

THIRD PARTY AUDIT OF PROACTIVE DISCLOSURE OF INFORMATION

2022-2023

REPORT



Submitted to

**Indian Institute of Science
Education and Research
Kolkata**



Submitted by

**Indian Institute of
Public Administration
New Delhi**

Third Party Audit of Proactive Disclosure of Information

REPORT

Project Coordinator

Dr. Sapna Chadah



Submitted to

**Indian Institute of Science Education and Research Kolkata
Mohanpur, Nadia, West Bengal**



Submitted by

**Indian Institute of Public Administration
New Delhi**

Preface

The Right to Information Act, 2005 was enacted with an aim to promote transparency and accountability in administration. The Act empowers Indian citizens to seek information from a Public Authority, thus making the Government and its functionaries more accountable and responsible. Another important aspect of the Act pertains to the obligation of public authorities to proactively disclose information to the public. Right to Information laws not only require governments to provide information upon request, they also impose a duty on public bodies to actively disclose, disseminate and publish, as widely as possible, information of general public interest even before it has been requested. The RTI Act mandates every public authority to disclose information as required under the 17 sub-clauses of section 4 (1) (b). The purpose of the proactive disclosure was to minimize the time, money and effort required by the public to access important but routine information; and reduce the overall number of individual requests, thereby reducing the administrative burden on government of implementing access to information laws.

However, the quality and quantity of proactive disclosure was not up to the desired level. It was felt by the government that the weak implementation of the Section 4 of the RTI Act was partly due to the fact that certain provisions of this Section have not been fully detailed and, in case of certain other provisions there is need for laying down detailed guidelines. Further there is need to set up a compliance mechanism to ensure that requirements under section 4 of the RTI Act are met. In order to address the above, Government of India issued guidelines for suo motu disclosure under section 4 of the RTI Act.

The Report presents a detailed analysis of the proactive disclosure of information by the Indian Institute of Science Education and Research Kolkata as required under the RTI Act and the guidelines for suo motu disclosure under section 4 of the RTI Act. The objective of the study was to study the information disclosed by the Indian Institute of Science Education and Research Kolkata proactively; assess the quality of proactive disclosure made under the Act and the guidelines; and help identify information gaps in the proactive disclosure. I am thankful to Mr. Nitin for his help and assistance in bringing out this report.

**New Delhi
17.10. 2023**

**Dr. Sapna Chadah
Project Coordinator, IIPA**

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Chapter 1

Introduction

Background

Democracy means meaningful participation by the people in the public affairs. A democratic government must be sensitive to the public opinion, for which information must be made available to the people. Information and knowledge are instruments of transformation. Transparency, openness and accountability are the basic postulates of a responsive, responsible and accountable government. Effective accountability rests on the peoples' acquaintance with the information and circumstances for the decisions taken. Openness and full access to information are two pillars of any democratic state. Importance of the right to information has now been well recognized as one of the essential requirements of good governance as evident in the prescriptions provided by the international organizations such as World Bank, IMF, UNDP, OECD countries and ADB.

The Right to Information Act enacted on June 15, 2005, is an instrument to promote transparency and accountability in administration. The legislation confers on all citizens a right to seek information and correspondingly makes it the duty of the public authorities to disseminate information for better governance and accountability. The law has widest possible reach covering Central and State Governments, Panchayati Raj Institutions, local bodies and recipients of government grants but would not apply to the intelligence and security organizations except if the information relates to the allegations of corruption. It was expected that RTI Act would usher in a new era of performance and transparency to benefit the common man in the complex modern world and empower the people to judge if the government was functioning in public interest. RTI will give public-spirited people an instrument to prevent misuse of public power and funds. However, the Act has not yet reached the stage of implementation which was envisioned and one of the grey areas is proactive disclosure of information.

Suo-motu Disclosure under RTI Act

Section 4(1)(b) of the Act lays down the information which shall be disclosed by the Public Authorities proactively. It was supposed to be strongest pillar of the historic law that came into effect in 2005. It listed 17 categories of information which had to be proactively disclosed within 120 days from the enactment of this Act. These are as follows:

- (i) the particulars of its organisation, functions and duties;
- (ii) the powers and duties of its officers and employees;
- (iii) the procedure followed in the decision-making process, including channels of supervision and accountability;
- (iv) the norms set by it for the discharge of its functions;
- (v) the rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions;
- (vi) a statement of the categories of documents that are held by it or under its control;
- (vii) the particulars of any arrangement that exists for consultation with, or representation by, the members of the public in relation to the formulation of its policy or implementation thereof;
- (viii) a statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice, and as to whether meetings of those boards, councils, committees and other bodies are open to the public, or the minutes of such meetings are accessible for public;
- (ix) a directory of its officers and employees;
- (x) the monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations;
- (xi) the budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made;
- (xii) the manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes;
- (xiii) particulars of recipients of concessions, permits or authorisations granted by it;
- (xiv) details in respect of the information, available to or held by it, reduced in an electronic form;
- (xv) the particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use;

- (xvi) the names, designations and other particulars of the Public Information Officers;
- (xvii) such other information as may be prescribed; and thereafter update these publications every year;

Thus Section 4(1)(b) requires Public Authorities to routinely disclose information about their functions, decision-making norms, documents held, employee contacts and budgets. Sections 4(2) and 4(3) prescribes the method of dissemination. "Every public authority shall constantly endeavour to provide as much information *suo motu* to the public at regular intervals through various means of communications, including internet, so that the public have minimum resort to the use of this Act to obtain information." Every information shall be disseminated widely and, in such form, and manner which is easily accessible to the public. However, all materials shall be disseminated taking into consideration the cost effectiveness, local language and the most effective method of communication in that local area and the information should be easily accessible, to the extent possible in electronic format with the Central Public Information Officer or State Public Information Officer, as the case may be, available free or at such cost of the medium or the print cost price as may be prescribed.¹

The purpose of *suo-motu* disclosure is to place maximum information in the public domain on proactive basis which can easily be assessed by people without asking for the same. The idea was to cut number of RTI applications and lessen the burden on public authorities. Further, this will ensure transparency and openness in the functioning of public authorities. Since promulgation of RTI Act large amount of information relating to the functioning of the government is being put in public domain. However, the quality and quantity of proactive disclosure is not up to desired level. The major criticism against proactive disclosure is that every ministry and department is paying only lip service to section 4 and dishing out outdated information. This has given rise to a growing suspicion among the civil society groups that the government, let alone implementing section 4 of the Act, was trying to further restrict the Act.

A study commissioned by the government in 2009 and conducted by PricewaterhouseCoopers said that 75 percent of the respondents noted their dissatisfaction with the information furnished by the public authorities. This, the study

¹ *ibid* Section 4(2),(3), (4)

said, is usually due to poor record-keeping within the public authorities and, therefore, becomes a crucial factor in the non-compliance of public authorities with Section 4(1)(b) of the RTI Act. Against the backdrop of continued indifference to section 4 by the public authorities, the civil society groups mounted pressure on the government to come up with a detailed guideline on section 4. It was also felt by the government that the weak implementation of the section 4 of the RTI Act is partly due to the fact that certain provisions of this have not been fully detailed and in case of certain other provision there is need for laying the detail guidelines. Further there is need to set up a compliance mechanism to ensure that requirements under section 4 of the RTI are met. In order to address the above, Government of India constituted a Task Force on *suo motu* disclosure under the RTI Act, 2005 in May 2011 which included, apart from officials from various ministries, representatives of civil society organisations active in the field of RTI. The mandate of the task force was to examine the provisions of section 4(1)(b) and to recommend guidelines for disclosures to be made at various levels of administration; to recommend other items which may be included for *suo motu* disclosure; to explore the possibility of prescribing simple templates for disclosing specific category of information in order to facilitate disclosure; to recommend mediums through which such disclosure is to be made at various levels, which would include disclosure through electronic means; and to recommend guidelines for complying with the provisions under Section 4.²

Based on the report of the Task Force, the Government issued guidelines for *suo motu* disclosure under section 4 of the RTI Act.³ The Guidelines for Implementation of *suo-motu* disclosure under Section 4 of the RTI Act, 2005 for Central Ministries / Departments issued on April 15, 2013 are on:

- *Suo motu* disclosure of more items under Section 4
- Guidelines for digital Publication of proactive disclosure under Section 4
- Detailing of Section 4(1)(b)(iii), 4(1)(b)(iv), 4(1)(b)(xi), 4(1)(b)(xiv)
- Compliance mechanism for *suo motu* disclosure (proactive disclosure) under the RTI Act, 2005

² Brajesh Kumar (June 17 2013), Section 4 changes welcome addition to RTI Act, *Governance Now*, <http://governancenow.com/news/regular-story/section-4-changes-welcome-addition-rti-act>

³ Office Memorandum No. 1/6/2011-IR DoPT dated April 15, 2013

Guidelines on suo motu disclosure under Section 4 of the RTI Act

A Suo motu disclosure of more items under Section 4

The guidelines mandate that in addition to the information specified in Section 4(1)(b) of RTI Act, the Public Authorities also may proactively disclose the following items under the *suo motu* disclosure provisions of Section 4:

1. Information related to Procurement-

- Information relating to procurement made by Public Authorities including publication of notice/tender enquiries, corrigenda thereon, and details of bid awards detailing the name of the supplier of goods/services being procured or the works contracts entered or any such combination of these and the rate and total amount at which such procurement or works contract is to be done should be disclosed.
- At present the limit is fixed at Rs. 10 lakh.
- In case of procurements made through DGS&D Rate Contracts or through Kendriya Bhandar/ NCCF, only award details need to be published.
- However, information about procurement which fall within the purview of Section 8 of the RTI Act would be exempt.

2. Public Private Partnerships-

- If Public services are proposed to be provided through a Public Private Partnership (PPP), all information relating to the PPPs must be disclosed in the public domain by the Public Authority entering into the PPP contract/concession agreement.
- This may include details of the Special Purpose Vehicle (SPV), detailed project reports, concession agreements, operation and maintenance manuals and other documents generated as part of the implementation of the PPP project.
- Information about fees, tolls, or other kinds of revenue that may be collected under authorization from the Government, information in respect of outputs

and outcomes, process of selection of the private sector party may also be proactively disclosed.

- All payments made under the PPP project may also be disclosed in a periodic manner along with the purpose of making such payment.
- The documents under the ambit of the exemption from disclosure of information under section 8(1)(d) and 8(1)(j) of the RTI Act would not be disclosed *suo motu*.

3. Transfer Policy and Transfer Orders –

- Transfer policy for different grades/cadres of employees serving in Public Authority should be proactively disclosed.
- All transfer orders should be publicized through the website or in any other manner listed in Section 4(4) of the Act.
- The guidelines would not apply to transfers made keeping in view sovereignty, integrity, security, strategic, scientific or economic interests of the State and the exemptions covered under Section 8 of the Act.

4. RTI Applications –

- All Public Authorities shall proactively disclose RTI applications and appeals received and their responses, on the websites maintained by Public Authorities with search facility based on key words.
- RTI applications and appeals received and their responses relating to the personal information of an individual may not be disclosed, as they do not serve any public interest.

5. CAG & PAC paras –

- Public Authorities may proactively disclose the CAG & PAC paras and the Action Taken Reports (ATRs) only after these have been laid on the table of both the houses of the Parliament.
- CAG paras dealing with information about the issues of sovereignty, integrity, security, strategic, scientific or economic interests of the State and information covered under Section 8 of the RTI Act would be exempt.

6. Citizens Charter-

- Citizens Charter prepared by the Ministry/Department, as part of the Result Framework Document of the department/organization should be proactively disclosed
- Six monthly reports on the performance against the benchmarks set in Citizens Charter should also be displayed on the website of public authorities.

7. Discretionary and Non-discretionary Grants –

- All discretionary /non-discretionary grants/ allocations to state governments/ NGOs/Other institutions by Ministry/Department should be placed on the website of the Ministry/Department concerned.
- Annual Accounts of all legal entities who are provided grants by Public Authorities should be made available through publication, directly or indirectly on the Public Authority's website.
- Disclosures would be subject to provisions of Section 8 to 11 of the RTI Act.

8. Foreign Tours of PM/ Ministers-

- Public Authorities may proactively disclose the **details of foreign and domestic official tours** undertaken **by the Minister(s) and officials of the rank of Joint Secretary to the Government of India** and above and Heads of Departments, since 1st January, 2012.
- The disclosures may be **updated once every quarter**.
- Information to be disclosed proactively may contain nature of the official tour, places visited, the period, number of people included in the official delegation and total cost of such travel undertaken.
- Exemptions under Section 8 of the RTI Act, 2005 may be kept in view while disclosing the information. These instructions would not apply to security and intelligence organisations under the second schedule of the RTI Act, 2005 and CVOs of public authorities.

B Guidelines for digital publication of proactive disclosure under Section 4

The guidelines provide that while adhering to the standards of government guidelines as laid down by Department of Information Technology and Department of Administrative Reforms & Public Grievances, the following principles additionally should also be kept in view to ensure that websites' disclosures are complete, easily accessible, technology and platform neutral and in a form which conveys the desired information in an effective and user-friendly manner.

- a. It should be the endeavour of all public authorities that all entitlements to citizens and all transactions between the citizen and government are gradually made available through computer-based interface.
- b. Websites should contain detailed information from the point of origin to the point of delivery of entitlements/services provided by the Public Authorities to citizens.
- c. Orders of the public authority should be uploaded on the website immediately after they have been issued.
- d. Website should contain all the relevant Acts, Rules, forms and other documents, which are normally accessed by citizens.
- e. Websites should have detailed directory of key contacts, details of officials of the Public Authority.
- f. Under Section 4 (1) (b) (xiv) every public authority should indicate through the website t which digitally held information is made available publicly over the internet and which is not.
- g. The requirement of bringing due transparency as provided in the RTI Act is given adequate consideration at the design stage itself.
- h. To maintain reliability of information and its real time updation, information generation in a digital form should be automatically updated on the basis of key work outputs.
- i. Information must be presented from a user's perspective, which may require re-arranging it, simplifying it etc. However, original documents in original formats should continue to be made available because these are needed for community monitoring of government's functioning.

