

Self appraisal report for Year (2023-24)

Auditor Agency: Dr Ruby Dhar(NILERD)

Ministry Name: Ministry of Ayush

Department Name: Department of AYUSH

Public Authority Name: National Institute of Homeopathy

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.nih.nic.in/contactus	Fully Met	1.28	https://www.nih.nic.in/contactus
1.1.2	Head of the organization	Fully Met	1.28	1.28	https://www.nih.nic.in/pages/display/123-staff	Fully Met	1.28	https://www.nih.nic.in/pages/display/121-about-us
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	https://www.nih.nic.in/pages/display/121-about-us	Fully Met	1.28	https://www.nih.nic.in/pages/display/121-about-us
1.1.4	Function and duties	Fully Met	1.28	1.28	https://www.nih.nic.in/pages/display/163	Fully Met	1.28	https://www.nih.nic.in/writereaddata/files/NIHByLawupdt160623.pdf
1.1.5	Organization Chart	Fully Met	1.28	1.28	https://www.nih.nic.in/writereaddata/files/suomotodisclosure	Fully Met	1.28	https://www.nih.nic.in/ and https://www.nih.nic.in/writerea

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					re.pdf			ddata/files/suomotodisclosure.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	Partially Met	1.28	0.64	https://www.nih.nic.in/pages/display/122-academicdepartments	Fully Met	1.28	https://www.nih.nic.in/ , and https://www.nih.nic.in/pages/display/121-about-us , and https://www.nih.nic.in/writereaddata/files/suomotodisclosure.pdf
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.nih.nic.in/writereaddata/files/NIHByLawupdt160623.pdf	Fully Met	1.54	https://www.nih.nic.in/writereaddata/files/NIHByLawupdt160623.pdf
1.2.2	Power and duties of other employees	Fully Met	1.54	1.54	https://www.nih.nic.in/pages/display/123-staff	Fully Met	1.54	Duties of Faculty provided at https://www.nih.nic.in/pages/display/122-academic-departments
1.2.3	Rules/ orders under which powers and duty are derived and	Fully Met	1.54	1.54	https://www.nih.nic.in/writereaddata/files/NIHByLawupdt1	Fully Met	1.54	https://www.nih.nic.in/writereaddata/files/NIHByLawupdt1

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.2.4	Exercised	Fully Met	1.54	1.54	60623.pdf https://www.nih.nic.in/writeraddata/files/NIHBByLawupdt160623.pdf	Fully Met	1.54	60623.pdf https://www.nih.nic.in/writeraddata/files/NIHBByLawupdt160623.pdf
1.2.5	Work allocation	Partially Met	1.54	0.77	https://www.nih.nic.in/pages/display/123-staff	Fully Met	1.54	https://www.nih.nic.in/writeraddata/files/Staff_Members.pdf
1.3	Procedure followed in decision making process [Section 4(1)(b)(iii)]							
1.3.1	Process of decision making Identify key decision making points	Fully Met	1.54	1.54	https://www.nih.nic.in/writeraddata/files/NIHBByLawupdt160623.pdf	Fully Met	1.54	https://www.nih.nic.in/writeraddata/files/NIHBByLawupdt160623.pdf
1.3.2	Final decision making authority	Fully Met	1.54	1.54	https://www.nih.nic.in/writeraddata/files/NIHBByLawupdt160623.pdf	Fully Met	1.54	https://www.nih.nic.in/writeraddata/files/NIHBByLawupdt160623.pdf
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	https://www.nih.nic.in/writeraddata/files/NIHBByLawupdt160623.pdf	Fully Met	1.54	https://www.nih.nic.in/writeraddata/files/NIHBByLawupdt160623.pdf
1.3.4	Time limit for taking a decisions, if any	Not Applicable	0	0	empty	Not Applicable	0	The main work of the institute is providing academic

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								inputs for which time period is already specified. For medical services provided by the hospital, fixing a time limit for taking a decision may be difficult.
1.3.5	Channel of supervision and accountability	Partially Met	1.54	0.77	https://www.nih.nic.in/pages/display/123-staff	Fully Met	1.54	Organizational Chart at https://www.nih.nic.in/pages/display/123-staff
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.nih.nic.in/pages/display/182	Fully Met	1.54	https://www.nih.nic.in/writerereaddata/files/HospitalAnnualReport.pdf and https://www.nih.nic.in/writerereaddata/files/NIHByLawupdt160623.p

