

Self appraisal report for Year (2022-23)

Auditor Agency: SUNIL DUTT

Ministry Name: Ministry of Education

Department Name: Department of Higher Education

Public Authority Name: 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/ ; https://www.hnbgu.ac.in/manuals-of-hnbgu ; https://www.hnbgu.ac.in/index.php/right-to-information ; https://www.hnbgu.ac.in/sites/default/files/2023-09/RTI%20Manuals%20under%20Section%204%281%29%28b%29_0.pdf
1.1.2	Head of the organization	Fully Met	1.28	1.28	https://www.hnbgu.ac.in/uni	Fully Met	1.28	https://www.hnbgu.ac.in/uni

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					iversity- authorities			iversity- 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/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/sites/default/files/2023-09/RTI%20Manuals%20under%20Section%204%281%29%28b%29_0.pdf ; https://www.hnbgu.ac.in/ordinances
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/HNBGU%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	https://www.hnbgu.ac.in/index.php/manuals-of-hnbgu
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/ord	Fully Met	1.54	https://www.hnbgu.ac.in/ma

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					inances			nuals-of-hnbggu; https://www.hnbggu.ac.in/sites/default/files/2023-09/RTI%20Manuals%20under%20Section%204%281%29%28b%29_0.pdf; https://www.hnbggu.ac.in/ordinances
1.2.2	Power and duties of other employees	Fully Met	1.54	1.54	https://www.hnbggu.ac.in/ordinances	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.hnbggu.ac.in/ordinances	Fully Met	1.54	Same as above
1.2.4	Exercised	Fully Met	1.54	1.54	https://www.hnbggu.ac.in/sites/default/files/2019-11/Procedure-norms-for-appointment-of-employees-other-than-teachers-and-academic-staff.pdf	Fully Met	1.54	Same as above
1.2.5	Work allocation	Fully Met	1.54	1.54	https://www.h	Fully Met	1.54	Same as

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					nbgu.ac.in/ordinances			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.hnbgu.ac.in/ordinances	Fully Met	1.54	https://www.hnbgu.ac.in/manuals-of-hnbgu ; https://www.hnbgu.ac.in/ordinances
1.3.2	Final decision making authority	Fully Met	1.54	1.54	https://www.hnbgu.ac.in/executive-council	Fully Met	1.54	Same as above
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	https://www.hnbgu.ac.in/ordinances	Fully Met	1.54	Same as above
1.3.4	Time limit for taking a decisions, if any	Fully Met	1.54	1.54	https://www.hnbgu.ac.in/sites/default/files/2022-09/RTI%20Manuals%20under%20Section%204%281%29%28b%29_0.pdf	Fully Met	1.54	Same as above
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%20No.%20209	Partially Met	0.77	HNB Garhwal University, Srinagar (Garhwal) is advised to provide/upload

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					%20%28Accountability%29%20%281%29.pdf			complete detail
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/manuals-of-hnbgu ; https://www.hnbgu.ac.in/ordinances ; https://www.hnbgu.ac.in/sites/default/files/2023-09/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/ordinances	Fully Met	1.54	Same as above
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	Same as above
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	Same as above
1.4.5	Process of redress of grievances	Fully Met	1.54	1.54	https://www.hnbgu.ac.in/site	Fully Met	1.54	https://www.hnbgu.ac.in/site

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					es/default/files/2019-11/Employee-s-and-student-s-grievances-redressal-committee.pdf			s/default/files/2023-09/Rule-%20grievance-%20Committee%20of%20EC.pdf; https://www.hnbgu.ac.in/sites/default/files/2023-09/Redressal%20of%20Sexual%20Harassment%20Committee.pdf; https://www.hnbgu.ac.in/sites/default/files/2023-09/Grievance%20committee-%20new.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.hnbgu.ac.in/notification-circulars	Fully Met	1.92	https://www.hnbgu.ac.in/manuals-of-hnbgu; https://www.hnbgu.ac.in/ordinances; https://www.hnbgu.ac.in/sites/default/files/2023-09/RTI

