

## A FRAMEWORK FOR TRANSPARENCY AUDIT

The RTI Act under section 4 provides a comprehensive framework for promoting openness in the functioning of the public authorities.

While Section 4(1) (a) provides a general guideline for record management, so that the information could be easily stored and retained, the sub-sections b, c and d of Section 4 relate to the organizational objects and functions. Sub-sections (b), (c) and (d) of Section 4 of the RTI Act and other related information can be grouped under six categories; namely, 1-organisation and function, 2- Budget and programmes, 3- Publicity and public interface, 4-E. governance, 5- Information as prescribed and 6. Information disclosed on own initiative.

### 1. Organisation and Function

S.No.	Item	Details of disclosure		Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)	
1.1	Particulars of its organization , functions and duties [Section 4(1)(b)(i)]	(i)	Name and address of the Organization	National Center for Vector Borne Disease Control, 22 Sham Nath Marg, Delhi- 110054	Fully met
		(ii)	Head of the organization	Dr. Tanu Jain, Director	Fully met
		(iii)	Vision, Mission and Key objectives	The National Center for Vector Borne Disease Control (NCVBDC) is an umbrella programme for prevention and control of six Vector Borne Diseases (VBDs) viz. Malaria, Dengue, Chikungunya, Japanese Encephalitis (JE), Kala-azar and Lymphatic Filariases. Out of these, three diseases namely Malaria, Kala-azar and Lymphatic Filariases are targeted for elimination, whereas Dengue, Chikungunya	Fully met

			and Japanese Encephalitis (JE) are outbreak prone disease as an integral part of National Health Mission.	
		(iv) Function and duties	Technical & Financial Support to the States/UTs for implementation of activities for Prevention & disease control of six vector borne diseases (Malaria, Dengue, Chikungunya, Filaria, Japanese Encephalitis & Kala-azar) in India.	Fully met
		(v) Organization Chart	National Center for Vector Borne Disease Control, Dte.GHS, MOHFW, GOI – Headed by Director, NCVBDC  Programme Divisions & other divisions headed by Joint Directors  Regional offices of Health & Family Welfare- 17 Headed by Senior Regional Directors  Director Health Services & State Programme Officers	Fully met
		(vi) Any other details- the genesis, inception, formation of the department and the HoDs from time to time as well as the	To begin with the organization was working as National Malaria Eradication Programme (NMEP) After National Vector Borne Disease Control Programme(NVBDCP).Now National Center for Vector Borne Disease Control(NCVBDC) is looking after prevention & control of all vector borne diseases in India.	Fully met

		committees/ Commissions constituted from time to time have been dealt		
1.2	Power and duties of its officers and employees [Section 4(1) (b)(ii)]	(i) Powers and duties of officers (administrative, financial and judicial)	<ol style="list-style-type: none"> <li>1. Director, NCVBDC, Head of Programme.</li> <li>2. Programme Divisions/Joint Directors.</li> <li>3. Deputy Director/ Assistant Directors/ Programme Officers alongwith other regular staff and contractual staff, consultants and staff posted in to each Divisions working under the guidance of Additional Director.</li> <li>4. Monitoring and evaluation planning's and coordination divisions headed by Additional Director.</li> <li>5. State/UT Nodal Officers for co-ordination between States and Centre.</li> <li>6. Other Officers, Accounts Officer and Administrative Officer.</li> </ol>	Fully Met
		(ii) Power and	Execution of work	

		duties of other employees	And administration division.	Fully met
		(iii) Rules/ orders under which powers and duty are derived and	As per rules regulations and instruction issued by GOI from time to time	Fully met
		(iv) Exercised		Fully met
		(v) Work allocation	As per Directors Orders.	Fully met
1.3	Procedure followed in decision making process [Section 4(1)(b)(iii)]	(i) Process of decision making Identify key decision making points	As decision making Authority is Director NCVBDC, all Divisions/Sections put up matters to Director for approval.  -Recommendations of various committees are put	Fully met

