

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: Hemwati Nandan Bahuguna Garhwal University

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.hnbgu.ac.in/form/contact-us	Fully Met	1.28	https://www.hnbgu.ac.in/
1.1.2	Head of the organization	Fully Met	1.28	1.28	https://www.hnbgu.ac.in/university-authorities	Fully Met	1.28	https://www.hnbgu.ac.in/university-authorities
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	https://www.hnbgu.ac.in/university	Fully Met	1.28	https://www.hnbgu.ac.in/manuals-of-hnbgu ; https://www.hnbgu.ac.in/university
1.1.4	Function and duties	Fully Met	1.28	1.28	https://www.hnbgu.ac.in/ordinances	Fully Met	1.28	https://www.hnbgu.ac.in/university
1.1.5	Organization Chart	Fully Met	1.28	1.28	https://www.hnbgu.ac.in/organization-chart	Fully Met	1.28	https://www.hnbgu.ac.in/sites/default/files/inline-files/HN

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								BGU%20Organization%20Chart.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://www.hnbgu.ac.in/notification-circulars	Fully Met	1.28	Information is available under the link: Schools; https://www.hnbgu.ac.in/notification-circulars
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.hnbgu.ac.in/ordinances	Fully Met	1.54	https://www.hnbgu.ac.in/sites/default/files/2022-09/RTI%20Manuals%20under%20Section%204%281%29%28b%29_0.pdf
1.2.2	Power and duties of other employees	Fully Met	1.54	1.54	https://www.hnbgu.ac.in/ordinances	Fully Met	1.54	https://www.hnbgu.ac.in/sites/default/files/2022-09/RTI%20Manuals%20under%20Section%204%281%29%28b%29_0.pdf ; https://www.hnbgu.ac.in/ordinances ; https://

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								www.hnbgu.ac.in/sites/default/files/2022-09/RTI%20Manuals%20under%20Section%204%281%29%28b%29_0.pdf
1.2.3	Rules/ orders under which powers and duty are derived and	Fully Met	1.54	1.54	https://www.hnbgu.ac.in/ordinances	Fully Met	1.54	https://www.hnbgu.ac.in/ordinances
1.2.4	Exercised	Fully Met	1.54	1.54	https://www.hnbgu.ac.in/sites/default/files/2019-11/Procedure-norms-for-appointment-of-employees-other-than-teachers-and-academic-staff.pdf	Fully Met	1.54	https://www.hnbgu.ac.in/ordinances ; https://www.hnbgu.ac.in/sites/default/files/2019-11/Procedure-norms-for-appointment-of-employees-other-than-teachers-and-academic-staff.pdf
1.2.5	Work allocation	Fully Met	1.54	1.54	https://www.hnbgu.ac.in/ordinances	Fully Met	1.54	https://www.hnbgu.ac.in/ordinances
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.hnbgu.ac.in/ordinances	Fully Met	1.54	https://www.hnbgu.ac.in/sites/default/files/

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								2022-09/RTI%20Manuals%20Under%20Section%204%281%29%28b%29_0.pdf
1.3.2	Final decision making authority	Fully Met	1.54	1.54	https://www.hnbgu.ac.in/executive-council	Fully Met	1.54	https://www.hnbgu.ac.in/sites/default/files/2022-09/RTI%20Manuals%20Under%20Section%204%281%29%28b%29_0.pdf
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	https://www.hnbgu.ac.in/ordinances	Fully Met	1.54	https://www.hnbgu.ac.in/ordinances
1.3.4	Time limit for taking a decisions, if any	Not Met	1.54	0	empty	Fully Met	1.54	https://www.hnbgu.ac.in/sites/default/files/2022-09/RTI%20Manuals%20Under%20Section%204%281%29%28b%29_0.pdf
1.3.5	Channel of supervision and accountability	Fully Met	1.54	1.54	https://www.hnbgu.ac.in/sites/default/files/2021-09/Office%20Order%20	Fully Met	1.54	https://www.hnbgu.ac.in/sites/default/files/2022-09/RTI%20Manuals%20

