

Self appraisal report for Year (2019-20)

Auditor Agency: ISTM

Ministry Name: Ministry of Human Resource Development

Department Name: Department of Higher Education

Public Authority Name: Indian Institute of Technology, Kharagpur

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	http://www.iitkgp.ac.in/right-to-information	Fully Met	1.28	OK
1.1.2	Head of the organization	Fully Met	1.28	1.28	http://www.iitkgp.ac.in/right-to-information	Fully Met	1.28	OK
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	http://www.iitkgp.ac.in/right-to-information	Fully Met	1.28	OK
1.1.4	Function and duties	Fully Met	1.28	1.28	http://www.iitkgp.ac.in/right-to-information	Fully Met	1.28	OK
1.1.5	Organization Chart	Fully Met	1.28	1.28	http://www.iitkgp.ac.in/right-to-information	Partially Met	0.64	Not complete
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	http://www.iitkgp.ac.in/right-to-information	Fully Met	1.28	OK

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.2	Power and duties of its officers and employees[Section 4(1) (b)(ii)]							
1.2.1	Powers and duties of officers (administrative, financial and judicial)	Fully Met	1.54	1.54	http://www.iitkgp.ac.in/right-to-information	Not Met	0	not available
1.2.2	Power and duties of other employees	Fully Met	1.54	1.54	http://www.iitkgp.ac.in/right-to-information	Not Met	0	not available
1.2.3	Rules/ orders under which powers and duty are derived and	Fully Met	1.54	1.54	http://www.iitkgp.ac.in/right-to-information	Not Met	0	not available
1.2.4	Exercised	Fully Met	1.54	1.54	http://www.iitkgp.ac.in/right-to-information	Not Applicable	0	OK
1.2.5	Work allocation	Fully Met	1.54	1.54	http://www.iitkgp.ac.in/right-to-information	Partially Met	0.77	Only HODs are indicated
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	http://www.iitkgp.ac.in/right-to-information	Fully Met	1.54	OK
1.3.2	Final decision making authority	Fully Met	1.54	1.54	http://www.iitkgp.ac.in/right-to-information	Fully Met	1.54	OK
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	http://www.iitkgp.ac.in/right-to-information	Fully Met	1.54	OK
1.3.4	Time limit for taking a decisions, if any	Fully Met	1.54	1.54	http://www.iitkgp.ac.in/right-to-information	Not Met	0	not available
1.3.5	Channel of supervision and accountability	Fully Met	1.54	1.54	http://www.iitkgp.ac.in/right-to-information	Not Met	0	not available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.4	Norms for discharge of functions[Section 4(1)(b)(iv)]							
1.4.1	Nature of functions/ services offered	Fully Met	1.54	1.54	http://www.iitkgp.ac.in/right-to-information	Fully Met	1.54	OK
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	http://www.iitkgp.ac.in/right-to-information	Fully Met	1.54	OK
1.4.3	Process by which these services can be accessed	Fully Met	1.54	1.54	http://www.iitkgp.ac.in/right-to-information	Not Applicable	0	NA
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	http://www.iitkgp.ac.in/right-to-information	Fully Met	1.54	OK
1.4.5	Process of redress of grievances	Fully Met	1.54	1.54	http://www.iitkgp.ac.in/right-to-information	Not Met	0	Not available
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	http://www.iitkgp.ac.in/right-to-information	Fully Met	1.92	OK
1.5.2	List of Rules, regulations, instructions manuals and records.	Fully Met	1.92	1.92	http://www.iitkgp.ac.in/right-to-information	Fully Met	1.92	OK
1.5.3	Acts/ Rules manuals etc.	Fully Met	1.92	1.92	http://www.iitkgp.ac.in/right-to-information	Fully Met	1.92	OK reviewed
1.5.4	Transfer policy and transfer orders	Fully Met	1.92	1.92	http://www.iitkgp.ac.in/right-to-information	Partially Met	0.96	Not clear
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	http://www.iitkgp.ac.in/right-	Fully Met	3.85	OK

