

**Self appraisal report for Year (2023-24)**

**Auditor Agency: O P Khorwal(Excel Engineers and Consultant)**

**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
<b>1</b>	<b>Organisation and Function</b>							
<b>1.1</b>	<b>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	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	COMPLIED
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/Key Officers with	Fully Met	1.28	COMPLIED

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					their Responsibilities			
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	1. www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b) (i) Point 3	Fully Met	1.28	COMPLIED
1.1.4	Function and duties	Fully Met	1.28	1.28	1. www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b) (i) Point 2	Fully Met	1.28	COMPLIED
1.1.5	Organization Chart	Fully Met	1.28	1.28	1. www.hudco.org.in/About Us/Human Resource/Organogram	Fully Met	1.28	COMPLIED
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/About Us 2. www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b) (i) 3. www.hudco.org.in/About Us/Human Resource/Key Officers with their Responsi	Fully Met	1.28	COMPLIED

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					bilities 4. www.hudco.org.in/Investors/Annual Report 5. www.hudco.org.in/About Us/Human Resource/Delegation of Powers			
<b>1.2</b>	<b>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	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/Key Officers with their Responsibilities	Fully Met	1.54	COMPLIED
1.2.2	Power and duties of other employees	Fully Met	1.54	1.54	1. www.hudco.org.in/Statuto	Fully Met	1.54	COMPLIED

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					<p>ry Requireme nt/RTI/Section 4(1)(b) (ii) 2. www.hudco.or g.in/About Us/Human Re source/Organ ogram 3. www .hudco.org.in/ About Us/Human Resource/Key Officers with their Responsi bilities 4. www .hudco.org.in/ About Us/Human Resource/ Recruitment and Promotion Rules</p>			
1.2.3	Rules/ orders under which powers and duty are derived and	Fully Met	1.54	1.54	<p>1. www.hudco .org.in/Investo rs/Memorandu m of Association and Articles of Association 2. www.hudco.or g.in/About</p>	Fully Met	1.54	COMPLIED

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					Us/Human Resource/Organogram 3. www.hudco.org.in/About Us/Human Resource/Recruitment and Promotion Rules			
1.2.4	Exercised	Fully Met	1.54	1.54	yes	Partially Met	0.77	PARTIALLY COMPLIED, Location of information /URL to be mentioned
1.2.5	Work allocation	Fully Met	1.54	1.54	1. www.hudco.org.in/About Us/Human Resource/Organogram 2. www.hudco.org.in/About Us/Human Resource/Key Officers with their Responsibilities	Fully Met	1.54	COMPLIED
<b>1.3</b>	<b>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	1. www.hudco.org.in/Statuto	Fully Met	1.54	COMPLIED

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					ry Requirement/RTI/Section 4(1)(b) (iii) 2. www.hudco.org.in/About Us/Human Resource/Key Officers with their Responsibilities 3. www.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/Statutory Requirement/RTI/Section 4(1)(b) (iii) 2. www.hudco.org.in/About Us/Human Resource/Key Officers with their Responsibilities 3. www.hudco.org.in/About Us/Human Resource/Organogram	Fully Met	1.54	COMPLIED

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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	COMPLIED
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 Affairs and monitored on regular basis 1. www.hudco.org.in/About us/MoU with Parent Ministry	Partially Met	0.77	PARTIAILLY COMPLIED , TIME LIMIT FOR DECSION MAKING FOR MAJOR MILE STONES TO BE MENTIONED
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 Supervison and there is a flowchart to monitor it. 1. www.hudco.org.in/Statutory Requirement/	Fully Met	1.54	COMPLIED

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					RTI/Section 4(1)(b) (iii) 2. www.hudco.org.in/About Us/Human Resource/Organogram			
<b>1.4</b>	<b>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	1. www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b) (i) 2. www.hudco.org.in/About Us/Human Resource/Key Officers with their Responsibilities	Fully Met	1.54	COMPLIED
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	COMPLIED
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	COMPLIED
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	MoU is signed with Ministry	Partially Met	0.77	MOU targets for 23-24 not



