

Self appraisal report for Year (2021-22)

Auditor Agency: National Productivity Council

Ministry Name: Ministry of Education

Department Name: Department of Higher Education

Public Authority Name: Indian Institute of Technology, Kanpur

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1	Organisation and Function							
1.1	Particulars of its organisation, functions and duties [Section 4(1)(b)(i)]							
1.1.1	Name and address of the Organization	Fully Met	1.28	1.28	Indian Institute of Technology Kanpur, Kalyanpur, Kanpur -208016	Fully Met	1.28	Indian Institute of Technology Kanpur, Kalyanpur, Kanpur -208016
1.1.2	Head of the organization	Fully Met	1.28	1.28	Director; https://www.iitk.ac.in/new/directorate	Fully Met	1.28	Director; https://www.iitk.ac.in/new/directorate
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	http://www.iitk.ac.in/new/directorate	Fully Met	1.28	http://www.iitk.ac.in/new/directorate
1.1.4	Function and duties	Fully Met	1.28	1.28	https://iitk.ac.in/new/acts-statutes-and-ordinances	Fully Met	1.28	https://iitk.ac.in/new/acts-statutes-and-ordinances
1.1.5	Organization Chart	Fully Met	1.28	1.28	https://www.iitk.ac.in/new/or	Fully Met	1.28	https://www.iitk.ac.in/new/or

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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	ganization-tree https://www.iitk.ac.in/new/acts https://www.iitk.ac.in/new/iitk-history https://www.iitk.ac.in/new/iitk-faculty	Fully Met	1.28	https://www.iitk.ac.in/new/acts https://www.iitk.ac.in/new/iitk-history https://www.iitk.ac.in/new/iitk-faculty
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.iitk.ac.in/new/administration-staff-members https://www.iitk.ac.in/new/finance-office http://www.iitk.ac.in/new/data/Office-Order-100-with-DFPR-2018.pdf	Fully Met	1.54	https://www.iitk.ac.in/new/administration-staff-members https://www.iitk.ac.in/new/finance-office http://www.iitk.ac.in/new/data/Office-Order-100-with-DFPR-2018.pdf
1.2.2	Power and duties of other employees	Fully Met	1.54	1.54	https://www.iitk.ac.in/new/data/statutes.pdf	Fully Met	1.54	https://www.iitk.ac.in/new/data/statutes.pdf
1.2.3	Rules/ orders under which powers and duty are derived and	Fully Met	1.54	1.54	https://www.iitk.ac.in/new/data/statutes.pdf	Fully Met	1.54	https://www.iitk.ac.in/new/data/statutes.pdf
1.2.4	Exercised	Fully Met	1.54	1.54	https://www.iitk.ac.in/new/data/statutes.pdf	Fully Met	1.54	https://www.iitk.ac.in/new/data/statutes.pdf

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1.2.5	Work allocation	Fully Met	1.54	1.54	https://www.iitk.ac.in/new/data/statutes.pdf	Fully Met	1.54	https://www.iitk.ac.in/new/data/statutes.pdf
1.3	Procedure followed in decision making process [Section 4(1)(b)(iii)]							
1.3.1	Process of decision making Identify key decision making points	Fully Met	1.54	1.54	https://www.iitk.ac.in/new/data/statutes.pdf	Fully Met	1.54	https://www.iitk.ac.in/new/data/statutes.pdf
1.3.2	Final decision making authority	Fully Met	1.54	1.54	https://www.iitk.ac.in/new/data/statutes.pdf	Fully Met	1.54	https://www.iitk.ac.in/new/data/statutes.pdf
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	https://www.iitk.ac.in/new/data/statutes.pdf	Fully Met	1.54	https://www.iitk.ac.in/new/data/statutes.pdf
1.3.4	Time limit for taking a decisions, if any	Fully Met	1.54	1.54	https://www.iitk.ac.in/new/data/statutes.pdf	Fully Met	1.54	https://www.iitk.ac.in/new/data/statutes.pdf
1.3.5	Channel of supervision and accountability	Fully Met	1.54	1.54	https://www.iitk.ac.in/new/data/statutes.pdf	Fully Met	1.54	https://www.iitk.ac.in/new/data/statutes.pdf
1.4	Norms for discharge of functions[Section 4(1)(b)(iv)]							
1.4.1	Nature of functions/ services offered	Fully Met	1.54	1.54	https://iitk.ac.in/new/institute-overview https://iitk.ac.in/new/acts-statutes-and-ordinances	Fully Met	1.54	https://iitk.ac.in/new/institute-overview https://iitk.ac.in/new/acts-statutes-and-ordinances
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	https://iitk.ac.in/new/acts-statutes-and-ordinances http://www.iitk.ac	Fully Met	1.54	https://iitk.ac.in/new/acts-statutes-and-ordinances http://www.iitk.ac