- j. The schedule mentioned in the 'National Data Sharing and Accessibility Policy' notified in March, 2012 to make all the publically funded information readily available should be strictly adhered to.
- k. Information and data should be presented in open data formats whereby it can be pulled by different Application Protocol Interfaces to be used in different fashions more appropriate to specific contexts and needs. Information/ data should be presented in powerful visual ways using visualisation techniques. All such different media and forms should be used for proactive disclosure.
- l. Every webpage displaying information or data proactively disclosed under the RTI Act should, on the top right corner, display the mandatory field 'Date last updated (DD/MM/YY)'.

3 Guidelines for certain clauses of Section 4(1)(b) to make disclosure more effective

The elements of information listed in the various sub-clauses of Section 4(1)(b) must be disclosed in an integrated manner. Considering that disclosure in regard to certain sub-clauses have been relatively weak, detailed guidelines for four sub-clauses are provided in the guidelines. These are **section 4(1)(b)(iii) - “the procedure followed in the decision-making processes, including channels of supervision and accountability”**; **Section 4(1)(b)(iv) - “the norms set by it for the discharge of its functions”**; **Section 4(1)(b)(xi)- “the budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made”**; **Section 4(1)(b)(xiv) – details in respect of information, available to or held by it, reduced in an electronic form.**

A Guidelines for section 4(1)(b)(iii)- “the procedure followed in the decision-making processes, including channels of supervision and accountability”

The major challenge under this provision is to present a simplified version of the decision-making procedure that is of interest to a common citizen. For this, the guidelines for detailing the decision-making processes are as follows:

- a) Every public authority should specifically identify the major outputs/ tangible results/ services/ goods, as applicable, that it is responsible for providing to the public or to whosoever is the client of the public authority.

- b) In respect of (a) above, the decision-making chain should be identified in the form of a flow chart explaining the rank/grade of the public functionaries involved in the decision-making process and the specific stages in the decision-making hierarchy.
- c) The powers of each officer including powers of supervision over subordinates involved in the chain of decision-making must also be spelt out next to the flow chart or in a simple bullet-pointed format in a text-box.
- d) This design of presentation should then be extended to cover all statutory and discretionary operations that are part of the public authority's mandate under the AOB read with the TOB.
- e) In the event of a public authority altering an existing decision-making process or adopting an entirely new process, such changes must be explained in simple language in order to enable people to easily understand the changes made.

B Guidelines for Section 4(1)(b)(iv) - “the norms set by it for the discharge of its functions”

- The intention of this clause is that every public authority should proactively disclose the standards by which its performance should be judged. Norms may be qualitative or quantitative in nature, or temporal or statutory norms. In order to ensure compliance with this clause, public authorities would need to disclose norms for major functions that are being performed.
- Citizen Charters, which are mandatory, for each central Ministry/Department/Authority, lay down norms of performance for major functions and for monitoring achievements against those standards.
- Wherever norms have been specified for the discharge of its functions by any statute or government orders, they should be proactively disclosed, particularly linking them with the decision-making processes as detailed earlier. All Public Authorities should proactively disclose the following:
 - a. Defining the services and goods that the particular public authority/office provides directly (or indirectly through any other agency/contractor).
 - b. Detailing and describing the processes by which the public can access and/or receive the goods and services that they are entitled to, from the

public authority/office along with the forms, if any prescribed, for use by both the applicant and the service providing agency. Links to such forms (online), wherever available, should be given.

- c. Describing the conditions, criteria and priorities under which a person becomes eligible for the goods and services, and consequently the categories of people who are entitled to receive the goods and services.
- d. Defining the quantitative and tangible parameters, (weight, size, frequency etc.) and timelines that are applicable to the goods and services that are accessible to the public.
- e. Defining the qualitative and quantitative outcomes that each public authority/office plans to achieve through the goods and services that it was obligated to provide.
- f. Laying down individual responsibility for providing the goods and services (who is responsible for delivery/implementation and who is responsible for supervision).

C. Guidelines for Section 4(1)(b)(xi)- “the budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made”

The public authorities while disclosing their budgets shall undertake the following:

- (a) Keeping in view of the technical nature of the government budgets, it is essential that Ministries/Departments prepare simplified versions of their budgets which can be understood easily by general public and place them in public domain. Budgets and their periodic monitoring reports may also be presented in a more user-friendly manner through graphs and tables, etc.
- (b) Outcome budget being prepared by Ministries/Departments of Government of India should be prominently displayed and be used as a basis to identify physical targets planned during the budgetary period and the actual achievement vis-à-vis those targets. A monthly programme implementation calendar method of reporting being followed in Karnataka is a useful model.
- (c) Funds released to various autonomous organizations/ statutory organizations/ attached offices/ Public Sector Enterprises/ Societies/ NGOs/ Corporations etc.

should be put on the website on a quarterly basis and budgets of such authorities may be made accessible through links from the website of the Ministry/Department. If a subsidiary does not have a website then the budgets and expenditure reports of such subsidiary authority may be uploaded on the website of the principal Public Authority.

- (d) Wherever required by law or executive instruction, sector specific allocations and achievements of every department or public authority (where feasible) must be highlighted. For example, budget allocation and target focusing on gender, children, Scheduled Castes and Scheduled Tribes and religious minorities should be specially highlighted. The sector-wise breakup of these targets and actual outcomes must be given in simplified form to enable the vulnerable segments of society to better understand the budgets of public authorities.

D. Guidelines for Section 4(1)(b)(xiv) – details in respect of information, available to or held by it, reduced in an electronic form

- Keeping in view the varied levels of computerization of records and documents in public authorities, data about records that have been digitized may be proactively disclosed on the respective websites, excluding those records /files /information that are exempted under Section 8.
- The data about digitized record may include the name of the record and any categorization or indexing used; the subject matter and any other information that is required to be compiled in relation to a file as prescribed by Manual of Office Procedure (and to be prescribed by MOP for electronic records that is under finalization by DARPG), the division/ section/ unit/ office where the record is normally held; the person, with designation, responsible for maintaining the record; and the life span of the record, as prescribed in the relevant record retention schedule.

4 Compliance with Provisions of *suo motu* (proactive) disclosure under the RTI Act

- Each Ministry/Public Authority shall ensure that these guidelines are fully operationalized within a period of 6 months from the date of their issue.

- Each Ministry/ Public Authority should get its proactive disclosure package audited by third party every year. Such audit should be done annually and should be communicated to the Central Information Commission annually through publication on their websites. All Public Authorities should proactively disclose the names of the third party auditors on their website.
- The Central Information Commission should examine the third-party audit reports for each Ministry/Public Authority and offer advice/recommendations to the concerned Ministries/ Public Authorities.
- Central Information Commission should carry out sample audit of few of the Ministries/ Public Authorities each year with regard to adequacy of items included as well as compliance of the Ministry/Public Authority with these guidelines.
- Compliance with the proactive disclosure guidelines, its audit by third party and its communication to the Central Information Commission should be included as RFD target.

5 Nodal Officer

Each Central Ministry/ Public Authority should appoint a senior officer not below the rank of a Joint Secretary and not below rank of Additional HOD in case of attached offices for ensuring compliance with the proactive disclosure guidelines. The Nodal Officer would work under the supervision of the Secretary of the Ministry/Department or the HOD of the attached office, as the case may be. Nodal Officers of Ministry/Department and HOD separately should also ensure that the formations below the Ministry/Department/Attached Office also disclose the information as per the proactive disclosure guidelines.

6 Annual Reports to Parliament/Legislatures

Government has issued directions to all Ministries/Departments to include a chapter on RTI Act in their Annual Reports submitted to the Parliament. Details about compliance with proactive disclosure guidelines should mandatorily be included in the relevant chapter in Annual Report of Ministry/Department.

Objectives of the Study

The Objectives of the Study are to:

- study the information disclosed by IISER Kolkata proactively under Section 4(1)(b) of the RTI Act;
- assess the quantity and quality of proactive disclosure made and compliance of mandated *suo motu* disclosures under Section 4 of the RTI Act therein;
- examine the level of compliance of the detailed guidelines regarding implementation of *suo motu* disclosure under Section 4 of the RTI Act by IISER Kolkata;
- help identify information gaps in the proactive disclosure and areas of improvement; and
- suggest appropriate measures to foster better compliance with the provisions of the RTI Act relating to proactive disclosure and make the implementation of the guidelines more effective.

Methodology of the Study

The proactive disclosure of information under RTI Act is to be made by providing information to the public at regular intervals through various means of communications including internet. Further, the 2013 Guidelines for Proactive Disclosure by Department of Personnel & Training, GoI mandates that the disclosure would gradually to be made through internet. Therefore, the study involved a scrutiny of the proactive disclosure through Website of IISER, Kolkata and to examine how far the requirements of the RTI Act and the Guidelines have been fulfilled. For that, the information and various documents disclosed through the website were examined to find out the level and state of *suo-motu* disclosure and the extent of compliance of 2013 guidelines. Discussions with various officials involved in the implementation of the RTI Act and guidelines were also taken up.

Chapter 2

Audit of Proactive Disclosure under the RTI Act, 2005 Indian Institute of Science Education and Research, Kolkata 2022-23

Name of Public Authority being Audited:	IISER, Kolkata
Website:	https://www.iiserkol.ac.in
Date of Last Audit	October 18, 2022
Date of Present Audit	October 17, 2023

The RTI Act under section 4 provides a comprehensive framework for promoting openness in the functioning of the public authorities. While Section 4(1) (a) provides a general guideline for record management, so that the information could be easily stored and retained, the sub-sections b, c and d of Section 4 relate to the organizational objects and functions. Sub-sections (b), (c) and (d) of Section 4 of the RTI Act and other related information can be grouped under six categories; namely, 1- organization and function, 2- Budget and programmes, 3- Publicity and public interface, 4- E. governance, 5- Information as prescribed and 6. Information disclosed on own initiative.

1. Organization and Function

S. No.	Item	Details of disclosure	Remark	Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
1.1	Particulars of its organization, functions and duties [Section 4(1)(b)(i)]	(i) Name and address of the Organization	Fully met	Fully Met – Disclosure complete https://www.iiserkol.ac.in/web/en/about-us/rTI/rTI-details/#gsc.tab=0
		(ii) Head of the organization	Fully met	https://www.iiserkol.ac.in/web/en/about-us/rTI/rTI-details/ https://www.iiserkol.ac.in/web/en/about-us/rTI/rTI-details/#gsc.tab=0

		(iii) Vision, Mission and Key objectives	Fully met	https://www.iiserkol.ac.in/web/en/about-us/mission-and-vision/ https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/#gsc.tab=0
		(iv) Function and duties	Fully met	https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/#gsc.tab=0
		(v) Organization Chart	Fully met	https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/#gsc.tab=0
		(vi) 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	Brief History of the Institution has been provided, https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/#gsc.tab=0 Details on Committees and statutory bodies are given https://www.iiserkol.ac.in/web/en/about-us/board-governors/
1.2	Power and duties of its officers and employees [Section 4(1) (b)(ii)]	(i) Powers and duties of officers (administrative, financial and judicial)	Fully met	Provided in summary - To the point and easy to understand manner - https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/#gsc.tab=0
		(ii) Power and duties of other employees	Not met	The Power and duties of other employees need to be disclosed
		(iii) Rules/ orders under which powers and duty are derived and	Fully met	Act through which powers and duties are derived have been provided at https://www.iiserkol.ac.in/media/filer_public/a0/d7/a0d7c489-c0c6-4447-adc0-227d72e8c0c8/act_22_26.pdf https://www.iiserkol.ac.in/media/filer_public/1a/ab/1aab29eb-006d-47d5-9b08-3861a362005f/iiser_statutes_first.pdf https://www.iiserkol.ac.in/media/filer_public/5e/d0/5ed071f5-c789-4fcc-b24d-c1b6373b6958/delegation_of_authority_as_on_24_09_2015.pdf -delegation of power https://www.iiserkol.ac.in/media/filer_public/1a/ab/1aab29eb-006d-47d5-9b08-3861a362005f/iiser_statutes_first.pdf

				Allocation of business rules (AOB) https://www.iiserkol.ac.in/media/filer_public/5e/d0/5ed071f5-c789-4fcc-b24d-c1b6373b6958/delegation_of_authority_as_on_24_09_2015.pdf
		(iv) Exercised	Fully met	Act through which powers and duties are derived have been provided at https://www.iiserkol.ac.in/media/filer_public/a0/d7/a0d7c489-c0c6-4447-adc0-227d72e8c0c8/act_22_26.pdf https://www.iiserkol.ac.in/media/filer_public/1a/ab/1aab29eb-006d-47d5-9b08-3861a362005f/iiser_statutes_first.pdf https://www.iiserkol.ac.in/media/filer_public/5e/d0/5ed071f5-c789-4fcc-b24d-c1b6373b6958/delegation_of_authority_as_on_24_09_2015.pdf -delegation of power
		(v) Work allocation	Fully met	Allocation of business rules (AOB) https://www.iiserkol.ac.in/media/filer_public/5e/d0/5ed071f5-c789-4fcc-b24d-c1b6373b6958/delegation_of_authority_as_on_24_09_2015.pdf
1.3	Procedure followed in decision making process [Section 4(1)(b)(iii)]	(i) Process of decision making Identify key decision making points	Fully met	Briefly provided at the link https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/ the details of the process of decision making, outlining each decision-making process and decision making points and final decision making authority in the chain are provided under delegation of power https://www.iiserkol.ac.in/media/filer_public/5e/d0/5ed071f5-c789-4fcc-b24d-c1b6373b6958/delegation_of_authority_as_on_24_09_2015.pdf
		(ii) Final decision making authority	Fully met	Allocation of business rules (AOB) https://www.iiserkol.ac.in/media/filer_public/5e/d0/5ed071f5-c789-4fcc-b24d-c1b6373b6958/delegation_of_authority_as_on_24_09_2015.pdf