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.6.2	Custodian of documents/categories	Fully Met	3.85	3.85	to-information http://www.iitkgp.ac.in/right-to-information	Fully Met	3.85	OK
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	http://www.iitkgp.ac.in/right-to-information	Fully Met	0.96	OK
1.7.2	Composition	Fully Met	0.96	0.96	http://www.iitkgp.ac.in/right-to-information	Fully Met	0.96	OK
1.7.3	Dates from which constituted	Fully Met	0.96	0.96	http://www.iitkgp.ac.in/right-to-information	Not Met	0	not available
1.7.4	Term/ Tenure	Fully Met	0.96	0.96	http://www.iitkgp.ac.in/right-to-information	Fully Met	0.96	OK
1.7.5	Powers and functions	Fully Met	0.96	0.96	http://www.iitkgp.ac.in/right-to-information	Partially Met	0.48	Not clear
1.7.6	Whether their meetings are open to the public?	Fully Met	0.96	0.96	http://www.iitkgp.ac.in/right-to-information	Not Applicable	0	NA
1.7.7	Whether the minutes of the meetings are open to the public?	Fully Met	0.96	0.96	http://www.iitkgp.ac.in/right-to-information	Not Applicable	0	NA
1.7.8	Place where the minutes if open to the public are available?	Fully Met	0.96	0.96	http://www.iitkgp.ac.in/right-to-information	Not Applicable	0	NA
1.8	Directory of officers and employees[Section 4(1) (b) (ix)]							
1.8.1	Name and designation	Fully Met	3.85	3.85	http://www.iitkgp.ac.in/right-to-information	Fully Met	3.85	OK

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1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	to-information http://www.iitk gp.ac.in/right- to-information	Not Met	0	Not available
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	Partially Met	3.85	1.93	http://www.iitk gp.ac.in/right- to-information	Not Met	0	not available
1.9.2	System of compensation as provided in its regulations	Partially Met	3.85	1.93	http://www.iitk gp.ac.in/right- to-information	Not Met	0	not available
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	http://www.iitk gp.ac.in/right- to-information	Fully Met	3.85	OK
1.10.2	Address, telephone numbers and email ID of each designated official.	Fully Met	3.85	3.85	http://www.iitk gp.ac.in/right- to-information	Fully Met	3.85	OK
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	Not Met	3.85	0		Not Met	0	OK
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	Not Met	3.85	0		Not Met	0	OK
1.12	Programmes to advance understanding of RTI(Section 26)							
1.12.1	Educational programmes	Partially Met	1.92	0.96	http://www.iitk gp.ac.in/right- to-information	Not Met	0	not available
1.12.2	Efforts to encourage public authority to participate in these programmes	Partially Met	1.92	0.96	http://www.iitk gp.ac.in/right- to-information	Not Met	0	Not available
1.12.3	Training of CPIO/APIO	Fully Met	1.92	1.92	http://www.iitk	Not Met	0	Not available

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					gp.ac.in/right-to-information			
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Fully Met	1.92	1.92	http://www.iitk gp.ac.in/right-to-information	Not Met	0	Not available
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]	Partially Met	7.69	3.85	http://www.iitk gp.ac.in/right-to-information	Not Met	0	Not available
Total			100	83			46	
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	http://www.iitk gp.ac.in/right-to-information	Not Met	0	n m
2.1.2	Budget for each agency and plan & programmes	Fully Met	10	10.00	http://www.iitk gp.ac.in/right-to-information	Not Met	0	n m
2.1.3	Proposed expenditures	Fully Met	10	10.00	http://www.iitk gp.ac.in/right-to-information	Not Met	0	n m
2.1.4	Revised budget for each agency, if any	Fully Met	10	10.00	http://www.iitk gp.ac.in/right-to-information	Not Met	0	n m
2.1.5	Report on disbursements made and place where the related reports are available	Fully Met	10	10.00	http://www.iitk gp.ac.in/right-to-information	Not Met	0	n m
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	http://www.iitk gp.ac.in/right-to-information	Not Met	0	n m

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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	Not Met	16.67	0		Not Met	0	n m
2.2.3	Information related to procurements- (a) Notice/tender enquires, and corrigenda if any thereon, (b) Details of the bids awarded comprising the names of the suppliers of goods/ services being procured, (c) The works contracts concluded – in any such combination of the above-and, (d) The rate/ rates and the total amount at which such procurement or works contract is to be executed.	Fully Met	16.67	16.67	http://www.iitkgp.ac.in/right-to-information	Not Met	0	not clear
2.3	Manner of execution of subsidy programme [Section 4(i)(b)(xii)]							
2.3.1	Name of the programme of activity	Fully Met	6.25	6.25	http://www.iitkgp.ac.in/right-to-information	Not Applicable	0	n a
2.3.2	Objective of the programme	Fully Met	6.25	6.25	http://www.iitkgp.ac.in/right-to-information	Not Applicable	0	n a
2.3.3	Procedure to avail benefits	Partially Met	6.25	3.13	http://www.iitkgp.ac.in/right-to-information	Not Applicable	0	n a
2.3.4	Duration of the programme/ scheme	Partially Met	6.25	3.13	http://www.iitkgp.ac.in/right-to-information	Not Applicable	0	n a
2.3.5	Physical and financial targets of the programme	Fully Met	6.25	6.25	http://www.iitkgp.ac.in/right-to-information	Not Applicable	0	n a
2.3.6	Nature/ scale of subsidy /amount allotted	Fully Met	6.25	6.25	http://www.iitkgp.ac.in/right-to-information	Not Applicable	0	n a

