

Self appraisal report for Year (2023-24)

Auditor Agency: Sunil Dutt(National Institute of Technical Teachers Training & Research (Ministry of Education, Govt. of India), Sector-26, Chandigarh 160 019 (India).)

Ministry Name: Ministry of Agriculture & Farmers Welfare

Department Name: Department of Agriculture & Farmers Welfare

Public Authority Name: Directorate of Plant Protection Quarantine & Storage

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	Directorate of Plant Protection Quarantine & Storage Old CGO Complex, NH-IV, Faridabad, Haryana -121001 https://ppqs.gov.in	Fully Met	1.28	https://ppqs.gov.in/sites/default/files/r ti_manual_in_english_2024_0.pdf
1.1.2	Head of the organization	Fully Met	1.28	1.28	Dr. J. P. Singh, Plant Protection Adviser https://ppqs.gov.in/about-us/meet-the-minister	Fully Met	1.28	Same as above
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	https://ppqs.gov.in	Fully Met	1.28	https://ppqs.gov.in

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>ov.in/about-us /mission-vision https://ppqs.gov.in/divisions/plant-quarantine/objectives https://ppqs.gov.in/divisions/integrated-pest-management/ipm-glance https://ppqs.gov.in/central-insecticides-board https://ppqs.gov.in/registration-committee https://ppqs.gov.in/divisions/pesticides-testing-infrastructure/central-insecticides-laboratory https://ppqs.gov.in/divisions/locust-control-research/mandate-objectives-and-functions</p>			<p>ov.in/about-us /mission-vision</p>
1.1.4	Function and duties	Fully Met	1.28	1.28	https://ppqs.g	Fully Met	1.28	Same as

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					ov.in/about-us/about-department https://ppqs.gov.in/divisions https://ppqs.gov.in/about-us/ready-reckoner			above
1.1.5	Organization Chart	Fully Met	1.28	1.28	https://ppqs.gov.in/about-us/organization-chart	Fully Met	1.28	https://ppqs.gov.in/about-us/organization-chart
1.1.6	Any other details-the genesis, inception, formation of the department and the HoDs from time to time as well as the committees/ Commissions constituted from time to time have been dealt	Fully Met	1.28	1.28	http://ppqs.gov.in/about-us/about-department https://ppqs.gov.in/divisions/central-insecticides-board-registration-committee/about-cibrc https://ppqs.gov.in/sites/default/files/list_of_plant_protection_advisers_from_1946_to_till_date.pdf https://ppqs.gov.in/sites/default/files/	Fully Met	1.28	Same as above

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					board_members_cib_as_on_01.02.2023.pdf https://ppqs.gov.in/sites/default/files/registration_committee.pdf https://ppqs.gov.in/sites/default/files/dr._sanjay_arya.pdf https://ppqs.gov.in/sites/default/files/nodal_officer_13092023.pdf https://ppqs.gov.in/sites/default/files/nodal_officers.pdf			
1.2	Power and duties of its officers and employees[Section 4(1) (b)(ii)]							
1.2.1	Powers and duties of officers (administrative, financial and judicial)	Fully Met	1.54	1.54	As per GoI guidelines/rules and as issued and amended from time to time by nodal departments i.e. DA&FW/DoPT/DoE/DoL Aetc https://ppqs.gov.in/sites/default/files/rti_manual_in_english_2024_0.pdf	Fully Met	1.54	https://ppqs.gov.in/sites/default/files/rti_manual_in_english_2024_0.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					qs.gov.in/sites/default/files/delegation_of_financial_powers_1.pdf https://ppqs.gov.in/about-us/ready-reckoner			
1.2.2	Power and duties of other employees	Fully Met	1.54	1.54	https://ppqs.gov.in/about-us/ready-reckoner	Fully Met	1.54	Same as above
1.2.3	Rules/ orders under which powers and duty are derived and	Fully Met	1.54	1.54	https://ppqs.gov.in/sites/default/files/delegation_of_financial_powers https://ppqs.gov.in/acts https://ppqs.gov.in/circulars https://ppqs.gov.in/notice-board https://ppqs.gov.in/news	Fully Met	1.54	Same as above; https://ppqs.gov.in/acts
1.2.4	Exercised	Fully Met	1.54	1.54	https://ppqs.gov.in/news https://ppqs.gov.in/circulars https://ppqs.gov.in/notifications	Fully Met	1.54	Same as above
1.2.5	Work allocation	Fully Met	1.54	1.54	https://ppqs.gov.in/news	Fully Met	1.54	Same as above

