

Self appraisal report for Year (2021-22)

Auditor Agency: NITTTR Chandigarh

Ministry Name: Ministry of Education

Department Name: Department of Higher Education

Public Authority Name: S.V. National Institute of Technology, Surat

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1	Organisation and Function							
1.1	Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]							
1.1.1	Name and address of the Organization	Fully Met	1.28	1.28	https://www.svnit.ac.in/web/rti_disclosure.php	Fully Met	1.28	https://www.svnit.ac.in/
1.1.2	Head of the organization	Fully Met	1.28	1.28	https://www.svnit.ac.in/web/rti_disclosure.php	Fully Met	1.28	https://www.svnit.ac.in/web/brief-about-director.php
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	https://www.svnit.ac.in/web/rti_disclosure.php	Fully Met	1.28	https://www.svnit.ac.in/web/mission-vision.php ; https://www.svnit.ac.in/web/rti_disclosure.php
1.1.4	Function and duties	Fully Met	1.28	1.28	https://www.svnit.ac.in/web/rti_disclosure.php	Fully Met	1.28	https://www.svnit.ac.in/web/rti_disclosure.php
1.1.5	Organization Chart	Fully Met	1.28	1.28	https://www.svnit.ac.in/web/rti_disclosure.php	Fully Met	1.28	https://www.svnit.ac.in/web/rti_disclosure.php

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					nit.ac.in/web/rti_disclosure.php			nit.ac.in/Data/rti/Organisation%20Chart.png
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.svnil.ac.in/web/rti_disclosure.php	Fully Met	1.28	https://www.svnil.ac.in/web/rti_disclosure.php
1.2	Power and duties of its officers and employees[Section 4(1) (b)(ii)]							
1.2.1	Powers and duties of officers (administrative, financial and judicial)	Fully Met	1.54	1.54	https://www.svnil.ac.in/web/rti_disclosure.php	Fully Met	1.54	https://www.svnil.ac.in/web/rti_disclosure.php ; http://nitcouncil.org.in/index.php/site/console/siteAdministration
1.2.2	Power and duties of other employees	Fully Met	1.54	1.54	https://www.svnil.ac.in/web/rti_disclosure.php	Fully Met	1.54	Same as above
1.2.3	Rules/ orders under which powers and duty are derived and	Fully Met	1.54	1.54	https://www.svnil.ac.in/web/rti_disclosure.php	Fully Met	1.54	Same as above; https://www.svnil.ac.in/web/rules_regulations.php
1.2.4	Exercised	Fully Met	1.54	1.54	https://www.svnil.ac.in/web/rti_disclosure.php	Fully Met	1.54	Same as above
1.2.5	Work allocation	Fully Met	1.54	1.54	https://www.svnil.ac.in/web/rti_disclosure.php	Fully Met	1.54	Same as above

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					nit.ac.in/web/r ti_disclosure.p hp			above
1.3	Procedure followed in decision making process [Section 4(1)(b)(iii)]							
1.3.1	Process of decision making Identify key decision making points	Fully Met	1.54	1.54	https://www.sv nit.ac.in/web/r ti_disclosure.p hp https://ww w.sv nit.ac.in/D ata/r ti/Organis ation%20Char t.png	Fully Met	1.54	https://www.sv nit.ac.in/web/r ti_disclosure.p hp; http://nitco uncil.org.in/ind ex.php/site/co nsole/siteAdm inistration
1.3.2	Final decision making authority	Fully Met	1.54	1.54	https://www.sv nit.ac.in/web/r ti_disclosure.p hp	Fully Met	1.54	Same as above
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	https://www.sv nit.ac.in/web/r ti_disclosure.p hp	Fully Met	1.54	Same as above
1.3.4	Time limit for taking a decisions, if any	Not Applicable	0	0	empty	Fully Met	1.54	Same as above
1.3.5	Channel of supervision and accountability	Fully Met	1.54	1.54	https://www.sv nit.ac.in/web/r ti_disclosure.p hp	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://www.sv nit.ac.in/web/r ti_disclosure.p hp	Fully Met	1.54	https://www.sv nit.ac.in/web/r ti_disclosure.p hp
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	https://www.sv	Fully Met	1.54	Same as

