

NATIONAL POWER TRAINING INSTITUTE

(Ministry of Power, Govt. of India)

An ISO 9001 & 14001 Organisation
Sector-33, Faridabad

Summary Report

Transparency Audit of Disclosures
u/s 4 of the Right to Information Act for the year 2023-24
of
NHPC LIMITED

June, 2024

Summary Report

Subject: Third Party RTI Audit Summary Report for National Hydroelectric Power Corporation (NHPC)

The Right to Information Act, which allowed the citizen unprecedented access into information under the control of public authorities, has multiple dimensions. The most commonly known and, equally widely utilized, is the straightforward filing of requests by the information seekers and the subsequent process of first and second appeals. This is the demand side of the transparency law.

The other dimension, which is the law's supply-side, is a scheme of voluntary disclosure of information by public authorities (PAs) through a variety of means, principal among which is the disclosure through websites.

Section 4 of the RTI Act provides the broad outline of the contents of the websites.

Disclosures under this section are expected to: i) enable the citizen to access the information held by PAs without their having to take recourse to the provisions of RTI Act; and, b) promote transparency and accountability in the functioning of the government to promote participatory governance.

We appreciate the sincere efforts of **National Hydroelectric Power Corporation (NHPC)** 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. Such other information as may be prescribed under Section 4(i) (b)(xvii) has Frequently Asked Questions (FAQs) may be prepared . Link may be created properly.

NPTI 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 Questionnaire.



S.N.Pandey, Nodal Officer/CPIO
National Power Training Institute

Date: 28 June, 2024

Self appraisal report for Year (2023-24)

Auditor Agency: SACHCHIDANAND PANDEY(National Power Training Institute)

Ministry Name: Ministry of Power

Department Name:

Public Authority Name: National Hydroelectric Power Corporation (NHPC)

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://www.nhpcindia.com/welcome/page/207	Fully Met	1.28	Information available
1.1.2	Head of the organization	Fully Met	1.28	1.28	https://www.nhpcindia.com/welcome/page/13	Fully Met	1.28	Information available
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	https://www.nhpcindia.com/welcome/page/4 , https://www.nhpcindia.com/welcome/page/6 , https://www.nhpcindia.com/welcome/page/298	Fully Met	1.28	Information available
1.1.4	Function and duties	Fully Met	1.28	1.28	https://www.nhpcindia.com/welcome/page/298	Fully Met	1.28	Information available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					hpcindia.com/welcome/page/207			available
1.1.5	Organization Chart	Fully Met	1.28	1.28	https://www.nhpcindia.com/welcome/page/8	Fully Met	1.28	Information available
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	Not Applicable	0	0	empty	Not Applicable	0	NA
1.2	Power and duties of its officers and employees[Section 4(1) (b)(ii)]							
1.2.1	Powers and duties of officers (administrative, financial and judicial)	Fully Met	1.54	1.54	https://www.nhpcindia.com/welcome/page/207	Fully Met	1.54	Information available
1.2.2	Power and duties of other employees	Fully Met	1.54	1.54	https://www.nhpcindia.com/welcome/page/207	Fully Met	1.54	Information available
1.2.3	Rules/ orders under which powers and duty are derived and	Fully Met	1.54	1.54	https://www.nhpcindia.com/assests/pzi_public/gallery/1672119652.pdf	Fully Met	1.54	Information available
1.2.4	Exercised	Fully Met	1.54	1.54	https://www.nhpcindia.com/assests/pzi_public/gallery/1672119652.pdf	Fully Met	1.54	Information available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					f			
1.2.5	Work allocation	Fully Met	1.54	1.54	https://www.nhpcindia.com/assets/pzi_public/gallery/1672119652.pdf	Fully Met	1.54	Information available
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	Fully Met	1.54	1.54	https://www.nhpcindia.com/welcome/page/207	Fully Met	1.54	Information available
1.3.2	Final decision making authority	Fully Met	1.54	1.54	https://www.nhpcindia.com/welcome/page/13	Fully Met	1.54	Information available
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	https://www.nhpcindia.com/welcome/page/207	Fully Met	1.54	Information available
1.3.4	Time limit for taking a decisions, if any	Fully Met	1.54	1.54	https://www.nhpcindia.com/welcome/page/297	Fully Met	1.54	Information available
1.3.5	Channel of supervision and accountability	Fully Met	1.54	1.54	https://www.nhpcindia.com/welcome/page/207	Fully Met	1.54	Information available
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://www.nhpcindia.com/welcome/page	Fully Met	1.54	Information available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					/1			
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	https://www.nhpcindia.com/welcome/page/207	Fully Met	1.54	Information available
1.4.3	Process by which these services can be accessed	Fully Met	1.54	1.54	https://www.nhpcindia.com/welcome/page/207	Fully Met	1.54	Information available
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	https://www.nhpcindia.com/welcome/page/297	Fully Met	1.54	Information available
1.4.5	Process of redress of grievances	Fully Met	1.54	1.54	https://www.nhpcindia.com/welcome/page/297	Fully Met	1.54	Information available
1.5	Rules, regulations, instructions manual and records for discharging functions[Section 4(1)(b)(v)]							
1.5.1	Title and nature of the record/ manual /instruction.	Fully Met	1.92	1.92	https://www.nhpcindia.com/welcome/page/207	Fully Met	1.92	Information available
1.5.2	List of Rules, regulations, instructions manuals and records.	Fully Met	1.92	1.92	https://www.nhpcindia.com/welcome/page/207	Fully Met	1.92	Information available
1.5.3	Acts/ Rules manuals etc.	Fully Met	1.92	1.92	https://www.nhpcindia.com/welcome/page/216	Fully Met	1.92	Information available
1.5.4	Transfer policy and transfer orders	Fully Met	1.92	1.92	https://www.nhpcindia.com/	Fully Met	1.92	Information available