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					ov.in/about-us/ready-reckoner			above
1.3	Procedure followed in decision making process [Section 4(1)(b)(iii)]							
1.3.1	Process of decision making Identify key decision making points	Fully Met	1.54	1.54	https://ppqs.gov.in/divisions/central-insecticides-board-registration-committee/registration-procedure https://ppqs.gov.in/divisions/cib-rc/checklist https://ppqs.gov.in/divisions/plant-quarantine/import-export-procedure	Fully Met	1.54	https://ppqs.gov.in/sites/default/files/rti_manual_in_english_2024_0.pdf
1.3.2	Final decision making authority	Fully Met	1.54	1.54	https://ppqs.gov.in/sites/default/files/decision_making_authority.pdf	Fully Met	1.54	Same as above
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	https://ppqs.gov.in/acts https://ppqs.gov.in/notifications https://ppqs.gov.in/news https://ppqs.gov.in	Fully Met	1.54	Same as above; https://ppqs.gov.in/acts

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					/circulars			
1.3.4	Time limit for taking a decisions, if any	Fully Met	1.54	1.54	https://ppqs.gov.in/citizen-charter	Fully Met	1.54	Same as above
1.3.5	Channel of supervision and accountability	Fully Met	1.54	1.54	https://ppqs.gov.in/about-us/organization-chart https://ppqs.gov.in/about-us/ready-reckoner	Fully Met	1.54	Same as above
1.4	Norms for discharge of functions[Section 4(1)(b)(iv)]							
1.4.1	Nature of functions/ services offered	Fully Met	1.54	1.54	https://ppqs.gov.in/divisions https://ppqs.gov.in/divisions/integrated-pest-management/overview-and-activities https://ppqs.gov.in/divisions/plant-quarantine/objectives https://ppqs.gov.in/divisions/pesticides-testing-infrastructure/central-insecticides-laboratory https://ppqs.gov.in	Fully Met	1.54	https://ppqs.gov.in/sites/default/files/rti_manual_in_english_2024_0.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					/divisions/locust-control-research/mandate-objectives-and-functions			
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	https://ppqs.gov.in/divisions/cib-rc/guidelines https://pqms.cgg.gov.in/pqms-angular/homeGuidelines/Standards https://ppqs.gov.in/sites/default/files/standardoperatingproceduresforipm.pdf https://ppqs.gov.in/sites/default/files/consolidated_sop_for_desert_locust_in_india.pdf https://ppqs.gov.in/regions/tlc-rptl/tlc-situated-hqrs-faridabad https://ppqs.gov.in/divisions/pest	Fully Met	1.54	Same as above

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					icides-testing-infrastructure/state-pesticides-testing-laboratories			
1.4.3	Process by which these services can be accessed	Fully Met	1.54	1.54	https://ppqs.gov.in/divisions https://pqms.cgg.gov.in/pqms-angular/home https://ppqs.gov.in/divisions/plant-quarantine/import-export-procedure https://cropuser.cgg.gov.in https://ppqs.gov.in/divisions/central-insecticide-board-registration-committee/registration-procedure https://ppqs.gov.in/publication	Fully Met	1.54	Same as above
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	https://ppqs.gov.in/citizen-charter	Fully Met	1.54	Same as above
1.4.5	Process of redress of grievances	Fully Met	1.54	1.54	RTIMIS portal (https://rtionlin)	Fully Met	1.54	Same as above

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					e.gov.in) CPGRAMS Portal (https:// ppportal.gov.i n/			
1.5	Rules, regulations, instructions manual and records for discharging functions[Section 4(1)(b)(v)]							
1.5.1	Title and nature of the record/ manual /instruction.	Fully Met	1.92	1.92	As per DoPT guidelines https://ppqs.gov.in/acts	Fully Met	1.92	https://ppqs.gov.in/acts ; https://ppqs.gov.in/sites/default/files/rti_manual_in_english_2024_0.pdf
1.5.2	List of Rules, regulations, instructions manuals and records.	Fully Met	1.92	1.92	As per DoPT guidelines https://ppqs.gov.in/acts https://ppqs.gov.in/publication https://ppqs.gov.in/newsletters https://ppqs.gov.in/divisions/cib-rc/insecticide-in-schedule https://ppqs.gov.in/divisions/cib-rc/registered-products https://pqms.cgg.gov.in/pqms-angular/homeGu	Fully Met	1.92	Same as above

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					<p>idelines/Standards https://ppqs.gov.in/divisions/cib-rc/checklist https://ppqs.gov.in/divisions/cib-rc/guidelines https://ppqs.gov.in/sites/default/files/standardsoperatingproceduresforipm.pdf https://ppqs.gov.in/sites/default/files/consolidated_sop_for_desert_locust_in_india.pdf https://ppqs.gov.in/regions/tlc-rptl/tlc-situated-hqrs-faridabad https://ppqs.gov.in/divisions/pesticides-testing-infrastructure/state-pesticides-testing-laboratories</p>			
1.5.3	Acts/ Rules manuals etc.	Fully Met	1.92	1.92	https://ppqs.g	Fully Met	1.92	Same as

