

Self appraisal report for Year (2024-25)

Auditor Agency: Killamsetty Prasanth Kumar(Directorate of Training (UTCS), GNCTD)

Ministry Name: UT of Delhi

Department Name:

Public Authority Name: Bhaskaracharya College of Applied Sciences

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	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://bcas.du.ac.in/	empty	Fully Met	1.28	OK
1.1.2	Head of the organization	Fully Met	1.28	1.28	https://bcas.du.ac.in/about/principals-message	empty	Fully Met	1.28	OK
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	https://bcas.du.ac.in/about/vision-mission	empty	Fully Met	1.28	OK
1.1.4	Function and duties	Fully Met	1.28	1.28	https://bcas.du.ac.in/docs/Mannual_1.pdf	empty	Fully Met	1.28	OK
1.1.5	Organization Chart	Fully Met	1.28	1.28	https://bcas.du.ac.in/about/organizational-chart	empty	Fully Met	1.28	OK
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	http://bcas.du.ac.in/about/staff-council	empty	Fully Met	1.28	OK
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	1.92	1.92	https://bcas.du.ac.in/docs/Mannual_2.pdf	empty	Fully Met	1.92	OK

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.2.2	Power and duties of other employees	Fully Met	1.92	1.92	https://bcas.du.ac.in/docs/Maemptynual_2.pdf		Fully Met	1.92	OK
1.2.3	Rules/ orders under which powers and duty derived and exercised	Fully Met	1.92	1.92	https://bcas.du.ac.in/about/professional-ethics		Fully Met	1.92	OK
1.2.4	Work allocation	Fully Met	1.92	1.92	https://bcas.du.ac.in/docs/Maemptynual_2.pdf		Fully Met	1.92	OK
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://bcas.du.ac.in/docs/Maemptynual_3.pdf		Fully Met	1.54	OK
1.3.2	Final decision making authority	Fully Met	1.54	1.54	https://bcas.du.ac.in/docs/Maemptynual_3.pdf		Fully Met	1.54	OK
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	https://bcas.du.ac.in/docs/Maemptynual_3.pdf		Fully Met	1.54	OK
1.3.4	Time limit for taking a decisions, if any	Fully Met	1.54	1.54	https://bcas.du.ac.in/docs/Maemptynual_3.pdf		Fully Met	1.54	OK
1.3.5	Channels of supervision and accountability	Fully Met	1.54	1.54	https://bcas.du.ac.in/docs/Maemptynual_3.pdf		Fully Met	1.54	OK
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://bcas.du.ac.in/	empty	Fully Met	1.54	OK
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	https://bcas.du.ac.in/docs/Maemptynual_4.pdf		Fully Met	1.54	OK
1.4.3	Process by which these services can be accessed	Fully Met	1.54	1.54	https://bcas.du.ac.in/	empty	Fully Met	1.54	OK
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	https://bcas.du.ac.in/	empty	Fully Met	1.54	OK
1.4.5	Process of redressal of grievances	Fully Met	1.54	1.54	http://bcas.du.ac.in/grievance	empty	Fully Met	1.54	OK
1.5	Acts, rules, regulations, instructions, manuals and records for discharging functions[Section 4(1)(b)(v)]								
1.5.1	Title and nature of the record/ manual /instruction.	Fully Met	2.6	2.60	https://bcas.du.ac.in/docs/Maemptynual_5.pdf		Fully Met	2.60	OK
1.5.2	List of Acts, rules, regulations, instructions, manuals and records.	Fully Met	2.6	2.60	https://bcas.du.ac.in/docs/Maemptynual_5.pdf		Fully Met	2.60	OK
1.5.3	Acts/ Rules/ manuals, etc.	Fully Met	2.6	2.60	https://bcas.du.ac.in/docs/Maemptynual_5.pdf		Fully Met	2.60	OK

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					nual_5.pdf				
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://bcas.du.ac.in/docs/Maemptynual_6-2025.pdf		Fully Met	3.85	OK
1.6.2	Custodian of documents/categories	Fully Met	3.85	3.85	https://bcas.du.ac.in/docs/Maemptynual_6-2025.pdf		Fully Met	3.85	OK
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.	Fully Met	0.96	0.96	http://bcas.du.ac.in/about/governing-body http://bcas.du.ac.in/about/staff-council	empty	Not Met	0	NOT FOUND
1.7.2	Composition	Fully Met	0.96	0.96	http://bcas.du.ac.in/about/governing-body http://bcas.du.ac.in/about/staff-council	empty	Not Met	0	NOT FOUND
1.7.3	Dates from which constituted	Fully Met	0.96	0.96	http://bcas.du.ac.in/about/staff-council https://docs.google.com/spreadsheets/d/e/2PACX-1vRa0JdNmh-4exCjIRN8WR7tJgYRKUnklbRmElgzXxOYb6q4BcppCC8kMaalL64-7mn3mAeBxMOogF_/pubhtml?gid=1873626248&single=true	empty	Not Met	0	NOT FOUND
1.7.4	Term/ Tenure	Fully Met	0.96	0.96	https://bcas.du.ac.in/	empty	Fully Met	0.96	OK
1.7.5	Powers and functions	Fully Met	0.96	0.96	https://bcas.du.ac.in/docs/Maemptynual_8.pdf	empty	Fully Met	0.96	OK
1.7.6	Whether their meetings are open to the public?	Not Applicable	0	0	empty	empty	Not Applicable	0	NOT APPLICABLE
1.7.7	Whether the minutes of the meetings are open to the public?	Fully Met	0.96	0.96	https://bcas.du.ac.in/about/governing-body https://bcas.du.ac.in/about/staff-council	empty	Not Met	0	NOT FOUND
1.7.8	Place where the minutes if open to the public are available?	Fully Met	0.96	0.96	https://bcas.du.ac.in/about/governing-body https://bcas.du.ac.in/about/staff-council	empty	Not Met	0	NOT FOUND