			<p>up to Director for approval.</p> <p>-Certain issues are referred to Dte.GHS, MOHFW &amp; DoPT as the case maybe.</p> <p>-All decision making, supervision &amp; accountability is done keeping in view the rules &amp; regulations of Government of India.</p>	
		(ii) Final decision making authority	Director, NCVBDC Certain issues are referred to Dte. GHS, MOHFW & DoPT as the case maybe.	Fully met
		(iii) Related provisions, acts, rules etc.	Rules regulations and instruction issued by GOI from time to time	Fully met
		(iv) Time limit for taking a decisions, if any	Not in practice as yet	Not Applicable
		(v) Channel of supervision and accountability	All decision making, supervision & accountability is done keeping in view the rules & regulations of Government of India.	Fully met
1.4	Norms for discharge of functions [Section 4(1)(b)(iv)]	(i) Nature of functions/ services offered	-Prevention and control of vector borne diseases. -Formulation of National guidelines for programme implementation in India. -Monitoring & evaluation of vector borne disease control programme in States & UTs.	Fully met
		(ii) Norms/ standards for functions/ service delivery	As per guidelines or national strategic plan/framework.	Fully met
		(iii) Process by which these services can be accessed	Monitoring & evaluation There is monitoring & evaluation division headed by Joint Director.	Fully met
		(iv) Time-limit for	Different for different	Fully met

		achieving the targets	diseases	
		(v) Process of redress of grievances	Grievances may be address to -Director, NCVBDC -Chief Welfare Office/ Welfare officer -Liaison officer for SC&ST -Committee on sexual harassment of women	Fully met
1.5	Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]	(i) Title and nature of the record/manual/instruction.	No such manual  Employees work under the guidance and supervision of division heads & other officers and consultants	Fully met
		(ii) List of Rules, regulations, instructions manuals and records.	As per rules regulations and instruction issued by GOI from time to time	Fully met
		(iii) Acts/ Rules manuals etc.	<a href="https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5899&amp;lid=368">https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5899&amp;lid=368</a>	Fully met
		(iv) Transfer policy and transfer orders	<a href="https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5849&amp;lid=3800">https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5849&amp;lid=3800</a>	Fully met
1.6	Categories of documents held by the authority under its control [Section 4(1)(b) (vi)]	(i) Categories of documents	<a href="https://ncvbdc.mohfw.gov.in/Doc/citizen-charter-NCVBDC-2023.pdf">https://ncvbdc.mohfw.gov.in/Doc/citizen-charter-NCVBDC-2023.pdf</a>	Fully met
		(ii) Custodian of documents/categorical	<a href="https://ncvbdc.mohfw.gov.in/Doc/citizen-charter-NCVBDC-2023.pd">https://ncvbdc.mohfw.gov.in/Doc/citizen-charter-NCVBDC-2023.pd</a>	Fully met
1.7	Boards, Councils, Committees and other Bodies constituted as part of	(i) Name of Boards, Council, Committee etc.	<a href="https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5849&amp;lid=3800">https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5849&amp;lid=3800</a>	Fully met
		(ii) Composition	<a href="https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;">https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;</a>	Fully met

