KVS School User Manual V2.5.pdf</a> <a href="https://kvsangathan.nic.in/sites/default/files/land18.PDF">https://kvsangathan.nic.in/sites/default/files/land18.PDF</a>
3.4.2	Information manual/handbook available in Printed format	Not Applicable	0	0	Fully Met	25	25	<a href="https://kvsangathan.nic.in/sites/default/files/hq/KVS Annual Report 2021-22.pdf">https://kvsangathan.nic.in/sites/default/files/hq/KVS Annual Report 2021-22.pdf</a>
<b>3.5 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	Not Applicable	0	0	Fully Met	25	25	Links given in 3.4.1.
3.5.2	List of materials available at a	Not	0	0	Not Met	25	0	Informatio

	reasonable cost of the medium	Applicable						n is not provided in this regard.
	<b>TOTAL</b>		<b>50</b>	<b>50</b>		<b>116.67</b>	<b>111.67</b>	

#### 4. E. Governance

Sl. No.	Details of disclosure	Self Assessment by PA			Sample Transparency Audit by CIC			
		Category	Max. Marks	Marks Obtained	Category	Max. Marks	Marks Obtained	Remarks
<b>4.1 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	Fully Met	14.29	14.29	
4.1.2	Vernacular/Local Language	Fully Met	14.29	14.29	Fully Met	14.29	14.29	
<b>4.2 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	Fully Met	28.57	28.57	
<b>4.3 Information available in electronic form [Section 4(1)(b)(xiv)]</b>								
4.3.1	Details of information available in electronic form	Fully Met	9.52	9.52	Fully Met	9.52	9.52	
4.3.2	Name/ title of the document/record/ other information	Fully Met	9.52	9.52	Fully Met	9.52	9.52	

4.3.3	Location where available	Fully Met	9.52	9.52	Fully Met	9.52	9.52	Link provided
<b>4.4 Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]</b>								
4.4.1	Name & location of the facility	Fully Met	7.14	7.14	Fully Met	Fully Met	7.14	Office address and contact no. for information is provided.
4.4.2	Details of information made available	Fully Met	7.14	7.14	Not Met	Not Met	0	
4.4.3	Working hours of the facility	Fully Met	7.14	7.14	Not Met	Not Met	0	
4.4.4	Contact person & contact details (Phone, fax email)	Fully Met	7.14	7.14	Partial Met	Partial Met	3.57	Contact details provided but name of the contact person is not available.
<b>4.5 Such other information as may be prescribed under section 4(i) (b)(xvii)</b>								

4.5.1	Grievance redressal mechanism	Fully Met	3.57	3.57	Fully Met	3.57	3.57	Provided in Link.
4.5.2	Details of applications received under RTI and information provided	Fully Met	3.57	3.57	Not met	3.57	0	Provide RTI portal.
4.5.3	List of completed schemes/ projects/ Programmes	Fully Met	3.57	3.57	Not met	3.57	0	Link is not opening.
4.5.4	List of schemes/ projects/ programme underway	Not Applicable	0	0	Not met	3.57	0	
4.5.5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	Not Applicable	0	0	Not Applicable	0	0	Check if there is any kind of contract has been made by the Authority.
4.5.6	Annual Report	Fully Met	3.57	3.57	Fully Met	3.57	3.57	
4.5.7	Frequently Asked Question (FAQs)	Fully Met	3.57	3.57	Fully Met	3.57	3.57	Column is provided for the asked informatio

								n but also provide the questions related to general queries of the Public.
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	Fully Met	3.57	3.57	
<b>4.6 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	Not met	14.29	0	RTI online link given
4.6.2	Details of appeals received and orders issued	Fully Met	14.29	14.29	Not met	14.29	0	RTI online link given



<b>4.7 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	Not Applicable	0	0	
	<b>TOTAL</b>		<b>164</b>	<b>164</b>		<b>165</b>	<b>110.7</b>	

**5. Information as may be prescribed**

Sl. No.	Details of disclosure	Self Assessment by PA			Sample Transparency Audit by CIC			
		Category	Max. Marks	Marks Obtained	Category	Max. Marks	Marks Obtained	Remarks
<b>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]</b>								
5.1.1	Name & details of a) Current CPIOs & FAAs, b) Earlier CPIO & FAAs from 1.1.2015	Fully Met	20	20	Partially Met	20	10	Provide previous CPIO and FAA also.
5.1.2	Details of third party audit of voluntary disclosure- a) Dates of audit carried out, b) Report of the audit carried out	Fully Met	20	20	Fully Met	20	20	Provided in given Link.

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 Applicable	0	0	Not Met	20	0	However, the nodal officer should be appointed.
5.1.4	Consultancy committee of key stake holders for advice on suo-motu disclosure- a) Dates from which constituted b) Name & Designation of the officers	Not Applicable	0	0	Not Applicable	0	0	Nil
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	Fully Met	20	20	Partially Met	20	10	Committee is not constituted and no officer is appointed as well. However, information is provided.
<b>TOTAL</b>			<b>60</b>	<b>60</b>		<b>60</b>	<b>40</b>	

**6. Information Disclosed on own Initiative**

Sl. No.	Details of disclosure	Self Assessment by PA			Sample Transparency Audit by CIC			
		Category	Max. Marks	Marks Obtained	Category	Max. Marks	Marks Obtained	Remarks
<b>6.1 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	Fully Met	25	25	
<b>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)</b>								
6.2.1	Whether STQC certification obtained and its validity.	Fully Met	12.5	12.5	Fully Met	12.5	12.5	
6.2.2	Does the website show the certificate on the Website?	Fully Met	12.5	12.5	Fully Met	12.5	12.5	
	<b>TOTAL</b>		<b>50</b>	<b>50</b>		<b>50</b>	<b>50</b>	
	<b>GRAND TOTAL</b>		<b>561</b>	<b>561</b>		<b>687.15</b>	<b>539.52</b>	

## **Summary of Observations:**

As per direction of DOP&T O.M. No.1/6/2011-IR dated 15.04.2013 and O.M. No. 1/34/2013-IR dated 30.06.2016, CIC conducted the sample audit of Kendriya Vidyalay Sangathan in accordance with the aforesaid guidelines.

During the audit, it has been observed that the disclosure of information pertaining to the following areas may be improved further by bringing in more clarity, such as:-

1. Function and duties of Organization may be disclosed clearly.
2. Specific information regarding norms for discharging function may be disclosed in the RTI disclosure section.
3. The Term/Tenure of the Boards, Council, and Committee etc may be disclosed.
4. Details of Educational programmes conducted for advance understanding of RTI and efforts to encourage public authority to participate in these programmes may be provided in elaborative manner under the RTI disclosure section.
5. The information regarding details of policies/decisions, which affect public, informed to them [Section 4(1) (c)] may be provided in the RTI disclosure section.
6. The link of schemes/ projects/ programme completed/underway may be disclosed in the RTI disclosure section.
7. Details of RTI applications received and disposed, appeals received and orders issued may be disclosed in the RTI disclosure section.
8. Nodal officer may be appointed as per the aforesaid OM and the details may be disclosed on the website.