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					of Housing and Urban Affairs and monitored on regular basis 1. www.hudco.org.in/About us/MoU with Parent Ministry			available, major mile stones / budget targets to be mentioned
1.4.5	Process of redress of grievances	Fully Met	1.54	1.54	HUDCO is having Grievance Redressal Committee 1. www.hudco.org.in/Statutory Requirement/ Grievances Redressal 2. www.hudco.org.in/Aboutus/ Human Resource/ Internal Complaint Committee	Fully Met	1.54	COMPLIED
<b>1.5</b>	<b>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	All manual of HUDCO is available on line www.hudc	Fully Met	1.92	COMPLIED

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					o.org.in/Statutory Requirement/RTI/Section 4(1)(b) (v)			
1.5.2	List of Rules, regulations, instructions manuals and records.	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) (iv)	Fully Met	1.92	COMPLIED A
1.5.3	Acts/ Rules manuals etc.	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) (iv)	Fully Met	1.92	COMPLIED
1.5.4	Transfer policy and transfer orders	Fully Met	1.92	1.92	1. www.hudco.org.in/Statutory Requirement/Policies/Transfer Policy 2. www.hudco.org.in/About Us/Human Resource/Transfer Order	Fully Met	1.92	COMPLIED
<b>1.6</b>	<b>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	Process is	Fully Met	3.85	COMPLIED

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					defined in ISO Documents and system procedure maintained as per delegation 1. www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b) (iv)			
1.6.2	Custodian of documents/categories	Fully Met	3.85	3.85	HUDCO is ISO 9001:2015 certified and documentation as per Delegation of Power 1. www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b) (v) concerned department	Partially Met	1.93	Name of the custodian department/authority to be mentioned
<b>1.7</b>	<b>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	1. www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b) (viii) 2.	Fully Met	0.96	COMPLIED

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					www.hudco.org.in/Investors/Memorandum of Association and Articles of Association			
1.7.2	Composition	Fully Met	0.96	0.96	1. www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b) (viii) 2. www.hudco.org.in/Investors/Memorandum of Association and Articles of Association	Fully Met	0.96	COMPLIED
1.7.3	Dates from which constituted	Fully Met	0.96	0.96	HUDCO was established in year 1970 1. www.hudco.org.in/Investors/Annual Report	Not Met	0	Date on which committees were constituted needs to be mentioned
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.	Partially Met	0.48	Committee available without tenure, to be complied

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					1. www.hudco.org.in/Investors/ Annual Report 2. www.hudco.org.in/About Us/Human Resource/Recruitment and Promotion Rules			
1.7.5	Powers and functions	Fully Met	0.96	0.96	1. www.hudco.org.in/Investors/Memorandum of Association and Articles of Association 2. www.hudco.org.in/Investors/ Annual Report	Fully Met	0.96	COMPLIED
1.7.6	Whether their meetings are open to the public?	Fully Met	0.96	0.96	Meetings are not open to public information pertaining to Commercial Confidence are exempted u/s 8(1)(d) of the RTI Act, 2005	Fully Met	0.96	Reasons for non compliance is given

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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 S EBI/ROC/NH B/RBI etc. Information pertaining to Commercial Confidence are exempted u/s 8(1)(d) of the RTI Act, 2005	Fully Met	0.96	Reasons for non compliance is given
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 HUDCO 1. Information pertaining to Commercial Confidence are exempted u/s 8(1)(d) of the RTI Act, 2005 2. <a href="http://www.hudco.org.in/StatutoryRequirement/RTI/4(1)(c)Listofitems">www.hudco.org.in/Statutory Requirement/RTI/4(1)(c) List of items</a>	Fully Met	0.96	Reasons for non compliance is given

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					exempted from disclosure (Confidential) Point 4			
<b>1.8</b>	<b>Directory of officers and employees[Section 4(1) (b) (ix)]</b>							
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 Requirement/RTI/Section 4(1)(b) (ix)	Fully Met	3.85	COMPLIED
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	1. www.hudco.org.in/About Us/Human Resource/Key Officers 2. www.hudco.org.in/ Homepage/ Contact us	Fully Met	3.85	COMPLIED
<b>1.9</b>	<b>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	1. www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b) (x)	Fully Met	3.85	COMPLIED, PAY SCALE CIRCULAR IS ACCEPTABLE
1.9.2	System of compensation as provided in its regulations	Fully Met	3.85	3.85	HUDCO follow DPE	Fully Met	3.85	COMPLIED, AVAILABLE

