

## 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 Science & Technology

**Department Name:** Department of Science & Technology

**Public Authority Name:** Aghakar Research Institute

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
<b>1</b>	<b>Organisation and Function</b>							
<b>1.1</b>	<b>Particulars of its organisation,functions and duties[Section 4(1)(b)(i)]</b>							
1.1.1	Name and address of the Organization	Fully Met	1.28	1.28	MACS-Agharkar Research Institute, G.G. Agarkar Road,Pune - 411 004 (An Autonomous Grant-in-Aid Institute under the Department of Science & Technology, Govt of India, New Delhi.)	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	Director – Functions under the	Fully Met	1.28	URLs cited by the Public Authority is

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					Institute Council, ARI and Governing Body of MACS a Society registered under Society Registration Act 1860 Bombay Public Trust Act 1950			correct. Category "Fully Met"
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	Vision - Our goal is to excel as an internationally recognized centre of multi-disciplinary life science research that focuses on industrial development, human health and environment Mission- Conduct basic	Fully Met	1.28	URLs cited by the Public Authority is correct. Category "Fully Met"

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					and applied research in life sciences & harness the genetic diversity of microbes, plants & animal towards a cleaner environment, sustainable agriculture and better health of the masses. Aims and Key Objectives: a) Promotion of science and technology and their practical applications to problems of social relevance and national welfare; b) Maintaining an institute or			

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					institutes for promotion of science and technology and their parasitical applications of social relevance and national welfare; c) Publication of scientific books, monographs, journals, etc. d) Promotion and popularization of science and disseminating knowledge of pure and applied science by establishing science libraries and museums, and by organizing conferences,			

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					<p>symposia, seminars, workshops, lectures, exhibitions, etc.; e) Taking such other steps as may appear to the Association as necessary and desirable for the furtherance of scientific research and its application.</p>			
1.1.4	Function and duties	Fully Met	1.28	1.28	<p>The institute is committed to promotion of science and technology with emphasis on high standards of research and development activities for the benefit of mankind and the nation. The thematic</p>	Fully Met	1.28	<p>URLs cited by the Public Authority is correct. Category "Fully Met"</p>

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					areas of research and development include Biodiversity and Palaeobiology, Bioenergy, Bioprospecting, Developmental Biology, Genetics and Plant Breeding, and Nanobioscience. The institute admits students desirous of doing research leading to PhD degree, with the requirement that they fulfil the norms of the Savitribai Phule Pune University and Agharkar			

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					Research Institute. The following services are offered by the institute ? Fungus Identification Service under the National Fungal Culture Collection of India (NFCCI) ? Supply of breeder seeds of wheat and soybean varieties to seed multiplication agencies and farmers ?Contract Research, Transfer of Technology, and Consultancy in the thematic areas			

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					mentioned above.			
1.1.5	Organization Chart	Fully Met	1.28	1.28	Please refer to link: <a href="https://aripune.res.in/wp-content/uploads/2023/06/Annexe-A.pdf">https://aripune.res.in/wp-content/uploads/2023/06/Annexe-A.pdf</a>	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/ Commissions constituted from time to time have been dealt	Fully Met	1.28	1.28	Please refer to link <a href="https://aripune.res.in/">https://aripune.res.in/</a>	Partially Met	0.64	URLs cited by the Public Authority is correct. Category "Partially Met"
<b>1.2</b>	<b>Power and duties of its officers and employees[Section 4(1) (b)(ii)]</b>							
1.2.1	Powers and duties of officers (administrative, financial and judicial)	Fully Met	1.92	1.92	A-DIRECTOR:- (a) The Director shall be the Principal academic and executive officer of the Institute. b) He shall be responsible for the proper administration , academic programs and	Fully Met	1.92	URLs cited by the Public Authority is correct. Category "Fully Met"



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					maintenance of discipline in the Institute. (c) He shall prescribe the duties of all the employees of the(Institute and shall exercise such supervision and control over the work and conduct of the employees of the Institute as may be necessary subject to these Rules and Regulations. (d) He shall coordinate and exercise general supervision over all research, training and			

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					other activities of the Institute. (e) He shall prepare, in July-August each year, the budget estimates for the ensuing year and revised estimates for the current year for consideration and approval of the Finance and Budget Committee and the Institute Council. (f) The Director shall be empowered to make purchases of capital equipment and other non-recurring			

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					<p>items in accordance with the budget provisions up to the limits stipulated by the Institute Council from time to time.</p> <p>(g) The Director shall be competent to write off irrecoverable losses of stores or moneys and unserviceable items of equipment and furniture, as may be laid down by the Institute Council from time to time.</p> <p>(h) The Director may, in writing, delegate such of his powers</p>			

