

047/DS(BM-W)/14  
27/02/14

125

No.17014/ 2 /2014-BM VI  
MINISTRY OF HOME AFFAIRS  
DEPARTMENT OF BORDER MANAGEMENT  
\*\*\*\*\*

New Delhi, dated 27.02.2014

**Subject :- Proactive disclosure under Section 4 of the Right to Information Act, 2005- regarding.**

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The undersigned is directed to refer to the subject mentioned above and to enclose a copy of RTI cell, MHA's O.M No. A-43020/01/2014-RTI dated 13.02.2014 alongwith enclosures for taking necessary and appropriate action.

Encl: As stated

*Dehaldd 27/02/2014*  
(Debashish Halder)  
Under Secretary(BM-VI)

To

1. Director (BM- II)/US (Coastal Security),
- ✓ 2. Deputy Secretary (BM-III)
3. Deputy Secretary (BM-IV)

Copy alongwith a copy of the enclosures forwarded to Director BM.I

*Q*  
*27/2*  
US (BM-III)

*S/O*  
*27/2/14*

*Sh. Rana*  
*3/3/14*



58/Bom-VI/14  
17/2

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No.A-43020/01/2014-RTI  
Government of India / Bharat Sarkar  
Ministry of Home Affairs / Grih Mantralaya  
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North Block, New Delhi  
dated the ....., 2014  
13 FEB 2014

**OFFICE MEMORANDUM**

**Subject: Proactive disclosure under section 4 of the Right to Information Act, 2005 - reg.**

The undersigned is directed to circulate the copy of the communication/RTI application received from Shri Maniram Sharma for taking necessary and appropriate action.


  
(Srinivas Pradhan)  
Deputy Secretary(E)  
Tel. No.23094790

Encl.: As above.

To

All Divisions and the CPIOs in MHA ( including DOL/DOJ)  
(As per list enclosed)

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PIO

Kindly provide me the following information:

Please provide me the following information on compliance by Public Authority (through a focused and specific reply on all points/columns) with guidelines issued by DOPT on section 4 of RTI Act as under :

S.N.	Particulars	Position of compliance as on date	Tentative Date of full compliance
1	All Public Authorities shall proactively DISCLOSE RTI APPLICATIONS AND APPEALS RECEIVED AND THEIR RESPONSES, on the websites maintained by Public Authorities with search facility based on key words.		
2	Ensure that websites' disclosures are complete, easily accessible, technology and platform neutral and in a form which conveys the desired information in an effective and USER-FRIENDLY MANNER.		
3	ORDERS of the public authority SHOULD BE UPLOADED ON THE WEBSITE IMMEDIATELY after they have been issued.		
4	Websites should have detailed directory of key contacts, details of officials of the Public Authority.		
5	Information must be presented from a user's perspective, which may require re-arranging it, simplifying it etc.		
6	Every public authority must endeavour to integrate the information mentioned in these sub-clauses while preparing voluntary disclosure materials.		
7	ALL GOVERNMENT OFFICERS HAVE TO FOLLOW LAID DOWN OFFICE PROCEDURE MANUAL OR THE OTHER RULES which gives details of how representations, petitions and applications from citizens must be dealt with.		
8	The challenge is to present a simplified version of the decision-making procedure that is of interest to a common citizen.		
9	In the event of a public authority altering an existing decision-making process or adopting an entirely new process, such changes must be explained in simple language in order to enable people to easily understand the changes made.		
10	Laying down individual responsibility for providing the goods and services (WHO IS RESPONSIBLE		

CR

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	common citizen.		
21	Decision-making chain should be identified in the form of a flow chart explaining the rank/grade of the public functionaries involved in the decision-making process and the specific stages in the decision-making hierarchy.		
22	Funds released to various autonomous organizations/ statutory organizations/ attached offices/ Public Sector Enterprises/ Societies/ NGOs/ Corporations etc. should be put on the website on a quarterly basis and budgets of such authorities may be made accessible through links from the website of the Ministry/Department.		

