

Self appraisal report for Year (2024-25)

Auditor Agency: Debdipta Basu(Indian Rubber Materials Research Institute, Autonomous body under The Department for Promotion of Industry and Internal Trade (DPIIT), Ministry of Commerce & Industry, Govt. of India, New Delhi)

Ministry Name: Ministry of Commerce & Industry

Department Name: Department of Commerce

Public Authority Name: Department of Commerce

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	https://commerce.gov.in/contact/ New website of DoC under development the links are: http://164.52.201.69/mci/#/connect/contact-us	Fully Met	1.28	URLs cited by the Public Authority is correct. Category "Fully Met"
1.1.2	Head of the organization	Fully Met	1.28	1.28	https://commerce.gov.in/ New website of DoC under development the links are: http://164.52.201.69/mci/#/ h	Fully Met	1.28	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					ttp://164.52.201.69/mci/#/connect/directory (Sh. Sunil Barthwal, Commerce Secretary)			
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	https://commerce.gov.in/ under Section: About Us-->Department of Commerce--> Department setup and function- https://www.commerce.gov.in/about-us/department-of-commerce/department-setup-and-function/ DOC-CITIZEN-CHARTER-2023-24.pdf (commerce.gov.in) New website of DoC under development the links are: http://164.52.2	Fully Met	1.28	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					01.69/mci/#!/ministry/about-us/1030 http://164.52.201.69/ministryofcommerce/sites/default/files/2025-05/DOC-CITIZEN-CHARTER-2022_0.pdf			
1.1.4	Function and duties	Fully Met	1.28	1.28	https://commerce.gov.in/about-us/department-of-commerce/department-setup-and-function/ https://www.commerce.gov.in/wp-content/uploads/2024/12/Annual-Report-English-Lower-Resolution-1.pdf New website of DoC under development the links are: http://164.52.201.69/mci/#!/m	Fully Met	1.28	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					inistry/about-us/1030 http://164.52.201.69/ministryofcommerce/sites/default/files/2025-04/Annual-Report-English-Lower-Resolution-1.pdf			
1.1.5	Organization Chart	Fully Met	1.28	1.28	https://www.commerce.gov.in/wp-content/uploads/2025/01/Organisation-Chart..pdf (As on 01.01.2025) New website of DoC under development the links are: http://164.52.201.69/ministryofcommerce/sites/default/files/2025-05/Organisation-Chart..pdf	Fully Met	1.28	URLs cited by the Public Authority is correct. Category "Fully Met"
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/	Fully Met	1.28	1.28	Brief history of Department of Commerce htt	Partially Met	0.64	URLs cited by the Public Authority is

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	Commissions constituted from time to time have been dealt				ps://commerce.gov.in/wp-content/uploads/2020/03/NTE_SCL_636667385883650491_BRIEF_HISTORY_DOC_9-7-2018.pdf Names of Secretaries from time to time https://intra.commerce.gov.in/intrahome/pdf_files/Induction_Material/Induction-Material-2020.pdf (page 9) New website of DoC under development the links are: http://164.52.201.69/ministryofcommerce/sites/default/files/2024-06/NTE_SCL_636667385883650491_BRIEF_HI			correct. Category “Partially Met”

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					STORY_DOC_9-7-2018.pdf "Induction Manual of DoC"- http://164.52.201.69/ministryofcommerce/sites/default/files/2024-06/Induction-Manual-2020.pdf (page 9)			
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	1.92	1.92	https://commerce.gov.in/wp-content/uploads/2020/03/Annexure-II_Powers-Duties.pdf New website of DoC under development the links are: http://164.52.201.69/ministryofcommerce/sites/default/files/2024-06/Annexure-II_Powers-Duties.pdf	Fully Met	1.92	URLs cited by the Public Authority is correct. Category "Fully Met"
1.2.2	Power and duties of other employees	Fully Met	1.92	1.92	https://commerce.gov.in/wp-	Fully Met	1.92	URLs cited by the Public

