

**REPORT OF THIRD PARTY ON
PROACTIVE DISCLOSURE OF INFORMATION
UNDER RTI ACT, 2005**



**MANIPUR RENEWABLE ENERGY
DEVELOPMENT AGENCY (MANIREDA)
MANIPUR**

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1. INTRODUCTION

"Democracy requires an informed citizenry and transparency of information which are vital to its functioning and also to contain corruption and to hold Governments and their instrumentalities accountable to the governed."

The Right to Information Act, 2005, enacted on 15th June 2005, represents a landmark legislation aimed at strengthening transparency, accountability, and participatory governance in public administration. The Act empowers citizens to access information held by public authorities and reinforces the principle that government institutions function as trustees of public interest.

The framework of the RTI Act operates through two complementary dimensions:

❖ **Demand Side:** Citizens seek information through RTI applications and appeals when information is not readily available or when responses are delayed or inadequate. This mechanism enables public oversight and accountability.

❖ **Supply Side:** Equally important is the obligation of public authorities to proactively disclose information suo motu through websites, reports, notices, and digital platforms so that citizens can access essential information without the need to file individual RTI applications.

Section 4 of the RTI Act, 2005 specifically mandates public authorities to maintain and proactively disclose key information relating to organizational structure, functions and duties, powers and responsibilities of officers, decision-making processes, budget allocations, norms of functioning, schemes, projects, staff details, and public service mechanisms. The purpose of these disclosures is to promote openness, reduce information asymmetry, and improve public trust in governance.

Recognizing the importance of proactive disclosure, the Department of Personnel & Training (DoPT), Government of India, issued an Office Memorandum dated 15th April 2013 directing all Ministries, Departments, and Public Authorities to undertake periodic Third-Party Audits of suo motu disclosures under Section 4 of the RTI Act. These audits are intended to:

- Assess the availability, completeness, quality, timeliness, and accessibility of information disclosed by public authorities;
- Evaluate the effectiveness of institutional transparency mechanisms and e-governance initiatives; and
- Identify gaps and recommend measures for improving proactive disclosure and citizen-centric governance.

In pursuance of these directions, the **Manipur Renewable Energy Development Agency (MANIREDA)** undertook this Third-Party Audit of Proactive Disclosure under Section 4(1)(b) of the RTI Act, 2005.

The Manipur Renewable Energy Development Agency (MANIREDA) is the State Nodal Agency for promotion, development and implementation of renewable energy programmes in the State of Manipur. Established under the Department of Power, Government of Manipur, the Agency functions as the principal institution for planning, coordinating, implementing and monitoring renewable energy initiatives in collaboration with the Ministry of New and Renewable Energy (MNRE), Government of India.

MANIREDA plays a crucial role in advancing sustainable energy development and energy security in the State through promotion of solar, hydro, biogas and other renewable energy technologies. The

Agency is responsible for facilitating access to clean energy, reducing dependence on conventional energy sources, promoting environmental sustainability and extending energy services to remote and underserved areas.

Over the years, MANIREDA has successfully implemented several flagship renewable energy programmes and projects, including:

- Installation of Grid Connected Rooftop Solar Power Plants in Government buildings, residential establishments and commercial institutions;
- Implementation of Solar Street Lighting Systems across urban and rural areas of Manipur;
- Distribution of Solar Study Lamps to students under MNRE-supported programmes;
- Installation of Solar Water Pumps under the Pradhan Mantri Kisan Urja Suraksha Evam Utthaan Mahabhiyan (PM-KUSUM) Scheme;
- Development of Small Hydro and Pico Hydel Power Projects in remote villages and hilly regions;
- Promotion and installation of Biogas Plants in rural areas;
- Renovation and upgradation of existing Off-Grid and Hybrid Solar Power Plants; and
- Facilitation of innovative renewable energy projects including Floating Solar Power Plants, Wind-Solar Hybrid Power Plants and Grid Interactive Solar Systems.

As reflected in its Annual Administrative Report 2025–26, MANIREDA has created a cumulative renewable energy capacity of approximately **23.63 MW** in the State through various renewable energy interventions. The Agency is presently implementing and facilitating several ongoing projects, including floating solar projects, rooftop solar systems, solar water pumps and renewable energy infrastructure in Government institutions.

