

VOLUNTARY DISCLOSURE UNDER SECTION 4 OF RTI ACT, 2005
A FRAMEWORK FOR TRANSPARENCY AUDIT

The RTI Act under section 4 provides a comprehensive framework for promoting openness in the functioning of the public authorities.

While Section 4(1) (a) provides a general guideline for record management, so that the information could be easily stored and retained, the sub- sections b,c and d of Section 4 relate to the organizational objects and functions. Sub-sections (b), (c) and (d) of Section 4 of the RTI Act and other related information can be grouped under six categories; namely, 1-organisation and function, 2- Budget and programmes, 3- Publicity and public interface, 4-E. governance, 5-Information as prescribed and 6. Information disclosed on own initiative.

1.5	Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]	<ul style="list-style-type: none"> (i) Title and nature of the record/ manual /instruction. (ii) List of Rules, regulations, instructions manuals and records. (iii) Acts/ Rules manuals etc. 	<ul style="list-style-type: none"> 1. As far as SEZ is concerned, this office functions within the framework of SEZ Act & Rules. 2. As far as EOUs are concerned, this office functions within the framework Foreign Trade Policy & Procedures. 3. This office also abides by the latest amendments/instructions to the above issued from time to time. 4. This office also ensures implementation of various labour related enactments by the SEZ Units and Developers. http://sezindia.nic.in/upload/uploadfiles/files/SEZ%20Rules-EPCES%20Book-rotated_1_1zon%20(3).pdf https://www.dgft.gov.in/CP/?opt=ft-policy https://www.dgft.gov.in/CP/?opt=ft-procedures https://doe.gov.in/sites/default/files/Manual%20for%20Procurement%20of%20Goods_1.pdf https://darpg.gov.in/sites/default/files/CSMOP_0_0.pdf
		(iv) Transfer policy and Transfer orders	<p>As per DoP&T Office Memorandum No.11013/10/2013-Estt.A dt.02.07.2015 and CVC Circular No.03/09/13(No.004/VGL/090/225553 dt.11..09.2013) sensitive posts identified and staff working in these posts rotated after three years.</p> <p>https://www.vsez.gov.in/app_doc\2021\RTI\IMG-20230417-WA0011.jpg.pdf</p>