

**Self appraisal report Of Public Authority By Auditor****Year(2021-22)**

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Sr. No	Details of disclosure	Total Marks	Select ed Category by PA	Marks Obtain ed by PA	Remarks by PA	Auditor Category	Auditor Marks	Auditor Remarks/URL
<b>1.1</b>	<b>Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]</b>							
1.1.1	Name and address of the Organization	1.28	Fully Met	1.28	www.bcas.du.ac.in	Fully Met	1.28	OK
1.1.2	Head of the organization	1.28	Fully Met	1.28	www.bcas.du.ac.in	Fully Met	1.28	OK
1.1.3	Vision, Mission and Key objectives	1.28	Fully Met	1.28	www.bcas.du.ac.in	Partiall y Met	0.64	Direct Link not availa ble
1.1.4	Function and duties	1.28	Fully Met	1.28	www.bcas.du.ac.in	Partiall y Met	0.64	Direct Link Not Availa ble
1.1.5	Organization Chart	1.28	Fully Met	1.28	www.bcas.du.ac.in	Partiall y Met	0.64	Direct Link Not Availa ble

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	1.28	Fully Met	1.28	www.bcas.du.ac.in	Partially Met	0.64	Direct Link Not Available
<b>1.2</b>	<b>Power and duties of its officers and employees[Section 4(1) (b)(ii)]</b>							
1.2.1	Powers and duties of officers (administrative, financial and judicial)	1.54	Fully Met	1.54	www.bcas.du.ac.in	Partially Met	0.77	Direct Link Not Available
1.2.2	Power and duties of other employees	1.54	Fully Met	1.54	www.bcas.du.ac.in	Partially Met	0.77	Direct Link Not Available
1.2.3	Rules/ orders under which powers and duty are derived and	1.54	Fully Met	1.54	As Per DU Rules	Fully Met	1.54	OK
1.2.4	Exercised	1.54	Fully Met	1.54	As Per DU Rules	Fully Met	1.54	OK
1.2.5	Work allocation	1.54	Fully Met	1.54	As Per DU Rules	Partially Met	0.77	Direct Link Not Available

<b>1.3 Procedure followed in decision making process [Section 4(1)(b)(iii)]</b>									
1.3.1	Process of decision making Identify key decision making points	1.54	Fully Met	1.54	As Per DU Rules	Fully Met	1.54	OK	
1.3.2	Final decision making authority	1.54	Fully Met	1.54	As Per DU Rules	Fully Met	1.54	OK	
1.3.3	Related provisions, acts, rules etc.	1.54	Fully Met	1.54	As Per DU Rules	Fully Met	1.54	OK	
1.3.4	Time limit for taking a decisions, if any	1.54	Fully Met	1.54	As Per DU Rules	Fully Met	1.54	OK	
1.3.5	Channel of supervision and accountability	1.54	Fully Met	1.54	www.bcas.du.ac.in	Fully Met	1.54	OK	
<b>1.4 Norms for discharge of functions[Section 4(1)(b)(iv)]</b>									
1.4.1	Nature of functions/services offered	1.54	Fully Met	1.54	www.bcas.du.ac.in	Fully Met	1.54	OK	
1.4.2	Norms/standards for functions/service delivery	1.54	Fully Met	1.54	www.bcas.du.ac.in	Fully Met	1.54	OK	
1.4.3	Process by which these services can be accessed	1.54	Fully Met	1.54	www.bcas.du.ac.in	Fully Met	1.54	OK	

1.4.4	Time-limit for achieving the targets	1.54	Fully Met	1.54	www.bcas.du.ac.in	Fully Met	1.54	OK
1.4.5	Process of redress of grievances	1.54	Fully Met	1.54	www.bcas.du.ac.in	Fully Met	1.54	OK
<b>1.5</b>	<b>Rules, regulations, instructions manual and records for discharging functions[Section 4(1)(b)(v)]</b>							
1.5.1	Title and nature of the record/manual /instruction.	1.92	Fully Met	1.92	As Per DU Rules	Fully Met	1.92	OK
1.5.2	List of Rules, regulations, instructions manuals and records.	1.92	Fully Met	1.92	As Per DU Rules	Fully Met	1.92	OK
1.5.3	Acts/ Rules manuals etc.	1.92	Fully Met	1.92	As Per DU Rules	Fully Met	1.92	OK
1.5.4	Transfer policy and transfer orders	1.92	Fully Met	1.92	Deputation Transfer as per DU Rules	Fully Met	1.92	OK
<b>1.6</b>	<b>Categories of documents held by the authority under its control[Section 4(1)(b)(vi)]</b>							
1.6.1	Categories of documents	3.85	Fully Met	3.85	College Admin	Fully Met	3.85	OK
1.6.2	Custodian of documents/categories	3.85	Fully Met	3.85	College Admin	Fully Met	3.85	OK
<b>1.7</b>	<b>Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]</b>							

