Self appraisal report for Year (2023-24)

Auditor Agency: Dr. K. K. Jain (Department of Mechanical Engineering, NITTTR, Bhopal Madhya Pradesh)

Ministry Name: Ministry of Education

Department Name: Department of Higher Education

Public Authority Name: IIT, Indore

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1	**Organisation and Function**							
1.1	**Particulars of its organisation,functions and duties[Section 4(1)(b)(i)]**							
1.1.1	Name and address of the Organization	Fully Met	1.28	1.28	Indian Institute of Technology Indore, Khandwa Road, Simrol, Indore, Madhya Pradesh – 453552 https://www.iiti.ac.in/page/contactus	Fully Met	1.28	Information displayed in the given link.
1.1.2	Head of the organization	Fully Met	1.28	1.28	Prof. Suhas S. Joshi Director Email – director@iiti.ac.in Phone – 0731-6603109 https://www.iiti	Fully Met	1.28	Information displayed in the given link.

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					.ac.in/director			
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	https://www.iiti.ac.in/public/storage/Mission_Vision_Objectives.pdf	Fully Met	1.28	Information displayed in the given link.
1.1.4	Function and duties	Fully Met	1.28	1.28	Details are provided in Section 6 of IT Act 1961 (Page 5 and 6) https://www.iiti.ac.in/public/storage/act/The%20IT%20Act_1961.pdf	Fully Met	1.28	Information displayed in the given link.
1.1.5	Organization Chart	Fully Met	1.28	1.28	https://www.iiti.ac.in/institute-functionaries	Fully Met	1.28	Information displayed in the given link.
1.1.6	Any other details-the genesis, inception, formation of the department and the HoDs from time to time as well as the committees/ Commissions constituted from time to time have been dealt	Fully Met	1.28	1.28	Departments: https://www.iiti.ac.in/departments Centers: https://www.iiti.ac.in/page/centers Institute committees: https://www.iiti.ac.in/institute-committees	Fully Met	1.28	Information displayed in the given link.
1.2	**Power and duties of its officers and employees[Section 4(1) (b)(ii)]**							
1.2.1	Powers and duties of officers (administrative,	Fully Met	1.54	1.54	Information is	Fully Met	1.54	Information

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	financial and judicial)				provided in Section 6 to 20 of IT Act 1961 (Page 5 to 10) https://www.iiti.ac.in/public/storage/act/The%20IT%20Act_1961.pdf			Available
1.2.2	Power and duties of other employees	Fully Met	1.54	1.54	Information is provided in Section 5 to 15 and 23 of IIT Indore Statutes (Page 442 to 451) https://www.iiti.ac.in/public/storage/statutes.pdf	Partially Met	0.77	Sought Information need to display
1.2.3	Rules/ orders under which powers and duty are derived and	Fully Met	1.54	1.54	Powers and duties are derived by IT Act and IIT Indore Statutes https://www.iiti.ac.in/public/storage/act/The%20IT%20Act_1961.pdf https://w	Fully Met	1.54	Information Available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					ww.iiti.ac.in/public/storage/statutes.pdf			
1.2.4	Exercised	Fully Met	1.54	1.54	Powers and duties are derived by IT Act and IIT Indore Statutes https://www.iiti.ac.in/public/storage/act/The%20IT%20Act_1961.pdf https://www.iiti.ac.in/public/storage/statutes.pdf	Partially Met	0.77	Sought Information need to display
1.2.5	Work allocation	Fully Met	1.54	1.54	https://www.iiti.ac.in/institute-functionaries	Partially Met	0.77	Sought Information need to display
1.3	**Procedure followed in decision making process [Section 4(1)(b)(iii)]**							
1.3.1	Process of decision making Identify key decision making points	Fully Met	1.54	1.54	The procedure of decision-making process is followed in accordance with IT Act and Statutes of the	Partially Met	0.77	Complete Information need to display under RTI link

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Institute.			
1.3.2	Final decision making authority	Fully Met	1.54	1.54	Board of Governors/ Director/ Deans/ Registrar/ HoDs	Partially Met	0.77	Complete Information need to display under RTI link
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	IT Act 1961 https://www.iiti.ac.in/public/storage/act/The%20IT%20Act_1961.pdf IIT Indore Statutes https://www.iiti.ac.in/public/storage/statutes.pdf	Fully Met	1.54	Information displayed in the given link.
1.3.4	Time limit for taking a decisions, if any	Fully Met	1.54	1.54	Generally, 7 working days, however, it depends on Case-to-Case basis	Fully Met	1.54	Information displayed in the given link.
1.3.5	Channel of supervision and accountability	Fully Met	1.54	1.54	Each employee has a Reporting Officer, HoD and Reviewing Officer who monitors the	Fully Met	1.54	Information displayed in the given link.