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					<p>and duties, assigned to him in these Rules and in Regulations, as well as the powers and duties that may be delegated to him by the Institute Council, as he may consider necessary to any of his subordinates.</p> <p>(i) The Director shall exercise such powers and discharge such other functions as are necessary for the efficient governance and functioning of the Institute.</p> <p>B- HEADS OF</p>			

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					<p>DIVISIONS:-</p> <p>There shall be a Head of Division for every Division of the Institute. He shall – (a) function under the overall supervision of the Director, (b) be the principal administrative and academic officer of the Division, (c) be responsible to fulfil the academic and research objectives of the Division/Group(s), (d) do all such things as are necessary for maintaining discipline and for smooth</p>			

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					<p>working of his Division/Group(s) as per relevant Regulations, (e) perform all such functions and shall carry out all such duties as are assigned to him by the Director from time to time.</p> <p>C- ADMINISTRATIVE OFFICER:-</p> <p>The Administrative Officer shall –</p> <p>(a) function under the direction of the Director of the Institute,</p> <p>(b) be responsible for the administrative matters of the Institute, (c) be</p>			

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					<p>responsible for the work of the Office of the Institute, (d) act as recorder of the Institute and as custodian of all documents relating to the Institute, (e) represent the Institute in legal matters. The Institute may sue, or be sued, only in the name of the Administrative Officer of the Institute, (f) perform such functions and shall carry out such duties as are assigned to him by the Director from time to time.</p> <p>D- FINANCE</p>			

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					<p>AND</p> <p>ACCOUNTS OFFICER :-</p> <p>The Finance and Accounts Officer shall –</p> <p>(a) function under the direction of the Director of the Institute,</p> <p>(b) supervise the accounts of the Institute and shall assist in preparation of budget and in exercising budgetary control. (c) be responsible for the finalization of accounts and for internal auditing, (d) perform such functions and shall carry out such duties as are assigned</p>			



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					to him by the Director from time to time. Stores & Purchase Officer:- (a) The Stores & Purchase Officer shall be responsible for procurement of all stores and equipment of the Institute as per indents from the end users after approval by the Director and shall maintain appropriate records for the purpose. All purchases shall be made as per the approved rules with the			

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					approval by the Director. (b) Annual Verification of Stock: The Stores & Purchase Officer shall initiate action by the end of the March every year for annual physical verification of stores and a report shall be prepared for submission to the Director. Library In-charge:- (a) The Library- in-charge shall be responsible for the custody of books, manuscripts, periodicals etc. belonging			

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					to the Library and shall maintain a complete register and index. The purchase of books and journals for the library will be recommended by the Library Committee for approval by the Director. The Rules for the management of the Library shall be framed from time to time, as may be found necessary by the Library Committee appointed by the Director to be responsible			

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					<p>for the proper functioning of the Library.</p> <p>(b) Annual Report: The Library-in-Charge, shall prepare, by the end of the March every year, a report on the working of the Library for submission to the Director by the Library Committee.</p> <p>(c) Purchase of Books: The Library –in-charge shall be responsible for purchasing of books approved by the Library Committee or the Director.</p> <p>(d) Stock taking: The Li</p>			

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					brary-in-charge shall take stock every three years of all the books in the Library. The Library Committee may assign personnel to check the report.			
1.2.2	Power and duties of other employees	Fully Met	1.92	1.92	The rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions: Bye-laws, Rules and Regulations approved from time to time by the Institute Council/	Fully Met	1.92	URLs cited by the Public Authority is correct. Category "Fully Met"

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					Governing Body, MACS-ARI. C- ADMINISTRATIVE OFFICER:- The Administrative Officer shall – (a) function under the direction of the Director of the Institute, (b) be responsible for the administrative matters of the Institute, (c) be responsible for the work of the Office of the Institute, (d) act as recorder of the Institute and as custodian of all documents relating to the Institute, (e)			

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					<p>represent the Institute in legal matters. The Institute may sue, or be sued, only in the name of the Administrative Officer of the Institute, (f) perform such functions and shall carry out such duties as are assigned to him by the Director from time to time.</p> <p>D- FINANCE AND ACCOUNTS OFFICER :- The Finance and Accounts Officer shall – (a) function under the direction of the Director of the Institute, (b) supervise</p>			

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					the accounts of the Institute and shall assist in preparation of budget and in exercising budgetary control. (c) be responsible for the finalization of accounts and for internal auditing, (d) perform such functions and shall carry out such duties as are assigned to him by the Director from time to time. Stores & Purchase Officer:- (a) The Stores & Purchase Officer shall be responsible for			



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					procurement of all stores and equipment of the Institute as per indents from the end users after approval by the Director and shall maintain appropriate records for the purpose. All purchases shall be made as per the approved rules with the approval by the Director. (b) Annual Verification of Stock: The Stores & Purchase Officer shall initiate action by the end of the March every year for			