1.7.1	Name of Boards, Council, Committee etc.	0.96	Fully Met	0.96	www.bcas.du.ac.in	Fully Met	0.96	OK
1.7.2	Composition	0.96	Fully Met	0.96	www.bcas.du.ac.in	Fully Met	0.96	OK
1.7.3	Dates from which constituted	0.96	Fully Met	0.96	www.bcas.du.ac.in	Fully Met	0.96	OK
1.7.4	Term/ Tenure	0.96	Fully Met	0.96	www.bcas.du.ac.in	Fully Met	0.96	OK
1.7.5	Powers and functions	0.96	Fully Met	0.96	As Per DU Rules	Fully Met	0.96	OK
1.7.6	Whether their meetings are open to the public?	0	Not Applicable	0		Not Applicable	0	OK
1.7.7	Whether the minutes of the meetings are open to the public?	0.96	Fully Met	0.96	www.bcas.du.ac.in	Fully Met	0.96	OK
1.7.8	Place where the minutes if open to the public are available?	0.96	Fully Met	0.96	www.bcas.du.ac.in	Fully Met	0.96	OK
<b>1.8</b>	<b>Directory of officers and employees[Section 4(1) (b) (ix)]</b>							
1.8.1	Name and designation	3.85	Fully Met	3.85	www.bcas.du.ac.in	Fully Met	3.85	OK
1.8.2	Telephone , fax and email ID	3.85	Fully Met	3.85	www.bcas.du.ac.in	Fully Met	3.85	OK

<b>1.9</b>	<b>Monthly Remuneration received by officers &amp; employees including system of compensation[Section 4(1) (b) (x)]</b>							
1.9.1	List of employees with Gross monthly remuneration	3.85	Fully Met	3.85	www.bcas.du.ac.in	Partially Met	1.93	Direct Link not Available
1.9.2	System of compensation as provided in its regulations	3.85	Fully Met	3.85	www.bcas.du.ac.in	Partially Met	1.93	Direct Link not Available
<b>1.10</b>	<b>Name, designation and other particulars of public information officers[Section 4(1) (b) (xvi)]</b>							
1.10.1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	3.85	Fully Met	3.85	www.bcas.du.ac.in	Fully Met	3.85	OK
1.10.2	Address, telephone numbers and email ID of each designated official.	3.85	Fully Met	3.85	www.bcas.du.ac.in	Fully Met	3.85	OK
<b>1.11</b>	<b>No. Of employees against whom Disciplinary action has been proposed/ taken(Section 4(2))</b>							

1.11.1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	3.85	Fully Met	3.85	No Case Pending	Fully Met	3.85	OK
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	3.85	Fully Met	3.85	No Case Pending	Fully Met	3.85	OK
<b>1.12</b>	<b>Programmes to advance understanding of RTI(Section 26)</b>							
1.12.1	Educational programmes	1.92	Fully Met	1.92	Time to Time	Fully Met	1.92	OK
1.12.2	Efforts to encourage public authority to participate in these programmes	1.92	Fully Met	1.92	Time to Time	Fully Met	1.92	OK
1.12.3	Training of CPIO/APIO	1.92	Fully Met	1.92	Time to Time	Fully Met	1.92	OK
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	1.92	Fully Met	1.92	Time to Time	Fully Met	1.92	OK
<b>1.13</b>	<b>Transfer policy and transfer orders[F No. 1/6/2011- IR dt. 15.4.2013]</b>							

