

Self appraisal report for Year (2022-23)

Auditor Agency: Pradeep Kumar L(Sushma Swaraj Institute of Foreign Services, Ministry of External Affairs, Old JNU Campus, Munirka, New Delhi, Delhi-110067)

Ministry Name: Ministry of External Affairs

Department Name:

Public Authority Name: Embassy of India, Beirut, Lebanon

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.indianembassybeirut.gov.in/page/display/81/	Fully Met	1.28	AVAILABLE
1.1.2	Head of the organization	Fully Met	1.28	1.28	https://www.indianembassybeirut.gov.in/page/display/81/	Fully Met	1.28	AVAILABLE
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	https://www.indianembassybeirut.gov.in/page/display/81/	Fully Met	1.28	AVAILABLE
1.1.4	Function and duties	Fully Met	1.28	1.28	https://www.indianembassybeirut.gov.in/page/display/81/	Fully Met	1.28	AVAILABLE
1.1.5	Organization Chart	Fully Met	1.28	1.28	https://www.indianembassybeirut.gov.in/file	Fully Met	1.28	AVAILABLE

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					s/Organization%20Chart%20with%20local%20post%202023%20(1).pdf			
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	Fully Met	1.28	1.28	https://www.indianembassybairut.gov.in/page/display/81/	Fully Met	1.28	AVAILABLE
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.indianembassybairut.gov.in/page/display/81/	Fully Met	1.54	AVAILABLE
1.2.2	Power and duties of other employees	Fully Met	1.54	1.54	https://www.indianembassybairut.gov.in/page/display/81/	Fully Met	1.54	AVAILABLE
1.2.3	Rules/ orders under which powers and duty are derived and	Fully Met	1.54	1.54	https://www.indianembassybairut.gov.in/page/display/81/	Fully Met	1.54	AVAILABLE
1.2.4	Exercised	Fully Met	1.54	1.54	https://www.indianembassybairut.gov.in/page/display/81/	Fully Met	1.54	AVAILABLE
1.2.5	Work allocation	Fully Met	1.54	1.54	https://www.indianembassybairut.gov.in/uploads/admin/fil	Fully Met	1.54	AVAILABLE

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					es/Work%20Allocation%20for%20website(2).pdf			
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.indianembassybeirut.gov.in/page/display/81/	Fully Met	1.54	AVAILABLE
1.3.2	Final decision making authority	Fully Met	1.54	1.54	https://www.indianembassybeirut.gov.in/page/display/81/	Fully Met	1.54	AVAILABLE
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	https://www.indianembassybeirut.gov.in/page/display/81/	Fully Met	1.54	AVAILABLE
1.3.4	Time limit for taking a decisions, if any	Fully Met	1.54	1.54	https://www.indianembassybeirut.gov.in/page/display/81/	Fully Met	1.54	AVAILABLE
1.3.5	Channel of supervision and accountability	Fully Met	1.54	1.54	https://www.indianembassybeirut.gov.in/files/Organization%20Chart%20with%20local%20post%202023%20(1).pdf	Fully Met	1.54	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.in	Fully Met	1.54	AVAILABLE

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					dianembassyb eirut.gov.in/pa ge/display/81/			
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	https://www.in dianembassyb eirut.gov.in/pa ge/display/81/	Fully Met	1.54	AVAILABLE
1.4.3	Process by which these services can be accessed	Fully Met	1.54	1.54	https://www.in dianembassyb eirut.gov.in/pa ge/display/81/	Fully Met	1.54	AVAILABLE
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	https://www.in dianembassyb eirut.gov.in/up loads/admin/fil es/Citizen%20 Charter%20- %20time%20li mit.pdf	Fully Met	1.54	AVAILABLE
1.4.5	Process of redress of grievances	Fully Met	1.54	1.54	https://www.in dianembassyb eirut.gov.in/up loads/admin/fil es/Grievance %20Redressa l%20(2).pdf	Fully Met	1.54	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.in dianembassyb eirut.gov.in/pa ge/display/81/	Fully Met	1.92	AVAILABLE
1.5.2	List of Rules, regulations, instructions manuals	Fully Met	1.92	1.92	https://www.in	Fully Met	1.92	AVAILABLE