			sublinkid=5849&lid=3800	
	the Public Authority [Section 4(1)(b)(viii)]	(iii) Dates from which constituted	<a href="https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5849&amp;lid=3800">https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5849&amp;lid=3800</a>	Fully met
		(iv) Term/ Tenure	<a href="https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5849&amp;lid=3800">https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5849&amp;lid=3800</a>	Fully met
		(v) Powers and functions	<a href="https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5849&amp;lid=3800">https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5849&amp;lid=3800</a>	Fully met
		(vi) Whether their meetings are open to the public?	NA	Not applicable
		(vii) Whether the minutes of the meetings are open to the public?	NA	Not applicable
		(viii) Place where the minutes if open to the public are available?	NA	Not applicable
1.8	Directory of officers and employees [Section 4(1) (b) (ix)]	(i) Name and designation	<a href="https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5824&amp;lid=3812">https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5824&amp;lid=3812</a>	Fully met
		(ii) Telephone , fax and email ID	<a href="https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5824&amp;lid=3812">https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5824&amp;lid=3812</a>	Fully met
1.9	Monthly Remuneration received by officers & employees including system of compensation [Section 4(1) (b) (x)]	(i) List of employees with Gross monthly remuneration	<a href="https://ncvbdc.mohfw.gov.in/index.php">https://ncvbdc.mohfw.gov.in/index.php</a>	Fully met
		(ii) System of compensation as provided in its regulations	<a href="https://ncvbdc.mohfw.gov.in/index.php">https://ncvbdc.mohfw.gov.in/index.php</a>	Fully met

1.10	<p>Name, designation and other particulars of public information officers</p> <p>[Section 4(1) (b) (xvi)]</p>	<p>(i) Name and designation of the public information officer (PIO), Assistant Public Information (s) &amp;</p>	<p>(I) <b>Dr. Pranab Jyoti Bhuyan, Joint Director/CPIO (Dengue, Chikungunya and Entomology)</b></p> <p><b>Ph.-01123910298</b>  <a href="mailto:pjbncvbd@gmail.com">Email-pjbncvbd@gmail.com</a></p> <p>(II) <b>Dr.Chhavi Pant Joshi, Joint Director/CPIO ( Lymphatic Filariasis and IEC/BCC)</b></p> <p><b>Ph.-01123930267</b>  <a href="mailto:drchhavipantnvbdcp@gmail.com">Email-drchhavipantnvbdcp@gmail.com</a></p> <p>(III) <b>Ms.Jyoti Nagarkoti, Assistant Director/CPIO(Training, P&amp;C Division Including PIP process, Monitoring &amp; Evaluation Division including IHIP implementation)</b></p> <p><b>Ph. No.-01123921078</b>  <a href="mailto:jyoti.nagarkoti.nvbdcp@gmail.com">Email-jyoti.nagarkoti.nvbdcp@gmail.com</a></p> <p>(IV) <b>Sh. P.S. Rahate, Research Officer/CPIO (Procurement &amp; Supply Division and Local Store).</b></p> <p><b>Tel-23921074</b>  Email: <a href="mailto:rahateprakalp66@gmail.com">rahateprakalp66@gmail.com</a></p> <p>(V) <b>Dr. Vinod P. Choudhary, Medical Officer/CPIO (Kala-Azar/JE)</b></p> <p><b>Ph.-01123910106</b>  <a href="mailto:drvinodnvbdcp@gmail.com">Email-drvinodnvbdcp@gmail.com</a></p> <p>(VI) <b>Dr.Vinod P Choudhary, Medical Officer/CPIO (Malaria and Urban</b></p>	Fully met
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			<p><b>Malaria Division, Monitoring &amp; Evaluation Division, GFATM, CCO Lab. and GeM Procurement)</b></p> <p><b>Ph. No.-01123910106</b> <b>Email-</b> <a href="mailto:drvinodnvbdcp@gmail.com">drvinodnvbdcp@gmail.com</a></p> <p><b>(VII) Dr. Sambit Pradhan</b> <b>Public Health Specialist, Grade-III</b> <b>011-23967745</b> <a href="mailto:drsambitpradhanphs@yahoo.com">drsambitpradhanphs@yahoo.com</a> (JE Division)</p> <p><b>(VIII) Sh. Tilak Raj, Accounts Officer/CPIO</b> <b>(Accounts &amp; Budget Division)</b> <b>Ph. No.- 01123910287</b> <a href="mailto:Email-ao.nvbdcp@gmail.com">Email-ao.nvbdcp@gmail.com</a></p> <p><b>(IX) Sh. Rajesh Kumar,</b> <b>Accounts Officer/CPIO</b> <b>(Accounts &amp; Budget Division)</b> <b>Ph. No.- 01123910287</b> <a href="mailto:Email-ao.nvbdcp@gmail.com">Email- ao.nvbdcp@gmail.com</a></p> <p><b>(X) Sh.Sanjeev Malhotra,</b> <b>Administrative Officer/CPIO</b> <b>(Administration Division I &amp; II, IT Cell)</b> Ph. No. 01123927108 <b>Email-</b> <a href="mailto:aoadmn.ncvbdc@gmail.com">aoadmn.ncvbdc@gmail.com</a></p>	
		Nodal Officer	<p><b>Sh. P.S. Rahate, Research Officer /Nodal Officer RTI</b> Tel-20832246 Email: <a href="mailto:rahateprakalp66@gmail.com">rahateprakalp66@gmail.com</a> <a href="http://www.rahateprakalp66.com">l.com</a></p>	
		(ii) Appellate Authority	<p><b>Dr.Tanu Jain, Director/Appellate Authority(Dengue,</b></p>	