1.13.1	Transfer Policy And Transfer Orders[F No. 1/6/2011-IR Dt. 15.4.2013]	7.69	Fully Met	7.69	Deputation Transfer as per DU Rules	Fully Met	7.69	OK
<b>Total</b>		<b>99</b>		<b>99</b>		<b>99</b>	<b>90</b>	
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Sr. No	Details of disclosure	Total Marks	Select ed Category by PA	Marks Obtain ed by PA	Remarks by PA	Auditor Category	Auditor Marks	Auditor Remarks/URL
<b>2.1</b>	<b>Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc.[Section 4(1)(b)(xi)]</b>							
2.1.1	Total Budget for the public authority	10	Fully Met	10.00	College Accounts	Fully Met	10.00	ok
2.1.2	Budget for each agency and plan & programmes	10	Fully Met	10.00	College Accounts	Fully Met	10.00	ok
2.1.3	Proposed expenditures	10	Fully Met	10.00	College Accounts	Fully Met	10.00	ok
2.1.4	Revised budget for each agency, if any	10	Fully Met	10.00	College Accounts	Fully Met	10.00	ok
2.1.5	Report on disbursements made and place where the related reports are available	10	Fully Met	10.00	College Accounts	Fully Met	10.00	ok
<b>2.2</b>	<b>Foreign and domestic tours(F.No. 1/8/2012- IR dt. 11.9.2012)</b>							
2.2.1	Budget	0	Not Applicable	0		Not Applicable	0	ok

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	0	Not Applicable	0		Not Applicable	0	ok
2.2.3		0	Not Applicable	0		Not Applicable	0	ok

	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 amount at which such procurement or works contract is to be executed.							
<b>2.3</b>	<b>Manner of execution of subsidy programme [Section 4(i)(b)(xii)]</b>							
2.3.1	Name of the programme of activity <input type="text" value="0"/>	Not Applicable	<input type="text" value="0"/>			Not Applicable	0	ok
2.3.2	Objective of the programme <input type="text" value="0"/>	Not Applicable	<input type="text" value="0"/>			Not Applicable	0	ok
2.3.3	Procedure to avail benefits <input type="text" value="0"/>	Not Applicable	<input type="text" value="0"/>			Not Applicable	0	ok
2.3.4	Duration of the programme/scheme <input type="text" value="0"/>	Not Applicable	<input type="text" value="0"/>			Not Applicable	0	ok

2.3.5	Physical and financial targets of the programme	<input type="text" value="0"/>	Not Applicable	<input type="text" value="0"/>		Not Applicable	0	ok
2.3.6	Nature/ scale of subsidy /amount allotted	<input type="text" value="0"/>	Not Applicable	<input type="text" value="0"/>		Not Applicable	0	ok
2.3.7	Eligibility criteria for grant of subsidy	<input type="text" value="0"/>	Not Applicable	<input type="text" value="0"/>		Not Applicable	0	ok
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	<input type="text" value="0"/>	Not Applicable	<input type="text" value="0"/>		Not Applicable	0	ok
<b>2.4</b>	<b>Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013]</b>							
2.4.1	Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions	<input type="text" value="0"/>	Not Applicable	<input type="text" value="0"/>		Not Applicable	0	ok
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	<input type="text" value="0"/>	Not Applicable	<input type="text" value="0"/>		Not Applicable	0	ok
<b>2.5</b>	<b>Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]</b>							

2.5.1	Concessions, permits or authorizations granted by public authority	Not Applicable	0		Not Applicable	0	ok
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		Not Applicable	0	ok
<b>2.6</b>	<b>CAG &amp; PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]</b>						
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		Not Applicable	0	ok

<b>Total</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>
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Sr. No	Details of disclosure	Total Marks	Select ed Category by PA	Marks Obtained by PA	Remarks by PA	Auditor Category	Auditor Marks	Auditor Remarks/URL
<b>3.1</b>	<b>Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation thereof [Section 4(1)(b)(vii)] [F No 1/6/2011-IR dt. 15.04.2013]</b>							
3.1.1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	0	Not Applicable	0		Not Applicable	0	ok

