

Self appraisal report for Year (2025-26)

Auditor Agency: DHARMENDRA KUMAR SONI(National Institute of Technical Teachers Training & Research, Shamla Hills, Bhopal)

Ministry Name: Ministry of Education

Department Name: Department of Higher Education

Public Authority Name: Maulana Azad National Institute of Technology, Bhopal

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	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	Maulana Azad National Institute of Technology, Bhopal Address: Link Road Number 3, Near Kali Mata Mandir, Bhopal, Madhya Pradesh, India 462003 Telephone : +91 755 4051000, 4052000 FAX : +91-755 2670562	empty	Fully Met	1.28	URLs cited by the Authority is correct. Category "Fully Met"
1.1.2	Head of the organization	Fully Met	1.28	1.28	http://www.manit.ac.in/director	empty	Fully Met	1.28	URLs cited by the Authority is correct. Category "Fully Met"
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	http://www.manit.ac.in/mission-vision-and-goals	empty	Fully Met	1.28	URLs cited by the Authority is correct. Category "Fully Met"
1.1.4	Function and duties	Fully Met	1.28	1.28	As per NIT Act 2007 & NIT	empty	Fully Met	1.28	URLs cited by

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					Statutes https://www.manit.ac.in/acts-and-rules				the Authority is correct. Category "Fully Met"
1.1.5	Organization Chart	Fully Met	1.28	1.28	https://www.manit.ac.in/content/institute-administration-staff	empty	Fully Met	1.28	URLs cited by the Authority is correct. Category "Fully Met" https://www.manit.ac.in/sites/default/files/documents/13_Organization_Structure_MANIT.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	All the details are available on the Institute website under various departments. https://www.manit.ac.in	empty	Fully Met	1.28	URLs cited by the Authority is correct. Category "Fully Met"
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	1.92	1.92	As per NIT Act 2007 & NIT Statutes https://www.manit.ac.in/acts-and-rules	empty	Fully Met	1.92	URLs cited by the Authority is correct. Category "Fully Met"
1.2.2	Power and duties of other employees	Fully Met	1.92	1.92	As per NIT Act 2007 & NIT Statutes https://www.manit.ac.in/acts-and-rules	empty	Fully Met	1.92	URLs cited by the Authority is correct. Category

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1.2.3	Rules/ orders under which powers and duty derived and exercised	Fully Met	1.92	1.92	As per NIT Act 2007 & NIT Statutes https://www.manit.ac.in/acts-and-rules	empty	Fully Met	1.92	URLs cited by the Authority is correct. Category "Fully Met"
1.2.4	Work allocation	Fully Met	1.92	1.92	As per NIT Act 2007 & NIT Statutes https://www.manit.ac.in/acts-and-rules	empty	Fully Met	1.92	URLs cited by the Authority is correct. Category "Fully Met"
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	As per NIT Act 2007 & NIT Statutes https://www.manit.ac.in/acts-and-rules	empty	Fully Met	1.54	URLs cited by the Authority is correct. Category "Fully Met"
1.3.2	Final decision making authority	Fully Met	1.54	1.54	Board of Governors	empty	Fully Met	1.54	URLs cited by the Authority is correct. Category "Fully Met"
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	As per NIT Act 2007 & NIT Statutes https://www.manit.ac.in/acts-and-rules	empty	Fully Met	1.54	URLs cited by the Authority is correct. Category "Fully Met"
1.3.4	Time limit for taking a decisions, if any	Fully Met	1.54	1.54	In a time bound manner and as per NIT Act 2007 https://www.manit.ac.in/sites/default/files/documents/uNIT%20act%202007.pdf & NIT Statutes	empty	Fully Met	1.54	URLs cited by the Authority is correct. Category "Fully Met"

