

Self appraisal report Of Public Authority By Auditor

Year(2020-21)

Year:*

2020-2021

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Sr. No	Details of disclosure	Total Marks	Selected Category by PA	Marks Obtained by PA	Remarks by PA	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.1	Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]							
1.1.1	Name and address of the Organization	1.28	Fully Met	1.28	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(i) Point 1	Fully Met	1.28	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(i) Point 1 www.hudco.org https://www.hudco.org/Site/FormTemplate/frmTemp1PLargeTC1C_P.aspx?MnId=6&ParentID=326

1.1.2	Head of the organization	1.28	Fully Met	1.28	www.hudco.org	Fully Met	1.28	www.hudco.org https://www.hudco.org/Site/FormTemplate/frmTemp1PLargeTC1C.aspx?MnId=128&ParentID=6
1.1.3	Vision, Mission and Key objectives	1.28	Fully Met	1.28	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(i) point 3	Fully Met	1.28	www.hudco.org
1.1.4	Function and duties	1.28	Fully Met	1.28	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(i) point 2	Fully Met	1.28	https://www.hudco.org/Site/FormTemplate/frmTemp1PLargeTC1C.aspx?MnId=7&ParentID=6

1.1.5	Organization Chart	1.28	Fully Met	1.28	www.hudco.org/Management Team/Organogram	Fully Met	1.28	https://www.hudco.org/Site/FormTemplate/frmTemp1PLargeTC1C.aspx?MnId=128&ParentID=6 https://www.hudco.org/Site/FormTemplate/frmcommitteeofdirectors.aspx
1.1.6		1.28	Fully Met	1.28	1. www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(i) 2. www.hudco.org/Investors/Memorandum of Association and Articles of Association	Fully Met	1.28	https://www.hudco.org/Site/FormTemplate/frmTemp1PLargeTC1C_P.aspx?MnId=293&ParentID=35

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							
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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)	1.54	Fully Met	1.54	1. www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(ii) 2. www.hudco.org/Management Team/Organogram 3. www.hudco.org/Contact Us/Directory	Fully Met	1.54	https://www.hudco.org/Site/FormTemplate/frmTemp1PLargeTC1C.aspx?MnId=129&ParentID=6
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1.2.2	Power and duties of other employees	1.54	Fully Met	1.54	www.hudco.org/Management Team/Key Officers	Fully Met	1.54	https://www.hudco.org/Site/FormTemplate/frmTemp1PLargeTC1C.aspx?MnId=396&ParentID=6
1.2.3	Rules/orders under which powers and duty are derived and	1.54	Fully Met	1.54	www.hudco.org/Investors/Memorandum of Association and Articles of Association	Fully Met	1.54	https://www.hudco.org/Site/FormTemplate/frmTemp1PLargeTC1C.aspx?MnId=24&ParentID=23
1.2.4	Exercised	1.54	Fully Met	1.54	yes	Fully Met	1.54	www.hudco.org
1.2.5	Work allocation	1.54	Fully Met	1.54	1. www.hudco.org/Management Team/Key Officers 2. www.hudco.org/Management Team/Organogram 3. www.hudco.org/Contact Us/Directory	Fully Met	1.54	https://www.hudco.org/Site/FormTemplate/frmTemp1PLargeTC1C.aspx?MnId=129&ParentID=6

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	1.54	Fully Met	1.54	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(iii)	Fully Met	1.54	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(iii)
1.3.2	Final decision making authority	1.54	Fully Met	1.54	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(iii)	Fully Met	1.54	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(iii)
1.3.3	Related provisions, acts, rules etc.	1.54	Fully Met	1.54	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(iv)	Fully Met	1.54	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(iii)

1.3.4	Time limit for taking a decisions, if any	1.54	Fully Met	1.54	www.hudco.org/Our Performance/Signed MOU and Ratings	Fully Met	1.54	https://www.hudco.org/Site/FormTemplete/frmTemp1PLargeTC1C.aspx?MnId=396&ParentID=6
1.3.5	Channel of supervision and accountability	1.54	Fully Met	1.54	1. www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(iii) 2. www.hudco.org/Management Team/Organogram	Fully Met	1.54	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(iii)
1.4	Norms for discharge of functions[Section 4(1)(b)(iv)]							
1.4.1	Nature of functions/ services offered	1.54	Fully Met	1.54	1. www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(i) point 2 2. www.hudco.org/Management Team/Key Officers	Fully Met	1.54	https://www.hudco.org/Site/FormTemplete/frmTemp1PLargeTC1C_P.aspx?MnId=293&ParentID=35

