

# **RIGHT TO INFORMATION ACT, 2005**

## **A FRAME WORK FOR TRANSPARENCY AUDIT**

Suo Mouto Disclosures Under Section 4 of RTI Act, 2005

**चावल विकास निदेशालय**

**DIRECTORATE OF RICE DEVELOPMENT**

**भारत सरकार, Government of India**

**कृषि एवं किसान कल्याण मंत्रालय/Ministry of Agriculture & Farmers Welfare**

**(कृषि एवं किसान कल्याण विभाग)/ (Deptt. of Agri. & Farmers Welfare)**

**पंचम तल, जी विंग, कर्पूरी ठाकुर सदन, /5<sup>th</sup> Floor, G – Wing, Karpoori Thakur Sadan,**

**केन्द्रीय कार्यालय परिसर (जी.पी.ओ.ए.), /Kendriya Karyalaya Parisar (GPOA),**

**आशियाना-दीघा रोड, /Ashiyana – Digha Road,**

**पटना- 800025 (बिहार)/ Patna-800025 (Bihar).**

# A FRAME WORK FOR TRANSPARENCY AUDIT

## Suo Mouto Disclosures Under Section 4 of RTI Act, 2005

The RTI Act under section 4 provides a comprehensive framework for promoting openness in the functioning of the public authorities.

While section 4(1) (a) provides a general guideline for record management, so that the information could be easily stored and retained, the sub-sections b,c and d of Section 4 relate to the organizational objects and functions, Sub-sections (b), (c) and (d) of Section 4 of the RTI Act and other related information can be grouped under six categories; namely, 1 – organization and function, 2- Budget and programmes, 3- Publicity and public interface, 4-E. governance, 5- Information as prescribed and 6. Information disclosed on own initiative.

### 1. Organization and function

S. No.	Item	Details of disclosure	Remarks/ Reference Points (Fully met/ partially met/ not met- not applicable will be treated as fully met/ partially met)
1.1	Particulars of its organization, functions and duties [Section 4(1)(b)(i)]	<p><b>1.1.1 Name and address of the Organization</b>            Directorate of Rice Development, 5<sup>th</sup> Floor, G - Wing, Karpuri Thakur Sadan, Kendriya Karalaya Parisar, Ashiyana-Digha Road, Patna-800 025 (Bihar).</p>	Fully met
		<p><b>1.1.2 Head of the organization</b>            Director</p>	Fully met
		<p><b>1.1.3 Vision, Mission and Key objectives Vision</b>            To enhance the production and productivity of rice crop to insure to food security of the growing population of the country and also to make agriculture sustainable and viable vocation for livelihood support.  <b>Mission And Key Objectives</b>            To provide technical backstopping to the states for enhancing agriculture production and improving income level of all farmers by successful implementation of various new initiatives and Centrally sponsored crop developments schemes such as National Food Security Mission (NFSM), Rashtriya Krishi Vikas Yojna (RKVY), ATMA implementing in assigned states.            The main objective is to Assist Department of Agriculture &amp; FW to plan, coordinate and monitor nodal crop development programme at the National level and Centrally Sponsored crop development programmes in assigned states (Bihar, Jharkhand &amp; Odisha) and recommend measures to improve them.</p>	Fully met
		<p><b>1.1.4 Function and duties</b>  <b>(A) MANDATE/ FUNCTIONS</b>            i)To assist Department of Agriculture &amp; FW to plan, coordinate and</p>	Fully met

