

Self appraisal report for Year (2022-23)

Auditor Agency: SUNIL DUTT

Ministry Name: Ministry of Housing & Urban Affairs

Department Name:

Public Authority Name: Housing and Urban Development Corporation Ltd.

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	1. www.hudco.org.in/About us/Human Resource/Registered and Corporate Office 2. www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b)(i)	Fully Met	1.28	https://www.hudco.org.in/index.aspx
1.1.2	Head of the organization	Fully Met	1.28	1.28	1. www.hudco.org.in/Board of Directors 2. www.hudco.org.in/About Us/Human Resource/HUDCO Key	Fully Met	1.28	https://www.hudco.org.in//Site/FormTemplate/frmTemp1PLargeTC1C.aspx?MnId=129&ParentID=6

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Officers with their Responsibilities			
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b) (i) Point 3	Fully Met	1.28	https://hudco.org.in/writeReadData/RTI/RTI-SEC-4(b)i.pdf
1.1.4	Function and duties	Fully Met	1.28	1.28	www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b) (i) Point 2	Fully Met	1.28	https://hudco.org.in/writeReadData/RTI/RTI-SEC-4(b)i.pdf
1.1.5	Organization Chart	Fully Met	1.28	1.28	www.hudco.org.in/About Us/Human Resource/Organogram	Fully Met	1.28	https://hudco.org.in/writereaddata/RTI/RTI-SEC-4(b)iii.pdf
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	1. www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b) (i) 2. www.hudco.org.in/Investors/Memorandum of Association and Articles of Association 3.	Partially Met	0.64	HUDCO, New Delhi is advised to provide complete detail

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					www.hudco.org.in/About Us/Human Resource/HUDCO Key Officers with their Responsibilities 4. www.hudco.org.in/Statutory Compliance/RTI/Section 4(1)(b)(viii)			
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	1. www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b)(ii) 2. www.hudco.org.in/About Us/Human Resource/Organogram 3. www.hudco.org.in/Contact Us/Directory 4. www.hudco.org.in/About Us/Human Resource/HUDCO	Fully Met	1.54	https://hudco.org.in/writereaddata/RTI/RTI-SEC-4(b)ii.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					O Key Officers with their Responsibilities			
1.2.2	Power and duties of other employees	Fully Met	1.54	1.54	1. www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b)(ii) 2. www.hudco.org.in/About Us/Human Resource/HUDCO Key Officers with their Responsibilities 3. www.hudco.org.in/About Us/Human Resource/Organogram	Partially Met	0.77	HUDCO, New Delhi is advised to provide complete detail
1.2.3	Rules/ orders under which powers and duty are derived and	Fully Met	1.54	1.54	1. www.hudco.org.in/Investors/Memorandum of Association and Articles of Association 2. www.hudco.org.in/About	Fully Met	1.54	https://hudco.org.in/writereaddata/RTI/RTI-SEC-4(b)v.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Us/Human Resource/Organogram			
1.2.4	Exercised	Fully Met	1.54	1.54	yes	Fully Met	1.54	Same as above
1.2.5	Work allocation	Fully Met	1.54	1.54	1. www.hudco.org.in/About Us/Human Resource/HUDCO Key Officers with their Responsibilities 2. www.hudco.org.in/About Us/Human Resource/Organogram	Fully Met	1.54	Same as above
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	1. www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b) (iii) 2. www.hudco.org.in/About Us/Human Resource/HUDCO Key Officers with their Responsibilities 3. www	Fully Met	1.54	https://hudco.org.in/writereaddata/RTI/RTI-SEC-4(b)iii.pdf

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					.hudco.org.in/About Us/Human Resource/Organogram			
1.3.2	Final decision making authority	Fully Met	1.54	1.54	1. www.hudco.org.in/StatutoryRequirement/RTI/Section 4(1)(b) (iii) 2. www.hudco.org.in/About Us/Human Resource/HUDCO Key Officers with their Responsibilities 3. www.hudco.org.in/About Us/Human Resource/Organogram	Fully Met	1.54	Same as above
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b) (iv)	Fully Met	1.54	Same as above
1.3.4	Time limit for taking a decisions, if any	Fully Met	1.54	1.54	MoU is signed with Ministry of Housing and Urban	Fully Met	1.54	Same as above

