

Self appraisal report for Year (2024-25)

Auditor Agency: Virender Kumar Bharti(Indian Institute of Mass Communication)

Ministry Name: Ministry of Development of North Eastern Region

Department Name:

Public Authority Name: North Eastern Regional Agricultural Marketing Corporation (NERAMAC)

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://neramac.com/contact-us	Fully Met	1.28	Okay
1.1.2	Head of the organization	Fully Met	1.28	1.28	https://neramac.com/managing-director	Fully Met	1.28	Okay
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	https://neramac.com/about-us	Fully Met	1.28	Okay
1.1.4	Function and duties	Fully Met	1.28	1.28	https://neramac.com/rti-public-disclosure	Fully Met	1.28	Okay
1.1.5	Organization Chart	Not Met	1.28	0	empty	Fully Met	1.28	Okay
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	https://neramac.com/	Fully Met	1.28	Okay
1.2	Power and duties of its officers and employees[Section 4(1) (b)(ii)]							
1.2.1	Powers and duties of officers (administrative,	Fully Met	1.92	1.92	https://neramac.com/	Fully Met	1.92	Okay

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	financial and judicial)				c.com/rti-public-disclosure			
1.2.2	Power and duties of other employees	Fully Met	1.92	1.92	https://nerama.c.com/rti-public-disclosure	Fully Met	1.92	Okay
1.2.3	Rules/ orders under which powers and duty derived and exercised	Partially Met	1.92	0.96	https://nerama.c.com/rti-public-disclosure	Fully Met	1.92	Okay
1.2.4	Work allocation	Partially Met	1.92	0.96	https://nerama.c.com/rti-public-disclosure	Partially Met	0.96	Okay
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	Partially Met	1.54	0.77	https://nerama.c.com/rti-public-disclosure	Partially Met	0.77	Okay
1.3.2	Final decision making authority	Fully Met	1.54	1.54	https://nerama.c.com/rti-public-disclosure	Fully Met	1.54	Okay
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	https://nerama.c.com/rti-public-disclosure	Fully Met	1.54	Okay
1.3.4	Time limit for taking a decisions, if any	Not Applicable	0	0	empty	Not Applicable	0	Okay
1.3.5	Channels of supervision and accountability	Fully Met	1.54	1.54	https://nerama.c.com/rti-public-disclosure	Fully Met	1.54	Okay
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://nerama.c.com/	Fully Met	1.54	Okay
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	https://nerama.c.com/rti-public-disclosure	Fully Met	1.54	Okay
1.4.3	Process by which these services can be	Partially Met	1.54	0.77	https://nerama.c.com/rti-public-disclosure	Partially Met	0.77	Okay

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	accessed				c.com/			
1.4.4	Time-limit for achieving the targets	Not Applicable	0	0	empty	Not Applicable	0	Okay
1.4.5	Process of redressal of grievances	Not Met	1.54	0	empty	Not Met	0	Okay
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	https://nerama c.com/rti-publi c-disclosure	Fully Met	2.60	Okay
1.5.2	List of Acts, rules, regulations, instructions, manuals and records.	Fully Met	2.6	2.60	https://nerama c.com/rti-publi c-disclosure	Fully Met	2.60	Okay
1.5.3	Acts/ Rules/ manuals, etc.	Fully Met	2.6	2.60	https://nerama c.com/codes- and-policies	Fully Met	2.60	Okay
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	https://nerama c.com/rti-publi c-disclosure	Fully Met	3.85	Okay
1.6.2	Custodian of documents/categories	Not Met	3.85	0	empty	Fully Met	3.85	Okay
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://nerama c.com/board- of-directors	Fully Met	0.96	Okay
1.7.2	Composition	Fully Met	0.96	0.96	https://nerama c.com/board- of-directors	Fully Met	0.96	Okay
1.7.3	Dates from which constituted	Not Met	0.96	0	empty	Not Met	0	Okay
1.7.4	Term/ Tenure	Not Met	0.96	0	empty	Not Met	0	Okay
1.7.5	Powers and functions	Partially Met	0.96	0.48	https://nerama c.com/rti-publi c-disclosure	Partially Met	0.48	Okay
1.7.6	Whether their meetings are open to the public?	Fully Met	0.96	0.96	https://nerama c.com/rti-publi	Fully Met	0.96	Okay

