

Self appraisal report for Year (2022-23)

Auditor Agency: SUNIL DUTT

Ministry Name: Ministry of Education

Department Name: Department of Higher Education

Public Authority Name: Indian Institute of Technology (BHU), Varanasi

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1	Organisation and Function							
1.1	Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]							
1.1.1	Name and address of the Organization	Fully Met	1.28	1.28	https://iitbhu.ac.in/	Fully Met	1.28	https://www.iitbhu.ac.in/content/institute/admin/doc/rti_manual_english.pdf
1.1.2	Head of the organization	Fully Met	1.28	1.28	https://iitbhu.ac.in/administration/people	Fully Met	1.28	https://www.iitbhu.ac.in/administration/people
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf ; https://iitbhu.ac.in/	Fully Met	1.28	https://www.iitbhu.ac.in/administration/vision

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					n/administrati on/vision			
1.1.4	Function and duties	Fully Met	1.28	1.28	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf	Fully Met	1.28	https://www.iitbhu.ac.in/contents/institute/admin/doc/rti_manual_english.pdf
1.1.5	Organization Chart	Fully Met	1.28	1.28	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf	Fully Met	1.28	https://www.iitbhu.ac.in/contents/institute/admin/doc/rti_manual_english.pdf
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://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf ; https://iitbhu.ac.in/dept	Fully Met	1.28	https://www.iitbhu.ac.in/contents/institute/admin/doc/rti_manual_english.pdf
1.2	Power and duties of its officers and employees[Section 4(1) (b)(ii)]							
1.2.1	Powers and duties of officers (administrative, financial and judicial)	Fully Met	1.54	1.54	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf	Fully Met	1.54	https://www.iitbhu.ac.in/contents/institute/admin/doc/rti_manual_english.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.2.2	Power and duties of other employees	Fully Met	1.54	1.54	92022).pdf https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf	Fully Met	1.54	https://www.iitbhu.ac.in/contents/institute/admin/doc/rti_manual_english.pdf
1.2.3	Rules/ orders under which powers and duty are derived and	Fully Met	1.54	1.54	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf ; https://iitbhu.ac.in/contents/institute/admin/doc/it_act_amended.pdf	Fully Met	1.54	https://iitbhu.ac.in/contents/institute/admin/doc/first_statutes_IIT_BHU_english.pdf
1.2.4	Exercised	Fully Met	1.54	1.54	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf	Fully Met	1.54	https://www.iitbhu.ac.in/contents/institute/admin/doc/rti_manual_english.pdf
1.2.5	Work allocation	Fully Met	1.54	1.54	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti	Fully Met	1.54	https://www.iitbhu.ac.in/contents/institute/admin/doc/rti_manual_english.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					manual(01092022).pdf			h.pdf
1.3	Procedure followed in decision making process [Section 4(1)(b)(iii)]							
1.3.1	Process of decision making Identify key decision making points	Fully Met	1.54	1.54	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf	Fully Met	1.54	https://www.iitbhu.ac.in/contents/institute/admin/doc/rti_manual_english.pdf ; https://iitbhu.ac.in/contents/institute/admin/doc/citizens_charter.pdf
1.3.2	Final decision making authority	Fully Met	1.54	1.54	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf	Fully Met	1.54	Same as above
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf	Fully Met	1.54	Same as above
1.3.4	Time limit for taking a decisions, if any	Fully Met	1.54	1.54	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/a	Fully Met	1.54	Same as above

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					nnexure_1_rti_manual_(01092022).pdf			
1.3.5	Channel of supervision and accountability	Fully Met	1.54	1.54	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf; https://iitbhu.ac.in/contents/institute/admin/doc/citizens_charter.pdf	Fully Met	1.54	Same as above
1.4	Norms for discharge of functions[Section 4(1)(b)(iv)]							
1.4.1	Nature of functions/ services offered	Fully Met	1.54	1.54	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf	Fully Met	1.54	https://www.iitbhu.ac.in/contents/institute/admin/doc/rti_manual_english.pdf
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf; https://iitbhu.ac.in/administrati	Fully Met	1.54	Same as above