			<p><b>Chikungunya and Entomology)</b> Tel-01123921086 Email:- <a href="mailto:dir.ncvbdcp@gmail.com">dir.ncvbdcp@gmail.com</a></p> <p><b>Dr.Nupur Roy, Sr.CMO (SAG)/Appellate Authority (Lymphatic Filariasis, Kala-Azar, JE/AES, IEC/BCC and Training).</b> Ph.01123921068 Email- <a href="mailto:nupur.nvbdcp@gmail.com">nupur.nvbdcp@gmail.com</a></p> <p><b>Dr. Pranab Jyoti Bhuyan, Joint Director/ Appellate Authority (Admn. Division)</b> Ph.-01123910298 Email- <a href="mailto:pjbncvbdcp@gmail.com">pjbncvbdcp@gmail.com</a></p> <p><b>Dr. Rinku Sharma, Joint Director/Appellate Authority (Procurement &amp; Supply Division and Malaria and Urban Malaria Division, Monitoring &amp; Evaluation Division, GFATM)</b> Ph.-01123910109 Email- <a href="mailto:rinkusharma2005@gmail.com">rinkusharma2005@gmail.com</a></p> <p><b>Sh. P. S. Rahate, Research Officer/Appellate Authority (Accounts &amp; Budget Division.)</b> Ph.-01123921074 Email- <a href="mailto:rahateprakalp66@gmail.com">rahateprakalp66@gmail.com</a></p>	
		(iii) Address, telephone numbers and email ID of each designated official.	As above	Fully met
1.11	No. Of employees against whom Disciplinary action has been proposed/ taken  (Section 4(2))	No. of employees against whom disciplinary action has been  (i) Pending for Minor penalty or major penalty proceedings	NA	Not applicable
		(ii) Finalised for Minor penalty or major	NA	Not applicable

		penalty proceedings		
1.12	Programmes to advance understanding of RTI  (Section 26)	(i) Educational programmes	NA	Not applicable
		(ii) Efforts to encourage public authority to participate in these programmes	NA	Not applicable
		(iii) Training of CPIO/APIO	<a href="https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5947&amp;lid=4016">https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5947&amp;lid=4016</a>	Fully met
		(iv) Update & publish guidelines on RTI by the Public Authorities concerned	NA	Not applicable
1.13	Transfer policy and transfer orders [F No. 1/6/2011-IR dt. 15.4.2013]		<a href="https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5849&amp;lid=380">https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5849&amp;lid=380</a>	Fully met

