



INDIAN RUBBER MANUFACTURERS RESEARCH ASSOCIATION (IRMRA)

(Affiliated to DPIIT, Ministry of Commerce & Industry, Govt. of India) (ISO 9001:2015 Certified & NBQP Registered Training Institution)

Third Party RTI Audit Summary Report of Numaligarh Refinery Limited (NRL)

As per the direction of Central Information Commissioner (CIC) and DoPT OM No 1/6/2011-IR dated 15.04.2013 and OM No. 1/34/2013-IR dated 30.06.2016, each Public Authority should get its proactive disclosure package audited by a third party every year from the respective training Institutes under each Public Authority and submit to the Central Information Commission.

Indian Rubber Manufacturers Research Association conducted Third-Party Audit of the Proactive Disclosure [Numaligarh Refinery Limited \(NRL\)](#) under the RTI Act, 2005 from [11 & 21 Sept, 2023](#) in accordance with Guidelines on suo motu disclosure under Section 4 of the RTI Act issued by Government of India, Ministry of Personnel, Public Grievances & Pensions, Department of Personnel & Training. The audit was conducted in accordance with the standard operating procedure for the Third-party audit on suo motu disclosures (As per Para 4.4 & 4.5 of DOPT's OM No. /6/2011-IR dated 15.04.2013 & Para 6 of DOPT's OM No. 1/34/2013-IR dated 30.06.2016).

The audit was aimed to assess adherence to Guidelines on suo motu disclosure under Section 4 of the RTI and the implementation of and compliance with its control system. Specifically, the audit [Numaligarh Refinery Limited \(NRL\)](#) Self appraisal report for Year (2022-23) and its website www.nrl.co.in in order to ensure these are well understood and Guidelines for Central Government Ministries / Departments are followed on:

- a) Suo motu disclosure of more items under Section 4.
- b) Guidelines for digital publication of proactive disclosure under Section
- c) Detailing of Section 4(1)(b)(iii), 4(1)(b)(iv), 4(1)(b)(xi) and 4(1)(b)(xiv)
- d) Compliance mechanism for suo motu disclosure (proactive disclosure) under the RTI Act, 2005

Third-Party Audit focused on the following Parameters:

- i. Organisation and Functions
- ii. Budget and Programme
- iii. Publicity and Public Interface
- iv. E-Governance
- v. Information as may be Prescribed
- vi. Information disclosed on own initiative

Key Findings and High Priority Recommendations

We appreciate the sincere efforts of [Numaligarh Refinery Limited \(NRL\)](#) as Public Authority for sharing required information on website to maintain the transparency. It has been observed during the Audit that the information relates to few areas has to be shared on website with more clarity like;

1. Information on various sub-paras of Section 4(b) placed under RTI Act seems has not been given adequate prominence.
2. Manual/Handbook to be made available in Vernacular/ Local Language [F No. 1/6/2011-IR dt. 15.4.2013]
3. Information related to Power and duties of its officers and employees: Exercised, Work allocation is to be updated on website.

4. Programmes to advance understanding of RTI Act –[to be conducted on regular intervals.](#)
5. Citizen's Charter, Result Framework Document (RFD), Six monthly reports on the Performance against the benchmarks set in the Citizen's Charter is to be uploaded on website.
6. Public Authority is advised to constitute a Committee of PIOs/FAAs with rich experience in RTI to identify frequently sought information under RTI.
7. Replies to questions asked in the parliament is to be uploaded on website.
8. CAG and PAC paras and the action taken reports is to be uploaded.
9. Monthly Remuneration received by officers & employees including system of compensation is to be uploaded.
10. Directory of officers and employees is to be uploaded.
11. 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 is to be uploaded.
12. Last date of Annual updation of each web pages in format (Lasted updated on DD/MM/YYYY)
13. Organization Chart must be displayed on website.
14. Sub-clauses which have been met partially met / not met, may be looked into for compliance at the earliest. A re-look may be given to the clauses which have been marked as not applicable.

IRMRA would like to share positive feedback that in future all the required information/urls/links may be posted on website to meet the Transparency Audit Metrix.

Rupesh Rohan

Date: 21 Sept, 2023

(Dr. Rupesh Rohan)
Assistant Director (Training)