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					kn/data/admin officeorders/O O-91-09-07-2 1.pdf			kn/data/admin officeorders/O O-91-09-07-2 1.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://drive.google.com/file/d/11-KPaVCvVxJab9EZGyiOt-RpGlmEhpsK/view?usp=sharing	Fully Met	3.85	https://drive.google.com/file/d/11-KPaVCvVxJab9EZGyiOt-RpGlmEhpsK/view?usp=sharing
1.6.2	Custodian of documents/categories	Fully Met	3.85	3.85	Our web page is normally updated on a regular basis. The library's archive unit currently hosts personal files of former employees. We have hard copies of only those individuals that were sent to us after 2016. Earlier files are available as	Fully Met	3.85	Our web page is normally updated on a regular basis. The library's archive unit currently hosts personal files of former employees. We have hard copies of only those individuals that were sent to us after 2016. Earlier files are available as

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1.4.3	Process by which these services can be accessed	Fully Met	1.54	1.54	https://iitk.ac.in/new/data/statutes.pdf https://iitk.ac.in/new/acts-statutes-and-ordinances http://www.iitk.ac.in/new/data/statutes.pdf	Fully Met	1.54	https://iitk.ac.in/new/data/statutes.pdf https://iitk.ac.in/new/acts-statutes-and-ordinances http://www.iitk.ac.in/new/data/statutes.pdf
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	https://www.iitk.ac.in/doaa/transcripts-and-certificates	Fully Met	1.54	https://www.iitk.ac.in/doaa/transcripts-and-certificates
1.4.5	Process of redress of grievances	Fully Met	1.54	1.54	https://pgportal.gov.in/	Fully Met	1.54	https://pgportal.gov.in/
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.iitk.ac.in/new/data/statutes.pdf	Fully Met	1.92	http://www.iitk.ac.in/new/data/statutes.pdf
1.5.2	List of Rules, regulations, instructions manuals and records.	Fully Met	1.92	1.92	https://iitk.ac.in/new/institute-overview https://iitk.ac.in/new/acts-statutes-and-ordinances	Fully Met	1.92	https://iitk.ac.in/new/institute-overview https://iitk.ac.in/new/acts-statutes-and-ordinances
1.5.3	Acts/ Rules manuals etc.	Fully Met	1.92	1.92	https://iitk.ac.in/new/acts-statutes-and-ordinances	Fully Met	1.92	https://iitk.ac.in/new/acts-statutes-and-ordinances
1.5.4	Transfer policy and transfer orders	Fully Met	1.92	1.92	https://web.iitk.ac.in/july14iit	Fully Met	1.92	https://web.iitk.ac.in/july14iit

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					catalog) link given on our library main page.			catalog) link given on our library main page.
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	Board of Governors, IIT Kanpur	Fully Met	0.96	Our web page is normally updated on a regular basis. The library's archive unit currently hosts personal files of former employees. We have hard copies of only those individuals that were sent to us after 2016. Earlier files are available as electronic copies only. The electronic copies cannot be given as link for use as these are

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					<p>electronic copies only. The electronic copies cannot be given as link for use as these are personal files. We also have hard copies of institute annual reports and photographs of earlier convocations that were sent to us for safekeeping. The library of course has several books, journals, thesis and other reports in hard and soft copies that can be accessed through our OPAC (online public access</p>			<p>electronic copies only. The electronic copies cannot be given as link for use as these are personal files. We also have hard copies of institute annual reports and photographs of earlier convocations that were sent to us for safekeeping. The library of course has several books, journals, thesis and other reports in hard and soft copies that can be accessed through our OPAC (online public access</p>