1.4.2	Norms/ standards for functions/ service delivery	1.54	Fully Met	1.54	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(i)	Fully Met	1.54	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(iii)
1.4.3	Process by which these services can be accessed	1.54	Fully Met	1.54	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(i)	Fully Met	1.54	https://www.hudco.org/writereaddata/Details_of_Nodal_and_Duty_nodal_Officers.PDF
1.4.4	Time-limit for achieving the targets	1.54	Fully Met	1.54	www.hudco.org/Our Performance/Signed MOU and Ratings	Fully Met	1.54	www.hudco.org/Our Performance/Signed MOU and Ratings
1.4.5	Process of redress of grievances	1.54	Fully Met	1.54	www.hudco.org/Statutory Compliance/ Grievances Redressal	Fully Met	1.54	https://hudco.org//Site/FormTemplate/frmTemp1PLargeTC1C.aspx?MnId=358&ParentID=311

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.	1.92	Fully Met	1.92	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(v)	Fully Met	1.92	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(iii)
1.5.2	List of Rules, regulations, instructions manuals and records.	1.92	Fully Met	1.92	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(iv)	Fully Met	1.92	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(iv)
1.5.3	Acts/ Rules manuals etc.	1.92	Fully Met	1.92	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(iv)	Fully Met	1.92	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(iv)
1.5.4	Transfer policy and transfer orders	1.92	Fully Met	1.92	www.hudco.org/Statutory Compliance/Transfer Policy	Fully Met	1.92	www.hudco.org/Statutory Compliance/Transfer Policy
1.6	Categories of documents held by the authority under its control[Section 4(1)(b) (vi)]							

1.6.1	Categories of documents	3.85	Fully Met	3.85	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(iv)	Fully Met	3.85	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(iv)
1.6.2	Custodian of documents/categories	3.85	Fully Met	3.85	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(v) Concerned Department	Fully Met	3.85	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(v) Concerned Department
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.	0.96	Fully Met	0.96	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(viii)	Fully Met	0.96	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(viii)
1.7.2	Composition	0.96	Fully Met	0.96	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(viii)	Fully Met	0.96	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(viii)

1.7.3	Dates from which constituted	0.96	Fully Met	0.96	www.hudco.org/Investors/Annual Report	Fully Met	0.96	www.hudco.org/Investors/Annual Report
1.7.4	Term/Tenure	0.96	Fully Met	0.96	www.hudco.org/Investors/Annual Report	Fully Met	0.96	www.hudco.org/Investors/Annual Report
1.7.5	Powers and functions	0.96	Fully Met	0.96	www.hudco.org/Investors/Annual Report	Fully Met	0.96	www.hudco.org/Investors/Annual Report
1.7.6	Whether their meetings are open to the public?	0.96	Fully Met	0.96	Information pertaining to Commercial Confidence exempted u/s Section 8(1)(d)	Fully Met	0.96	Information pertaining to Commercial Confidence exempted u/s Section 8(1)(d)
1.7.7	Whether the minutes of the meetings are open to the public?	0.96	Fully Met	0.96	Information pertaining to Commercial Confidence exempted u/s Section 8(1)(d)	Fully Met	0.96	Information pertaining to Commercial Confidence exempted u/s Section 8(1)(d)

1.7.8	Place where the minutes if open to the public are available?	0.96	Fully Met	0.96	1. Information pertaining to Commercial Confidence exempted u/s Section 8(1)(d) 2. 4(1) (c) List of items exempted from disclosure (Confidential) Point 4	Fully Met	0.96	1. Information pertaining to Commercial Confidence exempted u/s Section 8(1)(d) 2. 4(1) (c) List of items exempted from disclosure (Confidential) Point 4
1.8	Directory of officers and employees[Section 4(1) (b) (ix)]							
1.8.1	Name and designation	3.85	Fully Met	3.85	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(ix)	Fully Met	3.85	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(ix)

