

Self appraisal report for Year (2023-24)

Auditor Agency: Sunil Dutt(National Institute of Technical Teachers Training & Research (Ministry of Education, Govt. of India), Sector-26, Chandigarh 160 019 (India).)

Ministry Name: Ministry of Finance

Department Name: Department of Financial Services

Public Authority Name: Prathama UP Gramin Bank

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	Bank's Official website www.prathamaupbank.com	Fully Met	1.28	https://prathamaupbank.com/ ; https://prathamaupbank.com/Page_RTI.aspx
1.1.2	Head of the organization	Fully Met	1.28	1.28	Bank's Official website www.prathamaupbank.com	Fully Met	1.28	https://prathamaupbank.com/Corporate_Executives.aspx
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	Bank's Official website www.prathamaupbank.com	Fully Met	1.28	https://prathamaupbank.com/Page_RTI.aspx ; https://prathamaupbank.com/vision_mission.aspx
1.1.4	Function and duties	Fully Met	1.28	1.28	Public can	Fully Met	1.28	Same as

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					refer to the caption 'About us', and 'Important Links'- BR act 1949 & PUPGB SERVICE REGULATIONS 2010 of Bank's official website https://prathamaupbank.com/Important_Links.aspx			above
1.1.5	Organization Chart	Fully Met	1.28	1.28	Bank's Official website www.prathamaupbank.com	Fully Met	1.28	Same as above
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	BOARD, ACB, SCB, ALCO, CRMC, Customer Service Committee, IT Steering Committee etc. are constituted from time to time.	Fully Met	1.28	Same as above

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
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	All the officers have certain financial powers and administrative powers depending upon their positions. The delegation of financial powers of various grades of officials is decided by the Board which are revised from time to time, depending upon the organization`s requirement and also Government / RBI guidelines. The concerned sanctioning	Fully Met	1.54	https://prathamapbank.com/Page_RTI.aspx

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					<p>authority takes a decision within their vested power. Public can refer to the caption 'Important Links'- PUPGB SERVICE REGULATIONS 2010 of Bank's official website https://prathamaupbank.com/Important_Links.aspx</p>			
1.2.2	Power and duties of other employees	Fully Met	1.54	1.54	<p>The powers and duties of officers and employees are decided by the Board of Directors and in terms of PRATHAMA U.P. GRAMIN BANK</p>	Fully Met	1.54	Same as above

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					(OFFICER AND EMPLOYEE) SERVICE REGULATION, 2010 and Memorandum of Understanding / Agreements with majority unions. Public can refer to the caption 'Important Links'- BR act 1949 & PUPGB SERVICE REGULATIONS 2010 of Bank's official website https://prathamaupbank.com/Important_Links.aspx			
1.2.3	Rules/ orders under which powers and duty are derived and	Fully Met	1.54	1.54	Best Practice Code (Manual of Instructions) on all our	Fully Met	1.54	Same as above

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					products, periodical circulars, Hand books, Policy Guidelines etc., is made available to all employees for discharging various functions.			
1.2.4	Exercised	Fully Met	1.54	1.54	Powers and duties are being excersized as per Bank guidelines issued to concerned officer/ employee time to time.	Fully Met	1.54	Same as above
1.2.5	Work allocation	Fully Met	1.54	1.54	"All officers/ workmen are allocated work/ duties as per their position in Branches/ Regional Offices/	Fully Met	1.54	Same as above

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					APCs/ RAPCs/ Head Offices/ Other offices etc. The same is being amended time to time as per administrative requirement.			
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	There is a well defined system in the Bank regarding the decision making process. Financial decisions are taken at various levels by different officials depending upon their positions and also through committee approach. Branches will	Fully Met	1.54	https://prathamaupbank.com/Page_RTI.aspx

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>source the applications and forward them to the respective offices for their consideration, where discretionary power is exceeds. Further, there is a well-defined organisational structure and a clear system of accountability and control system, which also take into account the RBI / CVC / SEBI guidelines. Public may also refer Bank's official website https://www.pratham</p>			