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								%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/orders	Fully Met	1.92	Same as above
1.5.3	Acts/ Rules manuals etc.	Fully Met	1.92	1.92	https://www.hnbgu.ac.in/orders	Fully Met	1.92	Same as above
1.5.4	Transfer policy and transfer orders	Fully Met	1.92	1.92	https://www.hnbgu.ac.in/notification-circulars	Partially Met	0.96	https://www.hnbgu.ac.in/rti-notification-circular ; HNB Garhwal University, Srinagar (Garhwal) is advised to provide/upload complete detail
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/orders	Fully Met	3.85	https://www.hnbgu.ac.in/manuals-of-hnbgu ; https://www.hnbgu.ac.in/sites/default/files/2023-09/RTI%20Ma

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								nuals%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-registrar.pdf	Fully Met	3.85	Same as above
1.7	Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]							
1.7.1	Name of Boards, Council, Committee etc.	Fully Met	0.96	0.96	https://www.hnbgu.ac.in/ordinances	Fully Met	0.96	https://www.hnbgu.ac.in/ordinances ; https://www.hnbgu.ac.in/manuals-of-hnbgu ; https://www.hnbgu.ac.in/sites/default/files/2023-09/RTI%20Manuals%20under%20Section%204%281%29%28b%29_0.pdf ;
1.7.2	Composition	Fully Met	0.96	0.96	https://www.hnbgu.ac.in/ordinances	Fully Met	0.96	Same as above

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1.7.3	Dates from which constituted	Fully Met	0.96	0.96	https://www.hnbgu.ac.in/ordinances	Fully Met	0.96	Same as above
1.7.4	Term/ Tenure	Fully Met	0.96	0.96	https://www.hnbgu.ac.in/ordinances	Fully Met	0.96	Same as above
1.7.5	Powers and functions	Fully Met	0.96	0.96	https://www.hnbgu.ac.in/ordinances	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.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	Fully Met	0.96	Same as above
1.7.7	Whether the minutes of the meetings are open to the public?	Fully Met	0.96	0.96	https://www.hnbgu.ac.in/executive-council ; https://www.hnbgu.ac.in/academic-council ;			

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					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/executive-council ; https://www.hnbgu.ac.in/academic-council ; https://www.hnbgu.ac.in/finance-committee ; https://www.hnbgu.ac.in/subject-bos-minutes	Fully Met	0.96	Same as above
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://www.hnbgu.ac.in/university-authorities	Fully Met	3.85	https://www.hnbgu.ac.in/phonebook
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	https://www.hnbgu.ac.in/phonebook	Fully Met	3.85	Same as above
1.9	Monthly Remuneration received by officers & employees including system of compensation[Section 4(1) (b) (x)]							
1.9.1	List of employees with Gross monthly remuneration	Fully Met	3.85	3.85	https://www.hnbgu.ac.in/annual-report-accounts	Fully Met	3.85	https://www.hnbgu.ac.in/sites/default/files/2023-09/salar

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								y2023.pdf; https://www.hnbgu.ac.in/sites/default/files/2023-09/RTI%20Manuals%20under%20Section%204%281%29%28b%29_0.pdf
1.9.2	System of compensation as provided in its regulations	Fully Met	3.85	3.85	https://www.hnbgu.ac.in/annual-report-accounts	Fully Met	3.85	Same as above
1.10	Name, designation and other particulars of public information officers[Section 4(1) (b) (xvi)]							
1.10.1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	Fully Met	3.85	3.85	https://www.hnbgu.ac.in/rti-list-of-officers	Fully Met	3.85	https://www.hnbgu.ac.in/sites/default/files/2023-09/RTI%20Manuals%20under%20Section%204%281%29%28b%29_0.pdf
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	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	Not Met	3.85	0	empty	Partially Met	1.93	HNB Garhwal University, Srinagar (Garhwal) is

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								advised to provide/upload complete detail
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	Not Met	3.85	0	empty	Partially Met	1.93	Same as above
1.12	Programmes to advance understanding of RTI(Section 26)							
1.12.1	Educational programmes	Not Met	1.92	0	empty	Not Met	0	HNB Garhwal University, Srinagar (Garhwal) is advised to provide/upload complete detail
1.12.2	Efforts to encourage public authority to participate in these programmes	Not Met	1.92	0	empty	Not Met	0	Same as above
1.12.3	Training of CPIO/APIO	Not Met	1.92	0	empty	Not Met	0	Same as above
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	https://www.hnbgu.ac.in/sites/default/files/2023-09/RTI%20Manuals%20Under%20Section%204%281%29%28b%29_0.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	https://www.hnbgu.ac.in/notification-	Partially Met	3.85	https://www.hnbgu.ac.in/rti-notification-

