

Sl. No.	Item	Details of disclosure	Remarks/Reference Points (Fully met/ partially met/ not met-Non applicable will be treated as fully met/ partially met)
1.1	Particulars of its organisation, functions and duties [Section 4(1)(b)(i)]	(i) Vision, Mission and Key objectives	<p><b>Vision Statement</b>  <i>Taxonomy towards conservation and sustaining biodiversity/faunal diversity for future</i></p> <p><b>Mission Statement</b>  <i>Our Mission is to contribute towards the judicious conservation of the fauna by conducting explorations, undertaking taxonomic studies and also documenting the country's vast diversity</i></p> <p><b>Primary Objectives</b></p> <ol style="list-style-type: none"> <li>1. Exploring, Surveying, Inventorying and Monitoring of faunal diversity in various states, selected ecosystems and protected areas of India.</li> <li>2. Taxonomic studies of the faunal components collected.</li> <li>3. Status survey of Threatened and Endemic species.</li> <li>4. Preparation of Red Data Book, Fauna of India and Fauna of States.</li> <li>5. Bio-ecological studies on important communities/species.</li> <li>6. Preparation of database for the recorded species of the country.</li> <li>7. Maintenance and Development of National Zoological Collections.</li> <li>8. Training, Capacity Building and Human Resource Development.</li> <li>9. Faunal Identification, Advisory services and Library Services.</li> </ol>

			<p>10. Publication of results including Fauna of India, Fauna of States and fauna of Conservation Areas.</p> <p><b>Secondary Objectives</b></p> <ol style="list-style-type: none"> <li>1. GIS and Remote Sensing studies on recorded animal diversity as well as on threatened species.</li> <li>2. Chromosomal Mapping and DNA fingerprinting.</li> <li>3. Environmental Impact Studies.</li> <li>4. Maintenance of Musea at Headquarters and Regional Centres.</li> <li>5. Development of ENVIS and CITES Centers.</li> <li>6. Research Fellowship, Associateship and Emeritus Scientists Programme.</li> <li>7. Collaborative research programmes on Biodiversity with other Organizations in India and abroad.</li> </ol>
1.4	Norms for discharge of functions [Section 4(1)(b)(iv)]	(i) Nature of functions/Services offered	<p>ZSI through its field-based surveys and identifications of faunal groups from Protozoa to Mammalia compiled and documented the known faunal diversity of the country, adding towards fulfilling and achieving the Aichi Biodiversity Target 1 of the CBD as well Millennium Sustainable Development Goal. ZSI also providing identification and advisory services to the University, Research Institutions, Forest and Wildlife Department of state and central government including services through forensic identification for judiciary matters pertaining to wildlife, as well as training and extension services to the university and college students, frontline staff of enforcement agencies. The scientific output of ZSI in terms of publications help future researchers and students better understanding of the faunal diversity of</p>

			the country.
		(ii) Norms/ Standards for functions/Service delivery	ZSI follows internationally recognised and standard service protocol for service delivery.
		(iii) Process by which these services can be accessed	The service of ZSI can be accessed through the Director, ZSI who is the competent authority on services to be rendered by ZSI.
		(iv) Time limit for achieving the targets	There is no fixed time limit for identification and advisory services. However, the judiciary matters pertaining to confiscated materials of wildlife in nature are dealt on a priority and as per court's directives.
		(v) Process of redress of grievances	Redress or grievances for service to be through the Director, ZSI.
1.5	Rules, regulations, instructions manual and records for discharging functions [Section 4 (1)(b) (v)]	(i) Title and nature of the record/manual/instruction.	There is no separate record/manual/instructions followed other than that of Government of India norms.
		(ii) List of Rules, regulations, instructions manuals and records.	Not pertaining to Technical Section
		(iii) Acts/Rules manuals etc.	Not pertaining to Technical Section
		(iv) Transfer policy and transfer orders.	Not pertaining to Technical Section
1.6	Categories of documents held by the authority under its control [Section 4 (1) (b) (vi)]	(i) Categories of documents.	Except for classified document of confidential in nature where there is consent of Government of India or third party is required, all documents pertaining to Technical Section are open access in nature.
		(ii) Custodian of documents/Categories	Director, ZSI
1.7	Boards, Councils, Committees and other bodies constituted as part of the Public Authority (Section 4 (1) (b) (viii))	(i) Name of the Boards, Council, Committee etc.	There are two functional Committees in ZSI: a. RAMC (Research, Advisory and Monitoring Committee) b. Annual Programme of Research Committee (APRC)
		(ii) Composition	a. The RAMC (Research, Advisory and Monitoring Committee) comprises of Chairman, a scientists of repute from outside ZSI with knowledge