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					20No.%20209%20%28Acco untability%29 %20%281%2 9.pdf			0under%20Se ction%204%2 81%29%28b %29_0.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://www.hnbgu.ac.in/online-facility	Fully Met	1.54	https://www.hnbgu.ac.in/sites/default/files/2022-09/RTI%20Manuals%20under%20Section%204%281%29%28b%29_0.pdf
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	https://www.hnbgu.ac.in/orders	Fully Met	1.54	https://www.hnbgu.ac.in/sites/default/files/2022-09/RTI%20Manuals%20under%20Section%204%281%29%28b%29_0.pdf
1.4.3	Process by which these services can be accessed	Fully Met	1.54	1.54	https://www.hnbgu.ac.in/online-facility	Fully Met	1.54	https://www.hnbgu.ac.in/sites/default/files/2022-09/RTI%20Manuals%20under%20Section%204%281%29%28b

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	https://www.hnbgu.ac.in/academic-calendar	Fully Met	1.54	https://www.hnbgu.ac.in/sites/default/files/2022-09/RTI%20Manuals%20under%20Section%204%281%29%28b%29_0.pdf
1.4.5	Process of redress of grievances	Fully Met	1.54	1.54	----- ----- Microsoft Office ----- ----- Opening https://www.hnbgu.ac.in/sites/default/files/2019-11/Employees-and-students-grievances-redressal-committee.pdf Some files can contain viruses or otherwise be harmful to your computer. It is important to	Fully Met	1.54	https://www.hnbgu.ac.in/sites/default/files/2022-09/RTI%20Manuals%20under%20Section%204%281%29%28b%29_0.pdf ; https://www.hnbgu.ac.in/sites/default/files/2019-11/Employees-and-students-grievances-redressal-committee.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>be certain that this file is from a trustworthy source. Would you like to open this file?</p> <p>-----</p> <p>----- OK</p> <p>Cancel -----</p> <p>-----</p> <p>-----</p> <p>-----</p> <p>Microsoft Office -----</p> <p>-----</p> <p>Opening https://www.hnbg.ac.in/sites/default/files/2019-11/Employee-s-and-student-s-grievances-redressal-committee.pdf</p> <p>Some files can contain viruses or otherwise be harmful to your computer. It is important to</p>			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>be certain that this file is from a trustworthy source. Would you like to open this file?</p> <p>----- Cancel -----</p> <p>----- https://www.hnbgu.ac.in/sites/default/files/2019-11/Employees-and-students-grievances-redressal-committee.pdf</p>			
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.hnbgu.ac.in/notification-circulars	Fully Met	1.92	https://www.hnbgu.ac.in/sites/default/files/2022-09/RTI%20Manuals%20Under%20Section%204%281%29%28b%29_0.pdf
1.5.2	List of Rules, regulations, instructions manuals and records.	Fully Met	1.92	1.92	https://www.hnbgu.ac.in/ordinances	Fully Met	1.92	https://www.hnbgu.ac.in/ordinances
1.5.3	Acts/ Rules manuals etc.	Fully Met	1.92	1.92	https://www.hnbgu.ac.in/acts	Fully Met	1.92	https://www.hnbgu.ac.in/acts

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					nbgu.ac.in/ordinances			nbgu.ac.in/ordinances
1.5.4	Transfer policy and transfer orders	Fully Met	1.92	1.92	https://www.hnbgu.ac.in/notification-circulars	Fully Met	1.92	https://www.hnbgu.ac.in/notification-circulars; https://www.hnbgu.ac.in/sites/default/files/2022-09/RTI%20Manuals%20under%20Section%204%281%29%28b%29_0.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.hnbgu.ac.in/ordinances	Fully Met	3.85	https://www.hnbgu.ac.in/sites/default/files/2022-09/RTI%20Manuals%20under%20Section%204%281%29%28b%29_0.pdf
1.6.2	Custodian of documents/categories	Fully Met	3.85	3.85	https://www.hnbgu.ac.in/sites/default/files/2019-11/Ordinance-the-officer-of-the-university-the-	Fully Met	3.85	https://www.hnbgu.ac.in/sites/default/files/2022-09/RTI%20Manuals%20under%20Section%204%2

