

THIRD PARTY AUDIT OF PROACTIVE DISCLOSURE OF INFORMATION

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
18.10. 2022**

**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 2021-22

Name of Public Authority being Audited:	IISER, Kolkata
Website:	https://www.iiserkol.ac.in
Date of Last Audit	September 2021
Date of Present Audit	October 18, 2022

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	(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/

	[Section 4(1)(b)(i)]			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/ 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/ 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/ 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	<p>Act through which powers and duties are derived have been provided at</p> <p>https://www.iiserkol.ac.in/media/filer_public/a0/d7/a0d7c489-c0c6-4447-adc0-227d72e8c0c8/act_22_26.pdf</p> <p>https://www.iiserkol.ac.in/media/filer_public/1a/ab/1aab29eb-006d-47d5-9b08-3861a362005f/iiser_statutes_first.pdf</p> <p>Allocation of business rules (AOB)</p> <p>https://www.iiserkol.ac.in/media/filer_public/5e/d0/5ed071f5-c789-4fcc-b24d-c1b6373b6958/delegation_of_authority_as_on_24_09_2015.pdf</p>
	(iv) Exercised	Fully met	<p>Act through which powers and duties are derived have been provided at</p> <p>https://www.iiserkol.ac.in/media/filer_public/a0/d7/a0d7c489-c0c6-4447-adc0-227d72e8c0c8/act_22_26.pdf</p> <p>https://www.iiserkol.ac.in/media/filer_public/1a/ab/1aab29eb-006d-47d5-9b08-3861a362005f/iiser_statutes_first.pdf</p> <p>Allocation of business rules (AOB)</p> <p>https://www.iiserkol.ac.in/media/filer_public/5e/d0/5ed071f5-c789-4fcc-b24d-c1b6373b6958/delegation_of_authority_as_on_24_09_2015.pdf</p>

		(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.
		(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 discharge functions [Section 4(1)(b)(iv)] for of	(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	Fully Met	https://apply.iiserkol.ac.in/
		(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 records discharging and 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/
		(ii) List of Rules, regulations, instructions manuals and records.	Partially Met	https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/

functions [Section 4(1)(b)(v)]	(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</p> <p>https://www.iiserkol.ac.in/media/filer_public/1a/ab/1aab29eb-006d-47d5-9b08-3861a362005f/iiser_statutes_first.pdf</p> <p>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</p> <p><u>Academic Guidelines</u> 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	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
		(ii) Custodian of documents/categories	Fully met	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
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	Statutory bodies / Committees provided at https://www.iiserkol.ac.in/web/en/about-us/board-governors/ 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
		(ii) Composition	Fully Met	https://www.iiserkol.ac.in/web/en/about-us/board-governors/
		(iii) Dates from which constituted	Not met	Not Met Date of constitution and tenure for Committee and Boards to be specified. The date of constitution needs to be uploaded on the website
		(iv) Term/ Tenure	Not met	Not Met Date of constitution and tenure for Committee and Boards to be specified. Where the body is of perpetual nature, the same should be mentioned

		(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	<p>Provided at</p> <p>https://www.iiserkol.ac.in/web/en/people/faculty/</p> <p>https://www.iiserkol.ac.in/web/en/people/staff/</p>
		(ii) Telephone , fax and email ID	Fully Met	<p>Provided at</p> <p>https://www.iiserkol.ac.in/web/en/people/faculty/</p> <p>https://www.iiserkol.ac.in/web/en/people/staff/</p> <p>https://www.iiserkol.ac.in/voip-directory/</p>

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/dc/dd/dcdd6708-148c-41af-900b-c775f05c944f/paysheet august 2021 regular employees .pdf the details are updated , Pay particulars of faculty members and non-teaching staff as on 31.08.2021 have been uploaded
		(ii) System of compensation as provided in its regulations	Not met	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)]	(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/r ti-details/
		(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/r ti-details/
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/
		(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/
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		<p>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.</p> <p>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.</p>
	(iii) Training of CPIO/APIO	Not met		<p>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.</p> <p>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.</p>
	(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
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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/#gsc.tab=0 https://www.iiserkol.ac.in/media/filer_public/fe/02/fe027164-dc4b-4352-8295-2fb3d6a61378/re_2021-22_be_2022-23.pdf https://www.iiserkol.ac.in/media/filer_public/21/7e/217e6f19-6540-4eed-b215-0a1bdb2670cc/re_2020-21_be_2021-22.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 https://www.iiserkol.ac.in/media/filer_public/fe/02/fe027164-dc4b-4352-8295-2fb3d6a61378/re_2021-22_be_2022-23.pdf https://www.iiserkol.ac.in/media/filer_public/21/7e/217e6f19-6540-4eed-b215-0a1bdb2670cc/re_2020-21_be_2021-22.pdf