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					gp.ac.in/right-to-information			
2.3.7	Eligibility criteria for grant of subsidy	Fully Met	6.25	6.25	http://www.iitk gp.ac.in/right-to-information	Not Applicable	0	n a
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Fully Met	6.25	6.25	http://www.iitk gp.ac.in/right-to-information	Not Applicable	0	n a
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	Not Met	25	0		Not Applicable	0	n a
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Fully Met	25	25.00	http://www.iitk gp.ac.in/right-to-information	Not Met	0	not clear
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	http://www.iitk gp.ac.in/right-to-information	Not Applicable	0	n a
2.5.2	For each concessions, permit or authorization granted - (a) Eligibility criteria, (b) Procedure for getting the concession/ grant and/ or permits of authorizations, (c) Name and address of the recipients given concessions/ permits or authorizations, (d) Date of award of concessions/ permits of authorizations	Partially Met	25	12.50	http://www.iitk gp.ac.in/right-to-information	Not Applicable	0	n a
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	http://www.iitk gp.ac.in/right-to-information	Not Met	0	n m
Total			300	240			0	
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							

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	formulation of policy or implementation there of [Section 4(1)(b)(vii)] [F No 1/6/2011-IR dt. 15.04.2013]							
3.1.1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	Fully Met	12.5	12.50	http://www.iitkgp.ac.in/right-to-information	Fully Met	12.50	OK
3.1.2	Arrangements for consultation with or representation by - (a) Members of the public in policy formulation/ policy implementation, (b) Day & time allotted for visitors,(c) Contact details of Information & Facilitation Counter (IFC) to provide publications frequently sought by RTI applicants	Fully Met	12.5	12.50	http://www.iitkgp.ac.in/right-to-information	Partially Met	6.25	Not clear
3.1.3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	Not Applicable	0	0		Not Applicable	0	n a
3.1.4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable	0	0		Not Applicable	0	n a
3.1.5	Public- private partnerships (PPP)- Concession agreements.	Not Applicable	0	0		Not Applicable	0	n a
3.1.6	Public- private partnerships (PPP)- Operation and maintenance manuals	Not Applicable	0	0		Not Applicable	0	n a
3.1.7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	Not Applicable	0	0		Not Applicable	0	n a
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		Not Applicable	0	n a
3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	Not Applicable	0	0		Not Applicable	0	n a
3.1.10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.)	Not Applicable	0	0		Not Applicable	0	n a
3.1.11	Public- private partnerships (PPP) - All payment	Not Applicable	0	0		Not Applicable	0	n a

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	made under the PPP project							
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	http://www.iitkgp.ac.in/right-to-information	Fully Met	16.67	OK
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	http://www.iitkgp.ac.in/right-to-information	Fully Met	16.67	OK
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	http://www.iitkgp.ac.in/right-to-information	Not Met	0	not available
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	http://www.iitkgp.ac.in/right-to-information	Fully Met	50.00	OK
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	http://www.iitkgp.ac.in/right-to-information	Fully Met	25.00	OK
3.4.2	Information manual/handbook available in Printed format	Fully Met	25	25.00	http://www.iitkgp.ac.in/right-to-information	Not Met	0	not met
3.5	Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]							
3.5.1	List of materials available Free of cost	Fully Met	25	25.00	http://www.iitkgp.ac.in/right-to-information	Partially Met	12.50	not clear
3.5.2	List of materials available At a reasonable cost of	Fully Met	25	25.00	http://www.iitkgp.ac.in/right-to-information	Partially Met	12.50	not clear