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					ov.in/acts			above
1.5.4	Transfer policy and transfer orders	Fully Met	1.92	1.92	Transfer Policy 2018 dated 31.7.2018 is followed https://ppqs.gov.in/sites/default/files/transfer_policy_2018.pdf	Fully Met	1.92	Same as above
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	Records related to establishment, personal and service matters.	Fully Met	3.85	Same as above
1.6.2	Custodian of documents/categories	Fully Met	3.85	3.85	CAO and Head of office	Fully Met	3.85	Same as above
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	Central Insecticides Board and Registration Committee (CIB&RC), DP Cs/DSCs/Welfare Commissions and Nodal Officers are nominated by	Fully Met	0.96	https://ppqs.gov.in/sites/default/files/rti_manual_in_english_2024_0.pdf

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					<p>the competent authority on various subjects relating to service, Grievances and monitoring purposes. https://ppqs.gov.in/divisions/central-insecticides-board-registration-committee/about-cibrc https://ppqs.gov.in/sites/default/files/board_members_cib_as_on_01.02.2023.pdf https://ppqs.gov.in/sites/default/files/registration_committee.pdf https://ppqs.gov.in/sites/default/files/dr._sanjay_arya.pdf https://ppqs.gov.in/site</p>			

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					s/default/files/nodal_officer_13092023.pdf https://ppqs.gov.in/sites/default/files/nodal_officers.pdf			
1.7.2	Composition	Fully Met	0.96	0.96	Composition of CIB&RC is mentioned in Insecticides Act, 1968 available on Directorate's website https://ppqs.gov.in/sites/default/files/insecticides_act_1968_0.pdf https://ppqs.gov.in/sites/default/files/board_members_cib_as_on_01.02.2023.pdf https://ppqs.gov.in/sites/default/files/registration_committee.pdf	Fully Met	0.96	Same as above
1.7.3	Dates from which constituted	Fully Met	0.96	0.96	https://ppqs.gov.in/sites/default/files/insec	Fully Met	0.96	Same as above

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					ticides_act_1968_0.pdf			
1.7.4	Term/ Tenure	Fully Met	0.96	0.96	Term/ Tenure of Chairman & members of CIB&RC is mentioned in Insecticides Act, 1968 available on Directorate's website. https://ppqs.gov.in/sites/default/files/insecticides_act_1968_0.pdf	Fully Met	0.96	Same as above
1.7.5	Powers and functions	Fully Met	0.96	0.96	Powers and functions of CIB&RC is mentioned in Insecticides Act, 1968 & Insecticides Rule, 1971 available on Directorate's website. https://ppqs.gov.in/sites/default/files/insecticides_act_1968_0.pdf https://ppq	Fully Met	0.96	Same as above

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					s.gov.in/sites/default/files/insecticides_rules_1971.pdf			
1.7.6	Whether their meetings are open to the public?	Fully Met	0.96	0.96	No	Fully Met	0.96	Same as above
1.7.7	Whether the minutes of the meetings are open to the public?	Fully Met	0.96	0.96	Yes https://ppqs.gov.in/divisions/cib-rc/news-update	Fully Met	0.96	Same as above
1.7.8	Place where the minutes if open to the public are available?	Fully Met	0.96	0.96	The records are kept with Record Room, and respective subject matter divisions. https://ppqs.gov.in/divisions/cib-rc/news-update	Fully Met	0.96	Same as above; https://ppqs.gov.in/divisions/cib-rc/news-update
1.8	Directory of officers and employees[Section 4(1) (b) (ix)]							
1.8.1	Name and designation	Fully Met	3.85	3.85	http://ppqs.gov.in/about-us/whos-who http://ppqs.gov.in/contactus https://ppqs.gov.in/about-us/ready-reckoner	Fully Met	3.85	https://ppqs.gov.in/sites/default/files/rti_manual_in_english_2024_0.pdf
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	http://ppqs.gov	Fully Met	3.85	Same as

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					v.in/about-us/whos-who http://ppqs.gov.in/contactus https://ppqs.gov.in/about-us/ready-reckoner			
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	https://ppqs.gov.in/sites/default/files/monthly_report_account_0.pdf	Fully Met	3.85	https://ppqs.gov.in/sites/default/files/rti_manual_in_english_2024_0.pdf
1.9.2	System of compensation as provided in its regulations	Not Applicable	0	0	empty	Fully Met	3.85	Now available as above
1.10	Name, designation and other particulars of public information officers[Section 4(1) (b) (xvi)]							
1.10.1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	Fully Met	3.85	3.85	http://ppqs.gov.in/rti https://ppqs.gov.in/sites/default/files/cpios_and_fa_a_16.01.2024.pdf https://ppqs.gov.in/sites/default/files/corrigendum_to_rti_office_order_no.1_of_2024_dated_16.01.2024.pdf	Fully Met	3.85	https://ppqs.gov.in/sites/default/files/rti_manual_in_english_2024_0.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.10.2	Address, telephone numbers and email ID of each designated official.	Fully Met	3.85	3.85	http://ppqs.gov.in/rti https://ppqs.gov.in/sites/default/files/cpios_and_fa_a_16.01.2024.pdf https://ppqs.gov.in/sites/default/files/corrigendum_to_rti_office_order_no.1_of_2024_dated_16.01.2024.pdf	Fully Met	3.85	Same as above
1.11	No. Of employees against whom Disciplinary action has been proposed/ taken(Section 4(2))							
1.11.1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	Fully Met	3.85	3.85	11 https://ppqs.gov.in/sites/default/files/details_of_disciplinary_action_against_employees.pdf	Fully Met	3.85	https://ppqs.gov.in/sites/default/files/rti_manual_in_english_2024_0.pdf ; https://ppqs.gov.in/sites/default/files/details_of_disciplinary_action_against_employees.pdf
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	Fully Met	3.85	3.85	01 https://ppqs.gov.in/sites/default/files/details_of_disciplinary_action_	Fully Met	3.85	Same as above