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Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.7.1	Name of Boards, Council, Committee etc.	Fully Met	0.96	0.96	https://www.nhpcindia.com/welcome/page/129	Fully Met	0.96	Information available
1.7.2	Composition	Fully Met	0.96	0.96	https://www.nhpcindia.com/welcome/page/129	Fully Met	0.96	Information available
1.7.3	Dates from which constituted	Fully Met	0.96	0.96	https://www.nhpcindia.com/welcome/page/129	Fully Met	0.96	Information available
1.7.4	Term/ Tenure	Fully Met	0.96	0.96	https://www.nhpcindia.com/welcome/page/129	Fully Met	0.96	Information available
1.7.5	Powers and functions	Fully Met	0.96	0.96	https://www.nhpcindia.com/welcome/page/207	Fully Met	0.96	Information available
1.7.6	Whether their meetings are open to the public?	Not Applicable	0	0	empty	Not Applicable	0	NA
1.7.7	Whether the minutes of the meetings are open to the public?	Not Applicable	0	0	empty	Not Applicable	0	NA
1.7.8	Place where the minutes if open to the public are available?	Not Applicable	0	0	empty	Not Applicable	0	NA
1.8	Directory of officers and employees[Section 4(1) (b) (ix)]							
1.8.1	Name and designation	Fully Met	3.85	3.85	https://www.nhpcindia.com/welcome/page/80	Fully Met	3.85	Information available
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	https://www.nhpcindia.com/	Fully Met	3.85	Information available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					welcome/page/80			
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://www.nhpcindia.com/welcome/page/212	Partially Met	1.93	Information not fully available
1.9.2	System of compensation as provided in its regulations	Fully Met	3.85	3.85	https://www.nhpcindia.com/welcome/page/212	Fully Met	3.85	Information available
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 officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	Fully Met	3.85	3.85	https://www.nhpcindia.com/welcome/page/209	Fully Met	3.85	Information available
1.10.2	Address, telephone numbers and email ID of each designated official.	Fully Met	3.85	3.85	https://www.nhpcindia.com/welcome/page/209	Fully Met	3.85	Information available
1.11	No. Of employees against whom Disciplinary action has been proposed/ taken(Section 4(2))							
1.11.1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	Fully Met	3.85	3.85	https://www.nhpcindia.com/welcome/page/207	Fully Met	3.85	Information available
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	Fully Met	3.85	3.85	https://www.nhpcindia.com/welcome/page/207	Fully Met	3.85	Information available
1.12	Programmes to advance understanding of RTI(Section 26)							
1.12.1	Educational programmes	Fully Met	1.92	1.92	https://www.nhpcindia.com/	Fully Met	1.92	Information available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					welcome/page/295			
1.12.2	Efforts to encourage public authority to participate in these programmes	Fully Met	1.92	1.92	https://www.nhpcindia.com/welcome/page/295	Fully Met	1.92	Information available
1.12.3	Training of CPIO/APIO	Fully Met	1.92	1.92	https://www.nhpcindia.com/welcome/page/295	Fully Met	1.92	Information available
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Fully Met	1.92	1.92	https://www.nhpcindia.com/welcome/page/208	Fully Met	1.92	Information available
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]	Fully Met	7.69	7.69	https://www.nhpcindia.com/welcome/page/291 , As per Orders/decisions of Supreme court, Transfer orders are personal information & exempted under section 8(1)(J) of RTI Act,2005. However Transfer	Fully Met	7.69	Information available

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Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
2.5.1	Concessions, permits or authorizations granted by public authority	Not Applicable	0	0	empty	Not Applicable	0	NA
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	NA
2.6	CAG & PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]							
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	https://www.nhpcindia.com/welcome/page/111	Fully Met	50.00	Information available
Total			117	117		117	117	
3	Publicity Band 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	Not Applicable	0	0	empty	Not Applicable	0	NA
3.1.2	Arrangements for consultation with or representation by - (a) 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	NA
3.1.3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	Not Applicable	0	0	empty	Not Applicable	0	NA
3.1.4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable	0	0	empty	Not Applicable	0	NA

