



R F D

Results-Framework Document
for

(Ministry of Corporate Affairs)

(2011-2012)

Section 1: Vision, Mission, Objectives and Functions

Vision

To facilitate corporate growth with enlightened regulation.

Mission

To be responsive and sensitive to changes in the business environment and suitably formulate and modify corporate laws and regulations from time-to-time.

Objective

- 1 To provide simplified laws governing Corporate Sector to facilitate effective compliance and enlightened regulatory regime.
- 2 On line delivery of all registry related services with speed, certainty and transparency, access to public information and effectively monitoring of statutory compliance by the companies.
- 3 To promote investor education and awareness for creation of appropriate business environment that facilitate growth of corporate sector in the country.
- 4 To develop capacity building and secure policy advisory support through operationalizing IICA.
- 5 Administration of Companies Act and other Acts under the purview of Ministry including effective enforcement to prevent corporate frauds.
- 6 To promote competition

Functions

- 1 Administration of the Companies Act, 1956, other Acts and simplifying existing Act from time to time.
- 2 Convergence of Indian standards with IFRS.
- 3 Formulation of Rules and regulations under various Acts administered by the Ministry.
- 4 Implementation of Competition Act and to facilitate the working of Competition Commission.
- 5 Implementation of e-Governance in MCA.
- 6 Detection of irregularities in corporate functioning through Early Warning Systems.
- 7 Dissemination of official statistics related to Corporate sector.
- 8 Undertaking investor education and awareness programmes.
- 9 To undertake investigation of serious frauds through the Serious Fraud Investigation Office.
- 10 Administration of the ICLS Cadre and training through IICA.

Section 2: Inter se Priorities among Key Objectives, Success indicators and Targets

Objective	Weight	Action	Success	Unit	Weight	Target / Criteria Value				
						Excellent	Very Good	Good	Fair	Poor
						100%	90%	80%	70%	60%
[1] To provide simplified laws governing Corporate Sector to facilitate effective compliance and enlightened regulatory regime.	26.00	[1.1] Change in the delegation of power u/s 166	[1.1.1] Issue of circular and notification	Date	2.90	15/05/2011	31/05/2011	15/06/2011	30/06/2011	--
		[1.2] Changes in the process of principle place of business in India in respect of Foreign Companies	[1.2.1] Issue of circular and notification.	Date	2.90	15/05/2011	31/05/2011	30/06/2011	31/07/2011	--
		[1.3] Amendment of the Companies Act, 1956	[1.3.1] Reintroduction of Companies Amendment Bill 2009 in the Cabinet	Date	17.30	30/11/2011	15/12/2011	31/12/2011	15/01/2012	--
		[1.4] Promotion of LLP Act through workshops	[1.4.1] Four number of workshops to be organised in different cities	Number	2.90	4	3	2	1	--
[2] On line delivery of all registry related services with speed, certainty and transparency, access to public information and effectively monitoring of statutory compliance by the companies.	25.00	[2.1] Implementation of XBRL	[2.1.1] Date of Introduction of XBRL	Date	3.25	01/09/2011	15/09/2011	01/10/2011	15/10/2011	--
		[2.2] Simplification of DIN process	[2.2.1] Integration of the new process with MCA21	Date	3.25	01/08/2011	15/08/2011	01/09/2011	30/09/2011	--
		[2.3] Simplification of Section 25	[2.3.1] Integration of the new process with MCA21	Date	3.25	01/08/2011	15/08/2011	01/09/2011	30/09/2011	--
		[2.4] Simplification of name availability	[2.4.1] Integration of the new process with MCA21	Date	3.25	15/09/2011	30/09/2011	15/10/2011	31/10/2011	--
		[2.5] Simplification of incorporation of a company	[2.5.1] Integration of the new process with MCA21	Date	5.00	15/09/2011	30/09/2011	15/10/2011	31/10/2011	--
		[2.6] Making activities of RD offices paperless (Except Court related)	[2.6.1] Integration of the new process with MCA21	Date	3.50	01/07/2011	31/07/2011	01/08/2011	15/08/2011	--