		(iii) Proposed expenditures	Fully met	Fully met
		(iv) Revised budget for each agency, if any	Fully met	Fully met
		(v) Report on disbursements made and place where the related reports are available	Fully met	Information available in Institute annual report 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 Department. a) Places visited b) The period of visit c) The number of members in the official delegation d) Expenditure on the visit	Fully Met a) yes b) yes c) yes d) yes	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-5bf95d8aa3eb/director_travel_2021-22.pdf ▫ For the latest period i.e 2020-21 and 2019-20 the following details have also been included: ✓ Period of Visit ✓ No. of People included ✓ Expenditure incurred ✓ The budget allocation for such visits should also be uploaded At present the information is being uploaded on yearly basis, Endeavour should be made to upload the information on quarterly basis.
		(iii) Information related to procurements a) Notice/tender enquires, and	Fully met	Fully met Tenders have been uploaded on https://www.iiserkol.ac.in/web/en/announcements/tender/#gsc.tab=0

		<p>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 which such procurement or works contract is to be executed.</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 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	Not	Not Applicable

		grant of subsidy	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 permits of authorizations c) Name and address of the recipients given concessions/permit	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

		s 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 earlier CAG and PAC paras and the action taken reports (ATRs)

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 the formulation of policy or implementation there of [Section	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 representation by a) Members of the public in policy	Not Applicable	Not Applicable

<p>4(1)(b)(vii)]</p> <p>[F No 1/6/2011-IR dt. 15.04.2013]</p>	<p>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

		(viii) The process of the selection of the private sector party (concessionaire etc.)	Not Applicable	Not Applicable
		(ix) All payment made under the PPP project	Not Applicable	Not Applicable
3.2	Are the details of policies/ decisions which affect public, informed to them [Section 4(1) (c)]	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive; (i) Policy decisions/ legislations taken in the previous one year	Not Applicable	Not Applicable
		(ii) Outline the Public consultation process	Not Applicable	Not Applicable
		(iii) Outline the arrangement for consultation before formulation of policy	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	Information manual/handbook available in (i) 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

	[Section 4(1)(b)]			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)]	List of materials available	Not met	Not met
		(i) Free of cost		In case it is available in the printed form, whether the same is accessible free or ta 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 updated? [F No. 1/6/2011-IR dt 15.4.2013]	Last date of Annual updation	Fully Met	Last updated on 30/09/2021 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)]	(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.a c.in/web/en/ab out-us/rti/rtidetails/
		(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/ 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/rtiqa/ updated information upto 2021-22 1 st quarter has been uploaded
		(iii) List of completed schemes/ projects/ Programmes	Fully Met	The projects completed upto 2021-22 have been uploaded on the following link https://www.iiserkol.ac.in/media/filer_public/2b/ac/2bacf503-39ce-46b2-9301-1aeb3b2338e4/iwd_2020-21.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/b1/fb/b1fb4

				88a-d09c-400f-8136-a41e9fbd095e/ongoing_projects_2021-22.pdf
		(v) Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	Fully Met	<p>Details of Purchase Order issued from General Fund in the FY 2021-22 https://www.iiserkol.ac.in/media/filer_public/92f-fc2e-444f-b24d-cb4186957b0d/sp_2021_22.pdf</p> <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 https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-disclosures/#gsc.tab=0 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>
		(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	<p>Frequently Asked Questions (FAQs) on RTI Act https://www.iiserkol.ac.in/media/filer_public/d7/b5/d7b55db4-c591-4e38-ab90-c482757d105d/faq.pdf</p> <p>Frequently Asked Questions (FAQ) related to IISER Kolkata G-Suite Accounts https://www.iiserkol.ac.in/media/filer_public/7e/89/7e89</p>

				ac64-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	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
		b) Result Framework Document (RFD)	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
		c) Six monthly reports on the	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
		d) Performance against the benchmarks set in the Citizen's Charter	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
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	Details of applications received and disposed have been uploaded for the year 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/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_2018-19.pdf

		(ii) Details of appeals received and orders issued	Fully Met	<p>Details of appeals received and order passed have been uploaded for the year 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/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 the parliament [Section 4(1)(d)(2)]	Details of questions asked and replies given	Fully Met	<p>Details of questions asked and replies given for the year 2020-21 and 2019-20 have been uploaded on the following links</p> <p>https://www.iiserkol.ac.in/media/filer_public/73/9f/739ffb4d-731f-4355-ae00-3ef59d211826/parliament_questions_2020-21.pdf</p> <p>https://www.iiserkol.ac.in/media/filer_public/62/2d/622df19f-1325-425a-b6a6-e1cdc133747e/parliament_questions_2019-20.pdf</p>

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]	(i) Name & details of (a) Current CPIOs & FAAs (b) Earlier CPIO & FAAs from 1.1.2015	Fully Met	https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-disclosures/ Point No 20
		(ii) Details of third party audit of voluntary disclosure (a) Dates of audit carried out (b) Report of the audit carried out	Fully Met	The Audit report for the year 2020-21 has been uploaded on the website. https://www.iiserkol.ac.in/media/filer_public/0e/5d/0e5d553f-9efb-4fe3-ac4a-a056bba7902a/rti_audit_iiser_kolkatta_final_report_iip_a_website.pdf the Audit report for the year 2019-20 has been uploaded on the website https://www.iiserkol.ac.in/media/filer_public/66/a1/66a185b4-4f83-43b6-bc8d-d16a2be639d2/rti_audit_iiser_kolkatta_final_report_iip_a_22012021_website.pdf
		(iii) Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD (a) Date of appointment (b) Name &	Fully met	https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-disclosures/ 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