		<p>monitor nodal Rice crop development programmes at the national level and recommend measure to improve them;</p> <p>ii) To assist the States/Union Territories to plan, formulate and implement Crops programmes to increase production and productivity;</p> <p>iii)To monitor Centrally sponsored schemes i.e. National Food Security Mission (NFSM – Rice/ Wheat/ Pulses/ Commercial crops), BGREI programme under RKVY in the assigned states i.e. Bihar, Jharkhand, Odisha and analysis their progress report.</p> <p>iv)To interact with national and state institutions in planning the production of seeds;</p> <p>v)To liaise with State Agricultural Universities and Central Government Institutes for organizing training courses in improved production technology;</p> <p>vi)To have closer interaction/coordination with the Project Directorates/Institutes and other Research Centers of the ICAR and represent Department of Agriculture &amp; FW on their Management Committee and ICAR’s Regional Committee, with a view to benefit from research and improved production technology and assist the Ministry of Agriculture to formulate farmer friendly scheme with a unified approach for the overall development of agriculture sector as a whole;</p> <p>vii)To keep in touch with research developments by Agricultural Universities, National and International Organizations and maintain the flow of information and ideas between research and development;</p> <p>viii) To provide technical support to the Extension agencies with respect to the nodal crop as and when required. In this context the Directors of Commodity Development Directorates may attend the State Level Crop Training Programmes; provide literature on training manuals; and also periodically visit some such projects relating to their respective nodal crops and provide feedback to Extension Division;</p> <p>ix)To participate in meeting of Zonal Research and Extension Advisory Committee(ZERAC) and have closer interaction/coordination through this forum in relevant functions and responsibilities;</p> <p>x) To watch the performance of the newly evolved released varieties of seeds;</p> <p>xi)To study and analyze trends in weather, crop area, production and productivity as well as transport, marketing and prices;</p> <p>xii)To report regularly to Department of Agriculture &amp; FW on weather and crop prospects as well as market and price trends;</p> <p>xiii)To assist Department of Agriculture &amp; FW in fixing targets of production and suggest measures to achieve them;</p> <p>xiv)To function as “Area Officers” to the assigned States.</p> <p>xv)To assist DA &amp; FW for fixing targets of production and suggest measures to achieve them.</p>	
		<p>(B) AREA –SPECIFIC MANDATE UNDER BIFOCAL RESPONSIBILITIES ASSIGNED STATES (BIHAR, JHARKHAND AND ODISHA)</p> <p>xvi) To function as Area- Office of DA &amp; FW for the assigned states (presently Bihar, Jharkhand and Odisha) for coordination and monitoring of all Central Sector and Centrally Sponsored Schemes, Mission programme in</p>	

		<p>agricultural development/ crop sector.</p> <p>xvii) To maintain liaison with State Governments/ Departments and other development agencies/ Research organization/ SAUs/ stake-holders on crop development programmes.</p> <p>xviii) To monitor implementation of the crop development programmes on behalf of DA &amp; FW and appraise the Ministry/ States about the gap between planning and performance and for further follow-up.</p> <p>xix) To monitor the availability of inputs and extension services; crop scenario etc.</p> <p>xx) To participate in Kharif Conference, Rabi Conference, Zonal Seed meetings etc.</p> <p>xxi) Represent DAC&amp;FW in Central Team/ Committees.</p> <p>xxii) Scrutiny of Annual Action Plan of the states, preparation of the Appraisal Notes on the proposal of each state.</p> <p>(C) EXTENDED MANDATE – NFSM/ CDP &amp; OTHER CSS MONITORING</p> <p>Assessment of inputs requirements seed rolling plan etc for obtaining optimal yields.</p> <p>xxiii) Tracking progress and promotion of new crop varieties, including Seed Minikit implementation.</p> <p>xxiv) Monitoring/ tracking progress of horticulture crops under Mission on Inter Development of Horticulture (MIDH) in the assigned states.</p> <p>xxv) To Coordinate between States Stake-holders and Mission Director, NFSM on all issues related to National Food Security Mission, Rashtriya Krishi Vikas Yojana (RKVY).</p> <p>xxvi) To obtain quarterly, annual report and Utilization Certificates and ensure timely submission of reports.</p> <p>xxvii) To liaise with State Agriculture Universities and ICAR Research Institutions for organizing the training courses, arranging workshops etc.</p> <p>xxviii) Compilation of MPR /QPR/ APR of all CSS in assigned states and Nodal crop (Pulses) at National level.</p> <p>xxiv) Assisting Crops Division for allocation of seed minikits of oilseeds/pulses and monitoring the delivery within stipulated time frame and performance.</p> <p>xxix) To act as Convenor/ Team leader for National Level Monitoring Team (NLMT) under NFSM and BGREI etc.</p> <p>xxx) Monitoring of Seed Hubs, Enhancing Breeder Seed Production Programme and Cluster Frontline Demonstrations (CFLDs) Pulses and Oilseeds under NFSM- Pulses, and Rice FLDs.</p> <p>xxxi) Additional Nodal Officer for Bihar, Jharkhand and Odisha for All Crops Development Programmes under the umbrella scheme Green Revolution- Krishonnati Yojana (vide No. 4415/06/2006- Estt. I dated 6<sup>th</sup> April, 2017).</p> <p>xxxii) Member State Coordination Committee (SCC) for “Doubling of Farmers Income by 2022”(vide No. 15-4/2017-FW Policy division dated 30<sup>th</sup> March, 2017).</p>	
		<p>1.1.5 Organizational Chart</p> <p>Director (1) - Joint Director(1) - Assistant Director(1) - Senior Technical Assistant (3) - Stenographer gr. II (1) - Jr. Translator(1) – UDC (2) – LDC (4) – MTS (4)</p>	Fully met
		<p><b>1.1.6 Any other details-the genesis, inception, formation of the department and the HoDs time to time as well as the committees/ Commissions constituted from time to time have been dealt.</b></p> <p>No Board/Committee exist. However, National Level Monitoring Team (NLMT) – NFSM/BGREI have been constituted, composition is as under:</p> <p>(A) The National Level Monitoring Team (NLMT) – NFSM for the</p>	Fully met