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								df and https://www.nih.nic.in/pages/display/200
1.4.2	Norms/ standards for functions/ service delivery	Partially Met	1.54	0.77	https://www.nih.nic.in/pages/display/182	Fully Met	1.54	https://www.nih.nic.in/writereaddata/files/NIHByLawupdt160623.pdf
1.4.3	Process by which these services can be accessed	Partially Met	1.54	0.77	https://www.nih.nic.in/pages/display/182	Fully Met	1.54	https://www.nih.nic.in/pages/display/200
1.4.4	Time-limit for achieving the targets	Not Applicable	0	0	empty	Not Applicable	0	The main work of the institute is providing academic inputs for which the time period is already specified. For patient care time-limit for achieving targets cannot be specified.
1.4.5	Process of redress of grievances	Partially Met	1.54	0.77	https://www.nih.nic.in/writereaddata/files/suomotodisclosure.pdf	Fully Met	1.54	https://www.nih.nic.in/writereaddata/files/suomotodisclosure.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
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.nih.nic.in/writereaddata/files/NIHByLawupdt160623.pdf	Fully Met	1.92	https://www.nih.nic.in/writereaddata/files/NIHByLawupdt160623.pdf
1.5.2	List of Rules, regulations, instructions manuals and records.	Fully Met	1.92	1.92	https://www.nih.nic.in/writereaddata/files/NIHByLawupdt160623.pdf	Fully Met	1.92	https://www.nih.nic.in/writereaddata/files/NIHByLawupdt160623.pdf
1.5.3	Acts/ Rules manuals etc.	Fully Met	1.92	1.92	https://www.nih.nic.in/writereaddata/files/NIHByLawupdt160623.pdf	Fully Met	1.92	https://www.nih.nic.in/writereaddata/files/NIHByLawupdt160623.pdf
1.5.4	Transfer policy and transfer orders	Not Applicable	0	0	empty	Not Applicable	0	As the institute has specialized departments, this does not seem to be applicable.
1.6	Categories of documents held by the authority under its control[Section 4(1)(b) (vi)]							
1.6.1	Categories of documents	Partially Met	3.85	1.93	https://www.nih.nic.in/writereaddata/files/NIHByLawupdt160623.pdf	Fully Met	3.85	Bye-laws of the institute specify the kind of documents institute should hold under its

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL control.
1.6.2	Custodian of documents/categories	Partially Met	3.85	1.93	https://www.nih.nic.in/writereaddata/files/NIHByLawupdt160623.pdf	Fully Met	3.85	The Director of the institute is custodian in all cases.
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.nih.nic.in/writereaddata/files/NIHByLawupdt160623.pdf	Fully Met	0.96	https://www.nih.nic.in/writereaddata/files/suomotodisclosure.pdf
1.7.2	Composition	Fully Met	0.96	0.96	https://www.nih.nic.in/writereaddata/files/NIHByLawupdt160623.pdf	Fully Met	0.96	https://www.nih.nic.in/writereaddata/files/suomotodisclosure.pdf . The Boards, Councils and Committees formed for functioning of the institute are clearly indicated under "About-us" and bye-laws.
1.7.3	Dates from which constituted	Not Met	0.96	0	empty	Fully Met	0.96	The term of Governing Body and SFC are

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								coterminous with the institute https://www.nih.nic.in/writereaddata/files/NIHByLawupdt160623.pdf
1.7.4	Term/ Tenure	Partially Met	0.96	0.48	https://www.nih.nic.in/writereaddata/files/NIHByLawupdt160623.pdf	Fully Met	0.96	The term of Governing Body and SFC are coterminous with the institute https://www.nih.nic.in/writereaddata/files/NIHByLawupdt160623.pdf
1.7.5	Powers and functions	Fully Met	0.96	0.96	https://www.nih.nic.in/writereaddata/files/NIHByLawupdt160623.pdf	Fully Met	0.96	https://www.nih.nic.in/writereaddata/files/NIHByLawupdt160623.pdf
1.7.6	Whether their meetings are open to the public?	Not Applicable	0	0	empty	Not Applicable	0	The institute does not formulate public policies and therefore it seems that1.7.6,

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								1.7.7 and 1.7.8 are not applicable to the mandate of the institute.
1.7.7	Whether the minutes of the meetings are open to the public?	Not Applicable	0	0	empty	Not Applicable	0	The institute does not formulate public policies and therefore it seems that 1.7.6, 1.7.7 and 1.7.8 are not applicable to the mandate of the institute.
1.7.8	Place where the minutes if open to the public are available?	Not Applicable	0	0	empty	Not Applicable	0	The institute does not formulate public policies and therefore it seems that 1.7.6, 1.7.7 and 1.7.8 are not applicable to the mandate of the institute.

