

Minutes of the CSMCRI's RTI-Consultative Committee Meeting held on 28 Feb. 2022

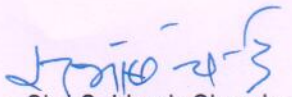
1. The following Members attended the Consultative Committee Meeting:

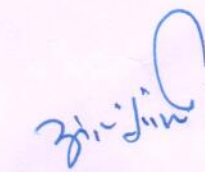
Shri Subhash Chander	CoA, Member
Dr. D. N. Srivastava	FAA, Member
Dr. Ankkur Goel	CPIO, Member
Shri Sanjay Chauhan	APIO, Member
Shri Bhola Azad	SPO, Member
Dr. Saroj Sharma	Principal Scientist, Member

Dr. Vaibhav Mantri could not attend the meeting due to prior commitments.

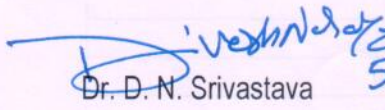
2. Dr. D. N. Srivastava, FAA, welcomed the Members of the Committee and informed them about the statutory work being done at Institute under RTI. He briefed the Committee about the annual transparency audit exercise that is being done by the CPIO and placed on records that instructions have come from HRDG/ CSIR HQ to start the same for FY 2021-22 also.
3. Dr. Ankkur Goel, CPIO & Nodal Officer, RTI Online Portal shared with the Members about the current status/ position of *suo moto* disclosures under Section 4 of the RTI Act, 2005. Dr Goel also shared a report related to "Transparency Audit of Disclosures u/s 4 of the RTI by Public Authorities" submitted to the CIC by Shri AN Tiwari and Shri MM Ansari in November 2018.
4. The CPIO then shared the template of the *suo moto* audit disclosure and took the Committee Members through the RTI page of CSMCRI website where these disclosures have been put and are regularly updated. The Committee was content with the disclosures and expressed satisfaction over the proactive disclosures and dissemination of exhaustive information being done through the website.
5. The Committee after looking at the CSMCRI's website and proactive disclosures recommended that following aspects may also be included (or amended, as the case may be) at apt locations on the website, subject to approval from the Public Authority (i.e. Director, CSMCRI):
- Inclusion of timelines/ time-limits by Administration, S&P and F&A sections.
 - Checking with DC, AESD & CIF, if a timeline for various analytical services can be made and if so the same may also be uploaded on the website.
 - Salary updating is currently being done once every year. This may be done at least twice a year (April and October of each year).
 - Information like Institute's budget, contact information, details of Transparency Officer and STQC certification (website security) must be put on the website and regularly updated.
 - Tour's undertaken by senior officers must also be put on the website.
 - IT cell may be requested to facilitate a timestamp system (example: Last updated on....) for each link/ page of the website.
 - It was also recommended that the sequence of disclosures on the RTI page be made in sync with the questionnaire of annual transparency audit.

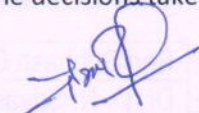
The meeting ended with thanks to all participants.

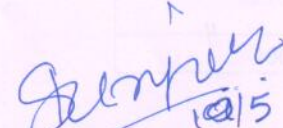

Shri Subhash Chander



Dr. Ankkur Goel

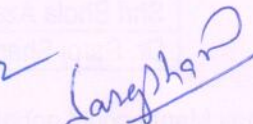
I got the feedback from the members present in the meeting and went through the minutes. I agree with the decisions taken.


Dr. D. N. Srivastava 5/5/2022


Dr. Vaibhav A. Mantri


Shri Sanjay Chauhan 10/5



Shri Bhola Azad 12/06/22


Dr. Saroj Sharma

Submitted to the Director, CSIR-CSMCRI: For kind information & approval please.


[Director]

'A' - Approved


13/6