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					against_employees.pdf			
1.12	Programmes to advance understanding of RTI(Section 26)							
1.12.1	Educational programmes	Fully Met	1.92	1.92	https://ppqs.gov.in/sites/default/files/rti_trainings_for_officers_officials.pdf	Fully Met	1.92	https://ppqs.gov.in/sites/default/files/rti_manual_in_english_2024_0.pdf ; https://ppqs.gov.in/sites/default/files/effort_to_encourage_participation_officers_for_advance_understanding_of_rti_section_26.pdf
1.12.2	Efforts to encourage public authority to participate in these programmes	Fully Met	1.92	1.92	https://ppqs.gov.in/sites/default/files/effort_to_encourage_participation_officers_for_advance_understanding_of_rti_section_26.pdf	Fully Met	1.92	Same as above
1.12.3	Training of CPIO/APIO	Fully Met	1.92	1.92	https://ppqs.gov.in/sites/default/files/rti_trainings_for_of	Fully Met	1.92	Same as above

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					ficers_officials.pdf			
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Fully Met	1.92	1.92	https://ppqs.gov.in/sites/default/files/rti_section4.pdf	Fully Met	1.92	Guidelines on RTI are updated and published on regular intervals; Last update is as on 01.04.2024
1.13	Transfer policy and transfer orders[F No. 1/6/2011- IR dt. 15.4.2013]							
1.13.1	Transfer Policy And Transfer Orders[F No. 1/6/2011- IR Dt. 15.4.2013]	Fully Met	7.69	7.69	Transfer Policy, 2018 is available on website. https://ppqs.gov.in/sites/default/files/transfer_policy_2018.pdf Copies of transfer Orders/ yearly data is uploaded and updated from time to time. https://ppqs.gov.in/news	Fully Met	7.69	https://ppqs.gov.in/sites/default/files/rti_manual_in_english_2024_0.pdf
Total			96	96		100	100	
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)]							

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
2.1.1	Total Budget for the public authority	Fully Met	10	10.00	188.533 Crores https://ppqs.gov.in/sites/default/files/details_of_budget_allocated_to_dppqs.pdf	Fully Met	10.00	https://ppqs.gov.in/sites/default/files/rti_manual_in_english_2024_0.pdf ; https://ppqs.gov.in/sites/default/files/details_of_budget_allocated_to_dppqs.pdf
2.1.2	Budget for each agency and plan & programmes	Not Applicable	0	0	empty	Partially Met	5.00	Same as above; Dir_Plant_Protection_Quar_Storage, Faridabad is advised to provide/upload complete detail
2.1.3	Proposed expenditures	Fully Met	10	10.00	163.6787 Crores https://ppqs.gov.in/sites/default/files/details_of_budget_allocated_to_dppqs.pdf	Fully Met	10.00	Same as above
2.1.4	Revised budget for each agency, if any	Not Applicable	0	0	empty	Partially Met	5.00	Same as above; Dir_Plant_Protection_Quar_Storage

