

Self appraisal report for Year (2023-24)

Auditor Agency: B Senthivel(Indian Aviation Academy)

Ministry Name: Ministry of Civil Aviation

Department Name:

Public Authority Name: Airports Authority of India

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	https://www.aai.aero/en	Fully Met	1.28	Fully Met
1.1.2	Head of the organization	Fully Met	1.28	1.28	1. https://www.aai.aero/en/corporate/aai-board-member 2. https://www.aai.aero/en/corporate/organization-structure	Fully Met	1.28	Fully Met
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	https://www.aai.aero/en/corporate/mission-vision	Fully Met	1.28	Fully Met
1.1.4	Function and duties	Fully Met	1.28	1.28	https://www.aai.aero/en/corporate/organization-structure	Fully Met	1.28	Fully Met

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.1.5	Organization Chart	Fully Met	1.28	1.28	https://www.ai.aero/en/corporate/organization-structure	Fully Met	1.28	Fully Met
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	https://www.ai.aero/en/corporate/organization-structure	Fully Met	1.28	Fully Met
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	https://www.ai.aero/sites/default/files/rtidir/Delegation%20of%20Power%20-%202021-DoP.pdf	Fully Met	1.54	Fully Met
1.2.2	Power and duties of other employees	Fully Met	1.54	1.54	https://www.ai.aero/sites/default/files/rtidir/Delegation%20of%20Power%20-%202021-DoP.pdf	Fully Met	1.54	Fully Met
1.2.3	Rules/ orders under which powers and duty are derived and	Fully Met	1.54	1.54	https://www.ai.aero/sites/default/files/rtidir/Delegation%20of%20Power%20-%202021-DoP.pdf	Fully Met	1.54	Fully Met

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.2.4	Exercised	Fully Met	1.54	1.54	https://www.aai.aero/sites/default/files/rtdir/Delegation%20of%20Power%20-%202021-DoP.pdf	Fully Met	1.54	Fully Met
1.2.5	Work allocation	Fully Met	1.54	1.54	https://www.aai.aero/sites/default/files/rtdir/Delegation%20of%20Power%20-%202021-DoP.pdf	Fully Met	1.54	Fully Met
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	https://www.aai.aero/en/rti/Section-4%281%29%28b%29%28iv%29%20%3A%20The%20norms%20set%20for%20discharge%20of%20its%20functions	Fully Met	1.54	Fully Met
1.3.2	Final decision making authority	Fully Met	1.54	1.54	https://www.aai.aero/en/rti/Section-4%281%29%28b%29%28iv%29	Fully Met	1.54	Fully Met

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					%20%3A%20The%20norms%20set%20for%20discharge%20of%20its%20functions			
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	https://www.aai.aero/en/rti/Section-4%281%29%28b%29%28iv%29%20%3A%20The%20norms%20set%20for%20discharge%20of%20its%20functions	Fully Met	1.54	Fully Met
1.3.4	Time limit for taking a decisions, if any	Fully Met	1.54	1.54	https://www.aai.aero/en/rti/Section-4%281%29%28b%29%28iv%29%20%3A%20The%20norms%20set%20for%20discharge%20of%20its%20functions	Fully Met	1.54	Fully Met
1.3.5	Channel of supervision and accountability	Fully Met	1.54	1.54	https://www.a	Fully Met	1.54	Fully Met

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					ai.aero/en/rti/Section-4%281%29%28b%29%28iv%29%20%3A%20The%20norms%20set%20for%20discharge%20of%20its%20functions			
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	https://www.aai.aero/en/rti/Section-4%281%29%28b%29%28iv%29%20%3A%20The%20norms%20set%20for%20discharge%20of%20its%20functions	Fully Met	1.54	Fully Met
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	https://www.aai.aero/en/rti/Section-4%281%29%28b%29%28iv%29%20%3A%20The%20norms%20set%20for	Fully Met	1.54	Fully Met

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					or%20discharge%20of%20its%20functions			
1.4.3	Process by which these services can be accessed	Fully Met	1.54	1.54	https://www.aai.aero/en/rti/Section-4%281%29%28b%29%28iv%29%20%3A%20The%20norms%20set%20for%20discharge%20of%20its%20functions	Fully Met	1.54	Fully Met
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	https://www.aai.aero/en/rti/Section-4%281%29%28b%29%28iv%29%20%3A%20The%20norms%20set%20for%20discharge%20of%20its%20functions	Fully Met	1.54	Fully Met
1.4.5	Process of redress of grievances	Fully Met	1.54	1.54	https://www.aai.aero/en/rti/Section-4%281%29%28b%29%28iv%29%20%3A%20The%20norms%20set%20for%20discharge%20of%20its%20functions	Fully Met	1.54	Fully Met

