

**TRANSPAENCY AUDIT REPORT OF
THE NATIONAL CENTRE FOR MEDIUM RANGE WEATHER
FORECASTING (NCMRWF)
(MINISTRY OF EARTH SCIENCES, GOVT. OF INDIA)
ON
PROACTIVE DISCLOSURE UNDER RTI ACT, 2005
August 2020**



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OBSERVATIONS

On analysis of the website (<https://www.ncmrwf.gov.in/>), following areas for improving contents and the quality of the disclosure have been identified:

1. Particulars of Organization, Functions and Duties

- (a) The institute has no other office; therefore 1.5.4 does not seem to be applicable.
- (b) Point 1.6 and 1.13 does not seem to be applicable to the institute, in the opinion of the TA.
- (c) Information regarding points 1.11 and 1.12 is not available.

2. Particulars about Budget and Programmes

- (a) Most information related to 2.1 is available on the website of parent ministry of PA, the link of which is available on the home page of the <https://www.ncmrwf.gov.in/>.
- (b) 2.3 does not apply to the institute.
- (c) 2.4 does not apply to the institute.
- (d) 2.5 does not apply to the institute.
- (e) For 2.6 no information is available.

3. Publicity Band Public interface

- (a) Except 3.1.1 which pertains to documents which are accessible to public regarding services of the institute no other information under 3.1 seems applicable to NCMRWF
- (b) NCMRWF is not involved in public policy formulation therefore 3.2 is not applicable to it.
- (c) 3.4.2 is not applicable as most of the work done by PA is available on the website.
- (d) 3.5.2 not applicable as most of the information is readily available on the website free of cost.

4. E. Governance

- (a) Complete list of completed programmes/Projects not available (4.5.3)
- (b) The PA has not put up its Annual Reports on website, however all its activities are in The Annual Report of MoES, the link of which is available on home page of the PA. (4.5.6)
- (c) Only partial information is provided for 4.5.8, information regarding performances is not available.
- (d) The site does not provide FAQs (4.5.7)
 - (d) No information about replies to questions asked in the parliament is available directly on the website (4.7). One has to use link of MoES website to get the information.

5. Information as may be prescribed

- (a) No information about details of Earlier CPIOs and FAAs since 2015 available (5.1.1).
- (b) No information about details of third party audit of voluntary disclosure is displayed on the website (5.1.2).
- (c) Information about Nodal Officers not below the rank of Joint secretary is not applicable to PA, in view of third party auditor (5.1.3)
- (d) No information about consultancy committee of key stakeholders, committee of PIOs/FAAs with rich experience in RTI to identify frequently sought information under RTI is available on the website (5.1.4, 5.1.5)

6. Information Disclosed on own initiative

- (a) All information related to its activities of interest to public is disclosed on the website (6.1.1)
- (b) No information provided about STQC certificate (6.2.1 and 6.2.2)

CONCLUSIONS AND RECOMMENDATIONS

A perusal of the website indicates that substantial amount of information is available. However, the disclosure of Information under Section 4(7)(b) of the RTI Act is incomplete and partial and the information is not being updated regularly on the website.

There is scope for improvement in a number of areas. In order therefore to make the website more user friendly and citizen centric, the following conclusions / observations may be considered for implementation:

- (a) Information about disciplinary action proposed / taken on employees should be made available on the website.
- (b) Programmes to advance understanding of RTI conducted by the PA should be displayed on the website.
- (c) Public Authority should also furnish information related to RTI Act, Manuals and guidelines on the website.
- (d) Information regarding budget, expenditure, disbursements along with CAG reports should be available on the website under a separate MENU "Financial Information".
- (e) Annual Reports of the institute, if any should be available on the website.
- (f) Press releases should be uploaded regularly on the website.
- (g) Major Achievements of the institute may be presented in report form.
- (h) Details of questions asked and replies given to the questions asked in the parliament should be available on the website.
- (i) Details of third party audit of voluntary disclosure should be uploaded on the website.
- (j) Details about Committee of PIOs/FAAs which rich experience in RTI to identify frequently sought information under RTI should be uploaded on the website.
- (k) STQC certificate should be available on the website.

Recommendations:

For better implementation of the suo-motu disclosure of information following modifications and updations are needed on the website:

- (a) Every information displayed on the website should indicate the last date of updation prominently in a DD/MM/YYYY format.
- (b) The website should have a search engine and FAQ section.
- (c) In order to facilitate citizen's requirement, all information which are to be disclosed suo-motu should be either available under RTI heading or should be accessible through a link through RTI heading.

- (d) The website should be made more user friendly and the information is required to be proactively disclosed under the Act and guidelines to enhance transparency and openness.
- (e) To maintain the reliability of information timely updating of the information is must. Therefore, it is required that a system is created for automatic updation of information. based on key word outputs. The date of last updation should be displayed on the website.
- (f) Different media and forms should be used for proactive disclosure.