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					annual physical verification of stores and a report shall be prepared for submission to the Director. Library In-charge:- (a) The Library- in-charge shall be responsible for the custody of books, manuscripts, periodicals etc. belonging to the Library and shall maintain a complete register and index. The purchase of books and journals for the library will be recommended			

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					by the Library Committee for approval by the Director. The Rules for			
1.2.3	Rules/ orders under which powers and duty derived and exercised	Fully Met	1.92	1.92	Rules and Regulations approved from time to time by the Institute Council/ Governing Body, MACSARI	Fully Met	1.92	URLs cited by the Public Authority is correct. Category "Fully Met"
1.2.4	Work allocation	Fully Met	1.92	1.92	Work has been allotted as per the designations	Partially Met	0.96	URLs cited by the Public Authority is correct. Category "Partially Met"
<b>1.3</b>	<b>Procedure followed in decision making process [Section 4(1)(b)(iii)]</b>							
1.3.1	Process of decision making - Identify key decision making points	Fully Met	1.54	1.54	The procedure followed in the decision making process, including channels of supervision	Fully Met	1.54	URLs cited by the Public Authority is correct. Category "Fully Met"

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					and accountability:- (a) Director is the chief executor and is responsible for the day to day management of the activities of the Institute and overall administration in accordance with the Rules and Bye-laws and other instructions issued by the Institute Council from time to time. (b) All the decisions relating to finance and administration are taken by him.			
1.3.2	Final decision making authority	Fully Met	1.54	1.54	Institute Council of ARI	Fully Met	1.54	URLs cited by the Public

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								Authority is correct. Category "Fully Met"
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	As defined in ARI Bye laws C, C1, C2, C3, C4, C5	Fully Met	1.54	URLs cited by the Public Authority is correct. Category "Fully Met"
1.3.4	Time limit for taking a decisions, if any	Fully Met	1.54	1.54	It depends on the matter. However, in major cases decision is being taken at the earliest.	Partially Met	0.77	URLs cited by the Public Authority is correct. Category "Partially Met"
1.3.5	Channels of supervision and accountability	Fully Met	1.54	1.54	The director is CEO (Chief Executive Officer) of the Institute all sectional Heads funded under him, viz. 6 Thematic Groups, Administration Section, Stores & Purchase	Fully Met	1.54	URLs cited by the Public Authority is correct. Category "Fully Met"

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					Section, Library, and Engineering Unit, report to the Director for day functioning of the Institute.			
<b>1.4</b>	<b>Norms for discharge of functions[Section 4(1)(b)(iv)]</b>							
1.4.1	Nature of functions/ services offered	Fully Met	1.54	1.54	Services Offered - Biological (Microbial, Plant & Fossils) and non-biological (Chemical) Scientific Analysis	Fully Met	1.54	URLs cited by the Public Authority is correct. Category "Fully Met"
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	<a href="https://aripune.res.in/analytical-services/#(SERVICES@ARI)">https://aripune.res.in/analytical-services/# (SERVICES@ARI)</a>	Fully Met	1.54	URLs cited by the Public Authority is correct. Category "Fully Met"
1.4.3	Process by which these services can be accessed	Fully Met	1.54	1.54	Process by which these services can be accessed: (1) Online as well as Manual (2)	Fully Met	1.54	URLs cited by the Public Authority is correct. Category "Fully Met"

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					Through conducting classes analysis result may be accessed by documented methodologies applied for the particular analysis.			
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	Time-limit for achieving the targets initially depends on the type of services requested and availability of resource materials: (1-2 months)	Partially Met	0.77	URLs cited by the Public Authority is correct. Category "Partially Met"
1.4.5	Process of redressal of grievances	Fully Met	1.54	1.54	A Grievance Officer has been appointed at the Institute level to deal with the grievance received directly in the	Fully Met	1.54	URLs cited by the Public Authority is correct. Category "Fully Met"

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					Institute and also through DARPG ( <a href="https://pgportal.gov.in/home/faq">https://pgportal.gov.in/home/faq</a> )			
<b>1.5</b>	<b>Acts, rules, regulations, instructions, manuals and records for discharging functions[Section 4(1)(b)(v)]</b>							
1.5.1	Title and nature of the record/ manual /instruction.	Fully Met	2.6	2.60	Bye-laws of ARI	Fully Met	2.60	URLs cited by the Public Authority is correct. Category "Fully Met"
1.5.2	List of Acts, rules, regulations, instructions, manuals and records.	Fully Met	2.6	2.60	CONDITIONS OF SERVICES OF OFFICERS AND STAFF OF THE INSTITUTE Till the Institute frames its own Rules in this regard the Central Civil Services (Classification, Control and Appeal) Rules and C.C.S. (Conduct)	Fully Met	2.60	URLs cited by the Public Authority is correct. Category "Fully Met"