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					content/uploads/2020/03/Annexure-II_Powers-Duties.pdf New website of DoC under development the links are: http://164.52.201.69/ministryofcommerce/sites/default/files/2024-06/Annexure-II_Powers-Duties.pdf			Authority is correct. Category "Fully Met"
1.2.3	Rules/ orders under which powers and duty derived and exercised	Fully Met	1.92	1.92	https://commerce.gov.in/wp-content/uploads/2020/03/Annexure-II_Powers-Duties.pdf New website of DoC under development the links are: http://164.52.201.69/ministryofcommerce/sites/default/files/2024-06/Annexure-II_Powers-Duties.pdf	Fully Met	1.92	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.2.4	Work allocation	Fully Met	1.92	1.92	https://www.commerce.gov.in/whos-who-details/ New website of DoC under development the links are: http://164.52.201.69/mci/#/connect/directory	Fully Met	1.92	URLs cited by the Public Authority is correct. Category "Fully Met"
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	https://www.commerce.gov.in/wp-content/uploads/2025/01/Channel-of-Submission-and-Final-Level-of-Disposal.pdf New website of DoC under development the links are: http://164.52.201.69/ministryofcommerce/sites/default/files/2025-05/Channel-of-Sub	Fully Met	1.54	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					mission-and-Final-Level-of-Disposal.pdf			
1.3.2	Final decision making authority	Fully Met	1.54	1.54	https://www.commerce.gov.in/wp-content/uploads/2025/01/Channel-of-Submission-and-Final-Level-of-Disposal.pdf New website of DoC under development the links are: http://164.52.201.69/ministryofcommerce/sites/default/files/2025-05/Channel-of-Submission-and-Final-Level-of-Disposal.pdf	Fully Met	1.54	URLs cited by the Public Authority is correct. Category "Fully Met"
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	https://www.commerce.gov.in/wp-content/uploads/2025/01/Channel-of-Submission-and-Final-Level	Fully Met	1.54	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					-of-Disposal.pdf https://darpd.gov.in/sites/default/files/CSMO P_0_0.pdf (Manual of Office Procedure issued by DARPD) https://doe.gov.in/files/circulars_document/Final _GFR_upto_31_07_2024.pdf (General Financial Rules, 2017 issued by Department of Expenditure) New website of DoC under development the links are: http://164.52.201.69/ministryofcommerce/sites/default/files/2025-05/Channel-of-Sub			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					mission-and-Final-Level-of-Disposal.pdf			
1.3.4	Time limit for taking a decisions, if any	Fully Met	1.54	1.54	Time limit for taking decision mentioned in citizen charter 2022 (Page No. 23 of PDF document) under "About Us" section : https://commerce.gov.in/wp-content/uploads/2022/05/DOC-CITIZEN-CHARTER-2022.pdf New website of DoC under development the links are: http://164.52.201.69/ministryofcommerce/sites/default/files/2025-05/DOC-CITIZEN-CHARTER-2022_0.pdf	Fully Met	1.54	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.3.5	Channels of supervision and accountability	Fully Met	1.54	1.54	%20Suo%20Moto%20Disclosure%20under%20RTI%20Act%20-->%20Channel%20of%20Submission%20&%20Final%20Level%20of%20Disposal%20of%20Cases%20-->%20https://www.commerce.gov.in/wp-content/uploads/2025/01/Channel-of-Submission-and-Final-Level-of-Disposal.pdf">https://commerce.gov.in/under Section: RTI -->Suo Moto Disclosure under RTI Act-->Channel of Submission & Final Level of Disposal of Cases--> https://www.commerce.gov.in/wp-content/uploads/2025/01/Channel-of-Submission-and-Final-Level-of-Disposal.pdf New website of DoC under development the links are: http://164.52.201.69/mci/#/ under Section: RTI -->Suo Moto Disclosure under RTI	Fully Met	1.54	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Act-->Channel of Submission & Final Level of Disposal of Cases- http://164.52.201.69/ministryofcommerce/sites/default/files/2025-05/Channel-of-Submission-and-Final-Level-of-Disposal.pdf			
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	Website https://commerce.gov.in/ under Section: About Us-->Department of Commerce-->Department setup and function- https://www.commerce.gov.in/about-us/department-of-commerce/department-setup-and-function/ https://www.commerce.gov.in/department-setup-and-function/	Fully Met	1.54	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					://commerce.gov.in/wp-content/uploads/2022/05/DOC-CITIZEN-CHARTER-2022.pdf New website of DoC under development the links are: http://164.52.201.69/mci/#/ http://164.52.201.69/mci/#/ministry/about-us/1030 http://164.52.201.69/ministryofcommerce/sites/default/files/2025-05/DOC-CITIZEN-CHARTER-2022_0.pdf			
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	https://commerce.gov.in/ under Section: RTI -->Suo Moto Disclosure under RTI Act--> Norms	Fully Met	1.54	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>set by the Department of Commerce for the discharge of its functions- Norms https://commerce.gov.in/rti/suo-mo-to-disclosure-under-rti-act/norms-set-by-the-department-of-commerce-for-the-discharge-of-its-functions/ Standards DO C-CITIZEN-CHARTER-2022.pdf (commerce.gov.in) New website of DoC under development the links are: http://164.52.201.69/mci/#/ Norms Link active but document not available. The</p>			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					website is under development. Standards http://164.52.201.69/ministryofcommerce/sites/default/files/2025-05/DOC-CITIZEN-CHARTER-2022_0.pdf			
1.4.3	Process by which these services can be accessed	Fully Met	1.54	1.54	https://commerce.gov.in/links-for-public-interfaces/department-of-commerce/For MAI Scheme, 2021 https://commerce.gov.in/wp-content/uploads/2021/07/Market-Access-Initiative-MAI-Scheme-2021-dated-19-July-2021.pdf For Trade Promotion https://commerc	Fully Met	1.54	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					e.gov.in/trade-promotion/special-economic-zones/ DOC-CITIZEN-CHARTER-2022.pdf (commerce.gov.in) New website of DoC under development the links are: http://164.52.201.69/ministryofcommerce/sites/default/files/2025-05/DOC-CITIZEN-CHARTER-2022_0.pdf			
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	DOC-CITIZEN-CHARTER-2022.pdf (commerce.gov.in) New website of DoC under development the links are: http://164.52.201.69/ministryofcommerce/sites/default/files/2025-05/DOC-CITIZEN-CHARTER-2022_0.pdf	Fully Met	1.54	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					s/2025-05/DO C-CITIZEN-C HARTER-202 2_0.pdf			
1.4.5	Process of redressal of grievances	Fully Met	1.54	1.54	"About Us" section-->Grievance redressal mechanism mentioned in citizen charter 2022 : https://commerce.gov.in/wp-content/uploads/2022/05/DOC-CITIZEN-CHARTER-2022.pdf New website of DoC under development the links are: http://164.52.201.69/ministryofcommerce/sites/default/files/2025-05/DO C-CITIZEN-C HARTER-2022_0.pdf http://164.52.201.69/mci/#/connect/grievance-	Fully Met	1.54	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					redressal			
1.5	Acts, rules, regulations, instructions, manuals and records for discharging functions[Section 4(1)(b)(v)]							
1.5.1	Title and nature of the record/ manual /instruction.	Fully Met	2.6	2.60	The Department of Commerce follows the rules and regulations, instruction and manuals, such as, Fundamental and Supplementary Rules, General Financial Rules, Delegation of Financial Power Rules, Central Civil Services (Conduct) Rules, Central Civil Services (Classification , Control and Appeal) Rules, All India Services Rules, General	Fully Met	2.60	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Provident Fund Rules, service/establishment manuals and instructions, RTI Act, 2005 and other rules/regulations issued by Government of India time to time, etc, prescribed and published by Ministry of Personnel, Pension and Public Grievance, Department of Expenditure and other departments of GOI. As far as Act, Rules and Schemes of Department of Commerce is concerned, the link is: Act, Rules and			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Schemes- http://commerce.gov.in/acts-and-schemes/ New website of DoC under development the links are: Act, Rules and Schemes - http://164.52.201.69/mci/#/documents/acts-rules			
1.5.2	List of Acts, rules, regulations, instructions, manuals and records.	Fully Met	2.6	2.60	Act, Rules and Schemes- https://commerce.gov.in/acts-and-schemes/ New website of DoC under development the links are: Act, Rules and Schemes - http://164.52.201.69/mci/#/documents/acts-rules	Fully Met	2.60	URLs cited by the Public Authority is correct. Category "Fully Met"
1.5.3	Acts/ Rules/ manuals, etc.	Fully Met	2.6	2.60	Act, Rules and Schemes-	Fully Met	2.60	URLs cited by the Public