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					https://www.manit.ac.in/acts-and-rules				
1.3.5	Channels of supervision and accountability	Fully Met	1.54	1.54	As per the Organization Chart of the Organization.	empty	Fully Met	1.54	URLs cited by the Authority is correct. Category "Fully Met"
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	Teaching and Research	empty	Fully Met	1.54	URLs cited by the Authority is correct. Category "Fully Met"
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	https://www.manit.ac.in/content/annual-report-and-annual-account-report	empty	Fully Met	1.54	URLs cited by the Authority is correct. Category "Fully Met"
1.4.3	Process by which these services can be accessed	Fully Met	1.54	1.54	https://www.manit.ac.in/content/annual-report-and-annual-account-report	empty	Fully Met	1.54	URLs cited by the Authority is correct. Category "Fully Met"
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	https://www.manit.ac.in/content/annual-report-and-annual-account-report	empty	Fully Met	1.54	URLs cited by the Authority is correct. Category "Fully Met"
1.4.5	Process of redressal of grievances	Fully Met	1.54	1.54	http://www.manit.ac.in/content/public-grievance https://pgportal.gov.in/Home/ProcessFlow	empty	Fully Met	1.54	URLs cited by the Authority is correct. Category

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
									"Fully Met"
1.5	Acts, rules, regulations, instructions, manuals and records for discharging functions[Section 4(1)(b)(v)]								
1.5.1	Title and nature of the record/ manual /instruction.	Fully Met	2.6	2.60	As per NIT Act 2007 & NIT Statutes https://www.manit.ac.in/acts-and-rules	empty	Fully Met	2.60	URLs cited by the Authority is correct. Category "Fully Met"
1.5.2	List of Acts, rules, regulations, instructions, manuals and records.	Fully Met	2.6	2.60	As per NIT Act 2007 & NIT Statutes https://www.manit.ac.in/acts-and-rules	empty	Fully Met	2.60	URLs cited by the Authority is correct. Category "Fully Met"
1.5.3	Acts/ Rules/ manuals, etc.	Fully Met	2.6	2.60	As per NIT Act 2007 & NIT Statutes https://www.manit.ac.in/acts-and-rules	empty	Fully Met	2.60	URLs cited by the Authority is correct. Category "Fully Met"
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	As per NIT Act 2007 & NIT Statutes https://www.manit.ac.in/acts-and-rules Annual Accounts https://www.manit.ac.in/content/annual-report-and-annual-account-report Audit Reports https://www.manit.ac.in/content/annual-report-and-annual-account-report All records relating to the operations of the organization	empty	Fully Met	3.85	URLs cited by the Authority is correct. Category "Fully Met"
1.6.2	Custodian of documents/categories	Fully Met	3.85	3.85	Registrar	empty	Fully Met	3.85	URLs cited by the Authority

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									is correct. Category "Fully Met"
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.manit.ac.in/content/bog-members	empty	Fully Met	0.96	URLs cited by the Authority is correct. Category "Fully Met"
1.7.2	Composition	Fully Met	0.96	0.96	https://www.manit.ac.in/content/bog-members	empty	Fully Met	0.96	URLs cited by the Authority is correct. Category "Fully Met"
1.7.3	Dates from which constituted	Fully Met	0.96	0.96	https://www.manit.ac.in/content/bog-members	empty	Fully Met	0.96	URLs cited by the Authority is correct. Category "Fully Met"
1.7.4	Term/ Tenure	Fully Met	0.96	0.96	As per NIT Act 2007 & NIT Statutes https://www.manit.ac.in/acts-and-rules	empty	Fully Met	0.96	URLs cited by the Authority is correct. Category "Fully Met"
1.7.5	Powers and functions	Fully Met	0.96	0.96	As per NIT Act 2007 & NIT Statutes https://www.manit.ac.in/acts-and-rules	empty	Fully Met	0.96	URLs cited by the Authority is correct. Category "Fully Met"
1.7.6	Whether their meetings are open to the public?	Fully Met	0.96	0.96	No their meetings are not open to the public, but minutes are open for public	empty	Fully Met	0.96	URLs cited by the Authority is correct.