		States of Bihar, Jharkhand and Odisha has been constituted with the following members:			
		(i)	Director, Directorate of Rice Development, Patna	Team leader / Coordinator	
		(ii)	Chief Scientist of Pulses (MULLaRP), Deptt, of Agronomy, Birsa Agricultural University, Ranchi (Jharkhand)	Member	
		(iii)	Senior / Principal Scientist (Crop Production), National Rice Research Institute (NRRRI), Cuttack (Odisha)	Member	
		(iv)	Senior Scientist/Agronomist, Dr. Rajendra Prasad Central University, Pusa Samastipur (Bihar)	Member	
		(v)	Senior Scientist/Agronomist, Odisha University of Agriculture & Technology, Bhubaneshwar, Odisha	Member	
		(vi)	Nominated Member by concerned State Mission Director – NFSM/ Nominated officer not below the rank of Joint Director	Member	
		(B) The National Level Monitoring Team- BGREI for the State of Bihar, Jharkhand and Odisha has been constituted with the following members:			
		(i)	Director, Directorate of Rice Development, Patna	Team leader / Coordinator	
		(ii)	Senior Scientist (Crop Production), National Rice Research Institute (NRRRI), Cuttack (Odisha)	Member	
		(iii)	Senior Scientist/Agronomist of the concerned State Agricultural University	Member	
		(iv)	Nominated Member by concerned State Mission Director – NFSM/ Nominated officer not below the rank of Joint Director	Member	
1.2	Power and duties of its officers and employees[Section 4(1) (b) (ii)]	<b>1.2.1 Powers and duties of officers (Administrative, Financial and Judicial)</b> Director (Head of Department)			Fully met
		<b>1.2.2 Power and duties of other employees</b> a. Dr. Man Singh, Director, (Head of Department & DDO ) b. Dr. Sukumar Mandi, Joint Director (Missing). c. Dr. Arvind Kumar, Assistant Director, CPIO			Fully met
		1.2.3 Rules/ orders under which powers and duty are derived and			Fully met
		1.2.4 Exercised			Fully met
		1.2.5 Work Allocation a. Dr. Man Singh, Director, (Head of Department, DDO) b. Dr. Sukumar Mandi, Joint Director (Missing).. c. Dr. Arvind Kumar, Assistant Director, CPIO			Fully met
1.3	Procedure followed in decision making process [Section 4(1) (b) (iii)]	<b>1.3.1 Process of decision making identify key decision making points</b> The GCS Rules and DOPT guidelines of Govt. of India. Decision making dispensation is followed as per DFPR and other administered the issue.			Fully met
		<b>1.3.2 Final decision making authority</b> Based on the issues and case, the Joint Secretary (Crops & PHMF)/ Additional Secretary/Secretary (Ag & FW), DA & FW/ MOS or Union Agriculture Minister in the Department of Agriculture & Farmers Welfare.			Fully met
		<b>1.3.3 Related provisions, acts, rules etc.</b>			Fully met