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					guidelines 1. www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b) (x)			IN THE CIRCULAR
<b>1.10</b>	<b>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 officer (APIO) & Appellate Authority	Fully Met	3.85	3.85	1. Shri Shailesh Prakash Tripathi, ED(IT)/FAA 2. Shri M R Sharma, GM(L)/CPIO 3. 21 CAPIOs in Regional Office of HUDCO 4. www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b) (xvi)	Fully Met	3.85	COMPLIED
1.10.2	Address, telephone numbers and email ID of each designated official.	Fully Met	3.85	3.85	1. www.hudco.org.in/ Home page/Contact us 2. www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b)	Fully Met	3.85	COMPLIED



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					(xvi)			
<b>1.11</b>	<b>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 proceedings	Fully Met	3.85	3.85	The list is available on : www.hudco.org.in/ Homepage/ Vigilance	Fully Met	3.85	COMPLIED
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/ Homepage/ Vigilance	Fully Met	3.85	COMPLIED
<b>1.12</b>	<b>Programmes to advance understanding of RTI(Section 26)</b>							
1.12.1	Educational programmes	Fully Met	1.92	1.92	HUDCO Conduct regular education program through HSMI 1. www.hudco.org.in/HSMI-Research and Training Wing/ R&T Activities	Fully Met	1.92	COMPLIED
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	Fully Met	1.92	COMPLIED

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					Level. Circulars are issued and Emails are sent to stake Holders. 1. w ww.hudco.org. in/HSMI- Research and Training Wing/ R&T Activities			
1.12.3	Training of CPIO/APIO	Fully Met	1.92	1.92	HUDCO'S Training Institute Human Settlement Management I nstitute(HSMI) conduct regular programmes including on RTI matters. 1. www.hudco .org.in/HSMI- Research and Training Wing/ R&T Activities	Fully Met	1.92	COMPLIED
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Fully Met	1.92	1.92	1 www.hudco. org.in/Statutor y Requiremen ts/RTI 2. www	Fully Met	1.92	COMPLIED

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					.hudco.org.in/ HSMI- Research and Training Wing/ R&T Activities			
<b>1.13</b>	<b>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	Transfer Policy and Transfer Orders are available on : 1. www.hudco.org.in/Statutory Requirement/Policies/Transfer Policy 2. www.hudco.org.in/About Us/Human Resource/Transfer Order	Fully Met	7.69	COMPLIED
<b>Total</b>			<b>100</b>	<b>100</b>		<b>100</b>	<b>94</b>	
<b>2</b>	<b>Budget and Programme</b>							
<b>2.1</b>	<b>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	10.00	www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b) (xi)	Fully Met	10.00	COMPLIED, FINANCIAL REWSULTS ALSO TO BE INCLUDED AS MOU ONLY UP TO

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								2022-23 FINACIAL RESULTS
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	COMPLIED, COMPLIED, FINANCIAL REWSULTS ALSO TO BE INCLUDED AS MOU ONLY UP TO 2022-23 FINACIAL RESULTS QUARTERLY FIN RESULTS
2.1.3	Proposed expenditures	Fully Met	10	10.00	www.hudco.org.in/Statutory Requirement/ RTI/Section 4(1)(b) (xi)	Fully Met	10.00	COMPLIED COMPLIED, FINANCIAL REWSULTS ALSO TO BE INCLUDED AS MOU ONLY UP TO 2022-23 FINACIAL RESULTS AS ABOVE
2.1.4	Revised budget for each agency, if any	Fully Met	10	10.00	www.hudco.org.in/Statutory Requirement/	Fully Met	10.00	COMPLIED, COMPLIED, FINANCIAL