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					https://commerce.gov.in/acts-and-schemes/ New website of DoC under development the links are: Act, Rules and Schemes - http://164.52.201.69/mci/#/documents/acts-rules			Authority is correct. Category "Fully Met"
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	Who's Who - Mcommerce (under Media tab, the documents held are available) https://tradestat.commerce.gov.in/ New website of DoC under development the links are: http://164.52.201.69/mci/#/ (under	Fully Met	3.85	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Documents tab, the documents held are available)			
1.6.2	Custodian of documents/categories	Fully Met	3.85	3.85	Department of Commerce	Fully Met	3.85	URLs cited by the Public Authority is correct. Category "Fully Met"
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	https://commerce.gov.in/about-us/department-of-commerce/advisory-board/ https://commerce.gov.in/about-us/department-of-commerce/apellate-committee/ New website of DoC under development the links are: http://164.52.201.69/mci/#/ministry/about-us/1032	Fully Met	0.96	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.7.2	Composition	Fully Met	0.96	0.96	https://commerce.gov.in/about-us/department-of-commerce/advisory-board/ https://commerce.gov.in/about-us/department-of-commerce/apellate-committee/ New website of DoC under development the links are: http://164.52.201.69/mci/#/ministry/about-us/1032	Fully Met	0.96	URLs cited by the Public Authority is correct. Category "Fully Met"
1.7.3	Dates from which constituted	Fully Met	0.96	0.96	Board of Trade (BOT) was reconstituted on 16.07.2009 https://commerce.gov.in/about-us/department-of-commerce/advisory-board/ New website of	Partially Met	0.48	URLs cited by the Public Authority is correct. Category "Partially Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					DoC under development the links are: Board of Trade (BOT) was reconstituted on 16.07.2009 http://164.52.201.69/mci/#/ministry/about-us/1032			
1.7.4	Term/ Tenure	Fully Met	0.96	0.96	Board of Trade (BOT) was reconstituted on 16.07.2009 https://commerce.gov.in/about-us/department-of-commerce/advisory-board/ New website of DoC under development the links are: Board of Trade (BOT) was reconstituted on 16.07.2009	Partially Met	0.48	URLs cited by the Public Authority is correct. Category "Partially Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					http://164.52.201.69/mci/#/ministry/about-us/1032			
1.7.5	Powers and functions	Fully Met	0.96	0.96	https://commerce.gov.in/about-us/department-of-commerce/advisory-board/ https://commerce.gov.in/about-us/department-of-commerce/apellate-committee/ New website of DoC under development the links are: http://164.52.201.69/mci/#/ministry/about-us/1032	Fully Met	0.96	URLs cited by the Public Authority is correct. Category "Fully Met"
1.7.6	Whether their meetings are open to the public?	Fully Met	0.96	0.96	https://commerce.gov.in/ New website of DoC under development the links are: http://164.52.201.69/mci/#/	Fully Met	0.96	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					(go to tab ?explore user personas)			
1.7.7	Whether the minutes of the meetings are open to the public?	Fully Met	0.96	0.96	Available in public domain on Department of Commerce website: Suo-Moto-Disclosure-under-RTI-Act-->Minutes-of-Meeting-https://commerce.gov.in/rti/suo-moto-disclosure-under-rti-act/">https://commerce.gov.in/ under Section: RTI -->Suo Moto Disclosure under RTI Act--> Minutes of Meeting https://commerce.gov.in/rti/suo-moto-disclosure-under-rti-act/ New website of DoC under development the links are: Available in public domain on Department of Commerce website: http://	Fully Met	0.96	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					164.52.201.69/mci/#/ under Section: RTI -->Suo Moto Disclosure under RTI Act--> Minutes of Meeting http://164.52.201.69/mci/#/connect/rti/suo-moto-disclosure-under-rti-act			
1.7.8	Place where the minutes if open to the public are available?	Fully Met	0.96	0.96	Available in public domain on Department of Commerce website: https://commerce.gov.in/ under Section: RTI -->Suo Moto Disclosure under RTI Act--> Minutes of Meeting https://commerce.gov.in/rti/suo-moto-disclosure-under-rti-act/ New	Fully Met	0.96	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					website of DoC under development the links are: Available in public domain on Department of Commerce website: http://164.52.201.69/mci/#/ under Section: RTI -->Suo Moto Disclosure under RTI Act--> Minutes of Meeting http://164.52.201.69/mci/#/connect/rti/suo-moto-disclosure-under-rti-act			
1.8	Directory of officers and employees[Section 4(1) (b) (ix)]							
1.8.1	Name and designation	Fully Met	3.85	3.85	https://commerce.gov.in/officer-details/ New website of DoC under development the links are: http://164.52.2	Fully Met	3.85	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					01.69/mci/#/connect/directory			
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	https://commerce.gov.in/officer-details/ New website of DoC under development the links are: http://164.52.201.69/mci/#/connect/directory	Fully Met	3.85	URLs cited by the Public Authority is correct. Category "Fully Met"
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	Available in public domain on Department of Commerce website: https://commerce.gov.in/under Section: RTI -->Suo Moto Disclosure under RTI Act-->Monthly remuneration received by each of its officers and	Fully Met	3.85	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>employees- https://commerce.gov.in/wp-content/uploads/2020/03/NTE_SCL_637117587510716966_Monthly_Remuneration.pdf</p> <p>https://www.commerce.gov.in/wp-content/uploads/2024/12/Annual-Report-English-Lower-Resolution-1.pdf (page 224 of Annual Report) New website of DoC under development the links are: Available in public domain on Department of Commerce website: http://164.52.201.69/mci/#/ under</p>			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Section: RTI -->Suo Moto Disclosure under RTI Act-->Monthly remuneration received by each of its officers and employees- http://164.52.201.69/ministryofcommerce/sites/default/files/2024-06/NTE_SCL_637117587510716966_Monthly_Remuneration.pdf of Annual-Report-English-Lower-Resolution-1.pdf (page 214 of Annual Report)			
1.9.2	System of compensation as provided in its regulations	Fully Met	3.85	3.85	https://commerce.gov.in/under Section: RTI -->Suo Moto Disclosure under RTI	Fully Met	3.85	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>Act-->Monthly remuneration received by each of its officers and employees- https://commerce.gov.in/wp-content/uploads/2020/03/NTE_SCL_637117587510716966_Monthly_Remuneration.pdf</p> <p>New website of DoC under development the links are: Available in public domain on Department of Commerce website: http://164.52.201.69/mci/#/ under Section: RTI</p> <p>-->Suo Moto Disclosure under RTI</p> <p>Act-->Monthly remuneration</p>			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					received by each of its officers and employees- http://164.52.201.69/ministryofcommerce/sites/default/files/2024-06/NTE_SCL_637117587510716966_Monthly_Remuneration.pdf			
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 Officers (PIOs), Assistant Public Information Officer(s) & Appellate Authority	Fully Met	3.85	3.85	Available in public domain on Department of Commerce website https://commerce.gov.in/ under Section: RTI -->Suo Moto Disclosure under RTI Act--> Names, Designations and other particulars of the CPIOs/AC	Fully Met	3.85	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					PIOs: https://www.commerce.gov.in/wp-content/uploads/2025/03/CPIO-Updated-list.pdf and Appellate Authorities in Department of Commerce: https://www.commerce.gov.in/wp-content/uploads/2025/03/Updated-FAs-list-upto-28.02.2025.pdf New website of DoC under development the links are: Not uploaded yet			
1.10.2	Address, telephone numbers and email ID of each designated official.	Fully Met	3.85	3.85	Available in public domain on Department of Commerce website https://commerce.gov.in/ under	Fully Met	3.85	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Section: RTI -->Suo Moto Disclosure under RTI Act--> Names, Designations and other particulars of the CPIOs/AC PIOs: https://www.commerce.gov.in/wp-content/uploads/2025/03/CPIO-Updated-list.pdf and Appellate Authorities in Department of Commerce: https://www.commerce.gov.in/wp-content/uploads/2025/03/Updated-FAAs-list-upto-28.02.2025.pdf f New website of DoC under development the links are: Not uploaded			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					yet			
1.11	Number of employees against whom disciplinary action has been proposed/ taken (F No. 1/6/2011- IR dt. 15.4.2013)							
1.11.1	Number of employees against whom disciplinary action has been (i) Pending for minor penalty or major penalty proceedings	Fully Met	3.85	3.85	https://www.commerce.gov.in/about-us/divisions/vigilance-division/ New website of DoC under development	Partially Met	1.93	URLs cited by the Public Authority is correct. Category "Partially Met"
1.11.2	(ii) Finalised for minor penalty or major penalty proceedings	Fully Met	3.85	3.85	https://www.commerce.gov.in/about-us/divisions/vigilance-division/ New website of DoC under development	Partially Met	1.93	URLs cited by the Public Authority is correct. Category "Partially Met"
1.12	Programmes to advance understanding of RTI(Section 26)							
1.12.1	Educational programmes	Fully Met	1.92	1.92	Section 26 of the RTI Act, 2005 is for 'Appropriate Government' i.e. Central Government (DoPT) in DoC case. DoPT's OM F.No. 1/32/2013-IR dated	Not Met	0	Category Not Met