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					u.ac.in/about/staff-council				
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://bcas.du.ac.in/docs/Maempty nual_9_2025.pdf		Fully Met	3.85	OK
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	https://bcas.du.ac.in/docs/Maempty nual_9_2025.pdf		Fully Met	3.85	OK
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://bcas.du.ac.in/docs/Maempty nual_10%20-2025.pdf		Fully Met	3.85	OK
1.9.2	System of compensation as provided in its regulations	Fully Met	3.85	3.85	http://bcas.du.ac.in/	empty	Fully Met	3.85	OK
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 Officers (PIOs), Assistant Public Information Officer(s) & Appellate Authority	Fully Met	3.85	3.85	http://bcas.du.ac.in/rti	empty	Fully Met	3.85	OK
1.10.2	Address, telephone numbers and email ID of each designated official.	Fully Met	3.85	3.85	https://bcas.du.ac.in/docs/Maempty nual_16-2025.pdf		Fully Met	3.85	OK
1.11	Number of employees against whom disciplinary action has been proposed/ taken (F No. 1/6/2011- IR dt. 15.4.2013)								
1.11.1	Number of employees against whom disciplinary action has been (i) Pending for minor penalty or major penalty proceedings	Fully Met	3.85	3.85	Nil : Neither reported, nor pending	empty	Not Met	0	NOT FOUND
1.11.2	(ii) Finalised for minor penalty or major penalty proceedings	Fully Met	3.85	3.85	Nil : Neither reported, nor pending	empty	Not Met	0	NOT FOUND
1.12	Programmes to advance understanding of RTI(Section 26)								
1.12.1	Educational programmes	Fully Met	1.92	1.92	https://bcas.du.ac.in/rti/rti-certificates	empty	Fully Met	1.92	OK
1.12.2	Efforts to encourage public authority to participate in these programmes	Fully Met	1.92	1.92	https://bcas.du.ac.in/rti/rti-certificates	empty	Fully Met	1.92	OK
1.12.3	Training of CPIO/APIO	Fully Met	1.92	1.92	https://bcas.du.ac.in/docs/cerempty tificateRTI%202024%20RJ%		Fully Met	1.92	OK

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1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Fully Met	1.92	1.92	20and%20US.pdf https://bcas.du.ac.in/docs/RTI%20Guide_2013-issue.pdf https://bcas.du.ac.in/docs/Use%20manualRTI.pdf	empty	Not Met	0	NOT FOUND
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	empty	Not Applicable	0	NOT APPLICABLE
Total			91	91			91	77	
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)]								
2.1.1	Total Budget for the public authority	Fully Met	10	10.00	https://bcas.du.ac.in/docs/Mannual_11%202025.pdf	empty	Fully Met	10.00	OK
2.1.2	Budget for each agency and plan & programmes	Fully Met	10	10.00	https://bcas.du.ac.in/docs/Mannual_11%202025.pdf	empty	Fully Met	10.00	OK
2.1.3	Proposed expenditures	Fully Met	10	10.00	https://bcas.du.ac.in/docs/Mannual_11%202025.pdf	empty	Fully Met	10.00	OK
2.1.4	Revised budget for each agency, if any	Fully Met	10	10.00	https://bcas.du.ac.in/docs/Mannual_11%202025.pdf	empty	Fully Met	10.00	OK
2.1.5	Report on disbursements made and place where the related reports are available	Fully Met	10	10.00	https://bcas.du.ac.in/docs/Mannual_11%202025.pdf	empty	Fully Met	10.00	OK
2.1.6	Information related to procurements-(a) Notice/tender enquires, and corrigenda if any 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	Not Applicable	0	0	empty	empty	Not Applicable	0	NOT APPLICABLE