		Designation of the officers		
	(iv)	<p>Consultancy committee of key stake holders for advice on suo-motu disclosure</p> <p>(a) Dates from which constituted</p> <p>(b) Name & Designation of the officers</p>	Not met	<p>Not met</p> <p>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.</p>
	(v)	<p>Committee of PIOs/FAAs with rich experience in RTI to identify frequently sought information under RTI</p> <p>(a) Dates from which constituted</p> <p>(b) Name & Designation of the Officers</p>	Not met	<p>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</p>

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 2020-2021 both in quantity and quality of information.
2. 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.
3. 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.
4. 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.
5. Complete list of documents held by Institute should be given section wise.
6. Disclosure relating to Boards, Councils, Committees and other Bodies constituted as part of the Public Authority is incomplete. Date of constitution, tenure, etc. of these bodies need to be uploaded.
7. 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.
8. System of compensation for officers and employees as provided in its regulations needs to be specified.
9. 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.
10. Budget for Foreign and domestic tours need to be disclosed.

11. The information pertaining to CAG and PAC paras and the action taken reports (ATRs) is incomplete; complete disclosure is required.
12. 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.
13. Website in Hindi / Vernacular / Local Language needs to be created and all the information must be made available in local language.
14. The details of the information available in the electronic form must be provided, which should indicate the title of the record and its location.
15. 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.
16. Citizen's Charter and the six monthly reports on the performance against the benchmarks set in the Citizen's Charter need to be disclosed.
17. 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.
18. 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.
19. 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.
20. 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
21. The information is available on the website in English. The website has Hindi version but information is not available on the same.
22. 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 (2021-22)

Auditor Agency: Indian Institute of Public Administration

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	Indian Institute of Science Education and Research, Kolkata Mohanpur, Nadia West-Bengal-741246	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	Prof. Sourav Pal Director	Fully Met	1.28	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
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	https://www.iiserkol.ac.in/web/	Fully Met	1.28	https://www.iiserkol.ac.in/web/

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					b/en/about-us/mission-and-vision/#gsc.tab=0 https://www.iiserkol.ac.in/web/en/research/vision-and-policies/#gsc.tab=0 https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/#gsc.tab=0			b/en/about-us/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	Teaching and Research Please see in details in the Act and Statues of the Institute https://www.iiserkol.ac.in/web/en/about-us/act-statutes/#gsc.tab=0	Fully Met	1.28	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
1.1.5	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/ https://www.iiserkol.ac.in/web/

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								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/#gsc.tab=0 https://www.iiserkol.ac.in/web/en/about-us/academic/departments/#gsc.tab=0 Department:https://www.iiserkol.ac.in/web/en/academic/departments/#gsc.tab=0 Centres:https://www.iiserkol.ac.in/web/en/research/centers-iiser-kolkata/#gsc.tab=0 Committees:https://www.iiserkol.ac.in/web/en/about-us/board-governors/#gsc.tab=0	Fully Met	1.28	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)]							
1.2.1	Powers and duties of officers (administrative,	Fully Met	1.54	1.54	The Powers	Fully Met	1.54	Provided in

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	financial and judicial)				and Duties of the Officers and Employees are derived from the Acts and Statutes and exercised as per the details provided in the following links: As per Act and Statues of the Institute			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	Other officers and staff of the Institute assume powers, responsibilities and duties as assigned to them from time to time by the Director/Registrar/Deans/HoDs/HoCs.	Not Met	0	The Power and duties of other employees need to be disclosed
1.2.3	Rules/ orders under which powers and duty are derived and	Fully Met	1.54	1.54	owers and duties are	Fully Met	1.54	Act through which powers

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>derived as provided at As per Act, and Statues of the Institute and Administrative and Financial Delegation of Powers https://www.iiserkol.ac.in/media/filer_public/5e/d0/5ed071f5-c789-4fcc-b24d-c1b6373b6958/delegation_of_authority_as_on_24_09_2015.pdf</p>			<p>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 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</p>

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.2.4	Exercised	Fully Met	1.54	1.54	1. Guidelines /Norms /Orders /Procedures issued from time to time by the BoG/Govt. of India. 2. Administrative Procedures are as per the CCS Conduct Rules as adopted by the Institute.	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 Allocation of business rules (AOB) https://www.iiserkol.ac.in/media/filer_public/5e/d0/5ed071f5-c789-4fcc-b24d-c1b6373b6958/delegation_of_authority_as

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								_on_24_09_2015.pdf
1.2.5	Work allocation	Fully Met	1.54	1.54	1. As per Act and Statues of the Institute 2. As per power and duties of the Officers and employees of the Institute. 3. As per Administrative and Financial Delegation of Powers	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	As per Act and Statues of the Institute The Director, Deputy Director, Registrar, Dean, Head of the Department or Centre and other officers carry out the various functions of	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 process of decision making, outlining each decision-making process and

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>the Institute as per the procedures laid out in the Act and Statutes of the Institute and as per the decisions of the Council, Board, Finance Committee, Senate from time to time. The decision is communicated to public by means of notices, officer orders, website and advertisements . As per Administrative and Financial Deligation of Powers</p>			<p>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</p>
1.3.2	Final decision making authority	Fully Met	1.54	1.54	The Director in most cases and the Board of Governors	Fully Met	1.54	Allocation of business rules (AOB) https://www.iiserkol.a