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								e, Faridabad is advised to provide/upload complete detail
2.1.5	Report on disbursements made and place where the related reports are available	Fully Met	10	10.00	PFMS https://ppqs.gov.in/sites/default/files/details_of_budget_allocated_to_dppqs.pdf	Fully Met	10.00	Same as above
2.2	Foreign and domestic tours(F.No. 1/8/2012- IR dt. 11.9.2012)							
2.2.1	Budget	Fully Met	16.67	16.67	6.20 Crores https://ppqs.gov.in/sites/default/files/details_of_budget_allocated_to_dppqs.pdf	Fully Met	16.67	https://ppqs.gov.in/sites/default/files/rti_manual_in_english_2024_0.pdf
2.2.2	Foreign and domestic Tours by ministries and officials of the rank of Joint Secretary to the Government and above, as well as the heads of the Department.- (a) Places visited, (b) The period of visit, (c) The number of members in the official delegation, (d) Expenditure on the visit	Fully Met	16.67	16.67	https://ppqs.gov.in/sites/default/files/foreign_tours_by_the_head_of_department.pdf https://ppqs.gov.in/sites/default/files/details_expenditures_on_foreign_and_domestic_tours_by_hod.pdf	Fully Met	16.67	Same as above; https://ppqs.gov.in/sites/default/files/details_expenditures_on_foreign_and_domestic_tours_by_hod.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					tours_by_hod.pdf			
2.2.3	Information related to procurements- (a) Notice/tender enquires, and corrigenda if any thereon, (b) Details of the bids awarded comprising the names of the suppliers of goods/ services being procured, (c) The works contracts concluded – in any such combination of the above-and, (d) The rate/ rates and the total amount at which such procurement or works contract is to be executed.	Fully Met	16.67	16.67	https://ppqs.gov.in/sites/default/files/procurement_details_for_the_year_2023_-_24.pdf	Fully Met	16.67	Same as above; https://ppqs.gov.in/tender
2.3	Manner of execution of subsidy programme [Section 4(i)(b)(xii)]							
2.3.1	Name of the programme of activity	Not Applicable	0	0	empty	Not Applicable	0	As per Dir_Plant_Protection_Quar_Storage, Faridabad, it is NOT applicable
2.3.2	Objective of the programme	Not Applicable	0	0	empty	Not Applicable	0	Same as above
2.3.3	Procedure to avail benefits	Not Applicable	0	0	empty	Not Applicable	0	Same as above
2.3.4	Duration of the programme/ scheme	Not Applicable	0	0	empty	Not Applicable	0	Same as above
2.3.5	Physical and financial targets of the programme	Not Applicable	0	0	empty	Not Applicable	0	Same as above
2.3.6	Nature/ scale of subsidy /amount allotted	Not Applicable	0	0	empty	Not Applicable	0	Same as above
2.3.7	Eligibility criteria for grant of subsidy	Not Applicable	0	0	empty	Not Applicable	0	Same as above
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Not Applicable	0	0	empty	Not Applicable	0	Same as above

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
2.4	Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013]							
2.4.1	Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions	Not Applicable	0	0	empty	Not Applicable	0	As per Dir_Plant_Protection_Quar_Storage, Faridabad, it is NOT applicable
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Not Applicable	0	0	empty	Not Applicable	0	Same as above
2.5	Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]							
2.5.1	Concessions, permits or authorizations granted by public authority	Not Applicable	0	0	empty	Not Applicable	0	As per Dir_Plant_Protection_Quar_Storage, Faridabad, it is NOT applicable
2.5.2	For each concessions, permit or authorization granted - (a) Eligibility criteria, (b) Procedure for getting the concession/ grant and/ or permits of authorizations, (c) Name and address of the recipients given concessions/ permits or authorizations, (d) Date of award of concessions/ permits of authorizations	Not Applicable	0	0	empty	Not Applicable	0	Same as above
2.6	CAG & PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]							
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	https://ppqs.gov.in/sites/default/files/details_of_budget_allocated_to_dppqs.pdf	Partially Met	25.00	https://ppqs.gov.in/sites/default/files/rti_manual_in_english_2024_0.pdf ; Dir_Plant_Protection_Quar_Storage,

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								Faridabad is advised to provide/upload complete detail
Total			130	130		150	115	
3	Publicity Band Public interface							
3.1	Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation thereof [Section 4(1)(b)(vii)] [F No 1/6/2011-IR dt. 15.04.2013]							
3.1.1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	Fully Met	12.5	12.50	https://ppqs.gov.in/acts https://pqms.cgg.gov.in/pqms-angular/homeGuidelines/Operational%20Guidelines%20for%20Exporters%20and%20Importers https://ppqs.gov.in/divisions/cibrc/cibrc-forms https://ppqs.gov.in/regions/tlc-rptl/tlc-situated-hqrs-faridabad	Fully Met	12.50	https://ppqs.gov.in/sites/default/files/rti_manual_in_english_2024_0.pdf
3.1.2	Arrangements for consultation with or representation by - (a) Members of the public in policy formulation/ policy implementation, (b) Day & time allotted for visitors,(c) Contact details of	Fully Met	12.5	12.50	1. Online RTI applications are received through	Fully Met	12.50	Same as above

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	Information & Facilitation Counter (IFC) to provide publications frequently sought by RTI applicants				RTIMIS portal. 2. Offline RTI applications are received manually. Frequent meetings conducted with all stakeholders and also VC meetings are conducted on every Friday in CIB&RC https://ppqs.gov.in/divisions/cib-rc/news-update			
3.1.3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	Not Applicable	0	0	empty	Not Applicable	0	As per Dir_Plant_Protection_Quar_Storage, Faridabad, it is NOT applicable
3.1.4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable	0	0	empty	Not Applicable	0	Same as above
3.1.5	Public- private partnerships (PPP)- Concession agreements.	Not Applicable	0	0	empty	Not Applicable	0	Same as above
3.1.6	Public- private partnerships (PPP)- Operation and maintenance manuals	Not Applicable	0	0	empty	Not Applicable	0	Same as above
3.1.7	Public- private partnerships (PPP) - Other	Not Applicable	0	0	empty	Not Applicable	0	Same as above