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Affairs and monitored on regular basis www.hudco.org.in/About us/MoU with Parent Ministry			
1.3.5	Channel of supervision and accountability	Fully Met	1.54	1.54	There is a functional organogram in HUDCO with defined level of Performance and Supervision and there is a flowchart to monitor it. 1. www.hudco.org.in/Statutory Requirement/ RTI/Section 4(1)(b) (iii) 2. www.hudco.org.in/About Us/Human Resource/Organogram	Fully Met	1.54	Same as above
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	1. www.hudco.org.in	Fully Met	1.54	https://hudco.org.in

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					.org.in/Statutory Requirement/RTI/Section 4(1)(b)(i) 2. www.hudco.org.in/About Us/Human Resource/HUDCO Key Officers with their Responsibilities			org.in//writereaddata/RTI/RTI-SEC-4(b)iv.pdf
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b)(i)	Fully Met	1.54	Same as above
1.4.3	Process by which these services can be accessed	Fully Met	1.54	1.54	www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b)(i)	Fully Met	1.54	Same as above
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	MoU is signed with Ministry of Housing and Urban Affairs on annual basis which is monitored every year ww	Fully Met	1.54	Same as above

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					w.hudco.org.in/About us/MoU with Parent Ministry			
1.4.5	Process of redress of grievances	Fully Met	1.54	1.54	HUDCO is having Grievance Redressal Committee w ww.hudco.org.in/Statutory Requirement/Grievances Redressal	Fully Met	1.54	https://www.hudco.org.in//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.	Fully Met	1.92	1.92	All manual of HUDCO is available on line. www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b)(v)	Fully Met	1.92	https://hudco.org.in//writereaddata/RTI/RTI-SEC-4(b)v.pdf
1.5.2	List of Rules, regulations, instructions manuals and records.	Fully Met	1.92	1.92	All rules of HUDCO are on line www.hudco.org.in/Statutory Requirement/RTI/Section	Fully Met	1.92	Same as above

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					4(1)(b)(iv)			
1.5.3	Acts/ Rules manuals etc.	Fully Met	1.92	1.92	www.hudco.org.in/Statutory Requirement/ RTI/Section 4(1)(b)(iv)	Fully Met	1.92	Same as above
1.5.4	Transfer policy and transfer orders	Fully Met	1.92	1.92	www.hudco.org.in/Statutory Requirement/ Transfer Policy & Transfer Orders	Fully Met	1.92	https://www.hudco.org.in/Site/FormTemplate/frmTemp1PLargeTC1C.aspx?MnId=466&ParentID=311
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	Process is defined in ISO and maintained as per delegation : www.hudco.org.in/Statutory Requirement/ RTI/Section 4(1)(b) (iv)	Fully Met	3.85	https://hudco.org.in//writeaddata/RTI/RTI-SEC-4(b)vi.pdf
1.6.2	Custodian of documents/categories	Fully Met	3.85	3.85	HUDCO is ISO 9001:2015 certified and documentation as per	Fully Met	3.85	HUDCO is ISO 9001:2015 certified and documentation as per

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					Delegation of Power. www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b)(v) Concerned Department			Delegation of Power
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	www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b)(viii) www.hudco.org.in/Investors/Memorandum of Association and Articles of Association	Fully Met	0.96	https://hudco.org.in/writereaddata/RTI/RTI-SEC-4(b)Viii.pdf; https://www.hudco.org.in//Site/FormTemplate/frmTemp1PLargeTC1C.aspx?MnId=128&ParentID=6
1.7.2	Composition	Fully Met	0.96	0.96	www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b)(viii) www.hudco.org.in/Investors/Memorandum of Association and Articles of	Fully Met	0.96	https://www.hudco.org.in/Site/FormTemplate/frmTemp1PLargeTC1C.aspx?MnId=419&ParentID=391

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1.7.3	Dates from which constituted	Fully Met	0.96	0.96	Association HUDCO was established in year 1970 www.hudco.org.in/Investors/Annual Report	Fully Met	0.96	Same as above
1.7.4	Term/ Tenure	Fully Met	0.96	0.96	The Term/Tenure of all position are available in Memorandum of Association and Articles of Association 1. www.hudco.org.in/Investors/Annual Report 2. www.hudco.org.in/About Us/Human Resources/ Recruitment and Promotion Rules	Not Applicable	0	Same as above
1.7.5	Powers and functions	Fully Met	0.96	0.96	1. www.hudco.org.in/Investors/Memorandum of Association	Fully Met	0.96	https://www.hudco.org.in//Site/FormTemplate/frmTemp1PLargeTC1C