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
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.nih.nic.in/writereaddata/files/suomotodisclosure.pdf	Fully Met	3.85	https://www.nih.nic.in/writereaddata/files/Faculty_Members.pdf and https://www.nih.nic.in/pages/display/123-staff
1.8.2	Telephone , fax and email ID	Partially Met	3.85	1.93	https://www.nih.nic.in/pages/display/125-faculty-members	Partially Met	1.93	https://www.nih.nic.in/writereaddata/files/Faculty_Members.pdf gives telephone, fax and email ID and but complete information about staff is not available.
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.nih.nic.in/writereaddata/files/suomotodisclosure.pdf	Fully Met	3.85	https://www.nih.nic.in/writereaddata/files/suomotodisclosure.pdf
1.9.2	System of compensation as provided in its regulations	Fully Met	3.85	3.85	https://www.nih.nic.in/writereaddata/files/NIHByLawupdt1	Fully Met	3.85	https://www.nih.nic.in/writereaddata/files/NIHByLawupdt1

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					60623.pdf			60623.pdf and https://www.nih.nic.in/writereaddata/files/R%20NIH.pdf
1.10	Name, designation and other particulars of public information officers[Section 4(1) (b) (xvi)]							
1.10.1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	Fully Met	3.85	3.85	https://www.nih.nic.in/pages/display/224	Fully Met	3.85	https://www.nih.nic.in/pages/display/224
1.10.2	Address, telephone numbers and email ID of each designated official.	Partially Met	3.85	1.93	https://www.nih.nic.in/writereaddata/files/suomotodisclosure.pdf	Partially Met	1.93	https://www.nih.nic.in/writereaddata/files/suomotodisclosure.pdf does not provide telephone numbers
1.11	No. Of employees against whom Disciplinary action has been proposed/ taken(Section 4(2))							
1.11.1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	Fully Met	3.85	3.85	https://www.nih.nic.in/writereaddata/files/suomotodisclosure.pdf	Fully Met	3.85	Number of employees against whom vigilance cases are pending is available on Page 9 at https://www.nih.nic.in/writereaddata/files/suomotodisclosure.pdf
1.11.2	(ii) Finalised for Minor penalty or major penalty	Partially Met	3.85	1.93	https://www.nih.nic.in/writereaddata/files/suomotodisclosure.pdf	Not Met	0	Information

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	proceedings				h.nic.in/writereaddata/files/suomotodisclosure.pdf			not Available
1.12	Programmes to advance understanding of RTI(Section 26)							
1.12.1	Educational programmes	Partially Met	1.92	0.96	https://www.nih.nic.in/writereaddata/files/suomotodisclosure.pdf	Fully Met	1.92	https://www.nih.nic.in/writereaddata/files/suomotodisclosure.pdf
1.12.2	Efforts to encourage public authority to participate in these programmes	Partially Met	1.92	0.96	https://www.nih.nic.in/writereaddata/files/suomotodisclosure.pdf	Not Met	0	Information not provided
1.12.3	Training of CPIO/APIO	Partially Met	1.92	0.96	https://www.nih.nic.in/writereaddata/files/suomotodisclosure.pdf	Partially Met	0.96	Partial information available at https://www.nih.nic.in/writereaddata/files/suomotodisclosure.pdf
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Not Met	1.92	0	empty	Not Met	0	Information not provided under RTI Menu
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]	Not Applicable	0	0	empty	Not Applicable	0	As the institute has departments with specific