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	and records.				dianembassyb eirut.gov.in/pa ge/display/81/			
1.5.3	Acts/ Rules manuals etc.	Fully Met	1.92	1.92	https://mea.go v.in/acts-legisl ations-rules.ht m?64/Acts,_L egislations__a mp;_Rules	Fully Met	1.92	AVAILABLE
1.5.4	Transfer policy and transfer orders	Fully Met	1.92	1.92	https://www.in dianembassyb eirut.gov.in/pa ge/display/81/	Not Applicable0		AVAILABLE
1.6	Categories of documents held by the authority under its control[Section 4(1)(b) (vi)]							
1.6.1	Categories of documents	Fully Met	3.85	3.85	https://www.in dianembassyb eirut.gov.in/pa ge/display/81/	Fully Met	3.85	AVAILABLE
1.6.2	Custodian of documents/categories	Fully Met	3.85	3.85	https://www.in dianembassyb eirut.gov.in/pa ge/display/81/	Not Met	0	NOT AVAILABLE
1.7	Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]							
1.7.1	Name of Boards, Council, Committee etc.	Not Applicable0		0	empty	Not Applicable0		NOT APPLICABLE
1.7.2	Composition	Not Applicable0		0	empty	Not Applicable0		NOT APPLICABLE
1.7.3	Dates from which constituted	Not Applicable0		0	empty	Not Applicable0		NOT APPLICABLE
1.7.4	Term/ Tenure	Not Applicable0		0	empty	Not Applicable0		NOT APPLICABLE
1.7.5	Powers and functions	Not Applicable0		0	empty	Not Applicable0		NOT

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								APPLICABLE
1.7.6	Whether their meetings are open to the public?	Not Applicable	0	0	empty	Not Applicable	0	NOT APPLICABLE
1.7.7	Whether the minutes of the meetings are open to the public?	Not Applicable	0	0	empty	Not Applicable	0	NOT APPLICABLE
1.7.8	Place where the minutes if open to the public are available?	Not Applicable	0	0	empty	Not Applicable	0	NOT APPLICABLE
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.indianembassybairut.gov.in/page/display/1#sectionContactDetails	Fully Met	3.85	AVAILABLE
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	https://www.indianembassybairut.gov.in/page/display/1#sectionContactDetails	Fully Met	3.85	AVAILABLE
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	Fully Met	3.85	3.85	https://www.indianembassybairut.gov.in/uploads/admin/files/salary(1).pdf	Fully Met	3.85	AVAILABLE
1.9.2	System of compensation as provided in its regulations	Not Applicable	0	0	empty	Not Applicable	0	NOT APPLICABLE
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	Fully Met	3.85	3.85	https://www.indianembassybairut.gov.in/	Fully Met	3.85	AVAILABLE

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	(APIO) & Appellate Authority				eirut.gov.in/page/display/81/			
1.10.2	Address, telephone numbers and email ID of each designated official.	Fully Met	3.85	3.85	https://www.indianembassyb eirut.gov.in/page/display/81/	Fully Met	3.85	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	Not Applicable	0	0	empty	Not Applicable	0	NOT APPLICABLE
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	Not Applicable	0	0	empty	Not Applicable	0	NOT APPLICABLE
1.12	Programmes to advance understanding of RTI(Section 26)							
1.12.1	Educational programmes	Not Applicable	0	0	empty	Not Applicable	0	NOT APPLICABLE
1.12.2	Efforts to encourage public authority to participate in these programmes	Not Applicable	0	0	empty	Not Applicable	0	NOT APPLICABLE
1.12.3	Training of CPIO/APIO	Fully Met	1.92	1.92	https://www.indianembassyb eirut.gov.in/page/display/81/	Not Applicable	0	NOT APPLICABLE
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Fully Met	1.92	1.92	https://www.indianembassyb eirut.gov.in/page/display/81/	Fully Met	1.92	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]	Not Applicable	0	0	empty	Not Applicable	0	NOT APPLICABLE
Total			69	69		65	62	
2	Budget and Programme							
2.1	Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc.[Section 4(1)(b)(xi)]							