1.8.2	Telephone , fax and email ID	3.85	Fully Met	3.85	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(ix)	Fully Met	3.85	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(ix)
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	3.85	Fully Met	3.85	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(x)	Fully Met	3.85	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(x)
1.9.2	System of compensation as provided in its regulations	3.85	Fully Met	3.85	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(x)	Fully Met	3.85	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(x)
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	3.85	Fully Met	3.85	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(xvi)	Fully Met	3.85	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(xvi)
1.10.2	Address, telephone numbers and email ID of each designated official.	3.85	Fully Met	3.85	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(xvi)	Fully Met	3.85	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(xvi)
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	3.85	Fully Met	3.85	Major Penalty – 23 Nos. and Minor Penalty – 8 Nos. 1. The information is purely a Personal Information hence exempted as per Section 8(1)(j) of the RTI Act, 2005 2. Information the disclosure of which would endanger the life or physical safety of any person or identify the source of information hence exempted as per section 8(1)(g) of the RTI Act, 2005 3. The information may hamper the fair investigation of the complaints or may impede the process of investigation hence exempted from disclosure as per section 8(1)(h) of the RTI Act, 2005. 4. Central Vigilance Commission vide letter dated 27.05.2004 to HUDCO has advised to disclose only statistical information and not details to any kind of Audit Party	Partially Met	1.93	The total number of such employees should be disclosed.
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	3.85	Fully Met	3.85	Major Penalty – 2 Nos. and Minor Penalty – 1 Nos. 1. The information is purely a Personal Information hence exempted as per Section 8(1)(j) of the RTI Act, 2005 2. Information the disclosure of which would endanger the life or physical safety of any person or identify the source of information hence exempted as per section 8(1)(g) of the RTI Act, 2005 3. Central Vigilance Commission vide letter dated 27.05.2004 to HUDCO has advised to disclose only statistical information and not details to any kind of Audit Party	Partially Met	1.93	The total number of cases should be disclosed.
1.12	Programmes to advance understanding of RTI(Section 26)							

1.12.1	Educational programmes	1.92	Fully Met	1.92	www.hudco.org/HSMI-Research and Training Wing/Training/Training Achieves/Training Calendar	Fully Met	1.92	https://www.hudco.org/Site/FormTemplate/frmTemp1PLargeTC1C.aspx?MnId=150&ParentID=311
1.12.2	Efforts to encourage public authority to participate in these programmes	1.92	Fully Met	1.92	www.hudco.org/HSMI-Research and Training Wing/Training/Training Achieves/Training Calendar	Fully Met	1.92	https://www.hudco.org/Site/FormTemplate/frmTemp1PLargeTC1C.aspx?MnId=150&ParentID=311
1.12.3	Training of CPIO/APIO	1.92	Fully Met	1.92	www.hudco.org/HSMI-Research and Training Wing/Training/Training Achieves/Training Calendar	Fully Met	1.92	https://www.hudco.org/Site/FormTemplate/frmTemp1PLargeTC1C.aspx?MnId=150&ParentID=311

1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	1.92	Fully Met	1.92	www.hudco.org/Statutory Compliance/RTI/RTI Guidelines	Fully Met	1.92	https://www.hudco.org/Site/FormTemplate/frmTemp1PLargeTC1C.aspx?MnId=150&ParentID=311
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]	7.69	Fully Met	7.69	www.hudco.org/Statutory Compliance/Transfer Policy	Fully Met	7.69	www.hudco.org/Statutory Compliance/Transfer Policy
Total		100		100		100	96	
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Sr. No	Details of disclosure	Total Marks	Selected Category by PA	Marks Obtained by PA	Remarks by PA	Auditor Category	Auditor Marks	Auditor Remarks/URL
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	10	Fully Met	10.00	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b) (xi)	Fully Met	10.00	https://www.hudco.org/Site/FormTemplate/frmTemp1PLargeTC1C.aspx?MnId=15&ParentID=6
2.1.2	Budget for each agency and plan & programmes	10	Fully Met	10.00	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b) (xi)	Fully Met	10.00	https://www.hudco.org/Site/FormTemplate/frmTemp1PLargeTC1C.aspx?MnId=15&ParentID=6