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					nit.ac.in/web/rti_disclosure.php			above
1.4.3	Process by which these services can be accessed	Fully Met	1.54	1.54	https://www.sv nit.ac.in/web/rti_disclosure.php	Fully Met	1.54	Same as above
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	https://www.sv nit.ac.in/web/rti_disclosure.php	Fully Met	1.54	Same as above
1.4.5	Process of redress of grievances	Fully Met	1.54	1.54	https://www.sv nit.ac.in/web/rti_disclosure.php Women cell https://www.sv nit.ac.in/web/women_cell.php Internal Complaint Committee (ICC) https://www.sv nit.ac.in/web/icc.php Grievance Committee https://www.sv nit.ac.in/Data/cells/E.05%20(Grievance%20REDRESSAL%20COMMIT	Fully Met	1.54	https://www.sv nit.ac.in/web/rti_disclosure.php; https://www.sv nit.ac.in/web/icc.php Grievance Committee; It is advised to provide complete detail

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					TE).pdf OBC Cell https://www.svnit.ac.in/qlinks/Web%20content%20OBC%20Cell.pdf SC-ST Cell https://www.svnit.ac.in/qlinks/Web%20content%20SCST%20Cell1.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://www.svnit.ac.in/web/rti_disclosure.php https://www.svnit.ac.in/web/rules_regulations.php	Fully Met	1.92	https://www.svnit.ac.in/web/rti_disclosure.php ; https://www.svnit.ac.in/web/rules_regulations.php
1.5.2	List of Rules, regulations, instructions manuals and records.	Fully Met	1.92	1.92	https://www.svnit.ac.in/web/rti_disclosure.php http://nitcouncil.org.in/index.php/site/console/siteAdministration	Fully Met	1.92	Same as above
1.5.3	Acts/ Rules manuals etc.	Fully Met	1.92	1.92	https://www.svnit.ac.in/web/rti_disclosure.php http://nitco	Fully Met	1.92	Same as above

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					uncil.org.in/index.php/site/console/siteAdministration			
1.5.4	Transfer policy and transfer orders	Not Applicable	0	0	empty	Fully Met	1.92	Now available at: https://www.svnit.ac.in/web/rti_disclosure.php ; https://www.svnit.ac.in/Data/rti/1.5%20(iv)%20and%201.13%20Transfer%20ORDER.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://www.svnit.ac.in/web/rti_disclosure.php	Fully Met	3.85	https://www.svnit.ac.in/web/rti_disclosure.php
1.6.2	Custodian of documents/categories	Fully Met	3.85	3.85	https://www.svnit.ac.in/web/rti_disclosure.php	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://www.svnit.ac.in/web/rti_disclosure.php NIT Council (http://nitcouncil.org.in/) Board of	Fully Met	0.96	https://www.svnit.ac.in/web/rti_disclosure.php ; https://www.svnit.ac.in/web/bog.php ; https://www.svni

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					Governors (https://www.svnit.ac.in/web/bog.php) Senate(https://www.svnit.ac.in/web/senate_members.php) Finance Committee (https://www.svnit.ac.in/web/finance_committee.php) Building & Works Committee (https://www.svnit.ac.in/web/building&works_committee.php)			t.ac.in/web/senate_members.php ; https://www.svnit.ac.in/web/finance_committee.php ; https://www.svnit.ac.in/web/building&works_committee.php
1.7.2	Composition	Fully Met	0.96	0.96	https://www.svnit.ac.in/web/rti_disclosure.php As per the NIT Act, 2007 https://www.svnit.ac.in/web/forms/act.pdf	Fully Met	0.96	https://www.svnit.ac.in/web/rti_disclosure.php
1.7.3	Dates from which constituted	Fully Met	0.96	0.96	https://www.svnit.ac.in/web/rti_disclosure.php	Fully Met	0.96	Same as above