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					tasks assigned and targets achieved.			
1.4	**Norms for discharge of functions[Section 4(1)(b)(iv)]**							
1.4.1	Nature of functions/ services offered	Fully Met	1.54	1.54	Academic, Research, Skill Development, Entrepreneurship and technology-based consultancy The information is available at Academics - https://academic.iiti.ac.in/ Research & Consultancy - https://rnd.iiti.ac.in/ Entrepreneurship - https://acefoundation.iiti.ac.in/	Fully Met	1.54	Data Available
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	Norms are set in accordance with IT Act and Statutes of the Institute.	Partially Met	0.77	Sought information need to upload under RTI link

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.4.3	Process by which these services can be accessed	Fully Met	1.54	1.54	Academic and Research services are available to the students and researchers who seek admission through the stipulated process. Skill Development, Entrepreneurship and technology-based consultancy are available to the clients who apply through the stipulated process.	Partially Met	0.77	Sought information need to upload under RTI link
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	Varies from case-to-case basis	Partially Met	0.77	Sought information need to upload under RTI link
1.4.5	Process of redress of grievances	Fully Met	1.54	1.54	Based on the Grievance, the aggrieved can write	Fully Met	1.54	Data Available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					email to concerned HoD or approach any of the bodies as mentioned below: Grievance Cell - https://grievance.iiti.ac.in/ Women Cell - https://www.iiti.ac.in/institute-committees ICC - https://icc.iiti.ac.in/			
1.5	**Rules, regulations, instructions manual and records for discharging functions[Section 4(1)(b)(v)]**							
1.5.1	Title and nature of the record/ manual /instruction.	Fully Met	1.92	1.92	Rules, regulations, instructions, manuals and records, used for discharging functions are followed in accordance with IT Act and Statutes of the Institute. https	Fully Met	1.92	Data available in the given link.

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					://www.iiti.ac.in/public/storage/act/The%20IT%20Act_1961.pdf https://www.iiti.ac.in/public/storage/statutes.pdf Go to Documents Tab at https://academic.iiti.ac.in/admission.php# GFR2017 Handbook for Personnel Officers			
1.5.2	List of Rules, regulations, instructions manuals and records.	Fully Met	1.92	1.92	Rules, regulations, instructions, manuals and records, used for discharging functions are followed in accordance with IT Act and Statutes of the Institute. https	Fully Met	1.92	Data available in the given link.

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					://www.iiti.ac.in/public/storage/act/The%20IT%20Act_1961.pdf https://www.iiti.ac.in/public/storage/statutes.pdf Go to Documents Tab at https://academic.iiti.ac.in/admission.php# GFR2017 Handbook for Personnel Officers			
1.5.3	Acts/ Rules manuals etc.	Fully Met	1.92	1.92	Rules, regulations, instructions, manuals and records, used for discharging functions are followed in accordance with IT Act and Statutes of the Institute. https	Fully Met	1.92	Data available in the given link.

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					://www.iiti.ac.in/public/storage/act/The%20IT%20Act_1961.pdf https://www.iiti.ac.in/public/storage/statutes.pdf Go to Documents Tab at https://academic.iiti.ac.in/admission.php# GFR2017 Handbook for Personnel Officers			
1.5.4	Transfer policy and transfer orders	Fully Met	1.92	1.92	The transfer policy is being included in the Recruitment and Promotion Norms which is in the draft stage.	Not Met	0	Sought Information need to display
1.6	**Categories of documents held by the authority under its control[Section 4(1)(b) (vi)]**							
1.6.1	Categories of documents	Fully Met	3.85	3.85	The categories of documents held by the	Fully Met	3.85	Information Available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					authority is in accordance with IT Act and Statutes of the Institute. https://iiti.ac.in/page/downloads			
1.6.2	Custodian of documents/categories	Fully Met	3.85	3.85	The categories of documents held by the authority is in accordance with IT Act and Statutes of the Institute. https://iiti.ac.in/page/downloads	Not Met	0	Physical custodian not mentioned on the website
1.7	**Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]**							
1.7.1	Name of Boards, Council, Committee etc.	Fully Met	0.96	0.96	BoG - https://www.iiti.ac.in/board-of-governors FC - https://www.iiti.ac.in/finance-committee Senate - https://www.iiti.ac.in/senate BWC ¬- https://www	Fully Met	0.96	Data available in the given link.