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>28.11.2013 (Guide to Right to Information Act) made available to all CPIOs/FAAs. It is made available on DoC's website. Link is : https://rti.gov.in/rticorner/guide_2013-issue.pdf Training to all CPIOs held by ISTM in online mode. Trainings on iGOT platform are also available.</p>			
1.12.2	Efforts to encourage public authority to participate in these programmes	Fully Met	1.92	1.92	<p>Section 26 of the RTI Act, 2005 is for 'Appropriate Government' i.e. Central Government (DoPT) in DoC case.</p>	Fully Met	1.92	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					DoPT's OM F.No. 1/32/2013-IR dated 28.11.2013 (Guide to Right to Information Act) made available to all CPIOs/FAAs. It is made available on DoC's website. Link is : https://rti.gov.in/rticorner/guide_2013-issue.pdf Training to all CPIOs held by ISTM in online mode. Trainings on iGOT platform are also available.			
1.12.3	Training of CPIO/APIO	Fully Met	1.92	1.92	Section 26 of the RTI Act, 2005 is for 'Appropriate Government'	Fully Met	1.92	URLs cited by the Public Authority is correct. Category

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					i.e. Central Government (DoPT) in DoC case. DoPT's OM F.No. 1/32/2013-IR dated 28.11.2013 (Guide to Right to Information Act) made available to all CPIOs/FAAs. It is made available on DoC's website. Link is : https://rti.gov.in/rticorner/guide_2013-issue.pdf Training to all CPIOs held by ISTM in online mode. Trainings on iGOT platform are also available.			"Fully Met"
1.12.4	Update & publish guidelines on RTI by the Public	Fully Met	1.92	1.92	Section 26 of	Fully Met	1.92	URLs cited by

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	Authorities concerned				the RTI Act, 2005 is for 'Appropriate Government' i.e. Central Government (DoPT) in DoC case. DoPT's OM F.No. 1/32/2013-IR dated 28.11.2013 (Guide to Right to Information Act) made available to all CPIOs/FAAs. It is made available on DoC's website. Link is : https://rti.gov.in/rticorner/guide_2013-issue.pdf Training to all CPIOs held by ISTM in online mode. Trainings on			the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					iGOT platform are also available.			
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	https://commerce.gov.in/wp-content/uploads/2020/03/NTE SCL_637153945990098973_Establishment_Transfer_Posting_Orders.pdf and https://commerce.gov.in/wp-content/uploads/2020/03/NTE SCL_637153947151518119_CSSS_Cadre_Transfer_orders.pdf and https://commerce.gov.in/wp-content/uploads/2020/03/NTE SCL_637153947711084717_CSS_Cadre_Transfer_Orders.pdf https	Fully Met	7.69	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>://www.commerce.gov.in/wp-content/uploads/2024/12/Annual-Report-English-Lower-Resolution-1.pdf (page 224 of Annual Report)</p> <p>Transfer policy of DOPT is adopted by the DoC https://documents.doptcirculars.nic.in/D2/D02csd/Akash%20RTPPhTyoy.pdf</p> <p>New website of DoC under development the links are: http://164.52.201.69/ministryofcommerce/sites/default/files/2024-06/NTESCL_637153945990098973_Establish</p>			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					ment_Transfer_Posting_Orders.pdf and http://164.52.201.69/ministryofcommerce/sites/default/files/2024-06/NTE_SCL_637153947711084717_CSS_Cadre_Transfer_Orders.pdf and http://164.52.201.69/ministryofcommerce/sites/default/files/2024-06/NTE_SCL_637153947151518119_CSSS_Cadre_Transfer_orders.pdf Transfer policy of DOPT is adopted by the DoC https://documents.doptcirculars.nic.in/D2/D02csd/Akash%20R			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					TPhTyoy.pdf			
Total			100	100		100	93	
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	Available under Section "Budget allocation indicating particulars of plans, proposed expenditures and reports on disbursement made" https://commerce.gov.in/budget/ (Department of Commerce Home page) New website of DoC under development the links are: Available under Section "Budget allocation indicating particulars of	Fully Met	10.00	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					plans, proposed expenditures and reports on disbursement made" http://164.52.201.69/mci/#/documents/budget (Available in Department of Commerce Home Page)			
2.1.2	Budget for each agency and plan & programmes	Fully Met	10	10.00	Available under Section "Budget allocation indicating particulars of plans, proposed expenditures and reports on disbursement made" https://commerce.gov.in/budget/ (Department of Commerce Home page) New website of DoC under	Fully Met	10.00	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					development the links are: Available under Section "Budget allocation indicating particulars of plans, proposed expenditures and reports on disbursement made" http://164.52.201.69/mci/#/documents/budget (Available in Department of Commerce Home Page)			
2.1.3	Proposed expenditures	Fully Met	10	10.00	Available under Section "Budget allocation indicating particulars of plans, proposed expenditures and reports on disbursement	Fully Met	10.00	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					made" https://commerce.gov.in/budget/ (Department of Commerce Home page) New website of DoC under development the links are: Available under Section "Budget allocation indicating particulars of plans, proposed expenditures and reports on disbursement made" http://164.52.201.69/mci/#/documents/budget (Available in Department of Commerce Home Page)			
2.1.4	Revised budget for each agency, if any	Fully Met	10	10.00	Available under Section "Budget	Fully Met	10.00	URLs cited by the Public Authority is

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					allocation indicating particulars of plans, proposed expenditures and reports on disbursement made" https://commerce.gov.in/budget/ (Department of Commerce Home page) New website of DoC under development the links are: Available under Section "Budget allocation indicating particulars of plans, proposed expenditures and reports on disbursement made" http://164.52.201.69/mci/#/docume			correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					nts/budget (Available in Department of Commerce Home Page)			
2.1.5	Report on disbursements made and place where the related reports are available	Fully Met	10	10.00	Available under Section "Budget allocation indicating particulars of plans, proposed expenditures and reports on disbursement made" https://commerce.gov.in/budget/ (Department of Commerce Home page) New website of DoC under development the links are: Available under Section "Budget allocation indicating particulars of	Fully Met	10.00	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					plans, proposed expenditures and reports on disbursement made" http://164.52.201.69/mci/#/documents/budget (Available in Department of Commerce Home Page)			
2.1.6	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	10	10.00	https://commerce.gov.in/tender-guidelines/ and 2019 details mentioned under suomotu disclosure under link: https://commerce.gov.in/wp-content/uploads/2020/03/NTE_SCL_6371417_98320490759_Procurement.pdf https://co	Partially Met	5.00	URLs cited by the Public Authority is correct. Category “Partially Met”