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					registrar.pdf			81%29%28b%29_0.pdf; https://www.hnbgu.ac.in/sites/default/files/2019-11/Ordinance-the-officer-of-the-university-the-registrar.pdf
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.hnbgu.ac.in/ordinances	Fully Met	0.96	https://www.hnbgu.ac.in/sites/default/files/2022-09/RTI%20Manuals%20under%20Section%204%281%29%28b%29_0.pdf; https://www.hnbgu.ac.in/executive-council; https://www.hnbgu.ac.in/academic-council; https://www.hnbgu.ac.in/finance-committee
1.7.2	Composition	Fully Met	0.96	0.96	https://www.hnbgu.ac.in/ord	Fully Met	0.96	https://www.hnbgu.ac.in/site

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					inances			s/default/files/2022-09/RTI%20Manuals%20Under%20Section%204%281%29%28b%29_0.pdf; https://www.hnbgu.ac.in/executive-council; https://www.hnbgu.ac.in/academic-council; https://www.hnbgu.ac.in/finance-committee
1.7.3	Dates from which constituted	Fully Met	0.96	0.96	https://www.hnbgu.ac.in/ordinances	Fully Met	0.96	https://www.hnbgu.ac.in/sites/default/files/2022-09/RTI%20Manuals%20Under%20Section%204%281%29%28b%29_0.pdf; https://www.hnbgu.ac.in/executive-council; https://www.hnbgu.ac.in/academic-council;

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								https://www.hnbgu.ac.in/finance-committee
1.7.4	Term/ Tenure	Fully Met	0.96	0.96	https://www.hnbgu.ac.in/ordinances	Fully Met	0.96	https://www.hnbgu.ac.in/sites/default/files/2022-09/RTI%20Manuals%20Under%20Section%204%281%29%28b%29_0.pdf ; https://www.hnbgu.ac.in/executive-council ; https://www.hnbgu.ac.in/academic-council ; https://www.hnbgu.ac.in/finance-committee
1.7.5	Powers and functions	Fully Met	0.96	0.96	https://www.hnbgu.ac.in/ordinances	Fully Met	0.96	https://www.hnbgu.ac.in/ordinances
1.7.6	Whether their meetings are open to the public?	Fully Met	0.96	0.96	https://www.hnbgu.ac.in/notification-circulars	Fully Met	0.96	https://www.hnbgu.ac.in/sites/default/files/2022-09/RTI%20Manuals%20Under%20Se

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								ction%204%281%29%28b%29_0.pdf
1.7.7	Whether the minutes of the meetings are open to the public?	Fully Met	0.96	0.96	https://www.hnbgu.ac.in/notification-circulars	Fully Met	0.96	https://www.hnbgu.ac.in/executive-council ; https://www.hnbgu.ac.in/academic-council ; https://www.hnbgu.ac.in/finance-committee ; https://www.hnbgu.ac.in/subject-bos-minutes
1.7.8	Place where the minutes if open to the public are available?	Fully Met	0.96	0.96	https://www.hnbgu.ac.in/notification-circulars	Fully Met	0.96	https://www.hnbgu.ac.in/executive-council ; https://www.hnbgu.ac.in/academic-council ; https://www.hnbgu.ac.in/finance-committee ; https://www.hnbgu.ac.in/subject-bos-minutes
1.8	Directory of officers and employees[Section 4(1) (b) (ix)]							