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	documents generated as part of the implementation of the PPP							above
3.1.8	Public- private partnerships (PPP) - Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government	Not Applicable	0	0	empty	Not Applicable	0	Same as above
3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	Not Applicable	0	0	empty	Not Applicable	0	Same as above
3.1.10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.)	Not Applicable	0	0	empty	Not Applicable	0	Same as above
3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	Not Applicable	0	0	empty	Not Applicable	0	Same as above
3.2	Are the details of policies / decisions, which affect public, informed to them[Section 4(1) (c)]							
3.2.1	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Policy decisions/ legislations taken in the previous one year	Fully Met	16.67	16.67	Yes, the matter related to policy decisions are dealt by higher level. However, these are uploaded on the DPPQS website as and when provided by concerned Authorities. https://ppqs.gov.in/news https://ppqs.gov.in/n	Fully Met	16.67	https://ppqs.gov.in/sites/default/files/rti_manual_in_english_2024_0.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					ewsletters https://ppqs.gov.in/publication https://ppqs.gov.in/notifications https://ppqs.gov.in/divisions/cib-rc/news-update https://ppqs.gov.in/divisions/plant-quarantine/national-standards-and-accredited-agencies https://pqms.cgg.gov.in/pqms-angular/home Guidelines/Standards			
3.2.2	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Outline the Public consultation process	Fully Met	16.67	16.67	All the order/circulars/Guidelines/data etc. Are disseminated by also uploading on the ppqs.gov.in website.	Fully Met	16.67	Same as above
3.2.3	Publish all relevant facts while formulating important policies or announcing decisions which	Fully Met	16.67	16.67	The relevant manual/handb	Fully Met	16.67	Same as above

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	affect public to make the process more interactive- Outline the arrangement for consultation before formulation of policy				ook are uploaded on ppqs.gov.in in the same manner as prescribed by the Directorate. https://ppqs.gov.in/divisions/cib-rc/news-update			
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	PPQS --- https://ppqs.gov.in /	Fully Met	50.00	https://ppqs.gov.in/sites/default/files/rti_manual_in_english_2024_0.pdf
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	https://ppqs.gov.in/acts https://ppqs.gov.in/divisions/cib-rc/news-update https://ppqs.gov.in/newsletters https://ppqs.gov.in/publication https://ppqs.gov.in/news https://	Fully Met	25.00	https://ppqs.gov.in/sites/default/files/rti_manual_in_english_2024_0.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					ppqs.gov.in/ipm-packages https://ppqs.gov.in/advisories-section https://ppqs.gov.in/divisions/integrated-pest-management/instruction-safe-use-pesticide https://ppqs.gov.in/divisions/locust-control-research/locust-bulletin			
3.4.2	Information manual/handbook available in Printed format	Fully Met	25	25.00	Yes, available with concerned divisions/sections.	Fully Met	25.00	Same as above
3.5	Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]							
3.5.1	List of materials available Free of cost	Fully Met	25	25.00	Yes, available in public domain. https://ppqs.gov.in/	Fully Met	25.00	https://ppqs.gov.in/sites/default/files/rti_manual_in_english_2024_0.pdf
3.5.2	List of materials available At a reasonable cost of the medium	Not Applicable	0	0	empty	Fully Met	25.00	Same as above
Total			200	200		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	English	Fully Met	14.29	14.29	Yes, https://ppqs.gov.in/newletters https://ppqs.gov.in/publication https://ppqs.gov.in/divisions/plant-quarantine/import-export-procedure https://ppqs.gov.in/divisions/cib-rc/guidelines	Fully Met	14.29	https://ppqs.gov.in/sites/default/files/rti_manual_in_english_2024_0.pdf
4.1.2	Vernacular/ Local Language	Fully Met	14.29	14.29	Yes, bilingual https://ppqs.gov.in/hi https://ppqs.gov.in/sites/default/files/newsletter_oct-dec_2023_hindi.pdf	Fully Met	14.29	https://ppqs.gov.in/sites/default/files/rti_manual_in_hindi_2024.pdf
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	19.12.2023 Last PQ order updated on (pqms.cgg.gov.in) https://ppqs.gov.in/sites/default/files/newsletter_oct-dec_2023_engl	Fully Met	28.57	01.04.2024

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					ish_1.pdf			
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://ppqs.gov.in/divisions	Fully Met	9.52	https://ppqs.gov.in/sites/default/files/rti_manual_in_english_2024_0.pdf
4.3.2	Name/ title of the document/record/ other information	Fully Met	9.52	9.52	https://ppqs.gov.in/divisions	Fully Met	9.52	Same as above
4.3.3	Location where available	Fully Met	9.52	9.52	https://ppqs.gov.in/divisions/integrated-pest-management https://ppqs.gov.in/divisions/plant-quarantine https://ppqs.gov.in/divisions/central-insecticides-board-registration-committee https://ppqs.gov.in/divisions/pesticides-testing-infrastructure https://ppqs.gov.in/divisions	Fully Met	9.52	Same as above

