

Self appraisal report for Year (2024-25)

Auditor Agency: Debdipta Basu(Indian Rubber Materials Research Institute, Autonomous body under The Department for Promotion of Industry and Internal Trade (DPIIT), Ministry of Commerce & Industry, Govt. of India, New Delhi)

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/contacts	Fully Met	1.28	URLs cited by the Public Authority is correct. Category “Fully Met”
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	Fully Met	1.28	URLs cited by the Public Authority is correct. Category “Fully Met”

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					https://www.iiti.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	URLs cited by the Public Authority is correct. Category "Fully Met"
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	URLs cited by the Public Authority is correct. Category "Fully Met"
1.1.5	Organization Chart	Fully Met	1.28	1.28	https://www.iiti.ac.in/institute-functionaries	Not Met	0	Category Not Met
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	Partially Met	0.64	URLs cited by the Public Authority is correct. Category "Partially Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.2	Power and duties of its officers and employees[Section 4(1) (b)(ii)]							
1.2.1	Powers and duties of officers (administrative, financial and judicial)	Fully Met	1.92	1.92	Information is 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	Fully Met	1.92	URLs cited by the Public Authority is correct. Category "Fully Met"
1.2.2	Power and duties of other employees	Fully Met	1.92	1.92	https://www.iiti.ac.in/public/storage/rti/manuals/Power%20and%20Duties%20of%20Officers%20and%20employee%20s.pdf	Fully Met	1.92	URLs cited by the Public Authority is correct. Category "Fully Met"
1.2.3	Rules/ orders under which powers and duty derived and exercised	Fully Met	1.92	1.92	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/act/The%20IT%20Act_1961.pdf	Fully Met	1.92	URLs cited by the Public Authority is correct. Category "Fully Met"

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	Work allocation	Fully Met	1.92	1.92	https://www.iiti.ac.in/institute-functionaries	Fully Met	1.92	URLs cited by the Public Authority is correct. Category "Fully Met"
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 Institute. https://www.iiti.ac.in/public/storage/rti/manuals/Decision%20Making.pdf	Fully Met	1.54	URLs cited by the Public Authority is correct. Category "Fully Met"
1.3.2	Final decision making authority	Fully Met	1.54	1.54	Board of Governors/ Director/ Deans/ Registrar/ HoDs https://	Fully Met	1.54	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					www.iiti.ac.in/public/storage/rti/manuals/Decision%20Making.pdf			
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	URLs cited by the Public Authority is correct. Category "Fully Met"
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	Partially Met	0.77	URLs cited by the Public Authority is correct. Category "Partially Met"
1.3.5	Channels of supervision and accountability	Fully Met	1.54	1.54	Each employee has a Reporting Officer, HoD and Reviewing Officer who monitors the tasks	Partially Met	0.77	URLs cited by the Public Authority is correct. Category "Partially Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					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	URLs cited by the Public Authority is correct. Category "Fully Met"
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	https://www.iiti.ac.in/public/storage/rti/manuals/Norms%20Standards%20for%20functions%20Servi	Fully Met	1.54	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					ce%20delivery.pdf			
1.4.3	Process by which these services can be accessed	Fully Met	1.54	1.54	https://www.iiti.ac.in/public/storage/rti/manuals/Norms%20Standards%20for%20functions%20Service%20delivery.pdf	Fully Met	1.54	URLs cited by the Public Authority is correct. Category "Fully Met"
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	https://www.iiti.ac.in/public/storage/rti/manuals/Time%20Limit%20for%20achieving%20the%20targets.pdf	Partially Met	0.77	URLs cited by the Public Authority is correct. Category "Partially Met"
1.4.5	Process of redressal of grievances	Fully Met	1.54	1.54	Based on the Grievance, the aggrieved can write email to concerned HoD or approach any of the bodies as mentioned below: Grievance Cell - https://g	Fully Met	1.54	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					rievance.iiti.ac.in/ Women Cell - https://www.iiti.ac.in/institute-committees ICC - https://icc.iiti.ac.in/			
1.5	Acts, rules, regulations, instructions, manuals and records for discharging functions[Section 4(1)(b)(v)]							
1.5.1	Title and nature of the record/ manual /instruction.	Fully Met	2.6	2.60	Rules, regulations, instructions, manuals and records, used for discharging functions are followed in accordance with IT Act and Statutes of the Institute. https://www.iiti.ac.in/public/storage/act/The%20IT%20Act_1961.pdf https://www.iiti.ac.in/public/storage/statutes.pdf Go to	Fully Met	2.60	URLs cited by the Public Authority is correct. Category “Fully Met”