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					Rules for the time being in force will apply mutatis mutandis to the Officers and establishment in the service of the Institute subject to modification that : (a) Appointing disciplinary and appellate authorities shall be as per bye-law 24 above; (b) Reference to the “President and Government Servant” in the Central Civil Services (Classification , Control and Appeal) Rules shall be construed as			

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					reference to the “Chairman of Institute Council” and “Officers and establishment in the Service of the Institute” respectively; and (c)Part II and III of CCS (CCA) Rules will not apply.			
1.5.3	Acts/ Rules/ manuals, etc.	Fully Met	2.6	2.60	Bye-laws of ARI	Fully Met	2.60	URLs cited by the Public Authority is correct. Category “Fully Met”
<b>1.6</b>	<b>Categories of documents held by the authority under its control[Section 4(1)(b) (vi)]</b>							
1.6.1	Categories of documents	Fully Met	3.85	3.85	Categories of documents (a) All Scientific data (b) General information relating to the institute activities.	Partially Met	1.93	URLs cited by the Public Authority is correct. Category “Partially Met”
1.6.2	Custodian of documents/categories	Fully Met	3.85	3.85	Administrative	Fully Met	3.85	URLs cited by

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					Officer, Finance & Accounts Officer, Principal Library & Information Officer			the Public Authority is correct. Category “Fully Met”
<b>1.7</b>	<b>Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]</b>							
1.7.1	Name of Boards, Council, Committee etc.	Fully Met	0.96	0.96	Name of Boards, Council, Committee etc. a. Governing Body b. General Body of MACS c. Institute Council, Agharkar Research Institute d. Research Advisory Committee e. Building & Works Committee f. Finance and Budget Committee g.	Fully Met	0.96	URLs cited by the Public Authority is correct. Category “Fully Met”

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					Internal Management Committee h. Institutional Animal Ethics Committee i. Institutional Bio-safety Committee j. Governing Body of MACS			
1.7.2	Composition	Fully Met	0.96	0.96	Composition (a) General Body of MACS : (i) President (ii) Vice-President (iii) Secretary (iv) Treasurer (v) Life Members (vi) Hon'ble Fellows (vii) Benefactors (viii) Foundation Members (viii) Director (Ex-Officio) (ix) Representative of the ILS (b)	Fully Met	0.96	URLs cited by the Public Authority is correct. Category "Fully Met"

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					Governing Body of MACS : - The Governing Body of MACS consists of (i) President of the Association - Chairman (ii) Vice-President (iii) Secretary (iv) Treasurer (v) Three Members (vi) Two eminent scientists (who are not employees of the Institute belonging to the Association) invited by the President to be members - Members (vii) Secretary, Department of Science and			

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					Technology, Government of India or his nominee who shall not be below the rank of Joint Secretary or its equivalent - - Ex-Officio Member (viii) Director ARI – Ex-Officio Member (c) The constitution of Institute Council: The Institute Council shall consist of – (i) President of the Association - Chairman (ii) Five eminent scientists (who are not employees of the Institute belonging to the			

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					Association) invited by the President to be members - Members (iii) Secretary, Department of Science and Technology, Government of India or his nominee who shall not be below the rank of Joint Secretary or its equivalent - Ex-Officio Member (iv) Financial Advisor, Department of Science and Technology, Government of India or his nominee who shall not be below the rank of Deputy Secretary or			

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					its equivalent - Ex-officio Member (v) Director of the Institute - Ex- officio Membe r-Secretary Heads of the Division(s) be invited whenever necessary. (d) The Constitution of Research Advisory Committee: The Research Advisory Committee will consist of (i) Nine eminent scientists of various disciplines to be nominated by the Institute Council. (The Chairman to be nominated			



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					by the Institute Council). (ii) Director as Member-Secretary (e) The Constitution of the Finance & Budget Committee: The Finance and Budget Committee will consist of : (i) Director - Chairman (ii) Nominee of the Institute Council Member (iii) Finance and Accounts Officer Member-Secretary (iv) Financial Advisor of Department Member of Science and Technology (DST), Govt.			

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					of India, or his nominee (f) The Constitution of the Building & Works Committee: The Building and Works Committee of the Institute will consist of : (i) Director - Chairman (ii) Three engineers and Members Architect nominated by the Institute Council. (iii) Financial Advisor of Department Member of Science and Technology (DST), Govt. of India, or his nominee (iv) Finance & Accounts			

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					<p>Officer Member (e) Secretary of the Association Member (f) Administrative Officer Member-Secretary (g) Internal Management Committee of the Institute: The Internal Management Committee of the Institute shall consist of : (i) Director - Chairman (ii) Heads of Divisions – Members (iii) Finance &amp; Accounts Officer – Member (iv) Administrative Officer - Member-Secretary</p>			
1.7.3	Dates from which constituted	Fully Met	0.96	0.96	As stipulated	Fully Met	0.96	URLs cited by