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		Not Applicable	0	ok
3.1.3	Public-private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	Not Applicable	0		Not Applicable	0	ok
3.1.4	Public-private partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable	0		Not Applicable	0	ok
3.1.5	Public-private partnerships (PPP)- Concession agreements.	Not Applicable	0		Not Applicable	0	ok



3.1.6	Public-private partnerships (PPP)- Operation and maintenance manuals	<input type="text" value="0"/>	Not Applicable	<input type="text" value="0"/>		Not Applicable	0	ok
3.1.7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	<input type="text" value="0"/>	Not Applicable	<input type="text" value="0"/>		Not Applicable	0	ok
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	<input type="text" value="0"/>	Not Applicable	<input type="text" value="0"/>		Not Applicable	0	ok
3.1.9	Public-private partnerships (PPP) - Information relating to outputs and outcomes	<input type="text" value="0"/>	Not Applicable	<input type="text" value="0"/>		Not Applicable	0	ok
3.1.10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.)	<input type="text" value="0"/>	Not Applicable	<input type="text" value="0"/>		Not Applicable	0	ok

3.1.11	Public-private partnerships (PPP) - All payment made under the PPP project	0	Not Applicable	0		Not Applicable	0	ok
<b>3.2</b>	<b>Are the details of policies / decisions, which affect public, informed to them[Section 4(1) (c)]</b>							
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	0	Not Applicable	0		Not Applicable	0	ok
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	0	Not Applicable	0		Not Applicable	0	ok

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	0	Not Applicable	0		Not Applicable	0	ok
<b>3.3</b>	<b>Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]</b>							
3.3.1	Use of the most effective means of communication - Internet (website)	50	Fully Met	50.00	www.bcas.du.ac.in	Fully Met	50.00	ok
<b>3.4</b>	<b>Form of accessibility of information manual/ handbook[Section 4(1)(b)]</b>							
3.4.1	Information manual/handbook available in Electronic format	25	Fully Met	25.00	www.bcas.du.ac.in	Fully Met	25.00	ok
3.4.2	Information manual/handbook available in Printed format	25	Fully Met	25.00	College Admin	Fully Met	25.00	ok
<b>3.5</b>	<b>Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]</b>							

3.5.1	List of materials available Free of cost	25	Fully Met	25.00	www.bcas.du.ac.in	Fully Met	25.00	ok
3.5.2	List of materials available At a reasonable cost of the medium	25	Fully Met	25.00	College Admin	Fully Met	25.00	ok
<b>Total</b>		<b>150</b>		<b>150</b>		<b>150</b>	<b>150</b>	
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Sr. No	Details of disclosure	Total Marks	Select ed Category by PA	Marks Obtain ed by PA	Remarks by PA	Auditor Category	Auditor Marks	Auditor Remarks/URL
<b>4.1</b>	<b>Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]</b>							
4.1.1	English	14.29	Fully Met	14.29	www.bcas.du.ac.in	Fully Met	14.29	ok
4.1.2	Vernacular/ Local Language	14.29	Fully Met	14.29	College Admin	Fully Met	14.29	ok
<b>4.2</b>	<b>When was the information Manual/Handbook last updated?[F No. 1/6/2011-IR dt 15.4.2013]</b>							
4.2.1	Last date of Annual updation	28.57	Fully Met	28.57	February 2020	Fully Met	28.57	ok
<b>4.3</b>	<b>Information available in electronic form[Section 4(1)(b)(xiv)]</b>							
4.3.1	Details of information available in electronic form	9.52	Fully Met	9.52	www.bcas.du.ac.in	Fully Met	9.52	ok
4.3.2	Name/ title of the document/Record/ other information	9.52	Fully Met	9.52	www.bcas.du.ac.in	Fully Met	9.52	ok
4.3.3	Location where available	9.52	Fully Met	9.52	www.bcas.du.ac.in	Fully Met	9.52	ok
<b>4.4</b>	<b>Particulars of facilities available to citizen for obtaining information[Section 4(1)(b)(xv)]</b>							