The Agency has also progressively adopted digital governance and transparency initiatives through publication of Annual Administrative Reports, organizational information, staff directories, budget details, financial statements, project reports, tender notices, scheme guidelines, notifications and disclosures under Section 4(1)(b) of the RTI Act on its official website.

The present audit examined the official website of MANIREDA, along with the suo motu disclosures available under Section 4(1)(b) of the RTI Act, Annual Administrative Reports, notifications relating to Public Information Officers and First Appellate Authorities, staff and remuneration details, budget disclosures, renewable energy project information, financial statements, schemes, programmes, and other publicly accessible records and documents.

The audit was conducted with the objective of assessing the extent of compliance of MANIREDA with the proactive disclosure obligations under the RTI Act, 2005, particularly with respect to completeness, accessibility, regular updating, digital transparency and citizen-friendliness of the disclosed information.

This report presents the findings of the Third-Party Audit and seeks to serve as a constructive instrument for strengthening institutional transparency, accountability, public participation and good governance within MANIREDA. The recommendations contained herein are intended to further enhance proactive disclosure practices, improve public access to information and promote greater awareness of renewable energy initiatives undertaken by the Agency for the sustainable development of Manipur.

2. SECTION 4 OF THE RIGHT TO INFORMATION ACT, 2005

Section 4 of the Right to Information Act, 2005 lays down the statutory obligations of every public authority to ensure proactive and suo motu disclosure of information to the public. This provision forms the foundation of supply-side transparency—ensuring that essential information is voluntarily disseminated without waiting for citizens to file individual RTI applications.

The key provisions of Section 4 are summarized below:

4(1)(a): Maintenance and Cataloguing of Records

Every public authority shall:

- Maintain all its records duly catalogued and indexed; and
- Ensure that such records are computerized within a reasonable time and linked through networks across the country to facilitate easy access.

This clause establishes the responsibility of the **Manipur Renewable Energy Development Agency (MANIREDA)** to maintain properly structured and digitized records relating to renewable energy programmes, solar and hydro power projects, biogas initiatives, PM-KUSUM schemes, rooftop solar installations, financial allocations, administrative decisions, technical reports, and statutory functions in a manner that is accessible and retrievable for public reference.

4(1)(b): Mandatory Suo Motu Disclosures

Public authorities are required to publish within 120 days from the enactment of the Act—and update annually—the following 17 categories of information:

- 1) Particulars of the organisation, functions, and duties
- 2) Powers and duties of officers and employees
- 3) Decision-making procedures, including supervisory channels
- 4) Norms for discharge of functions
- 5) Rules, regulations, manuals, and records used in discharging functions
- 6) Categories of documents held under its control
- 7) Arrangements for consultation with or representation by the public in policy formulation or implementation
- 8) Details of boards, councils, or committees formed for advice, including public access to minutes
- 9) Directory of officers and employees
- 10) Monthly remuneration of officers and employees and the system of compensation
- 11) Budget allocation and disbursement plan of each agency under it
- 12) Execution of subsidy programmes, including allocations and beneficiaries
- 13) Recipients of concessions, permits, or authorisations
- 14) Information available in electronic form
- 15) Facilities available for obtaining information, including working hours of reading rooms/libraries
- 16) Names and contact details of Public Information Officers (PIOs)
- 17) Any other information as may be prescribed

These 17 points constitute the backbone of proactive transparency obligations and provide a framework for MANIREDA to publish structured information relating to renewable energy development, schemes, projects, finances, and administration through its official website for public access.

4(1)(c): Publication of Relevant Facts

MANIREDA is required to publish all relevant facts while formulating important renewable energy policies, programmes, project proposals, scheme guidelines, subsidy frameworks, tender processes, and infrastructure development initiatives affecting the public. This includes disclosure relating to solar power projects, rooftop solar programmes, PM-KUSUM implementation, hydro power projects, biogas schemes, and renewable energy infrastructure investments.

4(1)(d): Reasons for Decisions

The Agency shall provide reasons for its administrative or quasi-administrative decisions, particularly in matters relating to project selection, beneficiary approval, subsidy allocation, technical sanctions, procurement processes, renewable energy programme implementation, and policy decisions so that stakeholders understand the basis of decision-making.