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								functions and specialized skills, it seems that 1.13 is not applicable to the institute.
Total			84	64		84	72	
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.nih.nic.in/writereaddata/files/suomotodisclosure.pdf	Fully Met	10.00	https://www.nih.nic.in/writereaddata/files/suomotodisclosure.pdf
2.1.2	Budget for each agency and plan & programmes	Fully Met	10	10.00	https://www.nih.nic.in/pages/display/219	Fully Met	10.00	Page 10 of Annual Report 2022-23 at https://www.nih.nic.in/writereaddata/files/AnnualReportNIH_Eng22-23.pdf
2.1.3	Proposed expenditures	Not Met	10	0	empty	Fully Met	10.00	Page 10 of Annual Report 2022-23 at https://www.nih.nic.in/writereaddata/files/AnnualReportNIH_Eng22-23.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								H_Eng22-23.pdf
2.1.4	Revised budget for each agency, if any	Not Applicable	0	0	empty	Not Applicable	0	Does not pertain to PA
2.1.5	Report on disbursements made and place where the related reports are available	Fully Met	10	10.00	https://nih.nic.in/pages/display/219	Fully Met	10.00	Does not pertain to PA
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://nih.nic.in/writereaddata/files/suomotodisclosure.pdf	Fully Met	16.67	https://www.nih.nic.in/writereaddata/files/suomotodisclosure.pdf
2.2.2	Foreign and domestic Tours by ministries and officials of the rank of Joint Secretary to the Government and above, as well as the heads of the Department.- (a) Places visited, (b) The period of visit, (c) The number of members in the official delegation, (d) Expenditure on the visit	Fully Met	16.67	16.67	https://nih.nic.in/writereaddata/files/suomotodisclosure.pdf	Fully Met	16.67	https://www.nih.nic.in/writereaddata/files/suomotodisclosure.pdf
2.2.3	Information related to procurements- (a) Notice/tender enquires, and corrigenda if any thereon, (b) Details of the bids awarded comprising the names of the suppliers of goods/ services being procured, (c) The works contracts concluded – in any such combination of the above-and, (d) The rate/ rates and the total amount at which such procurement or works contract is to be executed.	Partially Met	16.67	8.34	https://www.nih.nic.in/tenders/archive	Partially Met	8.34	https://www.nih.nic.in/tenders/archive
2.3	Manner of execution of subsidy programme [Section 4(i)(b)(xii)]							
2.3.1	Name of the programme of activity	Not Applicable	0	0	empty	Not Applicable	0	Does not pertain to NIH as it has no

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								subsidy programme
2.3.2	Objective of the programme	Not Applicable	0	0	empty	Not Applicable	0	Does not pertain to NIH as it has no subsidy programme
2.3.3	Procedure to avail benefits	Not Applicable	0	0	empty	Not Applicable	0	Does not pertain to NIH as it has no subsidy programme
2.3.4	Duration of the programme/ scheme	Not Applicable	0	0	empty	Not Applicable	0	Does not pertain to NIH as it has no subsidy programme
2.3.5	Physical and financial targets of the programme	Not Applicable	0	0	empty	Not Applicable	0	Does not pertain to NIH as it has no subsidy programme
2.3.6	Nature/ scale of subsidy /amount allotted	Not Applicable	0	0	empty	Not Applicable	0	Does not pertain to NIH as it has no subsidy programme
2.3.7	Eligibility criteria for grant of subsidy	Not Applicable	0	0	empty	Not Applicable	0	Does not pertain to NIH as it has no subsidy programme

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Not Applicable	0	0	empty	Not Applicable	0	Does not pertain to NIH as it has no subsidy programme
2.4	Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013]							
2.4.1	Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions	Not Applicable	0	0	empty	Not Applicable	0	Does not apply to the PA
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Not Applicable	0	0	empty	Not Applicable	0	Does not apply to the PA
2.5	Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]							
2.5.1	Concessions, permits or authorizations granted by public authority	Not Applicable	0	0	empty	Not Applicable	0	There are no Concessions, Permits or Authorizations of Grants by PA
2.5.2	For each concessions, permit or authorization granted - (a) Eligibility criteria, (b) Procedure for getting the concession/ grant and/ or permits of authorizations, (c) Name and address of the recipients given concessions/ permits or authorizations, (d) Date of award of concessions/ permits of authorizations	Not Applicable	0	0	empty	Not Applicable	0	There are no Concessions, Permits or Authorizations of Grants by PA
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.	Partially Met	50	25.00	https://www.nih.nic.in/writereaddata/files/AnnualReportNIH_Eng22-23.p	Partially Met	25.00	CAG report available https://www.nih.nic.in/writereaddata/files/Annual

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					df			ReportNIH_Eng22-23.pdf but no report on action taken on prior comments/observations is available.
Total			140	97		140	107	
3	Publicity Band Public interface							
3.1	Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation there of [Section 4(1)(b)(vii)] [F No 1/6/2011-IR dt. 15.04.2013]							
3.1.1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	Fully Met	12.5	12.50	https://www.nih.nic.in/	Fully Met	12.50	As the institute offers teaching, research hospital and medical services, all information related to the same is available at https://www.nih.nic.in/writereaddata/files/HospitalAnnualReport.pdf , https://www.nih.nic.in/pages/display/200 , https://www.nih.nic.in/