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	amount at which such procurement or works contract is to be executed.								
2.2	Foreign and domestic tours(F.No. 1/8/2012- IR dt. 11.9.2012)								
2.2.1	Budget	Not Applicable	0	0	empty	empty	Not Applicable	0	NOT APPLICABLE
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	Not Applicable	0	0	empty	empty	Not Applicable	0	NOT APPLICABLE
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	empty	Not Applicable	0	NOT APPLICABLE
2.3.2	Objective of the programme	Not Applicable	0	0	empty	empty	Not Applicable	0	NOT APPLICABLE
2.3.3	Procedure to avail benefits	Not Applicable	0	0	empty	empty	Not Applicable	0	NOT APPLICABLE
2.3.4	Duration of the programme/ scheme	Not Applicable	0	0	empty	empty	Not Applicable	0	NOT APPLICABLE
2.3.5	Physical and financial targets of the programme	Not Applicable	0	0	empty	empty	Not Applicable	0	NOT APPLICABLE
2.3.6	Nature/ scale of subsidy /amount allotted	Not Applicable	0	0	empty	empty	Not Applicable	0	NOT APPLICABLE
2.3.7	Eligibility criteria for grant of subsidy	Not Applicable	0	0	empty	empty	Not Applicable	0	NOT APPLICABLE
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Not Applicable	0	0	empty	empty	Not Applicable	0	NOT APPLICABLE

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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	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	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 by public authority	Fully Met	25	25.00	https://bcas.du.ac.in/docs/Mannual_13%20-2025.pdf	empty	Not Applicable	0	NOT 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	Fully Met	25	25.00	https://www.schoolchoice.in/campaigns/state-scholarships-delhi.php	empty	Fully Met	25.00	OK
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	empty	Not Applicable	0	NOT APPLICABLE
Total			100	100			75	75	
3	Publicity and 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	Not Applicable	0	0	empty	empty	Not Applicable	0	NOT APPLICABLE

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	accessed by citizens								
3.1.2	a) Arrangements for consultation with or representation by 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	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	empty	Not Applicable	0	NOT APPLICABLE
3.1.4	Public- Private Partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable	0	0	empty	empty	Not Applicable	0	NOT APPLICABLE
3.1.5	Public- Private Partnerships (PPP)- Concession agreements.	Not Applicable	0	0	empty	empty	Not Applicable	0	NOT APPLICABLE
3.1.6	Public- Private Partnerships (PPP)- Operation and maintenance manuals	Not Applicable	0	0	empty	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	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	empty	Not Applicable	0	NOT APPLICABLE
3.1.9	Public- Private Partnerships (PPP) -Information relating to outputs and outcomes	Not Applicable	0	0	empty	empty	Not Applicable	0	NOT APPLICABLE
3.1.10	Public- Private Partnerships (PPP) -	Not Applicable	0	0	empty	empty	Not Applicable	0	NOT

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	The process of the selection of the private sector party (concessionaire etc.)	cable					cable		APPLICABLE
3.1.11	Public- Private Partnerships (PPP) - All payment made under the PPP project	Not Applicable	0	0	empty	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	Not Applicable	0	0	empty	empty	Not Applicable	0	NOT APPLICABLE
3.2.2	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Outline the Public consultation process	Not Applicable	0	0	empty	empty	Not Applicable	0	NOT APPLICABLE
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	Not Applicable	0	0	empty	empty	Not Applicable	0	NOT APPLICABLE
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	https://bcas.du.ac.in	empty	Fully Met	50.00	OK
3.4	Form of accessibility of information manual/ handbook[Section 4(1)(b)]								
3.4.1	Information manual/handbook	Fully Met	25	25.00	http://bcas.du.ac.in/admissio	empty	Not Met	0	NOT FOUND

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	available in electronic format				ns http://bcas.du.ac.in/admissions/college-prospectus http://bcas.du.ac.in/rti/manuals http://bcas.du.ac.in/about/professional-ethics				
3.4.2	Information manual/handbook available in printed format	Fully Met	25	25.00	http://bcas.du.ac.in/admissions http://bcas.du.ac.in/admissions/college-prospectus http://bcas.du.ac.in/rti/manuals http://bcas.du.ac.in/about/professional-ethics	empty	Not Met	0	NOT FOUND
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	http://bcas.du.ac.in/admissions http://bcas.du.ac.in/admissions/college-prospectus http://bcas.du.ac.in/rti/manuals http://bcas.du.ac.in/about/professional-ethics	empty	Not Met	0	NOT FOUND
3.5.2	List of materials available at a reasonable cost of the medium	Fully Met	25	25.00	http://bcas.du.ac.in/admissions http://bcas.du.ac.in/admissions/college-prospectus http://bcas.du.ac.in/rti/manuals http://bcas.du.ac.in/about/professional-ethics	empty	Not Met	0	NOT FOUND
Total			150	150			150	50	
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	Hindi	Fully Met	9.52	9.52	https://bcas.du.ac.in/docs/rti-act%20in%20hindi.pdf	empty	Fully Met	9.52	OK
4.1.2	English	Fully Met	9.52	9.52	http://bcas.du.ac.in/admissions http://bcas.du.ac.in/admissions/college-prospectus http://bcas.du.ac.in/rti/manuals http://bcas.du.ac.in/about/professional-ethics	empty	Not Met	0	NOT FOUND

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[illegible]

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Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
6.2.1	Whether STQC certification obtained and its validity	Not Applicable	0	0	empty	empty	Not Applicable	0	NOT FOUND
6.2.2	Does the website show the certificate on the Website?	Not Applicable	0	0	empty	empty	Not Applicable	0	NOT FOUND
Total			25	25			25	25	
Grand Total			606	606			581	441	