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					29%28iv%29%20%3A%20The%20norms%20set%20for%20discharge%20of%20its%20functions			
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	https://www.aai.aero/en/rti/manuals	Fully Met	1.92	Fully Met
1.5.2	List of Rules, regulations, instructions manuals and records.	Fully Met	1.92	1.92	https://www.aai.aero/en/rti/manuals	Fully Met	1.92	Fully Met
1.5.3	Acts/ Rules manuals etc.	Fully Met	1.92	1.92	https://www.aai.aero/en/rti/manuals	Fully Met	1.92	Fully Met
1.5.4	Transfer policy and transfer orders	Fully Met	1.92	1.92	https://www.aai.aero/en/employee-corner/documents	Fully Met	1.92	Fully Met
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	https://www.aai.aero/en/corporate/resources	Fully Met	3.85	Fully Met
1.6.2	Custodian of documents/categories	Fully Met	3.85	3.85	https://www.aai.aero/en/corporate/resources	Fully Met	3.85	Fully Met
1.7	Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]							

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.7.1	Name of Boards, Council, Committee etc.	Fully Met	0.96	0.96	https://www.aai.aero/sites/default/files/rtdir/constitution_of_various_Boards_and_the_Committees.pdf	Fully Met	0.96	Fully Met
1.7.2	Composition	Fully Met	0.96	0.96	https://www.aai.aero/sites/default/files/rtdir/constitution_of_various_Boards_and_the_Committees.pdf	Fully Met	0.96	Fully Met
1.7.3	Dates from which constituted	Fully Met	0.96	0.96	https://www.aai.aero/sites/default/files/rtdir/constitution_of_various_Boards_and_the_Committees.pdf	Fully Met	0.96	Fully Met
1.7.4	Term/ Tenure	Fully Met	0.96	0.96	https://www.aai.aero/sites/default/files/rtdir/constitution_of_various_Boards_and_the_Committees.pdf	Fully Met	0.96	Fully Met

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.7.5	Powers and functions	Fully Met	0.96	0.96	https://www.aai.aero/sites/default/files/rtid/r/constitution_of_various_Boards_and_the_Committees.pdf	Fully Met	0.96	Fully Met
1.7.6	Whether their meetings are open to the public?	Fully Met	0.96	0.96	https://www.aai.aero/sites/default/files/rtid/r/constitution_of_various_Boards_and_the_Committees.pdf	Fully Met	0.96	Fully Met
1.7.7	Whether the minutes of the meetings are open to the public?	Fully Met	0.96	0.96	https://www.aai.aero/sites/default/files/rtid/r/constitution_of_various_Boards_and_the_Committees.pdf	Fully Met	0.96	Fully Met
1.7.8	Place where the minutes if open to the public are available?	Fully Met	0.96	0.96	https://www.aai.aero/sites/default/files/rtid/r/constitution_of_various_Boards_and_the_Committees.pdf	Fully Met	0.96	Fully Met

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.8	Directory of officers and employees[Section 4(1) (b) (ix)]							
1.8.1	Name and designation	Fully Met	3.85	3.85	https://www.ai.aero/en/corporate/organization-structure	Fully Met	3.85	Fully Met
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	https://www.ai.aero/en/corporate/organization-structure	Fully Met	3.85	Fully Met
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	https://www.ai.aero/en/rti/Section-4%281%29%28b%29%28x%29%20%3A%20The%20monthly%20remuneration%20received%20by%20each%20of%20its%20officers%20and%20employees%2C%20including%20the%20system%20of%20compensation%20as%20provided	Fully Met	3.85	Fully Met

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					%20in%20its %20regulation s			
1.9.2	System of compensation as provided in its regulations	Fully Met	3.85	3.85	https://www.a ai.aero/en/rti/ Section-4%28 1%29%28b% 29%28x%29 %20%3A%20 The%20mont hly%20remun eration%20rec eived%20by% 20each%20of %20its%20offi cers%20and% 20employees %2C%20inclu ding%20the% 20system%20 of%20compen sation%20as %20provided %20in%20its %20regulation s	Fully Met	3.85	Fully Met
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	https://www.a ai.aero/en/rti/a ppellate-atho rity-and-cpio/d epartments	Fully Met	3.85	Fully Met