Section 2: Inter se Priorities among Key Objectives, Success indicators and Targets

Objective	Weight	Action	Success	Unit	Weight	Target / Criteria Value				
						Excellent	Very Good	Good	Fair	Poor
						100%	90%	80%	70%	60%
		[2.7] Making LLP Back office fully functional with 1. Linkage of eforms 2. View Public Document 3. Making Annual filing in STP mode	[2.7.1] Timeline	Date	3.50	15/09/2011	30/09/2011	15/10/2011	31/10/2011	--
[3] To promote investor education and awareness for creation of appropriate business environment that facilitate growth of corporate sector in the country.	6.00	[3.1] Empowerment of investors by creating sub-sites for investor-wise details of unpiad dividend	[3.1.1] Launch of websites	Date	4.02	31/01/2012	15/02/2012	29/02/2012	15/03/2012	31/03/2012
		[3.2] Evaluation of investor awareness programmes	[3.2.1] Conduct of five regional impact assesment	Date	1.98	01/12/2011	01/01/2012	01/03/2012	--	--
[4] To develop capacity building and securepolicy advisory support through operationalizing IICA.	10.00	[4.1] Completion of the IICA campus buildng	[4.1.1] Fully functional campus	Date	6.00	31/08/2011	30/09/2011	31/10/2011	30/11/2011	--
		[4.2] Establishment of national foundation for business responsibility (for promoting CSR & CG)	[4.2.1] NFBR becomes functional with its separate structure and funds	Date	4.00	31/12/2011	31/01/2012	29/02/2012	31/03/2012	--
[5] Administration of Companies Act and other Acts under the purview of Ministry including effective enforcement to prevent corporate frauds.	15.00	[5.1] Processing of inspection reports received upto 31.03.2011 and issue of follow up instructions regarding filing of prosecution.	[5.1.1] Disposal of inspection reports	Date	3.00	15/02/2012	29/02/2012	15/03/2012	31/03/2012	--
		[5.2] Processing of investigation reports received upto 31.03.2011 and issue of follow up instructions regarding filing of prosecution.	[5.2.1] Disposal of investigation reports	Date	3.00	15/02/2012	29/02/2012	15/03/2012	31/03/2012	--
		[5.3] Processing of technical scrutiny reports received upto 31.03.2011 and issue of follow up instructions regarding filing of	[5.3.1] Disposal of technical scrutiny reports	Date	3.00	15/02/2012	29/02/2012	15/03/2012	31/03/2012	--

Section 2: Inter se Priorities among Key Objectives, Success indicators and Targets

Objective	Weight	Action	Success	Unit	Weight	Target / Criteria Value				
						Excellent	Very Good	Good	Fair	Poor
						100%	90%	80%	70%	60%
		prosecution.								
		[5.4] Scrutiny of 150 cases under Early Warning System and issue of follow up instructions regarding filing of prosecution.	[5.4.1] Disposal of cases	Date	3.00	01/12/2011	01/01/2012	01/02/2012	01/03/2012	--
		[5.5] Development of Crisis Management Plan for quick response to frauds/serious violation of the Companies Act, 1956	[5.5.1] Finalization of plan	Date	3.00	01/10/2011	01/11/2011	01/12/2011	01/01/2012	--
[6] To promote competition	3.00	[6.1] Notification of remaining provisions of Competition Act	[6.1.1] Issue of notification for sections 43A and 44	Date	1.50	30/06/2011	30/09/2011	31/12/2011	31/03/2012	--
		[6.2] Implementation of advocacy functionalities on Competition	[6.2.1] Organizing seminars/workshops /conferences	Number	1.50	6	6	6	6	6
* Efficient Functioning of the RFD System	3.00	Timely submission of Draft for Approval	On-time submission	Date	2.0	07/03/2011	08/03/2011	09/03/2011	10/03/2011	11/03/2011
		Timely submission of Results	On- time submission	Date	1.0	01/05/2012	03/05/2012	04/05/2012	05/05/2012	06/05/2012
* Improving Internal Efficiency / Responsiveness / Service delivery of Ministry / Department	10.00	Implementation of Sevottam	Resubmission of revised draft of Citizens' / Clients' Charter	Date	2.0	15/12/2011	20/12/2011	25/12/2011	28/12/2011	31/12/2011
			Independent Audit of Implementation of Grievance Redress Mechanism	%	2.0	100	95	90	85	80
		Ensure compliance with Section 4(1) (b) of the RTI Act, 2005	No. of items on which information is uploaded by February 10, 2012	No	2.0	16	15	14	13	12