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Documents Tab at https://academic.iiti.ac.in/admission.php#GFR2017 Handbook for Personnel Officers			
1.5.2	List of Acts, rules, regulations, instructions, manuals and records.	Fully Met	2.6	2.60	Rules, regulations, instructions, manuals and records, used for discharging functions are followed in accordance with IT Act and Statutes of the Institute. https://www.iiti.ac.in/public/storage/act/The%20IT%20Act_1961.pdf https://www.iiti.ac.in/public/storage/statutes.pdf Go to	Fully Met	2.60	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Documents Tab at https://academic.iiti.ac.in/admission.php#GFR2017 Handbook for Personnel Officers			
1.5.3	Acts/ Rules/ manuals, etc.	Fully Met	2.6	2.60	Rules, regulations, instructions, manuals and records, used for discharging functions are followed in accordance with IT Act and Statutes of the Institute. https://www.iiti.ac.in/public/storage/act/The%20IT%20Act_1961.pdf https://www.iiti.ac.in/public/storage/statutes.pdf Go to	Fully Met	2.60	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Documents Tab at https://academic.iiti.ac.in/admission.php#GFR2017 Handbook for Personnel Officers			
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 authority is in accordance with IT Act and Statutes of the Institute. https://www.iiti.ac.in/public/storage/rti/manuals/Custodian%20of%20documents%20categories.pdf	Partially Met	1.93	URLs cited by the Public Authority is correct. Category "Partially Met"
1.6.2	Custodian of documents/categories	Fully Met	3.85	3.85	The categories of documents held by the authority is in	Partially Met	1.93	URLs cited by the Public Authority is correct. Category

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					accordance with IT Act and Statutes of the Institute. https://www.iiti.ac.in/public/storage/rti/manuals/Custodian%20of%20documents%20categories.pdf			"Partially Met"
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.iiti.ac.in/building-and-works-committee Other - https://www.iiti.ac.in/institute-committees	Fully Met	0.96	URLs cited by the Public Authority is correct. Category "Fully Met"
1.7.2	Composition	Fully Met	0.96	0.96	BoG - https://www.iiti.ac.in/board-of-governors	Fully Met	0.96	URLs cited by

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					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.iiti.ac.in/building-and-works-committee Other - https://www.iiti.ac.in/institute-committees			the Public Authority is correct. Category “Fully Met”
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	URLs cited by the Public Authority is correct. Category “Fully Met”
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	URLs cited by the Public Authority is correct. Category “Fully Met”
1.7.5	Powers and functions	Fully Met	0.96	0.96	Powers and duties are derived by IT	Fully Met	0.96	URLs cited by the Public Authority is

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					Act and IIT Indore Statutes https://www.iiti.ac.in/public/storage/act/The%20IIT%20Act_1961.pdf https://www.iiti.ac.in/public/storage/statutes.pdf			correct. Category "Fully Met"
1.7.6	Whether their meetings are open to the public?	Not Met	0.96	0	empty	Not Applicable	0	Category Not Applicable
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	URLs cited by the Public Authority is correct. Category "Fully Met"
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	URLs cited by the Public Authority is correct. Category "Fully Met"
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	Fully Met	3.85	URLs cited by the Public Authority is correct. Category "Fully Met"