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1.7.3	Dates from which constituted	Fully Met	0.96	0.96	01.01.2022	Fully Met	0.96	01.01.2022
1.7.4	Term/ Tenure	Fully Met	0.96	0.96	Three Years	Fully Met	0.96	Three Years
1.7.5	Powers and functions	Fully Met	0.96	0.96	http://www.iitk.ac.in/new/data/statutes.pdf	Fully Met	0.96	http://www.iitk.ac.in/new/data/statutes.pdf http://www.iitk.ac.in/new/data/statutes.pdf
1.7.6	Whether their meetings are open to the public?	Fully Met	0.96	0.96	No	Fully Met	0.96	No
1.7.7	Whether the minutes of the meetings are open to the public?	Fully Met	0.96	0.96	No	Fully Met	0.96	No
1.7.8	Place where the minutes if open to the public are available?	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
1.8	Directory of officers and employees[Section 4(1) (b) (ix)]							
1.8.1	Name and designation	Fully Met	3.85	3.85	https://oag.iitk.ac.in/Tel/	Fully Met	3.85	https://oag.iitk.ac.in/Tel/
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	https://oag.iitk.ac.in/Tel/	Fully Met	3.85	https://oag.iitk.ac.in/Tel/
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	http://iitk.ac.in/new/data/Pay_Structure.pdf	Fully Met	3.85	http://iitk.ac.in/new/data/Pay_Structure.pdf
1.9.2	System of compensation as provided in its regulations	Fully Met	3.85	3.85	Compensation is given as per the GOI guidelines approved by the Board of Governors IIT Kanpur: http://www.iitk.ac.in/new/data/OO-	Fully Met	3.85	http://www.iitk.ac.in/new/data/OO-HONORARIUM-7-1-19.pdf

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								<p>personal files. We also have hard copies of institute annual reports and photographs of earlier convocations that were sent to us for safekeeping. The library of course has several books, journals, thesis and other reports in hard and soft copies that can be accessed through our OPAC (online public access catalog) link given on our library main page.</p>
1.7.2	Composition	Fully Met	0.96	0.96	http://iitk.ac.in/new/board-of-governers	Fully Met	0.96	http://iitk.ac.in/new/board-of-governers

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					the Institute to educate CPIO / APIO and other employee(s) about the provisions of RTI Act, 2005. https://iitk.ac.in/new/public-information			the Institute to educate CPIO / APIO and other employee(s) about the provisions of RTI Act, 2005. https://iitk.ac.in/new/public-information
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Fully Met	1.92	1.92	http://iitk.ac.in/new/data/RTI/RTIGUIDELINES.pdf	Fully Met	1.92	http://iitk.ac.in/new/data/RTI/RTIGUIDELINES.pdf
1.13	Transfer policy and transfer orders[F No. 1/6/2011- IR dt. 15.4.2013]							
1.13.1	Transfer Policy And Transfer Orders[F No. 1/6/2011- IR Dt. 15.4.2013]	Fully Met	7.69	7.69	http://www.iitk.ac.in/new/office-orders-administration-section	Fully Met	7.69	http://www.iitk.ac.in/new/office-orders-administration-section
Total			99	99			97	
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.iitk.ac.in/new/budget	Fully Met	10.00	https://www.iitk.ac.in/new/budget
2.1.2	Budget for each agency and plan & programmes	Fully Met	10	10.00	https://www.iitk.ac.in/new/budget	Fully Met	10.00	https://www.iitk.ac.in/new/budget
2.1.3	Proposed expenditures	Fully Met	10	10.00	https://www.iitk.ac.in/new/budget	Fully Met	10.00	https://www.iitk.ac.in/new/budget