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					r/aai-transfer-policy.pdf			
Total			100	92		100	92	
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	Fully Met	10	10.00	https://www.aai.aero/en/rti/Section-4%281%29%28b%29%28xi%29%20%3A%20The%20budget%20allocated%20to%20each%20of%20its%20agency%2C%20indicating%20the%20particulars%20of%20all%20plans%2C%20proposed%20expenditures%20and%20reports%20on%20disbursements%20made	Fully Met	10.00	Fully Met
2.1.2	Budget for each agency and plan & programmes	Fully Met	10	10.00	https://www.aai.aero/en/rti/Section-4%28	Fully Met	10.00	Fully Met

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					1%29%28b%29%28xi%29%20%3A%20The%20budg et%20allocate d%20to%20e ach%20of%20 its%20agency %2C%20indic ating%20the% 20particulars %20of%20all %20plans%2 C%20propose d%20expendit ures%20and %20reports% 20on%20disb ursements%2 0made			
2.1.3	Proposed expenditures	Fully Met	10	10.00	https://www.a ai.aero/en/rti/ Section-4%28 1%29%28b% 29%28xi%29 %20%3A%20 The%20budg et%20allocate d%20to%20e ach%20of%20 its%20agency %2C%20indic	Fully Met	10.00	Fully Met

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					ating%20the%20particulars%20of%20all%20plans%20C%20proposed%20expenditures%20and%20reports%20on%20disbursements%20made			
2.1.4	Revised budget for each agency, if any	Fully Met	10	10.00	https://www.aai.aero/en/rti/Section-4%281%29%28b%29%28xi%29%20%3A%20The%20budget%20allocated%20to%20each%20of%20its%20agency%20C%20indicating%20the%20particulars%20of%20all%20plans%20C%20proposed%20expenditures%20and%20reports%20on%20disb	Fully Met	10.00	Fully Met

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					ursements%20made			
2.1.5	Report on disbursements made and place where the related reports are available	Fully Met	10	10.00	https://www.aai.aero/en/rti/Section-4%281%29%28b%29%28xi%29%20%3A%20The%20budget%20allocated%20to%20each%20of%20its%20agency%2C%20indicating%20the%20particulars%20of%20all%20plans%2C%20proposed%20expenditures%20and%20reports%20on%20disbursements%20made	Fully Met	10.00	Fully Met
2.2	Foreign and domestic tours(F.No. 1/8/2012- IR dt. 11.9.2012)							
2.2.1	Budget	Not Met	16.67	0	empty	Not Met	0	Not Met
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	Not Met	16.67	0	empty	Not Met	0	Not Met

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	official delegation, (d) Expenditure on the visit							
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	https://www.ai.aero/en/tender/tender-search	Fully Met	16.67	Fully Met
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	Not Applicable
2.3.2	Objective of the programme	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
2.3.3	Procedure to avail benefits	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
2.3.4	Duration of the programme/ scheme	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
2.3.5	Physical and financial targets of the programme	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
2.3.6	Nature/ scale of subsidy /amount allotted	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
2.3.7	Eligibility criteria for grant of subsidy	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
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	Fully Met	25	25.00	https://www.ai.aero/sites/default/files/rtidir/ap.pdf	Not Applicable	0	Not applicable for FY 2023-24
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Fully Met	25	25.00	https://www.ai.aero/sites/default/files/rtidir/ap.pdf	Not Applicable	0	Not applicable for FY 2023-24
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	Fully Met	25	25.00	https://www.ai.aero/en/rti/	Fully Met	25.00	Fully Met

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Section-4%281%29%28b%29%28xiii%29%20%3A%20Particulars%20of%20recipients%20of%20concessions%20C%20permits%20or%20authorizations%20granted%20by%20it			
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	Fully Met	25	25.00	https://www.aai.aero/en/rti/Section-4%281%29%28b%29%28xiii%29%20%3A%20Particulars%20of%20recipients%20of%20concessions%20C%20permits%20or%20authorizations%20granted%20by%20it	Fully Met	25.00	Fully Met
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.	Fully Met	50	50.00	https://www.aai.aero/en/business-opportu	Fully Met	50.00	Fully Met

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					nities/investor s-annual- reports			
Total			250	217		200	167	
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 there of [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	https://www.aai.aero/en/corporate/resources	Fully Met	12.50	Fully Met
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 Met	12.5	0	empty	Not Met	0	Not Met
3.1.3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	Fully Met	2.78	2.78	https://www.aai.aero/en/rtdial-mial/Agreement%20with%20JVs	Fully Met	2.78	Fully Met
3.1.4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	Fully Met	2.78	2.78	https://www.aai.aero/en/rtdial-mial/Agreement%20with%20JVs	Fully Met	2.78	Fully Met
3.1.5	Public- private partnerships (PPP)- Concession agreements.	Fully Met	2.78	2.78	https://www.aai.aero/en/rtdial-mial/Agreement%20with	Fully Met	2.78	Fully Met