		(iii) Related provisions, acts, rules etc.	Fully Met	Related Act and guidelines – https://www.iiserkol.ac.in/media/filer_public/1a/ab/1aab29eb-006d-47d5-9b08-3861a362005f/iiser_statutes_first.pdf https://www.iiserkol.ac.in/media/filer_public/a0/d7/a0d7c489-c0c6-4447-adc0-227d72e8c0c8/act_22_26.pdf Allocation of business rules (AOB) https://www.iiserkol.ac.in/media/filer_public/5e/d0/5ed071f5-c789-4fcc-b24d-c1b6373b6958/delegation_of_authority_as_on_24_09_2015.pdf
		(iv) Time limit for taking a decisions, if any	Not Met	Time Limit has to be specified on the website as per the norms / citizen charter
		(v) Channel of supervision and accountability	Fully met	Delegation of Authority provided in detail at https://www.iiserkol.ac.in/media/filer_public/5e/d0/5ed071f5-c789-4fcc-b24d-c1b6373b6958/delegation_of_authority_as_on_24_09_2015.pdf
1.4	Norms for discharge of functions [Section 4(1)(b)(iv)]	(i) Nature of functions/ services offered	Fully Met	Various academic programmes offered provided at https://www.iiserkol.ac.in/web/en/academic/programmes/
		(ii) Norms/ standards for functions/ service delivery	Fully Met	In brief at: https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/
		(iii) Process by which these services can be accessed	Fully Met	Online application portal at https://apply.iiserkol.ac.in/
		(iv) Time-limit for achieving the targets	Not met	Time-limit for achieving the targets as per standard need to be specified
		(v) Process of redress of grievances	Fully Met	Grievance cell is constituted and email and other contact details have been provided https://www.iiserkol.ac.in/media/filer_public/74/a6/74a64ef4-0c39-498c-9b64-9ec3542618c1/grievance_cell.pdf However, details as to process of grievance redressal have not been given.
1.5	Rules, regulations, instructions manual and records for	(i) Title and nature of the record/ manual /instruction.	Partially Met	Very brief and general list: https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/

	discharging functions [Section 4(1)(b)(v)]	(ii) List of Rules, regulations, instructions manuals and records.	Partially Met	https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/
		(iii) Acts/ Rules manuals etc.	Partially met	<p>Some of the Act/ Statutes/Rules have been provided at: https://www.iiserkol.ac.in/media/filer_public/ef/46/ef4658da-e371-4ee6-ac41-7e63b12bf122/nit_amendment_act_2012.pdf https://www.iiserkol.ac.in/media/filer_public/1a/ab/1aab29eb-006d-47d5-9b08-3861a362005f/iiser_statutes_first.pdf Allocation of business rules (AOB) https://www.iiserkol.ac.in/media/filer_public/5e/d0/5ed071f5-c789-4fcc-b24d-c1b6373b6958/delegation_of_authority_as_on_24_09_2015.pdf Academic Guidelines https://www.iiserkol.ac.in/web/en/academic/academic-guidelines/#gsc.tab=0</p> <p>However, complete list of the Acts, Rules, regulations, manuals dealing with the working of the Institute has to be provided</p> <ul style="list-style-type: none"> ▫ Only list of some of the Rules/ Regulations/ manuals etc. are uploaded which are available. ▫ The complete text of the Acts, Rules, Regulations and manuals for discharge of administrative functions need to be disclosed ▫ There is need to provide summary of the same in simple guide for easy understanding of the general public.
		(iv) Transfer policy and transfer orders	Not Applicable	Not Applicable
1.6	Categories of documents held by the authority under its control [Section 4(1)(b) (vi)]	(i) Categories of documents	Partially met	<p>Provided at point 7 but incomplete https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/ Complete list of documents department wise should be given</p>
		(ii) Custodian of documents/categories	Fully met	<p>As per NITSER Act-2007, the Registrar of the Institute shall be the custodian of records. Section 18 https://www.iiserkol.ac.in/media/filer_public/ef/46/ef4658da-e371-4ee6-ac41-7e63b12bf122/nit_amendment_act_2012.pdf</p>

1.7	Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]	(i) Name of Boards, Council, Committee etc.	Fully Met	<p>Statutory bodies / Committees provided at https://www.iiserkol.ac.in/web/en/about-us/board-governors/ https://www.iiserkol.ac.in/web/en/about-us/board-governors/#gsc.tab=0</p> <ul style="list-style-type: none"> • gives composition of • Board of Governors • Finance Committee • Senate • Building and Works Committee <p>NAD cell at https://www.iiserkol.ac.in/web/en/academic/nad-cell/ Details of all cells and committees at one place has to be provided https://www.iiserkol.ac.in/media/filer_public/1a/ab/1aab29eb-006d-47d5-9b08-3861a362005f/iiser_statutes_first.pdf</p>
		(ii) Composition	Fully Met	<p>https://www.iiserkol.ac.in/web/en/about-us/board-governors/ available at the link https://www.iiserkol.ac.in/media/filer_public/a2/d1/a2d1f54f-32a3-4b0c-a49f-9f6b4e7b06bb/tenure_board_councils_committees_2023.pdf</p>
		(iii) Dates from which constituted	fully met	<p>available at the link https://www.iiserkol.ac.in/media/filer_public/a2/d1/a2d1f54f-32a3-4b0c-a49f-9f6b4e7b06bb/tenure_board_councils_committees_2023.pdf</p> <p>The date of start of membership is indicated for Board of Governors, Finance Committee, Senate, Building and Works Committee</p>
		(iv) Term/ Tenure	fully met	<p>available at the link https://www.iiserkol.ac.in/media/filer_public/a2/d1/a2d1f54f-32a3-4b0c-a49f-9f6b4e7b06bb/tenure_board_councils_committees_2023.pdf</p> <p>The term end date of membership is indicated for Board of Governors, Finance Committee, Senate, Building and Works Committee</p>
		(v) Powers and functions	Fully met	<p>Powers and functions of Board is as per the provisions of section 13 of NITSER Act-2007.</p> <p>(b) In addition to the powers specified in the Act, the Board shall also perform other functions as specified in section 5 of IISER statute.</p> <p>(c) Powers and functions of senate is as per the provisions of section 15 of NITSER Act-2007.</p>

				<p>(d) In addition to the powers specified in the Act, the Board shall also perform other functions as specified in clause (2) of section 7 of IISER statute.</p> <p>(e) Powers and functions of Finance Committee is as per the provisions of clause (3) of section 8 of NITSER Act-2007.</p> <p>(f) Powers and functions of Finance Committee is as per the provisions of clause (3) of section 9 of NITSER Act-2007.</p> <p>https://www.iiserkol.ac.in/media/filer_public/1a/ab/1aab29eb-006d-47d5-9b08-3861a362005f/iiser_statutes_first.pdf</p>
		(vi) Whether their meetings are open to the public?	Fully met	Clearly provided that it's not open to public https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/
		(vii) Whether the minutes of the meetings are open to the public?	Fully met	Clearly stated that minutes are not available to public https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/
		(viii) Place where the minutes if open to the public are available?	Not Applicable	Not Applicable
1.8	Directory of officers and employees [Section 4(1) (b) (ix)]	(i) Name and designation	Fully Met	Provided at https://www.iiserkol.ac.in/web/en/people/faculty/ https://www.iiserkol.ac.in/web/en/people/staff/
		(ii) Telephone , fax and email ID	Fully Met	Provided at https://www.iiserkol.ac.in/web/en/people/faculty/ https://www.iiserkol.ac.in/web/en/people/staff/ https://www.iiserkol.ac.in/voip-directory/ https://www.iiserkol.ac.in/web/en/contact-us/address-phone-no/#gsc.tab=0
1.9	Monthly Remuneration received by officers & employees including system of compensation [Section 4(1) (b) (x)]	(i) List of employees with Gross monthly remuneration	Fully Met	Provided at https://www.iiserkol.ac.in/media/filer_public/73/d7/73d71281-c482-4105-9236-07e5fb682d0d/paysheet_may_2023_regular_employees.pdf the details are updated , Pay particulars of faculty members and non-teaching staff as on May 2023 have been uploaded
		(ii) System of compensation as	Not met	Not Met System of compensation as provided in its regulations to be specified.

		provided in its regulations		
1.10	Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)]	(i) Name and designation of the public information officer (PIO), Assistant Public Information (s) & Appellate Authority	Fully Met	Provided at: https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/#gsc.tab=0 point No 17
		(ii) Address, telephone numbers and email ID of each designated official.	Fully Met	Fully Met https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/#gsc.tab=0 point No 17
1.11	No. Of employees against whom Disciplinary action has been proposed/ taken (Section 4(2))	No. of employees against whom disciplinary action has been	Fully Met	Provided at: https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-disclosures/ point 15
		(i) Pending for Minor penalty or major penalty proceedings		
		(ii) Finalised for Minor penalty or major penalty proceedings	Fully Met	https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-disclosures/ point 15
1.12	Programmes to advance understanding of RTI (Section 26)	(i) Educational programmes	Not met	Not Met Educational programmes in RTI, efforts to encourage public authority to participate in these programmes and Training of CPIO/APIO needs to be conducted and uploaded on the website. In case Institute has conducted/ initiated seminar/workshops at the Institute or at any training institute to educate CPIO and other employee(s) about the provisions of RTI Act, 2005 and has encouraged the staff members to participate in training workshops, the details of the same be uploaded on the website.
		(ii) Efforts to encourage public authority to participate in these programmes	Not met	Not Met Educational programmes in RTI, efforts to encourage public authority to participate in these programmes and Training of CPIO/APIO needs to be conducted and uploaded on the website. In case Institute has conducted/ initiated seminar/workshops at the

				Institute or at any training institute to educate CPIO and other employee(s) about the provisions of RTI Act, 2005 and has encouraged the staff members to participate in training workshops, the details of the same be uploaded on the website.
		(iii) Training of CPIO/APIO	Not met	Not Met Educational programmes in RTI, efforts to encourage public authority to participate in these programmes and Training of CPIO/APIO needs to be conducted and uploaded on the website. In case Institute has conducted/ initiated seminar/workshops at the Institute or at any training institute to educate CPIO and other employee(s) about the provisions of RTI Act, 2005 and has encouraged the staff members to participate in training workshops, the details of the same be uploaded on the website.
		(iv) Update & publish guidelines on RTI by the Public Authorities concerned	Fully met	RTI guidelines in the form of pointers given at the link- https://www.iiserkol.ac.in/media/filer_public/c8/4b/c84b595f-e27b-4705-b5ab-5a6b2de2a678/12.pdf
1.13	Transfer policy and transfer orders [F No. 1/6/2011- IR dt. 15.4.2013]		Not applicable	Not applicable

2. Budget and Programme

S. No.	Item	Details of disclosure	Remarks	Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
2.1	Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)]	(i) Total Budget for the public authority	Fully met	https://www.iiserkol.ac.in/web/en/about-us/annual-and-audit-reports/#qsc.tab=0 Budget (RE for the F.Y. 2022-23, BE for the F.Y. 2023-24) https://www.iiserkol.ac.in/media/filer_public/4a/2d/4a2daa12-3513-4843-b48d-9319bede9d6e/re_2022-23_be_2023-24_iiser-k.pdf

		(ii) Budget for each agency and plan & programmes	Fully met	https://www.iiserkol.ac.in/web/en/about-us/annual-and-audit-reports/#gsc.tab=0 Budget (RE for the F.Y. 2022-23, BE for the F.Y. 2023-24) https://www.iiserkol.ac.in/media/filer_public/4a/2d/4a2daa12-3513-4843-b48d-9319bede9d6e/re_2022-23_be_2023-24_iiser-k.pdf
		(iii) Proposed expenditures	Fully met	https://www.iiserkol.ac.in/web/en/about-us/annual-and-audit-reports/#gsc.tab=0 Budget (RE for the F.Y. 2022-23, BE for the F.Y. 2023-24) https://www.iiserkol.ac.in/media/filer_public/4a/2d/4a2daa12-3513-4843-b48d-9319bede9d6e/re_2022-23_be_2023-24_iiser-k.pdf
		(iv) Revised budget for each agency, if any	Fully met	https://www.iiserkol.ac.in/web/en/about-us/annual-and-audit-reports/#gsc.tab=0 Budget (RE for the F.Y. 2022-23, BE for the F.Y. 2023-24) https://www.iiserkol.ac.in/media/filer_public/4a/2d/4a2daa12-3513-4843-b48d-9319bede9d6e/re_2022-23_be_2023-24_iiser-k.pdf
		(v) Report on disbursements made and place where the related reports are available	Fully met	Annual Accounts and Annual Report for the F.Y. 2022-23-The Audited Financial Statements and Annual Report for the F.Y. 2022-23 shall be available for disclosure and upload on conduction of Audit (CAG), receipt of subsequent report from CAG and on placement in both the houses of the Parliament. Information available in Institute annual report for earlier year https://www.iiserkol.ac.in/static/images/iiserk/reports/annual-report-2019-20-english.pdf at page 158-160
2.2	Foreign and domestic tours (F. No. 1/8/2012- IR dt. 11.9.2012)	(i) Budget	Not Met	Not Met The budget allocated for foreign and domestic tours needs to be mentioned.
		(ii) 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	Fully Met a) yes b) yes c) yes d) yes	Details of tour by Director and officials of the rank of Joint Secretary & above for the year 2022-23 available at https://www.iiserkol.ac.in/media/filer_public/92/5f/925f4a26-41ae-41b0-a8b5-02a41381336c/director_travel_details_2022-23.pdf Details of visit of Director/ JS level official, IISER for 2021-22, 2020-21 to 2014-15 provided at the link https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-disclosures/#gsc.tab=0

