



**INDIAN INSTITUTE OF PUBLIC ADMINISTRATION
PUDUCHERRY REGIONAL BRANCH, PUDUCHERRY**

**Third Party Transparency Audit under the RTI Act, 2005
Fire Service Department
Government of Puducherry – 2023-2024**

Summary Report

All the public authorities should proactively disclose the information under the Right to Information Act. Section 4, which will help bring transparency in the administration.

We appreciate the sincere efforts of the Fire Service Department, Government of Puducherry as a Public Authority for sharing requested information on the website to maintain transparency.

During Auditing it is observed that the information related to few areas have to be shared on the website:

- ❖ The information required under Section 4(1)(b) of the RTI Act and guidelines by the organization is satisfactory. Website is being used as an effective medium for Dissemination of information.
- ❖ The information required to be proactively disclosed under the Act and guidelines should be disclosed completely and entirely in quality and quantity to enhance transparency and openness.
- ❖ Channel of supervision and accountability in the decision making process is required to be disclosed
- ❖ A simplified version of the Grievance Redressal Mechanism and Frequently Questions Asked for the benefit to citizen needs to be upload in the website.
- ❖ Category wise/ section-wise details of the documents which are under the Control/dealt by the authority need to uploaded on the website along with the details of the officials who are custodian of the document.
- ❖ The Public Authority is always encourage and organize programmes related to RTI Act. Public Authority is encourage to attend RTI programmes to update their knowledge in RTI Act and these programmes can be mention / display in the website.
- ❖ The department should obtain STQC certification and upload the certificate on the Website.

- ❖ To maintain the reliability of information, timely updating of the information is must. Therefore, it is required that a system is created for automatic updation of information, based on key word outputs. The date of last and next updation should be displayed on the front and last page of the RTI Manual in the website.

It is suggested that the Public Authority of Fire Service Department, Government of Puducherry, may take necessary action to disclose the above discussed information on the website as per the Section 4 of the RTI Act.

20th September, 2024



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A handwritten signature in black ink, appearing to be "D. Jayavijayan".

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