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					updated monthly. https://directory.iiti.ac.in/			
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	The directory is available in the Institute Website under Connect Section and is updated monthly. https://directory.iiti.ac.in/	Fully Met	3.85	URLs cited by the Public Authority is correct. Category "Fully Met"
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	Partially Met	1.93	URLs cited by the Public Authority is correct. Category "Partially Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					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 http://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 members and	Partially Met	1.93	URLs cited by the Public Authority is correct. Category "Partially Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					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 http://www.iiti.ac.in/administration_docs/reports_admin/IITI_RPN_2018_UPDATED.pdf			
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 Officers (PIOs), Assistant Public Information	Fully Met	3.85	3.85	PIO – Cdr. Sunil Kumar	Fully Met	3.85	URLs cited by the Public

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	Officer(s) & Appellate Authority				(Retd.), Joint Registrar, IIT Indore pio@iiti.ac.in (0731-6603559)) APIO – Mr. Tapes 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			Authority is correct. Category “Fully Met”
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 pio@iiti.ac.in (0731-6603559)) APIO – Mr.	Fully Met	3.85	URLs cited by the Public Authority is correct. Category “Fully Met”

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Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.12.1	Educational programmes	Fully Met	1.92	1.92	Nil	Not Met	0	Category Not Met
1.12.2	Efforts to encourage public authority to participate in these programmes	Fully Met	1.92	1.92	Nil	Not Met	0	Category Not Met
1.12.3	Training of CPIO/APIO	Fully Met	1.92	1.92	Nil	Not Met	0	Category Not Met
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Fully Met	1.92	1.92	Nil	Not Met	0	Category Not Met
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.	Fully Met	7.69	URLs cited by the Public Authority is correct. Category "Fully Met"
Total			100	99		99	80	
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.iti.ac.in/administration_docs/reports_admin/Allocation%20FY%202024-25.pdf	Fully Met	10.00	URLs cited by the Public Authority is correct. Category "Fully Met"
2.1.2	Budget for each agency and plan & programmes	Fully Met	10	10.00	https://www.iti.ac.in/administration_docs/re	Fully Met	10.00	URLs cited by the Public Authority is

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					ports_admin/Allocation%20FY%202024-25.pdf			correct. Category "Fully Met"
2.1.3	Proposed expenditures	Fully Met	10	10.00	https://www.iiti.ac.in/administration_docs/reports_admin/Allocation%20FY%202024-25.pdf	Fully Met	10.00	URLs cited by the Public Authority is correct. Category "Fully Met"
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%202024-25.pdf	Fully Met	10.00	URLs cited by the Public Authority is correct. Category "Fully Met"
2.1.5	Report on disbursements made and place where the related reports are available	Fully Met	10	10.00	https://www.iiti.ac.in/page/reports	Fully Met	10.00	URLs cited by the Public Authority is correct. Category "Fully Met"
2.1.6	Information related to procurements- (a) 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	Fully Met	10	10.00	Information relating to procurement including publication of notice/ tender enquiries, corrigenda	Fully Met	10.00	URLs cited by the Public Authority is correct. Category "Fully Met"

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	contract is to be executed.				thereon is published in the Institute Website. https://iiti.ac.in/tender_estate https://iiti.ac.in/tender			
2.2	Foreign and domestic tours(F.No. 1/8/2012- IR dt. 11.9.2012)							
2.2.1	Budget	Fully Met	20	20.00	On need basis	Partially Met	10.00	URLs cited by the Public Authority is correct. Category "Partially Met"
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	20	20.00	https://www.iiti.ac.in/administration_docs/reports_admin/travel_details/2024-25.pdf	Fully Met	20.00	URLs cited by the Public Authority is correct. Category "Fully Met"
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	Not Applicable	0	Category Not Applicable

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					Govt. of India. https://academic.iiti.ac.in/scholarship.php			
2.3.2	Objective 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	Not Applicable	0	Category Not Applicable
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	Not Applicable	0	Category Not Applicable
2.3.4	Duration of the programme/ scheme	Fully Met	6.25	6.25	The Institute provides	Not Applicable	0	Category Not Applicable

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			
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	Not Applicable	0	Category Not Applicable
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	Not Applicable	0	Category Not Applicable

[illegible]