## 2. Budget and Programme

S.No.	Item	Details of disclosure		Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
2.1	Budget allocated to each agency including all plans, proposed	(i) Total Budget for the public authority	<a href="https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5796&amp;lid=3803">https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5796&amp;lid=3803</a>	Fully met

	expenditure and reports	(ii) Budget for each agency and plan &	ttps://ncvbdc.mohfw.gov.in/index1.php?lang=1&level=1&sublinkid=5796&lid=3803	Fully met
	on disbursements made etc. [Section 4(1)(b)(xi)]	programmes		
		(iii) Proposed expenditures	ttps://ncvbdc.mohfw.gov.in/index1.php?lang=1&level=1&sublinkid=5796&lid=3803	Fully met
		(iv) Revised budget for each agency, if any	ttps://ncvbdc.mohfw.gov.in/index1.php?lang=1&level=1&sublinkid=5796&lid=3803	Fully met
		(v) Report on disbursements made and place where the related reports are available	Website <a href="https://www.ncvbdc.mohfw.gov.in">https://www.ncvbdc.mohfw.gov.in</a>  Go to `F qewo gpwø& see bdfwi gø	Fully met
<b>2.2</b>	Foreign and domestic tours (F.No. 1/8/2012-IR dt. 11.9.2012)	(i) Budget	(i)https://ncvbdc.mohfw.gov.in/index1.php?lang=1&level=1&sublinkid=5796&lid=3803.	Fully met
		(ii) 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	(ii)https://ncvbdc.mohfw.gov.in/index1.php?lang=1&level=1&sublinkid=5785&lid=368	Fully met

		(iii) Information related to procurements a) Notice/tender enquires, and corrigenda if any thereon, b) Details of	<a href="https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5821&amp;lid=3682">https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5821&amp;lid=3682</a>  iii) <a href="https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5821&amp;lid=368">https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5821&amp;lid=368</a>	Fully met
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		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.		
<b>2.3</b>	Manner of execution of subsidy programme [Section 4(i)(b)(xii)]	(i) Name of the programme of activity	NA	Not applicable
		(ii) Objective of the programme	NA	Not applicable
		(iii) Procedure to avail benefits	NA	Not applicable
		(iv) Duration of the programme/ scheme	NA	Not applicable

		(v) Physical and financial targets of the programme	NA	Not applicable
		(vi) Nature/ scale of subsidy /amount allotted	NA	Not applicable
		(vii) Eligibility criteria for grant of	NA	

		subsidy		
		(viii) Details of beneficiaries of subsidy programme (number, profile etc)	NA	Not applicable
<b>2.4</b>	Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013]	(i) Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions	NA	Not applicable
		(ii) Annual accounts of all legal entities who are provided grants by public authorities	NA	Not applicable
<b>2.5</b>	Particulars of recipients of concessions	(i) Concessions, permits or authorizations granted by public authority	NA	Not applicable

	, permits of authorizations granted by the public authority [Section 4(1) (b) (xiii)]	(ii) 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/	NA	
		permits or authorizations d) Date of award of concessions /permits of authorizations	NA	
<b>2.6</b>	`CAG & PAC paras [F No. 1/6/2011-IR dt.15.4.2013]	CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the parliament.	<a href="https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5785&amp;lid=368">https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5785&amp;lid=368</a>	Fully Met

### 3. Publicity Band Public interface

S.No.	Item	Details of disclosure		Remarks/ Reference Points (Fully met/parti ally met/ not met- Not applicable will be treated as fully met/parti ally met)
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	Arrangement for consultations with or representation by the members of the public (i) Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	<a href="https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5899&amp;lid=3686">https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5899&amp;lid=3686</a>	Fully Met
		(ii) Arrangements for consultation with or representation by a) Members of the public in policy	<a href="https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5899&amp;lid=3686">https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5899&amp;lid=3686</a>	Fully Met

	there of [Section 4(1)(b)(vii)] [F No 1/6/2011-IR dt. 15.04.2013]	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	NA	Not Application
		Public-private partnerships (PPP) (i) Details of Special Purpose Vehicle (SPV), if any	NA	Not Application
		(ii) Detailed project reports (DPRs)	NA	Not Application
		(iii) Concession agreements.	NA	Not Application
		(iv) Operation and maintenance manuals	NA	Not Application