15.12.13

	Director (Fin-Home)	New Delhi 110 001
19	Sumant Narain Deputy Secretary (Fin-Pers)	North Block, New Delhi 110 001
20	R.C. Nayak Director (FF-N)	N.D.C.C.-II Building New Delhi-110001
21.	Shyam Sunder, Deputy Secretary (Rehab)	N.D.C.C.-II Building New Delhi-110001
22.	D.K. Goel Deputy Secretary (FF-G)	N.D.C.C.-II Building New Delhi-110001
23.	Deputy Secretary (FF-B)	N.D.C.C.-II Building New Delhi-110001
24.	Ms. Pravin Horo Singh Director (Foreigners-B)	N.D.C.C.-II Building New Delhi
25	Vikas Srivastava Under Secretary (F)	N.D.C.C.-II Building New Delhi
26	A. K. Sinha Director (MU/I)	N.D.C.C.-II Building New Delhi
27	Mahender Kumar Depy Secretary (Citizenship)	N.D.C.C.-II Building New Delhi
28.	N.I. Chowdhary Dy. Secretary (FCRA)	N.D.C.C.-II Building New Delhi
29.	Dr. R.K. Mitra Joint Secretary (NI)	N.D.C.C.-II Building, New Delhi
30	Director (HR.II)	N.D.C.C.-II Building, New Delhi
31.	Deputy Secretary (HR)	N.D.C.C.-II Building New Delhi.
32.	Rakesh Mittal Director (IS-I)	North Block, New Delhi-110001
33.	U.S.P. Kushwaha Director (CFT)	North Block, New Delhi-110001
34.	Rajesh Kumar Gupta Director (IS-III)	North Block, New Delhi-110001
35	Ramesh Kumar Suman Director (IS-II)	North Block, New Delhi-110001
37	Joint Secretary (Security)	N.D.C.C.-II Building New Delhi.
38	N.K. Job Deputy Secretary (Legal)	N.D.C.C.-II Building New Delhi.
39	Director (K-II)	North Block New Delhi

61	Anuj Sharma Director (Services)	North Block, New Delhi-110001
62	Neeta Gupta Deputy Secretary (ANL)	North Block, New Delhi-110001
63	Pulluru Janakiram Library Information Officer.	North block, New Delhi.
64.	Rajesh Kumar Controller of Accounts (H)	North Block, New Delhi.

647/DS(BM-III)/14

27/02/14

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सूचना का अधिकार

283/BM-III  
3/3/14

No.A-43020/01/2014-RTI  
Government of India / Bharat Sarkar  
Ministry of Home Affairs / Grih Mantralaya  
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North Block, New Delhi  
dated the ....., 2014  
13 FEB 2014

**OFFICE MEMORANDUM**

**Subject: Proactive disclosure under section 4 of the Right to Information Act, 2005 - reg.**

The undersigned is directed to circulate the copy of the communication/RTI application received from Shri Maniram Sharma for taking necessary and appropriate action.

US (BM-III)


  
(Srinivas Pradhan)  
Deputy Secretary(E)  
Tel. No.23094790

Encl.: As above.

To

All Divisions and the CPIOs in MHA (including DOL/DOJ)  
(As per list enclosed)

The website as desired could be centrally maintained. If such website exist or is being contemplated the information regarding relevant points could be sent to the concerned section for online maintenance.

  
27/2  
US (BM-III)

S/b  
27/2/14

Sh. Prasad  
3/3/14

PIO

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F.No.11017/5/2014-BM.III  
Ministry of Home Affairs  
Department of Border Management

NDCC-II Building, Jai Singh Road, New Delhi.  
Dated 03.03.2014

OFFICE MEMORANDUM

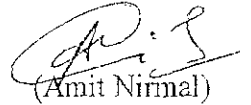
Subject:- Application of Shri Maniram Sharma, under RTI Act, 2005-reg.

Please refer to your O.M.No.A-43020/01/2014-RTI dated 13.02.2014 on the subject mentioned above.

2. The desired informations by the applicant are suggestive in nature. These informations can only be uploaded to the official website of Ministry of Home Affairs when there is a centrally monitored website.

3. RTI Cell/ MHA, is therefore, requested to indicate, whether there is any such website existing in MHA or is underway. However, if any specific information pertaining to BM Division is required by RTI Cell, the same shall be provided for uploading purpose.

*Issued by P.B.No 10/14*



(Amit Nirmal)  
Deputy Secretary (BM.III)  
Tele fax. 23438151

To

Shri Srinibas Pradhan,  
DS(E) & CPIO,  
Ministry of Home Affairs,  
North Block,  
New Delhi.

*Copy to :- US (BM-VI), MHA, NDCC-II Building, New Delhi*

*Recd*  
*11/3/2014*