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					circulars			Auditor Remarks/URL circular; HNB Garhwal University, Srinagar (Garhwal) is advised to provide/upload complete detail
Total			100	87		100	85	
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/2023-09/RTI%20Manuals%20under%20Section%204%281%29%28b%29_0.pdf ; https://www.hnbgu.ac.in/annual-report-accounts
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	Same as above
2.1.3	Proposed expenditures	Fully Met	10	10.00	https://www.hnbgu.ac.in/annual-report-accounts	Fully Met	10.00	Same as above

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					nual-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	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	https://www.hnbgu.ac.in/annual-report-accounts	Fully Met	10.00	https://www.hnbgu.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.hnbgu.ac.in/annual-report-accounts	Partially Met	8.34	HNB Garhwal University, Srinagar (Garhwal) is advised to provide/upload complete detail
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.hnbgu.ac.in/annual-report-accounts	Partially Met	8.34	Same as above
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	Fully Met	16.67	16.67	https://www.hnbgu.ac.in/annual-report-accounts	Partially Met	8.34	HNB Garhwal University, Srinagar (Garhwal) is advised to provide/upload complete

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL detail; https://www.hnbgu.ac.in/tender
	amount at which such procurement or works contract is to be executed.							
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.hnbgu.ac.in/annual-report-accounts	Partially Met	3.13	https://www.hnbgu.ac.in/sites/default/files/2023-09/RTI%20Manuals%20under%20Section%204%281%29%28b%29_0.pdf ; HNB Garhwal University, Srinagar (Garhwal) is advised to provide/upload complete detail
2.3.2	Objective of the programme	Fully Met	6.25	6.25	https://www.hnbgu.ac.in/annual-report-accounts	Partially Met	3.13	Same as above
2.3.3	Procedure to avail benefits	Fully Met	6.25	6.25	https://www.hnbgu.ac.in/annual-report-accounts	Partially Met	3.13	Same as above
2.3.4	Duration of the programme/ scheme	Fully Met	6.25	6.25	https://www.hnbgu.ac.in/annual-report-accounts	Partially Met	3.13	Same as above

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					accounts			
2.3.5	Physical and financial targets of the programme	Fully Met	6.25	6.25	https://www.hnbgu.ac.in/annual-report-accounts	Partially Met	3.13	Same as above
2.3.6	Nature/ scale of subsidy /amount allotted	Fully Met	6.25	6.25	https://www.hnbgu.ac.in/annual-report-accounts	Partially Met	3.13	Same as above
2.3.7	Eligibility criteria for grant of subsidy	Fully Met	6.25	6.25	https://www.hnbgu.ac.in/annual-report-accounts	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.hnbgu.ac.in/annual-report-accounts	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	Fully Met	25	25.00	https://www.hnbgu.ac.in/annual-report-accounts	Fully Met	25.00	https://www.hnbgu.ac.in/annual-report-accounts
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Fully Met	25	25.00	https://www.hnbgu.ac.in/annual-report-accounts	Fully Met	25.00	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.hnbgu.ac.in/annual-report-accounts	Not Applicable	0	https://www.hnbgu.ac.in/sites/default/files/2023-09/RTI%20Manuals%20

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								0under%20Section%204%281%29%28b%29_0.pdf; As per HNB Garhwal University, Srinagar (Garhwal), it is NOT applicable
2.5.2	For each concessions, permit or authorization granted - (a) Eligibility criteria, (b) Procedure for getting the concession/ grant and/ or permits of authorizations, (c) Name and address of the recipients given concessions/ permits or authorizations, (d) Date of award of concessions/ permits of authorizations	Fully Met	25	25.00	https://www.hnbgu.ac.in/annual-report-accounts	Not Applicable	0	Same as above
2.6	CAG & PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]							
2.6.1	CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the parliament.	Fully Met	50	50.00	https://www.hnbgu.ac.in/annual-report-accounts	Fully Met	50.00	https://www.hnbgu.ac.in/rtnotification-circular?page=1
Total			300	300		250	200	
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	Fully Met	12.50	Now available at: https://www.hnbgu.ac.in/ordinances ; https://www.hnb