		(v) Other documents generated as part of the implementation of the PPP	NA	Not Application
		(vi) Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government	NA	Not Application
		(vii) Information relating to outputs and outcomes	NA	Not Application
		(viii) The process of the selection of the private sector party (concessionaire etc.)	NA	Not Application
		(ix) All payment made under the PPP project	NA	Not Application
3.2	Are the details of policies / decisions, which affect public, informed to them [Section 4(1)(c)]	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive; (i) Policy decisions/ legislations taken in the previous one year	<a href="https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5899&amp;lid=3686">https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5899&amp;lid=3686</a>	Fully Met
		(ii) Outline the Public consultation process	<a href="https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5899&amp;lid=3686">https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5899&amp;lid=3686</a>	Fully Met
		(iii) Outline the arrangement for consultation before formulation of policy	<a href="https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5899&amp;lid=3686">https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5899&amp;lid=3686</a>	Fully Met
3.3	Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]	Use of the most effective means of communication (i) Internet (website)	<a href="https://www.ncvbdc.mohfw.gov.in">https://www.ncvbdc.mohfw.gov.in</a>	Fully Met
3.4	Form of accessibility of information	Information manual/handbook available in (i) Electronic format	<a href="https://www.ncvbdc.mohfw.gov.in">https://www.ncvbdc.mohfw.gov.in</a>	Fully Met

	manual/ handbook [Section 4(1)(b)]	(ii) Printed format	National guidelines / National strategic plan & framework	Fully Met
3.5	Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]	List of materials available (i) Free of cost	<a href="https://www.ncvbdc.mohfw.gov.in">https:// www.ncvbdc.mohfw.gov.in</a>	Fully Met
		(ii) At a reasonable cost of the medium	<a href="https://www.ncvbdc.mohfw.gov.in">https:// www.ncvbdc.mohfw.gov.in</a>	Fully Met

#### 4. E. Governance

S.No.	Item	Details of disclosure		Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
4.1	Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]	(i) English	<a href="https://ncvbdc.mohfw.gov.in/index.php">https://ncvbdc.mohfw.gov.in/index.php</a>	Fully Met
		(ii) Vernacular/ Local Language	NIL	Not Met
4.2	When was the information Manual/Handbook last updated? [F No. 1/6/2011-IR dt 15.4.2013]	Last date of Annual updation	<a href="https://ncvbdc.mohfw.gov.in/index.php">https://ncvbdc.mohfw.gov.in/index.php</a>	Fully Met
4.3	Information available in electronic form [Section 4(1)(b)(xiv)]	(i) Details of information available in electronic form	<a href="https://ncvbdc.mohfw.gov.in/index.php">https://ncvbdc.mohfw.gov.in/index.php</a>	Fully Met
		(ii) Name/ title of the document/record/ other information	<a href="https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5899&amp;lid=3686">https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5899&amp;lid=3686</a>	Fully Met
		(iii) Location where available	<a href="https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5899&amp;lid=3686">https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5899&amp;lid=3686</a>	Fully Met
4.4	Particulars of facilities available to citizen for	(i) Name & location of the faculty	National Center for Vector Borne Diseases Control, 22 Sham Nath Marg, Delhi- 110054	Fully Met

	obtaining information [Section 4(1)(b)(xv)]	(ii) Details of information made available	See web site for information <a href="https://www.ncvbdc.mohfw.gov.in">https://www.ncvbdc.mohfw.gov.in</a>	Fully Met
		(iii) Working hours of the facility	<a href="https://ncvbdc.mohfw.gov.in/index.php">https://ncvbdc.mohfw.gov.in/index.php</a>	Fully Met
		(iv) Contact person & contact details (Phone, fax email)	<a href="https://ncvbdc.mohfw.gov.in/index.php">https://ncvbdc.mohfw.gov.in/index.php</a>	Fully Met
4.5	Such other information as may be prescribed under section 4(i) (b)(xvii)	(i) Grievance redressal mechanism	<a href="https://ncvbdc.mohfw.gov.in/index.php">https://ncvbdc.mohfw.gov.in/index.php</a>	Fully Met
		(ii) Details of applications received under RTI and information provided	NA	Not applicable
		(iii) List of completed schemes/ projects/ Programmes	NA	Not applicable
		(iv) List of schemes/ projects/ programme underway	NA	Not applicable
		(v) Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	NA	Not applicable
		(vi) Annual Report	NA	Not applicable
		(vii) Frequently	NA	Not applicable
		Asked Question (FAQs)		