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
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	Not Applicable	0	Category Not Applicable
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Fully Met	25	25.00	https://iiti.ac.in/administration_docs/reports_admin/Annual%20Report/23-24.pdf	Not Applicable	0	Category Not Applicable
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	Partially Met	12.50	URLs cited by the Public Authority is correct. Category "Partially Met"
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	Fully Met	25	25.00	The Institute provides scholarship and Teaching Assistance to	Partially Met	12.50	URLs cited by the Public Authority is correct. Category

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	authorizations, (d) Date of award of concessions/ permits of authorizations				the students in accordance with the provision of Govt. of India. https://academic.iiti.ac.in/scholarship.php			"Partially Met"
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	https://iiti.ac.in/administration_docs/reports_admin/Annual%20Report/23-24.pdf	Partially Met	25.00	URLs cited by the Public Authority is correct. Category "Partially Met"
Total			300	300		200	140	
3	Publicity and 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	Fully Met	12.50	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					with the Institute Statutes in the formulation and implementation of the policies. Relevant Acts, Rules are available at https://www.iiti.ac.in/page/downloads			
3.1.2	a) Arrangements for consultation with or representation by 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	Fully Met	12.50	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					hrs to 17:30 hrs on all working days c) APIO – Mr. Tapes Purihar, 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	Category Not Applicable
3.1.4	Public- Private Partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
3.1.5	Public- Private Partnerships (PPP)- Concession agreements.	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
3.1.6	Public- Private Partnerships (PPP)- Operation and maintenance manuals	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
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	Category Not Applicable
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	Category Not Applicable
3.1.9	Public- Private Partnerships (PPP) -Information relating to outputs and outcomes	Not Applicable	0	0	empty	Not Applicable	0	Category Not Applicable
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	Category Not Applicable
3.1.11	Public- Private Partnerships (PPP) - All payment	Not Applicable	0	0	empty	Not Applicable	0	Category Not

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	made under the PPP project							Applicable
3.2	Are the details of policies / decisions, which affect public, informed to them[Section 4(1) (c)]							
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	Not Applicable	0	Category Not Applicable
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	Category 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.	Not Applicable	0	Category Not Applicable
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	Fully Met	50.00	URLs cited by the Public Authority is correct. Category

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					information in electronic form. The webpage provides information section and department wise and can be easily accessed by public. https://www.iiti.ac.in/			"Fully Met"
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/23-24.pdf	Fully Met	25.00	URLs cited by the Public Authority is correct. Category "Fully Met"
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/23-24.pdf	Partially Met	12.50	URLs cited by the Public Authority is correct. Category "Partially Met"
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	Fully Met	25.00	URLs cited by the Public Authority is correct.