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					i_disclosure.p hp As per the NIT Act, 2007 https://www.sv nit.ac.in/web/f orms/act.pdf			
1.7.4	Term/ Tenure	Fully Met	0.96	0.96	https://www.sv nit.ac.in/web/rt i_disclosure.p hp As per the NIT Act, 2007 https://www.sv nit.ac.in/web/f orms/act.pdf	Fully Met	0.96	Same as above
1.7.5	Powers and functions	Fully Met	0.96	0.96	https://www.sv nit.ac.in/web/rt i_disclosure.p hp As per the NIT Act, 2007 and the Statues for NITs. https://w ww.svnit.ac.in/ web/forms/act .pdf https://ww w.svnit.ac.in/w eb/forms/NIT_ STATUTES_fi nal.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	https://www.sv nit.ac.in/web/rt i_disclosure.p	Fully Met	0.96	Same as above

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1.7.7	Whether the minutes of the meetings are open to the public?	Fully Met	0.96	0.96	hp https://www.svnit.ac.in/web/rti_disclosure.php	Fully Met	0.96	Same as above
1.7.8	Place where the minutes if open to the public are available?	Fully Met	0.96	0.96	hp https://www.svnit.ac.in/web/rti_disclosure.php Minutes are available at Institute Website. https://www.svnit.ac.in/web/minutes.php	Fully Met	0.96	Same as above; https://www.svnit.ac.in/web/minutes.php
1.8	Directory of officers and employees[Section 4(1) (b) (ix)]							
1.8.1	Name and designation	Fully Met	3.85	3.85	hp https://www.svnit.ac.in/web/rti_disclosure.php Available at Institute Website. https://www.svnit.ac.in/Data/phonebook.pdf	Fully Met	3.85	https://www.svnit.ac.in/Data/phonebook.pdf
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	hp https://www.svnit.ac.in/web/rti_disclosure.php Available at Institute Website. https://www.svnit.ac.in/Data/phonebook.pdf	Fully Met	3.85	https://www.svnit.ac.in/Data/phonebook.pdf ; It is advised to provide emails of all officers

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					c.in/Data/phon ebook.pdf			
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.svnil.ac.in/web/rti_disclosure.php	Fully Met	3.85	https://www.svnil.ac.in/Data/Notice/rti/1.9.%20(i)%20Gross%20Salary%20JULY%202022.pdf
1.9.2	System of compensation as provided in its regulations	Fully Met	3.85	3.85	https://www.svnil.ac.in/web/rti_disclosure.php	Fully Met	3.85	https://www.svnil.ac.in/web/rti_disclosure.php
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.svnil.ac.in/web/rti_disclosure.php	Fully Met	3.85	https://www.svnil.ac.in/web/rti_disclosure.php
1.10.2	Address, telephone numbers and email ID of each designated official.	Fully Met	3.85	3.85	https://www.svnil.ac.in/web/rti_disclosure.php	Fully Met	3.85	Same as above
1.11	No. Of employees against whom Disciplinary action has been proposed/ taken(Section 4(2))							
1.11.1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	Fully Met	3.85	3.85	https://www.svnil.ac.in/web/rti_disclosure.php	Fully Met	3.85	https://www.svnil.ac.in/web/rti_disclosure.php
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	Fully Met	3.85	3.85	https://www.svnil.ac.in/web/rti_disclosure.php	Fully Met	3.85	Same as above

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1.12	Programmes to advance understanding of RTI(Section 26)							
1.12.1	Educational programmes	Fully Met	1.92	1.92	https://www.svnit.ac.in/web/rti_disclosure.php	Fully Met	1.92	https://www.svnit.ac.in/web/rti_disclosure.php
1.12.2	Efforts to encourage public authority to participate in these programmes	Fully Met	1.92	1.92	https://www.svnit.ac.in/web/rti_disclosure.php	Fully Met	1.92	https://www.svnit.ac.in/web/rti_disclosure.php
1.12.3	Training of CPIO/APIO	Not Met	1.92	0	empty	Fully Met	1.92	Now available at: https://www.svnit.ac.in/Data/rti/1.12%20(iii)Training%20of%20CPIO.pdf
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Fully Met	1.92	1.92	https://www.svnit.ac.in/web/rti_disclosure.php https://svnit.ac.in/Data/Notice/2022/October/RTI%20QUIZ%20result.pdf	Fully Met	1.92	Guidelines on RTI are updated and published on regular basis and it is as on 01.10.2022
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	https://www.svnit.ac.in/web/rti_disclosure.php External Transfer is not applicable.	Fully Met	7.69	https://www.svnit.ac.in/web/rti_disclosure.php ; https://www.svnit.ac.in/Data/rti/1.5%20