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					and Articles of Association 2. www.hudco.org.in/Investors/Annual Report			aspx?MnId=457&ParentID=391
1.7.6	Whether their meetings are open to the public?	Fully Met	0.96	0.96	The Meetings are not open to Public Information pertaining to Commercial Confidence are exempted u/s 8(1)(d) of RTI Act, 2005	Fully Met	0.96	https://www.hudco.org.in//Site/FormTemplate/frmTemp1PLargeTC1C.aspx?MnId=457&ParentID=391
1.7.7	Whether the minutes of the meetings are open to the public?	Fully Met	0.96	0.96	These are submitted to Statutory bodies like SEBI/ROC/NHB/RBI etc. Information pertaining to Commercial Confidence are exempted u/s 8(1)(d) of RTI Act, 2005	Fully Met	0.96	https://www.hudco.org.in//Site/FormTemplate/frmTemp1PLargeTC1C.aspx?MnId=457&ParentID=391
1.7.8	Place where the minutes if open to the public are available?	Fully Met	0.96	0.96	These are maintained by Company Secretary,	Fully Met	0.96	https://www.hudco.org.in//Site/FormTemplate/frmTemp1

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					HUDCO 1. Information pertaining to Commercial Confidence exempted u/s 8(1)(d) of RTI Act, 2005 2. www.hudco.org.in/Statutory Requirement/RTI/4(1)(c) List of items are exempted from disclosure (Confidential) Point 4			PLargeTC1C.aspx?MnId=457&ParentID=391
1.8	Directory of officers and employees[Section 4(1) (b) (ix)]							
1.8.1	Name and designation	Fully Met	3.85	3.85	1. www.hudco.org.in/About Us/Human Resource/Key Officers 2. www.hudco.org.in/Statutory Compliance/RTI/Section 4(1)(b) (ix)	Fully Met	3.85	https://hudco.org.in//writeareaddata/rti/employees.pdf
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	1. www.hudco.org.in/About Us/Human	Fully Met	3.85	HUDCO, New Delhi is advised to

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					Resource/Key Officers 2. www.hudco.org.in/Homepage/Contact Us			provide complete detail
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	www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b) (x)	Fully Met	3.85	https://hudco.org.in/writereaddata/rti/RTI-SEC-4(b)x.pdf ; It is advised to provide name & designations of all employees
1.9.2	System of compensation as provided in its regulations	Fully Met	3.85	3.85	HUDCO follow DPE guidelines www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b) (x)	Fully Met	3.85	Same as above
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	1. Shri Shailesh Prakash Tripathi ED(IT)/FAA 2; Dr. Deepak Bansal,	Fully Met	3.85	https://hudco.org.in/writereaddata/rti/4(1)(b)(16).pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					JGM(P)/CPIO 3. 21 CAPIOs in Regional Office of HUDCO www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b) (xvi)			
1.10.2	Address, telephone numbers and email ID of each designated official.	Fully Met	3.85	3.85	www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b) (xvi)	Fully Met	3.85	Same as above
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	The list is available on: www.hudco.org.in/Statutory Requirement/vigilance	Fully Met	3.85	https://www.hudco.org.in/writereaddata/Disciplinary-Proceedings.pdf
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	Fully Met	3.85	3.85	The list is available on : www.hudco.org.in/Statutory Requirement/vigilance	Fully Met	3.85	Same as above
1.12	Programmes to advance understanding of RTI(Section 26)							
1.12.1	Educational programmes	Fully Met	1.92	1.92	HUDCO Conduct regular	Fully Met	1.92	https://www.hudco.org.in/writereaddata/R

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					education program through HSMI www.hudco.org.in/HUDCO's HSMI- Research and Training Wing/ HSMI Activities			TI/RTI-SEC-4(d)ii.pdf
1.12.2	Efforts to encourage public authority to participate in these programmes	Fully Met	1.92	1.92	Enough Publicity is done through Stake Holders of HUDCO at All India level. Circulars are Issued and Emails are sent to stake Holders. www.hudco.org.in/HUDCO's HSMI- Research and Training Wing/ HSMI Activities	Partially Met	0.96	HUDCO, New Delhi is advised to provide complete detail
1.12.3	Training of CPIO/APIO	Fully Met	1.92	1.92	HUDCO's Training Institute Human	Partially Met	0.96	HUDCO, New Delhi is advised to provide