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					on			
1.4.3	Process by which these services can be accessed	Fully Met	1.54	1.54	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf	Fully Met	1.54	Same as above
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf	Fully Met	1.54	Same as above
1.4.5	Process of redress of grievances	Fully Met	1.54	1.54	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf	Fully Met	1.54	https://www.iitbhu.ac.in/contents/institute/admin/doc/rti_manual_english.pdf ; https://www.iitbhu.ac.in/administration/icc ; https://www.iitbhu.ac.in/contents/institute/admin/doc/admin_gad_gcfm_20223.pdf ; https://www.iitbhu.ac.in/contents/instit

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								ute/admin/doc/admin_nfgc_17236.pdf
1.5	Rules, regulations, instructions manual and records for discharging functions[Section 4(1)(b)(v)]							
1.5.1	Title and nature of the record/ manual /instruction.	Fully Met	1.92	1.92	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf	Fully Met	1.92	https://www.iitbhu.ac.in/contents/institute/admin/doc/rti_manual_english.pdf
1.5.2	List of Rules, regulations, instructions manuals and records.	Fully Met	1.92	1.92	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf	Fully Met	1.92	Same as above
1.5.3	Acts/ Rules manuals etc.	Fully Met	1.92	1.92	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf	Fully Met	1.92	Same as above
1.5.4	Transfer policy and transfer orders	Not Met	1.92	0	empty	Fully Met	1.92	Now available at: https://www.iitbhu.ac.in/contents/institute/admin/doc/rti_manual_english.pdf ; htt

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								ps://iitbhu.ac.in/contents/institute/admin/doc/annexure9_transfer_orders.pdf
1.6	Categories of documents held by the authority under its control[Section 4(1)(b) (vi)]							
1.6.1	Categories of documents	Fully Met	3.85	3.85	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf	Fully Met	3.85	https://www.iitbhu.ac.in/contents/institute/admin/doc/rti_manual_english.pdf
1.6.2	Custodian of documents/categories	Fully Met	3.85	3.85	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf	Fully Met	3.85	Same as above
1.7	Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]							
1.7.1	Name of Boards, Council, Committee etc.	Fully Met	0.96	0.96	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf; https://iitbhu.ac.in/administrati on/bog; https://	Fully Met	0.96	https://www.iitbhu.ac.in/contents/institute/admin/doc/rti_manual_english.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					/iitbhu.ac.in/administration/bwc; https://iitbhu.ac.in/administration/fc; https://iitbhu.ac.in/contents/institute/admin/doc/first_statutes_IIT_BHU_english.pdf			
1.7.2	Composition	Fully Met	0.96	0.96	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf; https://iitbhu.ac.in/contents/institute/admin/doc/first_statutes_IIT_BHU_english.pdf	Fully Met	0.96	Same as above
1.7.3	Dates from which constituted	Fully Met	0.96	0.96	https://iitbhu.ac.in/contents/institute/admin/doc/first_statutes_IIT_BHU_english.pdf	Fully Met	0.96	Same as above
1.7.4	Term/ Tenure	Fully Met	0.96	0.96	https://iitbhu.ac.in/contents/i	Fully Met	0.96	Same as above

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					nstitute/admin/doc/first_statutes_IIT_BHU_english.pdf			
1.7.5	Powers and functions	Fully Met	0.96	0.96	https://iitbhu.ac.in/contents/institute/admin/doc/first_statutes_IIT_BHU_english.pdf	Fully Met	0.96	Same as above
1.7.6	Whether their meetings are open to the public?	Fully Met	0.96	0.96	Meetings are open to members only; https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf	Fully Met	0.96	Same as above
1.7.7	Whether the minutes of the meetings are open to the public?	Fully Met	0.96	0.96	https://iitbhu.ac.in/administration/meeting_minutes	Fully Met	0.96	https://www.iitbhu.ac.in/administration/meeting_minutes
1.7.8	Place where the minutes if open to the public are available?	Fully Met	0.96	0.96	https://iitbhu.ac.in/administration/meeting_minutes	Fully Met	0.96	https://www.iitbhu.ac.in/administration/meeting_minutes
1.8	Directory of officers and employees[Section 4(1) (b) (ix)]							
1.8.1	Name and designation	Fully Met	3.85	3.85	https://iitbhu.ac.in/sites/defa	Fully Met	3.85	https://www.iitbhu.ac.in/cont