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
2.1.1	Total Budget for the public authority	Fully Met	10	10.00	https://www.indianembassybeirut.gov.in/uploads/Budget2023-24.pdf	Fully Met	10.00	AVAILABLE
2.1.2	Budget for each agency and plan & programmes	Fully Met	10	10.00	https://www.indianembassybeirut.gov.in/uploads/Budget2023-24.pdf	Fully Met	10.00	AVAILABLE
2.1.3	Proposed expenditures	Fully Met	10	10.00	https://www.indianembassybeirut.gov.in/uploads/Budget2023-24.pdf	Fully Met	10.00	AVAILABLE
2.1.4	Revised budget for each agency, if any	Not Applicable	0	0	empty	Not Met	0	NOT Available
2.1.5	Report on disbursements made and place where the related reports are available	Not Applicable	0	0	empty	Not Applicable	0	NOT APPLICABLE
2.2	Foreign and domestic tours(F.No. 1/8/2012- IR dt. 11.9.2012)							
2.2.1	Budget	Fully Met	16.67	16.67	https://www.indianembassybeirut.gov.in/uploads/Budget2023-24.pdf	Fully Met	16.67	AVAILABLE
2.2.2	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	Fully Met	16.67	16.67	https://www.indianembassybeirut.gov.in/uploads/Budget2023-24.pdf	Not Met	0	Not Available
2.2.3	Information related to procurements- (a) Notice/tender enquires, and corrigenda if any	Fully Met	16.67	16.67	https://www.indianembassybeirut.gov.in/uploads/Budget2023-24.pdf	Fully Met	16.67	Available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	thereon, (b) Details of 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.				eirut.gov.in/uploads/Details%20of%20Tender%20published%20and%20award%20of%20Contracts.pdf			
2.3	Manner of execution of subsidy programme [Section 4(i)(b)(xii)]							
2.3.1	Name of the programme of activity	Not Applicable	0	0	empty	Not Applicable	0	NOT APPLICABLE
2.3.2	Objective of the programme	Not Applicable	0	0	empty	Not Applicable	0	NOT APPLICABLE
2.3.3	Procedure to avail benefits	Not Applicable	0	0	empty	Not Applicable	0	NOT APPLICABLE
2.3.4	Duration of the programme/ scheme	Not Applicable	0	0	empty	Not Applicable	0	NOT APPLICABLE
2.3.5	Physical and financial targets of the programme	Not Applicable	0	0	empty	Not Applicable	0	NOT APPLICABLE
2.3.6	Nature/ scale of subsidy /amount allotted	Not Applicable	0	0	empty	Not Applicable	0	NOT APPLICABLE
2.3.7	Eligibility criteria for grant of subsidy	Not Applicable	0	0	empty	Not Applicable	0	NOT APPLICABLE
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Not Applicable	0	0	empty	Not Applicable	0	NOT APPLICABLE
2.4	Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013]							
2.4.1	Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions	Not Applicable	0	0	empty	Not Applicable	0	NOT APPLICABLE
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Not Applicable	0	0	empty	Not Applicable	0	NOT APPLICABLE
2.5	Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]							
2.5.1	Concessions, permits or authorizations granted	Not Applicable	0	0	empty	Not Applicable	0	NOT

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	by public authority							APPLICABLE
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	NOT APPLICABLE
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.	Not Applicable	0	0	empty	Not Applicable	0	NOT APPLICABLE
Total			80	80		90	63	
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	Fully Met	12.5	12.50	https://mea.gov.in/acts-legislations-rules.htm?64/Acts,_Legislations__amp;_Rules	Fully Met	12.50	AVAILABLE
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	NOT APPLICABLE
3.1.3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	Not Applicable	0	0	empty	Not Applicable	0	NOT APPLICABLE
3.1.4	Public- private partnerships (PPP)- Detailed	Not Applicable	0	0	empty	Not Applicable	0	NOT