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.8.1	Name and designation	Fully Met	3.85	3.85	https://www.hnbgu.ac.in/university-authorities	Fully Met	3.85	https://www.hnbgu.ac.in/sites/default/files/2022-09/RTI%20Manuals%20under%20Section%204%281%29%28b%29_0.pdf
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	https://www.hnbgu.ac.in/phonebook	Fully Met	3.85	https://www.hnbgu.ac.in/phonebook
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.hnbgu.ac.in/annual-report-accounts	Fully Met	3.85	https://www.hnbgu.ac.in/sites/default/files/2022-09/RTI%20Manuals%20under%20Section%204%281%29%28b%29_0.pdf ; https://www.hnbgu.ac.in/sites/default/files/2022-09/List%20of%20Employees%20with%20Monthly%20Remuneration%20-%20Para%201-9-1.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.9.2	System of compensation as provided in its regulations	Fully Met	3.85	3.85	https://www.hnbgu.ac.in/ordinances	Fully Met	3.85	https://www.hnbgu.ac.in/sites/default/files/2022-09/List%20of%20Employees%20with%20Monthly%20Remuneration%20-%20Para%201-9-1.pdf : It is advised to provide complete detail in regard to System of Compensation
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.hnbgu.ac.in/rti-list-of-officers	Fully Met	3.85	https://www.hnbgu.ac.in/sites/default/files/2022-09/RTI%20Manuals%20under%20Section%204%2081%29%28b%29_0.pdf ; https://www.hnbgu.ac.in/rti-list-of-officers

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.10.2	Address, telephone numbers and email ID of each designated official.	Fully Met	3.85	3.85	https://www.hnbgu.ac.in/phonebook	Fully Met	3.85	https://www.hnbgu.ac.in/sites/default/files/2022-09/RTI%20Manuals%20under%20Section%204%281%29%28b%29_0.pdf ; https://www.hnbgu.ac.in/rti-list-of-officers
1.11	No. Of employees against whom Disciplinary action has been proposed/ taken(Section 4(2))							
1.11.1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	Not Met	3.85	0	empty	Not Met	0	It is advsied to upload requisite information in the RTI Manual
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	Not Met	3.85	0	empty	Not Met	0	It is advsied to upload requisite information in the RTI Manual
1.12	Programmes to advance understanding of RTI(Section 26)							
1.12.1	Educational programmes	Not Met	1.92	0	empty	Not Met	0	It is advised to include Programmes to advance understanding of RTI

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.12.2	Efforts to encourage public authority to participate in these programmes	Not Met	1.92	0	empty	Not Met	0	It is advised to make Efforts to encourage public authority to participate in these programmes
1.12.3	Training of CPIO/APIO	Not Met	1.92	0	empty	Not Met	0	It is advised to provide training to CPIO/APIOs and upload the information in the manual
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Fully Met	1.92	1.92	https://www.hnbgu.ac.in/manuals-of-hnbgu	Fully Met	1.92	Now updated as on 15.09.2022
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.hnbgu.ac.in/notification-circulars	Fully Met	7.69	https://www.hnbgu.ac.in/notification-circulars ; https://www.hnbgu.ac.in/sites/default/files/2022-09/RTI%20Manuals%20under%20Section%204%281

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								%29%28b%29_0.pdf
Total			100	85			87	
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.hnbgu.ac.in/annual-report-accounts	Fully Met	10.00	https://www.hnbgu.ac.in/sites/default/files/2022-09/RTI%20Manuals%20under%20Section%204%281%29%28b%29_0.pdf
2.1.2	Budget for each agency and plan & programmes	Fully Met	10	10.00	https://www.hnbgu.ac.in/annual-report-accounts	Fully Met	10.00	https://www.hnbgu.ac.in/annual-report-accounts
2.1.3	Proposed expenditures	Fully Met	10	10.00	https://www.hnbgu.ac.in/annual-report-accounts	Fully Met	10.00	https://www.hnbgu.ac.in/annual-report-accounts
2.1.4	Revised budget for each agency, if any	Fully Met	10	10.00	https://www.hnbgu.ac.in/annual-report-accounts	Partially Met	5.00	https://www.hnbgu.ac.in/annual-report-accounts ; It is advised to provide complete detail in the RTI Manual

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
2.1.5	Report on disbursements made and place where the related reports are available	Fully Met	10	10.00	https://www.nbgu.ac.in/annual-report-accounts	Fully Met	10.00	https://www.nbgu.ac.in/annual-report-accounts
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.nbgu.ac.in/annual-report-accounts	Partially Met	8.34	It is advised to provide complete detail in the RTI Manual
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.nbgu.ac.in/annual-report-accounts	Partially Met	8.34	It is advised to provide complete detail in the RTI Manual
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.nbgu.ac.in/annual-report-accounts	Partially Met	8.34	https://www.nbgu.ac.in/tender ; It is advised to provide complete detail in the RTI Manual
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.nbgu.ac.in/annual-report-accounts	Not Applicable	0	As per university, it is NOT applicable
2.3.2	Objective of the programme	Fully Met	6.25	6.25	https://www.nbgu.ac.in/annual-report-accounts	Not Applicable	0	As per university, it is