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					As per NIT Act 2007 & NIT Statutes https://www.manit.ac.in/acts-and-rules				Category "Fully Met"
1.7.7	Whether the minutes of the meetings are open to the public?	Fully Met	0.96	0.96	http://www.manit.ac.in/content/bog-minutes	empty	Fully Met	0.96	URLs cited by the Authority is correct. Category "Fully Met"
1.7.8	Place where the minutes if open to the public are available?	Fully Met	0.96	0.96	https://www.manit.ac.in/content/bog-minutes	empty	Fully Met	0.96	URLs cited by the Authority is correct. Category "Fully Met"
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.manit.ac.in/telephone-section	empty	Fully Met	3.85	URLs cited by the Authority is correct. Category "Fully Met"
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	https://www.manit.ac.in/telephone-section	empty	Fully Met	3.85	URLs cited by the Authority is correct. Category "Fully Met"
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.manit.ac.in/sites/default/files/documents/List_of_employees_with_Gross_monthly_remuneration.pdf	empty	Not Met	0	Information not found in the given link
1.9.2	System of compensation as provided in its regulations	Fully Met	3.85	3.85	All employees are entitled to Leave Travel Concession (LTC), Gratuity, Child Care	empty	Fully Met	3.85	URLs cited by the Authority is correct.

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Leave (CCL), Medical Allowances, Travel Allowance (TA), etc., as per the 7th Central Pay Commission (CPC).				Category "Fully Met"
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 Officers (PIOs), Assistant Public Information Officer(s) & Appellate Authority	Fully Met	3.85	3.85	https://www.manit.ac.in/content/rti-and-public-grievance.html https://www.manit.ac.in/sites/default/files/documents/Overall%20Implementation%20of%20RTI%20Act%202005%20in%20the%20Institute..pdf	empty	Fully Met	3.85	URLs cited by the Authority is correct. Category "Fully Met"
1.10.2	Address, telephone numbers and email ID of each designated official.	Fully Met	3.85	3.85	https://www.manit.ac.in/content/rti-and-public-grievance.html https://www.manit.ac.in/content/institute-administrative-officer	empty	Fully Met	3.85	URLs cited by the Authority is correct. Category "Fully Met"
1.11	Number of employees against whom disciplinary action has been proposed/ taken (F No. 1/6/2011- IR dt. 15.4.2013)								
1.11.1	Number of employees against whom disciplinary action has been (i) Pending for minor penalty or major penalty proceedings	Fully Met	3.85	3.85	4	empty	Fully Met	3.85	URLs cited by the Authority is correct. Category "Fully Met"
1.11.2	(ii) Finalised for minor penalty or major penalty proceedings	Fully Met	3.85	3.85	empty	empty	Fully Met	3.85	URLs cited by the Authority is correct. Category "Fully Met"
1.12	Programmes to advance understanding of RTI(Section 26)								
1.12.1	Educational programmes	Fully Met	1.92	1.92	https://www.manit.ac.in/	empty	Not Met	0	No information

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1.12.2	Efforts to encourage public authority to participate in these programmes	Fully Met	1.92	1.92	The Institute issues circular and emails to faculty and staff for participating in RTI related programme and webinar from time to time. The circular and notifications received from CIC New Delhi are also shared with all the employees.	empty	Not Met	0	No document is enclosed
1.12.3	Training of CPIO/APIO	Not Met	1.92	0	empty	empty	Fully Met	1.92	URLs cited by the Authority is correct. Category "Fully Met" https://www.manit.ac.in/sites/default/files/documents/1.12-iii-Training_Certificates.pdf
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Fully Met	1.92	1.92	The institute Update & publish guidelines on RTI in regular interval and it is last updated as on 19.09.2024. The Institute issues circular and emails to faculty and staff for participating in RTI related programme and webinar from time to time. The circular and notifications received from CIC New Delhi	empty	Fully Met	1.92	URLs cited by the Authority is correct. Category "Fully Met"