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					Settlement Management Institute (HSMI) conduct regular programmes including on RTI matters. www.hudco.org.in/HUDCO's HSMI- Research and Training Wing/ HSMI Activities			complete detail
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Fully Met	1.92	1.92	1. www.hudco.org.in/HUDCO's HSMI- Research and Training Wing/ HSMI Activities 2. www.hudco.org.in/Statutory Requirement/RTI	Fully Met	1.92	Updated & published on regular intervals
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	Transfer Policy and Transfer Orders are	Fully Met	7.69	https://www.hudco.org.in/Site/FormTemplate/frmTemp1

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					available on : 1. www.hudco.org.in/Statutory Requirement/Transfer Policy 2. www.hudco.org.in/Statutory Requirement/Transfer Orders			PLargeTC1C.aspx?MnId=466&ParentID=311
Total			100	100		99	96	
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	www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b) (xi)	Fully Met	10.00	https://hudco.org.in//writereaddata/RTI/RTI-SEC-4(b)xi.pdf; https://www.hudco.org.in//Site/FormTemplate/frmTemp1PLargeTC1C.aspx?MnId=409&ParentID=391
2.1.2	Budget for each agency and plan & programmes	Fully Met	10	10.00	www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b) (xi)	Fully Met	10.00	Same as above
2.1.3	Proposed expenditures	Fully Met	10	10.00	www.hudco.org	Fully Met	10.00	Same as

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					g.in/Statutory Requirement/ RTI/Section 4(1)(b) (xi)			above
2.1.4	Revised budget for each agency, if any	Fully Met	10	10.00	www.hudco.org.in/Statutory Requirement/ RTI/Section 4(1)(b) (xi)	Fully Met	10.00	Same as above
2.1.5	Report on disbursements made and place where the related reports are available	Fully Met	10	10.00	www.hudco.org.in/Investors/ Annual Report www.hudco.org.in/Statutory Requirement/ RTI/Section 4(1)(b) (xi)	Fully Met	10.00	Same as above
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	www.hudco.org.in/Investors/ Annual Report	Fully Met	16.67	https://www.hudco.org.in//Site/FormTemplate/frmTemp1PLargeTC1C.aspx?MnId=409&ParentID=391
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	Fully Met	16.67	16.67	www.hudco.org.in/Investors/ Annual Report	Partially Met	8.34	HUDCO, New Delhi is advised to provide complete detail

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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 at www.hudco.org.in/Tenders/Website	Partially Met	8.34	https://www.hudco.org.in//Site/FormTemplate/frmTemp1PLargeTC1C_P.aspx?MnId=500&ParentID=0 ; HUDCO, New Delhi is advised to provide complete detail
2.3	Manner of execution of subsidy programme [Section 4(i)(b)(xii)]							
2.3.1	Name of the programme of activity	Fully Met	6.25	6.25	HUDCO is CNA for CLSS for PMAY(U) 1. www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b) (xii) 2. www.hudco.org.in/Housing/PMAY-CLSS	Fully Met	6.25	https://hudco.org.in//writereaddata/RTI/RTI-SEC-4(b)xii.pdf
2.3.2	Objective of the programme	Fully Met	6.25	6.25	Subsidy on affordable housing under PMAY(U) 1. www.hudco.org.in/Statutory Requirement/R	Partially Met	3.13	HUDCO, New Delhi is advised to provide complete detail

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					TI/Section 4(1)(b) (xii) 2. www.hudco.org.in/Housing/PMAY-CLSS			
2.3.3	Procedure to avail benefits	Fully Met	6.25	6.25	1. www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b) (xii) 2. www.hudco.org.in/Housing/PMAY-CLSS	Partially Met	3.13	Same as above
2.3.4	Duration of the programme/ scheme	Fully Met	6.25	6.25	PMAY Scheme initiated on 17th June, 2015. Closing of MIG Scheme on 31st March, 2021 and EWS & LIG on 31st March, 2022. 1. www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b) (xii) 2. www.hudco.org.in/Housing/	Partially Met	3.13	Same as above