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					.iiti.ac.in/buildi ng-and-works- committee Other - https:// www.iiti.ac.in/i nstitute- committees			
1.7.2	Composition	Fully Met	0.96	0.96	Same as 1.7 (i)	Fully Met	0.96	Data available in the given link.
1.7.3	Dates from which constituted	Fully Met	0.96	0.96	BoG & FC – August 25, 2023 Senate & BWC – January 31, 2022	Fully Met	0.96	Data available in the given link.
1.7.4	Term/ Tenure	Fully Met	0.96	0.96	BoG – 3 years FC – 3 years Senate – 2 years BWC – 3 years Other – 2 to 3 years	Fully Met	0.96	Data available in the given link.
1.7.5	Powers and functions	Fully Met	0.96	0.96	Powers and duties are derived by IT Act and IIT Indore Statutes https: //www.iiti.ac.in /public/storag e/act/The%20I T%20Act_196	Fully Met	0.96	Data available in the given link.

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					1.pdf https://www.iiti.ac.in/public/storage/statutes.pdf			
1.7.6	Whether their meetings are open to the public?	Fully Met	0.96	0.96	No	Not Met	0	Sought Information need to display
1.7.7	Whether the minutes of the meetings are open to the public?	Fully Met	0.96	0.96	Yes	Fully Met	0.96	Data available in the given link.
1.7.8	Place where the minutes if open to the public are available?	Fully Met	0.96	0.96	https://www.iiti.ac.in/page/reports	Fully Met	0.96	Data available in the given link.
1.8	**Directory of officers and employees[Section 4(1) (b) (ix)]**							
1.8.1	Name and designation	Fully Met	3.85	3.85	The directory is available in the Institute Website under Connect Section and is updated monthly. https://www.iiti.ac.in/public/storage/directory/Telephone%20directory%2004.04.2024%20bilingual.pdf	Fully Met	3.85	Data Available
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	The directory is available in	Not Met	0	link no provided

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					the Institute Website under Connect Section and is updated monthly. https://www.iiti.ac.in/public/storage/directory/Telephone%20directory%2004.04.2024%20bilingual.pdf			
1.9	**Monthly Remuneration received by officers & employees including system of compensation[Section 4(1) (b) (x)]**							
1.9.1	List of employees with Gross monthly remuneration	Fully Met	3.85	3.85	The monthly remuneration is provided in accordance with F. No. 15-4/2017-TC dated October 27, 2017 for faculty members and F. No. 15-4/2017-TC(Vol-II) dated December 29, 2017 for non-teaching staff. Further, the remuneration	Partially Met	1.93	List of employees not attached with Gross monthly remuneration

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					of non-teaching staff post wise is mentioned in the Recruitment and Promotion Norms of the Institute. Kindly refer to Recruitment and Promotion Norms at https://iiti.ac.in/page/reports https://www.iiti.ac.in/administration_docs/reports_admin/IITI_RPN_2018_UPDATED.pdf			
1.9.2	System of compensation as provided in its regulations	Fully Met	3.85	3.85	The monthly remuneration is provided in accordance with F. No. 15-4/2017-TC dated October 27, 2017 for faculty	Fully Met	3.85	Data available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					members and F. No. 15-4/2017-TC(Vol-II) dated December 29, 2017 for non-teaching staff. Further, the remuneration of non-teaching staff post wise is mentioned in the Recruitment and Promotion Norms of the Institute. Kindly refer to Recruitment and Promotion Norms at https://iiti.ac.in/page/reports https://www.iiti.ac.in/administration_docs/reports_admin/IITI_RPN_2018_UPDATED.pdf			