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					HONORARIU M-7-1-19.pdf			
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://iitk.ac.in/new/public-information	Fully Met	3.85	https://iitk.ac.in/new/public-information
1.10.2	Address, telephone numbers and email ID of each designated official.	Fully Met	3.85	3.85	https://iitk.ac.in/new/public-information	Fully Met	3.85	https://iitk.ac.in/new/public-information
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	Nil	Fully Met	3.85	Nil
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	Fully Met	3.85	3.85	Nil	Fully Met	3.85	Nil
1.12	Programmes to advance understanding of RTI(Section 26)							
1.12.1	Educational programmes	Fully Met	1.92	1.92	No training on RTI (Section 26) was conducted during this period.	Partially Met	0.96	No training on RTI (Section 26) was conducted during this period.
1.12.2	Efforts to encourage public authority to participate in these programmes	Fully Met	1.92	1.92	No training on RTI (Section 26) was conducted during this period.	Partially Met	0.96	No training on RTI (Section 26) was conducted during this period.
1.12.3	Training of CPIO/APIO	Fully Met	1.92	1.92	Institute conducts periodic workshops at	Fully Met	1.92	Institute conducts periodic workshops at

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2.3.2	Objective of the programme	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
2.3.3	Procedure to avail benefits	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
2.3.4	Duration of the programme/ scheme	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
2.3.5	Physical and financial targets of the programme	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
2.3.6	Nature/ scale of subsidy /amount allotted	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
2.3.7	Eligibility criteria for grant of subsidy	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
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	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	Not Applicable
2.5	Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]							
2.5.1	Concessions, permits or authorizations granted by public authority	Not Applicable	0	0	empty	Not Applicable	0	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	Not Applicable
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.iitk.ac.in/new/annual-accounts	Fully Met	50.00	https://www.iitk.ac.in/new/annual-accounts
Total			150	150			137	
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 thereof [Section 4(1)(b)(vii)] [F No 1/6/2011-IR dt. 15.04.2013]							
3.1.1	Relevant Acts, Rules, Forms and other	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					k.ac.in/new/budget			k.ac.in/new/budget
2.1.4	Revised budget for each agency, if any	Fully Met	10	10.00	https://www.iitk.ac.in/new/budget	Fully Met	10.00	https://www.iitk.ac.in/new/budget
2.1.5	Report on disbursements made and place where the related reports are available	Fully Met	10	10.00	https://www.iitk.ac.in/new/budget	Partially Met	5.00	https://www.iitk.ac.in/new/budget
2.2	Foreign and domestic tours(F.No. 1/8/2012- IR dt. 11.9.2012)							
2.2.1	Budget	Fully Met	16.67	16.67	https://www.iitk.ac.in/new/data/CPDA_1.pdf	Fully Met	16.67	https://www.iitk.ac.in/new/data/CPDA_1.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	Fully Met	16.67	16.67	https://www.iitk.ac.in/dofa/data/Travel-Support-of-Faculty-members_for_Quick_Link_DOFA_Webpage-new.pdf	Fully Met	16.67	https://www.iitk.ac.in/dofa/data/Travel-Support-of-Faculty-members_for_Quick_Link_DOFA_Webpage-new.pdf
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.iitk.ac.in/new/tenders http://www.iitk.ac.in/new/contract-agreements	Partially Met	8.34	https://www.iitk.ac.in/new/tenders http://www.iitk.ac.in/new/contract-agreements
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	Not Applicable

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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.iitk.ac.in/new/office-orders	Fully Met	16.67	https://www.iitk.ac.in/new/office-orders
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	https://www.iitk.ac.in/new/office-orders	Fully Met	16.67	https://www.iitk.ac.in/new/office-orders
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.iitk.ac.in/new/office-orders	Fully Met	16.67	https://www.iitk.ac.in/new/office-orders
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	Dissemination of information for wide publicity is done through Institute website: https://www.iitk.ac.in/	Fully Met	50.00	Dissemination of information for wide publicity is done through Institute website: https://www.iitk.ac.in/
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	Yes. https://www.iitk.ac.in/new/data/statutes.pdf	Fully Met	25.00	https://www.iitk.ac.in/new/data/statutes.pdf
3.4.2	Information manual/handbook available in Printed format	Fully Met	25	25.00	Yes. https://www.iitk.ac.in/new/data/statutes.pdf	Fully Met	25.00	https://www.iitk.ac.in/new/data/statutes.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	documents which are normally accessed by citizens							
3.1.2	Arrangements for consultation with or representation by - (a) Members of the public in policy formulation/ policy implementation, (b) Day & time allotted for visitors,(c) Contact details of Information & Facilitation Counter (IFC) to provide publications frequently sought by RTI applicants	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
3.1.3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
3.1.4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
3.1.5	Public- private partnerships (PPP)- Concession agreements.	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
3.1.6	Public- private partnerships (PPP)- Operation and maintenance manuals	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
3.1.7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
3.1.8	Public- private partnerships (PPP) - Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
3.1.10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.)	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
3.2	Are the details of policies / decisions, which affect public, informed to them[Section 4(1) (c)]							