* Mandatory Objective(s)

Section 2: Inter se Priorities among Key Objectives, Success indicators and Targets

Objective	Weight	Action	Success	Unit	Weight	Target / Criteria Value				
						Excellent	Very Good	Good	Fair	Poor
						100%	90%	80%	70%	60%
		Identify potential areas of corruption related to departmental activities and develop an action plan to mitigate them	Finalize an action plan to mitigate potential areas of corruption.	Date	2.0	10/02/2012	15/02/2012	20/02/2012	24/02/2012	29/02/2012
		Develop an action plan to implement ISO 9001 certification	Finalize an action plan to implement ISO 9001 certification	Date	2.0	10/02/2012	15/02/2012	20/02/2012	24/02/2012	29/02/2012
* Ensuring compliance to the Financial Accountability Framework	2.00	Timely submission of ATNS on Audit Paras of C&AG	Percentage of ATNS submitted within due date (4 months) from date of presentation of Report to Parliament by CAG during the year.	%	0.5	100	90	80	70	60
		Timely submission of ATRs to the PAC Sectt. on PAC Reports.	Percentage of ATRs submitted within due date (6 months) from date of presentation of Report to Parliament by PAC during the year.	%	0.5	100	90	80	70	60
		Early disposal of pending ATNs on Audit Paras of C&AG Reports presented to Parliament before 31.3.2011.	Percentage of outstanding ATNs disposed off during the year.	%	0.5	100	90	80	70	60
		Early disposal of pending ATRs on PAC Reports presented to Parliament before 31.3.2011	Percentage of outstanding ATRs disposed off during the year.	%	0.5	100	90	80	70	60

* Mandatory Objective(s)

Section 3: Trend Values of the Success Indicators

Objective	Action	Success	Unit	Actual Value	Actual Value	Target Value	Projected Value for	Projected Value for
				FY 09/10	FY 10/11	FY 11/12	FY 12/13	FY 13/14
[1] To provide simplified laws governing Corporate Sector to facilitate effective compliance and enlightened regulatory regime.	[1.1] Change in the delegation of power u/s 166	[1.1.1] Issue of circular and notification	Date	--	--	31/05/2011	--	--
	[1.2] Changes in the process of principle place of business in India in respect of Foreign Companies	[1.2.1] Issue of circular and notification.	Date	--	--	31/05/2011	--	--
	[1.3] Amendment of the Companies Act, 1956	[1.3.1] Reintroduction of Companies Amendment Bill 2009 in the Cabinet	Date	--	--	15/12/2011	--	--
	[1.4] Promotion of LLP Act through workshops	[1.4.1] Four number of workshops to be organised in different cities	Number	--	--	3	--	--
[2] On line delivery of all registry related services with speed, certainty and transparency, access to public information and effectively monitoring of statutory compliance by the companies.	[2.1] Implementation of XBRL	[2.1.1] Date of Introduction of XBRL	Date	--	--	15/09/2011	--	--
	[2.2] Simplification of DIN process	[2.2.1] Integration of the new process with MCA21	Date	--	--	15/08/2011	--	--
	[2.3] Simplification of Section 25	[2.3.1] Integration of the new process with MCA21	Date	--	--	15/08/2011	--	--
	[2.4] Simplification of name availability	[2.4.1] Integration of the new process with MCA21	Date	--	--	30/09/2011	--	--
	[2.5] Simplification of incorporation of a company	[2.5.1] Integration of the new process with MCA21	Date	--	--	30/09/2011	--	--