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								gu.ac.in/annual-report-accounts
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 HNB Garhwal University, Srinagar (Garhwal), 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	Same as above
3.1.4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable	0	0	empty	Not Applicable	0	Same as above
3.1.5	Public- private partnerships (PPP)- Concession agreements.	Not Applicable	0	0	empty	Not Applicable	0	Same as above
3.1.6	Public- private partnerships (PPP)- Operation and maintenance manuals	Not Applicable	0	0	empty	Not Applicable	0	Same as above
3.1.7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	Not Applicable	0	0	empty	Not Applicable	0	Same as above
3.1.8	Public- private partnerships (PPP) - Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government	Not Applicable	0	0	empty	Not Applicable	0	Same as above
3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	Not Applicable	0	0	empty	Not Applicable	0	Same as above
3.1.10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.)	Not Applicable	0	0	empty	Not Applicable	0	Same as above
3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	Not Applicable	0	0	empty	Not Applicable	0	Same as above

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
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/executive-council ; https://www.hnbgu.ac.in/academic-council ; https://www.hnbgu.ac.in/subject-bos-minutes ; https://www.hnbgu.ac.in/finance-committee	Fully Met	16.67	https://www.hnbgu.ac.in/ordinances ; https://www.hnbgu.ac.in/annual-report-accounts ; 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/executive-council ; https://www.hnbgu.ac.in/academic-council ; https://www.hnbgu.ac.in/subject-bos-minutes ; https://www.hnbgu.ac.in/finance-committee	Fully Met	16.67	Same as above

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					nbgu.ac.in/finance-committee			
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.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	Fully Met	16.67	Same as above
3.3	Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]							
3.3.1	Use of the most effective means of communication - Internet (website)	Fully Met	50	50.00	https://www.hnbgu.ac.in/right-to-information	Fully Met	50.00	https://www.hnbgu.ac.in/sites/default/files/2023-09/RTI%20Manuals%20under%20Section%204%281%29%28b%29_0.pdf
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/2023-09/RTI%

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
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	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.hnbgu.ac.in/manuals-of-hnbgu	Partially Met	12.50	https://www.hnbgu.ac.in/sites/default/files/2023-09/RTI%20Manuals%20Under%20Section%204%281%29%28b%29_0.pdf ; HNB Garhwal University, Srinagar (Garhwal) is advised to provide/upload complete detail
3.5.2	List of materials available At a reasonable cost of the medium	Fully Met	25	25.00	Charges as per RTI Act	Partially Met	12.50	Same as above
Total			200	200		213	188	
4	E-Governance							
4.1	Language in which Information Manual/Handbook Available [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
4.1.1	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/2023-09/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	HNB Garhwal University, Srinagar (Garhwal) is advised to provide/upload 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	It is as on 15.09.2022	Fully Met	28.57	16.09.2023
4.3	Information available in electronic form[Section 4(1)(b)(xiv)]							
4.3.1	Details of information available in electronic form	Fully Met	9.52	9.52	https://www.hnbgu.ac.in/admission-prospectus	Fully Met	9.52	https://www.hnbgu.ac.in/sites/default/files/2023-09/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	Same as above

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					mission-prospectus			
4.3.3	Location where available	Fully Met	9.52	9.52	https://www.hnbgu.ac.in/admission-prospectus	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.hnbgu.ac.in/ordinances	Fully Met	7.14	https://www.hnbgu.ac.in/sites/default/files/2023-09/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/ordinances	Fully Met	7.14	Same as above
4.4.3	Working hours of the facility	Fully Met	7.14	7.14	https://www.hnbgu.ac.in/ordinances	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.hnbgu.ac.in/phonebook	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.hnbgu.ac.in/phonebook	Fully Met	3.57	https://www.hnbgu.ac.in/sites/default/files/2023-09/Rule-%20grievance%20Committe