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								c.in/writeread data/files/USER_CHARGES_REVENUE17.pdf and http://www.nih.nic.in/pages/display/217 and https://www.nih.nic.in/pages/display/163
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	Does not relate to functions of the PA as PA is not involved in policy decision
3.1.3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	Not Applicable	0	0	empty	Not Applicable	0	Does not relate to functions of the PA
3.1.4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable	0	0	empty	Not Applicable	0	Does not relate to functions of the PA
3.1.5	Public- private partnerships (PPP)- Concession agreements.	Not Applicable	0	0	empty	Not Applicable	0	Does not relate to functions of the PA
3.1.6	Public- private partnerships (PPP)- Operation and maintenance manuals	Not Applicable	0	0	empty	Not Applicable	0	Does not relate to

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								functions of the PA
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	Does not relate to functions of the PA
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	Does not relate to functions of the PA
3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	Not Applicable	0	0	empty	Not Applicable	0	Does not relate to functions of the PA
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	Does not relate to functions of the PA
3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	Not Applicable	0	0	empty	Not Applicable	0	Does not relate to functions of the PA
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	Not Met	16.67	0	empty	Not Applicable	0	PA is not involved in policy Formulation
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	Not Met	16.67	0	empty	Not Applicable	0	PA is not involved in policy Formulation

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
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	Not Met	16.67	0	empty	Not Applicable	0	PA is not involved in policy Formulation
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://nih.nic.in/	Fully Met	50.00	https://www.nih.nic.in/
3.4	Form of accessibility of information manual/ handbook[Section 4(1)(b)]							
3.4.1	Information manual/handbook available in Electronic format	Fully Met	25	25.00	https://nih.nic.in/	Fully Met	25.00	All information related to the institute is available at https://www.nih.nic.in/
3.4.2	Information manual/handbook available in Printed format	Fully Met	25	25.00	https://nih.nic.in/publications	Fully Met	25.00	https://www.nih.nic.in/publications
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.nih.nic.in/writereaddata/files/suomotodisclosure.pdf	Fully Met	25.00	Page 8 at https://www.nih.nic.in/writereaddata/files/suomotodisclosure.pdf
3.5.2	List of materials available At a reasonable cost of the medium	Fully Met	25	25.00	https://www.nih.nic.in/	Fully Met	25.00	The website provides detailed information about the functioning of the institute

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
Total			213	163		163	163	
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	Partially Met	14.29	7.15	https://nih.nic.in/pages/display/121-about-us	Fully Met	14.29	https://www.nih.nic.in/
4.1.2	Vernacular/ Local Language	Partially Met	14.29	7.15	https://nih.nic.in/	Fully Met	14.29	https://nih.nic.in/
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	Not Met	28.57	0	empty	Not Met	0	Information is not available
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://nih.nic.in/	Fully Met	9.52	https://www.nih.nic.in/
4.3.2	Name/ title of the document/record/ other information	Fully Met	9.52	9.52	Annual Report, Audited Accounts, Bye Laws Accounts, Bye Laws	Fully Met	9.52	Annual Reports, Publications, Hospital and Medical Services, Research Activities, Bye-Laws, User Charge Revenue, Tenders
4.3.3	Location where available	Fully Met	9.52	9.52	https://nih.nic.in/	Fully Met	9.52	https://www.nih.nic.in/
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://nih.nic.in/pages/display/121-about-us	Fully Met	7.14	https://www.nih.nic.in/pages/display/121-about-us