			<p>pertaining to ZSI functioning and members (scientists/academicians of repute from outside ZSI) along with Directors of organisations carrying out similar nature of work as ex-officio members and a senior scientist of ZSI as Member Secretary. The committee is approved by MoEFCC.</p> <p>b. The APRC (Annual Programme of Research Committee) comprised of a Chairman, approved by Director, ZSI from amongst senior scientist of ZSI along with an external members (scientists of repute) and Publication &amp; Production Officer, O/C, Field Survey Division as members and O/C, Technical Section as the Member Secretary. The committee is approved Director, ZSI.</p>
		(iii) Dates from which constituted	<p>a. RAMC constituted 9<sup>th</sup> December 2010.</p> <p>b. APRC constituted annually.</p>
		(iv) Term / Tenure	<p>a. The term/tenure of RAMC is for 5 years.</p> <p>b. The term/tenure of APRC is for 1 year.</p>
		(v) Power and functions	<p>a. Research Advisory and Monitoring Committee (RAMC) of ZSI is broad based with the end objective of making research user-driven to the extent feasible and to bridge the gap in research on faunal resources of India, annual review and resultant modifications on a rolling basis along with review of progress of annual survey programme and the methodologies and to suggest ways for enhance in quality of research outputs including capacity and skills of scientists. The RAMC make recommendations on functioning of ZSI to the MoEFCC.</p> <p>b. The APRC (Annual Programme of Research Committee) is for guiding, suggesting and</p>

			recommending scientific programmes of ZSI annually, to the Director, ZSI.
		(vi) Whether their meetings are open to the public?	No the meetings are not open to the public.
		(vii) Whether the minutes of the meetings are open to the public?	Yes. The minutes of the meeting of RAMC is uploaded in the ZSI website and accessible to public.
		(viii) Place where the minutes if open to the public are available?	The minutes of the meeting is uploaded in the ZSI website.
2.1	Foreign and domestic Tours	i. Budget (FY 2018-19)	Foreign Rs. 10,00,000/- DTE – Rs. 2,20,00,000  DTE Rs. 364603/ TA expenditure
2.4	Discretionary and non discretionary grants (F No. 1/6/2011IR dt. 15.04.2013)	(i) Discretionary and non discretionary grants / allocations to State Govt. / NGOs / other institutions.	There is no provision of Discretionary and non discretionary grants / allocations to State Govt. / NGOs / other institutions, by ZSI.
		(ii) Annual accounts of all legal entities who are provided grants by public authorities.	Not pertaining to Technical Section.
2.5	Particulars of recipients of concessions, permits of authorization granted by the public authority [section 4 (1) (b) (xiii) 4 (1) (b) (xiii)]	(i) Concessions, permits or authorizations granted by public authority	ZSI has been designated as National Repository on Faunal Collection, under the Section 39 of the Biodiversity Act, 2002. ZSI has been recognised as Forensic Laboratory for identification of Confiscated Materials by the Ministry of Environment, Forest and Climate Change, Government of India.
		(ii) For each concessions, permits 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 authorisations d) Date of award of concessions / permits of authorizations	
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 bdt. 15.04.2013]	Arrangement for consultations with or representation by the members of the public (i) Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	Contact details of the experts
		(ii) 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 Informations & Facilitation Counter ( IFC) to provide publications frequently sought by RTI applicants	
		Public private partnerships (PPP) (i) Details of Special Purpose Vehicle (SPV), if any	
		(ii) Detailed project reports ( DPRs)	
		(iii) Concession agreements.	
		(iv) Operation and maintenance manuals	

		(v) Other documents generated as part of the implementation of the PPP	
		(vi) Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government	
		(vii) Information relating to outputs and outcomes	
		(viii) The process of the selection of the private sector party (concessionaire etc.)	
		(ix) All payment made under the PPP project	
4.4	Particulars of facilities available to citizen for obtaining information [Section 4 (1) (b) (xv)]	(i) Name & location of the faculty	
		(ii) Details of information made available	
		(iii) Working hours of the facility	
		(iv) Contact person & contact details (Phone, Fax, Email.)	
4.5	Such other information as may be prescribed under section 4 (i) (b) (xvii)	(i) List of completed schemes / projects / programmes	
		(ii) List of schemes / projects / programme under way.	
4.7	Replies to questions asked in the parliament [Section 4(1) (d) (2)]	(i) Details of questions asked and replies given	