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					RTI/Section 4(1)(b) (xi)			REWSULTS ALSO TO BE INCLUDED AS MOU ONLY UP TO 2022-23 FINACIAL RESULTS AS ABOVE
2.1.5	Report on disbursements made and place where the related reports are available	Fully Met	10	10.00	1. www.hudco.org.in/Investors/Annual Report 2. www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b) (xi)	Partially Met	5.00	COMPLIED, COMPLIED, FINANCIAL REWSULTS ALSO TO BE INCLUDED AS MOU ONLY UP TO 2022-23 FINACIAL RESULTS AS ABOVE
<b>2.2</b>	<b>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	www.hudco.org.in/Investors/Annual Report	Fully Met	16.67	COMPLIEDCOMPLIED, FINANCIAL REWSULTS ALSO TO BE INCLUDED AS MOU ONLY UP TO 2022-23 FINACIAL

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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	Fully Met	16.67	COMPLIED COMPLIED, FINANCIAL RESULTS ALSO TO BE INCLUDED AS MOU ONLY UP TO 2022-23 FINANCIAL RESULTS
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	Tenders posted by HUDCO on various portals, only e-tenders through Gem Portal www.hudco.org.in/Tenders	Fully Met	16.67	COMPLIED
<b>2.3</b>	<b>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	empty	Not Applicable	0	OK OK
2.3.2	Objective of the programme	Not Applicable	0	0	empty	Not Applicable	0	OK
2.3.3	Procedure to avail benefits	Not Applicable	0	0	empty	Not Applicable	0	OK
2.3.4	Duration of the programme/ scheme	Not Applicable	0	0	empty	Not Applicable	0	OK
2.3.5	Physical and financial targets of the programme	Not Applicable	0	0	empty	Not Applicable	0	OK
2.3.6	Nature/ scale of subsidy /amount allotted	Not Applicable	0	0	empty	Not Applicable	0	OK
2.3.7	Eligibility criteria for grant of subsidy	Not Applicable	0	0	empty	Not Applicable	0	OK
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Not Applicable	0	0	empty	Not Applicable	0	OK

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<b>2.4</b>	<b>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	empty	Not Applicable	0	OK
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Not Applicable	0	0	empty	Not Applicable	0	OK
<b>2.5</b>	<b>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	empty	Not Applicable	0	OK
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	OK
<b>2.6</b>	<b>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	50.00	1. www.hudco.org.in/Investors/Annual Report 2. www.hudco.org.in/Investors/Annual Report - comments of CAG	Fully Met	50.00	COMPLIED
<b>Total</b>			<b>150</b>	<b>150</b>		<b>150</b>	<b>145</b>	
<b>3</b>	<b>Publicity Band Public interface</b>							
<b>3.1</b>	<b>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	empty	Not Applicable	0	OK, REASONS MUST BE

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								SHARED FOR THIS.
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	OK
3.1.3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	Not Applicable	0	0	empty	Not Applicable	0	OK
3.1.4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable	0	0	empty	Not Applicable	0	OK
3.1.5	Public- private partnerships (PPP)- Concession agreements.	Not Applicable	0	0	empty	Not Applicable	0	OK
3.1.6	Public- private partnerships (PPP)- Operation and maintenance manuals	Not Applicable	0	0	empty	Not Applicable	0	OK
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	OK
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	OK
3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	Not Applicable	0	0	empty	Not Applicable	0	OK
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	OK
3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	Not Applicable	0	0	empty	Not Applicable	0	OK
<b>3.2</b>	<b>Are the details of policies / decisions, which affect public, informed to them[Section 4(1) (c)]</b>							



Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
3.2.1	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Policy decisions/ legislations taken in the previous one year	Not Applicable	0	0	empty	Not Applicable	0	OK, REASONS FOR THIS SHOULD BE SHARED
3.2.2	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Outline the Public consultation process	Not Applicable	0	0	empty	Not Applicable	0	OK
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 consultation before formulation of policy	Not Applicable	0	0	empty	Not Applicable	0	OK
<b>3.3</b>	<b>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	50.00	www.hudco.org.in	Fully Met	50.00	COMPLIED
<b>3.4</b>	<b>Form of accessibility of information manual/ handbook[Section 4(1)(b)]</b>							
3.4.1	Information manual/handbook available in Electronic format	Fully Met	25	25.00	www.hudco.org.in	Fully Met	25.00	COMPLIED
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	COMPLIED
<b>3.5</b>	<b>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	Fully Met	25	25.00	Yes, free of Cost www.hudco.org.in/homepage-Publications	Fully Met	25.00	COMPLIED
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	Fully Met	25.00	COMPLIED