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					mmerce.gov.in/tender-guidelines/ New website of DoC under development the links are: Previous year audit under provided 1st link but in new website link is active but document is not shown. http://164.52.201.69/mci/?#/ (open Home page and to key offering section and open tender tab)			
2.2	Foreign and domestic tours(F.No. 1/8/2012- IR dt. 11.9.2012)							
2.2.1	Budget	Fully Met	20	20.00	Available under Section "Budget allocation indicating particulars of plans, proposed	Fully Met	20.00	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>expenditures and reports on disbursement made" https://commerce.gov.in/budget/ (Department of Commerce Home page)</p> <p>New website of DoC under development the links are:</p> <p>Available under Section "Budget allocation indicating particulars of plans, proposed expenditures and reports on disbursement made" http://164.52.201.69/mci/#/documents/budget (Available in Department of Commerce Home Page)</p>			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
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	20	20.00	https://commerce.gov.in/wp-content/uploads/2020/11/NTE_SCL_637189198162305284_Visits_2019_domestic_foreign.pdf 1. https://commerce.gov.in/wp-content/uploads/2024/05/Su-o-Moto-W-3.pdf 2. https://commerce.gov.in/wp-content/uploads/2020/11/NTE_SCL_637189198162305284_Visits_2019_domestic_foreign.pdf 3. https://commerce.gov.in/wp-content/uploads/2020/03/NTE_SCL_637189195990658593_Visits_2018_19_domestic_f	Partially Met	10.00	URLs cited by the Public Authority is correct. Category "Partially Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					oreign.pdf 4. https://commerce.gov.in/wp-content/uploads/2020/03/NTESCL_636658858074847366_Suo_modu_disclosure-April_2017_March_2018.pdf 5. https://commerce.gov.in/wp-content/uploads/2020/03/NTESCL_636337418261056452_Suo_modu_disclosure-April_2015_March_2017.pdf 6. https://commerce.gov.in/wp-content/uploads/			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					2020/03/Suo_modu_disclosure-Jan_June_2012.pdf 8. https://commerce.gov.in/wp-content/uploads/2020/03/Suo_modu_disclosure.pdf 9. https://commerce.gov.in/wp-content/uploads/2021/09/SuoMoto-SEPT-2019-TO-AUG-2021.pdf (Official Visits of JS & Above) New website of DoC under development the links are: 1. http://164.52.201.69/ministryofcommerce/sites/default/files/2024-06/NTESCL_637189198162305284_Visits_2			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					019_domestic_foreign.pdf 2. http://164.52.201.69/ministryofcommerce/sites/default/files/2024-06/NTESCL_636658858074847366_Suo_modu_disclosure-April_2017_March_2018.pdf 3. http://164.52.201.69/ministryofcommerce/sites/default/files/2024-06/Suo_modu_disclosure-Oct_March_2014-15.pdf 4. http://164.52.201.69/ministryofcommerce/sites/default/files/2024-06/Suo_modu_disclosure-Jan_June_2012.pdf 5. http://164.52.201.69/ministryofco			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					mmerce/sites/default/files/2024-06/Suo_modu_disclosure.pdf 6. http://164.52.201.69/ministryofcommerce/sites/default/files/2024-06/NTESCL_6371891959_90658593_Visits_2018_19_domestic_foreign.pdf 7. http://164.52.201.69/ministryofcommerce/sites/default/files/2024-06/Suo_modu_disclosure-Jan_Dec_2012.pdf 8. http://164.52.201.69/ministryofcommerce/sites/default/files/2024-06/Suo-Moto-W.pdf			
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	Statement of Activities	Fully Met	6.25	URLs cited by the Public

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					2023-2024 available under Publication section on Department of Commerce website. https://commerce.gov.in/wp-content/uploads/2024/03/IBEF_Statement-of-Activities_v9_Compressed_2.pdf (pages 46-47 of the document) Add: https://www.commerce.gov.in/wp-content/uploads/2024/12/Annual-Report-English-Lower-Resolution-1.pdf (page 53-55 of Annual Report) New website of DoC under development			Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					the links are: Statement of Activities 2023-2024 available under Publication section on Department of Commerce website http://164.52.201.69/ministryofcommerce/sites/default/files/2024-06/IBEF_Statement-of-Activities_v9_Compressed_2.pdf (pages 46-47 of the document) Annual-Report-English-Lower-Resolution-1.pdf (page 53-55 of Annual Report)			
2.3.2	Objective of the programme	Fully Met	6.25	6.25	Statement of Activities 2023-2024	Fully Met	6.25	URLs cited by the Public Authority is

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					available under Publication section on Department of Commerce website. https://commerce.gov.in/wp-content/uploads/2024/03/IBEF_Statement-of-Activities_v9_Compressed_2.pdf (pages 46-47 of the document) Add: https://www.commerce.gov.in/wp-content/uploads/2024/12/Annual-Report-English-Lower-Resolution-1.pdf (page 53-55 of Annual Report) New website of DoC under development the links are:			correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Statement of Activities 2023-2024 available under Publication section on Department of Commerce website http://164.52.201.69/ministryofcommerce/sites/default/files/2024-06/IBEF_Statement-of-Ac-tivities_v9_Co-mpressed_2.p-df (pages 46-47 of the document) Annual-Report-English-Lower-Resolution-1.p-df (page 53-55 of Annual Report)			
2.3.3	Procedure to avail benefits	Fully Met	6.25	6.25	Statement of Activities 2023-2024 available	Fully Met	6.25	URLs cited by the Public Authority is correct.

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL Category
					under Publication section on Department of Commerce website. https://commerce.gov.in/wp-content/uploads/2024/03/IBEF_Statement-of-Activities_v9_Compressed_2.pdf (pages 46-47 of the document) Add: https://www.commerce.gov.in/wp-content/uploads/2024/12/Annual-Report-English-Lower-Resolution-1.pdf (page 53-55 of Annual Report) New website of DoC under development the links are: Statement of			“Fully Met”

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Activities 2023-2024 available under Publication section on Department of Commerce website http://164.52.201.69/ministryofcommerce/sites/default/files/2024-06/IBEF_Statement-of-Activities_v9_Compressed_2.pdf (pages 46-47 of the document) Annual-Report-English-Lower-Resolution-1.pdf (page 53-55 of Annual Report)			
2.3.4	Duration of the programme/ scheme	Fully Met	6.25	6.25	Statement of Activities 2023-2024 available under	Fully Met	6.25	URLs cited by the Public Authority is correct. Category

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Publication section on Department of Commerce website. https://commerce.gov.in/wp-content/uploads/2024/03/IBEF_Statement-of-Activities_v9_Compessed_2.pdf (pages 46-47 of the document) Add: https://www.commerce.gov.in/wp-content/uploads/2024/12/Annual-Report-English-Lower-Resolution-1.pdf (page 53-55 of Annual Report) New website of DoC under development the links are: Statement of Activities			“Fully Met”

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					2023-2024 available under Publication section on Department of Commerce website http://164.52.201.69/ministryofcommerce/sites/default/files/2024-06/IBEF_Statement-of-Activities_v9_Compressed_2.pdf (pages 46-47 of the document) Annual-Report-English-Lower-Resolution-1.pdf (page 53-55 of Annual Report)			
2.3.5	Physical and financial targets of the programme	Fully Met	6.25	6.25	Statement of Activities 2023-2024 available under Publication	Fully Met	6.25	URLs cited by the Public Authority is correct. Category “Fully Met”

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					section on Department of Commerce website. https://commerce.gov.in/wp-content/uploads/2024/03/IBEF_Statement-of-Activities_v9_Compressed_2.pdf (pages 46-47 of the document) Add: https://www.commerce.gov.in/wp-content/uploads/2024/12/Annual-Report-English-Lower-Resolution-1.pdf (page 53-55 of Annual Report) New website of DoC under development the links are: Statement of Activities 2023-2024			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					available under Publication section on Department of Commerce website http://164.52.201.69/ministryofcommerce/sites/default/files/2024-06/IBEF_Statement-of-Activities_v9_Compressed_2.pdf (pages 46-47 of the document) Annual-Report-English-Lower-Resolution-1.pdf (page 53-55 of Annual Report)			
2.3.6	Nature/ scale of subsidy /amount allotted	Fully Met	6.25	6.25	Statement of Activities 2023-2024 available under Publication section on	Fully Met	6.25	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Department of Commerce website. https://commerce.gov.in/wp-content/uploads/2024/03/IBEF_Statement-of-Activities_v9_Compessed_2.pdf (pages 46-47 of the document) Add: https://www.commerce.gov.in/wp-content/uploads/2024/12/Annual-Report-English-Lower-Resolution-1.pdf (page 53-55 of Annual Report) New website of DoC under development the links are: Statement of Activities 2023-2024 available			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					under Publication section on Department of Commerce website http://164.52.201.69/ministryofcommerce/sites/default/files/2024-06/IBEF_Statement-of-Ac-tivities_v9_Co-mpressed_2.p-df (pages 46-47 of the document) Annual-Report-English-Lower-Resolution-1.p-df (page 53-55 of Annual Report)and the new website beneficiaries link is active but content is not shown.			
2.3.7	Eligibility criteria for grant of subsidy	Fully Met	6.25	6.25	Statement of Activities	Fully Met	6.25	URLs cited by the Public