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					%20JVs			
3.1.6	Public- private partnerships (PPP)- Operation and maintenance manuals	Fully Met	2.78	2.78	https://www.aai.aero/en/rtdial-mial/Agreement%20with%20JVs	Fully Met	2.78	Fully Met
3.1.7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	Fully Met	2.78	2.78	https://www.aai.aero/en/rtdial-mial/Agreement%20with%20JVs	Fully Met	2.78	Fully Met
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	Fully Met	2.78	2.78	https://www.aai.aero/en/rtdial-mial/Agreement%20with%20JVs	Fully Met	2.78	Fully Met
3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	Fully Met	2.78	2.78	https://www.aai.aero/en/rtdial-mial/Agreement%20with%20JVs	Fully Met	2.78	Fully Met
3.1.10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.)	Fully Met	2.78	2.78	https://www.aai.aero/en/rtdial-mial/Agreement%20with%20JVs	Fully Met	2.78	Fully Met
3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	Fully Met	2.78	2.78	https://www.aai.aero/en/rtdial-mial/Agreement%20with%20JVs	Fully Met	2.78	Fully Met
3.2	Are the details of policies / decisions, which affect public, informed to them[Section 4(1) (c)]							

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
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	AAI publishes all relevant facts while formulating important policies or announcing the decisions which affect public in website.	Fully Met	16.67	Fully Met
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	Please refer 3.2.(i)	Fully Met	16.67	Fully Met
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	Please refer 3.2.(i)	Fully Met	16.67	Fully Met
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 communication - Internet (website)	Fully Met	50	50.00	https://www.aai.aero/en/corporate/resources	Fully Met	50.00	Fully Met
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	https://www.aai.aero/en/rti/manuals	Fully Met	25.00	Fully Met
3.4.2	Information manual/handbook available in Printed format	Fully Met	25	25.00	https://www.aai.aero/en/rti/manuals	Fully Met	25.00	Fully Met

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
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	https://www.ai.aero/en/rti/manuals	Fully Met	25.00	Fully Met
3.5.2	List of materials available At a reasonable cost of the medium	Fully Met	25	25.00	https://www.ai.aero/en/rti/manuals	Fully Met	25.00	Fully Met
Total			250	238		250	238	
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	https://www.ai.aero/en/rti/manuals	Fully Met	14.29	Fully Met
4.1.2	Vernacular/ Local Language	Fully Met	14.29	14.29	https://www.ai.aero/en/rti/manuals	Not Met	0	Not Met
4.2	When was the information Manual/Handbook last updated?[F No. 1/6/2011-IR dt 15.4.2013]							
4.2.1	Last date of Annual updation	Fully Met	28.57	28.57	15-05-2024	Fully Met	28.57	Fully Met
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	Annual Reports, Manuals, Tenders, Transfer Policy, Traffic News, Notices, Photo Gallery, Traffic Survey Results, Services, Medical	Fully Met	9.52	Fully Met

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					facilities, etc.			
4.3.2	Name/ title of the document/record/ other information	Fully Met	9.52	9.52	Annual Reports, Manuals, Tenders, Transfer Policy, Traffic News, Notices, Photo Gallery, Traffic Survey Results, Services, Medical facilities, etc.	Fully Met	9.52	Fully Met
4.3.3	Location where available	Fully Met	9.52	9.52	https://www.aai.aero/en (under head: Business info, Services, Tenders, Public info, Medical facilities)	Fully Met	9.52	Fully Met
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	AAI website (https://www.aai.aero/en), Emails, Telephones, By writing letter and RTI	Fully Met	7.14	Fully Met

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.4.2	Details of information made available	Fully Met	7.14	7.14	AAI discloses all the information as per provisions of RTI Act 2005.	Fully Met	7.14	Fully Met
4.4.3	Working hours of the facility	Fully Met	7.14	7.14	9:30 AM to 6:00 PM	Fully Met	7.14	Fully Met due to operational requirement the working hours are round the clock.
4.4.4	Contact person & contact details (Phone, fax email)	Fully Met	7.14	7.14	https://www.aai.aero/en/contact-us	Fully Met	7.14	Fully Met
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	https://www.aai.aero/en/corporate/corporate-grievance-officer	Fully Met	3.57	Fully Met
4.5.2	Details of applications received under RTI and information provided	Fully Met	3.57	3.57	https://www.aai.aero/en/rti/Details%20of%20RTI%20Application%20Received%20And%20Disposed%20off	Fully Met	3.57	Fully Met
4.5.3	List of completed schemes/ projects/ Programmes	Fully Met	3.57	3.57	1. https://www.aai.aero/en/s	Fully Met	3.57	Fully Met