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					ult/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf; https://intranet.iitbhu.ac.in/ccis/doc/telephone_directory.pdf			ents/institute/admin/doc/rti_manual_english.pdf; It is requested to upload the same in the main website
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf; https://intranet.iitbhu.ac.in/ccis/doc/telephone_directory.pdf	Fully Met	3.85	Same as above
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://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf; https://iitbhu.ac.in/contents/institute/admin/misc/doc/rti_ma	Fully Met	3.85	https://www.iitbhu.ac.in/contents/institute/admin/doc/rti_manual_english.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					nual_remuneration.pdf			
1.9.2	System of compensation as provided in its regulations	Fully Met	3.85	3.85	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf	Fully Met	3.85	Same as above
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://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf ; https://iitbhu.ac.in/administration/rti ; https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_4_list_of_cpio_faa.pdf	Fully Met	3.85	https://www.iitbhu.ac.in/contents/institute/admin/doc/rti_manual_english.pdf ; https://www.iitbhu.ac.in/administration/rti
1.10.2	Address, telephone numbers and email ID of each designated official.	Fully Met	3.85	3.85	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf	Fully Met	3.85	Same as above

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					92022).pdf			
1.11	No. Of employees against whom Disciplinary action has been proposed/ taken(Section 4(2))							
1.11.1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	Fully Met	3.85	3.85	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf	Fully Met	3.85	https://www.iitbhu.ac.in/contents/institute/admin/doc/rti_manual_english.pdf : it is advised to provide complete detail
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	Fully Met	3.85	3.85	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf	Fully Met	3.85	Same as above
1.12	Programmes to advance understanding of RTI(Section 26)							
1.12.1	Educational programmes	Not Met	1.92	0	empty	Partially Met	0.96	Partially available at: https://www.iitbhu.ac.in/contents/institute/admin/doc/rti_manual_english.pdf
1.12.2	Efforts to encourage public authority to participate in these programmes	Not Met	1.92	0	empty	Partially Met	0.96	Same as above
1.12.3	Training of CPIO/APIO	Fully Met	1.92	1.92	https://iitbhu.ac.in/sites/default	Fully Met	1.92	https://www.iitbhu.ac.in/cont

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					ult/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf			ents/institute/admin/doc/rti_manual_english.pdf
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Fully Met	1.92	1.92	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf	Fully Met	1.92	https://www.iitbhu.ac.in/contents/institute/admin/doc/rti_manual_english.pdf; it is as on 10.08.2023
1.13	Transfer policy and transfer orders[F No. 1/6/2011- IR dt. 15.4.2013]							
1.13.1	Transfer Policy And Transfer Orders[F No. 1/6/2011- IR Dt. 15.4.2013]	Not Met	7.69	0	empty	Fully Met	7.69	Now available at: https://www.iitbhu.ac.in/contents/institute/admin/doc/rti_manual_english.pdf; https://iitbhu.ac.in/contents/institute/admin/doc/annexure9_transfer_orders.pdf
Total			100	87		100	98	
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://iitbhu.ac.in/sites/defa	Fully Met	10.00	https://www.iitbhu.ac.in/cont

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					ult/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf			ents/institute/admin/doc/rti_manual_english.pdf; https://iitbhu.ac.in/contents/institute/dean/doaa/doc/annual_report_english_2021-22.pdf
2.1.2	Budget for each agency and plan & programmes	Fully Met	10	10.00	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf	Fully Met	10.00	Same as above
2.1.3	Proposed expenditures	Fully Met	10	10.00	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf	Fully Met	10.00	Same as above
2.1.4	Revised budget for each agency, if any	Fully Met	10	10.00	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf	Fully Met	10.00	Same as above
2.1.5	Report on disbursements made and place where	Fully Met	10	10.00	https://iitbhu.a	Fully Met	10.00	Same as

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	the related reports are available				c.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf; https://iitbhu.ac.in/dean/doaa			above
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://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf	Fully Met	16.67	https://www.iitbhu.ac.in/contents/institute/admin/doc/rti_manual_english.pdf; https://iitbhu.ac.in/contents/institute/dean/doaa/doc/annual_report_english_2021-22.pdf
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	empty	Not Met	0	IIT-BHU, Varanasi is advised to provide/upload complete detail
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	Partially Met	16.67	8.34	https://iitbhu.ac.in/tenders	Partially Met	8.34	https://iitbhu.ac.in/tenders; IIT-BHU, Varanasi is advised to pro