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					aupbank.com under caption 'Important link'			
1.3.2	Final decision making authority	Fully Met	1.54	1.54	There is a well defined system in the Bank regarding the decision making process. Financial decisions are taken at various levels by different officials depending upon their positions and also through committee approach. Branches will source the applications and forward them to the respective offices for their consideration,	Fully Met	1.54	Same as above

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>where discretionary power is exceeds. Further, there is a well-defined organisational structure and a clear system of accountability and control system, which also take into account the RBI / CVC / SEBI guidelines. Public may also refer Bank's official website https://www.prathamapbank.com under caption 'Important link'</p>			
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	There is a well defined system in the Bank regarding the	Fully Met	1.54	Same as above

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					decision making process. Financial decisions are taken at various levels by different officials depending upon their positions and also through committee approach. Branches will source the applications and forward them to the respective offices for their consideration, where discretionary power is exceeds. Further, there is a well-defined organisational			

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					structure and a clear system of accountability and control system, which also take into account the RBI / CVC / SEBI guidelines. Public may also refer Bank's official website https://www.prathamaupbank.com under caption 'Important link'			
1.3.4	Time limit for taking a decisions, if any	Fully Met	1.54	1.54	There is a well defined system in the Bank regarding the decision making process. Financial decisions are taken at various levels by different	Fully Met	1.54	Same as above

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					<p>officials depending upon their positions and also through committee approach. Branches will source the applications and forward them to the respective offices for their consideration, where discretionary power is exceeds. Further, there is a well-defined organisational structure and a clear system of accountability and control system, which also take into account the</p>			

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					RBI / CVC / SEBI guidelines. Public may also refer Bank's official website https://www.prathamaupbank.com under caption 'Important link'			
1.3.5	Channel of supervision and accountability	Fully Met	1.54	1.54	Bank's Official website www.prathamaupbank.com	Fully Met	1.54	Same as above
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	Public may contact to any of our nearest branch for any product/ services, we have offered. However, certain information on Deposit, Loan & other Products, Rol on advance and deposits, scheme,	Fully Met	1.54	https://prathamaupbank.com/Page_RTI.aspx

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					guidelines, eligibility etc., are available on Bank's official website https://www.prathamaupbank.com under caption 'Products'			
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	Public may contact to any of our nearest branch for any product/ services, we have offered. However, certain information on Deposit, Loan & other Products, Rol on advance and deposits, scheme, guidelines, eligibility etc., are available on Bank's official website https://	Fully Met	1.54	Same as above

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					/www.pratham aupbank.com under caption 'Products'			
1.4.3	Process by which these services can be accessed	Fully Met	1.54	1.54	Public may contact to any of our nearest branch for any product/ services, we have offered. However, certain information on Deposit, Loan & other Products, Rol on advance and deposits, scheme, guidelines, eligibility etc., are available on Bank's official website https://www.prathamaupbank.com under caption 'Products'	Fully Met	1.54	Same as above
1.4.4	Time-limit for achieving the targets	Not Applicable	0	0	empty	Partially Met	0.77	Prathama UP Gramin Bank,

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								Moradabad is advised to provide/upload complete detail
1.4.5	Process of redress of grievances	Fully Met	1.54	1.54	Bank's Official website www.prathamaupbank.com	Fully Met	1.54	https://prathamaupbank.com/Page_RTI.aspx ; https://prathamaupbank.com/Grievance.aspx
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	Bank's Official website www.prathamaupbank.com	Fully Met	1.92	https://prathamaupbank.com/Page_RTI.aspx
1.5.2	List of Rules, regulations, instructions manuals and records.	Fully Met	1.92	1.92	Bank's Official website www.prathamaupbank.com	Fully Met	1.92	Same as above
1.5.3	Acts/ Rules manuals etc.	Fully Met	1.92	1.92	Bank's Official website www.prathamaupbank.com	Fully Met	1.92	Same as above
1.5.4	Transfer policy and transfer orders	Not Met	1.92	0	empty	Partially Met	0.96	Now partially available at: https://prathamaupbank.com/Page_RTI.aspx ; https://prathamaupbank.com