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	project reports (DPRs)							APPLICABLE
3.1.5	Public- private partnerships (PPP)- Concession agreements.	Not Applicable	0	0	empty	Not Applicable	0	NOT APPLICABLE
3.1.6	Public- private partnerships (PPP)- Operation and maintenance manuals	Not Applicable	0	0	empty	Not Applicable	0	NOT APPLICABLE
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	NOT APPLICABLE
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	NOT APPLICABLE
3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	Not Applicable	0	0	empty	Not Applicable	0	NOT APPLICABLE
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	NOT APPLICABLE
3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	Not Applicable	0	0	empty	Not Applicable	0	NOT APPLICABLE
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	Fully Met	16.67	16.67	All policy decisions taken by the Government of India can be accessed from links available under Links to India Tab of our website https://www.india	Not Applicable	0	NOT APPLICABLE

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>anembassybeirut.gov.inAlso, all policy decisions, government welfare schemes, activities, functions and other related information can be accessed by regularly visiting our website https://www.indianembassybeirut.gov.in and also by regularly following our social media account of Twitter India In Lebanon and by following our Facebook account India In Lebanon, Embassy of</p>			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
3.2.2	<p>Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive</p> <p>- Outline the Public consultation process</p>	Fully Met	16.67	16.67	<p>India, Beirut</p> <p>All policy decisions taken by the Government of India can be accessed from links available under Links to India Tab of our website https://www.indianembassybeirut.gov.in Also, all policy decisions, government welfare schemes, activities, functions and other related information can be accessed by regularly visiting our website https://www.indianembassybeirut.gov.in and</p>	Not Applicable	0	NOT APPLICABLE

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					also by regularly following our social media account of Twitter India In Lebanon and by following our Facebook account India In Lebanon, Embassy of India, Beirut			
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 consultation before formulation of policy	Fully Met	16.67	16.67	All policy decisions taken by the Government of India can be accessed from links available under Links to India Tab of our website https://www.indianembassybeirut.gov.in Also, all policy decisions, government welfare	Not Applicable	0	NOT APPLICABLE

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					schemes, activities, functions and other related information can be accessed by regularly visiting our website https://www.indianembassybeirut.gov.in and also by regularly following our social media account of Twitter India In Lebanon and by following our Facebook account India In Lebanon, Embassy of India, Beirut			
3.3	Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]							
3.3.1	Use of the most effective means of communication - Internet (website)	Fully Met	50	50.00	Details available at our website https://www.indi	Fully Met	50.00	AVAILABLE

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					anembassybei rut.gov.in			
3.4	Form of accessibility of information manual/ handbook[Section 4(1)(b)]							
3.4.1	Information manual/handbook available in Electronic format	Fully Met	25	25.00	Full text of the RTI Act available at https://rti.gov.in	Fully Met	25.00	AVAILABLE
3.4.2	Information manual/handbook available in Printed format	Fully Met	25	25.00	Full text of the RTI Act is available on https://rti.gov.in and please click on E-Citizen/Tenders Tab of website https://mea.gov.in	Fully Met	25.00	AVAILABLE
3.5	Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]							
3.5.1	List of materials available Free of cost	Fully Met	25	25.00	Full text of RTI Act is available on website https://rti.gov.in	Fully Met	25.00	AVAILABLE
3.5.2	List of materials available At a reasonable cost of the medium	Fully Met	25	25.00	https://www.indianembassybeirut.gov.in/page/display/81/	Fully Met	25.00	AVAILABLE
Total			213	213		163	163	
4	E-Governance							
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	Full text of the RTI Act is	Fully Met	14.29	AVAILABLE

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					available on https://rti.gov.in and please click on E-Citizen/Tenders Tab of website https://mea.gov.in			
4.1.2	Vernacular/ Local Language	Not Met	14.29	0	empty	Fully Met	14.29	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	Full text of the RTI Act is available on https://rti.gov.in and please click on E-Citizen/Tenders Tab of website https://mea.gov.in	Fully Met	28.57	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	Details available on Mission's website https://www.indianembassybeirut.gov.in/	Fully Met	9.52	AVAILABLE
4.3.2	Name/ title of the document/record/ other information	Fully Met	9.52	9.52	Details available on Mission website https://	Fully Met	9.52	AVAILABLE