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					ervices/domes tic-projects 2. https://www.aai.aero/en/services/international-projects			
4.5.4	List of schemes/ projects/ programme underway	Fully Met	3.57	3.57	1. https://www.aai.aero/en/services/domes-tic-projects 2. https://www.aai.aero/en/services/international-projects	Fully Met	3.57	Fully Met
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	https://www.aai.aero/en/tender/tender-search?field_region_tid=All&field_airport_tid=All&term_node_tid_depth=All&field_tender_status_value=All&field_tender_last_sale_date_value%5Bvalue%5D%5Bdate%5D=&combine=	Fully Met	3.57	Fully Met
4.5.6	Annual Report	Fully Met	3.57	3.57	https://www.aai.aero/en/bus	Fully Met	3.57	Fully Met

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					iness-opportunities/investors-annual-reports			
4.5.7	Frequently Asked Question (FAQs)	Fully Met	3.57	3.57	https://www.aai.aero/en/faqs	Fully Met	3.57	Fully Met
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	Fully Met	3.57	3.57	https://www.aai.aero/en/vigilance/citizen%E2%80%99s-charter	Fully Met	3.57	Fully Met
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	https://www.aai.aero/en/rti/Details%20of%20RTI%20Application%20Received%20And%20Disposed%20off	Fully Met	14.29	Fully Met
4.6.2	Details of appeals received and orders issued	Fully Met	14.29	14.29	https://www.aai.aero/en/rti/Details%20of%20RTI%20Application%20Received%20And%20Disposed%20off	Fully Met	14.29	Fully Met
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	1. https://sansad.in/rs 2. http	Fully Met	28.57	Only draft replies are

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					s://sansad.in/l s			submitted by AAI which are finalized by MoCA
Total			200	200		200	186	
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	https://www.aai.aero/en/rti/apellate-authority-and-cpio/departments	Fully Met	20.00	Fully Met
5.1.2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the audit carried out	Fully Met	20	20.00	Year Date of audit carried out 2020-21 23-08-2021 2021-22 27-09-2022 2022-23 22-08-2023	Fully Met	20.00	Fully Met
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	https://www.aai.aero/sites/default/files/rtidir/cpio.pdf	Fully Met	20.00	Fully Met
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	Not Met	20	0	empty	Not Met	0	Not Met
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 Met	20	0	empty	Not Met	0	Not Met

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
Total			100	60		100	60	
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	Fully Met. AAI discloses all the information as per provisions of RTI Act, 2005.	Fully Met	25.00	Fully Met
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 Applicable	0	The guidelines issued by MeitY vide F. No.L-13/14/2014-IGD dated 06.04.2015 and O/o No.7(3)/04-CC&BT dtd. 30/11/2004 indicate only six domain gov.in or nic.in or ac.in or edu.in or res.in or mil.in for certification of

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								websites for Govt. Ministries / Deptt as per GIGW requirements. As AAI.AERO (AAI website) domain does not fall under said domains, so STQC has not undertaken STQC audit of AAI.AERO. However, security audit was done for AAI website
6.2.2	Does the website show the certificate on the Website?	Fully Met	12.5	12.50	The guidelines issued by MeitY vide F. No.L-13/14/2014-IGD dated 06.04.2015 and O/o No.7(3)/04-CC&BT dtd. 30/11/2004 indicate only	Not Applicable	0	The guidelines issued by MeitY vide F. No.L-13/14/2014-IGD dated 06.04.2015 and O/o No.7(3)/04-CC&BT dtd. 30/11/2004 indicate only

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					six domain gov.in or nic.in or ac.in or edu.in or res.in or mil.in for certification of websites for Govt. Ministries / Deptt as per GIGW requirements. As AAI.AERO (AAI website) domain does not fall under said domains, so STQC has not undertaken STQC audit of AAI.AERO. However, security audit was done for AAI website.			six domain gov.in or nic.in or ac.in or edu.in or res.in or mil.in for certification of websites for Govt. Ministries / Deptt as per GIGW requirements. As AAI.AERO (AAI website) domain does not fall under said domains, so STQC has not undertaken STQC audit of AAI.AERO. However, security audit was done for AAI website
Total			38	38		25	25	
Grand Total			938	845		875	768	