		<p>Department.</p> <p>a) Places visited</p> <p>b) The period of visit</p> <p>c) The number of members in the official delegation</p> <p>d) Expenditure on the visit</p>		<p>https://www.iiserkol.ac.in/media/filer_public/52/4f/524ff72b-31cf-473c-a66c-5bf95d8aa3eb/director_travel_2021-22.pdf</p> <p>▫ For the latest period i.e 2020-21 and 2019-20 the following details have also been included:</p> <ul style="list-style-type: none"> ✓ Period of Visit ✓ No. of People included ✓ Expenditure incurred ✓ The budget allocation for such visits should also be uploaded <p>At present the information is being uploaded on yearly basis, Endeavour should be made to upload the information on quarterly basis.</p>
		<p>(iii) Information related to procurements</p> <p>a) Notice/tender enquires, and corrigenda if any thereon,</p> <p>b) Details of the bids awarded comprising the names of the suppliers of goods/ services being procured,</p> <p>c) The works contracts concluded – in any such combination of the above-and</p> <p>d) The rate /rates and the total amount at</p>	Fully met	<p>Fully met</p> <p>Tenders have been uploaded on https://www.iiserkol.ac.in/web/en/announcements/tender/#gsc.tab=0</p> <p>Information relating to work orders uploaded on https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-disclosures/#gsc.tab=0 at S. NO. 1 which provides details of the bids awarded comprising the names of the suppliers of goods/ services being procured, works contracts concluded, and rate /rates and the total amount.</p> <p>https://www.iiserkol.ac.in/media/filer_public/91/76/91761037-9654-4ab7-95b4-81c32c33a521/details_of_contracts_2022-23.pdf</p> <p>Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract</p> <p>Details of Purchase Order issued from General Fund in the FY 2022-23</p> <p>https://www.iiserkol.ac.in/media/filer_public/a7/14/a714dcd6-198b-4538-8b90-b6d64d684ef6/sp_2022-23.pdf</p> <p>Details of Purchase Order issued from General Fund in the FY 2021-22</p> <p>https://www.iiserkol.ac.in/media/filer_public/f9/d0/f9d0992f-fc2e-444f-b24d-cb4186957b0d/sp_2021_22.pdf</p>

		which such procurement or works contract is to be executed.		<p>Details of Purchase Order issued in FY 2020-21 https://www.iiserkol.ac.in/media/filer_public/a8/23/a823c6fd-e7eb-48e3-9528-2d864d7b6261/sp_2020-21.pdf https://www.iiserkol.ac.in/media/filer_public/2b/ac/2bacf503-39ce-46b2-9301-1aeb3b2338e4/iwd_2020-21.pdf https://www.iiserkol.ac.in/media/filer_public/ef/d0/efd0bbdd-56b0-47f0-b082-ccd4e15337ba/contract_30.09.2021.pdf</p> <p>Information relating to work orders also uploaded on Tender details for civil works at IWD section on CPP Portal F.Y. - 2022 – 2023 https://www.iiserkol.ac.in/media/filer_public/13/75/1375a1d7-1193-4501-998b-752cce482cde/iwd_2022-23.pdf which provides details of the bids awarded comprising the names of the suppliers of goods/ services being procured, works contracts concluded, and rate /rates and the total amount.</p>
2.3	Manner of execution of subsidy programme [Section 4(i)(b)(xii)]	(i) Name of the programme of activity	Not Applicable	Not Applicable
		(ii) Objective of the programme	Not Applicable	Not Applicable
		(iii) Procedure to avail benefits	Not Applicable	Not Applicable
		(iv) Duration of the programme/ scheme	Not Applicable	Not Applicable
		(v) Physical and financial targets of the programme	Not Applicable	Not Applicable
		(vi) Nature/ scale of subsidy /amount allotted	Not Applicable	Not Applicable
		(vii) Eligibility criteria for grant of subsidy	Not Applicable	Not Applicable

		(viii) Details of beneficiaries of subsidy programme (number, profile etc)	Not Applicable	Not Applicable
2.4	Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013]	(i) Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions	Not Applicable	Not Applicable
		(ii) Annual accounts of all legal entities who are provided grants by public authorities	Not Applicable	Not Applicable
2.5	Particulars of recipients of concessions, permits of authorizations granted by the public authority [Section 4(1) (b) (xiii)]	(i) Concessions, permits or authorizations granted by public authority	Not met	Details of Concessions provided to SC/ ST et students need to be specified. The regulations under which the concession is granted and extent of concession need to be specified.
		(ii) For each concessions, permit or authorization granted a) Eligibility criteria b) Procedure for getting the concession/ grant and/ or	Not met	Eligibility criteria, Procedure for getting the concession, Name and address of the recipients given concessions/etc need to be uploaded on the Website

		permits of authorizations c) Name and address of the recipients given concessions/permits or authorizations d) Date of award of concessions /permits of authorizations		
2.6	CAG & PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]	CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the parliament.	Partially met	CAG Paras and reply for Year 2021-22 has been uploaded on https://www.iiserkol.ac.in/media/filer_public/02/0b/020b922b-5265-435b-81da-158692b1aa3b/cag_para_2021-22.pdf There is need to upload the action taken reports (ATRs). The CAG audit for 2022-23 is yet to be conducted https://www.iiserkol.ac.in/media/filer_public/b7/01/b70195c6-8162-4573-828d-4d5b342bdda2/cag_paras_2022-23.pdf

3. Publicity Band Public interface

S. No.	Item	Details of disclosure	Remarks	Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
3.1	Particulars for any arrangement for consultation with or representation by the members of the public in relation to	Arrangement for consultations with or representation by the members of the public (i) Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	Not Applicable	Not Applicable
		(ii) Arrangements for consultation with or	Not Applicable	Not Applicable

	<p>the formulation of policy or implementation there of</p> <p>[Section 4(1)(b)(vii)]</p> <p>[F No 1/6/2011-IR dt. 15.04.2013]</p>	<p>representation by</p> <p>a) Members of the public in policy formulation/ policy implementation</p> <p>b) Day & time allotted for visitors</p> <p>c) Contact details of Information & Facilitation Counter (IFC) to provide publications frequently sought by RTI applicants</p>		
		<p>Public- private partnerships (PPP)</p> <p>(i) Details of Special Purpose Vehicle (SPV), if any</p>	Not Applicable	Not Applicable
		<p>(ii) Detailed project reports (DPRs)</p>	Not Applicable	Not Applicable
		<p>(iii) Concession agreements.</p>	Not Applicable	Not Applicable
		<p>(iv) Operation and maintenance manuals</p>	Not Applicable	Not Applicable
		<p>(v) Other documents generated as part of the implementation of the PPP</p>	Not Applicable	Not Applicable
		<p>(vi) Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorization from the government</p>	Not Applicable	Not Applicable
		<p>(vii) Information relating to outputs and outcomes</p>	Not Applicable	Not Applicable
		<p>(viii) The process of the selection of the private sector party (concessionaire etc.)</p>	Not Applicable	Not Applicable
		<p>(ix) All payment made under the PPP project</p>	Not Applicable	Not Applicable
3.2	<p>Are the details of policies/ decisions which affect public, informed to them</p> <p>[Section 4(1) (c)]</p>	<p>Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive;</p> <p>(i) Policy decisions/ legislations taken in the previous one year</p>	Not Applicable	Not Applicable
		<p>(ii) Outline the Public consultation process</p>	Not Applicable	Not Applicable
		<p>(iii) Outline the arrangement for consultation before formulation of policy</p>	Not Applicable	Not Applicable

3.3	Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]	Use of the most effective means of communication (i) Internet (website)	Fully Met	The following methods are also adopted by the Institution for the dissemination of the information: <ul style="list-style-type: none"> • Institute website (www.iiserkol.ac.in) • Notice Boards • Printed Manuals • Press Releases • Advertisements
3.4	Form of accessibility of information manual/handbook [Section 4(1)(b)]	(i) Information manual/handbook available in Electronic format	Fully Met	Provided at: https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/
		(ii) Printed format	Not met	Not met It needs to be specified on the website whether the RTI manual is available in printed form or not
3.5	Whether information manual/handbook available free of cost or not [Section 4(1)(b)]	(i) List of materials available Free of cost	Not met	Not met In case it is available in the printed form, whether the same is accessible free or to a reasonable cost.
		(ii) At a reasonable cost of the medium	Not met	Not met

4. E. Governance

S.No.	Item	Details of disclosure	Remarks	Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
4.1	Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]	(i) English	Fully met	Fully Met
		(ii) Vernacular/ Local Language	Partially Met	Website in Hindi language is there. Some of the information is available in Hindi but much of the information is in English
4.2	When was the information Manual/Handbook	Last date of Annual updation	Fully Met	Last Updated: 30/06/2023 https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-disclosures/

	last updated? [F No. 1/6/2011-IR dt 15.4.2013]			
4.3	Information available in electronic form [Section 4(1)(b)(xiv)]	(i) Details of information available in electronic form	Not met	The details of the documents in the electronic form must be provided, which should indicate the title of the record and its location / link at which the same is accessible
		(ii) Name/ title of the document/record/ other information	Not met	Not met
		(iii) Location where available	Not met	Not met
4.4	Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]	(i) Name & location of the facility	Not met	Point 16 - Library of the Institute is primarily meant for the faculty, students and staff of the Institute. It is not open to public. https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/#gsc.tab=0 point 16
		(ii) Details of information made available	Not met	Not Met - No facility for citizen to inspect documents.
		(iii) Working hours of the facility	Not met	Not met
		(iv) Contact person & contact details (Phone, fax email)	Not met	Not met
4.5	Such other information as may be prescribed under section 4(i) (b)(xvii)	(i) Grievance redressal mechanism	Fully Met	https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-disclosures/ point 16 Grievance cell has been constituted and faculty/ staff and student can lodge their complaints with it. Available at: https://www.iiserkol.ac.in/media/filer_public/74/a6/74a64ef4-0c39-498c-9b64-9ec3542618c1/grievance_cell.pdf The composition of the committee, date of constitution and mechanism of filing complaint before the committee has been detailed at the link
		(ii) Details of applications received under RTI and information provided	Fully Met	https://www.iiserkol.ac.in/rtiga/ updated information upto 2023-24 1 st quarter has been uploaded
		(iii) List of completed schemes/ projects/	Fully Met	The projects completed upto 2022-23 have been uploaded on the following link

		Programmes		https://www.iiserkol.ac.in/media/filer_public/b2/71/b271bec5-eba3-43db-8ff2-d699abc5ce74/list_completed_scheme_2022-23.pdf
	(iv)	List of schemes/ projects/ programme underway	Fully Met	List of schemes/ projects/ programme underway has been uploaded on https://www.iiserkol.ac.in/media/filer_public/4a/5c/4a5c0384-da0d-4af5-9ab3-c2e750857cb5/list_ongoing_project_scheme_2022-23.pdf
	(v)	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	Fully Met	https://www.iiserkol.ac.in/media/filer_public/91/76/91761037-9654-4ab7-95b4-81c32c33a521/details_of_contracts_2022-23.pdf Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract Details of Purchase Order issued from General Fund in the FY 2022-23 https://www.iiserkol.ac.in/media/filer_public/a7/14/a714dcd6-198b-4538-8b90-b6d64d684ef6/sp_2022-23.pdf Details of Purchase Order issued from General Fund in the FY 2021-22 https://www.iiserkol.ac.in/media/filer_public/f9/d0/f9d0992f-fc2e-444f-b24d-cb4186957b0d/sp_2021_22.pdf Details of Purchase Order issued in FY 2020-21 https://www.iiserkol.ac.in/media/filer_public/a8/23/a823c6fd-e7eb-48e3-9528-2d864d7b6261/sp_2020-21.pdf https://www.iiserkol.ac.in/media/filer_public/2b/ac/2bacf503-39ce-46b2-9301-1aeb3b2338e4/iwd_2020-21.pdf https://www.iiserkol.ac.in/media/filer_public/ef/d0/efd0bbdd-56b0-47f0-b082-ccd4e15337ba/contract_30.09.2021.pdf Information relating to work orders also uploaded on Tender details for civil works at IWD section on CPP Portal F.Y. - 2022 – 2023 https://www.iiserkol.ac.in/media/filer_public/13/75/1375a1d7-1193-4501-998b-752cce482cde/iwd_2022-23.pdf which provides details of the bids awarded comprising the

				names of the suppliers of goods/ services being procured, works contracts concluded, and rate /rates and the total amount https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-disclosures/#gsc.tab=0 at S. NO. 1
		(vi) Annual Report	Fully Met	https://www.iiserkol.ac.in/web/en/about-us/annual-and-audit-reports/#gsc.tab=0
		(vii) Frequently Asked Question (FAQs)	Fully met	Frequently Asked Questions (FAQs) on RTI Act https://www.iiserkol.ac.in/media/filer_public/d7/b5/d7b55db4-c591-4e38-ab90-c482757d105d/faq.pdf Frequently Asked Questions (FAQ) related to IISER Kolkata G-Suite Accounts https://www.iiserkol.ac.in/media/filer_public/7e/89/7e89ac64-c1bb-411a-a565-dbd42e46d384/gsuite-faq.pdf
		(viii) Any other information such as	Partially Met	Partially Met - Only RFD document is uploaded on link - https://www.iiserkol.ac.in/media/filer_public/a2/3f/a23f9735-b199-467c-a55d-95d719f49d3f/rfd_06_05_2011.pdf
		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		
4.6	Receipt & Disposal of RTI applications & appeals [F.No 1/6/2011-IR dt. 15.04.2013]	(i) Details of applications received and disposed	Fully Met	https://www.iiserkol.ac.in/media/filer_public/45/68/4568bc07-c273-4120-ba8b-747fbdcd18d9/qtr_returns_2022-23.pdf details of Details of applications received and disposed for all 4 quarters available at above link Details of applications received and disposed have been uploaded for the 1 st & 2 nd quarter of 2022-23, 2020-21, 2019-2020, 2018-19 at the following links https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-