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					c-disclosure			
1.7.7	Whether the minutes of the meetings are open to the public?	Fully Met	0.96	0.96	https://nerama.c.com/rti-public-disclosure	Fully Met	0.96	Okay
1.7.8	Place where the minutes if open to the public are available?	Not Applicable	0	0	empty	Not Applicable	0	Okay
1.8	Directory of officers and employees[Section 4(1) (b) (ix)]							
1.8.1	Name and designation	Partially Met	3.85	1.93	https://nerama.c.com/departments	Partially Met	1.93	Okay
1.8.2	Telephone , fax and email ID	Partially Met	3.85	1.93	https://nerama.c.com/departments	Partially Met	1.93	Okay
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	Partially Met	3.85	1.93	https://nerama.c.com/rti-public-disclosure	Partially Met	1.93	Okay
1.9.2	System of compensation as provided in its regulations	Partially Met	3.85	1.93	https://nerama.c.com/rti-public-disclosure	Partially Met	1.93	Okay
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	https://nerama.c.com/rti-public-disclosure	Fully Met	3.85	Okay
1.10.2	Address, telephone numbers and email ID of each designated official.	Fully Met	3.85	3.85	https://nerama.c.com/rti-public-disclosure	Fully Met	3.85	Okay
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	Not Applicable	0	0	empty	Not Applicable	0	Okay
1.11.2	(ii) Finalised for minor penalty or major penalty	Not Met	3.85	0	empty	Not Met	0	Okay

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	proceedings							
1.12	Programmes to advance understanding of RTI(Section 26)							
1.12.1	Educational programmes	Not Applicable	0	0	empty	Not Applicable	0	Okay
1.12.2	Efforts to encourage public authority to participate in these programmes	Not Applicable	0	0	empty	Not Applicable	0	Okay
1.12.3	Training of CPIO/APIO	Not Met	1.92	0	empty	Not Met	0	Okay
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Not Met	1.92	0	empty	Not Met	0	Okay
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]	Not Met	7.69	0	empty	Not Met	0	Okay
Total			88	53		88	59	
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	Not Applicable	0	0	empty	Not Applicable	0	Okay
2.1.2	Budget for each agency and plan & programmes	Not Applicable	0	0	empty	Not Applicable	0	Okay
2.1.3	Proposed expenditures	Not Applicable	0	0	empty	Not Applicable	0	Okay
2.1.4	Revised budget for each agency, if any	Not Applicable	0	0	empty	Not Applicable	0	Okay
2.1.5	Report on disbursements made and place where the related reports are available	Not Applicable	0	0	empty	Not Applicable	0	Okay
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.	Not Applicable	0	0	empty	Not Applicable	0	Okay
2.2	Foreign and domestic tours(F.No. 1/8/2012- IR dt. 11.9.2012)							
2.2.1	Budget	Not Applicable	0	0	empty	Not Applicable	0	Okay

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2.2.2	Foreign and domestic tours by ministries and officials of the rank of Joint Secretary to the Government and above, as well as the Heads of the Department.- (a) Places visited, (b) The period of visit, (c) The number of members in the official delegation, (d) Expenditure on the visit	Not Applicable	0	0	empty	Not Applicable	0	Okay
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	Okay
2.3.2	Objective of the programme	Not Applicable	0	0	empty	Not Applicable	0	Okay
2.3.3	Procedure to avail benefits	Not Applicable	0	0	empty	Not Applicable	0	Okay
2.3.4	Duration of the programme/ scheme	Not Applicable	0	0	empty	Not Applicable	0	Okay
2.3.5	Physical and financial targets of the programme	Not Applicable	0	0	empty	Not Applicable	0	Okay
2.3.6	Nature/ scale of subsidy /amount allotted	Not Applicable	0	0	empty	Not Applicable	0	Okay
2.3.7	Eligibility criteria for grant of subsidy	Not Applicable	0	0	empty	Not Applicable	0	Okay
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Not Applicable	0	0	empty	Not Applicable	0	Okay
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	Okay
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Not Applicable	0	0	empty	Not Applicable	0	Okay
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	Okay
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	Okay
2.6	CAG & PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]							

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
2.6.1	CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the Parliament.	Partially Met	50	25.00	https://nerama.c.com/annual-report	Partially Met	25.00	Okay
Total			50	25		50	25	
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 there of [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	Partially Met	12.5	6.25	https://nerama.c.com/codes-and-policies	Partially Met	6.25	Okay
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	Not Applicable	0	0	empty	Not Applicable	0	Okay
3.1.3	Public- Private Partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	Not Applicable	0	0	empty	Not Applicable	0	Okay
3.1.4	Public- Private Partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable	0	0	empty	Not Applicable	0	Okay
3.1.5	Public- Private Partnerships (PPP)- Concession agreements.	Not Applicable	0	0	empty	Not Applicable	0	Okay
3.1.6	Public- Private Partnerships (PPP)- Operation and maintenance manuals	Not Applicable	0	0	empty	Not Applicable	0	Okay
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	Okay
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	Okay