4(2): Constant Endeavour for Suo Motu Disclosure

MANIREDA is expected to continuously endeavour to provide as much information suo motu to the public through regular website updates, annual reports, notifications, project disclosures, scheme guidelines, tender notices, and digital services so that the public has minimum need to resort to formal RTI applications.

4(3): Wide and Accessible Dissemination

Information should be disseminated widely and in easily accessible formats using websites, electronic records, public notices, reports, social media platforms, and other communication channels. The information should preferably be available in both English and local languages to improve accessibility and public participation.

4(4): Cost-Effective and Localised Access

While disseminating information, MANIREDA should ensure:

- ❖ Cost-effective access to information;
- ❖ Availability of information in user-friendly formats;
- ❖ Wider accessibility through digital platforms;
- ❖ Use of communication channels suitable for both urban and rural populations; and
- ❖ Availability of records electronically wherever feasible.

Explanation: Dissemination includes publication through websites, notice boards, newspapers, electronic media, annual reports, notifications, brochures, and any other effective means of communication.

Implication for MANIREDA

Section 4 imposes a statutory responsibility on MANIREDA to ensure proactive, timely, structured, and citizen-centric disclosure of information concerning renewable energy development activities in the State.

This includes:

- Publication of organizational structure, functions, and statutory responsibilities;
- Disclosure of renewable energy policies, programmes, schemes, and project details;

- Uploading Annual Administrative Reports, budget allocations, audited financial statements, and project achievements;
- Providing information regarding implementation of MNRE-sponsored schemes including PM-KUSUM, Rooftop Solar Programme, Solar Street Lighting Systems, Solar Water Heating Systems, Hydro Projects, and Biogas Programmes;
- Publishing details of officers, remuneration, RTI authorities, and decision-making processes;
- Dissemination of information relating to subsidies, beneficiary-oriented programmes, tenders, and renewable energy initiatives;
- Providing access to renewable energy statistics, project performance, and ongoing infrastructure projects; and
- Ensuring regular updating of suo motu disclosures under Section 4(1)(b).

Effective implementation of these provisions will enhance transparency, accountability, citizen participation, and public trust in the renewable energy governance framework of the State while supporting the broader objectives of sustainable development and clean energy transition in Manipur.

3. LIST OF PUBLIC AUTHORITIES OF MANIPUR RENEWABLE ENERGY DEVELOPMENT AGENCY (MANIREDA), MANIPUR

Sl. No.	Name & Designation	Designated Authority
1)	Dr. Sharath Chandra Arroju Director, MANIREDA Email ID: sharathchandraaraju@gmail.com Phone Number: +91 9071609348	FIRST APPELLATE AUTHORITY (FAA)
2)	Wakrambam Suraj Singh Joint Director, MANIREDA Email ID: wsuraj_singh@yahoo.com.in Phone Number: +91 9366996065	STATE PUBLIC INFORMATION OFFICER (SPIO)
3)	a) Ngangbam Chittaranjan Singh Senior Scientific Officer, MANIREDA Email ID: ng.chitta@yahoo.co.in Phone Number: +91 9436082720 b) Md. Agha Janab Khan Senior Scientific Officer, MANIREDA Email ID: agha_j_khan@yahoo.co.in Phone Number: +91 9862486007	State Assistant Public Information Officer (SAPIO)
4)	Communication and Capacity Development Unit, Public Health Engineering Department, Manipur	Third Party Audit

Roles and Responsibilities under the RTI Framework

- ❖ The First Appellate Authority (FAA) hears appeals from citizens where information is denied, delayed, or inadequately furnished by the State Public Information Officer within the prescribed time period under the RTI Act, 2005.
- ❖ The State Public Information Officer (SPIO) is responsible for receiving RTI applications, processing requests for information, coordinating with concerned sections and officers, and furnishing information within the time limit prescribed under Section 7(1) of the RTI Act, 2005.
- ❖ The State Assistant Public Information Officers (SAPIOs) assist the SPIO in receiving RTI applications, collecting information from various sections of the Agency, maintaining records, and facilitating timely disposal of RTI requests and appeals.
- ❖ The officers and technical divisions of MANIREDA support the RTI mechanism by maintaining records relating to renewable energy programmes, solar and hydro power projects, rooftop solar initiatives, PM-KUSUM implementation, biogas schemes, financial statements, annual reports, project documents, tender records, and administrative decisions, while ensuring proper cataloguing and dissemination of information to the public.