2.1.3	Proposed expenditures	10	Fully Met	10.00	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b) (xi)	Fully Met	10.00	https://www.hudco.org/Site/FormTemplate/frmTemp1PLargeTC1C.aspx?MnId=15&ParentID=6
2.1.4	Revised budget for each agency, if any	10	Fully Met	10.00	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b) (xi)	Fully Met	10.00	https://www.hudco.org/Site/FormTemplate/frmTemp1PLargeTC1C.aspx?MnId=15&ParentID=6
2.1.5	Report on disbursements made and place where the related reports are available	10	Fully Met	10.00	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b) (xi)	Fully Met	10.00	https://www.hudco.org/Site/FormTemplate/frmTemp1PLargeTC1C.aspx?MnId=15&ParentID=6
2.2	Foreign and domestic tours(F.No. 1/8/2012- IR dt. 11.9.2012)							

2.2.1	Budget	16.67	Fully Met	16.67	www.hudco.org/Investors/Annual Report	Fully Met	16.67	https://www.hudco.org/Site/FormTemplate/frmTemp1PLargeTC1C.aspx?MnId=15&ParentID=6
2.2.2		16.67	Fully Met	16.67	www.hudco.org/Investors/Annual Report	Fully Met	16.67	www.hudco.org/Investors/Annual Report

	<p>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.-</p> <p>(a) Places visited, (b) The period of visit, (c) The number of members in the official delegation, (d) Expenditure on the visit</p>							
2.2.3		16.67	Fully Met	16.67	www.hudco.org/Tenders	Fully Met	16.67	www.hudco.org/Tenders

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.

2.3

Manner of execution of subsidy programme [Section 4(i)(b)(xii)]

2.3.1	Name of the programme of activity	6.25	Fully Met	6.25	1. www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b) (xii) 2. www.hudco.org/Home Loan/PMAY-CLSS	Fully Met	6.25	https://www.hudco.org/Site/FormTemplate/frmTemp1PLargeTC1C_P.aspx?MnId=307&ParentID=326
2.3.2	Objective of the programme	6.25	Fully Met	6.25	1. www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b) (xii) 2. www.hudco.org/Home Loan/PMAY-CLSS	Fully Met	6.25	https://www.hudco.org/Site/FormTemplate/frmTemp1PLargeTC1C_P.aspx?MnId=307&ParentID=326
2.3.3	Procedure to avail benefits	6.25	Fully Met	6.25	1. www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b) (xii) 2. www.hudco.org/Home Loan/PMAY-CLSS	Fully Met	6.25	https://www.hudco.org/writereaddata/cz.pdf

2.3.4	Duration of the programme/scheme	6.25	Fully Met	6.25	1. www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b) (xii) 2. www.hudco.org/Home Loan/PMAY-CLSS	Fully Met	6.25	https://hudco.org/Site/FormTemplate/frmTemp1PLargeTC1C.aspx?MnId=419&ParentID=391
2.3.5	Physical and financial targets of the programme	6.25	Fully Met	6.25	1. www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b) (xii) 2. www.hudco.org/Home Loan/PMAY-CLSS	Fully Met	6.25	https://hudco.org/Site/FormTemplate/frmTemp1PLargeTC1C.aspx?MnId=419&ParentID=391
2.3.6	Nature/ scale of subsidy /amount allotted	6.25	Fully Met	6.25	1. www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b) (xii) 2. www.hudco.org/Home Loan/PMAY-CLSS	Fully Met	6.25	https://hudco.org/Site/FormTemplate/frmTemp1PLargeTC1C.aspx?MnId=419&ParentID=391