Section 3: Trend Values of the Success Indicators

Objective	Action	Success	Unit	Actual Value	Actual Value	Target Value	Projected Value for	Projected Value for
				FY 09/10	FY 10/11	FY 11/12	FY 12/13	FY 13/14
	[2.6] Making activities of RD offices paperless (Except Court related)	[2.6.1] Integration of the new process with MCA21	Date	--	--	31/07/2011	--	--
	[2.7] Making LLP Back office fully functional with 1. Linkage of eforms 2. View Public Document 3. Making Annual filing in STP mode	[2.7.1] Timeline	Date	--	--	30/09/2011	--	--
[3] To promote investor education and awareness for creation of appropriate business environment that facilitate growth of corporate sector in the country.	[3.1] Empowerment of investors by creating sub-sites for investor-wise details of unpiad dividend	[3.1.1] Launch of websites	Date	--	--	15/02/2012	--	--
	[3.2] Evaluation of investor awareness programmes	[3.2.1] Conduct of five regional impact assesment	Date	--	--	01/12/2011	--	--
[4] To develop capacity building and securepolicy advisory support through operationalizing IICA.	[4.1] Completion of the IICA campus buildng	[4.1.1] Fully functional campus	Date	--	--	30/09/2011	--	--
	[4.2] Establishment of national foundation for business responsibility (for promoting CSR & CG)	[4.2.1] NFBR becomes functional with its separate structure and funds	Date	--	--	31/01/2012	--	--
[5] Administration of Companies Act and other Acts under the purview of Ministry including effective enforcement to prevent corporate frauds.	[5.1] Processing of inspection reports received upto 31.03.2011 and issue of follow up instructions regarding filing of prosecution.	[5.1.1] Disposal of inspection reports	Date	--	--	29/02/2012	--	--
	[5.2] Processing of investigation reports received upto	[5.2.1] Disposal of investigation reports	Date	--	--	29/02/2012	--	--

Section 3: Trend Values of the Success Indicators

Objective	Action	Success	Unit	Actual Value	Actual Value	Target Value	Projected Value for	Projected Value for
				FY 09/10	FY 10/11	FY 11/12	FY 12/13	FY 13/14
	31.03.2011 and issue of follow up instructions regarding filing of prosecution.							
	[5.3] Processing of technical scrutiny reports received upto 31.03.2011 and issue of follow up instructions regarding filing of prosecution.	[5.3.1] Disposal of technical scrutiny reports	Date	--	--	29/02/2012	--	--
	[5.4] Scrutiny of 150 cases under Early Warning System and issue of follow up instructions regarding filing of prosecution.	[5.4.1] Disposal of cases	Date	--	--	01/01/2012	--	--
	[5.5] Development of Crisis Management Plan for quick response to frauds/serious violation of the Companies Act, 1956	[5.5.1] Finalization of plan	Date	--	--	01/11/2011	--	--
[6] To promote competition	[6.1] Notification of remaining provisions of Competition Act	[6.1.1] Issue of notification for sections 43A and 44	Date	--	--	--	--	--
	[6.2] Implementation of advocacy functionalities on Competition	[6.2.1] Organizing seminars/workshops/conferences	Number	--	--	--	--	--
* Efficient Functioning of the RFD System	Timely submission of Draft for Approval	On-time submission	Date	30/11/2009	06/04/2010	08/03/2011	--	--
	Timely submission of Results	On- time submission	Date	30/04/2010	--	03/05/2011	--	--

* Mandatory Objective(s)