**4. SELF-APPRAISAL OF MANIPUR RENEWABLE ENERGY DEVELOPMENT
AGENCY (MANIREDA), MANIPUR UNDER THE RIGHT TO INFORMATION ACT,
2005**

Sl. No.	Parameter	Information disclosed
1)	Organisation and Function	The mandate, functions, and organisational structure of MANIREDA are clearly reflected in the suo motu disclosure under Section 4(1)(b) available on the Agency's website. MANIREDA functions under the Department of Power, Government of Manipur, and serves as the State Nodal Agency for promotion and development of renewable energy. The Agency is responsible for implementation of solar, hydro, biogas, rooftop solar, PM-KUSUM, energy conservation and other renewable energy programmes. Details regarding organisational hierarchy, powers and duties of officers, Governing Body, Executive Committee, office address and Annual Administrative Reports are publicly available.
2)	Budget and Programmes	MANIREDA has disclosed budget allocations and financial information through its RTI disclosures and Annual Administrative Reports. Information relating to grants-in-aid, salary expenditure, capital asset creation, programme implementation, rooftop solar projects, PM-KUSUM solar pumps, solar street lighting systems, solar study lamps, hydro power projects and biogas programmes is available. Audited financial statements and balance sheets are also disclosed through Annual Administrative Reports. However, project-wise expenditure statements, utilisation certificates, procurement details and beneficiary databases may be further consolidated and disclosed in a more user-friendly format.
3)	Publicity and Public Interface	MANIREDA maintains a dedicated RTI disclosure section on its official website containing information under all 17 clauses of Section 4(1)(b) of the RTI Act. Important documents such as Annual Administrative Reports, Memorandum of Association, Rules and Regulations, directory of officers, remuneration details, budget information, project achievements and organisational structure are accessible electronically. Information regarding the First Appellate Authority (FAA), State Public Information Officer (SPIO) and State Assistant Public Information Officers (SAPIOs) is also available. However, citizen-centric features such as online RTI submission, FAQs, renewable energy awareness resources and feedback mechanisms may be further strengthened.
4)	E-Governance	MANIREDA has adopted electronic dissemination of records through its official website and regularly uploads RTI disclosures, Annual Administrative Reports, financial information, scheme details and project achievements. Renewable energy programme information, policy documents and organisational records are available in digital form. However, further integration of searchable databases, downloadable datasets, project monitoring dashboards, GIS-based project mapping and machine-readable disclosures would enhance transparency and public accessibility.
5)	Information as may be prescribed	The Agency has disclosed substantial information corresponding to the 17 mandatory clauses prescribed under Section 4(1)(b) of the RTI Act, including organisational details, duties of officers, decision-making procedures, categories of documents held, budget allocations, directory of employees, remuneration policy, electronic records and details of FAA, SPIO and SAPIOs. Annual Administrative Reports for recent years are also available. However,

Sl. No.	Parameter	Information disclosed
		certain areas such as detailed RTI statistics, committee meeting minutes, citizen charter, procurement information and periodic compliance reports may be further strengthened for improved public reference.
6)	Information disclosed on own initiative	MANIREDA regularly publishes Annual Administrative Reports, RTI disclosures, organisational information, budget details, financial statements, renewable energy project achievements, staff directories and programme-related information through its website. The Agency has proactively disclosed information relating to solar power projects, rooftop solar installations, PM-KUSUM implementation, hydro projects, biogas programmes and renewable energy policies. However, more frequent updating of project progress, beneficiary information, tender outcomes, subsidy disbursement details and implementation status of ongoing projects would further improve proactive transparency and public engagement.

5. METHODOLOGY OF AUDIT

The Third-Party Audit of Proactive Disclosure for the **Manipur Renewable Energy Development Agency (MANIREDA), Government of Manipur** was conducted by the **Communication & Capacity Development Unit (CCDU), Public Health Engineering Department, Manipur**, from 15th June 2026 to 20th June 2026 in accordance with Section 4 of the Right to Information Act, 2005 and the guidelines issued by the Department of Personnel & Training (DoPT), Government of India.