2.3.7	Eligibility criteria for grant of subsidy	6.25	Fully Met	6.25	1. www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b) (xii) 2. www.hudco.org/Home Loan/PMAY-CLSS	Fully Met	6.25	https://hudco.org/Site/FormTemplate/frmTemp1PLargeTC1C.aspx?MnId=419&ParentID=391
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	6.25	Fully Met	6.25	1. www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b) (xii) 2. www.hudco.org/Home Loan/PMAY-CLSS	Fully Met	6.25	https://hudco.org/Site/FormTemplate/frmTemp1PLargeTC1C.aspx?MnId=419&ParentID=391 https://www.hudco.org/Site/FormTemplate/frmTemp1PLargeTC1C.aspx?MnId=409&ParentID=391
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/ allocations to State Govt./ NGOs/other institutions	0	Not Applicable	0		Not Applicable	0	A re-look may be given to the clauses which are marked as not applicable.
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	0	Not Applicable	0		Not Applicable	0	A re-look may be given to the clauses which are marked as 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	0	Not Applicable	0		Not Applicable	0	A re-look may be given to the clauses which are marked as 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	0	Not Applicable	0		Not Applicable	0	A re-look may be given to the clauses which are marked as 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.	50	Fully Met	50.00	Three Audit Para for which Action Taken Report (ATRs) has been submitted to the Ministry. www.hudco.org/Investors/Annual Report/Comments of CAG	Fully Met	50.00	www.hudco.org/Investors/Annual Report/Comments of CAG
Total		200		200		200	200	

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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	0	Not Applicable	0		Not Applicable	0	A re-look may be given to the clauses which are marked as 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	0	Not Applicable	0		Not Applicable	0	A re-look may be given to the clauses which are marked as not applicable.
3.1.3	Public-private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	0	Not Applicable	0		Not Applicable	0	A re-look may be given to the clauses which are marked as not applicable.

3.1.4	Public-private partnerships (PPP)- Detailed project reports (DPRs)	0	Not Applicable	0		Not Applicable	0	A re-look may be given to the clauses which are marked as not applicable.
3.1.5	Public-private partnerships (PPP)- Concession agreements.	0	Not Applicable	0		Not Applicable	0	A re-look may be given to the clauses which are marked as not applicable.
3.1.6	Public-private partnerships (PPP)- Operation and maintenance manuals	0	Not Applicable	0		Not Applicable	0	A re-look may be given to the clauses which are marked as not applicable.
3.1.7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	0	Not Applicable	0		Not Applicable	0	A re-look may be given to the clauses which are marked as 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	0	Not Applicable	0		Not Applicable	0	A re-look may be given to the clauses which are marked as not applicable.
3.1.9	Public-private partnerships (PPP) - Information relating to outputs and outcomes	0	Not Applicable	0		Not Applicable	0	A re-look may be given to the clauses which are marked as not applicable.
3.1.10	Public-private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.)	0	Not Applicable	0		Not Applicable	0	A re-look may be given to the clauses which are marked as not applicable.

3.1.11	Public-private partnerships (PPP) - All payment made under the PPP project	0	Not Applicable	0		Not Applicable	0	A re-look may be given to the clauses which are marked as 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	0	Not Applicable	0		Not Applicable	0	A re-look may be given to the clauses which are marked as 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	0	Not Applicable	0		Not Applicable	0	A re-look may be given to the clauses which are marked as not applicable.
3.2.3		0	Not Applicable	0		Not Applicable	0	A re-look may be given to the clauses which are marked as not applicable.

	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive- Outline the arrangement for consultation before formulation of policy								
3.3	Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]								
3.3.1	Use of the most effective means of communication - Internet (website)	50	Fully Met	50.00	Yes, www.hudco.org		Fully Met	50.00	www.hudco.org
3.4	Form of accessibility of information manual/ handbook[Section 4(1)(b)]								

3.4.1	Information manual/handbook available in Electronic format	25	Fully Met	25.00	Yes, www.hudco.org	Fully Met	25.00	www.hudco.org
3.4.2	Information manual/handbook available in Printed format	25	Fully Met	25.00	Yes	Fully Met	25.00	www.hudco.org
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	25	Fully Met	25.00	Yes, free of Cost	Fully Met	25.00	www.hudco.org
3.5.2	List of materials available At a reasonable cost of the medium	25	Fully Met	25.00	www.hudco.org/Homepage - Publications	Fully Met	25.00	www.hudco.org/Homepage - Publications
Total		150		150		150	150	

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Self appraisal report Of Public Authority By Auditor

