

I/163403/2024

भारत सरकार  
जल शक्ति मंत्रालय  
जल संसाधन नदी विकास एवं गंगा संरक्षण विभाग  
केंद्रीय जल आयोग  
जल प्रणाली अभियांत्रिकी निदेशालय



Government of India  
Ministry of Jal Shakti  
Dept. of Water Resources, RD&GR  
Central Water Commission  
Water System Engineering Directorate

आरटीआई मामला/ अति तत्काल

दिनांक: 16.02.2024

## कार्यालय ज्ञापन

**विषय: केन्द्रीय जन सूचना अधिकारियों (CPIOs) द्वारा सूचना का अधिकार 2005 अधिनियम के तहत मासिक एवं त्रैमासिक रिटर्न भरकर इस निदेशालय को भेजने हेतु।**

जल संरक्षण, नदी विकास एवं गंगा संरक्षण विभाग के कार्यालय ज्ञापन संख्या F-11011/9/2018-Coordination Section/I/92502/2024 दिनांक 30.01.2024 और केंद्रीय सूचना आयोग से प्राप्त डी.ओ पत्र संख्या legal-15011/3/2023 दिनांक 04.01.2024 के संदर्भ में यह सूचित किया जाता है कि प्रत्येक मंत्रालय/विभाग को हर साल तीसरे पक्ष (Third Party) द्वारा अपने proactive disclosure का ऑडिट कराने की आवश्यकता है। जिसके अनुपालन के लिए केन्द्रीय जल आयोग की एक समेकित त्रैमासिक रिटर्न इस निदेशालय द्वारा तैयार कर CIC को वैबसाइट के माध्यम से भेजना होता है। किन्तु अधिकतर CPIOs से यह सूचना समय पर प्राप्त नहीं होती है जिसके कारण रिटर्न बनाने में परेशानी होती है।

अतः अनुरोध है कि सभी CPIOs 31.12.2023 को समाप्त तिमाही का रिटर्न निर्धारित प्रोफॉर्मा में भरकर दिनांक 20.02.2024 तक अवश्य भेज दें और आगे से मासिक रिटर्न माह के समाप्त होने के 10 दिनों के भीतर इस निदेशालय को [rticell-cwc@gov.in](mailto:rticell-cwc@gov.in) पर भेजे ताकि आयोग का समेकित रिटर्न समय पर तैयार किया जा सके।

संलग्नक: उपरोक्त

(कैलाश के. लाखे)

उप निदेशक एवं नोडल अधिकारी

प्रति:

1. सभी केन्द्रीय जन सूचना अधिकारियों (CPIOs), केन्द्रीय जल आयोग।
2. केन्द्रीय जल आयोग की आधिकारिक वैबसाइट

द्वितीय तल(दक्षिण), सेवा भवन  
राम कृष्ण पुरम, नई दिल्ली -110066  
दूरभाष: 011-29583272  
ई मेल: [wsedte-cwc@gov.in](mailto:wsedte-cwc@gov.in)

♣जल संरक्षणसुरक्षित भविष्य♣



2<sup>nd</sup> Floor(South), SewaBhawan,  
R.K. Puram, New Delhi-110066  
Tel: 011-29583272  
E-mail: [wsedte-cwc@gov.in](mailto:wsedte-cwc@gov.in)

♣Conserve Water- Save Life♣

I/92502/2024

**URGENT**

F. No. F-11011/9/2018-Coord.  
Government of India  
Ministry of Jal Shakti  
Department of Water Resources, RD&GR  
(Coordination Division)

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Room No. 7, B-Wing, Ground Floor  
Shastri Bhawan, New Delhi  
Dated : 30.01.2024

**Office Memorandum**

**Subject: Third Party transparency audit for 2023-24-regd.**

I am directed to refer to D.O. letter No. Legal - 15011/3/2023 dated 04.01.2024 (copy enclosed) received from Central Information Commission and to say that each Ministry/Department needs to get its proactive disclosure audited by third party every year. Such audit should be done annually and be communicated to the Central Information Commission annually through publication on their own websites.

2. In this connection, CIC has informed that the software for the Third Party Audit exercise for the year 2023-24 is active now and available on the website of Central Information Commission (CIC) as well as at link <https://dsscic.nic.in/users/pn-login>. The following steps are to be taken through software :-

- i. Each Public Authority has to login in the software for submitting the self-appraisal on the basis of *suo motu* disclosure updated on its website.
- ii. Each Public Authority has to map its Training Institute after getting confirmation from them for carrying out audit through software on the basis of submitted self appraisal by Public Authority. The user manual regarding mapping is available on the website of CIC at link <https://cic.gov.in/what-s-new>.
- iii. After mapping, Training Institute will be able to carry out the audit of Public Authority concerned, through software by login.

3. Therefore, it is requested that the process of conducting third party audit exercise for the year 2022-23 may be initiated through the software.