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					nual-report-accounts			NOT applicable
2.3.3	Procedure to avail benefits	Fully Met	6.25	6.25	https://www.hnbgu.ac.in/annual-report-accounts	Not Applicable	0	As per university, it is NOT applicable
2.3.4	Duration of the programme/ scheme	Fully Met	6.25	6.25	https://www.hnbgu.ac.in/annual-report-accounts	Not Applicable	0	As per university, it is NOT applicable
2.3.5	Physical and financial targets of the programme	Fully Met	6.25	6.25	https://www.hnbgu.ac.in/annual-report-accounts	Not Applicable	0	As per university, it is NOT applicable
2.3.6	Nature/ scale of subsidy /amount allotted	Fully Met	6.25	6.25	https://www.hnbgu.ac.in/annual-report-accounts	Not Applicable	0	As per university, it is NOT applicable
2.3.7	Eligibility criteria for grant of subsidy	Fully Met	6.25	6.25	https://www.hnbgu.ac.in/annual-report-accounts	Not Applicable	0	As per university, it is NOT applicable
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Fully Met	6.25	6.25	https://www.hnbgu.ac.in/annual-report-accounts	Not Applicable	0	As per university, it is 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	Fully Met	25	25.00	https://www.hnbgu.ac.in/annual-report-accounts	Not Applicable	0	As per university, it is NOT applicable
2.4.2	Annual accounts of all legal entities who are	Fully Met	25	25.00	https://www.hnbgu.ac.in/annual-report-accounts	Not Applicable	0	As per

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	provided grants by public authorities				nbgu.ac.in/annual-report-accounts			university, it is NOT applicable
2.5	Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]							
2.5.1	Concessions, permits or authorizations granted by public authority	Fully Met	25	25.00	https://www.hnbgu.ac.in/annual-report-accounts	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/ permits of authorizations	Fully Met	25	25.00	https://www.hnbgu.ac.in/annual-report-accounts	Partially Met	12.50	It is advised to provide complete detail
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.hnbgu.ac.in/annual-report-accounts	Fully Met	50.00	https://www.hnbgu.ac.in/rtnotification-circular; https://www.hnbgu.ac.in/annual-report-accounts
Total			300	300			145	
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 documents which are normally accessed by citizens	Not Applicable	0	0	empty	Not Applicable	0	As per university, it is NOT applicable

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
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	As per university, it is 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	As per university, it is NOT applicable
3.1.4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable	0	0	empty	Not Applicable	0	As per university, it is NOT applicable
3.1.5	Public- private partnerships (PPP)- Concession agreements.	Not Applicable	0	0	empty	Not Applicable	0	As per university, it is NOT applicable
3.1.6	Public- private partnerships (PPP)- Operation and maintenance manuals	Not Applicable	0	0	empty	Not Applicable	0	As per university, it is 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	As per university, it is 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	As per university, it is NOT applicable
3.1.9	Public- private partnerships (PPP) -Information	Not Applicable	0	0	empty	Not Applicable	0	As per

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	relating to outputs and outcomes							university, it is 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	As per university, it is NOT applicable
3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	Not Applicable	0	0	empty	Not Applicable	0	As per university, it is NOT applicable
3.2	Are the details of policies / decisions, which affect public, informed to them[Section 4(1) (c)]							
3.2.1	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Policy decisions/ legislations taken in the previous one year	Fully Met	16.67	16.67	https://www.hnbgu.ac.in/annual-report-accounts	Fully Met	16.67	https://www.hnbgu.ac.in/executive-council ; https://www.hnbgu.ac.in/academic-council ; https://www.hnbgu.ac.in/subject-bos-minutes ; https://www.hnbgu.ac.in/finance-committee
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.hnbgu.ac.in/annual-report-accounts	Fully Met	16.67	Same as above
3.2.3	Publish all relevant facts while formulating important policies or announcing decisions which	Fully Met	16.67	16.67	https://www.hnbgu.ac.in/annual-report-accounts	Fully Met	16.67	Same as above