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1.10	**Name, designation and other particulars of public information officers[Section 4(1) (b) (xvi)]**							
1.10.1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	Fully Met	3.85	3.85	PIO – Cdr. Sunil Kumar (Retd.), Joint Registrar, IIT Indore pio@iiti.ac.in (0731-6603559) APIO – Mr. Tapesh Parihar, Section Officer, IIT Indore rticell@iiti.ac.in (0731-6603577) Appellate Authority – Mr. S.P. Hota, Registrar, IIT Indore registrar@iiti.ac.in (0731-6603518) https://www.iiti.ac.in/page/public-relations-rti	Fully Met	3.85	Information Available
1.10.2	Address, telephone numbers and email ID of each designated official.	Fully Met	3.85	3.85	PIO – Cdr. Sunil Kumar (Retd.), Joint Registrar, IIT Indore	Fully Met	3.85	Information Available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					pio@iiti.ac.in (0731-6603559) APIO – Mr. Tapesh Parihar, Section Officer, IIT Indore rticell@ iiti.ac.in (0731 -6603577) Appellate Authority – Mr. S.P. Hota, Registrar, IIT Indore registra r@iiti.ac.in (07 31-6603518) https://www.iiti .ac.in/page/pu blic-relations- rti			
1.11	**No. Of employees against whom Disciplinary action has been proposed/ taken(Section 4(2))**							
1.11.1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	Fully Met	3.85	3.85	Nil	Partially Met	1.93	details not available
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	Fully Met	3.85	3.85	Nil	Partially Met	1.93	details not available
1.12	**Programmes to advance understanding of RTI(Section 26)**							
1.12.1	Educational programmes	Fully Met	1.92	1.92	Nil	Not Met	0	Data not provided
1.12.2	Efforts to encourage public authority to participate in these programmes	Fully Met	1.92	1.92	Nil	Not Met	0	Data not provided

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.12.3	Training of CPIO/APIO	Fully Met	1.92	1.92	Nil	Not Met	0	Data not provided
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Fully Met	1.92	1.92	Nil	Not Met	0	Data not provided
1.13	**Transfer policy and transfer orders[F No. 1/6/2011- IR dt. 15.4.2013]**							
1.13.1	Transfer Policy And Transfer Orders[F No. 1/6/2011- IR Dt. 15.4.2013]	Fully Met	7.69	7.69	The transfer policy is being included in the Recruitment and Promotion Norms which is in the draft stage.	Partially Met	3.85	Need to be uploaded
Total			**100**	**100**		**100**	**66**	
2	**Budget and Programme**							
2.1	**Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc.[Section 4(1)(b)(xi)]**							
2.1.1	Total Budget for the public authority	Fully Met	10	10.00	https://www.iiti.ac.in/administration_docs/reports_admin/Allocation%20FY%202023-24.pdf	Fully Met	10.00	Data available in the given link.
2.1.2	Budget for each agency and plan & programmes	Fully Met	10	10.00	https://www.iiti.ac.in/administration_docs/reports_admin/Allocation%20FY%202023-24.pdf	Partially Met	5.00	Complete Information need to display under RTI link

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
2.1.3	Proposed expenditures	Fully Met	10	10.00	https://www.iiti.ac.in/administration_docs/reports_admin/Allocation%20FY%202023-24.pdf	Not Met	0	No relevant data
2.1.4	Revised budget for each agency, if any	Fully Met	10	10.00	https://www.iiti.ac.in/administration_docs/reports_admin/Allocation%20FY%202023-24.pdf	Not Met	0	No relevant data
2.1.5	Report on disbursements made and place where the related reports are available	Not Met	10	0	empty	Partially Met	5.00	Complete Information need to display under RTI link
2.2	**Foreign and domestic tours(F.No. 1/8/2012- IR dt. 11.9.2012)**							
2.2.1	Budget	Fully Met	16.67	16.67	On need basis	Partially Met	8.34	Complete Information need to display under RTI link
2.2.2	Foreign and domestic Tours by ministries and officials of the rank of Joint Secretary to the Government and above, as well as the heads of the Department.- (a) Places visited, (b) The period of visit, (c) The number of members in the official delegation, (d) Expenditure on the visit	Fully Met	16.67	16.67	https://www.iiti.ac.in/administration_docs/reports_admin/travel_details/2023-24.pdf	Fully Met	16.67	Data available in the given link.
2.2.3	Information related to procurements- (a)	Fully Met	16.67	16.67	Information	Fully Met	16.67	Data available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	Notice/tender enquires, and corrigenda if any thereon, (b) Details of the bids awarded comprising the names of the suppliers of goods/ services being procured, (c) The works contracts concluded – in any such combination of the above-and, (d) The rate/ rates and the total amount at which such procurement or works contract is to be executed.				relating to procurement including publication of notice/ tender enquiries, corrigenda thereon is published in the Institute Website. https ://iiti.ac.in/tend er_estate http s://iiti.ac.in/ten der			in the given link.
2.3	**Manner of execution of subsidy programme [Section 4(i)(b)(xii)]**							
2.3.1	Name of the programme of activity	Fully Met	6.25	6.25	The Institute provides scholarship and Teaching Assistance to the students in accordance with the provision of Govt. of India. https://acade mic.iiti.ac.in/sc holarship.php	Fully Met	6.25	Information displayed in the given link.
2.3.2	Objective of the programme	Fully Met	6.25	6.25	The Institute provides scholarship	Fully Met	6.25	Information displayed in the given link.