		According to Delegation of Financial Power Rules (DFPR) and GFR, 2017.																						
		<b>1.3.4 Time limit for taking a decision, if any</b> In accordance of the Central Secretariat Manual of office Procedure (CSMOP).	Fully met																					
		<b>1.3.5 Channel of supervision and accountability</b> Administrative Officer – Head of Office – Director (HOD)	Fully met																					
1.4	Norms for discharge of functions [Section 4(1) (b) (iv)]	<b>1.4.1 Nature of functions/ services offered</b> <b>1.4.2 Norms/ standards for functions/ service delivery</b> <b>1.4.3 Process by which these services can be accessed</b> <b>1.4.4 Time-limits for achieving the targets</b> <b>1.4.5 Process of redress of grievances</b>	Not applicable																					
1.5	Rules, regulations, instructions manual and records for discharging functions [Section 4(1) (b) (v)]	<b>1.5.1 Title and nature of the record/ manual/instruction.</b> No separate Rules, Regulations, manual, Records framed by this Directorate, the GCS rules of GOI applicable. <b>1.5.2 List of Rules, Regulations, manual, Records.</b> Rules, Regulations, instructions manuals and records as per GOI <b>1.5.3 Acts/ Rules manuals etc.</b> Acts/ Rules manuals of GOI 1.5.4 Transfer policy and transfer orders Transfer policy of Crop Development Directorates (CDDS) prepared by Ministry of Agri. & F.W. & transfer orders are issued accordingly.	Fully met																					
1.6	Categories of documents held by the authority under its control [Section 4(1) (b) (vi)]	<b>1.6.1 Categories of documents</b> NIL <b>1.6.2 Custodian of documents/categories</b> Not Applicable	Fully met																					
1.7	Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1) (b) (vii)]	<b>1.7.1 Name of Boards, Councils, Committees etc.</b> No <b>1.7.2 Composition</b> Not Applicable <b>1.7.3 Dates from which constituted</b> Not Applicable <b>1.7.4 Term/ Tenure</b> Not Applicable <b>1.7.5 Powers and functions</b> Not Applicable <b>1.7.6 Whether their meetings are open to the public?</b> Not Applicable <b>1.7.7 Whether the minutes of the meetings are open to the public?</b> Not Applicable <b>1.7.8 Place where the minutes if open to the public are available ?</b> Not Applicable	Fully met																					
1.8	Directory of officers and employees [Section 4(1) (b) (vii)]	<b>1.8.1 Telephone , Fax and E-mail ID</b> <b>Name, Designation, Phone and E-mail are given as under:</b> <table border="1"> <thead> <tr> <th></th> <th>Name &amp; Designation</th> <th>Phone and E-mail</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Dr. Man Singh Director</td> <td>0612-2265720/ <a href="mailto:drdpatna@nic.in">drdpatna@nic.in</a></td> </tr> <tr> <td>2</td> <td>Dr. Sukumar Mandi Joint Director (Missing).</td> <td>0612-2951933/ <a href="mailto:drdpatna@nic.in">drdpatna@nic.in</a></td> </tr> <tr> <td>3</td> <td>Dr. Arvind Kumar Assistant Director</td> <td>0612-2951933/ <a href="mailto:drdpatna@nic.in">drdpatna@nic.in</a></td> </tr> <tr> <td>4</td> <td>Shri Sajid Ahmad Usta Stengrapher Gr.- II</td> <td>0612-2951933/ <a href="mailto:drdpatna@nic.in">drdpatna@nic.in</a></td> </tr> <tr> <td>5</td> <td>Shri Jai Kishor Kr. UDC</td> <td>0612-2951933/ <a href="mailto:drdpatna@nic.in">drdpatna@nic.in</a></td> </tr> <tr> <td>6</td> <td>Smt Shrooti Kumari</td> <td>0612-2951933/</td> </tr> </tbody> </table>		Name & Designation	Phone and E-mail	1	Dr. Man Singh Director	0612-2265720/ <a href="mailto:drdpatna@nic.in">drdpatna@nic.in</a>	2	Dr. Sukumar Mandi Joint Director (Missing).	0612-2951933/ <a href="mailto:drdpatna@nic.in">drdpatna@nic.in</a>	3	Dr. Arvind Kumar Assistant Director	0612-2951933/ <a href="mailto:drdpatna@nic.in">drdpatna@nic.in</a>	4	Shri Sajid Ahmad Usta Stengrapher Gr.- II	0612-2951933/ <a href="mailto:drdpatna@nic.in">drdpatna@nic.in</a>	5	Shri Jai Kishor Kr. UDC	0612-2951933/ <a href="mailto:drdpatna@nic.in">drdpatna@nic.in</a>	6	Smt Shrooti Kumari	0612-2951933/	Fully met
	Name & Designation	Phone and E-mail																						
1	Dr. Man Singh Director	0612-2265720/ <a href="mailto:drdpatna@nic.in">drdpatna@nic.in</a>																						
2	Dr. Sukumar Mandi Joint Director (Missing).	0612-2951933/ <a href="mailto:drdpatna@nic.in">drdpatna@nic.in</a>																						
3	Dr. Arvind Kumar Assistant Director	0612-2951933/ <a href="mailto:drdpatna@nic.in">drdpatna@nic.in</a>																						
4	Shri Sajid Ahmad Usta Stengrapher Gr.- II	0612-2951933/ <a href="mailto:drdpatna@nic.in">drdpatna@nic.in</a>																						
5	Shri Jai Kishor Kr. UDC	0612-2951933/ <a href="mailto:drdpatna@nic.in">drdpatna@nic.in</a>																						
6	Smt Shrooti Kumari	0612-2951933/																						