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								m/Writereaddata/Downloads/TRANSFER_POLICY.pdf; It is advised to provide/upload transfer orders
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	Documents executed by individuals may be reviewed or obtained directly at the relevant offices such as Branches, Regional Offices, Head Office, or from the PIO/CPIO after establishing the individual's identity as the same person. However, these documents	Fully Met	3.85	https://prathamapbank.com/Page_RTI.aspx

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					cannot be shared with Public/ others in accordance with Section 8(1)(e) of the RTI Act.			
1.6.2	Custodian of documents/categories	Fully Met	3.85	3.85	Documents/ information are accessible at our Branches/ Regional Offices/ Head Office as pertains in both physical and electronic formats.	Fully Met	3.85	Same as above
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	Bank's Official website www.prathamaupbank.com	Fully Met	0.96	https://prathamaupbank.com/Page_RTI.aspx
1.7.2	Composition	Fully Met	0.96	0.96	Bank's Official website www.prathamaupbank.com	Fully Met	0.96	Same as above
1.7.3	Dates from which constituted	Fully Met	0.96	0.96	Bank's Official website www.prathamaupbank.com	Fully Met	0.96	Same as above

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1.7.4	Term/ Tenure	Fully Met	0.96	0.96	Bank's Official website www.prathamaupbank.com	Fully Met	0.96	Same as above
1.7.5	Powers and functions	Fully Met	0.96	0.96	Bank's Official website www.prathamaupbank.com	Fully Met	0.96	Same as above
1.7.6	Whether their meetings are open to the public?	Partially Met	0.96	0.48	Public are not entitled to participate on the above committee meetings and minutes are not accessible to public.	Partially Met	0.48	Same as above; Prathama UP Gramin Bank, Moradabad is advised to provide/upload complete detail
1.7.7	Whether the minutes of the meetings are open to the public?	Partially Met	0.96	0.48	"Public can also refer to the caption corporate governance for various committees under the Investor Info for more information about the committees. (Board of the Bank is	Partially Met	0.48	Same as above

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					<p>constituted under the section 30 of the Regional Rural Banks Act, 1976 (21 of 1976). Various committees, as per the requirements of the Bank, are formed as per the approval of the Board or by the top management, as per the powers delegated by the Board. Public are not entitled to participate in the meetings of the Board/ committees and minutes are not accessible to the public.)"</p>			

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1.7.8	Place where the minutes if open to the public are available?	Not Applicable	0	0	empty	Partially Met	0.48	Same as above
1.8	Directory of officers and employees[Section 4(1) (b) (ix)]							
1.8.1	Name and designation	Fully Met	3.85	3.85	Bank's Official website www.prathamaupbank.com	Fully Met	3.85	https://prathamaupbank.com/Page_RTI.aspx
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	Public can refer 'Our Banking Outlets' section mentioned on Bank's official website https://www.prathamaupbank.com	Fully Met	3.85	Same as above
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	Bank's Official website www.prathamaupbank.com	Partially Met	1.93	https://prathamaupbank.com/Page_RTI.aspx ; Prathama UP Gramin Bank, Moradabad is advised to provide/upload complete detail
1.9.2	System of compensation as provided in its regulations	Fully Met	3.85	3.85	As regards the remuneration	Fully Met	3.85	Same as above

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					of other officers/ employees, the same is fixed as per the service regulations / settlements reached with unions.			
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 (APIO) & Appellate Authority	Fully Met	3.85	3.85	Bank's Official website www.prathamaupbank.com	Fully Met	3.85	https://prathamaupbank.com/Page_RTI.aspx
1.10.2	Address, telephone numbers and email ID of each designated official.	Fully Met	3.85	3.85	Bank's Official website www.prathamaupbank.com	Fully Met	3.85	Same as above
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	Fully Met	3.85	3.85	42	Fully Met	3.85	https://prathamaupbank.com/Page_RTI.aspx
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	Fully Met	3.85	3.85	104	Fully Met	3.85	Same as above
1.12	Programmes to advance understanding of RTI(Section 26)							
1.12.1	Educational programmes	Fully Met	1.92	1.92	Information/ understanding about RTI Act 2005 is provided/	Fully Met	1.92	https://prathamaupbank.com/Page_RTI.aspx