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					and Teaching Assistance to the students in accordance with the provision of Govt. of India. https://academic.iiti.ac.in/scholarship.php			
2.3.3	Procedure to avail benefits	Fully Met	6.25	6.25	The Institute provides scholarship and Teaching Assistance to the students in accordance with the provision of Govt. of India. https://academic.iiti.ac.in/scholarship.php	Fully Met	6.25	Information displayed in the given link.
2.3.4	Duration of the programme/ scheme	Fully Met	6.25	6.25	The Institute provides scholarship and Teaching Assistance to the students in accordance with the provision of	Fully Met	6.25	Information displayed in the given link.

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Govt. of India. https://academic.iiti.ac.in/scholarship.php			
2.3.5	Physical and financial targets of the programme	Fully Met	6.25	6.25	The Institute provides scholarship and Teaching Assistance to the students in accordance with the provision of Govt. of India. https://academic.iiti.ac.in/scholarship.php	Fully Met	6.25	Information displayed in the given link.
2.3.6	Nature/ scale of subsidy /amount allotted	Fully Met	6.25	6.25	The Institute provides scholarship and Teaching Assistance to the students in accordance with the provision of Govt. of India. https://academic.iiti.ac.in/scholarship.php	Fully Met	6.25	Information displayed in the given link.
2.3.7	Eligibility criteria for grant of subsidy	Fully Met	6.25	6.25	The Institute provides	Fully Met	6.25	Information displayed in

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					scholarship and Teaching Assistance to the students in accordance with the provision of Govt. of India. https://academic.iiti.ac.in/scholarship.php			the given link.
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Fully Met	6.25	6.25	The Institute provides scholarship and Teaching Assistance to the students in accordance with the provision of Govt. of India. https://academic.iiti.ac.in/scholarship.php	Fully Met	6.25	Information displayed in the given link.
2.4	**Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013]**							
2.4.1	Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions	Fully Met	25	25.00	https://www.iiti.ac.in/administration_docs/reports_admin/Allocation%20FY%202023-24.pdf	Partially Met	12.50	Sought Information need to display

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Fully Met	25	25.00	https://www.iiti.ac.in/administration_docs/reports_admin/Annual%20Accounts/22-23.pdf	Fully Met	25.00	Data Available
2.5	**Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]**							
2.5.1	Concessions, permits or authorizations granted by public authority	Fully Met	25	25.00	The Institute provides scholarship and Teaching Assistance to the students in accordance with the provision of Govt. of India. https://academic.iiti.ac.in/scholarship.php	Fully Met	25.00	Data available in the given link.
2.5.2	For each concessions, permit 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 authorizations, (d) Date of award of concessions/ permits of authorizations	Fully Met	25	25.00	The Institute provides scholarship and Teaching Assistance to the students in accordance with the provision of Govt. of India. https://acade	Fully Met	25.00	Data available in the given link.