Approach

The audit adopted both qualitative and quantitative assessment methods to evaluate the extent of compliance with proactive disclosure obligations under Section 4(1)(b) of the RTI Act. Each disclosure category was assessed with respect to availability, accessibility, accuracy, completeness, relevance, and periodic updating.

Sources of Information

- 1) Official website of MANIREDA, Government of Manipur.
- 2) Annual Administrative Reports of MANIREDA (FY 2023–24, FY 2024–25 and FY 2025–26).
- 3) Suo Motu Disclosure under Section 4(1)(b) of the RTI Act, 2005.
- 4) Memorandum of Association and Rules & Regulations of MANIREDA.
- 5) Notifications and orders relating to the First Appellate Authority (FAA), State Public Information Officer (SPIO) and State Assistant Public Information Officers (SAPIOs).
- 6) Directory of Officers and Employees.
- 7) Budget allocations, financial statements and audited balance sheets.
- 8) Information relating to renewable energy programmes, projects and schemes including Solar Power Projects, Rooftop Solar Programme, PM-KUSUM, Hydro Power Projects and Biogas Programmes.
- 9) Discussions and clarifications with officials of MANIREDA and examination of available records and documents.

Methodology Steps

- **Document Verification:** Each mandatory disclosure item prescribed under Section 4(1)(b) of the RTI Act was cross-verified with documents uploaded on the MANIREDA website and related official records.
- **Scoring:** Each parameter was evaluated on a point scale ranging from “Not Disclosed” to “Fully Disclosed” based on completeness, quality, accessibility and relevance of information available to citizens.
- **Qualitative Review:** Assessed clarity, readability, comprehensiveness, language simplicity and ease of public understanding.
- **Technical Evaluation:** The functionality of hyperlinks, download accessibility, availability of electronic records, navigability of the website and responsiveness of online resources were examined.
- **Compliance Validation:** The audit verified whether disclosures were updated periodically and whether MANIREDA had complied with all 17 mandatory clauses prescribed under Section 4(1)(b) of the RTI Act.
- **Cross-Reference Assessment:** Information disclosed under RTI was cross-checked with Annual Administrative Reports, organisational records, financial disclosures and programme documents to assess consistency and accuracy.

Audit Focus Areas

- 1) Organisation and Functions
- 2) Budget and Financial Management
- 3) Renewable Energy Programmes and Schemes
- 4) Publicity and Public Interface
- 5) E-Governance and Digital Transparency
- 6) Compliance with Section 4(1)(b) of the RTI Act
- 7) Information Accessibility and Public Convenience
- 8) Suo Motu Disclosure Initiatives

Evaluation Criteria

The audit evaluated both the quantity and quality of information disclosed by MANIREDA, with emphasis on:

- Completeness of disclosures;
- Timeliness and frequency of updates;
- Ease of navigation and accessibility;
- Availability of information in electronic form;
- Financial transparency;
- Disclosure of renewable energy programmes and achievements;
- Citizen-friendliness of information; and
- Compliance with statutory obligations under the RTI Act, 2005.

Particular attention was given to disclosures relating to organisational structure, powers and duties of officers, budget allocations, financial statements, renewable energy projects, subsidy programmes, directory of employees, RTI authorities, annual reports and information available in electronic form.

The audit sought to assess not only whether information was disclosed, but also whether such information was readily accessible, understandable and useful to citizens seeking information about the functioning and activities of MANIREDA.

6. THIRD PARTY AUDIT REPORT

Details	Information
Name of Public Authority being Audited	Manipur Renewable Energy Development Agency (MANIREDA), Government of Manipur
Website	https://manireda.mn.gov.in/
Nodal Officer, Suo-Motu Disclosure under Section 4 of RTI Act, 2005	Wakrambam Suraj Singh, Joint Director, MANIREDA
Third Party Auditor	Communication and Capacity Development, PHED Manipur