				<p>https://www.iiserkol.ac.in/media/filer_public/45/68/4568bc07-c273-4120-ba8b-747fbdcd18d9/qtr_returns_2022-23.pdf</p> <p>https://www.iiserkol.ac.in/media/filer_public/e0/b4/e0b4b4c1-dd79-46cd-b707-1453d6160447/rti_app_appeals_2020-21.pdf</p> <p>https://www.iiserkol.ac.in/media/filer_public/65/42/6542fc81-4d5f-4e15-8263-90459a5c7c42/rti_app_appeals_2019-20.pdf</p> <p>https://www.iiserkol.ac.in/media/filer_public/73/ae/73aed4fd-1b52-4216-8296-59dd64a8c723/rti_app_appeals_2018-19.pdf</p>
		(ii) Details of appeals received and orders issued	Fully Met	<p>Details of appeals received and order passed have been uploaded for the year 2022-23, 2020-21, 2019-2020, 2018-19 at the following links</p> <p>https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-disclosures/</p> <p>https://www.iiserkol.ac.in/media/filer_public/45/68/4568bc07-c273-4120-ba8b-747fbdcd18d9/qtr_returns_2022-23.pdf</p> <p>https://www.iiserkol.ac.in/media/filer_public/e0/b4/e0b4b4c1-dd79-46cd-b707-1453d6160447/rti_app_appeals_2020-21.pdf</p> <p>https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-disclosures/</p> <p>https://www.iiserkol.ac.in/media/filer_public/e0/b4/e0b4b4c1-dd79-46cd-b707-1453d6160447/rti_app_appeals_2020-21.pdf</p> <p>https://www.iiserkol.ac.in/media/filer_public/65/42/6542fc81-4d5f-4e15-8263-90459a5c7c42/rti_app_appeals_2019-20.pdf</p> <p>https://www.iiserkol.ac.in/media/filer_public/73/ae/73aed4fd-1b52-4216-8296-59dd64a8c723/rti_app_appeals_2018-19.pdf</p>
4.7	Replies to questions asked in	Details of questions asked and replies given	Fully Met	Details of questions asked and replies given for the year 2022-23, 2020-21 and 2019-20 have been uploaded on the

the parliament [Section 4(1)(d)(2)]		<p>following links https://www.iiserkol.ac.in/media/filer_public/0f/22/0f22fb8e-4d62-4eff-bc88-f196cf960178/parliamentary_questions_answers_2022-23.pdf https://www.iiserkol.ac.in/media/filer_public/73/9f/739ffb4d-731f-4355-ae00-3ef59d211826/parliament_questions_2020-21.pdf https://www.iiserkol.ac.in/media/filer_public/62/2d/622df19f-1325-425a-b6a6-e1cdc133747e/parliament_questions_2019-20.pdf</p>
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5. Information as may be prescribed

S. No.	Item	Details of disclosure	Remarks	Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
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]	<p>(i) Name & details of (a) Current CPIOs & FAAs (b) Earlier CPIO & FAAs from 1.1.2015</p> <p>(ii) Details of third party audit of voluntary disclosure (a) Dates of audit carried out (b) Report of the audit carried out</p> <p>(iii) Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD (a) Date of appointment (b) Name & Designation of the officers</p>	<p>Fully Met</p> <p>Fully Met</p> <p>Fully met</p>	<p>https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-disclosures/ Point No 20</p> <p>The Audit report for the year 2021-22 has been uploaded on the website. https://www.iiserkol.ac.in/media/filer_public/8a/c5/8ac529cc-c987-428c-a0e4-e0058a4a2466/rti_audit_iiserkol_report_2022.pdf</p> <p>https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-disclosures/ point 21 the details of Nodal Officer, Date of appointment, (a) Name & Designation of the officer has been provided in the point No. 21 of the e- manual.</p>

		(iv) Consultancy committee of key stake holders for advice on suo-motu disclosure (a) Dates from which constituted (b) Name & Designation of the officers	Not met	Not met Consultancy committee of key stake holders for advice on suo-motu disclosure needs to be constituted and its details are required to be uploaded on the website.
		(v) 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	Not met	Not met. Committee of PIOs/FAAs with rich experience in RTI to identify frequently sought information under RTI to be constituted and information to be uploaded on the website

6. Information Disclosed on own Initiative

S. No.	Item	Details of disclosure	Remarks	Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
6.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information		Fully Met	Most of the information related to IISER Kolkata and its activities is uploaded on the website
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)	(i) Whether STQC certification obtained and its validity. (ii) Does the website show the certificate on the Website?	(i) Not met (ii) Not met	In process Point 22- https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-disclosures/

Chapter 3

Conclusions and Recommendations

Major Findings

1. The information required under Section 4(1)(b) of the RTI Act and guidelines by the organization is good . There is improvement in disclosure from 2021-2022 both quantity and quality of information.
1. However, in certain categories there is scope for improvement. Disclosure needs to be improved in both quantity and quality of information. Disclosure in certain aspects is incomplete and partial and needs to be updated.
2. The Power and duties of the employees need to be disclosed. Also the time limit for taking decisions, if any in the decision making process should be provided.
3. The information relating to Rules, regulations, instructions, manuals and records is partial. A very general and brief list disclosing some of the Acts and rules has been provided. The complete text of the Acts, Rules, Regulations and manuals for discharge of administrative functions need to be disclosed. There is need to provide summary of the same in simple guide for easy understanding of the general public.
4. Complete list of documents held Institute section wise should be given.
5. Concession is being granted to certain category of student. The extent of concession, procedure for obtaining the same and the rules/ guidelines for the same need to be specified.
6. System of compensation for officers and employees as provided in its regulations needs to be specified.
7. Educational programmes in RTI, efforts to encourage public authority to participate in these programmes and Training of CPIO/APIO needs to be conducted and uploaded on the website.
8. Budget for Foreign and domestic tours need to be disclosed.
9. The information pertaining to CAG and PAC paras and the action taken reports (ATRs) is incomplete; complete disclosure is required.
10. The availability and accessibility of information manual/handbook in printed form for inspection by the citizen need to be specified. Further whether the same is available free of cost or not; and if there are charges what is the cost imposed need to be specified.

11. Website in Hindi / Vernacular / Local Language needs to be created and all the information must be made available in local language.
12. The details of the information available in the electronic form must be provided, which should indicate the title of the record and its location.
13. The facility wherein the citizen can visit and get the information needs to be created and particulars of the facility, details of information made available, Working hours of the facility, Contact person and contact details (Phone, fax email) to be uploaded on the website.
14. Citizen's Charter and the six monthly reports on the performance against the benchmarks set in the Citizen's Charter need to be disclosed.
15. The Consultancy committee of key stakeholders for advice on suo-motu disclosure needs to be constituted and the information relating to the same to be provided on the website.
16. The compliance of the new guidelines on suo-motu disclosure requires certain more aspects to be met and the information need to be presented in citizen friendly manner.
17. Information is presented in very technical manner which needs simplification from user's perspectives especially in relation to the norms, rules and regulations pertaining to the working of the organization.
18. The accessibility of information on the website of the institute is an issue which needs to be addressed to. The information must be arranged and presented in more citizen friendly manner. The information must be uploaded in the tabular and flow chart for easy understanding
19. The information is available on the website in English. The website has Hindi version but information is not available on the same.
20. Continuous updation is needed and the latest must be added on quarterly/ annual basis (as applicable).

Recommendations

For better implementation of the *Suo-motu* disclosure of information following steps are required to be taken:

1. The information required to be proactively disclosed under the Act and guidelines should be disclosed completely and entirely in quality and quantity to enhance transparency and openness.
2. Endeavour should be made that all information should be readily available and in a easily understandable format.

3. Website disclosure should be complete and easily accessible. The orders of the Public Authority and other proactively disclosed information should be uploaded immediately after it has been issued and not later than a week.
4. The grouping and categorization of the information should be proper. The information which is available on website, needs to be collated in proper manner.
5. All the Acts, rules, regulations, orders, which specify the norms for discharge of functions have been disclosed, but they are to be categorized properly. Further these should be presented in simple and easy manner and linked to decision-making process.
6. The public authority should make efforts to collect the large quantum of information and digitalize which is still not there on the website. At present the information relating to power and duties, decision making process, budget, contracts & procurement, Citizen Charter, CAG/PAC paras, some aspects of grievance redressal mechanism, etc have not been uploaded on the website. The same should be uploaded at the earliest in simple format for easy understanding.
7. To maintain the reliability of information, timely updating of the information may be ensured. Therefore, it is required that a system is created for automatic updation of information, based on key word outputs. The date of last updation should be displayed on the website. Different media and forms should be used for proactive disclosure.
8. Besides uploading the original documents there is also need to present the information from the user's perspective in a simplified manner. Different media and forms like flow charts, tabular presentation should be used for proactive disclosure.
9. The elements of information required to be proactively disclosed under section 4(1)(b) are inter-related, the endeavor should be made to disclose them in an integrated manner. The functions, powers, responsibilities, rules, regulations and decision-making process are interconnected and are difficult to understand in isolation; therefore endeavor should be made to present these in integrated manner.
10. The chapter on RTI Act in the annual report of the organisation should include the details about the compliance with the proactive disclosure guidelines.
11. Information must be made available both in English and vernacular language.
12. Keeping in view the need and importance of RTI, it is imperative to regularly sensitize the officials of the organization so that RTI Act is effectively implemented.

(Sapna Chadah)

Self appraisal report for Year (2022-23)

Auditor Agency: Dr Sapna Chadah

Ministry Name: Ministry of Education

Department Name: Department of Higher Education

Public Authority Name: Indian Institute of Science Education and Research Kolkata

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	https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/#gsc.tab=0	Fully Met	1.28	Fully Met – Disclosure complete https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/#gsc.tab=0
1.1.2	Head of the organization	Fully Met	1.28	1.28	https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/#gsc.tab=0	Fully Met	1.28	https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/#gsc.tab=0
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	https://www.iiserkol.ac.in/web/en/about-us/	Fully Met	1.28	https://www.iiserkol.ac.in/web/en/about-us/

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					rti/rti-details/#gsc.tab=0			mission-and-vision/ https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/#gsc.tab=0
1.1.4	Function and duties	Fully Met	1.28	1.28	https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/#gsc.tab=0	Fully Met	1.28	https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/#gsc.tab=0
1.1.5	Organization Chart	Fully Met	1.28	1.28	https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/#gsc.tab=0	Fully Met	1.28	https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/#gsc.tab=0
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	https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/#gsc.tab=0	Fully Met	1.28	Brief History of the Institution has been provided, https://www.iiserkol.ac.in/web/e

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								n/about-us/rti/r ti-details/#gsc. tab=0 Details on Committees and statutory bodies are given https://w ww.iiserkol.ac. in/web/en/abo ut-us/board- governors/
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	1.54	1.54	https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/#gsc.tab=0	Fully Met	1.54	Provided in summary - To the point and easy to understand manner - https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/ https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/#gsc.tab=0
1.2.2	Power and duties of other employees	Fully Met	1.54	1.54	https://www.iiserkol.ac.in/media/filer_public/5e/d0/5ed071	Not Met	0	The Power and duties of other employees

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					f5-c789-4fcc-b24d-c1b6373b6958/delegation_of_authority_as_on_24_09_2015.pdf			need to be disclosed
1.2.3	Rules/ orders under which powers and duty are derived and	Fully Met	1.54	1.54	https://www.iiserkol.ac.in/media/filer_public/ef/46/ef4658da-e371-4ee6-ac41-7e63b12bf122/nit_amendment_act_2012.pdf	Fully Met	1.54	Act through which powers and duties are derived have been provided at https://www.iiserkol.ac.in/media/filer_public/a0/d7/a0d7c489-c0c6-4447-adc0-227d72e8c0c8/act_22_26.pdf https://www.iiserkol.ac.in/media/filer_public/1a/ab/1aab29eb-006d-47d5-9b08-3861a362005f/iiser_statutes_first.pdf https://www.iiserkol.ac.in/media/filer_public/5e/d0/5ed071f5-c789-4fcc-

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								b24d-c1b6373b6958/delegation_of_authority_as_on_24_09_2015.pdf delegation of power https://www.iiserkol.ac.in/media/filer_public/1a/ab/1aab29eb-006d-47d5-9b08-3861a362005f/iiser_statutes_first.pdf Allocation of business rules (AOB) https://www.iiserkol.ac.in/media/filer_public/5e/d0/5ed071f5-c789-4fcc-b24d-c1b6373b6958/delegation_of_authority_as_on_24_09_2015.pdf
1.2.4	Exercised	Fully Met	1.54	1.54	https://www.iiserkol.ac.in/media/filer_public/ef/46/ef4658d	Fully Met	1.54	Act through which powers and duties are derived have

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					a-e371-4ee6-ac41-7e63b12bf122/nit_ amendment_act_2012.pdf			been provided at https://www.iiserkol.ac.in/media/filer_public/a0/d7/a0d7c489-c0c6-4447-adc0-227d72e8c0c8/act_22_26.pdf https://www.iiserkol.ac.in/media/filer_public/1a/ab/1aab29eb-006d-47d5-9b08-3861a362005f/iiser_statutes_first.pdf https://www.iiserkol.ac.in/media/filer_public/5e/d0/5ed071f5-c789-4fcb24d-c1b6373b6958/delegation_of_authority_as_on_24_09_2015.pdf -delegation of power Allocation of business rules (AOB) https://

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								www.iiserkol.ac.in/media/filer_public/5e/d0/5ed071f5-c789-4fcc-b24d-c1b6373b6958/delegation_of_authority_as_on_24_09_2015.pdf
1.2.5	Work allocation	Fully Met	1.54	1.54	https://www.iiserkol.ac.in/media/filer_public/5e/d0/5ed071f5-c789-4fcc-b24d-c1b6373b6958/delegation_of_authority_as_on_24_09_2015.pdf	Fully Met	1.54	Allocation of business rules (AOB) [https://www.iiserkol.ac.in/media/filer_public/5e/d0/5ed071f5-c789-4fcc-b24d-c1b6373b6958/delegation_of_authority_as_on_24_09_2015.pdf]
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	https://www.iiserkol.ac.in/media/filer_public/5e/d0/5ed071f5-c789-4fcc-b24d-c1b6373b6958/delegation_of_authority_as_on_24_09_2015.pdf	Fully Met	1.54	Briefly provided at the link https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/ the details of the

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					y_as_on_24_09_2015.pdf			process of decision making, outlining each decision-making process and decision making points and final decision making authority in the chain are provided under delegation of power https://www.iiserkol.ac.in/media/filer_public/5e/d0/5ed071f5-c789-4fcc-b24d-c1b6373b6958/delegation_of_authority_as_on_24_09_2015.pdf
1.3.2	Final decision making authority	Fully Met	1.54	1.54	https://www.iiserkol.ac.in/media/filer_public/5e/d0/5ed071f5-c789-4fcc-b24d-c1b6373b6958/delegation_of_authority_as_on_24_09_2015.pdf	Fully Met	1.54	Allocation of business rules (AOB) https://www.iiserkol.ac.in/media/filer_public/5e/d0/5ed071f5-c789-4fcc-b24d-c1b6373b6958/delegation_of_authority_as_on_24_09_2015.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					f5-c789-4fcc-b24d-c1b6373b6958/delegation_of_authority_as_on_24_09_2015.pdf			c.in/media/filer_public/5e/d0/5ed071f5-c789-4fcc-b24d-c1b6373b6958/delegation_of_authority_as_on_24_09_2015.pdf
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	https://www.iiserkol.ac.in/web/en/about-us/act-statutes/#gsc.tab=0	Fully Met	1.54	Related Act and guidelines – https://www.iiserkol.ac.in/media/filer_public/1a/ab/1aab29eb-006d-47d5-9b08-3861a362005f/iiser_statutes_first.pdf https://www.iiserkol.ac.in/media/filer_public/a0/d7/a0d7c489-c0c6-4447-adc0-227d72e8c0c8/act_22_26.pdf Allocation of business rules (AOB) https://www.iiserkol.ac.in/media/filer