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					imparted in the following training programs: 1. Induction training programs for Management Trainees & Clerical staff. 2. Pre-promotion training program for officers & clerical staff, under specific categories, as per statutory guidelines.			
1.12.2	Efforts to encourage public authority to participate in these programmes	Fully Met	1.92	1.92	Information/ understanding about RTI Act 2005 is provided/ imparted in the following training programs: 1. Induction training programs for	Fully Met	1.92	Same as above

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					Management Trainees & Clerical staff. 2. Pre-promotion training program for officers & clerical staff, under specific categories, as per statutory guidelines.			
1.12.3	Training of CPIO/APIO	Not Applicable	0	0	empty	Not Met	0	Prathama UP Gramin Bank, Moradabad is advised to provide training to CPIO/APIO
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Fully Met	1.92	1.92	Bank's Official website www.prathamaupbank.com	Fully Met	1.92	Guidelines on RTI are updated and published on regular intervals; Last update is as on 01.05.2024
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 Met	7.69	0	empty	Partially Met	3.85	Now partially available at: https://prathama

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								upbank.com/Page_RTI.aspx ; https://prathamaupbank.com/Writereaddata/Downloads/TRANSFERS_POLICY.pdf; It is advised to provide/upload transfer orders
Total			96	85		100	89	
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	Not Applicable	0	0	empty	Fully Met	10.00	Now available at: https://prathamaupbank.com/Page_RTI.aspx; https://prathamaupbank.com/AnnualReport.aspx
2.1.2	Budget for each agency and plan & programmes	Not Applicable	0	0	empty	Partially Met	5.00	Prathama UP Gramin Bank, Moradabad is advised to provide/upload complete detail
2.1.3	Proposed expenditures	Not Applicable	0	0	empty	Partially Met	5.00	Same as

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2.1.4	Revised budget for each agency, if any	Not Applicable	0	0	empty	Partially Met	5.00	Same as above
2.1.5	Report on disbursements made and place where the related reports are available	Not Applicable	0	0	empty	Partially Met	5.00	Same as above
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	Fully Met	16.67	Now available at: https://prathamaupbank.com/Page_RT1.aspx
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	Fully Met	16.67	Same as above
2.2.3	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.	Fully Met	16.67	16.67	Public may refer Bank's official website www.prathamaupbank.com under section 'Latest Notice'.	Fully Met	16.67	Same as above
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	As per Prathama UP Gramin Bank, Moradabad, it is NOT

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2.3.2	Objective of the programme	Not Applicable	0	0	empty	Not Applicable	0	Same as above
2.3.3	Procedure to avail benefits	Not Applicable	0	0	empty	Not Applicable	0	Same as above
2.3.4	Duration of the programme/ scheme	Not Applicable	0	0	empty	Not Applicable	0	Same as above
2.3.5	Physical and financial targets of the programme	Not Applicable	0	0	empty	Not Applicable	0	Same as above
2.3.6	Nature/ scale of subsidy /amount allotted	Not Applicable	0	0	empty	Not Applicable	0	Same as above
2.3.7	Eligibility criteria for grant of subsidy	Not Applicable	0	0	empty	Not Applicable	0	Same as above
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Not Applicable	0	0	empty	Not Applicable	0	Same as above
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	As per Prathama UP Gramin Bank, Moradabad, it is NOT applicable
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Fully Met	25	25.00	https://prathamaupbank.com/AnnualReport.aspx	Not Applicable	0	Same as above
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	Not Applicable	0	0	empty	Fully Met	25.00	Now available at: https://prathamaupbank.com/Page_RTl.aspx

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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	Partially Met	12.50	Prathama UP Gramin Bank, Moradabad is advised to provide/upload complete detail
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	Fully Met	50.00	Now partially available at: https://prathamaupbank.com/Page_RTI.aspx
Total			42	42		200	168	
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 thereof [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	Bank's Official website www.prathamaupbank.com	Fully Met	12.50	https://prathamaupbank.com/Page_RTI.aspx
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	Fully Met	12.5	12.50	Bank's Official website www.prathamaupbank.com	Fully Met	12.50	Same as above
3.1.3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	Not Applicable	0	0	empty	Not Applicable	0	As per Prathama UP Gramin Bank, Moradabad, it