Audit Table

Sl. No.	Parameter	Information disclosed on MDS Website	Remarks by Auditor	Weightage Value	Point Score
1)	Organisation and Function	Organisational structure, mandate, functions, powers and duties of officers, Governing Body, Executive Committee, Memorandum of Association, Rules & Regulations and Annual Administrative Reports are disclosed through the official website and RTI disclosures.	Complied. Organisational mandate, renewable energy functions and administrative structure are clearly defined and publicly accessible.	10	9
2)	Budget and Programme	Annual Administrative Reports contain information on solar projects, PM-KUSUM, rooftop solar programmes, hydro projects, biogas programmes, financial performance and budget allocations.	Mostly complied. Major programmes and budget heads are disclosed; however, project-wise expenditure statements, utilisation certificates, and beneficiary-wise subsidy information may be further consolidated and uploaded.	30	24
3)	Publicity and Public Interface	RTI disclosures under Section 4(1)(b), directory of officers, remuneration policy, Annual Administrative Reports, financial information and programme documents are accessible through the website.	Substantially complied. Public interface and digital accessibility are satisfactory; however, citizen charter, FAQs, feedback mechanisms and online RTI facilities	25	20

Sl. No.	Parameter	Information disclosed on MDS Website	Remarks by Auditor	Weightage Value	Point Score
			may be strengthened further.		
4)	E-Governance	The Agency has adopted electronic dissemination of records through its official website. Annual Reports, RTI disclosures, project information and financial records are available in electronic form.	Largely complied. Significant progress in digital transparency observed. Integration of searchable databases, downloadable datasets and project monitoring dashboards is recommended.	20	17
5)	Information as may be prescribed	RTI disclosures, details of FAA, SPIO and SAPIOs, organisational structure, budget details, remuneration policy, powers and duties of officers and electronic records are disclosed.	Almost complied. Most mandatory disclosures are available; however, periodic RTI statistics, committee minutes, citizen charter and consolidated manuals/guidelines may be further strengthened.	10	8
6)	Information disclosed on own initiatives	MANIREDA regularly publishes Annual Administrative Reports, project achievements, financial information, renewable energy initiatives and RTI disclosures through its website.	Almost complied. Continuous efforts toward proactive transparency are evident; however, more frequent updates on project progress, subsidy disbursement and beneficiary information would further improve citizen engagement.	5	4
Total				100	82

Total Score (82) and Grade (Very Good)

Summary of Findings

MANIREDA has demonstrated a high degree of compliance with the proactive disclosure requirements under Section 4(1)(b) of the Right to Information Act, 2005. The Agency has made available substantial information relating to its organisation, functions, renewable

energy programmes, financial management and administrative structure. The publication of Annual Administrative Reports, RTI disclosures, financial statements and programme achievements reflects a positive commitment towards transparency and accountability. Further improvements in disclosure of beneficiary details, project-wise expenditure, procurement information, RTI statistics and citizen-centric digital services would strengthen proactive transparency and public accessibility.

7. OBSERVATIONS

The Third-Party Audit of proactive disclosures under Section 4 of the RTI Act, 2005 indicates that the **Manipur Renewable Energy Development Agency (MANIREDA), Government of Manipur** has made commendable progress towards institutional transparency and digital dissemination of information. The Agency has proactively disclosed a substantial amount of information relating to its organisational structure, renewable energy programmes, financial management and administrative framework. However, certain areas require strengthening for achieving higher standards of proactive disclosure and citizen-centric governance. The key observations are as follows:

- **Strong Organisational and Functional Disclosure:** The Agency has adequately disclosed its organisational structure, functions, powers and duties of officers, Governing Body, Executive Committee, Memorandum of Association, Rules & Regulations, and renewable energy responsibilities through its website and RTI disclosures. Information relating to solar power projects, rooftop solar programmes, hydro power projects, PM-KUSUM implementation and biogas programmes is available and reflects substantial compliance with Section 4(1)(b) of the RTI Act.
- **Continuity in Annual Administrative Reporting:** MANIREDA has consistently published Annual Administrative Reports for FY 2023–24, FY 2024–25 and FY 2025–26. These reports provide detailed information regarding renewable energy programmes, project achievements, financial performance, future projects and policy initiatives, demonstrating continuity in proactive disclosure practices.
- **Availability of Institutional and Legal Documents:** The Agency has disclosed important institutional documents such as the Memorandum of Association, Rules & Regulations, details of Governing Body and Executive Committee, powers and duties of office bearers, and organisational structure. This strengthens public understanding of the legal and administrative framework governing MANIREDA.
- **Disclosure of Renewable Energy Programmes and Achievements:** Significant information relating to renewable energy initiatives has been placed in the public domain, including solar street lighting systems, rooftop solar installations, solar study lamps, PM-KUSUM solar water pumps, hydro power projects, biogas programmes and future renewable energy projects. This reflects a positive commitment towards programme transparency and public awareness.
- **Limited Project-wise Financial Disclosure:** Although budget allocations, grants-in-aid, financial performance and audited balance sheets are disclosed through Annual Administrative Reports, comprehensive project-wise expenditure statements, utilisation certificates, procurement details, contract award information, and scheme-wise financial progress reports are not available in a consolidated public format.
- **Limited Beneficiary-wise Information:** Information regarding implementation of subsidy-based programmes and renewable energy schemes is available; however, beneficiary-wise details, district-wise achievements and scheme-wise progress reports could be further strengthened to enhance transparency and public accountability.
- **Need for Enhanced Citizen Interface:** The website provides access to RTI disclosures and programme information; however, citizen-centric features such as online RTI application facilities, frequently asked questions (FAQs), grievance monitoring systems, feedback mechanisms and renewable energy awareness resources may be further developed to improve public engagement.
- **Scope for Strengthening Digital Transparency:** While the Agency has adopted electronic dissemination of information, integration of searchable databases, downloadable datasets,