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2.3.5	Physical and financial targets of the programme	Fully Met	6.25	6.25	PMAY-CLSS These are set by Ministry of Housing and Urban Affairs, Govt of India 1. www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b) (xii) 2. www.hudco.org.in/Housing/ PMAY-CLSS	Partially Met	3.13	Same as above
2.3.6	Nature/ scale of subsidy /amount allotted	Fully Met	6.25	6.25	These are decided by Ministry of Housing and Urban Affairs, Govt of India 1. www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b) (xii) 2. www.hudco.org.in/Housing/ PMAY-CLSS	Partially Met	3.13	Same as above
2.3.7	Eligibility criteria for grant of subsidy	Fully Met	6.25	6.25	1. www.hudco.org.in/Statutory Requirement/RTI/Section	Partially Met	3.13	Same as above

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					4(1)(b) (xii) 2. www.hudco.org.in/Housing/PMAY-CLSS			
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Fully Met	6.25	6.25	1. www.hudco.org.in/StatutoryRequirement/RTI/Section 4(1)(b) (xii) 2. www.hudco.org.in/Housing/PMAY-CLSS	Partially Met	3.13	Same as above
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	Not Applicable	0	0	empty	Not Applicable	0	As per HUDCO, New Delhi, it is not applicable
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Not Applicable	0	0	empty	Not Applicable	0	Same as above
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 Applicable	0	0	empty	Not Applicable	0	As per HUDCO, New Delhi, it is 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 Applicable	0	0	empty	Not Applicable	0	Same as above
2.6	CAG & PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]							

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
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	1. www.hudco.org.in/Investors/Annual Report-Comments of CAG. 2. www.hudco.org.in/Investors/Annual Reports	Fully Met	50.00	https://www.hudco.org.in//Site/FormTemplate/frmTemp1PLargeTC1C.aspx?MnId=409&ParentID=391
Total			200	200		200	162	
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 thereof [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	As per HUDCO, New Delhi, it is 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	Same as above
3.1.3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	Not Applicable	0	0	empty	Not Applicable	0	Same as above
3.1.4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable	0	0	empty	Not Applicable	0	Same as above
3.1.5	Public- private partnerships (PPP)- Concession agreements.	Not Applicable	0	0	empty	Not Applicable	0	Same as above
3.1.6	Public- private partnerships (PPP)- Operation and maintenance manuals	Not Applicable	0	0	empty	Not Applicable	0	Same as above

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
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	Same as above
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	Same as above
3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	Not Applicable	0	0	empty	Not Applicable	0	Same as above
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	Same as above
3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	Not Applicable	0	0	empty	Not Applicable	0	Same as above
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	Fully Met	16.67	Now available at: https://hudco.org.in//Site/FormTemplate/frmTemp1PLargeTC1C.aspx?MnId=466&ParentID=311
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	Fully Met	16.67	Same as above
3.2.3	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive- Outline the arrangement for	Not Applicable	0	0	empty	Fully Met	16.67	Same as above

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	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)	Fully Met	50	50.00	www.hudco.org.in	Fully Met	50.00	https://www.hudco.org.in/index.aspx
3.4	Form of accessibility of information manual/ handbook[Section 4(1)(b)]							
3.4.1	Information manual/handbook available in Electronic format	Fully Met	25	25.00	www.hudco.org.in	Fully Met	25.00	https://www.hudco.org.in/index.aspx
3.4.2	Information manual/handbook available in Printed format	Fully Met	25	25.00	www.hudco.org.in Yes, it is available	Fully Met	25.00	https://www.hudco.org.in/index.aspx
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	Fully Met	25	25.00	Yes, free of Cost www.hudco.org.in/homepage - Publications	Fully Met	25.00	https://www.hudco.org.in/index.aspx
3.5.2	List of materials available At a reasonable cost of the medium	Fully Met	25	25.00	Material can be obtained free of cost at reasonable cost www.hudco.org.in/homepage - Publications	Fully Met	25.00	https://www.hudco.org.in/index.aspx
Total			150	150		200	200	
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	Yes , www.hudco.org.in/homepage -	Fully Met	14.29	https://www.hudco.org.in/Site/FormTempl