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					in ARI Bye-laws			the Public Authority is correct. Category "Fully Met"
1.7.4	Term/ Tenure	Fully Met	0.96	0.96	Three years	Fully Met	0.96	URLs cited by the Public Authority is correct. Category "Fully Met"
1.7.5	Powers and functions	Fully Met	0.96	0.96	As Stipulated in ARI Bye-laws.	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?	Partially Met	0.96	0.48		Not Applicable	0	Category Not Applicable
1.7.7	Whether the minutes of the meetings are open to the public?	Partially Met	0.96	0.48		Not Met	0	Category Not Met
1.7.8	Place where the minutes if open to the public are available?	Partially Met	0.96	0.48	(a) MACS Office (b) Director's Office	Not Met	0	Category Not Met
<b>1.8</b>	<b>Directory of officers and employees[Section 4(1) (b) (ix)]</b>							
1.8.1	Name and designation	Fully Met	3.85	3.85	<a href="https://aripune.res.in/wp-content/uploads/2025/05/Directory-of-officers-and-employee">https://aripune.res.in/wp-content/uploads/2025/05/Directory-of-officers-and-employee</a>	Fully Met	3.85	URLs cited by the Public Authority is correct. Category "Fully Met"

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1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	s.pdf https://aripune.res.in/wp-content/uploads/2025/05/Telephone-fax-and-email-ID.pdf (Staff Directory.xlsx)	Fully Met	3.85	URLs cited by the Public Authority is correct. Category "Fully Met"
<b>1.9</b>	<b>Monthly Remuneration received by officers &amp; employees including system of compensation[Section 4(1) (b) (x)]</b>							
1.9.1	List of employees with Gross monthly remuneration	Fully Met	3.85	3.85	https://aripune.res.in/wp-content/uploads/2025/05/Directry-of-officers-and-employee s.pdf	Partially Met	1.93	URLs cited by the Public Authority is correct. Category "Partially Met"
1.9.2	System of compensation as provided in its regulations	Fully Met	3.85	3.85	As per DOPT orders	Fully Met	3.85	URLs cited by the Public Authority is correct. Category "Fully Met"
<b>1.10</b>	<b>Name, designation and other particulars of Public Information Officers[Section 4(1) (b) (xvi)]</b>							
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	Shri. Pranav Kshirsagar,CP IO Dr. S.K. Singh, Appellate Authority	Fully Met	3.85	URLs cited by the Public Authority is correct. Category "Fully Met"
1.10.2	Address, telephone numbers and email ID of each designated official.	Fully Met	3.85	3.85	Shri. Pranav Kshirsagar,CPI	Fully Met	3.85	URLs cited by the Public

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					O- 020-25325121, prkshirsagar@aripune.org/prkshirsagar@aripune.res.in Dr. S.K. Singh, Appellate Authority – 020-25325103, sksingh@aripune.org/sksingh@aripune.res.in			Authority is correct. Category “Fully Met”
<b>1.11</b>	<b>Number of employees against whom disciplinary action has been proposed/ taken (F No. 1/6/2011- IR dt. 15.4.2013)</b>							
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	NIL	Fully Met	3.85	URLs cited by the Public Authority is correct. Category “Fully Met”
1.11.2	(ii) Finalised for minor penalty or major penalty proceedings	Fully Met	3.85	3.85	NIL	Fully Met	3.85	URLs cited by the Public Authority is correct. Category “Fully Met”
<b>1.12</b>	<b>Programmes to advance understanding of RTI(Section 26)</b>							
1.12.1	Educational programmes	Fully Met	1.92	1.92	<a href="https://rtionline.gov.in/">https://rtionline.gov.in/</a> <a href="https://rti.gov.in/rtia ct.asp">https://rti.gov.in/rtia ct.asp</a> <a href="https://">https://</a>	Not Met	0	Category Not Met

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					www.igotkarmayogi.gov.in/#/			
1.12.2	Efforts to encourage public authority to participate in these programmes	Fully Met	1.92	1.92	https://www.igotkarmayogi.gov.in/#/	Fully Met	1.92	URLs cited by the Public Authority is correct. Category "Fully Met"
1.12.3	Training of CPIO/APIO	Not Met	1.92	0	empty	Not Met	0	Category Not Met
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Fully Met	1.92	1.92	https://rtionline.gov.in/ https://rti.gov.in/rtiact.asp	Fully Met	1.92	URLs cited by the Public Authority is correct. Category "Fully Met"
<b>1.13</b>	<b>Transfer policy and transfer orders[F No. 1/6/2011- IR dt. 15.4.2013]</b>							
1.13.1	Transfer policy and transfer orders[F No. 1/6/2011- IR Dt. 15.4.2013]	Fully Met	7.69	7.69	The employees of the Institute shall be liable for transfer wherever the Institute has established facilities. No specific Transfer policy exists major facilities of ARI are at Pune, Hol and	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
					Songaon within the state of Maharashtra and with a radius 150 k.m. Transfer orders are available on the Institute website and also accessible for the public.			
<b>Total</b>			<b>100</b>	<b>97</b>		<b>99</b>	<b>86</b>	
<b>2</b>	<b>Budget and Programme</b>							
<b>2.1</b>	<b>Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc.[Section 4(1)(b)(xi)]</b>							
2.1.1	Total Budget for the public authority	Fully Met	10	10.00	Total Budget for the public authority MACS-Agharkar Research Institute- Pune- 411004 Budget for the year 2024-25- Rs 6,200/- lakhs	Fully Met	10.00	URLs cited by the Public Authority is correct. Category "Fully Met"
2.1.2	Budget for each agency and plan & programmes	Fully Met	10	10.00	Data is available in	Fully Met	10.00	URLs cited by the Public



Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Finance and Account section of ARI			Authority is correct. Category "Fully Met"
2.1.3	Proposed expenditures	Fully Met	10	10.00	(c) Proposed expenditures for year 2025-26– Rs 5,800/- lakhs Data is available in Finance and Account section of ARI	Fully Met	10.00	URLs cited by the Public Authority is correct. Category "Fully Met"
2.1.4	Revised budget for each agency, if any	Fully Met	10	10.00	Salary:30 Cr.; Capital : 12 Cr.; General:16 Cr. Data is available in Finance and Account section of ARI	Fully Met	10.00	URLs cited by the Public Authority is correct. Category "Fully Met"
2.1.5	Report on disbursements made and place where the related reports are available	Fully Met	10	10.00	Reports are available in Finance and Account section of ARI	Partially Met	5.00	URLs cited by the Public Authority is correct. Category "Partially Met"
2.1.6	Information related to procurements- (a) Notice/tender enquires, and corrigenda if any	Fully Met	10	10.00	Reports are available in	Not Met	0	Category Not Met

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	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.				the following sections of ARI: -Stores and Purchase section -Finance and Account section			
<b>2.2</b>	<b>Foreign and domestic tours(F.No. 1/8/2012- IR dt. 11.9.2012)</b>							
2.2.1	Budget	Fully Met	20	20.00	Details are available in Finance and Account section of ARI	Not Met	0	Category Not Met
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 Met	20	0	empty	Not Met	0	Category Not Met
<b>2.3</b>	<b>Manner of execution of subsidy programme [Section 4(i)(b)(xii)]</b>							
2.3.1	Name of the programme of activity	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
2.3.2	Objective of the programme	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
2.3.3	Procedure to avail benefits	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
2.3.4	Duration of the programme/ scheme	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
2.3.5	Physical and financial targets of the programme	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
2.3.6	Nature/ scale of subsidy /amount allotted	Not Applicable	0	0	empty	Not Applicable	0	Category Not

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								Applicable
2.3.7	Eligibility criteria for grant of subsidy	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
<b>2.4</b>	<b>Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013]</b>							
2.4.1	Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions	Not Applicable	0	0	empty	Not Applicable	0	Category 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	Category Not Applicable
<b>2.5</b>	<b>Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]</b>							
2.5.1	Concessions, permits or authorizations granted by public authority	Not Applicable	0	0	empty	Not Applicable	0	Category 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	Category Not Applicable
<b>2.6</b>	<b>CAG &amp; PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]</b>							
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	CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the parliament.	Not Met	0	Category Not Met

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					The information is available in Finance and Accounts section of ARI			
<b>Total</b>			<b>150</b>	<b>130</b>		<b>150</b>	<b>45</b>	
<b>3</b>	<b>Publicity and Public interface</b>							
<b>3.1</b>	<b>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]</b>							
3.1.1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
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	Category Not Applicable
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	Not Applicable	0	0	empty	Not Applicable	0	Category Not