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					2023-2024 available under Publication section on Department of Commerce website. https://commerce.gov.in/wp-content/uploads/2024/03/IBEF_Statement-of-Activities_v9_Compressed_2.pdf (pages 46-47 of the document) Add: https://www.commerce.gov.in/wp-content/uploads/2024/12/Annual-Report-English-Lower-Resolution-1.pdf (page 53-55 of Annual Report) New website of DoC under development			Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					the links are: Statement of Activities 2023-2024 available under Publication section on Department of Commerce website http://164.52.201.69/ministryofcommerce/sites/default/files/2024-06/IBEF_Statement-of-Activities_v9_Compressed_2.pdf (pages 46-47 of the document) Annual-Report-English-Lower-Resolution-1.pdf (page 53-55 of Annual Report)			
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Fully Met	6.25	6.25	Statement of Activities 2023-2024	Fully Met	6.25	URLs cited by the Public Authority is

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					available under Publication section on Department of Commerce website. https://commerce.gov.in/wp-content/uploads/2024/03/IBEF_Statement-of-Activities_v9_Compressed_2.pdf (pages 46-47 of the document) Add: https://www.commerce.gov.in/wp-content/uploads/2024/12/Annual-Report-English-Lower-Resolution-1.pdf (page 53-55 of Annual Report) New website of DoC under development the links are:			correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Statement of Activities 2023-2024 available under Publication section on Department of Commerce website http://164.52.201.69/ministryofcommerce/sites/default/files/2024-06/IBEF_Statement-of-Activities_v9_Compressed_2.pdf (pages 46-47 of the document) Annual-Report-English-Lower-Resolution-1.pdf (page 53-55 of Annual Report)			
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	Fully Met	25	25.00	https://commerce.gov.in/budget/ New	Fully Met	25.00	URLs cited by the Public Authority is

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					website of DoC under development the links are: http://164.52.201.69/mci/?#/documents/budget			correct. Category "Fully Met"
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Fully Met	25	25.00	https://commerce.gov.in/budget/ New website of DoC under development the links are: http://164.52.201.69/mci/?#/documents/budget	Fully Met	25.00	URLs cited by the Public Authority is correct. Category "Fully Met"
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	Fully Met	25	25.00	https://commerce.gov.in/rti/suo-moto-disclosure-under-rti-act/particulars-of-recipients-of-concessions-permits-or-authorisations-granted-by-department-of-commerce/	Fully Met	25.00	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					"NIL" New website of DoC under development the links are: http://164.52.201.69/mci/?#/documents/press-releases/265 "NIL"			
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	Fully Met	25	25.00	Information mentioned under said link https://commerce.gov.in/rti/suo-moto-disclosure-under-rti-act/particulars-of-recipients-of-concessions-permits-or-authorisations-granted-by-department-of-commerce/ "NIL" New website of DoC under development the links are: http://164.52.201.69/mci/?#/documents/press-releases/265	Fully Met	25.00	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					01.69/mci/?#/documents/press-releases/265 “NIL”			
2.6	CAG & PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]							
2.6.1	CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the Parliament.	Fully Met	50	50.00	Available in public domain on Department of Commerce website: https://commerce.gov.in/ under Section: RTI -->Suo Moto Disclosure under RTI Act-->CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the parliament https://commerce.gov.in/wp-co	Fully Met	50.00	URLs cited by the Public Authority is correct. Category “Fully Met”

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>ntent/uploads/2020/03/NTE SCL_637136475144818410_Audit_Para_FT_M-and_O.pdf</p> <p>New website of DoC under development the links are: http://164.52.201.69/mci/?#/ under Section: RTI -->Suo Moto Disclosure under RTI Act-->CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the parliament http://164.52.201.69/ministryofc</p>			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					ommerce/sites/default/files/2024-06/NTE_SCL_637136475144818410_Audit_Para_FT_M-and_O.pdf			
Total			300	300		300	285	
3	Publicity and 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	Fully Met	12.5	12.50	https://commerce.gov.in/acts-and-schemes New website of DoC under development the links are: http://164.52.201.69/mci/?#/documents/acts-rules	Fully Met	12.50	URLs cited by the Public Authority is correct. Category "Fully Met"
3.1.2	a) Arrangements for consultation with or representation by 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	Fully Met	12.5	12.50	Public interface: https://commerce.gov.in/links-for-public-interfaces/ and Officers handling Public / Staff	Fully Met	12.50	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					grievance: https://commerce.gov.in/about-us/departments-of-commerce/officers-handling-public-staff-grievances/ Press release section available on DoC website: https://commerce.gov.in/ Contact details of Information & Facilitation Counter (IFC) Room No. Basement, Vanijya Bhawan, 16 Akbar Road, New Delhi, 110001 Publications and reports are available at following link https://commerce.gov.in/			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					n/publications-reports/ New website of DoC under development the links are: Public interface: http://164.52.201.69/mci/?#/ (go to tab "Explore user personas)			
3.1.3	Public- Private Partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
3.1.4	Public- Private Partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
3.1.5	Public- Private Partnerships (PPP)- Concession agreements.	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
3.1.6	Public- Private Partnerships (PPP)- Operation and maintenance manuals	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
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	Category Not Applicable
3.1.8	Public- Private Partnerships (PPP) - Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
3.1.9	Public- Private Partnerships (PPP) -Information relating to outputs and outcomes	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
3.1.10	Public- Private Partnerships (PPP) - The process of the selection of the private sector party	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	(concessionaire etc.)							
3.1.11	Public- Private Partnerships (PPP) - All payment made under the PPP project	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
3.2	Are the details of policies / decisions, which affect public, informed to them[Section 4(1) (c)]							
3.2.1	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Policy decisions/ legislations taken in the previous one year	Fully Met	16.67	16.67	E-Payment Authorization Status & Issue Register Report, Details of Agency wise Grants-in-Aid released by D/o Commerce, annual report mentioned under link http://commerce.gov.in/publications-reports/ New website of DoC under development the links are: http://164.52.201.69/mci/?#/documents/publications	Fully Met	16.67	URLs cited by the Public Authority is correct. Category "Fully Met"
3.2.2	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive	Fully Met	16.67	16.67	Public interface: http://commerce.gov.in/publications-reports/	Fully Met	16.67	URLs cited by the Public Authority is

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	- Outline the Public consultation process				gov.in/links-for-public-interfaces/ and Officers handling Public / Staff grievance: https://commerce.gov.in/about-us/department-of-commerce/officers-handling-public-staff-grievances/ Press release section available on DoC website: https://commerce.gov.in/ New website of DoC under development the links are: Public interface: http://164.52.201.69/mci/?#/ and Officers handling Public/Staff grievance http			correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					://164.52.201.69/mci/?#/mini-stry/about-us/public-grievances Press release section available in DoC website: http://164.52.201.69/mci/?#/			
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	Fully Met	16.67	16.67	Public interface: http s://commerce.gov.in/links-for -public-interfaces/ and Officers handling Public / Staff grievance: ht tps://commerc e.gov.in/about -us/departmen t-of-commerce /officers-handl ing-public-staf f-grievances/ along with press release section available on	Fully Met	16.67	URLs cited by the Public Authority is correct. Category “Fully Met”