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					mic.iiti.ac.in/scholarship.php			
2.6	**CAG & PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]**							
2.6.1	CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the parliament.	Fully Met	50	50.00	Page No 88 to 89 of https://www.iiti.ac.in/administration_docs/reports_admin/Annual%20Accounts/22-23.pdf	Partially Met	25.00	Complete Information need to display under RTI link
Total			**300**	**290**		**300**	**224**	
3	**Publicity Band Public interface**							
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 dt. 15.04.2013]**							
3.1.1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	Fully Met	12.5	12.50	The Institute is an Autonomous Body and includes members of the stake holders and external members as well in accordance with the Institute Statutes in the formulation and implemen	Fully Met	12.50	Information Available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					tation of the policies. Relevant Acts, Rules are available at https://www.iiti.ac.in/page/downloads			
3.1.2	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 Information & Facilitation Counter (IFC) to provide publications frequently sought by RTI applicants	Fully Met	12.5	12.50	a) The Institute is an Autonomous Body and includes members of the stake holders and external members in accordance with the Institute Statutes in the formulation and implementation of the policies. b) From 09:30 hrs to 17:30 hrs on all working days c) APIO – Mr. Tapesh	Partially Met	6.25	Complete Information need to display under RTI link

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Parihar, Section Officer, IIT Indore rticell@iiti.ac.in (0731-6603577)			
3.1.3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	Not Applicable	0	0	empty	Not Applicable	0	Mentioned as Not applicable.
3.1.4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable	0	0	empty	Not Applicable	0	Mentioned as Not applicable.
3.1.5	Public- private partnerships (PPP)- Concession agreements.	Not Applicable	0	0	empty	Not Applicable	0	Mentioned as Not applicable.
3.1.6	Public- private partnerships (PPP)- Operation and maintenance manuals	Not Applicable	0	0	empty	Not Applicable	0	same as above
3.1.7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	Not Applicable	0	0	empty	Not Applicable	0	same as above
3.1.8	Public- private partnerships (PPP) - Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government	Not Applicable	0	0	empty	Not Applicable	0	same as above
3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	Not Applicable	0	0	empty	Not Applicable	0	same as above
3.1.10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.)	Not Applicable	0	0	empty	Not Applicable	0	same as above
3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	Not Applicable	0	0	empty	Not Applicable	0	same as above
3.2	**Are the details of policies / decisions, which affect public, informed to them[Section 4(1) (c)]**							

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
3.2.1	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Policy decisions/ legislations taken in the previous one year	Fully Met	16.67	16.67	The Policy decisions are taken by BoG, FC, Senate and BWC and the minutes are uploaded in the website at https://www .iiti.ac.in/page/ reports	Fully Met	16.67	Information Available
3.2.2	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Outline the Public consultation process	Not Applicable	0	0	empty	Not Applicable	0	Mentioned as Not applicable
3.2.3	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive- Outline the arrangement for consultation before formulation of policy	Fully Met	16.67	16.67	The decisions are taken based on the national policy and/ or feedback and suggestions of the stakeholders.	Partially Met	8.34	Provide complete information
3.3	**Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]**							
3.3.1	Use of the most effective means of communication - Internet (website)	Fully Met	50	50.00	The Institute has a website which contains most of the information in electronic	Fully Met	50.00	Information displayed in the given link.

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					form. The webpage provides information section and department wise and can be easily accessed by public. https://www.iiti.ac.in/			
3.4	**Form of accessibility of information manual/ handbook[Section 4(1)(b)]**							
3.4.1	Information manual/handbook available in Electronic format	Fully Met	25	25.00	https://www.iiti.ac.in/administration_docs/reports_admin/Annual%20Report/22-23.pdf	Fully Met	25.00	Information displayed in the given link.
3.4.2	Information manual/handbook available in Printed format	Fully Met	25	25.00	https://www.iiti.ac.in/administration_docs/reports_admin/Annual%20Report/22-23.pdf	Fully Met	25.00	Information displayed in the given link.
3.5	**Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]**							
3.5.1	List of materials available Free of cost	Fully Met	25	25.00	Soft copy of the documents is available free of cost on the Institute website at http	Fully Met	25.00	Data Available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					s://www.iiti.ac.in/page/downloads			
3.5.2	List of materials available At a reasonable cost of the medium	Fully Met	25	25.00	Soft copy of the documents is available free of cost on the Institute website at https://www.iiti.ac.in/page/downloads	Fully Met	25.00	Data Available
Total			**208**	**208**		**208**	**194**	
4	**E-Governance**							
4.1	**Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]**							
4.1.1	English	Fully Met	14.29	14.29	Hindi & English: https://www.iiti.ac.in/administration_docs/reports_admin/Annual%20Report/22-23.pdf	Fully Met	14.29	Data Available
4.1.2	Vernacular/ Local Language	Fully Met	14.29	14.29	Yes, Hindi	Partially Met	7.15	Link not provided
4.2	**When was the information Manual/Handbook last updated?[F No. 1/6/2011-IR dt 15.4.2013]**							
4.2.1	Last date of Annual updation	Fully Met	28.57	28.57	July 2023	Fully Met	28.57	Data Available
4.3	**Information available in electronic form[Section 4(1)(b)(xiv)]**							
4.3.1	Details of information available in electronic form	Fully Met	9.52	9.52	The Institute has a website which	Fully Met	9.52	Data Available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					contains most of the information in electronic form. The webpage provides information section and department wise and can be easily accessed by public. https://www.iiti.ac.in/			
4.3.2	Name/ title of the document/record/ other information	Fully Met	9.52	9.52	The Institute has a website which contains most of the information in electronic form. The webpage provides information section and department wise and can be easily accessed by public. https://	Partially Met	4.76	Provide complete information