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government							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 (concessionaire etc.)	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
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
<b>3.2</b>	<b>Are the details of policies / decisions, which affect public, informed to them[Section 4(1) (c)]</b>							
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	Category Not Applicable
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	Category Not Applicable
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	Category Not Applicable
<b>3.3</b>	<b>Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]</b>							
3.3.1	Use of the most effective means of communication - Internet (website)	Fully Met	50	50.00	Internet (website): ww w.aripune.res. in	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
<b>3.4</b>	<b>Form of accessibility of information manual/ handbook[Section 4(1)(b)]</b>							
3.4.1	Information manual/handbook available in electronic format	Fully Met	25	25.00	Electronic format <a href="https://aripune.res.in/library-and-information-services/">https://aripune.res.in/library-and-information-services/</a>	Fully Met	25.00	URLs cited by the Public Authority is correct. Category "Fully Met"
3.4.2	Information manual/handbook available in printed format	Fully Met	25	25.00	Electronic format <a href="https://aripune.res.in/library-and-information-services/">https://aripune.res.in/library-and-information-services/</a>	Fully Met	25.00	URLs cited by the Public Authority is correct. Category "Fully Met"
<b>3.5</b>	<b>Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]</b>							
3.5.1	List of materials available Free of cost	Fully Met	25	25.00	Electronic format <a href="https://aripune.res.in/library-and-information-services/">https://aripune.res.in/library-and-information-services/</a>	Fully Met	25.00	URLs cited by the Public Authority is correct. Category "Fully Met"
3.5.2	List of materials available at a reasonable cost of the medium	Fully Met	25	25.00	Electronic format <a href="https://aripune.res.in/library-and-information-services/">https://aripune.res.in/library-and-information-services/</a>	Fully Met	25.00	URLs cited by the Public Authority is correct. Category "Fully Met"
<b>Total</b>			<b>150</b>	<b>150</b>		<b>150</b>	<b>150</b>	
<b>4</b>	<b>E-Governance</b>							
<b>4.1</b>	<b>Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]</b>							
4.1.1	Hindi	Fully Met	9.52	9.52	Annual report, Bye Laws etc.	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
								correct. Category "Fully Met"
4.1.2	English	Fully Met	9.52	9.52	Annual report, Bye Laws etc.	Fully Met	9.52	URLs cited by the Public Authority is correct. Category "Fully Met"
4.1.3	Vernacular/ Local Language	Fully Met	9.52	9.52	Annual report etc.	Partially Met	4.76	URLs cited by the Public Authority is correct. Category "Partially Met"
<b>4.2</b>	<b>When was the information Manual/Handbook last updated?[F No. 1/6/2011-IR dt 15.4.2013]</b>							
4.2.1	Last date of Annual updation	Fully Met	28.57	28.57	As and when there is amendment, the information is Updated	Fully Met	28.57	URLs cited by the Public Authority is correct. Category "Fully Met"
<b>4.3</b>	<b>Information available in electronic form[Section 4(1)(b)(xiv)]</b>							
4.3.1	Details of information available in electronic form	Fully Met	9.52	9.52	Details of information available in electronic form on ARI website: www.aripune.res.in	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	Fully Met	9.52	9.52	: Available on	Fully Met	9.52	URLs cited by