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					are also shared with all the employees.				
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	MANIT Bhopal is a standalone institution located exclusively in Bhopal and does not have any campuses or branches elsewhere. Therefore, transfer of staff outside MANIT Bhopal is not applicable. Internal transfers of staff within the Institute are carried out based on organizational and functional requirements.	empty	Fully Met	7.69	URLs cited by the Authority is correct. Category "Fully Met" https://www.manit.ac.in/sites/default/files/documents/1.13-Transfer_Order_s_within_FY-25-26.pdf
Total			100	98			100	92	
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.manit.ac.in/content/annual-report-and-annual-account-report	empty	Fully Met	10.00	URLs cited by the Authority is correct. Category "Fully Met"
2.1.2	Budget for each agency and plan & programmes	Fully Met	10	10.00	https://www.manit.ac.in/content/annual-report-and-annual-account-report	empty	Fully Met	10.00	URLs cited by the Authority is correct. Category "Fully Met"
2.1.3	Proposed expenditures	Fully Met	10	10.00	https://www.manit.ac.in/content/annual-report-and-annual-account-report	empty	Fully Met	10.00	URLs cited by the Authority

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					account-report				is correct. Category "Fully Met"
2.1.4	Revised budget for each agency, if any	Fully Met	10	10.00	https://www.manit.ac.in/content/annual-report-and-annual-account-report	empty	Fully Met	10.00	URLs cited by the Authority is correct. Category "Fully Met"
2.1.5	Report on disbursements made and place where the related reports are available	Fully Met	10	10.00	Report on disbursements made was available in Annual Reports- https://www.manit.ac.in/content/annual-report-and-annual-account-report	empty	Fully Met	10.00	URLs cited by the Authority is correct. Category "Fully Met"
2.1.6	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	10	10.00	https://www.manit.ac.in/tenders	empty	Partially Met	5.00	Partially met
2.2	Foreign and domestic tours(F.No. 1/8/2012- IR dt. 11.9.2012)								
2.2.1	Budget	Fully Met	20	20.00	No separate budget for foreign and domestic tours	empty	Fully Met	20.00	Fully Met
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	Fully Met	20	20.00	https://www.manit.ac.in/content/annual-report-and-annual-account-report	empty	Partially Met	10.00	Partially met

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	the Department.- (a) Places visited, (b) The period of visit, (c) The number of members in the official delegation, (d) Expenditure on the visit								
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	MANIT Bhopal does not operate any subsidy program.	empty	Fully Met	6.25	Fully Met
2.3.2	Objective of the programme	Fully Met	6.25	6.25	MANIT Bhopal does not operate any subsidy program.	empty	Fully Met	6.25	Fully Met
2.3.3	Procedure to avail benefits	Fully Met	6.25	6.25	MANIT Bhopal does not operate any subsidy program.	empty	Fully Met	6.25	Fully Met
2.3.4	Duration of the programme/ scheme	Fully Met	6.25	6.25	MANIT Bhopal does not operate any subsidy program.	empty	Fully Met	6.25	Fully Met
2.3.5	Physical and financial targets of the programme	Fully Met	6.25	6.25	MANIT Bhopal does not operate any subsidy program.	empty	Fully Met	6.25	Fully Met
2.3.6	Nature/ scale of subsidy /amount allotted	Fully Met	6.25	6.25	MANIT Bhopal does not operate any subsidy program.	empty	Fully Met	6.25	Fully Met
2.3.7	Eligibility criteria for grant of subsidy	Fully Met	6.25	6.25	MANIT Bhopal does not operate any subsidy program.	empty	Fully Met	6.25	Fully Met
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Not Applicable	0	0	empty	empty	Not Applicable	0	Category 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./	Not Applicable	0	0	empty	empty	Not Applicable	0	Category Not Applicable

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	NGOs/other institutions								
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Not Applicable	0	0	empty	empty	Not Applicable	0	Category 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	empty	Not Applicable	0	Category 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	empty	Not Applicable	0	Category 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.manit.ac.in/content/annual-report-and-annual-account-report https://www.manit.ac.in/sites/default/files/documents/Final_SAR_MANIT_Bhopal.pdf	empty	Fully Met	50.00	URLs cited by the Authority is correct. Category "Fully Met"
Total			194	194			194	179	
3	Publicity and 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	Fully Met	12.5	12.50	As per NIT Act 2007 & NIT Statutes https://www.manit.ac.in/acts-and-rules https://www.manit.ac.in/acts-and-rules	empty	Fully Met	12.50	URLs cited by the Authority is correct.