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								is NOT applicable
3.1.4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable	0	0	empty	Not Applicable	0	Same as above
3.1.5	Public- private partnerships (PPP)- Concession agreements.	Not Applicable	0	0	empty	Not Applicable	0	Same as above
3.1.6	Public- private partnerships (PPP)- Operation and maintenance manuals	Not Applicable	0	0	empty	Not Applicable	0	Same as above
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	Same as above
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	Same as above
3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	Not Applicable	0	0	empty	Not Applicable	0	Same as above
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	Same as above
3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	Not Applicable	0	0	empty	Not Applicable	0	Same as above
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	Changes in Rate of Interest of Deposites, Loan and advances are circulated on Bank's official website www.	Fully Met	16.67	https://prathamapbank.com/Page_RTI.aspx

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					prathamaupbank.com under section 'Rate of Interest'			
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	Fully Met	16.67	16.67	Changes in Rate of Interest of Deposites, Loan and advances are circulated on Bank's official website www.prathamaupbank.com under section 'Rate of Interest'	Fully Met	16.67	Same as above
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	Changes in Rate of Interest of Deposites, Loan and advances are circulated on Bank's official website www.prathamaupbank.com under section 'Rate of Interest'	Fully Met	16.67	Same as above
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	Fully Met	50	50.00	Bank's Official	Fully Met	50.00	https://pratha

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	communication - Internet (website)				website www.prathamaupbank.com			maupbank.com/; https://prathamaupbank.com/Page_RTIL.aspx
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	Bank's Official website www.prathamaupbank.com	Fully Met	25.00	https://prathamaupbank.com/Page_RTIL.aspx
3.4.2	Information manual/handbook available in Printed format	Fully Met	25	25.00	Annual reports and other documents are available in both the printed and electronic format at respective offices as per Bank's 'Record Maintenance policy', available on Bank's official website www.prathamaupbank.com under section 'Important	Fully Met	25.00	Same as above

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					links'			
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	A huge quantity of Information /materials is available on Bank websites: www.prathamaupbank.com for citizens free of cost.	Fully Met	25.00	https://prathamaupbank.com/Page_RTI.aspx
3.5.2	List of materials available At a reasonable cost of the medium	Fully Met	25	25.00	All the information/ materials is available at a reasonable cost of medium as per RTI act, 2005.	Fully Met	25.00	Same as above
Total			225	225		225	225	
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	Yes	Fully Met	14.29	https://prathamaupbank.com/Page_RTI.aspx
4.1.2	Vernacular/ Local Language	Fully Met	14.29	14.29	Yes	Fully Met	14.29	Same as above
4.2	When was the information Manual/Handbook last updated?[F No. 1/6/2011-IR dt 15.4.2013]							

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.2.1	Last date of Annual updation	Fully Met	28.57	28.57	31.03.2024	Fully Met	28.57	01.05.2024
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	All the general and primary information is available at Bank's official website www.prathamaupbank.com. Available information on website is updated time to time as and when required.	Fully Met	9.52	https://prathamaupbank.com/Page_RTI.aspx
4.3.2	Name/ title of the document/record/ other information	Fully Met	9.52	9.52	Bank's record maintenance policy	Fully Met	9.52	Same as above
4.3.3	Location where available	Fully Met	9.52	9.52	Bank's working hours, mentioned on Bank's Official website www.prathamaupbank.com	Fully Met	9.52	Same as above
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	Inspection Department, Prathama UP	Fully Met	7.14	https://prathamaupbank.com/Page_RTI.aspx

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Gramin Bank, Head Office- Moradabad (UP)			spx
4.4.2	Details of information made available	Fully Met	7.14	7.14	All the details are available as per RTI Act, 2005 and Bank's guidelines	Fully Met	7.14	Same as above
4.4.3	Working hours of the facility	Fully Met	7.14	7.14	Public can refer to the "customer care" in our Bank`s website for getting detailed information regarding helpline / toll free numbers, available in Prathama UP Gramin Bank, for public reference 24 hour.	Fully Met	7.14	Same as above
4.4.4	Contact person & contact details (Phone, fax email)	Fully Met	7.14	7.14	The list of toll free numbers / telephone numbers has	Fully Met	7.14	Same as above