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Publications			ete/frmTemp1PLargeTC1C.aspx?MnId=150&ParentID=311
4.1.2	Vernacular/ Local Language	Fully Met	14.29	14.29	Yes , www.hudco.org.in/homepage - Publications	Partially Met	7.15	It is advised to upload Information Manual/Handbook in Hindi
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	www.hudco.org.in/homepage/Last updated 19.07.2023	Fully Met	28.57	01.08.2023
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	1. www.hudco.org.in/Statutory Compliance/RTI/Section 4(1)(b) (iv) 2. www.hudco.org.in/About us 3. www.hudco.org.in/Investors/Annual Reports 4. www.hudco.org.in/about us/MoU with Parent	Fully Met	9.52	https://hudco.org.in//Site/FormTemplate/frmTemp1PLargeTC1C.aspx?MnId=426

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Ministry 5. www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(d) Chapter B Quarterly Returns 6. www.hudco.org.in/Housing, Urban Infrastructure			
4.3.2	Name/ title of the document/record/ other information	Fully Met	9.52	9.52	www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b) (iv)	Fully Met	9.52	Same as above
4.3.3	Location where available	Fully Met	9.52	9.52	1. www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b) (iv) 2. www.hudco.org.in/about us 3. www.hudco.org.in/Investors/Annual Report 4. www.hudco.org.in/about us/MoU with	Fully Met	9.52	Same as above

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Parent Ministry 5. www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(d) Chapter B Quarterly Returns 6. www.hudco.org.in/Housing, Urban Infrastructure			
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	1. www.hudco.org.in/about us/Key Officers 2. www.hudco.org.in/about us Management Team 3. www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b)(xv)	Fully Met	7.14	https://hudco.org.in//Site/FormTemplate/formTemp1PLargeTC1C.aspx?MnId=426
4.4.2	Details of information made available	Fully Met	7.14	7.14	1. www.hudco.org.in/about us/Key Officers 2. ww	Fully Met	7.14	Same as above

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					w.hudco.org.in/about us Management Team 3. www.hudco.org.in/S tatutory Requirement/RTI/Section 4(1)(b) (xv)			
4.4.3	Working hours of the facility	Fully Met	7.14	7.14	1. www.hudco.org.in/about us/Key Officers 2. www.hudco.org.in/about us Management Team 3. www.hudco.org.in/S tatutory Requirement/RTI/Section 4(1)(b) (xv)	Fully Met	7.14	Same as above
4.4.4	Contact person & contact details (Phone, fax email)	Fully Met	7.14	7.14	1. www.hudco.org.in/about us/Key Officers 2. www.hudco.org.in/about us Management Team 3. www.hudco.org.in/S tatutory Requi	Fully Met	7.14	Same as above

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					ement/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	Fully Met	3.57	3.57	www.hudco.org.in/Statutory Requirement/ Grievances Redressal	Fully Met	3.57	https://www.hudco.org.in//Site/FormTemplate/frmTemp1PLargeTC1C.aspx?MnId=358&ParentID=311
4.5.2	Details of applications received under RTI and information provided	Fully Met	3.57	3.57	www.hudco.org.in/Statutory Requirement/ RTI/Section 4(1)(d) Chapter B Quarterly Returns	Fully Met	3.57	https://www.hudco.org.in//Site/FormTemplate/frmTemp1PLargeTC1C.aspx?MnId=150&ParentID=311
4.5.3	List of completed schemes/ projects/ Programmes	Fully Met	3.57	3.57	List of Completed Projects and Schemes are viewed through below link : 1. www.hudco.org.in/about us/ Statistics 2. www.hudco.org.in/homepage	Partially Met	1.79	HUDCO, New Delhi is advised to provide complete detail

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					-Featured news 3. www.hudco.org.in/Investors			
4.5.4	List of schemes/ projects/ programme underway	Fully Met	3.57	3.57	www.hudco.org.in/Investors/Annual Reports - Point 5 Lending Activities - Housing Operations, Urban Infrastructure Lending	Partially Met	1.79	HUDCO, New Delhi is advised to provide complete detail
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	www.hudco.org.in/Tenders/website	Partially Met	1.79	https://www.hudco.org.in//Site/FormTemplate/frmTemp1PLargeTC1C_P.aspx?MnId=500&ParentID=0; HUDCO, New Delhi is advised to provide complete detail
4.5.6	Annual Report	Fully Met	3.57	3.57	www.hudco.org.in/Investors/Annual	Fully Met	3.57	https://www.hudco.org.in//Site/FormTempl