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								_public/5e/d0/5ed071f5-c789-4fcc-b24d-c1b6373b6958/delegation_of_authority_as_on_24_09_2015.pdf
1.3.4	Time limit for taking a decisions, if any	Partially Met	1.54	0.77	All jobs are processed in due time. The time for Decisions/approval of various sections/offices varies depending on the job nature.	Not Met	0	Time Limit has to be specified on the website as per the norms / citizen charter
1.3.5	Channel of supervision and accountability	Fully Met	1.54	1.54	https://www.iiserkol.ac.in/media/filer_public/5e/d0/5ed071f5-c789-4fcc-b24d-c1b6373b6958/delegation_of_authority_as_on_24_09_2015.pdf	Fully Met	1.54	Delegation of Authority provided in detail at https://www.iiserkol.ac.in/media/filer_public/5e/d0/5ed071f5-c789-4fcc-b24d-c1b6373b6958/delegation_of_authority_as_on_24_09_2015.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
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	https://www.iiserkol.ac.in/web/en/academic/programmes/#gsc.tab=0	Fully Met	1.54	Various academic programmes offered provided at https://www.iiserkol.ac.in/web/en/academic/programmes/
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/#gsc.tab=0	Fully Met	1.54	In brief at: https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/
1.4.3	Process by which these services can be accessed	Fully Met	1.54	1.54	https://apply.iiserkol.ac.in/	Fully Met	1.54	Online application portal at https://apply.iiserkol.ac.in/
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	https://apply.iiserkol.ac.in/	Not Met	0	Time-limit for achieving the targets as per standard need to be specified
1.4.5	Process of redress of grievances	Fully Met	1.54	1.54	https://www.iiserkol.ac.in/media/filer_public/74/a6/74a64ef4-0c39-498c-9b64-9ec3542618c1/grievan	Fully Met	1.54	Grievance cell is constituted and email and other contact details have been provided https://www.iiserkol.ac.in/

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					ce_cell.pdf			erkol.ac.in/media/filer_public/74/a6/74a64ef4-0c39-498c-9b64-9ec3542618c1/grievance_cell.pdf However, details as to process of grievance redressal have not been given.
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	https://www.iiserkol.ac.in/web/en/about-us/act-statutes/#gsc.tab=0	Partially Met	0.96	Very brief and general list: https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/
1.5.2	List of Rules, regulations, instructions manuals and records.	Fully Met	1.92	1.92	https://www.iiserkol.ac.in/web/en/about-us/act-statutes/#gsc.tab=0	Partially Met	0.96	https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/
1.5.3	Acts/ Rules manuals etc.	Fully Met	1.92	1.92	https://www.iiserkol.ac.in/web/en/about-us/act-statutes/#gsc.tab=0 , https://www.iiserkol.ac.in/web/en/about-us/act-statutes/#gsc.tab=0 , https://www.iiserkol.ac.in/web/en/about-us/act-statutes/#gsc.tab=0	Partially Met	0.96	Some of the Act/ Statutes/ Rules have been provided at: https://www.iiserkol.ac.in/web/en/about-us/act-statutes/#gsc.tab=0

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					kol.ac.in/web/en/about-us/act-statutes/#gsc.tab=0			n/media/filer_public/ef/46/ef4658da-e371-4ee6-ac41-7e63b12bf122/nit_amendment_act_2012.pdf https://www.iiserkol.ac.in/media/filer_public/1a/ab/1aab29eb-006d-47d5-9b08-3861a362005f/iiser_statutes_first.pdf Allocation of business rules (AOB) https://www.iiserkol.ac.in/media/filer_public/5e/d0/5ed071f5-c789-4fcc-b24d-c1b6373b6958/delegation_of_authority_as_on_24_09_2015.pdf Academic Guidelines https://www.iiserkol.ac.in/web/

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								<p>en/academic/academic-guidelines/#gsc.tab=0</p> <p>However, complete list of the Acts, Rules, regulations, manuals dealing with the working of the Institute has to be provided ? Only list of some of the Rules/Regulations/manuals etc. are uploaded which are available. ? The complete text of the Acts, Rules, Regulations and manuals for discharge of administrative functions</p>

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								need to be disclosed ? There is need to provide summary of the same in simple guide for easy understanding of the general public.
1.5.4	Transfer policy and transfer orders	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
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	https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/#gsc.tab=0	Partially Met	1.93	Provided at point 7 but incomplete https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/ Complete list of documents department wise should be given
1.6.2	Custodian of documents/categories	Fully Met	3.85	3.85	Register as per NITSER Act. https://www.iiserkol.ac.in/media/filer_public/ef/46/ef4658da-e371-	Fully Met	3.85	As per NITSER Act-2007, the Registrar of the Institute shall be the custodian of

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL records.
					4ee6-ac41-7e63b12bf122/nit_amendment_act_2012.pdf			Section 18 https://www.iiserkol.ac.in/media/filer_public/ef/46/ef4658dae371-4ee6-ac41-7e63b12bf122/nit_amendment_act_2012.pdf
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	https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/#gsc.tab=0	Fully Met	0.96	Statutory bodies / Committees provided at https://www.iiserkol.ac.in/web/en/about-us/board-governors/ https://www.iiserkol.ac.in/web/en/about-us/board-governors/#gsc.tab=0 <ul style="list-style-type: none"> • gives composition of • Board of Governors • Finance Committee

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								Senate • Building and Works Committee NAD cell at https://www.iiserkol.ac.in/web/en/academic/nad-cell/ Details of all cells and committees at one place has to be provided https://www.iiserkol.ac.in/media/filer_public/1a/ab/1aab29eb-006d-47d5-9b08-3861a362005f/iiser_statutes_first.pdf
1.7.2	Composition	Fully Met	0.96	0.96	https://www.iiserkol.ac.in/web/en/about-us/board-governors/#gsc.tab=0	Fully Met	0.96	https://www.iiserkol.ac.in/web/en/about-us/board-governors/ available at the link https://www.iiserkol.ac.in/media/filer

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								_public/a2/d1/a2d1f54f-32a3-4b0c-a49f-9f6b4e7b06bb/tenure_board_councils_committees_2023.pdf
1.7.3	Dates from which constituted	Fully Met	0.96	0.96	https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/#gsc.tab=0	Fully Met	0.96	available at the link https://www.iiserkol.ac.in/media/filer_public/a2/d1/a2d1f54f-32a3-4b0c-a49f-9f6b4e7b06bb/tenure_board_councils_committees_2023.pdf The date of start of membership is indicated for Board of Governors, Finance Committee, Senate, Building and Works Committee
1.7.4	Term/ Tenure	Fully Met	0.96	0.96	11.A of	Fully Met	0.96	available at

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					NITSER Act, https://www.iiserkol.ac.in/media/filer_public/ef/46/ef4658da-e371-4ee6-ac41-7e63b12bf122/nit_amendment_act_2012.pdf			the link https://www.iiserkol.ac.in/media/filer_public/ef/46/ef4658da-e371-4ee6-ac41-7e63b12bf122/nit_amendment_act_2012.pdf The term end date of membership is indicated for Board of Governors, Finance Committee, Senate, Building and Works Committee
1.7.5	Powers and functions	Fully Met	0.96	0.96	https://www.iiserkol.ac.in/media/filer_public/ef/46/ef4658da-e371-4ee6-ac41-7e63b12bf122/nit_amendment_act_2012.pdf	Fully Met	0.96	Powers and functions of Board is as per the provisions of section 13 of NITSER Act-2007. (b) In addition to the powers

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								<p>specified in the Act, the Board shall also perform other functions as specified in section 5 of IISER statute.</p> <p>(c) Powers and functions of senate is as per the provisions of section 15 of NITSER Act-2007. (d) In addition to the powers specified in the Act, the Board shall also perform other functions as specified in clause (2) of section 7 of IISER statute.</p> <p>(e) Powers and functions of Finance</p>

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								<p>Committee is as per the provisions of clause (3) of section 8 of NITSER Act-2007. (f) Powers and functions of Finance Committee is as per the provisions of clause (3) of section 9 of NITSER Act-2007. https://www.iiserkol.ac.in/media/filer_public/1a/ab/1aab29eb-006d-47d5-9b08-3861a362005f/iiser_statutes_first.pdf</p>
1.7.6	Whether their meetings are open to the public?	Fully Met	0.96	0.96	No	Fully Met	0.96	<p>Clearly provided that it's not open to public https://www.iiserkol.ac.in/web/en/about-us/rti/rti-</p>

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL details/
1.7.7	Whether the minutes of the meetings are open to the public?	Fully Met	0.96	0.96	No	Fully Met	0.96	Clearly stated that minutes are not available to public https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/
1.7.8	Place where the minutes if open to the public are available?	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
1.8	Directory of officers and employees[Section 4(1) (b) (ix)]							
1.8.1	Name and designation	Fully Met	3.85	3.85	https://www.iiserkol.ac.in/web/en/people/faculty/#gsc.tab=0 , https://www.iiserkol.ac.in/web/en/people/staff/#gsc.tab=0 , https://www.iiserkol.ac.in/voip-directory/ , https://www.iiserkol.ac.in/web/en/contact-us/address-phone-no/#gsc.tab=0	Fully Met	3.85	Provided at https://www.iiserkol.ac.in/web/en/people/faculty/ https://www.iiserkol.ac.in/web/en/people/staff/
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	https://www.iiserkol.ac.in/web/en/contact-us/address-phone-no/#gsc.tab=0	Fully Met	3.85	Provided at https://www.iiserkol.ac.in/web/en/contact-us/address-phone-no/#gsc.tab=0

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					b/en/people/faculty/#gsc.tab=0, https://www.iiserkol.ac.in/web/en/people/staff/#gsc.tab=0, https://www.iiserkol.ac.in/voip-directory/, https://www.iiserkol.ac.in/web/en/contact-us/address-phone-no/#gsc.tab=0			kol.ac.in/web/en/people/faculty/ https://www.iiserkol.ac.in/web/en/people/staff/ https://www.iiserkol.ac.in/voip-directory/ https://www.iiserkol.ac.in/web/en/contact-us/address-phone-no/#gsc.tab=0
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	Point 23. https://www.iiserkol.ac.in/web/en/about-us/rto-suo-moto-disclosures/#gsc.tab=0	Fully Met	3.85	Provided at https://www.iiserkol.ac.in/media/filer_public/73/d7/73d71281-c482-4105-9236-07e5fb682d0d/paysheet_may_2023_regular_employees.pdf the details are updated , Pay particulars of faculty members and

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								non-teaching staff as on May 2023 have been uploaded
1.9.2	System of compensation as provided in its regulations	Fully Met	3.85	3.85	Point 23. https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-disclosures/#gsc.tab=0	Not Met	0	Not Met System of compensation as provided in its regulations to be specified.
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	https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-disclosures/#gsc.tab=0	Fully Met	3.85	Provided at: https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/#gsc.tab=0 point No 17
1.10.2	Address, telephone numbers and email ID of each designated official.	Fully Met	3.85	3.85	https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-disclosures/#gsc.tab=0	Fully Met	3.85	Fully Met https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/#gsc.tab=0 point No 17
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	https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-di	Fully Met	3.85	Provided at: https://www.iiserkol.ac.in/web/en/about-us/rti

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					sclosures/#gs c.tab=0			/suo-moto- disclosures/ point 15
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	Fully Met	3.85	3.85	https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-disclosures/#gs.c.tab=0	Fully Met	3.85	https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-disclosures/#gs.c.tab=0 point 15
1.12	Programmes to advance understanding of RTI(Section 26)							
1.12.1	Educational programmes	Partially Met	1.92	0.96	Employees are periodically deputed for RTI trainings.	Not Met	0	Not Met Educational programmes in RTI, efforts to encourage public authority to participate in these programmes and Training of CPIO/APIO needs to be conducted and uploaded on the website. In case Institute has conducted/initiated seminar/workshops

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								at the Institute or at any training institute to educate CPIO and other employee(s) about the provisions of RTI Act, 2005 and has encouraged the staff members to participate in training workshops, the details of the same be uploaded on the website.
1.12.2	Efforts to encourage public authority to participate in these programmes	Partially Met	1.92	0.96	Employees are periodically deputed for RTI trainings.	Not Met	0	Not Met Educational programmes in RTI, efforts to encourage public authority to participate in these programmes and Training

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.12.3	Training of CPIO/APIO	Partially Met	1.92	0.96	Employees of RTI office has participated in such training.	Not Met	0	Not Met Educational programmes in RTI, efforts to encourage public authority to participate in these programmes and Training of CPIO/APIO needs to be conducted and uploaded on the website. In case Institute has conducted/ initiated seminar/workshops at the Institute or at any training institute to educate CPIO and other employee(s) about the provisions of RTI Act, 2005

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								and has encouraged the staff members to participate in training workshops, the details of the same be uploaded on the website.
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Fully Met	1.92	1.92	https://www.iiserkol.ac.in/media/filer_public/c8/4b/c84b595f-e27b-4705-b5ab-5a6b2de2a678/12.pdf	Fully Met	1.92	RTI guidelines in the form of pointers given at the link- https://www.iiserkol.ac.in/media/filer_public/c8/4b/c84b595f-e27b-4705-b5ab-5a6b2de2a678/12.pdf
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]	Not Applicable	0	0	empty	Not Applicable	0	Not applicable
Total			89	86		89	70	
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.iiserkol.ac.in/web/en/about-us/	Fully Met	10.00	https://www.iiserkol.ac.in/web/en/about-us/