project tracking dashboards, GIS-based project mapping and machine-readable disclosures would significantly improve accessibility and transparency.

- **Need for Consolidated RTI Repository:** Information under Section 4(1)(b) is presently available through RTI disclosures, annual reports and various supporting documents. Consolidation of all mandatory disclosures into a single downloadable RTI Handbook or searchable repository would improve convenience for citizens and strengthen compliance.
- **Positive Institutional Commitment Towards Transparency:** Overall, MANIREDA has demonstrated a positive and proactive approach towards transparency by regularly publishing RTI disclosures, Annual Administrative Reports, financial information and programme achievements. The Agency has substantially complied with the proactive disclosure requirements of the RTI Act, 2005. Further strengthening of financial disclosures, beneficiary information, citizen-centric services and digital transparency mechanisms would enable MANIREDA to achieve an even higher standard of compliance and public accountability.

Overall Observation:

MANIREDA has exhibited a strong commitment towards proactive disclosure and public transparency. The Agency's disclosure practices reflect a "Very Good" level of compliance with Section 4(1)(b) of the RTI Act, 2005. Continued efforts towards regular updating, enhanced financial transparency, improved public interface and expanded digital accessibility will further strengthen the Agency's transparency framework and promote greater public trust in its renewable energy initiatives.

8. SUGGESTIONS

Based on the audit findings and assessment of suo motu disclosures under Section 4 of the RTI Act, 2005, the following recommendations are made to further strengthen proactive transparency and citizen-centric governance in the **Manipur Renewable Energy Development Agency (MANIREDA), Government of Manipur**:

► Strengthening Financial Transparency

- Publish project-wise expenditure details, utilisation certificates, procurement details, contract award information and scheme-wise financial progress reports in a consolidated format on the Agency's website.
- Provide periodic updates on financial performance, budget utilisation and progress of major renewable energy projects such as rooftop solar programmes, PM-KUSUM, hydro power projects and other MNRE-supported schemes.
- Disclose beneficiary-wise and district-wise achievements under subsidy-based renewable energy programmes to enhance public accountability and transparency.

► Enhancing Citizen Interface and Accessibility

- Introduce online RTI application and grievance monitoring facilities for improved citizen access to information and services.
- Develop a Citizen Charter outlining services provided by MANIREDA, timelines for service delivery, eligibility criteria under various schemes and grievance redressal mechanisms.
- Provide key disclosures, scheme guidelines and citizen-oriented information in local languages in addition to English to improve accessibility and inclusiveness.
- Develop Frequently Asked Questions (FAQs) and public awareness materials relating to renewable energy schemes and RTI provisions.

► Improving E-Governance and Digital Access

- Create a consolidated downloadable RTI Handbook containing all disclosures mandated under Section 4(1)(b) of the RTI Act.
- Develop searchable digital repositories for Annual Administrative Reports, project documents, financial statements, notifications and policy documents.
- Introduce project monitoring dashboards displaying progress of major renewable energy projects and schemes.
- Strengthen website usability, mobile accessibility, search functionality and availability of machine-readable data formats.