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	affect public to make the process more interactive- Outline the arrangement for consultation before formulation of policy				nual-report-accounts			
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.hnbgu.ac.in/right-to-information	Fully Met	50.00	https://www.hnbgu.ac.in/right-to-information
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.hnbgu.ac.in/manuals-of-hnbgu	Fully Met	25.00	https://www.hnbgu.ac.in/sites/default/files/2022-09/RTI%20Manuals%20under%20Section%204%281%29%28b%29_0.pdf
3.4.2	Information manual/handbook available in Printed format	Fully Met	25	25.00	https://www.hnbgu.ac.in/manuals-of-hnbgu	Fully Met	25.00	https://www.hnbgu.ac.in/sites/default/files/2022-09/RTI%20Manuals%20under%20Section%204%281%29%28b%29_0.pdf
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.hnbgu.ac.in/manuals-of-hnbgu	Fully Met	25.00	https://www.hnbgu.ac.in/sites/default/files/2022-09/RTI%20Manuals%20under%20Section%204%281%29%28b%29_0.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								20Manuals%20Under%20Section%204%281%29%28b%29_0.pdf; It is advised to provide complete detail
3.5.2	List of materials available At a reasonable cost of the medium	Not Applicable	0	0	empty	Partially Met	12.50	It is advised to provide complete relevant detail
Total			175	175			188	
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.hnbgu.ac.in/admission-prospectus	Fully Met	14.29	https://www.hnbgu.ac.in/sites/default/files/2022-09/RTI%20Manuals%20Under%20Section%204%281%29%28b%29_0.pdf
4.1.2	Vernacular/ Local Language	Fully Met	14.29	14.29	https://www.hnbgu.ac.in/admission-prospectus	Partially Met	7.15	It is advised to upload information manual in vernacular language
4.2	When was the information Manual/Handbook last updated?[F No. 1/6/2011-IR dt 15.4.2013]							

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.2.1	Last date of Annual updation	Fully Met	28.57	28.57	https://www.hnbgu.ac.in/admission-prospectus	Fully Met	28.57	It is as on 15.09.2022
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.hnbgu.ac.in/admission-prospectus	Fully Met	9.52	https://www.hnbgu.ac.in/sites/default/files/2022-09/RTI%20Manuals%20Under%20Section%204%281%29%28b%29_0.pdf
4.3.2	Name/ title of the document/record/ other information	Fully Met	9.52	9.52	https://www.hnbgu.ac.in/admission-prospectus	Fully Met	9.52	https://www.hnbgu.ac.in/sites/default/files/2022-09/RTI%20Manuals%20Under%20Section%204%281%29%28b%29_0.pdf
4.3.3	Location where available	Fully Met	9.52	9.52	https://www.hnbgu.ac.in/admission-prospectus	Fully Met	9.52	https://www.hnbgu.ac.in/sites/default/files/2022-09/RTI%20Manuals%20Under%20Section%204%281%29%28b%29_0.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
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.hnbgu.ac.in/orders	Fully Met	7.14	https://www.hnbgu.ac.in/sites/default/files/2022-09/RTI%20Manuals%20Under%20Section%204%281%29%28b%29_0.pdf
4.4.2	Details of information made available	Fully Met	7.14	7.14	https://www.hnbgu.ac.in/orders	Fully Met	7.14	https://www.hnbgu.ac.in/sites/default/files/2022-09/RTI%20Manuals%20Under%20Section%204%281%29%28b%29_0.pdf
4.4.3	Working hours of the faculty	Fully Met	7.14	7.14	https://www.hnbgu.ac.in/orders	Fully Met	7.14	https://www.hnbgu.ac.in/sites/default/files/2022-09/RTI%20Manuals%20Under%20Section%204%281%29%28b%29_0.pdf
4.4.4	Contact person & contact details (Phone, fax email)	Fully Met	7.14	7.14	https://www.hnbgu.ac.in/phonebook	Fully Met	7.14	https://www.hnbgu.ac.in/sites/default/files/2022-09/RTI%20Manuals%20Under%20Section%204%281%29%28b%29_0.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								20Manuals%20Under%20Section%204%281%29%28b%29_0.pdf
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.hnbgu.ac.in/orders	Fully Met	3.57	https://www.hnbgu.ac.in/sites/default/files/2022-09/RTI%20Manuals%20Under%20Section%204%281%29%28b%29_0.pdf ; https://www.hnbgu.ac.in/sites/default/files/2019-11/Employees-and-students-grievance-redressal-committee.pdf
4.5.2	Details of applications received under RTI and information provided	Fully Met	3.57	3.57	https://www.hnbgu.ac.in/right-to-information	Fully Met	3.57	https://www.hnbgu.ac.in/rti-notification-circular
4.5.3	List of completed schemes/ projects/ Programmes	Fully Met	3.57	3.57	https://www.hnbgu.ac.in/annual-report-accounts	Partially Met	1.79	It is advised to upload complete detail
4.5.4	List of schemes/ projects/ programme underway	Fully Met	3.57	3.57	https://www.hnbgu.ac.in/annual-report-accounts	Partially Met	1.79	It is advised to