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					w.manit.ac.in/content/rti-and-public-grievance				Category "Fully Met"
3.1.2	a) Arrangements for consultation with or representation by members of the public in policy formulation/ policy implementation, (b) Day & time allotted for visitors,(c) Contact details of Information & Facilitation Counter (IFC) to provide publications frequently sought by RTI applicants	Fully Met	12.5	12.50	https://www.manit.ac.in/content/rti-and-public-grievance	empty	Partially Met	6.25	Partially Met
3.1.3	Public- Private Partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	Not Applicable	0	0	empty	empty	Not Applicable	0	Category Not Applicable
3.1.4	Public- Private Partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable	0	0	empty	empty	Not Applicable	0	Category Not Applicable
3.1.5	Public- Private Partnerships (PPP)- Concession agreements.	Not Applicable	0	0	empty	empty	Not Applicable	0	Category Not Applicable
3.1.6	Public- Private Partnerships (PPP)- Operation and maintenance manuals	Not Applicable	0	0	empty	empty	Not Applicable	0	Category 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	empty	Not Applicable	0	Category 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	empty	Not Applicable	0	Category Not Applicable
3.1.9	Public- Private Partnerships (PPP) -Information relating to outputs and outcomes	Not Applicable	0	0	empty	empty	Not Applicable	0	Category Not Applicable

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
3.1.10	Public- Private Partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.)	Not Applicable	0	0	empty	empty	Not Applicable	0	Category Not Applicable
3.1.11	Public- Private Partnerships (PPP) - All payment made under the PPP project	Not Applicable	0	0	empty	empty	Not Applicable	0	Category 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.manit.ac.in/notices-circulars	empty	Fully Met	16.67	URLs cited by the Authority is correct. Category "Fully Met"
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.manit.ac.in/notices-circulars	empty	Fully Met	16.67	URLs cited by the Authority is correct. Category "Fully Met"
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.manit.ac.in/notices-circulars	empty	Fully Met	16.67	URLs cited by the Authority is correct. Category "Fully Met"
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	Yes. The Internet is used. https://www.manit.ac.in/	empty	Fully Met	50.00	URLs cited by the Authority is correct.

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL Category
									Category "Fully Met"
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.manit.ac.in/ http s://www.manit.ac.in/civil-engineering-bilingual-lab-manual https://www.manit.ac.in/chemical-engineering-lab-manual https://www.manit.ac.in/computer-science-department-bilingual-lab-manual https://www.manit.ac.in/electrical-engg-bilingual-lab-manual https://www.manit.ac.in/ece-bilingual-lab-manual https://www.manit.ac.in/mechanical-engineering-lab-manual https://www.manit.ac.in/physics-lab-manuals https://www.manit.ac.in/acts-and-rules https://www.manit.ac.in/sites/default/files/documents/Hindi%20and%20English%20Lab%20Manuals %20for%20Chemistry%20Department_0.pdf https://www.manit.ac.in/sites/default/files/documents/Language%20Lab%20Manual-Bilingual.pdf	empty	Fully Met	25.00	URLs cited by the Authority is correct. Category "Fully Met"
3.4.2	Information manual/handbook available in printed format	Fully Met	25	25.00	Yes	empty	Fully Met	25.00	URLs cited by the Authority is correct.