			UDC	<a href="mailto:drdpatna@nic.in">drdpatna@nic.in</a>	
		7	Shri Mahesh Kumar LDC	0612-2951933/ <a href="mailto:drdpatna@nic.in">drdpatna@nic.in</a>	
		8	Shri Ranjan Kumar LDC	0612-2951933/ <a href="mailto:drdpatna@nic.in">drdpatna@nic.in</a>	
		9	Shri Prem Kr. Mishra LDC	0612-2951933/ <a href="mailto:drdpatna@nic.in">drdpatna@nic.in</a>	
		10	Shri Ashok Kr. Choudhary MTS	0612-2951933/ <a href="mailto:drdpatna@nic.in">drdpatna@nic.in</a>	
		11	Shri Rakesh Kumar MTS	0612-2951933/ <a href="mailto:drdpatna@nic.in">drdpatna@nic.in</a>	
		12	Shri Rakesh Kumar Pandit MTS	0612-2951933/ <a href="mailto:drdpatna@nic.in">drdpatna@nic.in</a>	
		13	Shri Sunil Kumar MTS	0612-2951933/ <a href="mailto:drdpatna@nic.in">drdpatna@nic.in</a>	
1.9	Monthly Remuneration received by officers & employees including system of compensation [Section 4(1) (b) (x)]		Name & Designation	Level & Pay	Fully met
		1	Dr. Man Singh Director	Level 12(78800-209200)	
		2	Dr. Sukumar Mandi (Missing). Joint Director	Level 11 (67700-208700)	
		3	Dr. Arvind Kumar Assistant Director	Level-8 (47600-151100)	
		4	Shri Sajid Ahmad Usta Stenographer Gr.- II	Level-6 (35400-112408)	
		5	Shri Jai Kishor Kumar UDC	Level-4 (25500-81100)	
		6	Smt Shrooti Kumari UDC	Level-4 (25500-81100)	
		7	Shri Mahesh Kumar LDC	Level-3 (21700-69100)	
		8	Shri Ranjan Kumar LDC	Level-3 (21700-69100)	
		9	Shri Prem Kr. Mishra LDC	Level-2 (19900-63200)	
		10	Shri Ashok Kr. Choudhary, MTS	Level-2 (19900-63200)	
		11	Shri Rakesh Kumar, MTS	Level-1(18000-56900)	
		12	Shri Rakesh Kumar Pandit, MTS	Level-1(18000-56900)	
		13	Shri Sunil Kumar, MTS	Level-1(18000-56900)	
1.10	Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)]	<b>1.10.1 Name and designation of the public information officer (PIO), Assistant Public Information Officer &amp; Appellate Authority</b>			Fully met
		Central Public Information Officer (CPIO)	Dr. Arvind Kumar Assistant Director		
		Central Assistant Public Information Officer (CAPIO)			
		First Appellate Authority	Dr. Man Singh Director		
		<b>1.10.2 Address , telephone numbers and email ID of each designated official.</b> <b>Address of CPIO &amp; CAPIO</b> Directorate of Rice Development, 5 <sup>th</sup> Floor, G - Wing, Karpoori Thakur Sadan, Kendriya Karalaya Parisar, Ashiyana-Digha Road, Patna-800 025 (Bihar). Phone: 0612-2951933/ E-mail: <a href="mailto:drdpatna@nic.in">drdpatna@nic.in</a>			

		<b>Address of First Appellate Authority:</b> Directorate of Rice Development, 5 <sup>th</sup> Floor, G - Wing, Karpoori Thakur Sadan, Kendriya Karyalaya Parisar, Ashiyana-Digha Road, Patna-800 025 (Bihar). Phone: 0612-2265720/ E-mail: <a href="mailto:drdpatna@nic.in">drdpatna@nic.in</a>				
1.11	No. of employees against whom Disciplinary action has been proposed/ taken (Section 4(2))	<b>1.11.1 No. of employees against whom against Disciplinary action has been Pending for Minor penalty or major penalty proceedings</b> NIL				Fully met
		<b>1.11.2 Finalised for Minor penalty or major penalty proceedings</b> NIL				Fully met
1.12	Programmes to advance understanding of RTI (Section 26)	<b>1.12.1 Educational programmes</b> NIL				Fully met
		<b>1.12.2 Efforts to encourage public authority to participate in these programmes</b> NIL				Fully met
		<b>1.12.3 Training of CPIO/ CAPIO</b> NIL <b>1.12.4 Update &amp; publish guidelines on RTI by the Public Authorities concerned</b> Not applicable				Fully met
1.13	Transfer policy and transfer orders [F. No.1/6/2011-IR dt. 15.04.2013]	<b>1.13.1 Transfer policy and transfer orders [F. No.1/6/2011-IR dt. 15.04.2013]</b> Transfer policy of Crop Development Directorates (CDDS) prepared by Ministry of Agri. & F.W. & transfer orders are issued accordingly.				Fully met
<b>2. Budget and Programme</b>						
2.1	Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1) (b) (xi)]	<b>2.1.1 Total Budget for the public authority Office Budget (Non-Plan &amp; Plan)</b>				Fully met
		Major Head 3509	F.Y. 2022-23 (Rs. in lakh)	F.Y. 2023-24 (Rs. in lakh)	F.Y. 2024-25 (Rs. in lakh)	
			Allocation	Allocation	Allocation	
		01-Salary	102.60	65.00	56.90	
		02- Wages	0.54	0.00	0.00	
		05-Rewards	0.00	0.00	1.10	
		06-Medical	1.80	1.00	2.50	
		07-Allowance	0.00	41.00	48.00	
		08-LTC	0.00	0.70	2.00	
		09-Training	0.00	0.25	0.70	
		11-DTE	10.80	7.00	8.20	
		13-OE	9.28	12.00	9.00	
		14-RR&T	11.70	5.00	13.25	
		16- Printing &Publication	0.57	0.50	0.60	
		18-Rent for Others	0.00	0.00	4.75	
		19- Digital Equipment	0.00	0.00	1.75	
		369613-SAP	0.90	0.70	1.10	
		26-Advertisement & Publicity	0.00	0.00	0.50	
		27-Minor Civil & Ele. Work	0.00	0.00	1.00	
		28-Professional Service	0.00	0.00	0.50	
	29-Repair & Maintenance	0.00	0.50	1.20		
	49-Other Revenue Exp.	0.00	0.00	1.00		
	52-Machinery & Equipment	0.00	0.00	1.00		