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					in specific cases as mandated in the Act and Statues of the Institute			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	1. As per Act and Statues of the Institute 2. Administrative and Financial Deligation of Powers	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	Fully Met	1.54	1.54	It takes only the required due processing time, including time taken to obtain administrative decisions/approval by various sections/offices depending on the nature of the job.	Not Met	0	Time Limit has to be specified.
1.3.5	Channel of supervision and accountability	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	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
								c1b6373b6958/delegation_of_authority_as_on_24_09_2015.pdf
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	Nature of functions offered as per Various academic programmes and Administrative and financial delegations	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	Norms and Standards for various activities of the Institute are those as laid down by the competent authority, such as, the BoG and FC. And as per Act and Statues of the Institute The Board shall	Fully Met	1.54	In brief at: https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>have the general superintendence, direction and control of the affairs of the Institute. The Board shall lay down the policy regarding the limit of expenditure to be incurred and the approval thereof in case of minor and capital works and repair and maintenance of estate and works. The Academic Senate formulates the norms for academic programmes of the Institute,</p>			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					frames and revises curricula and syllabi for the courses of studies for the various Academic Departments. Appoints Advisory Committees or Expert Committees or both for the Academic Departments and the Academic Centres of the Institute, makes recommendation on academic matters connected with the working of the Academic Departments. The Head of the Academic			

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					<p>Departments or Centres concerned shall act as convenor of such Committees. The Senate also monitors progress and achievements of students undertaking various academic programmes. The Finance Committee shall consider and make its recommendations to the Board on all such matters connected with the Institute that have financial implications. IISER Kolkata is an institution of</p>			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>higher learning devoted to teaching and research. All the Administrative Offices, Labs, Central Facilities, Libraries, Hostels etc. are located on its Campus which facilitate quick communication channels to and from. The general code for discharge of its daily functions is to accomplish work on day-to-day basis, keeping in view the requirement and urgency of each case.</p>			
1.4.3	Process by which these services can be	Fully Met	1.54	1.54	1.	Fully Met	1.54	Online

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	accessed				<p>Administrative Offices is open for all faculty, staff and open for general public too during the office hours of the Institute.</p> <p>2. Departmental Labs: These laboratories are open for students and researchers of the Institute and also these are allowed and permitted to use by the the interns/summer interns and faculty visits from other national/international institutes/universities. 3. Central Facilities: These</p>			<p>application portal at https://apply.iiserkol.ac.in/</p>

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>facilities are used for all students/researchers/faculties irrespective of any department and centres 4. Jobs: Online Application Portal 5. Libraries: For students/researchers/alumni and academic visitors 6. Hostels: For students/researchers. 7. Guest House: For students/researchers. academic visitors, staff/faculty and parents of the students. 1. Administrative Offices is open for all</p>			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>faculty, staff and open for general public too during the office hours of the Institute.</p> <p>2. Departmental Labs: These laboratories are open for students and researchers of the Institute and also these are allowed and permitted to use by the the interns/summer interns and faculty visits from other national/international institutes/universities.</p> <p>3. Central Facilities: These facilities are used for all students/research</p>			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>chers/faculties irrespective of any department and centres 4. Jobs: Online Application Portal 5. Libraries: For students/researchers/ alumni and academic visitors 6. Hostels: For students/researchers. 7. Guest House: For students/researchers. academic visitors, staff/faculty and parents of the students.</p>			
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	It takes only the required due processing time, including time taken to obtain	Fully Met	1.54	https://apply.iiserkol.ac.in/

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					administrative decisions/approval by various sections/offices depending on the nature of the job.			
1.4.5	Process of redress of grievances	Fully Met	1.54	1.54	Grievance and Redressal Committee: A Grievance Committee has been constituted for redressal of the grievances, if any, of faculty, students and staff members of our Institute. Grievances may also be lodged in the following email address. Email: grievances[@]iiserkol.ac.in The	Fully Met	1.54	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.

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>details of the Officials with contact details for grievance redressal has been affixed in the prominent places in the Administrative Building of the Institute Office</p> <p>Order Grievance Mechanism: Grievances Redressal cell /Committee deals with all types of grievances, complaints and malpractices including those received from Students, Faculty and other Stakeholders</p> <p>2. Internal</p>			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Complaints Committee on Sexual Harassment: https://www.iiserkol.ac.in/web/en/internal-complaints-committee/#gsc.tab=03 . Central Public Grievance Portal (CPGRAMS): https://pgportal.gov.in/ 4. Equal Opportunity Cell on caste-based discrimination: https://www.iiserkol.ac.in/web/en/facilities/scstp-cell/#gsc.tab=05 . Equal Opportunity Cell for transgenders persons of the Institute: https://www.iiserkol.ac.in/web/en/facilities/scstp-cell/#gsc.tab=05 .			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					//www.iiserkol.ac.in/web/en/facilities/scstp-wd-cell/#gsc.tab=0			
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	1. Act, Statutes of the Institute 2. Administrative Office Orders, Norms, Decisions and Guidelines as approved by the BoG/FC/Council 3. Academic Rules and Guidelines 4. General Financial Rules 5. Annual and Audit reports 6. Rules regarding Anti-Ragging measures 7. MOU with Institutes	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	Fully Met	1.92	1.92	1. Act,	Partially Met	0.96	https://www.iis