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					www.iiti.ac.in/			
4.3.3	Location where available	Fully Met	9.52	9.52	The Institute has a website which contains most of the information in electronic form. The webpage provides information section and department wise and can be easily accessed by public. https://www.iiti.ac.in/	Partially Met	4.76	Provide complete information
4.4	**Particulars of facilities available to citizen for obtaining information[Section 4(1)(b)(xv)]**							
4.4.1	Name & location of the faculty	Fully Met	7.14	7.14	The Institute provides round the clock information through a website at https://www.iiti.ac.in/ The Institute sou moto discloses	Fully Met	7.14	Data Available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					majority of the information which can be accessed through the Institute website. In addition, specific information can be obtained through PRO at prclo@iiti.ac.in or PIO at rticell@iiti.ac.in. https://iiti.ac.in/ https://prclo.iiti.ac.in/ https://iiti.ac.in/page/public-relationsrti			
4.4.2	Details of information made available	Fully Met	7.14	7.14	The Institute provides round the clock information through a website at https://www.iiti.ac.in/ The Institute sou	Partially Met	3.57	Provide complete information

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					moto discloses majority of the information which can be accessed through the Institute website. In addition, specific information can be obtained through PRO at prclo@iiti.ac.in or PIO at rticell@iiti.ac.in. https://iiti.ac.in/ https://prclo.iiti.ac.in/ https://iiti.ac.in/page/public-relationsrti			
4.4.3	Working hours of the facility	Fully Met	7.14	7.14	The Institute provides round the clock information through a website at https://www.iiti.ac.	Partially Met	3.57	Provide complete information

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					in/ The Institute sou moto discloses majority of the information which can be accessed through the Institute website. In addition, specific information can be obtained through PRO at prclo@iiti.a c.in or PIO at r ticell@iiti.ac.in . https://iiti.ac.i n/ https://prclo .iiti.ac.in/ https ://iiti.ac.in/pag e/public-relationsrti			
4.4.4	Contact person & contact details (Phone, fax email)	Fully Met	7.14	7.14	The Institute provides round the clock information through a	Partially Met	3.57	Provide complete information