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	the medium				gp.ac.in/right-to-information			
Total			225	225			152	
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	http://www.iitk gp.ac.in/right-to-information	Fully Met	14.29	OK
4.1.2	Vernacular/ Local Language	Fully Met	14.29	14.29	http://www.iitk gp.ac.in/right-to-information	Not Met	0	not available
4.2	When was the information Manual/Handbook last updated?[F No. 1/6/2011-IR dt 15.4.2013]							
4.2.1	Last date of Annual updation	Fully Met	28.57	28.57	http://www.iitk gp.ac.in/right-to-information	Fully Met	28.57	OK
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	http://www.iitk gp.ac.in/right-to-information	Fully Met	9.52	OK
4.3.2	Name/ title of the document/record/ other information	Fully Met	9.52	9.52	http://www.iitk gp.ac.in/right-to-information	Fully Met	9.52	OK
4.3.3	Location where available	Fully Met	9.52	9.52	http://www.iitk gp.ac.in/right-to-information	Fully Met	9.52	OK
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	http://www.iitk gp.ac.in/right-to-information	Fully Met	7.14	OK
4.4.2	Details of information made available	Fully Met	7.14	7.14	http://www.iitk gp.ac.in/right-to-information	Fully Met	7.14	OK

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.4.3	Working hours of the facility	Fully Met	7.14	7.14	http://www.iitkgp.ac.in/right-to-information	Fully Met	7.14	OK
4.4.4	Contact person & contact details (Phone, fax email)	Fully Met	7.14	7.14	http://www.iitkgp.ac.in/right-to-information	Fully Met	7.14	OK
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	Available in ERP (Enterprise Resource Planning) of the Institute.	Fully Met	3.57	OK
4.5.2	Details of applications received under RTI and information provided	Fully Met	3.57	3.57	http://www.iitkgp.ac.in/right-to-information	Not Met	0	numbers not available
4.5.3	List of completed schemes/ projects/ Programmes	Fully Met	3.57	3.57	http://www.iitkgp.ac.in/right-to-information	Fully Met	3.57	OK
4.5.4	List of schemes/ projects/ programme underway	Partially Met	3.57	1.79	http://www.iitkgp.ac.in/right-to-information	Partially Met	1.79	OK
4.5.5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	Partially Met	3.57	1.79	http://www.iitkgp.ac.in/right-to-information	Partially Met	1.79	OK
4.5.6	Annual Report	Fully Met	3.57	3.57	http://www.iitkgp.ac.in/right-to-information	Fully Met	3.57	OK
4.5.7	Frequently Asked Question (FAQs)	Fully Met	3.57	3.57	http://www.iitkgp.ac.in/right-to-information	Partially Met	1.79	Not at one place
4.5.8	Any other information such as - (a) Citizen's	Not Applicable	0	0		Not Applicable	0	OK

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							
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	http://www.iitkgp.ac.in/right-to-information	Not Met	0	not available
4.6.2	Details of appeals received and orders issued	Fully Met	14.29	14.29	http://www.iitkgp.ac.in/right-to-information	Not Met	0	Not available
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	http://www.iitkgp.ac.in/right-to-information	Not Met	0	not available
Total			196	193			116	
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	http://www.iitkgp.ac.in/right-to-information	Fully Met	20.00	OK
5.1.2	Details of third party audit of voluntary disclosure -(a) Dates of audit carried out , (b) Report of the audit carried out	Not Met	20	0		Not Met	0	OK
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	http://www.iitkgp.ac.in/right-to-information	Fully Met	20.00	OK
5.1.4	Consultancy committee of key stake holders for advice on suo-motu disclosure - (a) Dates from which constituted, (b) Name & Designation of the officers	Not Met	20	0		Not Met	0	OK

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
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	http://www.iitk-gp.ac.in/right-to-information	Fully Met	20.00	OK
Total			100	60			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	Partially Met	25	12.50	http://www.iitk-gp.ac.in/right-to-information	Partially Met	12.50	OK
6.2	Guidelines for Indian Government Websites (GIGW) is followed (released in February, 2009 and included in the Central Secretariat Manual of Office Procedures (CSMOP) by Department of Administrative Reforms and Public Grievances, Ministry of Personnel, Publ							
6.2.1	Whether STQC certification obtained and its validity	Not Applicable	0	0		Not Applicable	0	OK
6.2.2	Does the website show the certificate on the Website?	Not Applicable	0	0		Not Applicable	0	OK
Total			25	13			13	
Grand Total			946	813			387	

Summary Report : Indian Institute of Technology, Kharagpur

The paragraph number of disclosures may correspond with the number in report table or with sub-para numbers of Section 4 (1) of Right to Information Act, 2005. In the absence of that many information claimed to have been fully met could not be located in the website.

No Assistant PIO is required when the PIO is available at the same location. Rather all APIOs may be designated as PIOs of their respective Division/Branch. One PIO may coordinate at the time of submitting report to CIC.

Though information relating to proactive disclosure has been placed systematically at one place under RTI, the detailed information relating to Budget, Finance, Annual Report, Directory etc available at different places may be hyperlinked for easy access.