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	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.							vide/upload complete detail
2.3	Manner of execution of subsidy programme [Section 4(i)(b)(xii)]							
2.3.1	Name of the programme of activity	Not Applicable	0	0	empty	Not Applicable	0	As per IIT-BHU, Varanasi, it is not applicable
2.3.2	Objective of the programme	Not Applicable	0	0	empty	Not Applicable	0	Same as above
2.3.3	Procedure to avail benefits	Not Applicable	0	0	empty	Not Applicable	0	Same as above
2.3.4	Duration of the programme/ scheme	Not Applicable	0	0	empty	Not Applicable	0	Same as above
2.3.5	Physical and financial targets of the programme	Not Applicable	0	0	empty	Not Applicable	0	Same as above
2.3.6	Nature/ scale of subsidy /amount allotted	Not Applicable	0	0	empty	Not Applicable	0	Same as above
2.3.7	Eligibility criteria for grant of subsidy	Not Applicable	0	0	empty	Not Applicable	0	Same as above
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Not Applicable	0	0	empty	Not Applicable	0	Same as above
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 Applicable	0	0	empty	Not Applicable	0	As per IIT-BHU, Varanasi, it is not applicable
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Not Applicable	0	0	empty	Not Applicable	0	Same as above
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	Not Applicable	0	0	empty	Not Applicable	0	As per IIT-

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	by public authority							BHU, Varanasi, it is not applicable
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	Not Applicable	0	0	empty	Not Applicable	0	Same as above
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.	Partially Met	50	25.00	Available with the accounts section.	Partially Met	25.00	IIT-BHU, Varanasi is advised to provide/upload complete detail
Total			150	100		150	100	
3	Publicity Band Public interface							
3.1	Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation there of [Section 4(1)(b)(vii)] [F No 1/6/2011-IR dt. 15.04.2013]							
3.1.1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	Fully Met	12.5	12.50	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf	Fully Met	12.50	https://www.iitbhu.ac.in/contents/institute/admin/doc/rti_manual_english.pdf
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	Not Applicable	0	0	empty	Not Applicable	0	As per IIT-BHU, Varanasi, it is not applicable

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	Information & Facilitation Counter (IFC) to provide publications frequently sought by RTI applicants							
3.1.3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	Not Applicable	0	0	empty	Not Applicable	0	Same as above
3.1.4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable	0	0	empty	Not Applicable	0	Same as above
3.1.5	Public- private partnerships (PPP)- Concession agreements.	Not Applicable	0	0	empty	Not Applicable	0	Same as above
3.1.6	Public- private partnerships (PPP)- Operation and maintenance manuals	Not Applicable	0	0	empty	Not Applicable	0	Same as above
3.1.7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	Not Applicable	0	0	empty	Not Applicable	0	Same as above
3.1.8	Public- private partnerships (PPP) - Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government	Not Applicable	0	0	empty	Not Applicable	0	Same as above
3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	Not Applicable	0	0	empty	Not Applicable	0	Same as above
3.1.10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.)	Not Applicable	0	0	empty	Not Applicable	0	Same as above
3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	Not Applicable	0	0	empty	Not Applicable	0	Same as above
3.2	Are the details of policies / decisions, which affect public, informed to them[Section 4(1) (c)]							
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	Partially Met	16.67	8.34	It is available in BOG and other meetings and Annual Reports; https	Partially Met	8.34	IIT-BHU, Varanasi is advised to provide/upload complete detail