4.4.1	Name & location of the faculty	7.14	Fully Met	7.14	www.bcas.du.ac.in	Fully Met	7.14	ok
4.4.2	Details of information made available	7.14	Fully Met	7.14	www.bcas.du.ac.in	Fully Met	7.14	ok
4.4.3	Working hours of the faculty	7.14	Fully Met	7.14	www.bcas.du.ac.in	Fully Met	7.14	ok
4.4.4	Contact person & contact details (Phone, fax email)	7.14	Fully Met	7.14	www.bcas.du.ac.in	Fully Met	7.14	ok
<b>4.5</b>	<b>Such other information as may be prescribed under Section 4(i) (b)(xvii)</b>							
4.5.1	Grievance redressal mechanism	3.57	Fully Met	3.57	www.bcas.du.ac.in	Fully Met	3.57	ok
4.5.2	Details of applications received under RTI and information provided	3.57	Fully Met	3.57	College Admin	Fully Met	3.57	ok
4.5.3	List of completed schemes/projects/ Programmes	3.57	Fully Met	3.57	College Admin	Fully Met	3.57	ok
4.5.4	List of schemes/projects/ programme underway	3.57	Fully Met	3.57	www.bcas.du.ac.in	Fully Met	3.57	ok

4.5.5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	3.57	Fully Met	3.57	www.bcas.du.ac.in	Fully Met	3.57	ok
4.5.6	Annual Report	3.57	Fully Met	3.57	www.bcas.du.ac.in	Fully Met	3.57	ok
4.5.7	Frequently Asked Question (FAQs)	3.57	Fully Met	3.57	www.bcas.du.ac.in	Fully Met	3.57	ok
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	3.57	Fully Met	3.57	www.bcas.du.ac.in	Fully Met	3.57	ok
<b>4.6</b>	<b>Receipt &amp; Disposal of RTI applications &amp; appeals [F.No 1/6/2011-IR dt. 15.04.2013]</b>							
4.6.1	Details of applications received and disposed	14.29	Fully Met	14.29	College Admin	Fully Met	14.29	ok

4.6.2	Details of appeals received and orders issued	14.29	Fully Met	14.29	College Admin	Fully Met	14.29	ok
<b>4.7</b>	<b>Replies to questions asked in the parliament[Section 4(1)(d)(2)]</b>							
4.7.1	Details of questions asked and replies given	28.57	Fully Met	28.57	College Admin	Fully Met	28.57	ok
<b>Total</b>		<b>200</b>		<b>200</b>		<b>200</b>	<b>200</b>	
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Sr. No	Details of disclosure	Total Marks	Select ed Category by PA	Marks Obtain ed by PA	Remarks by PA	Auditor Category	Auditor Marks	Auditor Remarks/URL
<b>5.1</b>	<b>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]</b>							
5.1.1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1.1.2015	20	Fully Met	20.00	www.bcas.du.ac.in	Fully Met	20.00	ok
5.1.2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the audit carried out	20	Fully Met	20.00	College Admin	Fully Met	20.00	ok

5.1.3	Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD - (a) <input type="text" value="0"/> Date of appointment , (b) Name & Designation of the officers	Not Applicable	<input type="text" value="0"/>		Not Applicable	0	ok
5.1.4	Consultancy committee of key stakeholders for advice on suo-motu disclosure - (a) Dates from which constituted, (b) Name & Designation of the officers	Not Applicable	<input type="text" value="0"/>		Not Applicable	0	ok
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	<input type="text" value="0"/>		Not Applicable	0	ok
<b>Total</b>	<b>40</b>		<b>40</b>		<b>40</b>	<b>40</b>	

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**Self appraisal report Of Public Authority By Auditor****Year(2021-22)**

Year:\*

2021-2022



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Sr. No	Details of disclosure	Total Marks	Select ed Category by PA	Marks Obtain ed by PA	Remarks by PA	Auditor Category	Auditor Marks	Auditor Remarks/URL
<b>6.1</b>	<b>Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information</b>							
6.1.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	25	Fully Met	25.00	www.bcas.du.ac.in	Fully Met	25.00	ok
<b>6.2</b>	<b>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</b>							
6.2.1	Whether STQC certification obtained and its validity	0	Not Applicable	0		Not Applicable	0	ok
6.2.2	Does the website show the certificate on the Website?	0	Not Applicable	0		Not Applicable	0	ok
<b>Total</b>		<b>25</b>		<b>25</b>		<b>25</b>	<b>25</b>	

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