► Strengthening Proactive Disclosure Practices

- Regularly update Annual Administrative Reports, project achievements, budget information, financial statements, scheme guidelines and notifications on the official website.
- Publish periodic RTI statistics, details of RTI applications received and disposed of, and information relating to appeals and grievances.
- Upload committee information, important decisions, policy updates and programme implementation reports on a regular basis.
- Ensure timely updating of all disclosures prescribed under Section 4(1)(b) of the RTI Act.

► Enhancing Renewable Energy Information Dissemination

- Publish district-wise renewable energy statistics and programme achievements.
- Provide details of ongoing and upcoming projects such as Floating Solar Power Projects, Wind-Solar Hybrid Projects, Rooftop Solar Programmes and PM-KUSUM implementation.
- Disseminate information regarding eligibility criteria, subsidy benefits, application procedures and scheme performance through digital platforms.

► Institutionalising Transparency Mechanisms

- Conduct periodic internal reviews of Section 4 disclosures and undertake annual Third-Party Audits to ensure sustained compliance.
- Designate dedicated officers or sections responsible for monitoring proactive disclosure compliance, website management and digital record maintenance.
- Establish a systematic mechanism for periodic verification and updating of information available on the website.

Outcome Expectation

Implementation of these recommendations will further strengthen transparency, accountability, public participation and digital governance within MANIREDA. Enhanced disclosure of financial information, renewable energy programme achievements, beneficiary data and citizen-centric services will improve public trust and facilitate wider awareness of renewable energy initiatives in the State.

The adoption of these measures will assist MANIREDA in achieving higher standards of compliance under the Right to Information Act, 2005 while promoting good governance, institutional accountability and effective dissemination of information relating to renewable energy development in Manipur.

9. CONCLUSION

The Third-Party Audit of Proactive Disclosure under Section 4 of the Right to Information Act, 2005 for the **Manipur Renewable Energy Development Agency (MANIREDA), Government of Manipur** reflects the Agency's commendable progress towards transparency, accountability and digital dissemination of information.

Through regular publication of Annual Administrative Reports, suo motu disclosures under Section 4(1)(b), financial information, organisational details, project achievements, Memorandum of Association, Rules & Regulations and renewable energy programme information, MANIREDA has established a strong foundation for proactive disclosure and public accessibility of information. The audit also recognizes the Agency's sustained efforts in implementation of renewable energy programmes including Grid Connected Rooftop Solar Power Plants, PM-KUSUM Solar Water Pumps, Solar Street Lighting Systems, Solar Study Lamp Programmes, Hydro Power Projects and Biogas Initiatives, which demonstrate its commitment towards sustainable development and public service delivery.

The audit observed that MANIREDA has substantially complied with the requirements prescribed under Section 4(1)(b) of the RTI Act, 2005 and has made continuous efforts towards improving institutional transparency and dissemination of information through digital platforms.

The Agency secured an overall score of **82 out of 100**, placing it in the **"Very Good"** category of proactive disclosure compliance.

However, to further strengthen transparency and achieve higher standards of citizen-centric governance, the Agency may focus on:

- Enhancing project-wise financial disclosures, procurement information and utilisation certificate disclosures;
- Publishing beneficiary-wise and district-wise achievements under subsidy-based renewable energy programmes;
- Introducing citizen charter, online RTI facilities and grievance monitoring mechanisms;
- Publishing RTI statistics, committee information and programme monitoring reports;
- Providing bilingual disclosures and citizen-oriented information in local languages;
- Developing consolidated searchable RTI repositories, project dashboards and digital transparency tools; and
- Ensuring periodic updating of all disclosures under Section 4(1)(b) of the RTI Act, 2005.

The audit acknowledges the significant efforts made by MANIREDA in maintaining transparency and making important organisational, financial and programme-related information available in the public domain. The availability of Annual Administrative Reports, audited financial statements, organisational records and comprehensive programme information reflects a positive institutional commitment towards openness and accountability.

With sustained efforts towards proactive disclosure, digital accessibility, public engagement and transparent governance, **MANIREDA has the potential to emerge as a model public authority in the field of renewable energy administration and RTI compliance in the State of Manipur.**

The Agency's continued commitment to transparency will not only strengthen public confidence in its functioning but also contribute to greater awareness, participation and support for renewable energy development initiatives across the State.