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					/pesticides-testing-infrastructure/central-pesticides-laboratory https://ppqs.gov.in/divisions/locust-control-research			
4.4	Particulars of facilities available to citizen for obtaining information[Section 4(1)(b)(xv)]							
4.4.1	Name & location of the faculty	Fully Met	7.14	7.14	http://ppqs.gov.in https://ppqs.gov.in/contactus https://ppqs.gov.in/about-us/whos-who	Fully Met	7.14	https://ppqs.gov.in/sites/default/files/rti_manual_in_english_2024_0.pdf
4.4.2	Details of information made available	Fully Met	7.14	7.14	https://ppqs.gov.in/divisions https://ppqs.gov.in/newsletters https://ppqs.gov.in/publication https://ppqs.gov.in/divisions/integrated-pest-management/instruction-safe-use-pesticide https://ppqs.gov.in/advisories-	Fully Met	7.14	Same as above

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					section https://ppqs.gov.in/divisions/locust-control-research/locust-bulletin https://ppqs.gov.in/divisions/cib-rc/insecticide-in-schedule https://ppqs.gov.in/divisions/cib-rc/registered-products https://ppqs.gov.in/about-us/read-y-reckoner			
4.4.3	Working hours of the facility	Fully Met	7.14	7.14	24 hours (24x7) available in public domain	Fully Met	7.14	Same as above
4.4.4	Contact person & contact details (Phone, fax email)	Fully Met	7.14	7.14	https://ppqs.gov.in/about-us/whos-who https://ppqs.gov.in/contact-us	Fully Met	7.14	Same as above
4.5	Such other information as may be prescribed under Section 4(i) (b)(xvii)							
4.5.1	Grievance redressal mechanism	Fully Met	3.57	3.57	Directorate of Plant Protection Quarantine &	Fully Met	3.57	https://ppqs.gov.in/sites/default/files/rti_manual_in_english

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Storage has Grievance Redressal Officer and all the grievances received from the public are being addressed by the respective scheme in charges/officer-in-charges within the stipulated time through CPGRAMS portal. https://ppqs.gov.in/sites/default/files/progress_report_of_public_grievances_redress_and_monitoring_system_cpgrams_portal.pdf			sh_2024_0.pdf
4.5.2	Details of applications received under RTI and information provided	Fully Met	3.57	3.57	Disposed online through RTIMIS portal. https://ppqs.gov.in/sites/def	Fully Met	3.57	Same as above; https://ppqs.gov.in/sites/default/files/rti_requests_

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					ault/files/rti_requests_appeals_status_report_rti_mis_portal.pdf			appeals_status_report_rti_mis_portal.pdf
4.5.3	List of completed schemes/ projects/ Programmes	Not Applicable	0	0	empty	Partially Met	1.79	Now partially available at: https://ppqs.gov.in/sites/default/files/rti_manual_in_english_2024_0.pdf ; Dir_Plant_Protection_Quar_Storage, Faridabad is advised to provide/upload complete detail
4.5.4	List of schemes/ projects/ programme underway	Not Applicable	0	0	empty	Partially Met	1.79	Same as above
4.5.5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	Fully Met	3.57	3.57	https://ppqs.gov.in/sites/default/files/procurement_details_for_the_year_2023_-_24.pdf	Fully Met	3.57	Same as above; https://ppqs.gov.in/sites/default/files/procurement_details_for_the_year_2023_-_24.pdf
4.5.6	Annual Report	Fully Met	3.57	3.57	Submitted on time https://agriwelfare.gov.in/en/	Fully Met	3.57	https://agriwelfare.gov.in/en/

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					riwelfare.gov.in/en/Annual			Annual
4.5.7	Frequently Asked Question (FAQs)	Fully Met	3.57	3.57	https://ppqs.gov.in/faq/locust-control-research https://ppqs.gov.in/faq/cil	Fully Met	3.57	https://ppqs.gov.in/sites/default/files/faqs_on_rti.pdf
4.5.8	Any other information such as - (a) Citizen's Charter, (b) Result Framework Document (RFD), (c) Six monthly reports on the , (d) Performance against the benchmarks set in the Citizen's Charter	Fully Met	3.57	3.57	https://ppqs.gov.in/citizen-charter https://ppqs.gov.in/about-us/ready-reckoner https://ppqs.gov.in/divisions/integrated-pest-management/physical-achievements	Fully Met	3.57	https://ppqs.gov.in/sites/default/files/rti_manual_in_english_2024_0.pdf; https://ppqs.gov.in/citizen-charter
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://ppqs.gov.in/rti https://ppqs.gov.in/sites/default/files/rti_requests_appeals_status_report_rti_mis_portal.pdf	Fully Met	14.29	https://ppqs.gov.in/sites/default/files/rti_manual_in_english_2024_0.pdf; https://ppqs.gov.in/sites/default/files/rti_requests_appeals_status_report_rti_mis_p