		(viii) Any other information such as a) Citizen's Charter	NA	Not applicable
		b) Result Framework Document (RFD)	NA	Not applicable
		c) Six monthly reports on the	NA	Not applicable
		d) Performance against the benchmarks set in the Citizen's Charter	NA	Not applicable
4.6	Receipt & Disposal of RTI applications & appeals [F.No 1/6/2011-IR dt. 15.04.2013]	(i) Details of applications received and disposed	<a href="https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5822&amp;lid=3885">https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5822&amp;lid=3885</a>	Fully Met
		(ii) Details of appeals received and orders issued	<a href="https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5822&amp;lid=3885">https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5822&amp;lid=3885</a>	
4.7	Replies to questions asked in the parliament [Section 4(1)(d)(2)]	Details of questions asked and replies given	<a href="https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5822&amp;lid=3885">https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5822&amp;lid=3885</a>	

## 5. Information as may be prescribed

S. No.	Item	Details of disclosure		Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
5.1	Such other information as	(i) Name & details of (a) Current CPIOs &	<b>Dr. Pranab Jyoti Bhuyan, Joint Director/CPIO</b>	Fully Met

	<p>may be prescribed [F.No. 1/2/2016-IR dt. 17.8.2016, F No. 1/6/2011-IR dt. 15.4.2013]</p>	<p>FAAs (b) Earlier CPIO &amp; FAAs from 1.1.2015</p>	<p><b>(Dengue, Chikungunya and Entomology)</b> <b>Ph.-01123910298</b> <b>Email-</b> <a href="mailto:pjbncvbdc@gmail.com">pjbncvbdc@gmail.com</a></p> <p><b>Dr.Chhavi Pant Joshi, Joint Director/CPIO ( Lymphatic Filariasis and IEC/BCC)</b> <b>Ph.-01123930267</b> <b>Email-</b> <a href="mailto:drchhavipantnvbdcp@gmail.com">drchhavipantnvbdcp@gmail.com</a></p> <p><b>Ms. Jyoti Nagarkoti, Assistant Director/CPIO (Training, P&amp;C Division Including PIP process, Monitoring &amp; Evaluation Division including IHIP implementation)</b> <b>Ph. No.-01123921078</b> <b>Email-</b> <a href="mailto:jyoti.nagarkoti.nvbdcp@gmail.com">jyoti.nagarkoti.nvbdcp@gmail.com</a></p> <p><b>Sh. P.S. Rahate, Research Officer/CPIO (Procurement &amp; Supply Division and Local Store).</b> <b>Tel-23921074</b> <b>Email: <a href="mailto:rahateprakalp66@gmail.com">rahateprakalp66@gmail.com</a></b></p> <p><b>Dr. Vinod P. Choudhary, Medical Officer/CPIO (Kala-Azar/JE)</b> <b>Ph.-01123910106</b> <b>Email-</b> <a href="mailto:drvinodnvbdcp@gmail.com">drvinodnvbdcp@gmail.com</a></p> <p><b>Dr.Vinod P Choudhary, Medical Officer/CPIO (Malaria and Urban Malaria Division, Monitoring &amp; Evaluation Division, GFATM, CCO Lab. and GeM Procurement)</b> <b>Ph. No.-01123910106</b> <b>Email-</b> <a href="mailto:drvinodnvbdcp@gmail.com">drvinodnvbdcp@gmail.com</a></p>	