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					However, internal transfers are made as per the requirement of the institute.			(iv)%20and%201.13%20Transfer%20ORDER.pdf
Total			97	95		100	100	
2	Budget and Programme							
2.1	Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc.[Section 4(1)(b)(xi)]							
2.1.1	Total Budget for the public authority	Fully Met	10	10.00	https://www.svmit.ac.in/web/rti_disclosure.php Annual Accounts (Financial year wise) of Institute are available on Website. https://www.svmit.ac.in/web/annual-account-report.php	Fully Met	10.00	https://www.svmit.ac.in/web/rti_disclosure.php ; https://www.svmit.ac.in/web/annual-account-report.php
2.1.2	Budget for each agency and plan & programmes	Fully Met	10	10.00	https://www.svmit.ac.in/web/rti_disclosure.php	Fully Met	10.00	Same as above
2.1.3	Proposed expenditures	Fully Met	10	10.00	https://www.svmit.ac.in/web/rti_disclosure.php	Fully Met	10.00	Same as above

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2.1.4	Revised budget for each agency, if any	Fully Met	10	10.00	hp https://www.svmit.ac.in/web/rti_disclosure.php	Fully Met	10.00	Same as above
2.1.5	Report on disbursements made and place where the related reports are available	Fully Met	10	10.00	hp https://www.svmit.ac.in/web/rti_disclosure.php	Fully Met	10.00	Same as 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	hp https://www.svmit.ac.in/web/rti_disclosure.php	Fully Met	16.67	https://www.svmit.ac.in/web/rti_disclosure.php
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	hp https://www.svmit.ac.in/web/rti_disclosure.php The faculty members may undertake foreign and domestic travel as per rules and procedures for CPDA norms. https://www.svmit.ac.in/Data/forms/NOTICE%20-%20CPDA%20GUIDELINES-04.05.2	Fully Met	16.67	https://www.svmit.ac.in/Data/Notice/rti/2.2%20(ii)%20Foreign%20Tours%20by%20Official%20of%20the%20Fy.pdf

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					1.pdf In addition, other tours are undertaken as per the administrative exigencies from time to time from institute funds/ research and consultancy funds.			
2.2.3	Information related to procurements- (a) Notice/tender enquires, and corrigenda if any thereon, (b) Details of the bids awarded comprising the names of the suppliers of goods/ services being procured, (c) The works contracts concluded – in any such combination of the above-and, (d) The rate/ rates and the total amount at which such procurement or works contract is to be executed.	Fully Met	16.67	16.67	https://www.svsnit.ac.in/web/rti_disclosure.php	Partially Met	8.34	It is advised to provide complete detail
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	https://www.svsnit.ac.in/web/rti_disclosure.php As per the, Annual Report 2020-21 Pages No: 72-73. https://svnit.ac.in/Dat	Fully Met	6.25	https://www.svsnit.ac.in/web/rti_disclosure.php

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					a/about/Annual_Report/SV NIT%20Annual%20Report%202020_21.pdf In addition, tuition-fee waiver/mess-subsidy for SC/ST/PwD students is extended as per the Govt rules and decision of NITSER council.			
2.3.2	Objective of the programme	Fully Met	6.25	6.25	https://www.svmit.ac.in/web/rti_disclosure.php	Partially Met	3.13	It is advised to provide complete detail
2.3.3	Procedure to avail benefits	Fully Met	6.25	6.25	https://www.svmit.ac.in/web/rti_disclosure.php	Partially Met	3.13	Same as above
2.3.4	Duration of the programme/ scheme	Fully Met	6.25	6.25	https://www.svmit.ac.in/web/rti_disclosure.php	Partially Met	3.13	Same as above
2.3.5	Physical and financial targets of the programme	Fully Met	6.25	6.25	https://www.svmit.ac.in/web/rti_disclosure.php	Partially Met	3.13	Same as above