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								ortal.pdf
4.6.2	Details of appeals received and orders issued	Fully Met	14.29	14.29	https://ppqs.gov.in/rti https://ppqs.gov.in/sites/default/files/rti_requests_appeals_status_report_rti_mis_portal.pdf	Fully Met	14.29	Same as above
4.7	Replies to questions asked in the parliament[Section 4(1)(d)(2)]							
4.7.1	Details of questions asked and replies given	Fully Met	28.57	28.57	https://ppqs.gov.in/sites/default/files/rajya_sabha_parliament_questions.pdf https://ppqs.gov.in/sites/default/files/lok_sabha_parliament_questions.pdf	Fully Met	28.57	https://ppqs.gov.in/sites/default/files/rti_manual_in_english_2024_0.pdf
Total			193	193		200	196	
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	http://ppqs.gov.in/rti https://ppqs.gov.in/sites/default/files/cpios_and_fa_16.01.2024.pdf https://ppqs.gov.in/sites/	Fully Met	20.00	https://ppqs.gov.in/sites/default/files/rti_manual_in_english_2024_0.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					default/files/corrigendum_to_rti_office_order_no.1_of_2024_dated_16.01.2024.pdf Office Order dated 15.04.2017 to 16.01.2024 regarding CPIOs and First Appellate Authority (latest) is available on rti page.			
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://ppqs.gov.in/sites/default/files/third_party_transparency_audit_report_for_the_year_2022-23.pdf	Fully Met	20.00	11.09.2023: https://ppqs.gov.in/sites/default/files/third_party_transparency_audit_report_for_the_year_2022-23.pdf
5.1.3	Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD - (a) Date of appointment , (b) Name & Designation of the officers	Fully Met	20	20.00	Directorate is headed by Plant Protection Adviser (PPA) equivalent to Director. No	Fully Met	20.00	https://ppqs.gov.in/sites/default/files/rti_manual_in_english_2024_0.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					any post equivalent to JS is available in Directorate. Hence, the senior Joint Director is nodal officer for RTI. https://ppqs.gov.in/sites/default/files/dr._sanjay_arya.pdf			
5.1.4	Consultancy committee of key stake holders for advice on suo-motu disclosure - (a) Dates from which constituted, (b) Name & Designation of the officers	Fully Met	20	20.00	https://ppqs.gov.in/sites/default/files/consultancy_committee_for_advice_on_suo_moto_disclosure_under_section_4_of_rti_act_2005_1.pdf	Fully Met	20.00	Same as above; https://ppqs.gov.in/sites/default/files/consultancy_committee_for_advice_on_suo_moto_disclosure_under_section_4_of_rti_act_2005_1.pdf
5.1.5	Committee of PIOs/FAAs with rich experience in RTI to identify frequently sought information under RTI - (a) Dates from which constituted, (b) Name & Designation of the Officers	Fully Met	20	20.00	https://ppqs.gov.in/sites/default/files/committee_of_cpios-faas_to_identify_frequently_sought_inf	Fully Met	20.00	Same as above; https://ppqs.gov.in/sites/default/files/committee_of_cpios-faas_to_identify_fre

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					ormation_und er_rti_act_200 5.pdf			requently_soug ht_information _under_rti_act _2005.pdf
Total			100	100		100	100	
6	Information Disclosed on own Initiative							
6.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information							
6.1.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	Fully Met	25	25.00	http://ppqs.gov.in https://ppqs.gov.in/divisions http://ppqs.gov.in/news https://ppqs.gov.in/newsletters https://ppqs.gov.in/publication https://ppqs.gov.in/about-us/ready-reckoner https://ppqs.gov.in/citizen-charter https://ppqs.gov.in/notice-board https://ppqs.gov.in/contactus https://ppqs.gov.in/faq/locust-control-research https://ppqs.gov.in/faq/cil	Fully Met	25.00	https://ppqs.gov.in/; https://ppqs.gov.in/sites/default/files/rti_manual_in_english_2024_0.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
6.2	Guidelines for Indian Government Websites (GIGW) is followed (released in February, 2009 and included in the Central Secretariat Manual of Office Procedures (CSMOP) by Department of Administrative Reforms and Public Grievances, Ministry of Personnel, Publ							
6.2.1	Whether STQC certification obtained and its validity	Fully Met	12.5	12.50	STQC Certificate was obtained and its validity is 6th June, 2021 and is attached for your kind reference. Renewal of STQC Certificate is in progress.	Fully Met	12.50	https://ppqs.gov.in/sites/default/files/STQC.PDF : Renewal is in progress
6.2.2	Does the website show the certificate on the Website?	Fully Met	12.5	12.50	Yes, the certificate is shown on the website of the Directorate. https://ppqs.gov.in/sites/default/files/STQC.PDF Renewal of STQC Certificate is in progress.	Fully Met	12.50	Same as above
Total			50	50		50	50	
Grand Total			769	769		825	786	