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					website at https://www.iiti.ac.in/ The Institute sou moto discloses majority of the information which can be accessed through the Institute website. In addition, specific information can be obtained through PRO at prclo@iiti.ac.in or PIO at rticell@iiti.ac.in . https://iiti.ac.in/ https://prclo.iiti.ac.in/ https://iiti.ac.in/page/public-relationsrti			
4.5	**Such other information as may be prescribed under Section 4(i) (b)(xvii)**							
4.5.1	Grievance redressal mechanism	Fully Met	3.57	3.57	Based on the Grievance, the aggrieved	Fully Met	3.57	Information Available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					can write email to concerned HoD or approach any of the bodies as mentioned below: Grievance Cell - https://grievance.iiti.ac.in/ Women Cell - https://www.iiti.ac.in/institute-committees ICC - https://icc.iiti.ac.in/			
4.5.2	Details of applications received under RTI and information provided	Fully Met	3.57	3.57	From 1 April 23 to 31 March 24 Total Request Received: 234 Total Request Disposed of: 234 Total Pending: 2	Fully Met	3.57	Information Available
4.5.3	List of completed schemes/ projects/ Programmes	Fully Met	3.57	3.57	Details can be accessed under Projects Tab at https://rnd.iiti.ac.in/	Fully Met	3.57	Information Available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.5.4	List of schemes/ projects/ programme underway	Fully Met	3.57	3.57	Details can be accessed under Projects Tab at https://rnd.iiti.ac.in/	Fully Met	3.57	Information Available
4.5.5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	Not Met	3.57	0	empty	Not Met	0	No data available
4.5.6	Annual Report	Fully Met	3.57	3.57	https://www.iiti.ac.in/page/reports	Fully Met	3.57	Information Available
4.5.7	Frequently Asked Question (FAQs)	Fully Met	3.57	3.57	Nil	Not Met	0	No data available
4.5.8	Any other information such as - (a) Citizen's Charter, (b) Result Framework Document (RFD), (c) Six monthly reports on the , (d) Performance against the benchmarks set in the Citizen's Charter	Not Applicable	0	0	empty	Not Applicable	0	Mentioned as Not applicable
4.6	**Receipt & Disposal of RTI applications & appeals [F.No 1/6/2011-IR dt. 15.04.2013]**							
4.6.1	Details of applications received and disposed	Fully Met	14.29	14.29	From 1 April 23 to 31 March 24 Total Request Received: 234 Total Request Disposed of: 234 Total Pending: 2	Partially Met	7.15	Complete Information need to display under RTI link
4.6.2	Details of appeals received and orders issued	Fully Met	14.29	14.29	From 1 April 23 to 31 March 24 Total Request	Partially Met	7.15	Complete Information need to display under

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Received: 38 Total Request Disposed of: 36 Total Pending: 2			RTI link
4.7	**Replies to questions asked in the parliament[Section 4(1)(d)(2)]**							
4.7.1	Details of questions asked and replies given	Fully Met	28.57	28.57	https://www.iiti.ac.in/administration_docs/reports_admin/parliamentary_questions/2023-2024.pdf	Fully Met	28.57	Information Available
Total			**196**	**193**		**196**	**148**	
5	**Information as may be prescribed**							
5.1	**Such other information as may be prescribed [F.No. 1/2/2016-IR dt. 17.8.2016, F No. 1/6/2011-IR dt. 15.4.2013]**							
5.1.1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1.1.2015	Fully Met	20	20.00	(a) FAA – Mr. S. P. Hota, Registrar (b) CPIO - Cdr. Sunil Kumar (Retd.), Joint Registrar https://www.iiti.ac.in/page/public-relations-rti Earlier Officials (a) FAA – Mr. S. P. Hota, Registrar (b) Prof. Nirmala	Fully Met	20.00	Data Available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Menon (CPIO)			
5.1.2	Details of third party audit of voluntary disclosure -(a) Dates of audit carried out , (b) Report of the audit carried out	Not Met	20	0	empty	Not Met	0	No data available
5.1.3	Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD - (a) Date of appointment , (b) Name & Designation of the officers	Fully Met	20	20.00	To be appointed soon	Fully Met	20.00	Data Available
5.1.4	Consultancy committee of key stake holders for advice on suo-motu disclosure - (a) Dates from which constituted, (b) Name & Designation of the officers	Fully Met	20	20.00	To be appointed soon	Partially Met	10.00	Provide complete information
5.1.5	Committee of PIOs/FAAs with rich experience in RTI to identify frequently sought information under RTI - (a) Dates from which constituted, (b) Name & Designation of the Officers	Fully Met	20	20.00	To be appointed soon	Fully Met	20.00	Data Available
Total			**100**	**80**		**100**	**70**	
6	**Information Disclosed on own Initiative**							
6.1	**Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information**							
6.1.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	Fully Met	25	25.00	https://www.iiti.ac.in/	Fully Met	25.00	Data Available
6.2	**Guidelines for Indian Government Websites (GIGW) is followed (released in February, 2009 and included in the Central Secretariat Manual of Office Procedures (CSMOP) by Department of Administrative Reforms and Public Grievances, Ministry of Personnel, Publ**							
6.2.1	Whether STQC certification obtained and its validity	Not Met	12.5	0	empty	Not Met	0	don't have STQC Certificate
6.2.2	Does the website show the certificate on the Website?	Not Applicable	0	0	empty	Not Applicable	0	No certifcate available
Total			**38**	**25**		**38**	**25**	
Grand Total			**942**	**896**		**942**	**727**	