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					y/125-faculty-members			view/42/64-library-information-services and https://www.nih.nic.in/pages/display/127-library
4.4.2	Details of information made available	Fully Met	7.14	7.14	https://nih.nic.in/writereaddata/files/Faculty_Members.pdf	Fully Met	7.14	Information related to seating capacity, teachers and staff, No. of text books, Number of journals , daily usage etc is available
4.4.3	Working hours of the facility	Fully Met	7.14	7.14	https://nih.nic.in/writereaddata/files/HospitalAnnualReport.pdf	Not Met	0	Information not available
4.4.4	Contact person & contact details (Phone, fax email)	Fully Met	7.14	7.14	https://nih.nic.in/writereaddata/files/Faculty_Members.pdf	Partially Met	3.57	Names of the library contact persons available at https://www.nih.nic.in/writereaddata/files/Staff_Members.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.5	Such other information as may be prescribed under Section 4(i) (b)(xvii)							
4.5.1	Grievance redressal mechanism	Partially Met	3.57	1.79	https://www.nih.nic.in/writeradddata/files/suomotodisclosure.pdf	Fully Met	3.57	Page 9 at https://www.nih.nic.in/writeradddata/files/suomotodisclosure.pdf
4.5.2	Details of applications received under RTI and information provided	Partially Met	3.57	1.79	https://www.nih.nic.in/writeradddata/files/suomotodisclosure.pdf	Fully Met	3.57	Page 9 at https://www.nih.nic.in/writeradddata/files/suomotodisclosure.pdf
4.5.3	List of completed schemes/ projects/ Programmes	Fully Met	3.57	3.57	https://www.nih.nic.in/NoticeBoard/Prospectus	Fully Met	3.57	Information related to courses conducted and services offered is available on the website and Annual Report
4.5.4	List of schemes/ projects/ programme underway	Partially Met	3.57	1.79	https://nih.nic.in/pages/display/121-about-us	Fully Met	3.57	List of ongoing academic programmes is available on website
4.5.5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	Not Met	3.57	0	empty	Not Met	0	Information not available on website

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.5.6	Annual Report	Fully Met	3.57	3.57	https://nih.nic.in/pages/display/219	Fully Met	3.57	https://nih.nic.in/pages/display/219
4.5.7	Frequently Asked Question (FAQs)	Not Met	3.57	0	empty	Not Met	0	Information not available on website
4.5.8	Any other information such as - (a) Citizen's Charter, (b) Result Framework Document (RFD), (c) Six monthly reports on the , (d) Performance against the benchmarks set in the Citizen's Charter	Not Met	3.57	0	empty	Not Met	0	Information not available on website
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	Partially Met	14.29	7.15	https://www.nih.nic.in/writereaddata/files/suomotodisclosure.pdf	Fully Met	14.29	Page 9 at https://www.nih.nic.in/writereaddata/files/suomotodisclosure.pdf
4.6.2	Details of appeals received and orders issued	Partially Met	14.29	7.15	https://www.nih.nic.in/writereaddata/files/suomotodisclosure.pdf	Fully Met	14.29	Page 9 at https://www.nih.nic.in/writereaddata/files/suomotodisclosure.pdf
4.7	Replies to questions asked in the parliament[Section 4(1)(d)(2)]							
4.7.1	Details of questions asked and replies given	Not Met	28.57	0	empty	Not Met	0	Information not available on website
Total			200	98		200	121	
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,	Fully Met	20	20.00	https://www.nih.nic.in/writereaddata/files/suomotodisclosure.pdf	Fully Met	20.00	Page 8 at https://www.nih.nic.in/writereaddata/files/suomotodisclosure.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	(b) Earlier CPIO & FAAs from 1.1.2015				h.nic.in/writereaddata/files/suomotodisclosure.pdf			s://www.nih.nic.in/writereaddata/files/suomotodisclosure.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.nih.nic.in/writereaddata/files/NIHTransparency3rdPartyAuditReport.pdf	Fully Met	20.00	Page 8 at https://www.nih.nic.in/writereaddata/files/suomotodisclosure.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	Partially Met	20	10.00	https://nih.nic.in/writereaddata/files/suomotodisclosure.pdf	Partially Met	10.00	Limited Information available at https://www.nih.nic.in/writereaddata/files/suomotodisclosure.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	Not Met	20	0	empty	Not Met	0	Information not available
5.1.5	Committee of PIOs/FAAs with rich experience in RTI to identify frequently sought information under RTI - (a) Dates from which constituted, (b) Name & Designation of the Officers	Not Met	20	0	empty	Not Met	0	Information not available
Total			100	50		100	50	
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	Fully Met	25	25.00	https://www.nih.nic.in/	Fully Met	25.00	The website https://www.nih.nic.in/

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	information							.nic.in/provide s all information related to functions of the institute, faculty, staff, departments, hospital services, courses offered, user charges, annual reports so that public has minimum resort to obtain information
6.2	Guidelines for Indian Government Websites (GIGW) is followed (released in February, 2009 and included in the Central Secretariat Manual of Office Procedures (CSMOP) by Department of Administrative Reforms and Public Grievances, Ministry of Personnel, Publ							
6.2.1	Whether STQC certification obtained and its validity	Not Met	12.5	0	empty	Not Met	0	STQC certificate not available on website
6.2.2	Does the website show the certificate on the Website?	Not Met	12.5	0	empty	Not Met	0	STQC certificate not available on website
Total			50	25		50	25	
Grand Total			787	497		737	538	