

2021-22

UTR/RTGS/Transaction No. - SBIC300145022  
date of Payment - 9/5/22 **Most Urgent 862**

No.G-25012/1/2020-Admn.(E-3010052)  
Government of India  
Ministry of Rural Development  
Department of Land Resources

NBO Building, G Wing, Nirman Bhawan,  
New Delhi-110011, Dated: 29<sup>th</sup> April, 2022

To,  
Pay and Accounts Officer,  
Pay & Accounts Office,  
Department of Land Resources,  
New Delhi

**Sub: Audit of Suo motu disclosures of DoLR through ISTM as per the RTI Act, 2005**

Sir,

I am directed to refer to the Institute of Secretariat Training and Management (ISTM)'s letter No.Y.19021/5/2022-ISTM dated 20.04.2022 on the subject mentioned above and to convey the approval of the Head of Department for conducting the Audit of Suo motu disclosures of DoLR under Section 4 of the RTI Act, 2005 and sanction of Rs.40,000/- (Fifty Thousand only) as 40% advance payment for the said purpose in terms of GFR 172(1)(i)(b).

2. The payment may please be credited as details given below:-

Name of the Organisation	Name of Bank/ Branch	Bank Account No. (Current A/c)	IFS Code	MICR code
Director, Institute of Secretariat Training and Management (ISTM)	Punjab National Bank, Sansad Marg, New Delhi	0153002100574451	PUNB0015300	110024076

3. The expenditure involved is debit-able to the following Head of Accounts;  
Demand No : 88  
Major Head : 3451-Secretariat-Economic Services  
Minor Head : 00.090-Secretariat  
Detailed Head : 41-Department of Land Resources  
Object Head : 41.00.20-Other Administrative Expenses

4. The Department will submit their self-appraisal on proactive disclosures on CIC online portal within time limit. ISTM may please be ensured that the Audit Report is submitted to CIC as per the prescribed time limit of CIC.

*Sd. Vankar*

7/0

5. The issues with the approval of EA(A&C)/HoD, DoLR in accordance with the power delegated to him vide DoLR's O.M No G-17017/1/2013-Admn. dated 19.03.2014 under the DFPR, 1978.

Yours faithfully,

*Th. Lianboi*  
(Th. Lianboi)

Under Secretary to the Govt. of India

Copy to:-

1. DDO, Department of Land Resources, New Delhi-With two copies duly signed in ink and with the request to draw the amount of Rs.40,000/- (Forty Thousands only) and disburse to ISTM, New Delhi.
2. Director, Institute of Secretariat Training and Management, Department of Personnel & Training, Administrative Block, Opposite Neb Sarai Market, JNU Campus (Old), New Delhi-110067. Email:istm@nic.in {**Kind atten. Shri Deepak Kumar Bist, Joint Director, ISTM (Email-deepakumar.bist@gov.in)**}
3. Sh. Ashwani Kumar Batra, Assistant Director, ISTM w.r.t. his letter dated 20.04.2022, e-Mail - batra.ak@gov.in, istmconsultancy@gmail.com
4. Joint Secretary, Central Information Commission, Baba Gangnath Marg, Munirka, New Delhi-110067

Copy for information to:

1. EA (A&C), DoLR
2. Under Secretary (GC, Parl. & RTI), DoLR

No.G-25012/1/2020-Admn.(E-3010052)  
Government of India  
Ministry of Rural Development  
Department of Land Resources

NBO Building, Nirman Bhawan  
New Delhi, the 11<sup>th</sup> November, 2022

To,

Pay and Accounts Officer,  
Pay & Accounts Office,  
Department of Land Resources,  
New Delhi

**Sub: Audit of Proactive Disclosures under RTI Act for DoLR through ISTM – Adjustment of advance payment of Rs. 40,000/- and releasing of balance fund of Rs. 60000/- - reg.**

Sir,

I am directed to refer to Institute of Secretariat Training and Management (ISTM)'s letter No.Y.19021/5/2022-ISTM dated 26.10.2022 on the subject mentioned above and this Department's letter of even number dated 29.04.2022 (copy enclosed) releasing an amount of Rs. 40,000/- as 40% advance payment for conducting the audit of proactive disclosures of Department of Land Resources under Section 4 of the RTI Act, 2005 by ISTM. Sanction of the Head of Department is hereby conveyed towards adjustment of the aforesaid advance payment of Rs.40,000/- and for releasing the balance fund (60%) of Rs.60,000/- to ISTM.

2. The payment may please be credited as details given below:-

Name of the Organisation	Name of Bank/Branch	Bank Account No. (Current A/c)	IFS Code	MICR code
Director, Institute of Secretariat Training and Management (ISTM)	Punjab National Bank, 5 Sansad Marg, New Delhi-110 001	0153002100574451	PUNB0015300	110024076

3. The expenditure involved is debit-able to the following Head of Accounts;  
Demand No : 88  
Major Head : 3451-Secretariat-Economic Services  
Minor Head : 00.090-Secretariat  
Detailed Head : 41-Department of Land Resources  
Object Head : 41.00.20-Other Administrative Expenses

*Ca*

*14/11/22*

4. The sanction is issued under the financial powers delegated to the Head of Department vide Order No. G-17017/1/2013-Admn. dated 19.03.2014 by IFD in accordance with Schedule V and VI of DFPR, 1978.

Yours faithfully,

*Th. Lianboi*

(Th. Lianboi)

Under Secretary to the Govt. of India

TH LIANBOI  
अवर सचिव/Under Secretary  
भारत सरकार/Government of India  
भूमि संसाधन विभाग/D/o Land Resource  
ग्रामीण विकास मंत्रालय/Min. of Rural De.  
नई दिल्ली/New Delhi

Copy to:-

1. DDO, Department of Land Resources, New Delhi – with two copies duly signed in ink and with the request to draw the amount of Rs.60,000/- (Sixty Thousands only) and disburse to ISTM, New Delhi.
2. Sh. Ashwani Kumar Batra, Assistant Director, ISTM w.r.t. letter dated 26.10.2022, e-mail: [batra.ak@gov.in](mailto:batra.ak@gov.in)
3. Joint Secretary, Central Information Commission, Baba Gangnath Marg, Munirka, New Delhi - 110067
4. Under Secretary (GC&P), Department of Land Resources