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
3.1.5	Public- private partnerships (PPP)- Concession agreements.	Not Applicable	0	0	empty	Not Applicable	0	NA
3.1.6	Public- private partnerships (PPP)- Operation and maintenance manuals	Not Applicable	0	0	empty	Not Applicable	0	NA
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	NA
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	NA
3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	Not Applicable	0	0	empty	Not Applicable	0	NA
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	NA
3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	Not Applicable	0	0	empty	Not Applicable	0	NA
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	NA
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	NA
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	Not Applicable	0	0	empty	Not Applicable	0	NA

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Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.1	Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]							
4.1.1	English	Fully Met	14.29	14.29	https://www.nhpcindia.com/welcome/page/207	Fully Met	14.29	Information available
4.1.2	Vernacular/ Local Language	Fully Met	14.29	14.29	https://www.nhpcindia.com/welcome/page/207	Fully Met	14.29	Information available
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	Fully Met	28.57	28.57	Last date of updation is 01.04.2024.	Fully Met	28.57	Information available
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://www.nhpcindia.com/welcome/page/207	Fully Met	9.52	Information available
4.3.2	Name/ title of the document/record/ other information	Fully Met	9.52	9.52	https://www.nhpcindia.com/welcome/page/216	Fully Met	9.52	Information available
4.3.3	Location where available	Fully Met	9.52	9.52	https://www.nhpcindia.com/welcome/page/216	Fully Met	9.52	Information available
4.4	Particulars of facilities available to citizen for obtaining information[Section 4(1)(b)(xv)]							
4.4.1	Name & location of the faculty	Fully Met	7.14	7.14	https://www.nhpcindia.com/welcome/page/209	Fully Met	7.14	Information available
4.4.2	Details of information made available	Fully Met	7.14	7.14	https://www.nhpcindia.com/welcome/page/209	Fully Met	7.14	Information available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					hpcindia.com/welcome/page/207			available
4.4.3	Working hours of the facility	Fully Met	7.14	7.14	https://www.nhpcindia.com/welcome/page/207	Fully Met	7.14	Information available
4.4.4	Contact person & contact details (Phone, fax email)	Fully Met	7.14	7.14	https://www.nhpcindia.com/welcome/page/209	Fully Met	7.14	Information available
4.5	Such other information as may be prescribed under Section 4(i) (b)(xvii)							
4.5.1	Grievance redressal mechanism	Fully Met	3.57	3.57	https://www.nhpcindia.com/welcome/page/297	Fully Met	3.57	Information available
4.5.2	Details of applications received under RTI and information provided	Fully Met	3.57	3.57	https://www.nhpcindia.com/welcome/page/294	Fully Met	3.57	Information available
4.5.3	List of completed schemes/ projects/ Programmes	Fully Met	3.57	3.57	https://www.nhpcindia.com/welcome/project/2	Fully Met	3.57	Information available
4.5.4	List of schemes/ projects/ programme underway	Fully Met	3.57	3.57	https://www.nhpcindia.com/welcome/project/3	Fully Met	3.57	Information available
4.5.5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	Fully Met	3.57	3.57	https://www.nhpcindia.com/welcome/awards	Fully Met	3.57	Information available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.5.6	Annual Report	Fully Met	3.57	3.57	https://www.nhpcindia.com/welcome/page/111	Fully Met	3.57	Information available
4.5.7	Frequently Asked Question (FAQs)	Fully Met	3.57	3.57	https://www.nhpcindia.com/welcome/page/411	Fully Met	3.57	Information available
4.5.8	Any other information such as - (a) Citizen's Charter, (b) Result Framework Document (RFD), (c) Six monthly reports on the , (d) Performance against the benchmarks set in the Citizen's Charter	Fully Met	3.57	3.57	https://www.nhpcindia.com/welcome/page/297	Fully Met	3.57	Information available
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	Fully Met	14.29	14.29	https://www.nhpcindia.com/welcome/page/294	Fully Met	14.29	Information available
4.6.2	Details of appeals received and orders issued	Fully Met	14.29	14.29	https://www.nhpcindia.com/welcome/page/294	Fully Met	14.29	Information available
4.7	Replies to questions asked in the parliament[Section 4(1)(d)(2)]							
4.7.1	Details of questions asked and replies given	Fully Met	28.57	28.57	https://www.nhpcindia.com/welcome/sub_page/141	Fully Met	28.57	Information available
Total			200	200		200	200	
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	Fully Met	20	20.00	https://www.nhpcindia.com/	Fully Met	20.00	Information available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					welcome/page/219			
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	https://www.nhpcindia.com/welcome/page/293	Fully Met	20.00	Information available
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	https://www.nhpcindia.com/welcome/page/219	Fully Met	20.00	Information available
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	NA
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	NA
Total			60	60		60	60	
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							
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://www.nhpcindia.com/welcome/page/207	Fully Met	25.00	Information Available
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, Publ							
6.2.1	Whether STQC certification obtained and its validity	Not Applicable	0	0	empty	Not Applicable	0	NA
6.2.2	Does the website show the certificate on the Website?	Not Applicable	0	0	empty	Not Applicable	0	NA

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
Total			25	25		25	25	
Grand Total			648	646		648	646	