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Sr. No	Details of disclosure	Total Marks	Selected Category by PA	Marks Obtained by PA	Remarks by PA	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.1	Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]							
4.1.1	English	14.29	Fully Met	14.29	yes	Fully Met	14.29	www.hudco.org
4.1.2	Vernacular/Local Language	14.29	Fully Met	14.29	yes	Fully Met	14.29	www.hudco.org
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	28.57	Fully Met	28.57	29.06.2021	Fully Met	28.57	www.hudco.org/
4.3	Information available in electronic form[Section 4(1)(b)(xiv)]							

4.3.1	Details of information available in electronic form	9.52	Fully Met	9.52	<p>1. www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(xiv) 2. www.hudco.org/About us 3. www.hudco.org/Investors/Annual Report 4. www.hudco.org/Our Performance/Signed MOU and Ratings 5. www.hudco.org/Statutory Compliance/Section 4(1)(d) Chapter B Quarterly Returns 6. www.hudco.org/Housing, Urban Infrastructure</p>	Fully Met	9.52	<p>www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(xiv) 2. www.hudco.org/About us 3. www.hudco.org/Investors/Annual Report 4. www.hudco.org/Our Performance/Signed MOU and Ratings 5. www.hudco.org/Statutory Compliance/Section 4(1)(d) Chapter B Quarterly Returns 6. www.hudco.org/Housing, Urban Infrastructure</p>
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4.3.2	Name/ title of the document/record or other information	9.52	Fully Met	9.52	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(xiv)	Fully Met	9.52	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(xiv)
4.3.3	Location where available	9.52	Fully Met	9.52	1. www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(xiv) 2. www.hudco.org/About us 3. www.hudco.org/Investors/Annual Report 4. www.hudco.org/Our Performance/Signed MOU and Ratings 5. www.hudco.org/Statutory Compliance/Section 4(1)(d) Chapter B Quarterly Returns 6. www.hudco.org/Housing, Urban Infrastructure	Fully Met	9.52	1. www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(xiv) 2. www.hudco.org/About us 3. www.hudco.org/Investors/Annual Report 4. www.hudco.org/Our Performance/Signed MOU and Ratings 5. www.hudco.org/Statutory Compliance/Section 4(1)(d)

4.4 Particulars of facilities available to citizen for obtaining information[Section 4(1)(b)(xv)]

4.4.1	Name & location of the faculty	7.14	Fully Met	7.14	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(xv)	Fully Met	7.14	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(xv)
4.4.2	Details of information made available	7.14	Fully Met	7.14	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(xv)	Fully Met	7.14	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(xv)
4.4.3	Working hours of the faculty	7.14	Fully Met	7.14	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(xv)	Fully Met	7.14	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(xv)

4.4.4	Contact person & contact details (Phone, fax email)	7.14	Fully Met	7.14	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(xv)	Fully Met	7.14	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(xv)
4.5	Such other information as may be prescribed under Section 4(i) (b)(xvii)							
4.5.1	Grievance redressal mechanism	3.57	Fully Met	3.57	www.hudco.org/Statutory Compliance/Grievances Redressal	Fully Met	3.57	https://hudco.org//Site/FormTemplate/frmTemplatePLargeTC1C.aspx?MnId=358&ParentID=311
4.5.2	Details of applications received under RTI and information provided	3.57	Fully Met	3.57	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(d) Chapter B quarterly Returns	Fully Met	3.57	https://hudco.org//Site/FormTemplate/frmTemplatePLargeTC1C.aspx?MnId=150&ParentID=311

4.5.3	List of completed schemes/ projects/ Programmes	3.57	Fully Met	3.57	www.hudco.org/Our Performance/HUDCO at Glance	Fully Met	3.57	www.hudco.org/Our Performance/HUDCO at Glance
4.5.4	List of schemes/ projects/ programme underway	3.57	Fully Met	3.57	www.hudco.org/Investors/Annual Report/Directors Report - Point 5 Lending Activities - Housing Operations, Urban Infrastructure Lending	Fully Met	3.57	www.hudco.org/Investors/Annual Report/Directors Report - Point 5 Lending Activities - Housing Operations, Urban Infrastructure Lending
4.5.5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	3.57	Fully Met	3.57	www.hudco.org/tenders	Fully Met	3.57	www.hudco.org/tenders

