

F.No.A-60011(IT)/8/2022-Admn.IV(LA)  
Government of India  
Ministry of Law and Justice  
Department of Legal Affairs  
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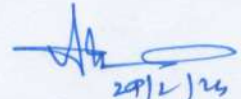
Shastri Bhavan, New Delhi.  
Dated :29<sup>th</sup> February, 2024.

OFFICE MEMORANDUM

SUBJECT: Third Party Audit Exercise for the year 2023-24.

The undersigned is directed to refer to RTI Cell's OM No.R-22//5/2024-RTI dated 21.02.2024 on the above subject and to provide requisite inputs in respect of items concerning Admn.IV(LA) Section as under:-

Item No.	Description	Status
1.2(ii)	Power and duties of other employees	Power and duties of officers/employees in respect of cadres being maintained by Admn.IV(LA) Section are mentioned in Manual of Office Procedure. Relevant portion is already uploaded on the website.
1.7 (i to viii)	Boards, Councils, Committees and other Bodies constituted as part of the Public Authority	As far as Admn.IV(LA) Section is concerned, Departmental Promotion Committees have been constituted. Their latest orders are enclosed herewith to be uploaded on the website.
2.6	CAG & PAC Paras	There is no pendency in Admn.IV(LA) Section
4.5(v)	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	As far as Admn.IV(LA) Section is concerned, contracts have been entered into with M/s. Pravidhi India Consultancy Private Limited (through GeM) and M/s. Silver Touch Technologies Limited for providing manpower to this Department. The updated/latest contracts are already uploaded on website.



( Jyoti Swaroop Asthana )  
Under Secretary to the Govt. of India

To  
RTI Cell

Copy to : CMF Team along with requisite documents to be uploaded on the website of the Department under Proactive Disclosure link.