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					/www.indiane mbassybeirut. gov.in/			
4.3.3	Location where available	Fully Met	9.52	9.52	Details available on Mission' website https:// /www.indiane mbassybeirut. gov.in/	Fully Met	9.52	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	Mission's website https:// /www.indiane mbassybeirut. gov.in/ has the required information	Fully Met	7.14	AVAILABLE
4.4.2	Details of information made available	Fully Met	7.14	7.14	Mission's website https:// /www.indiane mbassybeirut. gov.in/ has the required information	Fully Met	7.14	AVAILABLE
4.4.3	Working hours of the facility	Fully Met	7.14	7.14	Mission's website https:// /www.indiane mbassybeirut. gov.in/ has the required information	Fully Met	7.14	AVAILABLE

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.4.4	Contact person & contact details (Phone, fax email)	Fully Met	7.14	7.14	Mission's website https://www.indianembassybeirut.gov.in/ has the required information	Fully Met	7.14	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.indianembassybeirut.gov.in/uploads/admin/files/Grievance%20Redressal%20(2).pdf	Fully Met	3.57	AVAILABLE
4.5.2	Details of applications received under RTI and information provided	Fully Met	3.57	3.57	https://www.indianembassybeirut.gov.in/page/display/81/	Fully Met	3.57	AVAILABLE
4.5.3	List of completed schemes/ projects/ Programmes	Fully Met	3.57	3.57	https://www.indianembassybeirut.gov.in/page/display/81/	Not Applicable	0	NOT APPLICABLE
4.5.4	List of schemes/ projects/ programme underway	Fully Met	3.57	3.57	https://www.indianembassybeirut.gov.in/page/display/81/	Not Applicable	0	NOT APPLICABLE
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.indianembassybeirut.gov.in/files/Details%20of%20Current	Fully Met	3.57	AVAILABLE

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					%20Contracts%202023%20(1).pdf			
4.5.6	Annual Report	Fully Met	3.57	3.57	https://mea.gov.in/Annual_Reports.htm?dtl/36286/annual+report+2022+2023	Not Applicable	0	NOT APPLICABLE
4.5.7	Frequently Asked Question (FAQs)	Fully Met	3.57	3.57	https://www.indianembassybeirut.gov.in/page/display/15	Fully Met	3.57	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	Partially Met	3.57	1.79	https://www.indianembassybeirut.gov.in/uploads/admin/files/Citizen%20Charter%20-%20time%20limit.pdf	Fully Met	3.57	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.indianembassybeirut.gov.in/page/display/81/	Fully Met	14.29	AVAILABLE
4.6.2	Details of appeals received and orders issued	Fully Met	14.29	14.29	https://www.indianembassybeirut.gov.in/page/display/81/	Fully Met	14.29	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	Not Applicable	0	0	empty	Not Applicable	0	NOT

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								APPLICABLE
Total			171	155		161	161	
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.indianembassybairut.gov.in/page/display/81/	Fully Met	20.00	AVAILABLE
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.indianembassybairut.gov.in/uploads/admin/files/List%20of%20CPIO%20and%20FAA.pdf	Fully Met	20.00	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	Not Applicable	0	0	empty	Not Met	0	NOT 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	NOT APPLICABLE
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	NOT APPLICABLE
Total			40	40		60	40	
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	Fully Met	25	25.00	https://www.in	Partially Met	12.50	Partially

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	minimum resort to use of RTI Act to obtain information				dianembassyb eirut.gov.in/pa ge/display/81/			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 Met	12.5	0	empty	Not Met	0	Not Available
6.2.2	Does the website show the certificate on the Website?	Not Met	12.5	0	empty	Not Met	0	Not Available
Total			50	25		50	13	
Grand Total			623	582		589	501	