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					New website of DoC under development the links are: Public interface: http://164.52.201.69/mci/?#/ and Officers handling Public/Staff grievance http://164.52.201.69/mci/?#/ministry/about-us/public-grievances Press release section available in DoC website: http://164.52.201.69/mci/?#/			
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	Available on Department of Commerce website: https://commerce.gov.in/ New website of DoC under	Fully Met	50.00	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					development the links are: http://164.52.201.69/mci/?#/			
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	"Annual Report/Statement of Activities" under publication/report section on DoC website https://commerce.gov.in/publications-reports/ and "Induction Manual of DOC" https://commerce.gov.in/wp-content/uploads/2020/11/Induction-Manual-2020.pdf available under suomoto disclosure link https://commerce.gov.in/rti/suo-moto-disclosure-under-	Fully Met	25.00	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					rti-act/ New website of DoC under development the links are: "Annual Report/Statement of Activities" under publication/ report section on DoC website http://164.52.201.69/mci/?#/documents/publications and "Induction Manual of DoC" http://164.52.201.69/ministryofcommerce/sites/default/files/2024-06/Induction-Manual-2020.pdf available in RTI suo-moto disclosure Tab			
3.4.2	Information manual/handbook available in printed	Fully Met	25	25.00	"Annual Report	Fully Met	25.00	URLs cited by

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	format				t/Statement of Activities" are available at Facilitation Counter of Department of Commerce			the Public Authority is correct. Category "Fully Met"
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	All Annual Reports, grant in aid, epayment report, Citizen Charter are available free of cost at Department's website i.e. https://commerce.gov.in/publications-reports/DOC-CITIZEN-CHARTER-2022.pdf (commerce.gov.in) New website of DoC under development the links are: All Annual Reports, grant in aid,	Fully Met	25.00	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					epayment report, Citizen Charter are available free of cost at Department's website i.e. http://164.52.201.69/mci/?#/documents/publications http://164.52.201.69/ministryofcommerce/sites/default/files/2024-06/NTESCL_6370182589_42419036_citizencharter.pdf			
3.5.2	List of materials available at a reasonable cost of the medium	Fully Met	25	25.00	All Annual Reports, grant in aid, epayment report, Citizen Charter are available free of cost at Department's website i.e. https://commerce.gov.in/publications-reports/	Fully Met	25.00	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					DOC-CITIZEN-CHARTER-2022.pdf (commerce.gov.in) New website of DoC under development the links are: All Annual Reports, grant in aid, epayment report, Citizen Charter are available free of cost at Department's website i.e. http://164.52.201.69/mci/?#/documents/publications http://164.52.201.69/ministryofcommerce/sites/default/files/2024-06/NTESCL_6370182589_42419036_citizencharter.pdf			
Total			225	225		225	225	
4	E-Governance							

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.1	Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]							
4.1.1	Hindi	Fully Met	9.52	9.52	DOC-CITIZEN-CHARTER-2022.pdf (commerce.gov.in) http://164.52.201.69/ministryofcommerce/sites/default/files/2024-06/NTESCL_637018258942419036_citizencharter.pdf	Fully Met	9.52	URLs cited by the Public Authority is correct. Category "Fully Met"
4.1.2	English	Fully Met	9.52	9.52	Reports pertaining to grant in aid, epayment report, annual report etc. provided under link: https://commerce.gov.in/publications-reports/ New website of DoC under development the links are: http://164.52.201.69/mci/?#/documents/pu	Fully Met	9.52	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					blications https://www.commerce.gov.in/wp-content/uploads/2025/01/Organisation-Chart..pdf (As on 01.01.2025)			
4.1.3	Vernacular/ Local Language	Fully Met	9.52	9.52	Reports pertaining to grant in aid, epayment report, annual report etc. provided under link: https://commerce.gov.in/publications-reports/ New website of DoC under development the links are: http://164.52.201.69/mci/?#/documents/publications	Fully Met	9.52	URLs cited by the Public Authority is correct. Category “Fully Met”
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	April, 2025 (Annual Report)	Fully Met	28.57	URLs cited by the Public Authority is

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Organization Chart (January, 2025)			correct. Category "Fully Met"
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	https://commerce.gov.in/publications-reports/ New website of DoC under development the links are: http://164.52.201.69/mci/?#/documents/publications	Fully Met	9.52	URLs cited by the Public Authority is correct. Category "Fully Met"
4.3.2	Name/ title of the document/record/ other information	Fully Met	9.52	9.52	https://commerce.gov.in/publications-reports/ New website of DoC under development the links are: http://164.52.201.69/mci/?#/documents/publications	Fully Met	9.52	URLs cited by the Public Authority is correct. Category "Fully Met"
4.3.3	Location where available	Fully Met	9.52	9.52	https://commerce.gov.in/publications-	Fully Met	9.52	URLs cited by the Public Authority is

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					reports/ New website of DoC under development the links are: http://164.52.201.69/mci/?#/documents/publications			correct. Category "Fully Met"
4.4	Particulars of facilities available to citizen for obtaining information[Section 4(1)(b)(xv)]							
4.4.1	Name & location of the facility	Fully Met	7.14	7.14	https://commerce.gov.in/contact/ and RTI portal developed by DoPT for all Central Government offices New website of DoC under development the links are: http://164.52.201.69/mci/?#/connect/contact-us	Fully Met	7.14	URLs cited by the Public Authority is correct. Category "Fully Met"
4.4.2	Details of information made available	Fully Met	7.14	7.14	https://www.commerce.gov.in/rti/suo-moto-disclosure-under-rti-act/the-	Fully Met	7.14	URLs cited by the Public Authority is correct. Category

