

1.4

ADMIN-3

Manual - 4

(updated upto 31.08.2020)

1.4	Norms for discharge of functions	Adm.3 follows extant norms of Govt. of India.
-----	----------------------------------	---

1.4	<b>Norms for discharge of function [Section 4(1) b (iv)]</b>	The functions of PAMD are discharged as per applicable norms/instructions etc. of Govt. of India.	
1.4.1	Nature of function/services offered	The PAMD Vertical conducts comprehensive appraisal of projects costing Rs.500 crore and above related to Public Investment Board (PIB), the Expenditure Finance Committee (EFC) and the Committee of Public Investment Board (CPIB). Proposals of Ministry of Railways costing Rs.500 crore and above, to be considered by the Expanded Board of Railways (EBR), are also appraised. Revised Cost Estimate (RCE) proposals are also appraised by the Vertical to analyze the factors attributed to cost and time overruns and their impact on the viability.	

OMC

No.38038/12/2020 OM&C  
Government of India  
**NITI Aayog**  
\*\*\*\*\*

New Delhi dated the 31<sup>st</sup> July, 2020

**Subject:- Proactive Disclosures of Information under Section 4(1) (b) of RTI Act.**

RTI Cell is directed to refer to their mail dated 14.7.2020 and 20.7.2020 on the above noted subject. In so far as OM&C Section is concerned, the requisite information is as below:-

S.No.	Title	Details	Link
1	The procedure followed in the decision making process, including channels of supervision and accountability.	Link of Channel of submission attached.	<a href="https://niti.gov.in/sites/default/files/2020-07/Channel_of_submission.pdf">https://niti.gov.in/sites/default/files/2020-07/Channel_of_submission.pdf</a>
2	Norms set by it for the discharge of its functions	Link of citizen charter may be seen	<a href="https://niti.gov.in/sites/default/files/2019-09/Citizen's%20stakeholder'scharter%20of%20Niti%20Aayog.pdf">https://niti.gov.in/sites/default/files/2019-09/Citizen's%20stakeholder'scharter%20of%20Niti%20Aayog.pdf</a>
3	The rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions.	1.Records, Retention schedule 2.Guidelines for applying temporary and permanent pass	<a href="https://darpg.gov.in/sites/default/files/RRS_WC.pdf">https://darpg.gov.in/sites/default/files/RRS_WC.pdf</a> <a href="https://evisitors.nic.in/PublicSite/CandidateLogin.aspx(Temporary)">https://evisitors.nic.in/PublicSite/CandidateLogin.aspx(Temporary)</a> <a href="https://validation.mha.gov.in/">https://validation.mha.gov.in/</a> (Permanent)
4	A statement of the categories of documents that are held by it or under its control	1.Application form for applying for Authorized Medical Attendant. 2. Character Certificate for applying for temporary pass.	None
5	The particulars of any arrangement that exists for consultation with, or representation by, the members of the public in relation to the formulation	Does not pertain to OM&C	Does not pertain to OM&C

3.4.2

## ADMIN-2

3.4.2	Norms/standards for functions/service delivery	As per relevant rules/regulations/instructions etc. of Govt. of India.	
-------	--	--	--

1.4.2

# ACCOUNTS - I

1.4.2	Norms/standards for functions/service delivery	As per relevant rules/regulations/instructions etc. of Govt. of India.	
-------	--	--	--

--	--	--	--

4.1.1  
4.1.2

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  (ii) Vernacular/ Local Language	Fully Met  The information is available at the following link <a href="https://niti.gov.in/writeraddata/files/english.pdf">https://niti.gov.in/writeraddata/files/english.pdf</a>
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	Not Available

1.4.3

PPPAU

1.4.3	Process by which these services can be accessed	The proposals in PPPAU are received from various Ministries/Departments of Govt. of India and State Govts.	
-------	---	--	--

1.4.3.

ADMIN - IT

1.4.3 -	Process by which these services can be accessed	As per rules/instructions of Govt. of India.	
------------	---	--	--



1.4.3

PAMD

1.4.3	Process by which these services can be accessed	The proposals in PAMD are received from various Ministries/Departments.	
-------	---	---	--

1.4.4

1.4.4	Time-limit for achieving the targets	As mentioned at Sr. No. 1.3.4	
-------	--------------------------------------	-------------------------------	--

1.4.4.

## PAMD

1.4.4	Time-limit for achieving the targets	One Month is the normal time-limit as per guidelines for furnishing of Appraisal Note/Comments of PAMD Vertical, NITI on the EFC/PIB/CEE proposals received.
-------	--------------------------------------	--

1.4.4

# PPPAU

—	1.4.4	Time-limit for achieving the targets	One Month is the normal time-limit as per guidelines for furnishing of Appraisal Note/Comments by PPPAU Vertical of NITI on the SFC/PPPAC proposals received in PPPAU of NITI Aayog.	
---	-------	--------------------------------------	--	--

1.4.5

HRD

1.4.5	<b>Process of redress of grievances</b>	The Grievances are examined and replies/action taken response thereon are uploaded on the CPGRAM portal, with the approval of competent authority.
-------	---	--

1.4.5

PAMD

1.4.5	Process of redress of grievances	The Grievances if any related to PAMD are received through the O&M Section in the CPGRAMS portal a/c of NITI Aayog and are examined and replies/action taken response thereon are uploaded on the CPGRAMS portal, with approval of competent authority.	
-------	----------------------------------	---	--

1.4.5	Process of redress of grievances	The Grievances (if any) are received through the O&M Section in the CPGRAMS portal a/c of NITI Aayog and are examined and replies/action taken response thereon are uploaded on the CPGRAMS portal with approval of competent authority.
-------	----------------------------------	--

1.4.5 1	Process of redress of grievances	<p>Grievances (if any) in r/o Accounts vertical are received through the normal Grievance Redress channel of NITI Aayog (i.e. in CPGRAMS through Nodal Section/PGO of NITI).</p> <p>Grievances are examined and redressed/disposed of in CPGRAMS within stipulated time limit and with approval of competent authority.</p>	<p><b><a href="http://www.pgportal.gov.in">www.pgportal.gov.in</a></b></p> <p>(OM &amp; C) is Nodal Section for Public Grievances in NITI Aayog.</p>
------------	----------------------------------	---	--