

F. No. 15011/4/2025-Legal-CIC  
**Central Information Commission**  
Baba Gangnath Marg, Munirka  
New Delhi 110067

Dated 01.08.2025

**CIRCULAR**

**SUBJECT: THIRD PARTY TRANSPARENCY AUDIT FOR THE YEAR 2025.**

References: 1. DoPT OM No. 1/6/2011-IR dated 15.04.2013  
2. DoPT OM No. 1/6/2011-IR dated 07.11.2019

In pursuance to above referred OM's, the process of carrying out Third Party Audit Exercise for the year 2024-25 on the CIC's portal (<https://dss.cic.nic.in/users/pn-login>) has now been started. The revised timelines for the said audit exercise are as under:-

- i. The last date for submitting self appraisal by Public Authorities/ mapping with Training Institute on CIC's portal: 20.08.2025.
  - ii. The last date to get the self appraisal audited by third party (Training Institute) and submit the audited report on CIC's portal: 30.08.2025.
  - iii. The last date for offering the advice/ recommendations by the Central Information Commission on the above audited reports : 05.09.2025.
2. Further, the PAs may please refer para 6.1 of the OM at reference-2 above, wherein, the Ministries/Departments have been directed for mandatory inclusion of details about compliance with proactive disclosure guidelines in the relevant chapter in Annual Report. Accordingly, in view of the timelines for laying of the Annual Reports on the Table of the House, all the PAs are requested to complete the process of Third Party Transparency Audit exercise [i.e. **Self Appraisal by the PA and Audit of submitted self appraisal by the mapped Auditors/Training Institute**] as per the above timelines on CIC's portal. The Third Party audit will be based through digital mode on CIC's portal only and no physical report will be accepted by the Commission.
3. In case of need for any clarification, Shri Ankit Arora, Section Officer (Law) and Shri Deepak Kumar Mahto, Senior Assistant (Law) may be contacted on 011-26181928 and Shri Rajeev Kumar Sah, Sr. Software Support Engineer, CIC on 011-26107030.

  
(Bijendra Kumar)  
Deputy Secretary (Law)

To,

1. All the Public Authorities
2. All Deputy Registrars of the Registries of the Commission

Digitally signed by  
BIJENDRA KUMAR  
Date: 01-08-2025  
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