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					nbgu.ac.in/annual-report-accounts			upload complete detail
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.nbgu.ac.in/annual-report-accounts	Partially Met	1.79	It is advised to upload complete detail
4.5.6	Annual Report	Fully Met	3.57	3.57	https://www.nbgu.ac.in/annual-report-accounts	Fully Met	3.57	https://www.nbgu.ac.in/annual-report-accounts
4.5.7	Frequently Asked Question (FAQs)	Not Met	3.57	0	empty	Not Met	0	It is advised to upload complete detail
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://www.nbgu.ac.in/annual-report-accounts	Partially Met	1.79	It is advised to 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://www.nbgu.ac.in/right-to-information	Fully Met	14.29	https://www.nbgu.ac.in/rtnotification-circular
4.6.2	Details of appeals received and orders issued	Fully Met	14.29	14.29	https://www.nbgu.ac.in/right-to-information	Fully Met	14.29	https://www.nbgu.ac.in/rtnotification-circular
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.nbgu.ac.in/right-to-information	Fully Met	28.57	https://www.nbgu.ac.in/rtnotification-circular

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					ht-to-information			notification-circular
Total			200	195			182	
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.nbgu.ac.in/right-to-information	Fully Met	20.00	https://www.nbgu.ac.in/rti-list-of-officers ; https://www.nbgu.ac.in/sites/default/files/2022-09/RTI%20Manuals%20Under%20Section%204%281%29%28b%29_0.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.nbgu.ac.in/right-to-information	Partially Met	10.00	It is being carried out for 2021-22
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.nbgu.ac.in/right-to-information	Fully Met	20.00	https://www.nbgu.ac.in/sites/default/files/2022-09/RTI%20Manuals%20Under%20Section%204%281%29%28b%29_0.pdf
5.1.4	Consultancy committee of key stake holders for advice on suo-motu disclosure - (a) Dates from	Fully Met	20	20.00	https://www.nbgu.ac.in/right-to-information	Partially Met	10.00	It is advised to provide

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	which constituted, (b) Name & Designation of the officers				ht-to-information			complete detail in the RTI Manual
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.hnbggu.ac.in/right-to-information	Partially Met	10.00	It is advised to provide complete detail in the RTI Manual
Total			100	100			70	
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.hnbggu.ac.in	Fully Met	25.00	https://www.hnbggu.ac.in; https://www.hnbggu.ac.in/sites/default/files/2022-09/RTI%20Manuals%20under%20Section%204%281%29%28b%29_0.pdf
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 thereafter

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								uploading the same
6.2.2	Does the website show the certificate on the Website?	Not Met	12.5	0	empty	Not Met	0	It is advised to start the process of obtaining STQC certification and thereafter uploading the same
Total			50	25			25	
Grand Total			925	880				696