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								e%20of%20EC.pdf; https://www.hnbgu.ac.in/sites/default/files/2023-09/Redressal%20of%20Sexual%20Harassment%20Committee.pdf ; https://www.hnbgu.ac.in/sites/default/files/2023-09/Grievance%20committee-%20new.pdf
4.5.2	Details of applications received under RTI and information provided	Fully Met	3.57	3.57	https://www.hnbgu.ac.in/rti-notification-circular	Fully Met	3.57	https://www.hnbgu.ac.in/sites/default/files/2023-09/RTI%20Annual%20Return%20Information%20System%20_0.pdf
4.5.3	List of completed schemes/ projects/ Programmes	Fully Met	3.57	3.57	https://www.hnbgu.ac.in/annual-report-accounts	Fully Met	3.57	https://www.hnbgu.ac.in/rti-notification-circular?page=1
4.5.4	List of schemes/ projects/ programme underway	Fully Met	3.57	3.57	https://www.hnbgu.ac.in/an	Fully Met	3.57	Same as above

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	nual-report-accounts https://www.hnbgu.ac.in/annual-report-accounts	Partially Met	1.79	HNB Garhwal University, Srinagar (Garhwal) is advised to provide/upload complete detail
4.5.6	Annual Report	Fully Met	3.57	3.57	https://www.hnbgu.ac.in/annual-report-accounts	Fully Met	3.57	https://www.hnbgu.ac.in/annual-report-accounts
4.5.7	Frequently Asked Question (FAQs)	Not Applicable	0	0	empty	Not Met	0	HNB Garhwal University, Srinagar (Garhwal) is advised to provide/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.hnbgu.ac.in/annual-report-accounts	Partially Met	1.79	HNB Garhwal University, Srinagar (Garhwal) is advised to provide/upload complete detail
4.6	Receipt & Disposal of RTI applications & appeals [F.No 1/6/2011-IR dt. 15.04.2013]							
4.6.1	Details of applications received and disposed	Fully Met	14.29	14.29	https://www.hnbgu.ac.in/annual-report-accounts	Fully Met	14.29	https://www.hnbgu.ac.in/annual-report-accounts

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					nbgu.ac.in/right-to-information			nbgu.ac.in/index.php/manuals-of-hnbggu; https://www.hnbggu.ac.in/sites/default/files/2023-09/RTI%20Annual%20Return%20Information%20System%20_0.pdf
4.6.2	Details of appeals received and orders issued	Fully Met	14.29	14.29	https://www.hnbggu.ac.in/right-to-information	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.hnbggu.ac.in/right-to-information	Fully Met	28.57	https://www.hnbggu.ac.in/index.php/manuals-of-hnbggu
Total			196	195		200	186	
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.hnbggu.ac.in/right-to-information	Fully Met	20.00	https://www.hnbggu.ac.in/sites/default/files/2023-09/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
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	It has been done for FY 2021-22 and is being carried out for 2022-23	Fully Met	20.00	https://www.hnbgu.ac.in/sites/default/files/2023-09/RTI%20AuditedReport_HNBGU_SrinagarGarhwal_2021-22.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.hnbgu.ac.in/right-to-information	Fully Met	20.00	https://www.hnbgu.ac.in/sites/default/files/2023-09/RTI%20Manuals%20under%20Section%204%281%29%28b%29_0.pdf ; https://www.hnbgu.ac.in/sites/default/files/2023-09/Nodal%20officer-%20cu%20%26%20grievance%20portal.pdf
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.hnbgu.ac.in/right-to-information	Fully Met	20.00	https://www.hnbgu.ac.in/sites/default/files/2023-09/Committee%20on

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								%20Representation%20of%20Employee%20and%20Students.pdf; https://www.hnbggu.ac.in/rti-notification-circular
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	Fully Met	20.00	Same as above
Total			100	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	https://www.hnbggu.ac.in/home	Fully Met	25.00	https://www.hnbggu.ac.in/ ; https://www.hnbggu.ac.in/rti
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	HNB Garhwal University, Srinagar (Garhwal) is advised to initiate the process of obtaining STQC certification

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								and upload the same on its website
6.2.2	Does the website show the certificate on the Website?	Not Met	12.5	0	empty	Not Met	0	Same as above
Total			50	25		50	25	
Grand Total			946	906		913	783	