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					blic-information			blic-information
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://newoa.g.iitk.ac.in/Tel/	Fully Met	7.14	https://newoa.g.iitk.ac.in/Tel/
4.4.2	Details of information made available	Fully Met	7.14	7.14	https://newoa.g.iitk.ac.in/Tel/	Fully Met	7.14	https://newoa.g.iitk.ac.in/Tel/
4.4.3	Working hours of the faculty	Fully Met	7.14	7.14	24 Hours	Fully Met	7.14	24 Hours
4.4.4	Contact person & contact details (Phone, fax email)	Fully Met	7.14	7.14	CPIO, IIT Kanpur https://www.iitk.ac.in/new/public-information	Fully Met	7.14	CPIO, IIT Kanpur https://www.iitk.ac.in/new/public-information
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://web.iitk.ac.in/july14iitkn/data/adminofficeorders/GRM.pdf	Fully Met	3.57	https://web.iitk.ac.in/july14iitkn/data/adminofficeorders/GRM.pdf
4.5.2	Details of applications received under RTI and information provided	Fully Met	3.57	3.57	https://www.iitk.ac.in/new/monthly-return-of-rti-applications-1st-appeal	Fully Met	3.57	https://web.iitk.ac.in/july14iitkn/data/adminofficeorders/GRM.pdf
4.5.3	List of completed schemes/ projects/ Programmes	Fully Met	3.57	3.57	https://www.iitk.ac.in/dord/data/status-report/LIST-OF-Completed-PROJECTS-04.04.2019-CIC.pdf	Fully Met	3.57	https://www.iitk.ac.in/dord/data/status-report/LIST-OF-Completed-PROJECTS-04.04.2019-CIC.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
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	Available on institute website: https://www.iitk.ac.in/new/public-information	Fully Met	25.00	Available on institute website: https://www.iitk.ac.in/new/public-information
3.5.2	List of materials available At a reasonable cost of the medium	Fully Met	25	25.00	Available on institute website: https://www.iitk.ac.in/new/public-information	Fully Met	25.00	Available on institute website: https://www.iitk.ac.in/new/public-information
Total			200	200			200	
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.iitk.ac.in/new/data/statutes.pdf	Fully Met	14.29	https://www.iitk.ac.in/new/data/statutes.pdf
4.1.2	Vernacular/ Local Language	Fully Met	14.29	14.29	https://www.iitk.ac.in/new/data/statutes.pdf	Fully Met	14.29	https://www.iitk.ac.in/new/data/statutes.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	27.05.2011	Fully Met	28.57	27.05.2011
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.iitk.ac.in/	Fully Met	9.52	https://www.iitk.ac.in/
4.3.2	Name/ title of the document/record/ other information	Fully Met	9.52	9.52	https://www.iitk.ac.in/	Fully Met	9.52	https://www.iitk.ac.in/
4.3.3	Location where available	Fully Met	9.52	9.52	https://www.iitk.ac.in/new/pu	Fully Met	9.52	https://www.iitk.ac.in/new/pu

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.6.1	Details of applications received and disposed	Fully Met	14.29	14.29	https://www.iitk.ac.in/new/monthly-return-of-rti-application-1st-appeal	Fully Met	14.29	https://www.iitk.ac.in/new/monthly-return-of-rti-application-1st-appeal
4.6.2	Details of appeals received and orders issued	Fully Met	14.29	14.29	https://www.iitk.ac.in/new/monthly-return-of-rti-application-1st-appeal	Fully Met	14.29	https://www.iitk.ac.in/new/monthly-return-of-rti-application-1st-appeal
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	Provided directly to the Ministry based on the questions.	Fully Met	28.57	Provided directly to the Ministry based on the questions.
Total			196	196			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://www.iitk.ac.in/new/data/RTI/Office_Order_of_Appointment_CPIO-10-08-22.pdf	Fully Met	20.00	https://www.iitk.ac.in/new/data/RTI/Office_Order_of_Appointment_CPIO-10-08-22.pdf
5.1.2	Details of third party audit of voluntary disclosure -(a) Dates of audit carried out , (b) Report of the audit carried out	Fully Met	20	20.00	https://www.iitk.ac.in/new/data/RTI/Final-Auditor's-report-IIT-Kanpur-23rd-Aug-03-09-	Fully Met	20.00	https://www.iitk.ac.in/new/data/RTI/Final-Auditor's-report-IIT-Kanpur-23rd-Aug-03-09-