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					i_disclosure.p hp			
2.3.6	Nature/ scale of subsidy /amount allotted	Fully Met	6.25	6.25	https://www.sv nit.ac.in/web/rt i_disclosure.p hp	Partially Met	3.13	Same as above
2.3.7	Eligibility criteria for grant of subsidy	Fully Met	6.25	6.25	https://www.sv nit.ac.in/web/rt i_disclosure.p hp	Partially Met	3.13	Same as above
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Fully Met	6.25	6.25	https://www.sv nit.ac.in/web/rt i_disclosure.p hp	Partially Met	3.13	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 SVNIT, Surat, 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 by public authority	Fully Met	25	25.00	https://www.sv nit.ac.in/web/rt i_disclosure.p hp	Partially Met	12.50	It is advised to provide complete detail
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	https://www.sv nit.ac.in/web/rt i_disclosure.p hp	Partially Met	12.50	Same as above

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	permits of authorizations							
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://www.svnil.ac.in/web/rti_disclosure.php The CAG audit reports are available along with annual account reports of the institute. https://www.svnil.ac.in/web/annual-account-report.php	Fully Met	50.00	https://www.svnil.ac.in/web/annual-account-report.php
Total			250	250		250	195	
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://www.svnil.ac.in/web/rti_disclosure.php	Fully Met	12.50	https://www.svnil.ac.in/web/rti_disclosure.php
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	https://www.svnil.ac.in/web/rti_disclosure.php	Fully Met	12.50	Same as above

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
3.1.3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	Not Applicable	0	0	empty	Not Applicable	0	As per SVNIT, Surat, it is NOT Applicable
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	Fully Met	16.67	16.67	https://www.svnil.ac.in/web/rti_disclosure.php	Fully Met	16.67	https://www.svnil.ac.in/web/rti_disclosure.php
3.2.2	Publish all relevant facts while formulating important policies or announcing decisions which	Fully Met	16.67	16.67	https://www.svnil.ac.in/web/rti_disclosure.php	Fully Met	16.67	Same as above

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	<p>affect public to make the process more interactive</p> <ul style="list-style-type: none"> - Outline the Public consultation process 				<p>i_disclosure.php All policies/important decisions concerning educational activities and those involving the students, employees and public at general are uploaded in the Institute's website & included in the Annual Report of the Institute. Hence the policies/decisions are in public domain. https://www.svnit.ac.in/web/annual-report.php The minutes of all statutory committees are displayed</p>			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					on institute website. https://www.svnit.ac.in/web/minutes.php			
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	https://www.svnit.ac.in/web/rti_disclosure.php All policies/important decisions concerning educational activities and those involving the students, employees and public at general are uploaded in the Institute's website & included in the Annual Report of the Institute. Hence the policies/decisions are in public domain. https://www.svnit.ac.in/web/rti_disclosure.php	Fully Met	16.67	Same as above

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					//www.svnit.ac.in/web/annual-report.php The minutes of all statutory committees are displayed on institute website. https://www.svnit.ac.in/web/minutes.php			
3.3	Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]							
3.3.1	Use of the most effective means of communication - Internet (website)	Fully Met	50	50.00	https://www.svnit.ac.in/web/rti_disclosure.php Official Website of the Institute www.svnit.ac.in , Facebook Page and other available means of Social Media. Facebook: https://www.facebook.com/Mediacell_SVNIT-2056411067945837/	Fully Met	50.00	https://www.svnit.ac.in/web/rti_disclosure.php

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Twitter: https://twitter.com/Media_SVNIT			
3.4	Form of accessibility of information manual/ handbook[Section 4(1)(b)]							
3.4.1	Information manual/handbook available in Electronic format	Fully Met	25	25.00	https://www.svnit.ac.in/web/rti_disclosure.php	Fully Met	25.00	https://www.svnit.ac.in/web/rti_disclosure.php
3.4.2	Information manual/handbook available in Printed format	Fully Met	25	25.00	https://www.svnit.ac.in/web/rti_disclosure.php	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://www.svnit.ac.in/web/rti_disclosure.php	Fully Met	25.00	https://www.svnit.ac.in/web/rti_disclosure.php
3.5.2	List of materials available At a reasonable cost of the medium	Fully Met	25	25.00	https://www.svnit.ac.in/web/rti_disclosure.php Material is available free of cost through institute website. https://www.svnit.ac.in/index.php	Fully Met	25.00	Same as above
Total			225	225		225	225	
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	https://www.svnit.ac.in/index.php	Fully Met	14.29	https://www.svnit.ac.in/index.php