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					particulars-of-facilities-available-to-citizens-for-obtaining-information-including-the-working-hours-of-a-library-or-reading-room-if-maintained-for-public-use/ New website under development.			"Fully Met"
4.4.3	Working hours of the facility	Fully Met	7.14	7.14	https://www.commerce.gov.in/rti/suo-moto-disclosure-under-rti-act/the-particulars-of-facilities-available-to-citizens-for-obtaining-information-including-the-working-hours-of-a-library-or-reading-room-if-maintained-for-public-use/ New website under	Fully Met	7.14	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.4.4	Contact person & contact details (Phone, fax, email)	Fully Met	7.14	7.14	development. https://www.commerce.gov.in/rti/suo-moto-disclosure-under-rti-act/the-particulars-of-facilities-available-to-citizens-for-obtaining-information-including-the-working-hours-of-a-library-or-reading-room-if-maintained-for-public-use/ New website under development.	Fully Met	7.14	URLs cited by the Public Authority is correct. Category "Fully Met"
4.5	Such other information as may be prescribed under Section 4(i) (b)(xvii)							
4.5.1	Grievance redressal mechanism	Fully Met	4.1	4.10	available under citizen charter link: D OC-CITIZEN-CHARTER-2022.pdf (commerce.gov.in) and https://pgportal.gov.in/ (portal created by DARPG)	Fully Met	4.10	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					New website of DoC under development the links are: http://164.52.201.69/mci/?#/connect/grievance-redressal			
4.5.2	List of completed schemes/ projects/ Programmes	Fully Met	4.1	4.10	https://commerce.gov.in/acts-and-schemes/ on Department of Commerce website https://commerce.gov.in/ Microsoft Word - Projects funded under TIES during FY 2021-22 - As on 01st Feb 2022 New website of DoC under development the links are: https://www.commerce.gov.in/wp-content/	Fully Met	4.10	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					uploads/2024/12/Annual-Report-English-Lower-Resolution-1.pdf (page 53-55 of Annual Report)			
4.5.3	List of schemes/ projects/ programme underway	Fully Met	4.1	4.10	https://commerce.gov.in/acts-and-schemes/Microsoft Word - Projects funded under TIES during FY 2021-22 - As on 01st Feb 2022 New website of DoC under development the links are: https://www.commerce.gov.in/wp-content/uploads/2024/12/Annual-Report-English-Lower-Resolution-1.pdf	Fully Met	4.10	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					(page 53-55 of Annual Report)			
4.5.4	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	Fully Met	4.1	4.10	https://commerce.gov.in/wp-content/uploads/2020/03/NATESCL_637141798320490759_Procurement.pdf New website of DoC under development the links are: Link is active but document not uploaded	Fully Met	4.10	URLs cited by the Public Authority is correct. Category "Fully Met"
4.5.5	Annual Report	Fully Met	4.1	4.10	https://commerce.gov.in/publications-reports/ New website of DoC under development the links are: http://164.52.201.69/mci/?#/documents/publications	Fully Met	4.10	URLs cited by the Public Authority is correct. Category "Fully Met"
4.5.6	Frequently Asked Question (FAQs)	Fully Met	4.1	4.10	https://commerce.gov.in/rti/g	Fully Met	4.10	URLs cited by the Public

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					eneral-matters -on-rti/frequen tly-asked- questions/ New website of DoC under development the links are: http://164.52.2 01.69/mci/?#/connect/rti/faq s			Authority is correct. Category “Fully Met”
4.5.7	Any other information such as - (a) Citizen's Charter, (b) Six monthly reports on the performance against the benchmarks set in the Citizen's Charter	Fully Met	4.1	4.10	DOC-CITIZEN-CHARTER-2022- https://commerce.gov.in/wp-content/uploads/2022/05/DOC-CITIZEN-CHARTER-2022.pdf available under "About Us" section New website of DoC under development the links are: http://164.52.201.69/ministryofcommerce/sites/default/file	Fully Met	4.10	URLs cited by the Public Authority is correct. Category “Fully Met”

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					s/2024-06/NT ESCL_63701 82589424190 36_citizenchar ter.pdf			
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	https://commerce.gov.in/wp-content/uploads/2023/09/Applications-and-appeals-2.pdf total number of applications under link: https://commerce.gov.in/rti/suo-moto-disclosure-under-rti-act/rti-applications-received-and-disposed-off/ and https://commerce.gov.in/rti/suo-moto-disclosure-under-rti-act/rti-appeals-received-and-disposed-off/ Receipt & Disposal of	Fully Met	14.29	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					RTI applications & appeals https://commerce.gov.in/wp-content/uploads/2020/03/NTESCL_637114913180098717_Receipt_Disposal_RTI.pdf			
4.6.2	Details of appeals received and orders issued	Fully Met	14.29	14.29	https://commerce.gov.in/wp-content/uploads/2023/09/Applications-and-appeals-2.pdf total number of applications under link: https://commerce.gov.in/rti/suo-moto-disclosure-under-rti-act/rti-applications-received-and-disposed-off/ and https://commerce.gov.in/rti/suo-moto-disclosure-under-rti-act/rt	Fully Met	14.29	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					i-appeals-received-and-disposed-off/ Receipt & Disposal of RTI applications & appeals https://commerce.gov.in/wp-content/uploads/2020/03/NTESSL_637114913180098717_Receipt_Disposal_RTI.pdf			
4.7	Replies to questions asked in the Parliament[Section 4(1)(b)(xvii)]							
4.7.1	Details of questions asked and replies given	Fully Met	28.57	28.57	RTI -->Suo Moto Disclosure under RTI Act--> Replies to questions asked in the parliament[Section 4(1)(d)(2)]-->https://commerce.gov.in/parliamentary-business/parliament-questions-department-	Fully Met	28.57	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					of-commerce/ New website of DoC under development the links are: http://164.52.201.69/mci/?#/connect/parliament-questions			
Total			200	200		200	200	
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	RTI -->Suo Moto Disclosure under RTI Act--> Name, Designation and other particulars of CPIOs/ APIOs ---> https://www.commerce.gov.in/wp-content/uploads/2025/03/CPIO-Updated-list.pdf https://commerce.gov.in/wp-content/uploads/202	Fully Met	20.00	URLs cited by the Public Authority is correct. Category “Fully Met”

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					4/01/latest-cpio.pdf https://commerce.gov.in/wp-content/uploads/2023/09/latest-list-of-cpio.pdf https://commerce.gov.in/wp-content/uploads/2023/08/Previous-CPIOs-list.pdf and Appellate Authorities in department of commerce--> https://www.commerce.gov.in/wp-content/uploads/2025/03/Updated-FAs-list-upto-28.02.2025.pdf https://commerce.gov.in/wp-content/uploads/2024/02/FA-NEW-DOC-1.pdf https://commerce.gov.in/wp-co			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					ntent/uploads/2023/08/Previous-year-FAA-list.pdf			
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	https://www.commerce.gov.in/wp-content/uploads/2025/03/Audit-report-DoC-2023-24.pdf	Fully Met	20.00	URLs cited by the Public Authority is correct. Category "Fully Met"
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	RTI -->Suo Moto Disclosure under RTI Act--> RTI Nodal Officers list of public authority-->https://commerce.gov.in/wp-content/uploads/2022/12/List-of-Nodal-Officers-Under-DoC.pdf(date of uploading of circular mentioned: 22/12/2022) Nodal Officer for	Fully Met	20.00	URLs cited by the Public Authority is correct. Category "Fully Met"

[illegible]

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
6.1.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	Fully Met	25	25.00	https://commerce.gov.in/rti/suo-moto-disclosure-under-rti-act/ New website of DoC under development the links are: http://164.52.201.69/mci/?#/connect/rti/suo-moto-disclosure-under-rti-act	Fully Met	25.00	URLs cited by the Public Authority is correct. Category "Fully Met"
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, Public Grievance and Pensions, Govt. Of India)							
6.2.1	Whether STQC certification obtained and its validity	Fully Met	12.5	12.50	Yes. RTI -->Suo Moto Disclosure under RTI Act--> Whether guidelines for Indian Government Websites (GIGW) is followed (as released in February,	Fully Met	12.50	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					2009 and included in the CSMOP by D ARPG)--> https://commerce.gov.in/wp-content/uploads/2020/03/NTESCL_637121100812833326_guidelines.pdf and https://commerce.gov.in/wp-content/uploads/2022/06/STQC-CQW-Certificate.pdf			
6.2.2	Does the website show the certificate on the Website?	Fully Met	12.5	12.50	Yes. https://commerce.gov.in/wp-content/uploads/2022/06/STQC-CQW-Certificate.pdf	Fully Met	12.50	URLs cited by the Public Authority is correct. Category "Fully Met"
Total			50	50		50	50	
Grand Total			955	955		975	913	