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	information				www.aripune.r es.in and in Director's Office			the Public Authority is correct. Category "Fully Met"
4.3.3	Location where available	Fully Met	9.52	9.52	www.aripune.r es.in Director's Office	Fully Met	9.52	URLs cited by the Public Authority is correct. Category "Fully Met"
<b>4.4</b>	<b>Particulars of facilities available to citizen for obtaining information[Section 4(1)(b)(xv)]</b>							
4.4.1	Name & location of the facility	Fully Met	7.14	7.14	Name & location of the faculty Dr. G.K Wagh, Technical Officer D, Director Office	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	Details of information made available on ARI Website: www.aripune.r es.in and in Director's Office	Fully Met	7.14	URLs cited by the Public Authority is correct. Category "Fully Met"
4.4.3	Working hours of the facility	Fully Met	7.14	7.14	(iv) Working hours of the facility: Monday to	Fully Met	7.14	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
					Friday: 9 AM-5.30 PM on working days			Category "Fully Met"
4.4.4	Contact person & contact details (Phone, fax, email)	Fully Met	7.14	7.14	(v) Contact person & contact details (Phone, fax email) Dr. G.K Wagh, Technical Officer D, Director Office, gkwagh@aripune.org, 020-25325025	Fully Met	7.14	URLs cited by the Public Authority is correct. Category "Fully Met"
<b>4.5</b>	<b>Such other information as may be prescribed under Section 4(i) (b)(xvii)</b>							
4.5.1	Grievance redressal mechanism	Fully Met	4.1	4.10	Public Grievance Portal	Partially Met	2.05	URLs cited by the Public Authority is correct. Category "Partially Met"
4.5.2	List of completed schemes/ projects/ Programmes	Fully Met	4.1	4.10	<a href="https://aripune.res.in/annual-reports/">https://aripune.res.in/annual-reports/</a>	Partially Met	2.05	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
4.5.3	List of schemes/ projects/ programme underway	Fully Met	4.1	4.10	<a href="https://aripune.res.in/annual-reports/">https://aripune.res.in/annual-reports/</a>	Fully Met	4.10	URLs cited by the Public Authority is correct. Category "Fully Met"
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	Information available on GEM portal Stores and Purchase section of ARI	Not Met	0	Category Not Met
4.5.5	Annual Report	Fully Met	4.1	4.10	<a href="https://aripune.res.in/annual-reports/">https://aripune.res.in/annual-reports/</a>	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	Displayed on <a href="http://www.aripune.res.in">www.aripune.res.in</a>	Partially Met	2.05	URLs cited by the Public Authority is correct. Category "Partially 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	<a href="https://aripune.res.in/wp-content/uploads/2023/06/Citizen'sCharter.pdf">https://aripune.res.in/wp-content/uploads/2023/06/Citizen'sCharter.pdf</a>	Partially Met	2.05	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
<b>4.6</b>	<b>Receipt &amp; Disposal of RTI applications &amp; appeals [F.No 1/6/2011-IR dt. 15.04.2013]</b>							
4.6.1	Details of applications received and disposed	Fully Met	14.29	14.29	Available on Website -https://rtionline.gov.in/RTIMIS/login/index.php https://aripune.org/rti/	Fully Met	14.29	URLs cited by the Public Authority is correct. Category "Fully Met"
4.6.2	Details of appeals received and orders issued	Fully Met	14.29	14.29	Available on Website -https://rtionline.gov.in/RTIMIS/login/index.php https://aripune.org/rti/	Fully Met	14.29	URLs cited by the Public Authority is correct. Category "Fully Met"
<b>4.7</b>	<b>Replies to questions asked in the Parliament[Section 4(1)(b)(xvii)]</b>							
4.7.1	Details of questions asked and replies given	Fully Met	28.57	28.57	1) "Posts under the Ministry" U1170 (Received on date: 18.11.2024, Replied on date: 19.11.2024) 2) Diary No. U2553 "Scientists in Administrative Roles" (Received on	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
					<p>date: 21.11.2024, Replied on date: 25.11.2024)</p> <p>3) "Posts under the ministry" U4441 (Received on date: 9.03.2025, Replied on date: 11.03.2025)</p> <p>4) Dy. No. 8070 for answer on 19.03.2025 (Received on date: 12.03.2025, Replied on date: 12.03.2025)</p> <p>5) Diary No. U11616, due for reply on 26/03/2025 (Wednesday) in Lok Sabha (Received on</p>			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					date: 19.03.2025, Replied on date: 19.03.2025)			
<b>Total</b>			<b>200</b>	<b>200</b>		<b>200</b>	<b>183</b>	
<b>5</b>	<b>Information as may be prescribed</b>							
<b>5.1</b>	<b>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]</b>							
5.1.1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1.1.2015	Fully Met	20	20.00	(a) Current CPIOs & FAAs: Shri. Pranav Kshirsagar, CPIO: From 1.11.2022 to Till date Dr. S.K. Singh, First Appellate Authority : From 16.06.2020 to Till date (b) Earlier CPIO & FAAs from 1 .01. 2015: CPIO: 1) Dr. P. K. Dhakephalkar, Scientist : Till 24.02.2015 2) Dr. Patwardhan,	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
					Scientist E, : From 25.02.2015 to 30.11.2017 3) Dr. S.N.Kulkarni PLIO : From 1.12.2017 to 31.01.2019 4) Shri A. Rahman, A.O. : From 01.02.2019 to 16.06.2020 5) Shri.Prasad Gosavi, CPIO : From 17.06.2020 to 31.10.2022 First Appellate Authority (FAA) 1) Dr. P.K. Dhakephalkar : From 25.02.2015 to 15.06.2020			
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	(a) Dates of audit carried out: 27 May 2024 (b) Report of the	Fully Met	20.00	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
					audit carried out <a href="https://aripune.res.in/wp-content/uploads/2024/11/Audit-Report-Aghakar_Research_Institute.pdf">https://aripune.res.in/wp-content/uploads/2024/11/Audit-Report-Aghakar_Research_Institute.pdf</a>			"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	(a) Date of appointment 1 November 2022 (b) Name & Designation of the officers Shri. Pranav Kshirsagar, Scientist E, Bioenergy group	Fully Met	20.00	URLs cited by the Public Authority is correct. Category "Fully Met"
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	Dates from which constituted: 1.05.2024 Sr. No. Name & Designation Role 1. Dr. S. K. Singh, Scientist F & First Appellate Authority	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
					(FAA) Chairman 2. Dr. R. M. Patil, Scientist E Member 3. Mr. A. Rahman, AO Member 4. Mr. D. K. Sharma, FAO Member 5. Mr. Pranav Kshirsagar, Scientist, D & CPIO Member Secretary			
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	Dates from which constituted: 1.05.2024 Sr. No. Name & Designation Role 1. Dr. S. K. Singh, Scientist F & First Appellate Authority (FAA) Chairman 2. Dr. R. M. Patil, Scientist E Member 3.	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
6.2.1	Whether STQC certification obtained and its validity	Not Met	12.5	0	empty	Not Met	0	Category Not Met
6.2.2	Does the website show the certificate on the Website?	Not Met	12.5	0	empty	Not Met	0	Category Not Met
Total			50	25		50	25	
Grand Total			750	702		749	589	