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					://iitbhu.ac.in/administration/meeting_minutes			
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	Partially Met	16.67	8.34	It is available in BOG and other meetings and Annual Reports; https://iitbhu.ac.in/administration/meeting_minutes	Partially Met	8.34	Same as above
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	Partially Met	16.67	8.34	It is available in BOG and other meetings and Annual Reports; https://iitbhu.ac.in/administration/meeting_minutes	Partially Met	8.34	Same as above
3.3	Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]							
3.3.1	Use of the most effective means of communication - Internet (website)	Fully Met	50	50.00	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf	Fully Met	50.00	https://www.iitbhu.ac.in/contents/institute/admin/doc/rti_manual_english.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
3.4	Form of accessibility of information manual/ handbook[Section 4(1)(b)]							
3.4.1	Information manual/handbook available in Electronic format	Fully Met	25	25.00	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf	Fully Met	25.00	https://www.iitbhu.ac.in/contents/institute/admin/doc/rti_manual_english.pdf
3.4.2	Information manual/handbook available in Printed format	Fully Met	25	25.00	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf	Fully Met	25.00	Same as above
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	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf	Fully Met	25.00	https://www.iitbhu.ac.in/contents/institute/admin/doc/rti_manual_english.pdf
3.5.2	List of materials available At a reasonable cost of the medium	Partially Met	25	12.50	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf	Fully Met	25.00	Same as above
Total			213	175		213	188	
4	E-Governance							

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
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	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf	Fully Met	14.29	https://www.iitbhu.ac.in/contents/institute/admin/doc/rti_manual_english.pdf
4.1.2	Vernacular/ Local Language	Fully Met	14.29	14.29	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf	Fully Met	14.29	https://www.iitbhu.ac.in/contents/institute/admin/doc/rti_manual_hindi.pdf
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	01.09.2022; https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf	Fully Met	28.57	10.08.2023
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	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf	Fully Met	9.52	https://www.iitbhu.ac.in/contents/institute/admin/doc/rti_manual_english.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.3.2	Name/ title of the document/record/ other information	Fully Met	9.52	9.52	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf	Fully Met	9.52	Same as above
4.3.3	Location where available	Fully Met	9.52	9.52	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf	Fully Met	9.52	Same as above
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://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf	Fully Met	7.14	https://www.iitbhu.ac.in/contents/institute/admin/doc/rti_manual_english.pdf
4.4.2	Details of information made available	Fully Met	7.14	7.14	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf	Fully Met	7.14	Same as above
4.4.3	Working hours of the facility	Fully Met	7.14	7.14	https://iitbhu.ac.in/sites/default/files/institute	Fully Met	7.14	Same as above

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					e/admin/doc/annexure_1_rti_manual_(01092022).pdf			
4.4.4	Contact person & contact details (Phone, fax email)	Fully Met	7.14	7.14	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf	Fully Met	7.14	Same as above
4.5	Such other information as may be prescribed under Section 4(i) (b)(xvii)							
4.5.1	Grievance redressal mechanism	Fully Met	3.57	3.57	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf	Fully Met	3.57	https://www.iitbhu.ac.in/contents/institute/admin/doc/rti_manual_english.pdf; https://www.iitbhu.ac.in/administration/icc; https://www.iitbhu.ac.in/contents/institute/admin/doc/admin_gad_gcfm_20223.pdf; https://www.iitbhu.ac.in/contents/institute/admin/doc/admin_nfgc_17236.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.5.2	Details of applications received under RTI and information provided	Fully Met	3.57	3.57	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf	Fully Met	3.57	https://www.iitbhu.ac.in/contents/institute/admin/doc/rti_manual_english.pdf ; https://www.iitbhu.ac.in/administration/icc ; https://www.iitbhu.ac.in/contents/institute/admin/doc/admin_gad_gcfm_20223.pdf ; https://www.iitbhu.ac.in/contents/institute/admin/doc/admin_nfgc_17236.pdf
4.5.3	List of completed schemes/ projects/ Programmes	Fully Met	3.57	3.57	https://iitbhu.ac.in/administration/rti	Fully Met	3.57	https://www.iitbhu.ac.in/administration/rti
4.5.4	List of schemes/ projects/ programme underway	Fully Met	3.57	3.57	https://iitbhu.ac.in/administration/rti	Fully Met	3.57	https://www.iitbhu.ac.in/administration/rti
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	https://iitbhu.ac.in/tenders	Partially Met	1.79	https://iitbhu.ac.in/tenders ; IIT-BHU, Varanasi is advised to provide/upload