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	and records.				Statutes of the Institute 2. Certificate of GST Registration 3. DSIR/Custom Duty Exemption Certificate 4. Institute PAN Card 5. Institute TAN No 6. Service Tax Exemption Certificate 7. Income Tax Exemption Certificate u/s 10(23C)(iiiab) 8. Income Tax Exemption Certificate u/s 80G(5)(vi) 9. MoU with other Institutes/Universities https://www.iiserkol.ac.in/web/en/about-us/act-statutes/#gsc.tab=0 http			iiserkol.ac.in/web/en/about-us/rti/rti-details/

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					s://www.iiserkol.ac.in/~outreach/mou.html			
1.5.3	Acts/ Rules manuals etc.	Fully Met	1.92	1.92	1. Act, Statutes of the Institute 2. Certificate of GST Registration 3. DSIR/Custom Duty Exemption Certificate 4. Institute PAN Card 5. Institute TAN No 6. Service Tax Exemption Certificate 7. Income Tax Exemption Certificate u/s 10(23C)(iiiab) 8. Income Tax Exemption Certificate u/s 80G(5)(vi) 9. MoU with other Institutes/Universities https://www.iis	Partially Met	0.96	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-b2

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>erkol.ac.in/web/en/about-us/act-statutes/#gsc.tab=0 http://www.iiserkol.ac.in/~outreach/mou.html</p>			<p>4d-c1b6373b6958/delegation_of_authority_as_on_24_09_2015.pdf Academic Guidelines http://www.iiserkol.ac.in/web/en/academic/academic-guidelines/#gsc.tab=0 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. ?</p>

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								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.
1.5.4	Transfer policy and transfer orders	Fully Met	1.92	1.92	Transfer of staff and officials are done as per the need basis.	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	Acts and Statues, Administrative office orders/d ecisions and	Partially Met	1.93	Provided at point 7 but incomplete https://www.iiserkol.ac.in/web/

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					guidelines as approved by Board of Governors (BOG) https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/#gsc.tab=0			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	Acts and Statues (Administration Section) BoG Agenda and Minutes (Administration Section) Administrative Office Orders ((Administration Section) Policy and Guidelines (Administration Section) Academic Senate Agenda and Minutes, Academic Policy	Fully Met	3.85	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/ef4658dae371-4ee6-ac41-7e63b12bf122/nit_amendment_act_2012.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					(Academic Section) MoUs: International Relations			
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	1. Board of Governors, IISER, Kolkata 2. Finance Committee, IISER, Kolkata 3. Building and Works Committee, IISER, Kolkata 4. Academic Senate, IISER, Kolkata	Fully Met	0.96	Statutory bodies / Committees provided at https://www.iiserkol.ac.in/web/en/about-us/board-governors/ 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_st

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								atutes_first.pdf
1.7.2	Composition	Fully Met	0.96	0.96	As per Acts and Statues of the Institutes	Fully Met	0.96	https://www.iiserkol.ac.in/web/en/about-us/board-governors/
1.7.3	Dates from which constituted	Fully Met	0.96	0.96	1. Board of Governors (28-04-2006) 2. Finance Committee (22-11-2007) 3. Building and Works Committee (06-10-2007) 4. Academic Senate (19-02-2011)	Not Met	0	Not Met Date of constitution and tenure for Committee and Boards to be specified. The date of constitution needs to be uploaded on the website
1.7.4	Term/ Tenure	Fully Met	0.96	0.96	As per Act and Statues of the Institute	Not Met	0	Not Met Date of constitution and tenure for Committee and Boards to be specified. Where the body is of perpetual nature, the same should be mentioned

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.7.5	Powers and functions	Fully Met	0.96	0.96	As per Act and Statues of the Institute	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 specified in the Act, the Board shall also perform other functions as specified in section 5 of IISER statute. (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

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								<p>also perform other functions as specified in clause (2) of section 7 of IISER statute. (e) Powers and functions of Finance 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-47d5-9b</p>

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								08-3861a36205f/iiser_statutes_first.pdf
1.7.6	Whether their meetings are open to the public?	Fully Met	0.96	0.96	No	Fully Met	0.96	Clearly provided that it's not open to public https://www.iiserkol.ac.in/web/en/about-us/rti/rti-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	Faculty: https://www.iiserkol.ac.in/web/en/people/faculty/#gsc.tab=0 Staff: https://www.iiserkol.ac.in/web/en/people/staff/#gsc.t	Fully Met	3.85	Provided at https://www.iiserkol.ac.in/web/en/people/faculty/ https://www.iiserkol.ac.in/web/en/people/staff/

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	ab=0 https://www.iiserkol.ac.in/voip-directory/	Fully Met	3.85	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/
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	https://www.iiserkol.ac.in/media/filer_public/dc/dd/dcdd6708-148c-41af-900b-c775f05c944f/paysheet_august_2021_regular_employees.pdf	Fully Met	3.85	Provided at https://www.iiserkol.ac.in/media/filer_public/dc/dd/dcdd6708-148c-41af-900b-c775f05c944f/paysheet_august_2021_regular_employees.pdf the details are updated , Pay particulars of faculty members and non-teaching staff as on 31.08.2021