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					nit.ac.in/web/rti_disclosure.php			nit.ac.in/web/rti_disclosure.php
4.1.2	Vernacular/ Local Language	Fully Met	14.29	14.29	https://www.sv nit.ac.in/web/rti_disclosure.php	Partially Met	7.15	It is advised to provide complete detail
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	https://www.sv nit.ac.in/web/rti_disclosure.php	Fully Met	28.57	It is as on 01.10.2022
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://www.sv nit.ac.in/web/rti_disclosure.php	Fully Met	9.52	https://www.sv nit.ac.in/web/rti_disclosure.php
4.3.2	Name/ title of the document/record/ other information	Fully Met	9.52	9.52	https://www.sv nit.ac.in/web/rti_disclosure.php	Fully Met	9.52	Same as above
4.3.3	Location where available	Fully Met	9.52	9.52	https://www.sv nit.ac.in/web/rti_disclosure.php On the Official Website of the Institute viz. www.sv nit.ac.in	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://www.sv nit.ac.in/web/rt	Fully Met	7.14	https://www.sv nit.ac.in/web/rt

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					i_disclosure.php On the Official Website of the Institute viz. www.svnit.ac.in			i_disclosure.php
4.4.2	Details of information made available	Fully Met	7.14	7.14	https://www.svnit.ac.in/web/rti_disclosure.php	Fully Met	7.14	Same as above
4.4.3	Working hours of the facility	Fully Met	7.14	7.14	https://www.svnit.ac.in/web/rti_disclosure.php	Fully Met	7.14	Same as above
4.4.4	Contact person & contact details (Phone, fax email)	Fully Met	7.14	7.14	https://www.svnit.ac.in/web/rti_disclosure.php	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://www.svnit.ac.in/web/rti_disclosure.php The Institute has internal mechanism including Equal Opportunity Cell, Cast Based Discrimination	Fully Met	3.57	https://www.svnit.ac.in/web/rti_disclosure.php; https://www.svnit.ac.in/web/icc.php Grievance Committee; It is advised to provide complete detail

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Committee and Grievance Committee etc. for redressal of grievances. Women Cell: https://www.svnit.ac.in/web/women_cell.php Internal Complaints Committee https://www.svnit.ac.in/web/icc.php OBC Cell https://www.svnit.ac.in/qlinks/Web%20content%20OBC%20Cell.pdf SC/ST Cell https://www.svnit.ac.in/qlinks/Web%20content%20SCST%20Cell1.pdf Grievance Committee https://www.svnit.ac.in/Data/cel			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Is/E.05%20(Grievance%20REDRESSAL%20COMMITTE).pdf			
4.5.2	Details of applications received under RTI and information provided	Fully Met	3.57	3.57	https://www.sv nit.ac.in/web/rt i_disclosure.p hp Available at Institute Website. https ://www.svnit.a c.in/web/retur n_information. php	Fully Met	3.57	https://www.sv nit.ac.in/web/r eturn_informat ion.php
4.5.3	List of completed schemes/ projects/ Programmes	Fully Met	3.57	3.57	https://www.sv nit.ac.in/web/rt i_disclosure.p hp Available at Institute Website. https ://www.svnit.a c.in/web/r&c/i ndex.php	Fully Met	3.57	https://www.sv nit.ac.in/Data/r ti/4.5%20(iii)% 20&%20(iv)% 20Ongoing-C ompleted%20 programmes.pdf
4.5.4	List of schemes/ projects/ programme underway	Fully Met	3.57	3.57	https://www.sv nit.ac.in/web/rt i_disclosure.p hp Available at Institute Website. https ://www.svnit.a c.in/web/r&c/i	Fully Met	3.57	https://www.sv nit.ac.in/Data/r ti/4.5%20(iii)% 20&%20(iv)% 20Ongoing-C ompleted%20 programmes.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
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	index.php https://www.svmit.ac.in/web/rti_disclosure.php Major construction activities are undertaken through CPWD against deposit works. The amount of advance paid to CPWD is available in the annual accounts of the institute. https://www.svmit.ac.in/web/annual_acc_report/ANNUAL%20AC%202019-20.pdf	Fully Met	3.57	https://www.svmit.ac.in/web/rti_disclosure.php ; https://www.svmit.ac.in/web/annual_acc_report/ANNUAL%20AC%202019-20.pdf ; It is advised to provide complete detail
4.5.6	Annual Report	Fully Met	3.57	3.57	https://www.svmit.ac.in/web/rti_disclosure.php Available at Institute Website. https://www.svmit.ac.in/web/annual-report.php	Fully Met	3.57	https://www.svmit.ac.in/web/annual-report.php