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
3.1.9	Public- Private Partnerships (PPP) -Information relating to outputs and outcomes	Not Applicable	0	0	empty	Not Applicable	0	Okay
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	Okay
3.1.11	Public- Private Partnerships (PPP) - All payment made under the PPP project	Not Applicable	0	0	empty	Not Applicable	0	Okay
3.2	Are the details of policies / decisions, which affect public, informed to them[Section 4(1) (c)]							
3.2.1	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Policy decisions/ legislations taken in the previous one year	Not Applicable	0	0	empty	Not Applicable	0	Okay
3.2.2	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Outline the Public consultation process	Not Applicable	0	0	empty	Not Applicable	0	Okay
3.2.3	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive- Outline the arrangement for consultation before formulation of policy	Not Applicable	0	0	empty	Not Applicable	0	Okay
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	https://nerama.c.com/	Fully Met	50.00	Okay
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://nerama.c.com/rti-public-disclosure	Fully Met	25.00	Okay
3.4.2	Information manual/handbook available in printed format	Fully Met	25	25.00	https://nerama.c.com/rti-public-disclosure	Fully Met	25.00	Okay

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
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	Can be downloaded from the website free of cost	Fully Met	25.00	Okay
3.5.2	List of materials available at a reasonable cost of the medium	Not Applicable	0	0	empty	Not Applicable	0	Okay
Total			138	131		138	131	
4	E-Governance							
4.1	Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]							
4.1.1	Hindi	Not Met	9.52	0	empty	Not Met	0	Okay
4.1.2	English	Fully Met	9.52	9.52	https://nerama.c.com/rti-public-disclosure	Fully Met	9.52	Okay
4.1.3	Vernacular/ Local Language	Not Met	9.52	0	empty	Not Met	0	Okay
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	Partially Met	28.57	14.29	12.02.2025	Partially Met	14.29	Okay
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://nerama.c.com/rti-public-disclosure	Fully Met	9.52	Okay
4.3.2	Name/ title of the document/record/ other information	Not Applicable	0	0	empty	Not Applicable	0	Okay
4.3.3	Location where available	Not Applicable	0	0	empty	Not Applicable	0	Okay
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://nerama.c.com/rti-public-disclosure	Fully Met	7.14	Okay
4.4.2	Details of information made available	Fully Met	7.14	7.14	https://nerama.c.com/rti-public-disclosure	Fully Met	7.14	Okay

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.4.3	Working hours of the facility	Fully Met	7.14	7.14	https://nerama.c.com/rti-public-disclosure	Fully Met	7.14	Okay
4.4.4	Contact person & contact details (Phone, fax, email)	Fully Met	7.14	7.14	https://nerama.c.com/rti-public-disclosure	Fully Met	7.14	Okay
4.5	Such other information as may be prescribed under Section 4(i) (b)(xvii)							
4.5.1	Grievance redressal mechanism	Not Met	4.1	0	empty	Not Met	0	Okay
4.5.2	List of completed schemes/ projects/ Programmes	Not Applicable	0	0	empty	Not Applicable	0	Okay
4.5.3	List of schemes/ projects/ programme underway	Not Applicable	0	0	empty	Not Applicable	0	Okay
4.5.4	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	Not Met	4.1	0	empty	Not Met	0	Okay
4.5.5	Annual Report	Fully Met	4.1	4.10	https://nerama.c.com/annual-report	Fully Met	4.10	Okay
4.5.6	Frequently Asked Question (FAQs)	Not Met	4.1	0	empty	Not Met	0	Okay
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	Not Applicable	0	0	empty	Not Applicable	0	Okay
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	Partially Met	14.29	7.15	https://nerama.c.com/annual-report	Partially Met	7.15	Okay
4.6.2	Details of appeals received and orders issued	Partially Met	14.29	7.15	https://nerama.c.com/annual-report	Partially Met	7.15	Okay
4.7	Replies to questions asked in the Parliament[Section 4(1)(b)(xvii)]							
4.7.1	Details of questions asked and replies given	Not Met	28.57	0	empty	Not Met	0	Okay
Total			169	80		169	80	

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
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	Partially Met	20	10.00	https://nerama.c.com/rti-public-disclosure	Partially Met	10.00	Okay
5.1.2	Details of third party audit of voluntary disclosure -(a) Dates of audit carried out , (b) Report of the audit carried out	Not Met	20	0	empty	Not Met	0	Okay
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	Not Applicable	0	0	empty	Not Applicable	0	Okay
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	Not Applicable	0	0	empty	Not Applicable	0	Okay
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	Not Applicable	0	0	empty	Not Applicable	0	Okay
Total			40	10		40	10	
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 [Section 4(2)]							
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://nerama.c.com/rti-public-disclosure	Fully Met	25.00	Okay
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	Not Met	12.5	0	empty	Not Met	0	Okay
6.2.2	Does the website show the certificate on the	Not Met	12.5	0	empty	Not Met	0	Okay

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	Website?							
Total			50	25		50	25	
Grand Total			535	324		535	330	