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Reports			ete/frmTemp1PLargeTC1C.aspx?MnId=409&ParentID=391
4.5.7	Frequently Asked Question (FAQs)	Fully Met	3.57	3.57	1. www.hudco.org.in/Homepage - FAQs on HUDCO 2. www.hudco.org.in/Statutory Requirement/RTI/RTI Guidelines/FAQ on RTI	Fully Met	3.57	www.hudco.org.in//writereaddata/rTI/FAQ-RTI.pdf
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	1. www.hudco.org.in/Statutory Requirement/Citizen Charter 2. www.hudco.org.in/Investors/Annual Reports 3. www.hudco.org.in/Investors/Financial Result 4. www.hudco.org.in/about us/MoU with Parent Ministry	Partially Met	1.79	https://www.hudco.org.in//writereaddata/cz.pdf; HUDCO, New Delhi is advised to provide complete detail in respect of (b), (c) and (d)

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
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	www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(d) Chapter B Quarterly Returns	Fully Met	14.29	https://www.hudco.org.in//Site/FormTemplate/frmTemp1PLargeTC1C.aspx?MnId=150&ParentID=311
4.6.2	Details of appeals received and orders issued	Fully Met	14.29	14.29	www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(d) Chapter B Quarterly Returns	Fully Met	14.29	https://www.hudco.org.in//Site/FormTemplate/frmTemp1PLargeTC1C.aspx?MnId=150&ParentID=311
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	Parliament Questions are received from Ministry through Email and replies are sent to Ministry through Email. Parliament question pertaining to HUDCO (if any) can be	Partially Met	14.29	www.Sansad.in/Rajya Sabha/Questions & Answer; It is advised to upload the same in HUDCO website

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					viewed only at Sansad website : www.Sansad.in /Rajya Sabha/ Questions & Answer under the head of Ministry of Housing and Urban Affairs www.Sansad.in /Lok Sabha/ Questions & Answer under the head of Ministry of Housing and Urban Affairs			
Total			200	200		200	171	
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	The list of Current CPIO and FAA and Earlier CPIO and FAA are view through below link : www.hudco.org.in/Statutory Requirement/R	Fully Met	20.00	https://www.hudco.org.in//Site/FormTemplate/frmTemplatePLargeTC1C.aspx?MnId=150&ParentID=311

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					TI/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	Fully Met	20	20.00	Transparecny Audit 2021-22 12.08.2022 w ww.hudco.org.in/Statutory Requirement/RTI/ Transparency Audit	Fully Met	20.00	https://www.hudco.org.in/writereaddata/RTI/TA-22.pdf
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	1. 17.11.2016 Ms Evelyne P Toppo AGM(P&A) Nodal Officer 2. www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b) (xvi)	Fully Met	20.00	https://www.hudco.org.in//Site/FormTemplate/frmTemp1PLargeTC1C.aspx?MnId=150&ParentID=311
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	Fully Met	20	20.00	1. 07.06.2021 2. Shri H M Bhatnagar ED(Law)/ Transparency Officer www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b)(xvi)	Partially Met	10.00	HUDCO, New Delhi is advised to provide complete detail

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
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	20.00	1. 21.11.2022 2. Shri Shailesh Prakash Tripathi ED(IT)/FAA 3. Dr. Deepak Bansal, JGM(P)/CPIO 4. Ms. Evelyne P Toppo AGM(P &A)/Nodal Officer 5. Shri Ramesh Chandra Bhagat, Manager(IT) www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b) (xvi)	Fully Met	20.00	https://www.hudco.org.in//Site/FormTemplate/frmTemp1PLargeTC1C.aspx?MnId=150&ParentID=311
Total			100	100		100	90	
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	Not Applicable	0	0	empty	Fully Met	25.00	Now available at: https://hudco.org.in//Site/FormTemplate/frmTemp1PLargeTC1C.a

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								spx?MnId=426; https://www.hudco.org.in/index.aspx
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	Not Applicable	0	0	empty	Not Met	0	HUDCO, New Delhi is advised to initiate the process of obtaining STQC certification and upload the same on its website
6.2.2	Does the website show the certificate on the Website?	Not Applicable	0	0	empty	Not Met	0	Same as above
Total			0	0		50	25	
Grand Total			750	750		849	744	