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			<p><a href="#">om</a> (JE Division) <b>Sh. Tilak Raj, Accounts Officer/CPIO (Accounts &amp; Budget Division)</b> <b>Ph. No.- 01123910287</b> <b>Email-</b> <a href="mailto:ao.nvbdcp@gmail.com">ao.nvbdcp@gmail.com</a></p> <p><b>Sh. Rajesh Kumar, Accounts Officer/CPIO (Accounts &amp; Budget Division)</b> <b>Ph. No.- 01123910287</b> <b>Email-</b> <a href="mailto:ao.nvbdcp@gmail.com">ao.nvbdcp@gmail.com</a></p> <p><b>Sh. Sanjeev Malhotra, Administrative Officer/ CPIO(Administration Division I &amp; II, IT Cell)</b> Ph. No. 01123927108 <b>Email-</b> <a href="mailto:aoadmn.ncvbdc@gmail.com">aoadmn.ncvbdc@gmail.com</a></p>	
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		<p>(ii) Details of third party audit of voluntary disclosure</p> <p>(a) Dates of audit carried out</p> <p>(b) Report of the audit carried out</p>	<p><b>Sh. P.S. Rahate,</b>  <b>Research Officer /Nodal Officer RTI</b>  Tel-20832246  Email: <a href="mailto:rahateprakalp66@gmail.com">rahateprakalp66@gmail.com</a></p> <p><b>Dr. Tanu Jain,</b>  <b>Director/Appellate Authority (Dengue, Chikungunya and Entomology)</b>  Tel-01123921086  Email:-  <a href="mailto:dir.ncvbdc@gmail.com">dir.ncvbdc@gmail.com</a></p> <p><b>Dr.Nupur Roy, Sr.CMO (SAG)/Appellate Authority (Lymphatic Filariasis, Kala-Azar, JE/AES, IEC/BCC and Training).</b>  Ph.01123921068  Email-  <a href="mailto:nupur.nvbdc@gmail.com">nupur.nvbdc@gmail.com</a></p> <p><b>Dr. Pranab Jyoti Bhuyan,</b>  <b>Joint Director/ Appellate Authority (Admn. Division)</b>  <b>Ph.-01123910298</b>  Email-  <a href="mailto:pjbncvbd@gmail.com">pjbncvbd@gmail.com</a></p> <p><b>Dr. Rinku Sharma, Joint Director/Appellate Authority (Procurement &amp; Supply Division and Malaria and Urban Malaria Division, Monitoring &amp; Evaluation Division, GFATM)</b></p>	Fully Met
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		<p>(iii) Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD</p> <p>(a) Date of appointment</p> <p>(b) Name &amp; Designation of the officers</p>	<p><a href="https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5947&amp;lid=4016">https://ncvbdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5947&amp;lid=4016</a></p>	Fully Met
		<p>(iv) Consultancy committee of key stake holders for advice on suo-motu disclosure</p> <p>(a) Dates from which constituted</p> <p>(b) Name &amp; Designation of the officers</p>	NA	Not Applicable
		<p>(v) Committee of PIOs/FAAs with rich experience in RTI to identify frequently sought information under RTI</p> <p>(a) Dates from which constituted</p> <p>(b) Name &amp; Designation of the Officers</p>	NA	Not Applicable

## 6. Information Disclosed on own Initiative

S.No.	Item	Details of disclosure		Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
6.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	Please see web site <a href="https://www.ncvfdc.mohfw.gov.in">https://www.ncvfdc.mohfw.gov.in</a>	<a href="https://ncvfdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5899&amp;lid=3686">https://ncvfdc.mohfw.gov.in/index1.php?lang=1&amp;level=1&amp;sublinkid=5899&amp;lid=3686</a>	Fully Met
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, Public Grievance and Pensions, Govt. Of India)	(i) Whether STQC certification obtained and its validity. (ii) Does the website show the certificate on the Website?	NA	Not Met