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.5.7	Frequently Asked Question (FAQs)	Fully Met	3.57	3.57	c.in/web/annual-report.php https://www.sv nit.ac.in/web/rt i_disclosure.p hp https://ww w.sv nit.ac.in/w eb/rti_faq.php	Fully Met	3.57	https://www.sv nit.ac.in/web/rt i_faq.php
4.5.8	Any other information such as - (a) Citizen's Charter, (b) Result Framework Document (RFD), (c) Six monthly reports on the , (d) Performance against the benchmarks set in the Citizen's Charter	Fully Met	3.57	3.57	https://www.sv nit.ac.in/web/rt i_disclosure.p hp	Partially Met	1.79	It is advised to provide 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://www.sv nit.ac.in/web/rt i_disclosure.p hp The details of the applications received under RTI, Information Provided and the Quarterly Returns submitted to CIC are available in the Office of the RTI Cell of the Institute. h	Fully Met	14.29	https://www.sv nit.ac.in/web/r eturn_informat ion.php

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					https://www.svnit.ac.in/web/return_information.php			
4.6.2	Details of appeals received and orders issued	Fully Met	14.29	14.29	https://www.svnit.ac.in/web/rti_disclosure.php The details of the applications received under RTI, Information Provided and the Quarterly Returns submitted to CIC are available in the Office of the RTI Cell of the Institute. https://www.svnit.ac.in/web/return_information.php	Fully Met	14.29	Same as above
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.svnit.ac.in/web/rti_disclosure.php View PDF https://www.svnit.ac.in/Data/Notice/rti/4.7%20Loksabha-Rajyasabha	Fully Met	28.57	https://www.svnit.ac.in/Data/Notice/rti/4.7%20Loksabha-Rajyasabha

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					nit.ac.in/Data/Notice/rti/4.7%20Loksabha-Rajyasabha%20QA.pdf			%20QA.pdf
Total			200	200		200	191	
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.svFully Met nit.ac.in/web/rti_disclosure.php https://www.sv nit.ac.in/Data/Notice/rti/5.1%20(i)%20(b)%20Earlier%20CPIO%20and%20FAA.pdf	Fully Met	20.00	https://www.sv nit.ac.in/web/rti_disclosure.php
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	empty	Partially Met	10.00	SAR for 2021-22 submitted on CIC Portal and audit is being carried out on 20.10.2022
5.1.3	Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD - (a) Date of appointment , (b) Name & Designation of the officers	Fully Met	20	20.00	https://www.svPartially Met nit.ac.in/Data/Notice/rti/5.1%20(i)%20(b)%20Earlier%2	Partially Met	10.00	It is advised to provide complete detail

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
5.1.4	Consultancy committee of key stake holders for advice on suo-motu disclosure - (a) Dates from which constituted, (b) Name & Designation of the officers	Not Met	20	0	empty	Fully Met	20.00	Now available at: https://www.svnit.ac.in/Data/rti/5.1%20(iv)%20consultancy%20committee.pdf
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.svnit.ac.in/web/rti_disclosure.php
Total			100	40		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://www.svnit.ac.in/web/rti_disclosure.php The Official Website of the Institute viz. www.svnit.ac.in provides all the relevant admissions, recruitment, events, annual reports, annual	Fully Met	25.00	https://www.svnit.ac.in/web/rti_disclosure.php

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					accounts etc.			
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	It is advised to start the process of obtaining STQC Certification and uploading the same
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			922	835		925	816	