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					annual-and-audit-reports/#gsc.tab=0			annual-and-audit-reports/#gsc.tab=0 Budget (RE for the F.Y. 2022-23, BE for the F.Y. 2023-24) https://www.iiserkol.ac.in/media/filer_public/4a/2d/4a2daa12-3513-4843-b48d-9319bede9d6e/re_2022-23_be_2023-24_iiser-k.pdf
2.1.2	Budget for each agency and plan & programmes	Fully Met	10	10.00	https://www.iiserkol.ac.in/web/en/about-us/annual-and-audit-reports/#gsc.tab=0	Fully Met	10.00	https://www.iiserkol.ac.in/web/en/about-us/annual-and-audit-reports/#gsc.tab=0 Budget (RE for the F.Y. 2022-23, BE for the F.Y. 2023-24) https://www.iiserkol.ac.in/media/filer_public/4a/2d/4a2daa12-3513-4843-b48d-9319bede9d6e/re_2022-23_be_2023-24_iiser-k.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								513-4843-b48d-9319bede9d6e/re_2022-23_be_2023-24_iiser-k.pdf
2.1.3	Proposed expenditures	Fully Met	10	10.00	https://www.iiserkol.ac.in/web/en/about-us/annual-and-audit-reports/#gsc.tab=0	Fully Met	10.00	https://www.iiserkol.ac.in/web/en/about-us/annual-and-audit-reports/#gsc.tab=0 Budget (RE for the F.Y. 2022-23, BE for the F.Y. 2023-24) https://www.iiserkol.ac.in/media/filer_public/4a/2d/4a2daa12-3513-4843-b48d-9319bede9d6e/re_2022-23_be_2023-24_iiser-k.pdf
2.1.4	Revised budget for each agency, if any	Fully Met	10	10.00	https://www.iiserkol.ac.in/web/en/about-us/annual-and-audit-reports/#gsc.tab=0	Fully Met	10.00	https://www.iiserkol.ac.in/web/en/about-us/annual-and-audit-reports/#gsc.tab=0 Budget (RE

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL for the F.Y. 2022-23, BE for the F.Y. 2023-24) https://www.iiserkol.ac.in/media/filer_public/4a/2d/4a2daa12-3513-4843-b48d-9319bede9d6e/re_2022-23_be_2023-24_iiser-k.pdf
2.1.5	Report on disbursements made and place where the related reports are available	Fully Met	10	10.00	Annual Reports. https://www.iiserkol.ac.in/web/en/about-us/annual-and-audit-reports/#gsc.tab=0	Fully Met	10.00	Annual Accounts and Annual Report for the F.Y. 2022-23-The Audited Financial Statements and Annual Report for the F.Y. 2022-23 shall be available for disclosure and upload on completion of Audit (CAG), receipt of subsequent

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								report from CAG and on placement in both the houses of the Parliament. Information available in Institute annual report for earlier year https://www.iiserkol.ac.in/static/images/iiserkol/reports/annual-report-2019-20-english.pdf at page 158-160
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	https://www.iiserkol.ac.in/web/en/about-us/annual-and-audit-reports/#gs.c.tab=0	Not Met	0	Not Met The budget allocated for foreign and domestic tours needs to be mentioned.
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	Fully Met	16.67	16.67	https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-disclosures/#gs	Fully Met	16.67	Details of tour by Director and officials of the rank of Joint

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	official delegation, (d) Expenditure on the visit				c.tab=0			Secretary & above for the year 2022-23 available at https://www.iiserkol.ac.in/media/filer_public/92/5f/925f4a26-41ae-41b0-a8b5-02a41381336c/director_travel_details_2022-23.pdf Details of visit of Director/ JS level official, IISER for 2021-22, 2020-21 to 2014-15 provided at the link https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-disclosures/#gsc.tab=0 https://www.iiserkol.ac.in/media/filer_public/52/4f/524ff72b-31cf-473c-a66c-5bf9

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								<p>5d8aa3eb/director_travel_2021-22.pdf ?</p> <p>For the latest period i.e 2020-21 and 2019-20 the following details have also been included: ?</p> <p>Period of Visit ?</p> <p>No. of People included ?</p> <p>Expenditure incurred ?</p> <p>The budget allocation for such visits should also be uploaded</p> <p>At present the information is being uploaded on yearly basis, Endeavour should be made to upload the information on</p>

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
2.2.3	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 contract is to be executed.	Fully Met	16.67	16.67	https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-disclosures/#gsc.tab=0	Fully Met	16.67	quarterly basis. Fully met Tenders have been uploaded on https://www.iiserkol.ac.in/web/en/announcements/tender/#gsc.tab=0 Information relating to work orders uploaded on https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-disclosures/#gsc.tab=0 at S. NO. 1 which provides details of the bids awarded comprising the names of the suppliers of goods/ services being procured, works

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								<p>contracts concluded, and rate /rates and the total amount. https://www.iiserkol.ac.in/media/filer_public/91/76/91761037-9654-4ab7-95b4-81c32c33a521/details_of_contracts_2022-23.pdf</p> <p>Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract</p> <p>Details of Purchase Order issued from General Fund in the FY 2022-23 https://www.iiser</p>

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								kol.ac.in/media/filer_public/a7/14/a714dcd6-198b-4538-8b90-b6d64d684ef6/sp_2022-23.pdf Details of Purchase Order issued from General Fund in the FY 2021-22
								kol.ac.in/media/filer_public/f9/d0/f9d0992f-fc2e-444f-b24d-cb4186957b0d/sp_2021_22.pdf Details of Purchase Order issued in FY 2020-21
								https://www.iiserkol.ac.in/media/filer_public/a8/23/a823c6fd-e7eb-48e3-9528-2d864d7b6261/sp_2020-21.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								https://www.iiserkol.ac.in/media/filer_public/2b/ac/2bacf503-39ce-46b2-9301-1aeb3b2338e4/iwd_2020-21.pdf https://www.iiserkol.ac.in/media/filer_public/ef/d0/efd0bbdd-56b0-47f0-b082-ccd4e15337ba/contract_30.09.2021.pdf Information relating to work orders also uploaded on Tender details for civil works at IWD section on CPP Portal F.Y. - 2022 – 2023 https://www.iiserkol.ac.in/media/filer_public/13/75/1375a1d7-1193-4501-998b-7

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								52cce482cde/iwd_2022-23.pdf which provides details of the bids awarded comprising the names of the suppliers of goods/ services being procured, works contracts concluded, and rate /rates and the total amount.
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	100% Tuition fee waiver is given to the SC/ST students only. https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/#gsc.tab=0	Not Applicable	0	Not Applicable
2.3.2	Objective of the programme	Fully Met	6.25	6.25	100% Tuition fee waiver is given to the	Not Applicable	0	Not Applicable

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					SC/ST students only. https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/#gsc.tab=0			
2.3.3	Procedure to avail benefits	Fully Met	6.25	6.25	100% Tuition fee waiver is given to the SC/ST students only. https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/#gsc.tab=0	Not Applicable	0	Not Applicable
2.3.4	Duration of the programme/ scheme	Fully Met	6.25	6.25	100% Tuition fee waiver is given to the SC/ST students only. https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/#gsc.tab=0	Not Applicable	0	Not Applicable
2.3.5	Physical and financial targets of the programme	Fully Met	6.25	6.25	100% Tuition fee waiver is given to the SC/ST students only.	Not Applicable	0	Not Applicable

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/#gsc.tab=0			
2.3.6	Nature/ scale of subsidy /amount allotted	Fully Met	6.25	6.25	100% Tuition fee waiver is given to the SC/ST students only. https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/#gsc.tab=0	Not Applicable	0	Not Applicable
2.3.7	Eligibility criteria for grant of subsidy	Fully Met	6.25	6.25	100% Tuition fee waiver is given to the SC/ST students only. https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/#gsc.tab=0	Not Applicable	0	Not Applicable
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Fully Met	6.25	6.25	100% Tuition fee waiver is given to the SC/ST students only. https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/#gsc.tab=0	Not Applicable	0	Not Applicable

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					b/en/about-us/rti/rti-details/#gsc.tab=0			
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.iiserkol.ac.in/web/en/about-us/annual-and-audit-reports/#gsc.tab=0	Not Applicable	0	Not Applicable
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Fully Met	25	25.00	https://www.iiserkol.ac.in/web/en/about-us/annual-and-audit-reports/#gsc.tab=0	Not Applicable	0	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	100% Tuition fee waiver is given to the SC/ST students only. https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/#gsc.tab=0	Not Met	0	Details of Concessions provided to SC/ ST et students need to be specified. The regulations under which the concession is granted and extent of concession need to be

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL specified.
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	100% Tuition fee waiver is given to the SC/ST students only. https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/#gsc.tab=0	Not Met	0	Eligibility criteria, Procedure for getting the concession, Name and address of the recipients given concessions/etc need to be uploaded on the Website
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	Audit Reports. https://www.iiserkol.ac.in/web/en/about-us/annual-and-audit-reports/#gsc.tab=0	Partially Met	25.00	CAG Paras and reply for Year 2021-22 has been uploaded on https://www.iiserkol.ac.in/media/filer_public/02/0b/020b922b-5265-435b-81da-158692b1aa3b/cag_para_2021-22.pdf There is need to upload the action taken

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL reports (ATRs). The CAG audit for 2022-23 is yet to be conducted https://www.iiserkol.ac.in/media/filer_public/b7/01/b70195c6-8162-4573-828d-4d5b342bdda2/cag paras_2022-23.pdf
Total			300	300		200	108	
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	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
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	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
3.1.3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
3.1.4	Public- private partnerships (PPP)- Detailed	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	project reports (DPRs)							
3.1.5	Public- private partnerships (PPP)- Concession agreements.	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
3.1.6	Public- private partnerships (PPP)- Operation and maintenance manuals	Not Applicable	0	0	empty	Not Applicable	0	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	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	Not Applicable
3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	Not Applicable	0	0	empty	Not Applicable	0	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	Not Applicable
3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	Not Applicable	0	0	empty	Not Applicable	0	Not 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	Not Applicable	0	0	empty	Not Applicable	0	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	Not Applicable
3.2.3	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	interactive- Outline the arrangement for consultation before formulation of policy							
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	https://www.iiserkol.ac.in/ For internal use, http://intranet.iiserkol.ac.in/wiki/Main_Page	Fully Met	50.00	The following methods are also adopted by the Institution for the dissemination of the information: • Institute website (www.iiserkol.ac.in) • Notice Boards • Printed Manuals • Press Releases • Advertisements
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.iiserkol.ac.in/web/en/about-us/rti/rti-details/#gsc.tab=0	Fully Met	25.00	Provided at: https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/
3.4.2	Information manual/handbook available in Printed format	Partially Met	25	12.50	On request, printed and provided.	Not Met	0	Not met It needs to be specified on the website

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL whether the RTI manual is available in printed form or not
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	All materials available in the Institute are free of cost. Printed one are chargeable.	Not Met	0	Not met In case it is available in the printed form, whether the same is accessible free or ta reasonable cost.
3.5.2	List of materials available At a reasonable cost of the medium	Fully Met	25	25.00	All materials available in the Institute are free of cost. Printed one are chargeable at a reasonable price.	Not Met	0	Not met
Total			150	138		150	75	
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	www.iiserkol.a c.in	Fully Met	14.29	Fully Met
4.1.2	Vernacular/ Local Language	Fully Met	14.29	14.29	https://www-iis erkol-ac-in.tra	Partially Met	7.15	Website in Hindi

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					nslate.google.com/web/en/?_x_tr_sl=en&_x_tr_tl=hi			language is there. Some of the information is available in Hindi but much of the information is in English
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	30/06/2023	Fully Met	28.57	Last Updated: 30/06/2023 https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-disclosures/
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	www.iiserkol.ac.in	Not Met	0	The details of the documents in the electronic form must be provided, which should indicate the title of the record and its location / link at which the same is accessible

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.iiserkol.a c.in	Not Met	0	Not met
4.3.3	Location where available	Fully Met	9.52	9.52	www.iiserkol.a c.in	Not Met	0	Not met
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	PIO may be approached.	Not Met	0	Point 16 - Library of the Institute is primarily meant for the faculty, students and staff of the Institute. It is not open to public. https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/#gsc.tab=0 point 16
4.4.2	Details of information made available	Fully Met	7.14	7.14	The relevant information can be obtained by any citizen from the Public Information Officer (PIO)	Not Met	0	Not Met - No facility for citizen to inspect documents.
4.4.3	Working hours of the faculty	Fully Met	7.14	7.14	Proactive Disclosures	Not Met	0	Not met