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								have been uploaded
1.9.2	System of compensation as provided in its regulations	Fully Met	3.85	3.85	Compensation is given as per the GOI guidelines approved by the Board of Governors IISER, Kolkata.	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/#gsc.tab=0	Fully Met	3.85	Provided at: https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/
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/#gsc.tab=0	Fully Met	3.85	Fully Met https://www.iiserkol.ac.in/web/en/about-us/rti/rti-details/
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	Zero(one)	Fully Met	3.85	Provided at: https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-disclosures/
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	Fully Met	3.85	3.85	One(01)	Fully Met	3.85	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/suo-moto-disclosures/
1.12	Programmes to advance understanding of RTI(Section 26)							
1.12.1	Educational programmes	Fully Met	1.92	1.92	Institute understands the importance of Educational programs in RTI, Institute is planning to allow officials to participate in these programmes and Training online and offline.	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)

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								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	Fully Met	1.92	1.92	Institute is planning to conduct periodic meetings/workshops at the Institute to educate PIO / and other employees (s) about the provisions of RTI Act, 2005.	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

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								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.
1.12.3	Training of CPIO/APIO	Fully Met	1.92	1.92	Institute allows the concerned officials to participate, attends training on	Not Met	0	Not Met Educational programmes in RTI, efforts to encourage public authority to

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					RTI Act, 2005 time to time.			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,

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								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://drive.google.com/file/d/1FcFnFIMjSPGv8V_IDOa6sobdqWZneYXB/view	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]	Fully Met	7.69	7.69	Transfer of staff and officials are done as per the need basis.	Not Applicable	0	Not applicable
Total			99	99		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://drive.google.com/file/d/1vvldbgOqh-DCFINc99pYpL30rjFPo6qq/view https://www.iiserkol.ac.in/web/en/about-us/annual-and-audit-reports/#gsc.tab=0 https://w	Fully Met	10.00	https://www.iiserkol.ac.in/web/en/about-us/annual-and-audit-reports/#gsc.tab=0 https://w

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					www.iiserkol.ac.in/media/filer_public/fe/02/fe027164-dc4b-4352-8295-2fb3d6a61378/re_2021-22_be_2022-23.pdf https://www.iiserkol.ac.in/web/en/about-us/annual-and-audit-reports/#gsc.tab=0			/www.iiserkol.ac.in/media/filer_public/fe/02/fe027164-dc4b-4352-8295-2fb3d6a61378/re_2021-22_be_2022-23.pdf https://www.iiserkol.ac.in/web/en/about-us/annual-and-audit-reports/#gsc.tab=0
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 https://www.iiserkol.ac.in/media/filer_public/fe/02/fe027164-dc4b-4352-8295-2fb3d6a61378/re_2021-22_be_2022-23.pdf https://www.iiserkol.ac.in/web/en/about-us/annual-and-audit-reports/#gsc.tab=0

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								w.iiserkol.ac.in/media/filer_public/21/7e/217e6f19-6540-4eed-b215-0a1bdb2670cc/re_2020-21_b_e_2021-22.pdf
2.1.3	Proposed expenditures	Fully Met	10	10.00	https://www.iiserkol.ac.in/web/en/about-us/annual-and-audit-reports/#gs.c.tab=0	Fully Met	10.00	Fully met
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/#gs.c.tab=0	Fully Met	10.00	Fully met
2.1.5	Report on disbursements made and place where the related reports are available	Fully Met	10	10.00	https://www.iiserkol.ac.in/web/en/about-us/annual-and-audit-reports/#gs.c.tab=0	Fully Met	10.00	Information available in Institute annual report https://www.iiserkol.ac.in/static/images/iiserk/reports/annual-report-2019-20-english.pdf at page 158-160

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
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/#gsc.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 official delegation, (d) Expenditure on the visit	Fully Met	16.67	16.67	https://drive.google.com/file/d/1In-KD_M2rwgtOYmt6WMHtHfHA7Ad1zgn/view https://www.iiserkol.ac.in/web/en/about-us/annual-and-audit-reports/#gsc.tab=0	Fully Met	16.67	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-5bf95d8aa3eb/director_travel_2021-22.pdf ? For the latest period i.e

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								2020-21 and 2019-20 the following details have also been included: ? Period of Visit ? No. of People included ? Expenditure incurred ? The budget allocation for such visits should also be uploaded At present the information is being uploaded on yearly basis, Endeavour should be made to upload the information on quarterly basis.
2.2.3	Information related to procurements- (a) Notice/tender enquires, and corrigenda if any thereon, (b) Details of the bids awarded	Not Applicable	0	0	empty	Fully Met	16.67	Fully met Tenders have been