		71-ICT Equipment	0.00	0.00	2.00							
		<b>Total</b>	<b>138.19</b>	<b>134.75</b>	<b>157.05</b>							
2.2	Foreign and domestic tours	<b>2.2.1 Budget</b> <b>Foreign tours : NIL</b> <b>Domestic Tours: Expenditure during <u>2022-23</u>, <u>2023-24</u> &amp; <u>2024-25</u></b> <b>Are given below:</b> <div style="text-align: right;">(Rs. in lakh)</div> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%;">F.Y. 2022-23</td> <td style="width: 33%;">F.Y. 2023-24</td> <td style="width: 33%;">F.Y. 2024-25</td> </tr> <tr> <td style="text-align: center;"><b>10.80</b></td> <td style="text-align: center;"><b>7.00</b></td> <td style="text-align: center;"><b>8.20</b></td> </tr> </table>					F.Y. 2022-23	F.Y. 2023-24	F.Y. 2024-25	<b>10.80</b>	<b>7.00</b>	<b>8.20</b>
F.Y. 2022-23	F.Y. 2023-24	F.Y. 2024-25										
<b>10.80</b>	<b>7.00</b>	<b>8.20</b>										
		2.2.3 Information related to procurements a) Notice/tender enquires, and corrigenda if any thereon, <b>NIL</b> b) Details of the bids awarded compromising the names of the suppliers of goods/ services being procured, <b>Not Applicable</b> c) The works contracts concluded – in any such combination of the above and <b>Not Applicable</b> d) The rate. Rates and the total amount at which such procurement or works contract is to be executed. <b>NIL</b>										
2.3	Manner of execution of subsidy programme [Section 4(i)(b)(xii)]	2.3.1 Name of the programme of activity	* Execution of subsidy programme rests with the DA & FW, Govt. of India and the respective State Department of Agriculture.		<b>Fully met</b>							
		2.3.2 Objective of the programme	* The DRD, Patna is not directly involved in allocation and release of funds.									
		2.3.3 Procedure to avail benefits										
		2.3.4 Duration of the programme/scheme										
		2.3.5 Physical and financial targets of the programme										
		2.3.6 Nature/ scale of subsidy/ amount allotted										
		2.3.7 Eligibility criteria for grant of subsidy										
		2.3.8 Details of beneficiaries of subsidy programme (number, profile etc)										
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 <b>NIL</b>			<b>Fully met</b>							
		2.4.2 Annual accounts of all legal entities who are provided grants by public authorities <b>Not Applicable</b>			<b>Fully met</b>							
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 <b>NIL</b>			<b>Fully met</b>							
		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		<b>Not Applicable</b>	<b>Fully met</b>							
2.6	CAG & PAC paras [F . No. 1/62011-IR dt. 15.4.2013]	2.6.1 CAG & PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the parliament. <b>NA</b>			<b>Fully met</b>							
3.1	Particulars for any arrangement for	Arrangement for consultations with or representation by the members of the public			<b>Fully met</b>							