Section 3: Trend Values of the Success Indicators

Objective	Action	Success	Unit	Actual Value FY 09/10	Actual Value FY 10/11	Target Value FY 11/12	Projected Value for FY 12/13	Projected Value for FY 13/14
* Improving Internal Efficiency / Responsiveness / Service delivery of Ministry / Department	Implementation of Sevottam	Resubmission of revised draft of Citizens' / Clients' Charter	Date	--	--	20/12/2011	--	--
		Independent Audit of Implementation of Grievance Redress Mechanism	%	--	--	95	--	--
	Ensure compliance with Section 4(1) (b) of the RTI Act, 2005	No. of items on which information is uploaded by February 10, 2012	No	--	--	15/12/2011	--	--
	Identify potential areas of corruption related to departmental activities and develop an action plan to mitigate them	Finalize an action plan to mitigate potential areas of corruption.	Date	--	--	15/12/2011	--	--
	Develop an action plan to implement ISO 9001 certification	Finalize an action plan to implement ISO 9001 certification	Date	--	--	15/12/2011	--	--
* Ensuring compliance to the Financial Accountability Framework	Timely submission of ATNS on Audit Paras of C&AG	Percentage of ATNS submitted within due date (4 months) from date of presentation of Report to Parliament by CAG during the year.	%	--	100	90	--	--
	Timely submission of ATRs to the PAC Sectt. on PAC Reports.	Percentage of ATRs submitted within due date (6 months) from date of presentation of Report to Parliament by PAC during the year.	%	--	100	90	--	--
	Early disposal of pending ATNs on Audit Paras of C&AG Reports presented to Parliament before 31.3.2011.	Percentage of outstanding ATNs disposed off during the year.	%	--	100	90	--	--

* Mandatory Objective(s)

Section 3: Trend Values of the Success Indicators

Objective	Action	Success	Unit	Actual Value FY 09/10	Actual Value FY 10/11	Target Value FY 11/12	Projected Value for FY 12/13	Projected Value for FY 13/14
	Early disposal of pending ATRs on PAC Reports presented to Parliament before 31.3.2011	Percentage of outstanding ATRs disposed off during the year.	%	--	100	90	--	--

* Mandatory Objective(s)

Section 4: Description and Definition of Success Indicators

1. Organising workshops :

Group of investors/NGOs are invited to attend well structured workshops for dissemination of information relating to their rights under various statutes.

2. Exit Management Plan :

MCA21 is a PPP Project with TCS as partner-operator. Exit Management plan has to be in place in case of premature termination of contract etc. Hence this action item impacts service delivery to citizens. This year there would be further progress on this plan and it is likely to be finalized.

3. Fully Functional Campus:

This includes setting up of all infrastructure relating to civil and electrical works, public health, IT services, conduct of training, workshops, seminars, starting of e-learning, certificate courses etc. Operationalizing of boarding/lodging facilities. Outsourcing of secretarial, housekeeping, transport and catering services including appointments.

4.. Time of Publication in Gazette:

If the notifications are published by 31.3.2012, it will be considered as timely published in Gazette.

5. Media Campaign for Investor Education:

Completion of media campaign for investor education means release of all relevant print/TV spots in the media.

6. Making RD offices paperless:

There are several activities happening in offices of Regional Directors (at 6 locations) where paper documents were hitherto being received. This year it is proposed to modify the processes with respect to three major services being offered by RDs, viz.:-

- (i) Compounding application under section 621 of Companies Act
- (ii) Rectification of name under section 22 of Companies Act
- (iii) Related party transactions under section 297 of Companies Act

Section 5:
Specific Performance Requirements from other Departments

Department	Relevant Success Indicator	What do You Need ?	Why do you need it ?	How much you need?	What happens if you do not get it ?
M/o Law	i) Introduction of Bills in Parliament ii] Issue of Notifications iii) Revision of Forms prescribed under Companies Act and rules; LLP Act and rules.	Legal vetting and Hindi translation	Legislative requirements	Cannot be quantified	Objective cannot be achieved.
M/o Finance	No. of advertisement under IEPF	Budget	Meeting Expenses	Rs. 5 crore	Objective cannot be achieved
Committee on IEPF/ Sub-Committee on IEPF	Examination of proposals	Timely approvals	For initiation of work	Not quantifiable	May lead to delay in initiation of work

Section 6:
OutCome/Impact of Department/Ministry

OutCome/Impact of Department/Minist	Jointly responsible for influencing this outcome / impact with the following department (s) /	Success Indicator	FY 09/10	FY 10/11	FY 11/12	FY 12/13	FY 13/14
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