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
2.3.1	Name of the programme of activity	Fully Met	6.25	6.25	BSMS and PHD Course-Tuition Fee waiver for SC/ST/PD Students only	Not Applicable	0	Not Applicable
2.3.2	Objective of the programme	Fully Met	6.25	6.25	To Extend Financial benefits to all SC/ST/PD Students	Not Applicable	0	Not Applicable
2.3.3	Procedure to avail benefits	Fully Met	6.25	6.25	As per rules/ Govt. Orders	Not Applicable	0	Not Applicable
2.3.4	Duration of the programme/ scheme	Fully Met	6.25	6.25	For the entire periods of the course	Not Applicable	0	Not Applicable
2.3.5	Physical and financial targets of the programme	Fully Met	6.25	6.25	To extend financial relief to all the SC/ST/PD Students	Not Applicable	0	Not Applicable
2.3.6	Nature/ scale of subsidy /amount allotted	Fully Met	6.25	6.25	Tuition Fee waived for SC/ST/PD Students	Not Applicable	0	Not Applicable
2.3.7	Eligibility criteria for grant of subsidy	Fully Met	6.25	6.25	Full Tuition Fee waiver to all SC/ST/PD Students	Not Applicable	0	Not Applicable
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Fully Met	6.25	6.25	All SC/ST/PD Students of the Institute	Not Applicable	0	Not Applicable

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
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://drive.google.com/file/d/1GYmZG9Q4RYaF2qGtNu3TbIDdKnN1z4SW/view	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	NiL	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	https://drive.google.com/file/d/1BcySEQ3lEqdIlgO3X4LmOi3XqFBSYv3MT/view	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 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/	Fully Met	25	25.00	Students should apply as SC/ST/PD candidates and submit requisite caste	Not Met	0	Eligibility criteria, Procedure for getting the concession, Name and

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	permits of authorizations				and PD certificate issued by the appropriate authorities as per Institute norms. All SC/ST/PD students of IISER Kolkata receive this facilities/concessions.			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	https://drive.google.com/file/d/1asHKmuta4sXpFUYY-6KPsuGDs0Pk2IEf/view	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 earlier CAG and PAC paras and the

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL action taken reports (ATRs)
Total			283	283		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 project reports (DPRs)	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
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

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
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	Fully Met	16.67	16.67	www.iiserkol.ac.in	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	Fully Met	16.67	16.67	www.iiserkol.ac.in	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 interactive- Outline the arrangement for consultation before formulation of policy	Fully Met	16.67	16.67	www.iiserkol.ac.in	Not Applicable	0	Not Applicable
3.3	Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]							
3.3.1	Use of the most effective means of communication - Internet (website)	Fully Met	50	50.00	www.iiserkol.ac.in	Fully Met	50.00	The following methods are also adopted by the Institution for the dissemination of the information: •

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								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	www.iiserkol.ac.in	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	Fully Met	25	25.00	www.iiserkol.ac.in	Not Met	0	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)]							
3.5.1	List of materials available Free of cost	Fully Met	25	25.00	All materials available in the Institute Website are free-of-cost.	Not Met	0	Not met In case it is available in the printed form, whether the same is

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								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 Website are free-of-cost.	Not Met	0	Not met
Total			200	200		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	Yes	Fully Met	14.29	Fully Met
4.1.2	Vernacular/ Local Language	Fully Met	14.29	14.29	1. Hindi Annual and Audit Reports are available. 2. Link for the Hindi Website is available in the Home page of the Institute webpage (Hindi Website) https://www-iiserkol-ac-in.translate.google.com/web/en/?_x_tr_sl=en&_x_tr_tl=hi	Partially Met	7.15	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 updated?[F No. 1/6/2011-IR dt 15.4.2013]							

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.2.1	Last date of Annual updation	Fully Met	28.57	28.57	www.iiserkol.ac.in	Fully Met	28.57	Last updated on 30/09/2021 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	Yes	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
4.3.2	Name/ title of the document/record/ other information	Fully Met	9.52	9.52	Academic and Programme Calendar, Annul Report, Audit Reports, Staff Recruitment Rules, Staff and Faculty Quarter	Not Met	0	Not met

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Allotment Rule, Library Rule, Guidelines of Academic Affairs, Guidelines of Student Affairs, Guidelines of Stores and Purchase, Guidelines of International Relations and outreach, RTI Act 2005,			
4.3.3	Location where available	Fully Met	9.52	9.52	www.iiserkol.ac.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	https://www.iiserkol.ac.in/web/en/facilities/#gsc.tab=0	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

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								c.in/web/en/about-us/rti/rtidetails/
4.4.2	Details of information made available	Fully Met	7.14	7.14	https://www.iiserkol.ac.in/web/en/facilities/#gsc.tab=0	Not Met	0	Not Met - No facility for citizen to inspect documents.
4.4.3	Working hours of the facility	Fully Met	7.14	7.14	24 Hours	Not Met	0	Not met
4.4.4	Contact person & contact details (Phone, fax email)	Fully Met	7.14	7.14	https://www.iiserkol.ac.in/web/en/facilities/#gsc.tab=0	Not Met	0	Not met
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	All Grievance Cells have been constituted for redressal of the grievances; The monitoring is done through the different Committees and the Board of Governors.	Fully Met	3.57	https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-disclosures/ 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/7

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								4/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
4.5.2	Details of applications received under RTI and information provided	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	https://www.iiserkol.ac.in/rtiqa/ updated information upto 2021-22 1st quarter has been uploaded
4.5.3	List of completed schemes/ projects/ Programmes	Fully Met	3.57	3.57	https://drive.google.com/file/d/1qCsx275UIKrCCDuxcLiFvsyZy5ORIJcn	Fully Met	3.57	The projects completed upto 2021-22 have been uploaded on