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					of cost on the Institute website at http://www.iiti.ac.in/page/downloads			Category "Fully Met"
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 http://www.iiti.ac.in/page/downloads	Partially Met	12.50	URLs cited by the Public Authority is correct. Category "Partially Met"
Total			208	208		175	150	
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	Hindi	Fully Met	9.52	9.52	Hindi https://www.iiti.ac.in/administration_docs/reports_admin/ar_hindi/AR_2024_Hindi.pdf	Fully Met	9.52	URLs cited by the Public Authority is correct. Category "Fully Met"
4.1.2	English	Fully Met	9.52	9.52	English https://www.iiti.ac.in/administration_docs/reports_admin/Annual%20Report/2	Fully Met	9.52	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					3-24.pdf			
4.1.3	Vernacular/ Local Language	Fully Met	9.52	9.52	Yes, Hindi	Fully Met	9.52	URLs cited by the Public Authority is correct. Category "Fully Met"
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 2024	Fully Met	28.57	URLs cited by the Public Authority is correct. Category "Fully Met"
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 contains most of the information in electronic form. The webpage provides information section and department wise and can be easily accessed by public. https://	Fully Met	9.52	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.3.2	Name/ title of the document/record/ other information	Fully Met	9.52	9.52	www.iiti.ac.in/ 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/	Fully Met	9.52	URLs cited by the Public Authority is correct. Category "Fully Met"
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	Fully Met	9.52	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					wise and can be easily accessed by public. https://www.iiti.ac.in/			
4.4	Particulars of facilities available to citizen for obtaining information[Section 4(1)(b)(xv)]							
4.4.1	Name & location of the facility	Fully Met	7.14	7.14	The Institute provides round the clock information through a website at https://www.iiti.ac.in/ . The Institute suo 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	Fully Met	7.14	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					c.in or PIO at r ticell@iiti.ac.in . https://iiti.ac.i n/ https://prclo .iiti.ac.in/ https ://www.iiti.ac.i n/prclo			
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 moto discloses majority of the information which can be accessed through the Institute website. In addition, specific information can be obtained through PRO	Fully Met	7.14	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					at prclo@iiti.ac.in or PIO at rticell@iiti.ac.in . https://iiti.ac.in/ https://prclo.iiti.ac.in/ https://www.iiti.ac.in/prclo			
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.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	Fully Met	7.14	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					through PRO at prclo@iiti.ac.in or PIO at rticell@iiti.ac.in . https://iiti.ac.in/ https://prclo.iiti.ac.in/ https://www.iiti.ac.in/prclo			
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 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	Fully Met	7.14	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					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://www.iiti.ac.in/prclo			
4.5	Such other information as may be prescribed under Section 4(i) (b)(xvii)							
4.5.1	Grievance redressal mechanism	Fully Met	4.1	4.10	Based on the Grievance, the aggrieved 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/	Fully Met	4.10	URLs cited by the Public Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.5.2	List of completed schemes/ projects/ Programmes	Fully Met	4.1	4.10	Details can be accessed under Projects Tab at https://rind.iiti.ac.in/	Fully Met	4.10	URLs cited by the Public Authority is correct. Category "Fully Met"
4.5.3	List of schemes/ projects/ programme underway	Fully Met	4.1	4.10	Details can be accessed under Projects Tab at https://rind.iiti.ac.in/	Fully Met	4.10	URLs cited by the Public Authority is correct. Category "Fully Met"
4.5.4	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	Fully Met	4.1	4.10	https://www.iiti.ac.in/public/storage/rti/manuals/Details%20of%20all%20contracts%20entered%20into.pdf	Fully Met	4.10	URLs cited by the Public Authority is correct. Category "Fully Met"
4.5.5	Annual Report	Fully Met	4.1	4.10	https://www.iiti.ac.in/administration_docs/reports_admin/Annual%20Report/23-24.pdf	Fully Met	4.10	URLs cited by the Public Authority is correct. Category "Fully Met"
4.5.6	Frequently Asked Question (FAQs)	Fully Met	4.1	4.10	https://www.iiti.ac.in/public/storage/rti/manuals/Frequently%20Asked%20Question%2	Fully Met	4.10	URLs cited by the Public Authority is correct. Category "Fully Met"

[illegible]

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
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 http://www.iiti.ac.in/page/public-relations-rti Earlier Officials (a) FAA – Mr. S. P. Hota, Registrar (b) Prof. Nirmala Menon (CPIO)	Fully Met	20.00	URLs cited by the Public Authority is correct. Category “Fully Met”
5.1.2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the audit carried out	Fully Met	20	20.00	April 2024 http://www.iiti.ac.in/public/storage/rti/RTI_Self%20appraisal%20and%20third%20party%20audit%20report%202023-24.pdf	Fully Met	20.00	URLs cited by the Public Authority is correct. Category “Fully Met”
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	Not Met	0	Category Not Met

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
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	Not Met	0	Category Not Met
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	Not Met	0	Category Not Met
Total			100	100		100	40	
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 [Section 4(2)]							
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	URLs cited by the Public Authority is correct. Category "Fully Met"
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, Public Grievance and Pensions, Govt. Of India)							
6.2.1	Whether STQC certification obtained and its validity	Not Met	12.5	0	empty	Not Met	0	Category Not Met
6.2.2	Does the website show the certificate on the Website?	Not Applicable	0	0	empty	Not Met	0	Category Not Met
Total			38	25		50	25	
Grand Total			942	928		824	631	