consultation with or representation by the members of the public in relation to the formulation of policy or implementation there of [Section4(1)(b)(vi i)] [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 <b>NIL</b>		
	3.1.2 Arrangement for consultations with or representation by	<b>Fully met</b>	
	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	<b>Fully met</b>  <b>NIL</b>	
	3.1.3 Public- private partnerships (PPP) Details of Special Purpose Vehicle (SPV), if any <b>NIL</b>	<b>Fully met</b>	
	3.1.4 Detailed project reports (DPRs) <b>Not applicable</b>	<b>Fully met</b>	
	3.1.5 Concession agreements. <b>Not applicable</b>	<b>Fully met</b>	
	3.1.6 Operation and maintenance manuals <b>Not applicable</b>	<b>Fully met</b>	
	3.1.7 Other documents generated as part of the implementation of the PPP <b>Not applicable</b>	<b>Fully met</b>	
	3.1.8 Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorization from the government <b>Not applicable</b>	<b>Fully met</b>	
	3.1.9 Information relating to outputs and outcomes <b>Not applicable</b>	<b>Fully met</b>	
	3.1.10 The process of the selection of the private sector party (concessionaire etc) <b>Not applicable</b>	<b>Fully met</b>	
3.1.11 All payment made under the PPP project <b>Not applicable</b>	<b>Fully met</b>		
3.2	Are the details of policies/ decisions, which affect public, informed to them [Section 4(1) (c)]	Publish all relevant facts while formulation important policies or announcing decisions which affect public to make the process more interactive; 3.2.1 Policy decisions/legislations taken in the previous one year <b>Not applicable</b>	<b>Fully met</b>
		3.2.2 Outline the Public consultation Process <b>Not applicable</b>	<b>Fully met</b>
		3.2.3 Outline the arrangement for consultation before formulation of Policy <b>Not applicable</b>	<b>Fully met</b>
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)  <b><a href="http://drdpat.bih.nic.in">http://drdpat.bih.nic.in</a></b>	<b>Fully met</b>
3.4	Form of accessibility of information manual/ handbook [Section4(1)(b)]	<b>The following documents are held by this Directorate which are available on our web site (<a href="https://drd.dacnet.nic.in">https://drd.dacnet.nic.in</a>):</b> <b>(i) Rice in India – A Status Paper.</b> <b>(ii) Rice Productivity Analysis in India.</b> <b>(iii) Rice in India- A Handbook of Statistics.</b> <b>(iv) Basmati Rice in India – Its Export Potential.</b> <b>(v) Rice Varieties in India.</b> <b>(vi) Articles/Reports/Technical Bulletin:</b> <b>A. Package and Practices of Rice in Bihar,</b>	<b>Fully met</b>

		<p>B. Bihar Me Dhan Ka Utpadan Kaise Barhayen(in Hindi), C. S. R. I. Taknic Se Dhan Ki Kheti(in Hindi),</p> <p>(vii) Export of Rice. (viii) Productivity status of rice during 10<sup>th</sup> plan. (ix) Rice Varieties Released /Notified during 1996-2005. (x) Rice in India – A Hand book of Statistics, 2006. (xi) Rice Varieties Released /Notified during 1996-2007. (xii) Rice in India – A Hand book of Statistics, 2007. (xiii) Weekly Weather Watch Report. (xiv) Notified Rice Varieties in India during 1996-2010. (xv) State-wise Area, Production and Productivity of Rice during 2007-10. (xvi) Hybrid varieties of rice in India. (xvii) Notified rice varieties in India during 1996-2012. (xviii) State-wise Area, Production and Productivity of Rice during 11<sup>th</sup> Plan. (xix) Hybrid Rice Released/ Notified in India upto 2013. (xx) Rice in India – A Status Paper during 2014</p>	
3.5	Whether information manual/ handbook available free of cost or not [Section4(1)(b)]	<p>(i) Rice in India – A Status Paper. (ii) Rice Productivity Analysis in India. (iii) Rice in India- A Handbook of Statistics. (iv) Basmati Rice in India – Its Export Potential. (v) Rice Varieties in India. (vi) Articles/Reports/Technical Bulletin: A. Package and Practices of Rice in Bihar, B. Bihar Me Dhan Ka Utpadan Kaise Barhayen(in Hindi), C. S. R. I. Taknic Se Dhan Ki Kheti(in Hindi), (vii) Export of Rice. (viii) Productivity status of rice during 10<sup>th</sup> plan. (ix) Rice Varieties Released /Notified during 1996-2005. (x) Rice in India – A Hand book of Statistics, 2006. (xi) Rice Varieties Released /Notified during 1996-2007. (xii) Rice in India – A Hand book of Statistics, 2007. (xiii) Weekly Weather Watch Report. (xiv) Notified Rice Varieties in India during 1996-2010. (xv) State-wise Area, Production and Productivity of Rice during 2007-10. (xvi) Hybrid varieties of rice in India. (xvii) Notified rice varieties in India during 1996-2012. (xviii) State-wise Area, Production and Productivity of Rice during 11<sup>th</sup> Plan. (xix) Hybrid Rice Released/ Notified in India upto 2013. (xx) Rice in India – A Status Paper during 2014</p>	Fully met
4.1	Language in which Information Manual/ Handbook Available [F.No.	<p>4-1.1 English Yes</p> <p>4.1.2 Vernacular/ Local Language Pamphlets related to SRI in Hindi</p>	Fully met
			Fully met