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					/view			the following link https://www.iiserkol.ac.in/media/filer_public/2b/ac/2bacf503-39ce-46b2-9301-1aeb3b2338e4/iwd_2020-21.pdf
4.5.4	List of schemes/ projects/ programme underway	Fully Met	3.57	3.57	https://drive.google.com/file/d/1T0NkzXbK mDoqD8uBn_ VUA-eS5wX WzLaC/view https://drive.google.com/file/d/19VQA5UpJ0 q-cflgxzFDF0 RiivZ-9fXVC/view	Fully Met	3.57	List of schemes/ projects/ programme underway has been uploaded on https://www.iiserkol.ac.in/media/filer_public/b1/fb/b1fb488a-d09c-400f-8136-a41e9fbd095e/ongoing_projects_2021-22.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://drive.google.com/file/d/1T0NkzXbK mDoqD8uBn_ VUA-eS5wX WzLaC/view	Fully Met	3.57	Details of Purchase Order issued from General Fund in the FY 2021-22 ht

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					https://drive.google.com/file/d/19VQA5UpJ0q-cflgxzFDF0RiivZ-9fXVC/view			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-ccd

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								4e15337ba/contract_30.09.2021.pdf Information relating to work orders also uploaded on https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-disclosures/#gsc.tab=0 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
4.5.6	Annual Report	Fully Met	3.57	3.57	https://www.iiserkol.ac.in/web/en/about-us/	Fully Met	3.57	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/#gs.c.tab=0			annual-and-audit-reports/#gs.c.tab=0
4.5.7	Frequently Asked Question (FAQs)	Fully Met	3.57	3.57	https://www.iiserkol.ac.in/media/filer_public/d7/b5/d7b55db4-c591-4e38-ab90-c482757d105d/faq.pdf	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 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
4.5.8	Any other information such as - (a) Citizen's	Fully Met	3.57	3.57	Result	Partially Met	1.79	Partially Met -

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	Charter, (b) Result Framework Document (RFD), (c) Six monthly reports on the , (d) Performance against the benchmarks set in the Citizen's Charter				Framework Document https://www.iiserkol.ac.in/media/filer_public/a2/3f/a23f9735-b199-467c-a55d-95d719f49d3f/rfd_06_05_2011.pdf			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://drive.google.com/file/d/1nqfFw_AioVc8Cb07PMOkDrWuVWnIPURZ/view	Fully Met	14.29	Details of applications received and disposed have been uploaded for the year 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/e

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								0/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_2018-19.pdf
4.6.2	Details of appeals received and orders issued	Fully Met	14.29	14.29	https://drive.google.com/file/d/1nqfFw_AioVc8Cb07PMOkDrWuVWnIPURZ/view	Fully Met	14.29	Details of appeals received and order passed have been uploaded for the year 2020-21,

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								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/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
								rti_app_appeals_2018-19.pdf
4.7	Replies to questions asked in the parliament[Section 4(1)(d)(2)]							
4.7.1	Details of questions asked and replies given	Fully Met	28.57	28.57	https://www.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	Fully Met	28.57	Details of questions asked and replies given for the year 2020-21 and 2019-20 have been uploaded on the following links 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

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								0.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/#gsc.tab=0 Earlier PIO: Shri Suraj Narayan Bordoloi (July 2016 to February 2022) Earlier FAA: Prof. Balaram Mukhopadhyay (3-07-2018 to 05-07-2022)	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/media/filer_public/0e/5d/0e5d553f-9efb-4fe3-ac4a-a056bba7902a/rti_audit_iiser_kolkatta_final_report_ipa_website.pdf	Fully Met	20.00	The Audit report for the year 2020-21 has been uploaded on the website. https://www.iiserkol.ac.in/media/filer_public/0e/5d/0e5d553f-9efb-4fe3-ac4a-a056bba79

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								02a/rti_audit_iiser_kolkatta_final_report_iipa_website.pdf the Audit report for the year 2019-20 has been uploaded on the website https://www.iiserkol.ac.in/media/filer_public/66/a1/66a185b4-4f83-43b6-bc8d-d16a2be639d2/rti_audit_iiser_kolkatta_final_report_iipa_22012021_website.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	06/07/2022 Shri Joydeep Sil Registrar, IISER Kolkata	Fully Met	20.00	https://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-disclosures/the details of Nodal Officer, Date of appointment, (a) Name & Designation of

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								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	Fully Met	20	20.00	To be constituted	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 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	Fully Met	20	20.00	To be constituted	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

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL information to be uploaded on the website
Total			100	100		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	Yes, Most of the information required under the RTI Act has been uploaded on the website and is in public domain. 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							
6.2.1	Whether STQC certification obtained and its validity	Fully Met	12.5	12.50	In process. Please see Point 22 of the link https://www.iiserkol.ac.in/web/en/about-us/rti/suoto-motodisclosures/	Not Met	0	In process Point 22- https://www.iiserkol.ac.in/web/en/about-us/rti/suoto-motodisclosures/
6.2.2	Does the website show the certificate on the Website?	Not Met	12.5	0	empty	Not Met	0	In process Point 22- https://www.iiserkol.ac.in/web/en/about-us/rti/suoto-motodisclosures/

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								://www.iiserkol.ac.in/web/en/about-us/rti/suo-moto-disclosures/
Total			50	38		50	25	
Grand Total			932	920		789	472	