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>Last Updated: 30/09/2021</p> <p>Information under Right to information Act, 2005 {in pursuance of Section 4(1) (b) of the RTI Act} 1.</p> <p>ABOUT THE ACT: Name & Title of the Act</p> <p>Right to Information Act, 2005 (PDF)</p> <p>Definition</p> <p>Right to Information means the right to:</p> <p>1.inspection of work, documents, records 2. taking notes, extracts or, certified copies of documents or records; 3.</p>			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>taking certified samples of material; 4. obtaining information in the form of diskettes, floppies, tapes, video cassettes or in any other electronic mode or through printouts where such information is stored in a computer or in any other device subject to relevant provisions in this regard . RTI Guidelines (PDF) Objective/purpose of the Act To provide available information of</p>			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>the Institute as per provisions of RTI Act to the Indian citizen on payment of prescribed fees. Users Citizens of India. 2. THE PARTICULARS OF ITS ORGANIZATION, FUNCTIONS AND DUTIES: Name and address of the Institute: Indian Institute of Science Education and Research (IISER) Kolkata Mohanpur – 741 246 Dt. Nadia, West Bengal. Head of the organization: : Prof. Prasanta</p>			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>K. Panigrahi, Director Objective of the Institute: The primary objective of IISER Kolkata is to impart quality science education and to carry out research in basic and frontier areas of science involving both undergraduate and postgraduate students, in an intellectually vibrant atmosphere. Through borderless and flexible education programmes involving multi-disciplinary as</p>			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>well as inter-disciplinary curriculum, IISER Kolkata provides an unparalleled opportunity for young students to experience the excitements of research in basic sciences. In essence, IISERs are devoted to both teaching and research in an integrated manner – thus nurturing both curiosity and creativity. Subject to the provisions of this Act, IISER Kolkata shall exercise the following</p>			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>powers and perform the following duties, namely:- a) to provide for instruction and research in such branches of engineering and technology, management, education, sciences and arts, as the Institute may think fit, and for the advancement of learning and dissemination of knowledge in such branches; b) to hold examinations and grant degrees, diplomas and</p>			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>other academic distinctions or titles; c) to confer honorary degrees or other distinctions; d) to fix, demand and receive fees and other charges; e) to establish, maintain and manage halls and hostels for the residence of students; f) to supervise and control the residence and regulate the discipline of students of the Institute and to make arrangements for promoting their health, general</p>			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>welfare and cultural and corporate life; g) to provide for the maintenance of units of the National Cadet Corps for the students of the Institute; h) to institute academic and other posts with the prior approval of the Central Government, and to make appointments thereto excluding the Director; i) to frame Statutes and Ordinances and to alter, modify or rescind the same; j) to deal with any</p>			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					property belonging to or vested in the Institute in such manner as the Institute may deem fit for advancing the objects of the Institute; k) to receive gifts, grants, donations or benefactions from the Government and to receive bequests, donations and transfers of movable or immovable properties from testators, donors or transferors, as the case may be; l) to co-operate with educational or other			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>institutions in any part of the world having objects wholly or partly similar to those of the Institute by exchange of teachers and scholars and generally in such manner as may be conducive to their common objects; m) to institute and award fellowships, scholarships, exhibitions, prizes and medals; n) to undertake consultancy in the areas or disciplines relating to the Institute; and o) to do all such things as</p>			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>may be necessary, incidental or conducive to the attainment of all or any of the objects of the Institute.</p> <p>Brief history of the Institute: The Indian Institute of Science Education and Research (IISER) Kolkata was established in 2006 by the Ministry of Human Resource Development (MHRD), Government of India, based on the recommendation of the Scientific Advisory Council to the</p>			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>Prime Minister (SAC-PM). This initiative was a part of the Government's effort to set up a number of new academic institutions of international standard that would train specialized manpower in basic sciences and allied technologies. The first two Institutes established under this initiative were IISER Kolkata and IISER Pune in 2006, IISER Mohali in 2007, IISER Bhopal and IISER Thiruva</p>			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>nanthapuram in 2008 followed by IISER Tirupati and IISER Berhampur in the year 2015 and 2016. The foundation stone of the Institute was laid by the then Hon'ble Prime Minister of India on 11 July 2006 at Saha Institute of Nuclear Physics. IISER Kolkata started its journey with 38 students of the first-batch of BS-MS dual degree programme. Their classes started on 16 August 2006 in the transit campuses</p>			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>located in the Indian Institute of Technology (IIT) Kharagpur Extension Centre and National Institute of Technical Teachers Training and Research (NITTTR) at Salt Lake, Kolkata. In 2009 the Institute shifted lock, stock, and barrel to the transit campus located in the premises of Bidhan Chandra Krishi Viswavidyalaya, West Bengal University of</p>			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>Animal and Fishery Sciences and Animal Resource Development at Mohanpur, Dist. Nadia, West Bengal, nearby to our permanent campus. The Institute started functioning from its own campus from the autumn semester of 2014. Vision/ Mission: The basic idea of IISER is to create research Universities of the highest calibre in which teaching and education will be totally</p>			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>integrated with the state of the art research. These Universities are devoted to Undergraduate and Postgraduate teaching in sciences in an intellectually vibrant atmosphere of research. One of the important objectives of creating these Universities is to make education and careers in basic sciences more attractive by providing opportunities in integrative teaching and learning of</p>			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>sciences and break the barriers of traditional disciplines. Main activities, duties and Functions of the Institute: IISER Kolkata in an institute of national Importance created by the Parliament through the National Institute of Technology, Science Education and Research (NITSER) Act, 2012. Subject to the provisions of this Act, the Institute shall (i) impart quality science</p>			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					education and carry out research in basic and frontier areas of sciences involving both undergraduate and postgraduate students leading to award of BS-MS dual degree, Integrated PhD and PhD; (ii) undertake sponsored research and consultancy; (iii) organize conferences, seminars, short-term courses; (iv) and to do all such things as may be necessary, incidental or conducive to			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>the attainment of the objective of the Institute. Organizational Structure: Organization_Chart.jpg Mechanism available for monitoring the service delivery and public grievance resolution: The monitoring is done through the different Committees and the Board of Governors. Institute Working hours: 9:00 AM to 1:00 PM – lunch break– 1:30 PM to 5:30 PM</p>			
4.4.4	Contact person & contact details (Phone, fax	Fully Met	7.14	7.14	Mr. Suraj	Not Met	0	Not met

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	email)				Narayan Bordoloi Asst. Registrar & PIO, https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-disclosures/#gsc.tab=0			
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	https://www.iiserkol.ac.in/media/filer_public/74/a6/74a64ef4-0c39-498c-9b64-9ec3542618c1/grievance_cell.pdf	Fully Met	3.57	https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-disclosures/ point 16 Grievance cell has been constituted and faculty/staff and student can lodge their complaints with it. Available at: https://www.iiserkol.ac.in/media/filer_public/74/a6/74a64ef4-0c39-498c-9b64-9ec3542618c1/grievance_cell.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								8c1/grievance_cell.pdf The composition of the committee, date of constitution and mechanism of filing complaint before the committee has been detailed at the link
4.5.2	Details of applications received under RTI and information provided	Fully Met	3.57	3.57	https://www.iiserkol.ac.in/rtiqa/	Fully Met	3.57	https://www.iiserkol.ac.in/rtiqa/ updated information upto 2023-24 1st quarter has been uploaded
4.5.3	List of completed schemes/ projects/ Programmes	Fully Met	3.57	3.57	https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-disclosures/#gs.c.tab=0	Fully Met	3.57	The projects completed upto 2022-23 have been uploaded on the following link https://www.iiserkol.ac.in/

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								n/media/filer_public/b2/71/b271bec5-eba3-43db-8ff2-d699abc5ce74/list_completed_scheme_2022-23.pdf
4.5.4	List of schemes/ projects/ programme underway	Fully Met	3.57	3.57	https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-disclosures/#gs.c.tab=0	Fully Met	3.57	List of schemes/ projects/ programme underway has been uploaded on https://www.iiserkol.ac.in/media/filer_public/4a/5c/4a5c0384-da0d-4af5-9ab3-c2e750857cb5/list_ongoing_project_scheme_2022-23.pdf
4.5.5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	Fully Met	3.57	3.57	https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-disclosures/#gs.c.tab=0	Fully Met	3.57	https://www.iiserkol.ac.in/media/filer_public/91/76/91761037-9654-4ab7-95b4-81c32c33a521/detail

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URLs_of_contracts_2022-23.pdf
								<p>Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract</p> <p>Details of Purchase Order issued from General Fund in the FY 2022-23 https://www.iiserkol.ac.in/media/filer_public/a7/14/a714dcd6-198b-4538-8b90-b6d64d684ef6/sp_2022-23.pdf</p> <p>Details of Purchase Order issued from General Fund in the</p>

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								FY 2021-22 https://www.iiserkol.ac.in/media/filer_public/f9/d0/f9d0992f-fc2e-444f-b24d-cb4186957b0d/sp_2021_22.pdf Details of Purchase Order issued in FY 2020-21 https://www.iiserkol.ac.in/media/filer_public/a8/23/a823c6fd-e7eb-48e3-9528-2d864d7b6261/sp_2020-21.pdf https://www.iiserkol.ac.in/media/filer_public/2b/ac/2bacf503-39ce-46b2-9301-1aeb3b2338e4/iwd_2020-21.pdf https://www.iiserkol.ac.in/media/filer_public/ef/d0/efd0bbdd-56b0-

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								47f0-b082-ccd4e15337ba/contract_30.09.2021.pdf Information relating to work orders also uploaded on Tender details for civil works at IWD section on CPP Portal F.Y. - 2022 – 2023 https://www.iiserkol.ac.in/media/filer_public/13/75/1375a1d7-1193-4501-998b-752cce482cde/iwd_2022-23.pdf which provides details of the bids awarded comprising the names of the suppliers of goods/ services being procured,

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL works
								contracts concluded, and rate /rates and the total amount https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-disclosures/#gsc.tab=0 at S. NO. 1
4.5.6	Annual Report	Fully Met	3.57	3.57	https://www.iiserkol.ac.in/web/en/about-us/annual-and-audit-reports/#gsc.tab=0	Fully Met	3.57	https://www.iiserkol.ac.in/web/en/about-us/annual-and-audit-reports/#gsc.tab=0
4.5.7	Frequently Asked Question (FAQs)	Fully Met	3.57	3.57	https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/#gsc.tab=0	Fully Met	3.57	Frequently Asked Questions (FAQs) on RTI Act https://www.iiserkol.ac.in/media/filer_public/d7/b5/d7b55db4-c591-4e38-ab90-c482757d105d/faq.pdf Frequently Asked

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								Questions (FAQ) related to IISER Kolkata G-Suite Accounts http://www.iiserkol.ac.in/media/filer_public/7e/89/7e89ac64-c1bb-411a-a565-dbd42e46d384/gsuite-faq.pdf
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	Fully Met	3.57	3.57	https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-disclosures/#gs.c.tab=0	Partially Met	1.79	Partially Met - Only RFD document is uploaded on link - https://www.iiserkol.ac.in/media/filer_public/a2/3f/a23f9735-b199-467c-a55d-95d719f49d3f/rfd_06_05_2011.pdf
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	https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-di	Fully Met	14.29	https://www.iiserkol.ac.in/media/filer_public/45/68/4568bc

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					sclosures/#gs c.tab=0			07-c273-4120 -ba8b-747fbdcd18d9/qtr_returns_2022-23.pdf details of Details of applications received and disposed for all 4 quarters available at above link Details of applications received and disposed have been uploaded for the 1st & 2nd quarter of 2022-23, 2020-21, 2019-2020, 2018-19 at the following links https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-disclosures/ https://www.iiserkol.ac.in/medi

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								a/filer_public/45/68/4568bc07-c273-4120-ba8b-747fbdcd18d9/qtr_returns_2022-23.pdf https://www.iiserkol.ac.in/media/filer_public/e0/b4/e0b4b4c1-dd79-46cd-b707-1453d6160447/rti_app_appeals_2020-21.pdf https://www.iiserkol.ac.in/media/filer_public/65/42/6542fc81-4d5f-4e15-8263-90459a5c7c42/rti_app_appeals_2019-20.pdf https://www.iiserkol.ac.in/media/filer_public/73/ae/73aed4fd-1b52-4216-8296-59dd64a8c723/rti_app_appeals_2018-1

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.6.2	Details of appeals received and orders issued	Fully Met	14.29	14.29	https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-disclosures/#gs.c.tab=0	Fully Met	14.29	Details of appeals received and order passed have been uploaded for the year 2022-23, 2020-21, 2019-2020, 2018-19 at the following links https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-disclosures/ https://www.iiserkol.ac.in/media/filer_public/45/68/4568bc07-c273-4120-ba8b-747fbdc18d9/qtr_returns_2022-23.pdf https://www.iiserkol.ac.in/media/filer_public/e0/b4/e0b4b4c1-dd79-46cd-b707-1

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-disclosures/https://www.iiserkol.ac.in/media/filer_public/e0/b4/e0b4b4c1-dd79-46cd-b707-1453d6160447/rti_app_appeals_2020-21.pdf https://www.iiserkol.ac.in/media/filer_public/65/42/6542fc81-4d5f-4e15-8263-90459a5c7c42/rti_app_appeals_2019-20.pdf https://www.iiserkol.ac.in/media/filer_public/73/ae/73aed4fd-1b52-4216-8296-59dd64a8c723/

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.7	Replies to questions asked in the parliament[Section 4(1)(d)(2)]							rti_app_appeals_2018-19.pdf
4.7.1	Details of questions asked and replies given	Fully Met	28.57	28.57	https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-disclosures/#gs.c.tab=0	Fully Met	28.57	Details of questions asked and replies given for the year 2022-23, 2020-21 and 2019-20 have been uploaded on the following links https://www.iiserkol.ac.in/media/filer_public/0f/22/0f22fb8e-4d62-4eff-bc88-f196cf960178/parliamentary_questions_answers_2022-23.pdf https://www.iiserkol.ac.in/media/filer_public/73/9f/739ffb4d-731f-4355-ae00-3ef59d211826/parliamentary_questions_answers_2020-21.pdf https://www.iiserkol.ac.in/media/filer_public/73/9f/739ffb4d-731f-4355-ae00-3ef59d211826/parliamentary_questions_answers_2019-20.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								nt_questions_2020-21.pdf https://www.iiserkol.ac.in/media/filer_public/62/2d/622df19f-1325-425a-b6a6-e1cdc133747e/parliament_questions_2019-20.pdf
Total			200	200		200	134	
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	https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-disclosures/#gsc.tab=0	Fully Met	20.00	https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-disclosures/ Point No 20
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	https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/#gsc.tab=0	Fully Met	20.00	The Audit report for the year 2021-22 has been uploaded on the website. https://www.iiserkol.ac.in/media/filer_public/8a/c5/8ac529cc-c987-428c-a0e4-e0058a4a2

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								466/rti_audit_issuerk_report_2022.pdf
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	https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-disclosures/#gs.c.tab=0	Fully Met	20.00	https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-disclosures/ point 21 the details of Nodal Officer, Date of appointment, (a) Name & Designation of the officer has been provided in the point No. 21 of the e- manual
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	Not Met	20	0	empty	Not Met	0	Not met Consultancy committee of key stake holders for advice on suo-motu disclosure needs to be constituted and its details are required

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL to be uploaded on the website.
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	Not Met	20	0	empty	Not Met	0	Not met. Committee of PIOs/FAAs with rich experience in RTI to identify frequently sought information under RTI to be constituted and information to be uploaded on the website
Total			100	60		100	60	
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	www.iiserkol.ac.in	Fully Met	25.00	Most of the information related to IISER Kolkata and its activities is uploaded on the website
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							

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
6.2.1	Whether STQC certification obtained and its validity	Partially Met	12.5	6.25	In process	Not Met	0	In process Point 22- https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-disclosures/
6.2.2	Does the website show the certificate on the Website?	Partially Met	12.5	6.25	In process.	Not Met	0	In process Point 22- https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-disclosures/
Total			50	38		50	25	
Grand Total			889	821		789	473	