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL Category
									Category "Fully Met"
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	Yes. As mentioned in point 3.4.2 Also, Annual report, minutes of BoG, FC, Senate, NIT Act and Statutes are also available on the website.	empty	Fully Met	25.00	URLs cited by the Authority is correct. Category "Fully Met"
3.5.2	List of materials available at a reasonable cost of the medium	Fully Met	25	25.00	Yes	empty	Fully Met	25.00	Fully Met
Total			225	225			225	219	
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	Hindi	Fully Met	9.52	9.52	https://www.manit.ac.in/content/annual-report-and-annual-account-report	empty	Fully Met	9.52	URLs cited by the Authority is correct. Category "Fully Met"
4.1.2	English	Fully Met	9.52	9.52	https://www.manit.ac.in/content/annual-report-and-annual-account-report	empty	Fully Met	9.52	URLs cited by the Authority is correct. Category "Fully Met"
4.1.3	Vernacular/ Local Language	Not Applicable	0	0	empty	empty	Fully Met	9.52	Fully Met
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	The Information / Documents are regularly updated as and when required. Recently they are updated on 02.06.2025.	empty	Fully Met	28.57	URLs cited by the Authority is correct. Category "Fully Met"

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
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	Important information about functions and activities being performed is available in electronic form on the MANIT Bhopal website: RTI & Public Grievance - https://cse.manit.ac.in/content/rti-and-public-grievance Notices - https://manit.ac.in/notices-circulars Act & Rules - https://manit.ac.in/acts-and-rules Jobs - https://manit.ac.in/content/careers Tenders - https://manit.ac.in/tenders Conference & Workshop - https://conf.manit.ac.in/ Admission - https://manit.ac.in/admission-section BOG Minutes - https://manit.ac.in/content/bog-minutes Senate Minutes - https://manit.ac.in/content/senate-meeting Others - https://manit.ac.in/	empty	Fully Met	9.52	URLs cited by the Authority is correct. Category "Fully Met"
4.3.2	Name/ title of the document/record/ other information	Fully Met	9.52	9.52	As mentioned in 4.3.1	empty	Fully Met	9.52	URLs cited by the Authority is correct. Category "Fully Met"
4.3.3	Location where available	Fully Met	9.52	9.52	As mentioned in 4.3.1	empty	Fully Met	9.52	URLs cited by the Authority is correct.

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL Category
									Category "Fully Met"
4.4	Particulars of facilities available to citizen for obtaining information[Section 4(1)(b)(xv)]								
4.4.1	Name & location of the facility	Fully Met	7.14	7.14	Any citizen who intends to obtain information under RTI Act, 2005 may apply the request through RTI portal: https://manit.ac.in/sites/default/files/documents/P ROCEДУ RE%20FOR%20OBTAININ G%20RIGH T%20TO%20IN FORMATION%20UNDER% 20RTI %202005.pdf MANIT Bhopal Address: Link Road Number 3, Near Kali Mata Mandir, Bhopal, Madhya Pradesh, India 462003 Website: https://manit.ac.in/ .	empty	Fully Met	7.14	URLs cited by the Authority is correct. Category "Fully Met"
4.4.2	Details of information made available	Fully Met	7.14	7.14	Matters related to the affairs of MANIT Bhopal and mentioned in 4.3.1 RTIs are responded as per provisions of RTI Act 2005.	empty	Fully Met	7.14	URLs cited by the Authority is correct. Category "Fully Met"
4.4.3	Working hours of the facility	Fully Met	7.14	7.14	MANIT Bhopal observes five working days a week from Monday to Friday and follows the weekly holidays on Saturday, Sunday and other holidays as practiced at MANIT Bhopal. Working hours of Administration are from 09.00 a.m. to 05:30	empty	Fully Met	7.14	fully Met

