Third Party RTI Audit Summary Report of Embassy of India, Monrovia (Liberia)

In accordance with the directives of the **Central Information Commissioner (CIC)** and the **Department of Personnel & Training (DoPT)** outlined in **OM No. 1/6/2011-IR dated 15.04.2013** and **OM No. 1/34/2013-IR dated 30.06.2016**, every Public Authority is required to **conduct an annual third-party audit** of its proactive disclosure package. This audit must be carried out by the designated training institutes associated with each Public Authority and subsequently submitted to the **Central Information Commission**.

The **Indian Rubber Materials Research Institute** conducted a **Third-Party Audit** of the **Proactive Disclosure** of **Embassy of India, Monrovia (Liberia)** under the **RTI Act, 2005** from **27 to 28 July, 2026.** This assessment followed the **Guidelines on suo motu disclosure under Section 4 of the RTI Act** issued by the **Government of India, Ministry of Personnel, Public Grievances & Pensions, Department of Personnel & Training (DoPT)**. The audit adhered to the **Standard Operating Procedure** outlined for third-party audits on suo motu disclosures (**Para 4.4 & 4.5 of DoPT's OM No. 1/6/2011-IR dated 15.04.2013** & **Para 6 of DoPT's OM No. 1/34/2013-IR dated 30.06.2016**).

Objectives of the Audit:

The audit aimed to **evaluate compliance** with the Guidelines on suo motu disclosure under **Section 4** of the **RTI Act** and assess the **effectiveness of its implementation and control mechanisms**. Specifically, the evaluation examined the **Self-Appraisal Report of Embassy of India, Monrovia (Liberia) for 2025-26** and its official website (https://www.indianembassymonrovia.gov.in/) to ensure adherence to prescribed guidelines for **Central Government Ministries & Departments**, including:

- **Expanding suo motu disclosure** under Section 4.
- **Guidelines for digital publication** of proactive disclosures.
- **Detailed disclosure compliance** with Sections **4(1)(b)(iii), 4(1)(b)(iv), 4(1)(b)(xi), and 4(1)(b)(xiv)**.
- **Establishment of a structured compliance mechanism** for proactive disclosure under the RTI Act, 2005.

Key Parameters Assessed During the Audit:

1. **Organization and Functions**
2. **Budget and Programme**
3. **Publicity and Public Interface**
4. **E-Governance**
5. **Prescribed Information Disclosure**
6. **Proactive Information Disclosure (Self-Initiated)**

This audit plays a crucial role in enhancing **transparency, accountability, and public accessibility** of information, ensuring that proactive disclosures align with government-mandated guidelines.

Key Findings and Priority Recommendations

We commend the **Embassy of India, Monrovia (Liberia)** for its commitment to transparency by making essential information accessible on its website. However, the audit has highlighted areas that require **greater clarity and comprehensive disclosure**, including:

1. Enhancing the prominence of information under **Section 4(b) of the RTI Act**.
2. Providing detailed historical insights into the department's **formation, leadership changes, and committees/commissions constituted over time**. Additionally, information regarding the **channels of supervision and accountability** should be included.

3. Conducting regular programs to promote awareness and understanding of the RTI Act.
4. Making available information regarding **CAG and PAC reports**, along with action taken on parliamentary submissions (excluding matters related to national security).
5. Expanding details under the **Citizen's Charter, Result Framework Document (RFD), and six-monthly performance reports**.
6. Establishing a **Committee of PIOs/FAAs** with RTI expertise to proactively identify frequently requested information.
7. Forming a **consultation committee** of key stakeholders to provide input on **suo-motu disclosures**.
8. Adhering to the **Guidelines for Indian Government Websites (Version 2.0)** and ensuring STQC certification is obtained and displayed.
9. Publishing **Parliamentary questions and responses** related to the Public Authority.
10. Ensuring transparency in **tender bidding processes**, disclosing details such as awarded contracts, suppliers, rates, total amounts, and GeM procurement updates.
11. Consolidating and regularly updating information on **RTI applications, appeals, and responses** in a publicly accessible format.
12. Clearly **displaying the last update date** for each webpage in **DD/MM/YY format**.
13. Ensuring **suo-motu disclosures** are easily accessible through a dedicated **RTI heading or linked section**.

IRMRI would like to share positive feedback that in future all the required information/urls/links may be posted on website to meet the Transparency Audit Metrix.

Date: 28 July, 2026

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