	1/6/2011-IR dt. 15.04.2013]		
4.2	When was the information Manual/ Handbook last updated? [F.No. 1/6/2011-IR dt. 15.04.2013]	4.2.1 Last date of Annual updation <b>01.08.2023</b>	<b>Fully met</b>
4.3	Information available in electronic form [Section4(1)(b)(xiv)]	4.3.1 Details of information available in electronic form <b>Information as on serial No. 3.5</b>	<b>Fully met</b>
		4.3.2 Name/ title of the document/ record/ other information <b>Information as on serial No. 3.5</b>	<b>Fully met</b>
		4.3.3 Location where available The details are available on website i.e. <a href="http://drdpat.bih.nic.in">http://drdpat.bih.nic.in</a>	<b>Fully met</b>
4.4	Particulars of facilities available to citizen for obtaining information [Section4(1)(b)(xv)]	4.4.1 Name & location of the faculty Directorate of Rice Development, 5 <sup>th</sup> Floor , G- Wing, Karpoori Thakur Sadan, Ashiana- Digha Road, Patna-800025 (Bihar)	<b>Fully met</b>
		4.4.2 Details of information made available This Directorate Website : <a href="http://drdpat.bih.nic.in">http://drdpat.bih.nic.in</a>	<b>Fully met</b>
		4.4.3 Working hours of the facility 9.30 A.M. to 6.00 P.M. (in working days)	<b>Fully met</b>
		4.4.4 Contact person & contact details (Phone , Fax email) Dr. Arvind Kumar, Assistant Director (CPIO) Phone – 0612-2565720/0612-2565843/ E-mail- drdpatna@nic.in	<b>Fully met</b>
4.5	Such other information as may be prescribed under section 4(i)(b)(xvii)	4.5.1 Grievance redressal mechanism <b>Within30 days of receipts of complaints</b>	<b>Fully met</b>
		4.5.2 Details of applications received under RTI and information provided.  RTI applications received under RTI transfer under Section 6(3) in this Directorate from the Ministry or received to CPIO directly. The information has been provided to the applicants directly under intimation to the Ministry in time.  In 2023-24 (from 01.04.2023 to 31.07.2023) Application received = 02 Replied = 02	<b>Fully met</b>
		4.5.3 List of completed scheme / projects/ Programmes <b>NIL</b>	<b>Fully met</b>
		4.5.4 List of schemes/ projects/ programme underway	<b>Fully met</b>
		4.5.5 Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract  <b>Not Applicable</b>	<b>Fully met</b>
		4.5.6 Annual Report  <b>Not Applicable</b>	<b>Fully met</b>
		4.5.7 Frequently Asked Question (FAQs) FAQs related to Rice cultivation is placed on this Directorate's website	<b>Fully met</b>

		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.	<b>Fully met</b>
			<b>Fully met</b>
4.6	Receipt & Disposal of RTI applications & appeals F. No. 1/6/2011-IR dt. 15.4.2013	<b>Uploaded on website</b>	<b>Fully met</b>
		4.6.1 Details of applications received and disposed <b>Uploaded on Website</b>	<b>Fully met</b>
		4.6.2 Details of appeals received and orders issued <b>NIL</b>	<b>Fully met</b>
4.7	Replies to questions asked in the parliament [Section 4(1)(d)(2)]	4.7.1 Details of questions asked and replies given <b>Parliament questions received from the Ministry. The draft reply of the questions were sent to the Ministry as and when received.</b>	<b>Fully met</b>
5	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>Fully met</b>
		CPIO	Dr. Arvind Kumar Assistant Director
		CAPIO	
		FAA	Dr. Man Singh Director
		(b) Earlier CPIO & FAAs From	
		CPIO	Dr. Atul Kumar Singh Assistant Director
		CAPIO	Dr. Arvind Kumar STA
		FAA	Dr. Virendra Singh Director
		5.1.2 Details of third party audit of voluntary disclosure – (a) Details of Audit carried out, (b) Report of the audit carried out	<b>Not met</b>
		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 <b>This matter pertains at the level of the Ministry</b>	<b>Fully met</b>
		5.1.4 Consultancy committee of key stake holders of advice on suo-mouto disclosure – (a) Dates from which constituted, (b) Name & Designation of the officers <b>No, because only 13 posts are filled up against the 18 sanctioned post in this Directorate.</b>	<b>Fully met</b>
		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	<b>Fully met</b>
6	Item/ information disclosed so that public have minimum resort to use of RTI Act to obtain information	6.1.1 1 Item/ information disclosed so that public have minimum resort to use of RTI Act to obtain information All information related to this Directorate are available on this official website.	<b>Fully met</b>
		6.2 Guidelines for Indian Government Websites (GIGW) is followed (	<b>Fully</b>

		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>met</b>
		6.2.1 Whether STQC certification obtained and its validity <b>No</b>	<b>Not met</b>
		6.2.2 Does the website show the certificate on the website ? <b>No</b>	<b>Not met</b>

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