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					p.m. Website can be accessed on 24 hour basis.				
4.4.4	Contact person & contact details (Phone, fax, email)	Fully Met	7.14	7.14	Contact Person - Dr. Sarvesh Kumar Tiwari, Registrar Phone No.:- 0755-4051012 E-mail - registrar@manit.ac.in	empty	Fully Met	7.14	Fully Met
4.5	Such other information as may be prescribed under Section 4(i) (b)(xvii)								
4.5.1	Grievance redressal mechanism	Fully Met	4.1	4.10	https://www.manit.ac.in/content/public-grievance	empty	Fully Met	4.10	URLs cited by the Authority is correct. Category "Fully Met"
4.5.2	List of completed schemes/ projects/ Programmes	Fully Met	4.1	4.10	https://www.manit.ac.in/project	empty	Not Met	0	Old Data available
4.5.3	List of schemes/ projects/ programme underway	Fully Met	4.1	4.10	https://www.manit.ac.in/project	empty	Not Met	0	Old Data available
4.5.4	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	Fully Met	4.1	4.10	Follow Central Government Norms	empty	Not Met	0	Not Met
4.5.5	Annual Report	Fully Met	4.1	4.10	https://www.manit.ac.in/content/annual-report-and-annual-account-report	empty	Fully Met	4.10	URLs cited by the Authority is correct. Category "Fully Met"
4.5.6	Frequently Asked Question (FAQs)	Fully Met	4.1	4.10	https://josaa.nic.in/faq/	empty	Fully Met	4.10	URLs cited by the Authority is correct. Category "Fully Met"
4.5.7	Any other information such as - (a)	Fully Met	4.1	4.10	Not Applicable	empty	Partially	2.05	six monthly

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	Citizen's Charter, (b) Six monthly reports on the performance against the benchmarks set in the Citizen's Charter						Met		reports are not available
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	Received - 291 Disposed - 247	empty	Fully Met	14.29	Fully Met
4.6.2	Details of appeals received and orders issued	Fully Met	14.29	14.29	Received - 23 Disposed - 19	empty	Fully Met	14.29	Fully Met
4.7	Replies to questions asked in the Parliament[Section 4(1)(b)(xvii)]								
4.7.1	Details of questions asked and replies given	Fully Met	28.57	28.57	https://www.manit.ac.in/detail/s-questions-asked-and-replies-given-parliament	empty	Fully Met	28.57	URLs cited by the Authority is correct. Category "Fully Met"
Total			191	191			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://manit.ac.in/content/rti-and-public-grievance	empty	Fully Met	20.00	URLs cited by the Authority is correct. Category "Fully Met"
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	22.08.2025	empty	Fully Met	20.00	URLs cited by the Authority is correct. Category "Fully Met"
5.1.3	Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD - (a) Date of appointment , (b) Name &	Fully Met	20	20.00	https://www.manit.ac.in/sites/default/files/documents/Over all%20Implementation%20of %20RTI %20Act%202005%	empty	Fully Met	20.00	URLs cited by the Authority is correct. Category

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	Designation of the officers				20in%20the%20Institute..pdf				"Fully Met"
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.manit.ac.in/sites/default/files/documents/Over all%20Implementation%20of %20RTI %20Act%202005% 20in%20the%20Institute..pdf	empty	Partially Met	10.00	Consultancy committee not available/data is duplicate of 5.1.5.
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.manit.ac.in/sites/default/files/documents/Over all%20Implementation%20of %20RTI%20 Act%202005% 20in%20the%20Institute..pdf	empty	Fully Met	20.00	URLs cited by the Authority is correct. Category "Fully Met"
Total			100	100			100	90	
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 [Section 4(2)]								
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.manit.ac.in/content/rti-and-public-grievance	empty	Fully Met	25.00	Fully Met
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, Public Grievance and Pensions, Govt. Of India)								
6.2.1	Whether STQC certification obtained and its validity	Not Applicable	0	0	empty	empty	Not Met	0	Not Met
6.2.2	Does the website show the certificate on the Website?	Fully Met	12.5	12.50	https://www.manit.ac.in/sites/default/files/documents/MANIT%20Institute%20Website %20%282%29.pdf	empty	Not Met	0	Not Met
Total			38	38			50	25	
Grand Total			848	846			869	791	