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					already been published on the website. https://prathamaupbank.com/Contact_us.aspx Public can refer to the "customer care" in our Bank's website for getting detailed information regarding helpline / toll free numbers, available in Prathama UP Gramin Bank, for public reference 24 hour.			
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	Bank's official website www.prathamaupbank.com	Fully Met	3.57	https://prathamaupbank.com/Page_RTI.aspx ; https://prathamaupbank.com/Grievance.aspx ; https://prathamaupbank.com/Contact_us.aspx

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								//prathamaupbank.com/Page_RTI.aspx
4.5.2	Details of applications received under RTI and information provided	Fully Met	3.57	3.57	Received -- 198, Disposed -- 198, Information allowed fully/ partially -- 131, Not allowed -- 67	Fully Met	3.57	https://prathamaupbank.com/Page_RTI.aspx
4.5.3	List of completed schemes/ projects/ Programmes	Not Applicable	0	0	empty	Partially Met	1.79	Now partially available at: https://prathamaupbank.com/Page_RTI.aspx ; Prathama UP Gramin Bank, Moradabad is advised to provide/upload complete detail
4.5.4	List of schemes/ projects/ programme underway	Not Applicable	0	0	empty	Partially Met	1.79	Same as above
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	Information available on Bank's official website www.prathamaupbank.com under	Fully Met	3.57	https://prathamaupbank.com/Page_RTI.aspx

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					caption 'Latest Notice'			
4.5.6	Annual Report	Fully Met	3.57	3.57	Bank's official website www.prathamaupbank.com	Fully Met	3.57	https://prathamaupbank.com/AnnualReport.aspx
4.5.7	Frequently Asked Question (FAQs)	Fully Met	3.57	3.57	Bank's official website www.prathamaupbank.com	Fully Met	3.57	https://prathamaupbank.com/RTI.aspx
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	Not Applicable	0	0	empty	Partially Met	1.79	Now partially available at: https://prathamaupbank.com/Page_RTI.aspx ; Prathama UP Gramin Bank, Moradabad is advised to provide/upload complete detail
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	Bank's official website www.prathamaupbank.com	Fully Met	14.29	https://prathamaupbank.com/Page_RTI.aspx
4.6.2	Details of appeals received and orders issued	Fully Met	14.29	14.29	Bank's official website www.prathamaupbank.com	Fully Met	14.29	Same as above

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.7	Replies to questions asked in the parliament[Section 4(1)(d)(2)]							
4.7.1	Details of questions asked and replies given	Fully Met	28.57	28.57	https://sansad.in/ls	Fully Met	28.57	https://prathamaupbank.com/Page_RTI.aspx
Total			189	189		200	195	
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	Available in Bank record	Fully Met	20.00	https://prathamaupbank.com/Page_RTI.aspx
5.1.2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the audit carried out	Not Applicable	0	0	empty	Not Applicable	0	Being carried out for 2023-24
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	Fully Met	20	20.00	Details available on Bank's official website www.prathamaupbank.com	Fully Met	20.00	https://prathamaupbank.com/Page_RTI.aspx
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	Fully Met	20	20.00	Details available on Bank's official website www.prathamaupbank.com	Fully Met	20.00	https://prathamaupbank.com/Committee.aspx
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	Fully Met	20	20.00	Details available on Bank's official website www.prathamaupbank.com	Fully Met	20.00	Same as above

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					nk.com			
Total			80	80		80	80	
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 minimum resort to use of RTI Act to obtain information	Fully Met	25	25.00	Bank's official webiste www.prathamaupbank.com	Fully Met	25.00	https://prathamaupbank.com/https://prathamaupbank.com/Page_RTI.aspx
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 Applicable	0	0	empty	Not Met	0	Prathama UP Gramin Bank, Moradabad is advised to initiate the process of obtaining STQC certification and uploading the same
6.2.2	Does the website show the certificate on the Website?	Not Applicable	0	0	empty	Not Met	0	Same as above
Total			25	25		50	25	
Grand Total			657	646		855	781	