Encl: As above

Signed by Manish Uniyal  
Date: 30-01-2024 17:07:47  
Reason: Approved  
(Manish Uniyal)

Nodal CPIO & Under Secretary to the Govt. of India  
Tel: 011-23074033,  
Email: uscoord-mowr@nic.in

To,

1. All Public Authorities of D/o Water Resources, RD & GR
2. Heads of all organizations of DoWR, RD & GR

रश्मि चौधरी, भा.रे.का.से.  
सचिव  
RASHMI CHOWDHARY, I.R.P.S.  
Secretary



केंद्रीय सूचना आयोग  
कमरा नं.-501, पांचवा तल, बाबा गंगनाथ मार्ग  
मुनिरका, नई दिल्ली-110067  
CENTRAL INFORMATION COMMISSION  
Room No. 501, 5th Floor,  
Baba Gangnath Marg, Munirka  
New Delhi-110067  
4<sup>th</sup> January, 2024

D.O. No.: Legal-15011/3/2023

Dear Sir/Madam,

Reference is invited to DOPT's OM No. 1/6/2011-IR dated 15<sup>th</sup> April, 2013 as amended vide OM dated 7<sup>th</sup> November, 2019, regarding implementation of suomotu disclosure under Section 4 of Right to Information (RTI) Act, 2005- issue of guidelines.

2. In this connection, it is intimated that the software for the Third Party Audit exercise for the year 2023-24 is active now and available on the website of Central Information Commission (CIC) as well as at link <https://dsscic.nic.in/users/pn-login>. The following steps are to be taken through software:

- i. Each Public Authority has to login for submitting the self-appraisal on the basis of suomotu disclosure updated on its website.
- ii. Each Public Authority has to map its Training Institute after getting confirmation from them for carrying out audit through software on the basis of submitted self appraisal by PA. The user manual regarding mapping is available on the website of CIC at link <https://cic.gov.in/what-s-new>.
- iii. After mapping, Training Institute will be able to carry out the audit of Public Authority concerned, through software by login.

3. It is, therefore, requested to initiate the process of carrying out Third Party Audit exercise for the year 2023-24 and the same may be notified to all the Public Authorities under your Ministry/Department. The Third Party Audit will be based on digital mode through software and no physical report will be accepted by the CIC.

4. Shri Pawan Kumar Ram, Section Officer (Law), Shri Yogesh Kumar Gautam, Senior Assistant and Shri Rajeev Kumar Sah, Sr. Software Support Engineer may be contacted on 011-26181928, 011-26716023 and 011-26107030, respectively for clarification, if any.

With regards,

Ms. Debashree Mukherjee,  
Secretary,  
D/o Water Resources, River Development & Ganga  
Rejuvenation,  
M/o Jal Shakti,  
Shram Shakti Bhawan,  
Rafi Marg, New Delhi-110001

Yours sincerely,  
  
(Rashmi Chowdhary)

**RTI MONTHLY RETURN INFORMATION SYSTEM (2023-24)****Monthly Return Form**

Ministry/Dept./Organization :

For the month of Year 2023-24 :

<b>Progress in 2023-24</b>					
	Opening Balance as on beginning of the month	Received during the month (including cases transferred from other Pubic Authority)	No. of cases transferred to other Public Authorities	Decisions where requests/appeals rejected	Decisions where requests/appeals accepted
Requests					
First Appeals					

No. of cases where disciplinary action taken against any Officer	
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No. of CAPIOs designated	No. of CPIOs designated	No. of AAs designated

No. of times various provisions were invoked while rejecting requests													
Relevant Sections of RTI Act 2005													
Section 8 (1)										Sections			
a	b	c	d	e	f	g	h	i	j	9	11	24	Other

Amount of Charges Collected (in Rs.)		
Registration fee amount	Additional Fee & Any other charges	Penalties Amount

Last Date of Uploading the Proactive Disclosures on the website of PA	(format dd/mm/yyyy)

Name of the Person who is entering/updating data	
Designation of the person who is entering/updating data	

**Quarterly Return Form**

Ministry/Dept./Organization :

For the 3<sup>rd</sup> quarter (Oct-Dec) (2023-2024)

			<b>Progress during Quarter</b>			
	Opening Balance as on beginning of 3 <sup>rd</sup> Quarter (Oct-Dec)	No. of application received as transfer from other PAs u/s 6(3)	Received during the Quarter (including cases transferred to other Pubic Authority)	No. of cases transferred to other Public Authorities u/s 6(3)	Decisions where requests/ appeals rejected	Decisions where requests/ appeals replied
Requests						
First Appeals						

Total No. of CAPIOs designated	Total No. of CPIOs designated	No. of AAs designated

Registration fee collected (in Rs.) u/s 7(1)	Additional Fee collected (in Rs.) u/s 7(3)	Penalties Amount Recovered (in Rs.) as directed by CIC u/s 20(1)	No. of cases where disciplinary action taken against any Officer u/s 20(2)

No. of times various provisions were invoked while rejecting requests  
Relevant Sections of RTI Act 2005

Section 8 (i)										Section			
a	b	c	d	e	f	g	h	i	j	9	11	24	Other

A. Is the Mandatory Disclosure under Sec 4(1)(b) posted on the website of Public Authority ?	Provide the detail/URL of webpage, where the disclosure Is posted (max 150 chars)

B. Last Date of updating of Mandatory disclosure under Section 4(1)b	dd/mm/yyyy

C. Has the Mandatory Disclosure been audited by third party as per DOPT vide OM No. 1/6/2011-IR dated 15.04.2013	Provide the detail/URL of webpage, where the disclosure Is posted (max 150 chars)

D. Date of audit of Mandatory disclosure under Sec. 4(1)(b) (Format dd/mm/yyyy)	dd/mm/yyyy