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL complete detail
4.5.6	Annual Report	Fully Met	3.57	3.57	https://iitbhu.ac.in/dean/door	Fully Met	3.57	https://iitbhu.ac.in/dean/door
4.5.7	Frequently Asked Question (FAQs)	Fully Met	3.57	3.57	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure7_faq_rti.pdf	Fully Met	3.57	https://www.iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure7_faq_rti.pdf
4.5.8	Any other information such as - (a) Citizen's Charter, (b) Result Framework Document (RFD), (c) Six monthly reports on the , (d) Performance against the benchmarks set in the Citizen's Charter	Partially Met	3.57	1.79	https://iitbhu.ac.in/contents/institute/admin/doc/citizens_charter.pdf	Partially Met	1.79	https://iitbhu.ac.in/contents/institute/admin/doc/citizens_charter.pdf ; IIT-BHU, Varanasi is advised to provide/upload complete detail
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://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf	Fully Met	14.29	https://www.iitbhu.ac.in/contents/institute/admin/doc/rti_manual_english.pdf ; https://www.iitbhu.ac.in/administration/icc ; https://

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								www.iitbhu.ac.in/contents/institute/admin/doc/admin_gad_gcfm_20223.pdf ; https://www.iitbhu.ac.in/contents/institute/admin/doc/admin_nfgc_17236.pdf
4.6.2	Details of appeals received and orders issued	Fully Met	14.29	14.29	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf	Fully Met	14.29	https://www.iitbhu.ac.in/contents/institute/admin/doc/rti_manual_english.pdf ; https://www.iitbhu.ac.in/administration/icc ; https://www.iitbhu.ac.in/contents/institute/admin/doc/admin_gad_gcfm_20223.pdf ; https://www.iitbhu.ac.in/contents/institute/admin/doc/admin_nfgc_17236.pdf
4.7	Replies to questions asked in the parliament[Section 4(1)(d)(2)]							

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.7.1	Details of questions asked and replies given	Fully Met	28.57	28.57	https://iitbhu.ac.in/administration/rti	Fully Met	28.57	https://www.iitbhu.ac.in/administration/rti
Total			200	196		200	196	
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://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf ; https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure4_list_of_cpio_faa.pdf	Fully Met	20.00	https://www.iitbhu.ac.in/administration/rti
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://iitbhu.ac.in/contents/institute/admin/doc/annexure2_audited_transparency_report_21_22.pdf	Fully Met	20.00	https://www.iitbhu.ac.in/administration/rti
5.1.3	Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD - (a) Date of appointment , (b) Name & Designation of the officers	Fully Met	20	20.00	https://iitbhu.ac.in/administration/rti	Fully Met	20.00	https://www.iitbhu.ac.in/administration/rti
5.1.4	Consultancy committee of key stake holders for	Not Met	20	0	empty	Not Met	0	IIT-BHU,

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	advice on suo-motu disclosure - (a) Dates from which constituted, (b) Name & Designation of the officers							Varanasi is advised to provide/upload complete detail
5.1.5	Committee of PIOs/FAAs with rich experience in RTI to identify frequently sought information under RTI - (a) Dates from which constituted, (b) Name & Designation of the Officers	Not Met	20	0	empty	Fully Met	20.00	Now available at: https://www.iitbhu.ac.in/contents/institute/admin/doc/annexure10_committee_cpio_faa.pdf
Total			100	60		100	80	
6	Information Disclosed on own Initiative							
6.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information							
6.1.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	Fully Met	25	25.00	https://iitbhu.ac.in/sites/default/files/institute/admin/doc/annexure_1_rti_manual_(01092022).pdf	Fully Met	25.00	https://www.iitbhu.ac.in/
6.2	Guidelines for Indian Government Websites (GIGW) is followed (released in February, 2009 and included in the Central Secretariat Manual of Office Procedures (CSMOP) by Department of Administrative Reforms and Public Grievances, Ministry of Personnel, Publ							
6.2.1	Whether STQC certification obtained and its validity	Not Met	12.5	0	empty	Not Met	0	IIT-BHU, Varanasi is advised to initiate the process of obtaining

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								STQC certification and upload the same on its website
6.2.2	Does the website show the certificate on the Website?	Not Met	12.5	0	empty	Not Met	0	Same as above
Total			50	25		50	25	
Grand Total			813	643		813	687	