4.5.6	Annual Report	3.57	Fully Met	3.57	www.hudco.org/Investors/Annual Report	Fully Met	3.57	www.hudco.org/Investors/Annual Report
4.5.7	Frequently Asked Question (FAQs)	3.57	Fully Met	3.57	www.hudco.org/Investors/Homepage - FAQs	Fully Met	3.57	www.hudco.org/Investors/Homepage - FAQs
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	3.57	Fully Met	3.57	1. www.hudco.org/Statutory Compliance/Citizen Charter 2. www.hudco.org/Investors/Annual Reports 3. www.hudco.org/Investors/Financial Results 3. www.hudco.org/Our Performance/Signed MoU and Ratings	Fully Met	3.57	1. www.hudco.org/Statutory Compliance/Citizen Charter 2. www.hudco.org/Investors/Annual Reports 3. www.hudco.org/Investors/Financial Results 3. www.hudco.org/Our Performance/Signed MoU and Ratings
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	14.29	Fully Met	14.29	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(d) Chapter B Quarterly Returns	Fully Met	14.29	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(d) Chapter B Quarterly Returns
4.6.2	Details of appeals received and orders issued	14.29	Fully Met	14.29	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(d) Chapter B Quarterly Returns	Fully Met	14.29	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(d) Chapter B Quarterly Returns
4.7	Replies to questions asked in the parliament[Section 4(1)(d)(2)]							
4.7.1	Details of questions asked and replies given	28.57	Fully Met	28.57	Questions as received from Ministry of Housing and Urban Affairs through email and replies are sent back to Ministry through email. Parliament questions pertaining to HUDCO (if any) can be viewed at Parliament website as under : www.parliamentofindia.nic.in /Rajya Sabha/Questions under the head of Ministry of Housing and Urban Affairs www.parliamentofindia.nic.in /Lok Sabha/Questions under the head of Ministry of Housing and Urban Affairs	Fully Met	28.57	Fully Met.

Total	200	200	200	200
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Sr. No	Details of disclosure	Total Marks	Selected Category by PA	Marks Obtained by PA	Remarks by PA	Auditor Category	Auditor Marks	Auditor Remarks/URL
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	20	Fully Met	20.00	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(xvi)	Fully Met	20.00	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(xvi)
5.1.2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the audit carried out	20	Fully Met	20.00	www.hudco.org/Statutory Compliance/RTI/Transparency Audit	Fully Met	20.00	www.hudco.org/Statutory Compliance/RTI/Transparency Audit

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	20	Fully Met	20.00	(a) 17.11.2016 (b) Ms Evelyne P Toppo AGM(P&A) (RTI Nodal Officer) www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(xvi)	Fully Met	20.00	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(xvi)www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(xvi)
5.1.4	Consultancy committee of key stakeholders for advice on suo-motu disclosure - (a) Dates from which constituted, (b) Name & Designation of the officers	20	Fully Met	20.00	(a) 07.06.2021 (b) Shri H M Bhatnagar GM(Law) (Transparency Officer)	Fully Met	20.00	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(xvi)www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b)(xvi)

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	20	Fully Met	20.00	(a) 01.04.2021 (b) Shri J P Nahar, ED(Law)/CPIO , Smt Evelyne P Toppo AGM(P&A) and Shri Ramesh Bhagat, DM(IT)	Fully Met	20.00	www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b) (xvi)www.hudco.org/Statutory Compliance/RTI/Section 4(1)(b) (xvi)
Total		100		100		100	100	

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Sr. No	Details of disclosure	Total Marks	Selected Category by PA	Marks Obtained by PA	Remarks by PA	Auditor Category	Auditor Marks	Auditor Remarks/URL
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	25	Fully Met	25.00	www.hudco.org	Fully Met	25.00	www.hudco.org
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	<input type="text" value="0"/>	Not Applicable	<input type="text" value="0"/>		Not Met	0	Information regarding STQC certificate obtained and its validity etx has not been provided on the website and needs to be looked into
6.2.2	Does the website show the certificate on the Website?	<input type="text" value="0"/>	Not Applicable	<input type="text" value="0"/>		Not Met	0	Information regarding STQC certificate obtained and its validity etx has not been provided on the website and needs to be looked into
Total		25		25		50	25	

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