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.5.4	List of schemes/ projects/ programme underway	Fully Met	3.57	3.57	https://www.iitk.ac.in/dord/data/status-report/LIST-OF-COMPLETED-PROJECTS-04.04.2019-CIC.pdf	Fully Met	3.57	https://www.iitk.ac.in/dord/data/status-report/LIST-OF-COMPLETED-PROJECTS-04.2019-CIC.pdf
4.5.5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	Fully Met	3.57	3.57	https://www.iitk.ac.in/new/data/tender/file/contract-agreements/Contract-Register-2018-19-IWD-Electrical-Division.pdf	Fully Met	3.57	https://www.iitk.ac.in/new/data/tender/file/contract-agreements/Contract-Register-2018-19-IWD-Electrical-Division.pdf
4.5.6	Annual Report	Fully Met	3.57	3.57	https://www.iitk.ac.in/new/annual-reports	Fully Met	3.57	https://www.iitk.ac.in/new/annual-reports
4.5.7	Frequently Asked Question (FAQs)	Fully Met	3.57	3.57	https://www.iitk.ac.in/new/data/RTI/Question_on_RTI_Act_2005_4-17-12-20.pdf	Fully Met	3.57	https://www.iitk.ac.in/new/data/RTI/Question_on_RTI_Act_2005_4-17-12-20.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	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
4.6	Receipt & Disposal of RTI applications & appeals [F.No 1/6/2011-IR dt. 15.04.2013]							

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					21.pdf https://www.iitk.ac.in/new/data/RTI/Audit-certificate-2020-21-03-09-21.pdf			21.pdf https://www.iitk.ac.in/new/data/RTI/Audit-certificate-2020-21-03-09-21.pdf
5.1.3	Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD - (a) Date of appointment , (b) Name & Designation of the officers	Fully Met	20	20.00	https://www.iitk.ac.in/new/data/RTI/Note-to-appoint-Shri-Manoj-Kumar-(AR)-as-Nodal-Officer.pdf Mr. Manoj Kumar, Deputy Registrar & CPIO-2.	Fully Met	20.00	https://www.iitk.ac.in/new/data/RTI/Note-to-appoint-Shri-Manoj-Kumar-(AR)-as-Nodal-Officer.pdf Mr. Manoj Kumar, Deputy Registrar & CPIO-2.
5.1.4	Consultancy committee of key stake holders for advice on suo-motu disclosure - (a) Dates from which constituted, (b) Name & Designation of the officers	Fully Met	20	20.00	https://www.iitk.ac.in/new/data/RTI/Office-Order-to-constitute-Committee-Under-Section-4-of-RTI-Act.pdf	Fully Met	20.00	https://www.iitk.ac.in/new/data/RTI/Office-Order-to-constitute-Committee-Under-Section-4-of-RTI-Act.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	Fully Met	20	20.00	https://www.iitk.ac.in/new/data/RTI/Office_Order_of_Appointment_CPIO-10-08-22.pdf	Fully Met	20.00	https://www.iitk.ac.in/new/data/RTI/Office_Order_of_Appointment_CPIO-10-08-22.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
Total			100	100			100	
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	Dissemination of information for wide publicity is done through Institute website: https://www.iitk.ac.in/new/public-information	Fully Met	25.00	https://www.iitk.ac.in/new/public-information
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	empty	Not Applicable	0	Not Applicable
6.2.2	Does the website show the certificate on the Website?	Not Applicable	0	0	empty	Not Applicable	0	Not Applicable
Total			25	25			25	
Grand Total			770	770				755