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					reasonable cost www.hudco.org.in/homepage-Publications from Public Relation Wing /Administration Wing			
<b>Total</b>			<b>150</b>	<b>150</b>		<b>150</b>	<b>150</b>	
<b>4</b>	<b>E-Governance</b>							
<b>4.1</b>	<b>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	Yes, www.hudco.org.in/homepage-Publication	Fully Met	14.29	COMPLIED
4.1.2	Vernacular/ Local Language	Fully Met	14.29	14.29	Yes, www.hudco.org.in/homepage-Publication	Fully Met	14.29	COMPLIED
<b>4.2</b>	<b>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	www.hudco.org.in/Homepage 09.04.2024	Fully Met	28.57	COMPLIED
<b>4.3</b>	<b>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	1. www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b) (iv) 2. www.hudco.org.in/About us	Fully Met	9.52	COMPLIED

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					3. www.hudco.org.in/Investors/Annual Reports 4. www.hudco.org.in/About Us/MoU with 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			
4.3.2	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	COMPLIED
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	Partially Met	4.76	LOCATION OF DOCUMENTS SHOULD BE SHARED

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					g.in/About us 3. www.hudco.org.in/Investors/Annual Reports 4. www.hudco.org.in/About Us/MoU with 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			
<b>4.4</b>	<b>Particulars of facilities available to citizen for obtaining information[Section 4(1)(b)(xv)]</b>							
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/S	Fully Met	7.14	COMPLIED

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					tatutory Requirement/RTI/Section 4(1)(b)(iv)			
4.4.2	Details of information made available	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)(iv)	Fully Met	7.14	COMPLIED
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/Statutory Requirement/RTI/Section 4(1)(b)(iv)	Fully Met	7.14	COMPLIED
4.4.4	Contact person & contact details (Phone, fax email)	Fully Met	7.14	7.14	1. www.hudco.org.in/About	Fully Met	7.14	COMPLIED

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					us/Key Officers 2. www.hudco.org.in/About us/Management Team 3. www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b)(iv)			
<b>4.5</b>	<b>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	www.hudco.org.in/Statutory Requirement/Grievances Redressal www.hudco.org.in/Aboutus/Human Resource/Internal Complaint Committee	Fully Met	3.57	COMPLIED
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	COMPLIED

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
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 - Featured News 3. www.hudco.org.in/Investors/Annual Reports	Fully Met	3.57	COMPLIED
4.5.4	List of schemes/ projects/ programme underway	Fully Met	3.57	3.57	www.hudco.org.in/Investors/Annual Reports/Directors Report - Point 5 Lending Activities - Housing Operations, Urban Infrastructure Lending	Fully Met	3.57	COMPLIED
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	Tenders posted by HUDCO on	Fully Met	3.57	COMPLIED

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					various portals only e-tenders through Gem Portal <a href="http://www.hudco.org.in/Tenders">www.hudco.org.in/Tenders</a>			
4.5.6	Annual Report	Fully Met	3.57	3.57	<a href="http://www.hudco.org.in/Investors/AnnualReports">www.hudco.org.in/Investors/Annual Reports</a>	Partially Met	1.79	FINANCIAL RESULTS CONSIDERED , ANNUAL REPRT FOR 2023-24 TO BE UPLOADED
4.5.7	Frequently Asked Question (FAQs)	Fully Met	3.57	3.57	1. <a href="http://www.hudco.org.in/Homepage-FAQs">www.hudco.org.in/Homepage- FAQs on HUDCO</a> 2. <a href="http://www.hudco.org.in/Statutory Requirement/RTI/RTI Guidelines/FAQ on RTI">www.hudco.org.in/Statutory Requirement/RTI/RTI Guidelines/FAQ on RTI</a>	Fully Met	3.57	COMPLIED
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. <a href="http://www.hudco.org.in/Statutory Requirement/Citizen Charter">www.hudco.org.in/Statutory Requirement/Citizen Charter</a> 2. <a href="http://www.hudco.org.in/Investors/An">www.hudco.org.in/Investors/An</a>	Fully Met	3.57	COMPLIE



Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					nual Reports 3.www.hudco.org.in/Investors/Financial Result 4. www.hudco.org.in/About Us/MoU with Parent Ministry			
<b>4.6</b>	<b>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	www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(d) Chapter B Quarterly Returns	Fully Met	14.29	COMPLIED
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	COMPLIED
<b>4.7</b>	<b>Replies to questions asked in the parliament[Section 4(1)(d)(2)]</b>							
4.7.1	Details of questions asked and replies given	Fully Met	28.57	28.57	Parliament Questions as received from Ministry of	Fully Met	28.57	COMPLIED

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>Housing and Urban Affairs through email and replies are sent back to Ministry through email by Parliamentary Section, HUDCO Parliament questions pertaining to HUDCO (if any) can be viewed at Parliament website as under: <a href="http://www.sansad.in/Rajya_Sabha/Questions_under_the_head_of_Ministry_of_Housing_and_Urban_Affairs">www.sansad.in/Rajya Sabha/ Questions under the head of Ministry of Housing and Urban Affairs</a> <a href="http://www.sansad.in/Lok_Sabha/Questions_under_the">www.sansad.in /Lok Sabha/ Questions under the</a></p>			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					head of Ministry of Housing and Urban Affairs			
<b>Total</b>			<b>200</b>	<b>200</b>		<b>200</b>	<b>193</b>	
<b>5</b>	<b>Information as may be prescribed</b>							
<b>5.1</b>	<b>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	20.00	The List of Current CPIO and FAA and Earlier CPIO and FAA are view through below link <a href="http://www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b) (xvi)">www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b) (xvi)</a>	Fully Met	20.00	COMPLIED
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	Transparency Audit 2022-23 , 04.08.2023 <a href="http://www.hudco.org.in/Statutory Requirement/RTI/Transparency Audit">www.hudco.org.in/Statutory Requirement/RTI/Transparency Audit</a>	Fully Met	20.00	COMPLIED
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	Fully Met	20.00	COMPLIED

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					2. <a href="http://www.hudco.org.in/StatutoryRequirement/RTI/Section4(1)(b)(xvi)">www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b) (xvi)</a>			
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 3. Shri S P Tripathi, ED(IT)/ FAA 4. Shri M R Sharma, GM(L)/CPIO 5. Ms Evelyne P Toppo, AGM/Nodal Officer <a href="http://www.hudco.org.in/StatutoryRequirement/RTI/Section4(1)(b)(xvi)">www.hudco.org.in/Statutory Requirement/RTI/Section 4(1)(b) (xvi)</a>	Fully Met	20.00	COMPLIED
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. 18.01.2024 2. Shri H M Bhatnagar, ED(Law)/ Transparency Officer 3. Shri S P Tripathi,	Fully Met	20.00	COMPLIED

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					ED(IT)/ FAA 4. Shri M R Sharma, GM(L)/CPIO 5. Ms Evelyne P Toppo, AGM/Nodal Officer 6. Ramesh Chandra Bhagat. Mgr(IT) www.hudco.org.in/S tatutory Requirement/RTI/Section 4(1)(b) (xvi)			
<b>Total</b>			<b>100</b>	<b>100</b>		<b>100</b>	<b>100</b>	
<b>6</b>	<b>Information Disclosed on own Initiative</b>							
<b>6.1</b>	<b>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	Not Applicable	0	0	empty	Partially Met	12.50	NOT APPLICABLE NOT ACCEPTABLE BEING SUO-MOTU DISCLOSURES , AS MOST OF THE INFO AVAILABLE ON THE WEBSITE CONSIDERED

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								PARTIALLY MET
<b>6.2</b>	<b>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</b>							
6.2.1	Whether STQC certification obtained and its validity	Not Applicable	0	0	empty	Not Applicable	0	ACCEPTABLE BEING PSU
6.2.2	Does the website show the certificate on the Website?	Not Applicable	0	0	empty	Not Applicable	0	AS ABOVE
<b>Total</b>			<b>0</b>	<b>0</b>		<b>25</b>	<b>13</b>	
<b>Grand Total</b>			<b>700</b>	<b>700</b>		<b>725</b>	<b>695</b>	