

**Department of Space  
Indian Space Research Organisation  
Right to Information - (Suo-Motu Disclosure)**

**Norms set by the Department of Space for the discharge of its functions**

The primary function of Department of Space is development of Space Technology in a self reliant manner and undertake applications of relevance for National development. The functions enunciated encompasses design, development, realisation and operationalization of satellites for communication, navigation and earth observations, development and realisation of launch vehicles required for launching the satellites, implementation of innovative space applications and carrying out space science research and planetary exploration missions.

Taking into account the nature of work, industry standards and the international practices, Norms and standards have been evolved by the Department during the course of implementation of these programmes. The Satellite Communications Policy approved by Government in 1997 authorises INSAT capacity (Transponders) to be leased to non-government parties and norms, guidelines and procedures have been evolved for implementation of this Policy Framework.

Recognising that Remote Sensing Satellite Data provides valuable information for developmental activities beneficial to the society, the Department has evolved Policy Guidelines and Norms for acquisition and distribution of Remote Sensing Data in the country. The Remote Sensing Data Policy 2011 allows dissemination Satellite Remote Sensing Data of resolutions upto 1m on a non-discriminatory basis and on "as requested basis". With a view to protect national security interests, all data of better than 1m resolution shall be screened and cleared by the appropriate agency prior to distribution. Norms have also been evolved for National Remote Sensing Centre (NRSC) to maintain a systematic Remote Sensing Data Archive and a log of all acquisitions.

Department procures various stores and equipments required for research and development activities. To ensure optimum and uniform procurement procedure, Department has evolved a Purchase Manual. It specifies the norms for all the important steps involved in procurement including tendering, evaluation, release of orders and payments. The Department also undertakes construction works at various ISRO Centres/Units in order to create specialised infrastructure needed for realisation of satellites and launch vehicles. Department has evolved norms, standards and guidelines for estimating the cost, tendering and contract management practices in respect of construction works.

Further, the rules and regulations formulated by the GOI in the form of

Fundamental Rules, Supplementary Rules, General Financial Rules, Manual of Office Procedure, etc., are followed with suitable modifications wherever required in the functioning of the Department.

**Source: RTI Cell, DOS/ISRO HQ**