

**Self appraisal report for Year (2022-23)**

**Auditor Agency: SUNIL DUTT**

**Ministry Name: Ministry of Tourism**

**Department Name:**

**Public Authority Name: IHM Gwalior**

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
<b>1</b>	<b>Organisation and Function</b>							
<b>1.1</b>	<b>Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]</b>							
1.1.1	Name and address of the Organization	Fully Met	1.28	1.28	ihmgwalior.org	Fully Met	1.28	<a href="https://ihmgwalior.org/">https://ihmgwalior.org/</a>
1.1.2	Head of the organization	Fully Met	1.28	1.28	Principal	Fully Met	1.28	<a href="https://ihmgwalior.org/principal-message/">https://ihmgwalior.org/principal-message/</a>
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	<a href="https://ihmgwalior.org/about-ihm/#vision">https://ihmgwalior.org/about-ihm/#vision</a>	Fully Met	1.28	<a href="https://ihmgwalior.org/about-ihm/#mission">https://ihmgwalior.org/about-ihm/#mission</a>
1.1.4	Function and duties	Partially Met	1.28	0.64	IHM Gwalior	Fully Met	1.28	<a href="https://ihmgwalior.org/rti/">https://ihmgwalior.org/rti/</a> ; <a href="https://ihmgwalior.org/wp-content/uploads/2023/08/Chapter-2.pdf">https://ihmgwalior.org/wp-content/uploads/2023/08/Chapter-2.pdf</a>
1.1.5	Organization Chart	Partially Met	1.28	0.64	IHM Gwalior.org	Fully Met	1.28	<a href="https://ihmgwalior.org/wp-content/uploads/2023/08/CHAPTER-3.pdf">https://ihmgwalior.org/wp-content/uploads/2023/08/CHAPTER-3.pdf</a>

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
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	IHM Gwalior	Fully Met	1.28	<a href="https://ihmgwalior.org/wp-content/uploads/2023/08/Chapter-2.pdf">https://ihmgwalior.org/wp-content/uploads/2023/08/Chapter-2.pdf</a>
<b>1.2</b>	<b>Power and duties of its officers and employees[Section 4(1) (b)(ii)]</b>							
1.2.1	Powers and duties of officers (administrative, financial and judicial)	Partially Met	1.54	0.77	IHM Gwalior	Fully Met	1.54	Now available at: <a href="https://ihmgwalior.org/wp-content/uploads/2023/08/CHAPTER-3.pdf">https://ihmgwalior.org/wp-content/uploads/2023/08/CHAPTER-3.pdf</a> ; <a href="https://ihmgwalior.org/rti/">https://ihmgwalior.org/rti/</a>
1.2.2	Power and duties of other employees	Partially Met	1.54	0.77	IHM Gwalior	Fully Met	1.54	Same as above
1.2.3	Rules/ orders under which powers and duty are derived and	Partially Met	1.54	0.77	IHM Gwalior	Fully Met	1.54	Same as above
1.2.4	Exercised	Partially Met	1.54	0.77	IHM Gwalior	Fully Met	1.54	Same as above
1.2.5	Work allocation	Partially Met	1.54	0.77	IHM Gwalior	Fully Met	1.54	Same as above
<b>1.3</b>	<b>Procedure followed in decision making process [Section 4(1)(b)(iii)]</b>							
1.3.1	Process of decision making Identify key decision making points	Partially Met	1.54	0.77	IHM Gwalior	Fully Met	1.54	<a href="https://ihmgwalior.org/wp-content/uploads/2023/08/Chapter4-1.pdf">https://ihmgwalior.org/wp-content/uploads/2023/08/Chapter4-1.pdf</a> ; <a href="https://ihmgwalior.org/rti/">https://ihmgwalior.org/rti/</a> ; <a href="https://ihmgwalior.org/wp-content/">https://ihmgwalior.org/wp-content/</a>

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								uploads/2023/08/CHAPTER-9.pdf
1.3.2	Final decision making authority	Fully Met	1.54	1.54	Principal	Fully Met	1.54	Same as above
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	Principal	Fully Met	1.54	Same as above
1.3.4	Time limit for taking a decisions, if any	Partially Met	1.54	0.77	Principal	Fully Met	1.54	Same as above
1.3.5	Channel of supervision and accountability	Partially Met	1.54	0.77	IHM Gwalior	Partially Met	0.77	IHM Gwalior is advised to upload/provide complete detail
<b>1.4</b>	<b>Norms for discharge of functions[Section 4(1)(b)(iv)]</b>							
1.4.1	Nature of functions/ services offered	Partially Met	1.54	0.77	IHM Gwalior	Fully Met	1.54	<a href="https://ihmgwalior.org/wp-content/uploads/2023/08/Chapter4-1.pdf">https://ihmgwalior.org/wp-content/uploads/2023/08/Chapter4-1.pdf</a> ; <a href="https://ihmgwalior.org/rti/">https://ihmgwalior.org/rti/</a> ; <a href="https://ihmgwalior.org/wp-content/uploads/2023/08/CHAPTER-15.pdf">https://ihmgwalior.org/wp-content/uploads/2023/08/CHAPTER-15.pdf</a>
1.4.2	Norms/ standards for functions/ service delivery	Partially Met	1.54	0.77	IHM Gwalior	Fully Met	1.54	Same as above
1.4.3	Process by which these services can be accessed	Partially Met	1.54	0.77	IHM Gwalior	Fully Met	1.54	Same as above
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	IHM Gwalior	Fully Met	1.54	Same as

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL above
1.4.5	Process of redress of grievances	Fully Met	1.54	1.54	IHM Gwalior	Fully Met	1.54	<a href="https://ihmgwalior.org/wp-content/uploads/2023/08/CHAPTER-9.pdf">https://ihmgwalior.org/wp-content/uploads/2023/08/CHAPTER-9.pdf</a>
<b>1.5</b>	<b>Rules, regulations, instructions manual and records for discharging functions[Section 4(1)(b)(v)]</b>							
1.5.1	Title and nature of the record/ manual /instruction.	Fully Met	1.92	1.92	IHM Gwalior	Fully Met	1.92	<a href="https://ihmgwalior.org/wp-content/uploads/2023/08/Chapter4-1.pdf">https://ihmgwalior.org/wp-content/uploads/2023/08/Chapter4-1.pdf</a>
1.5.2	List of Rules, regulations, instructions manuals and records.	Fully Met	1.92	1.92	IHM Gwalior	Fully Met	1.92	Same as above
1.5.3	Acts/ Rules manuals etc.	Fully Met	1.92	1.92	IHM Gwalior	Fully Met	1.92	Same as above
1.5.4	Transfer policy and transfer orders	Not Applicable	0	0	empty	Partially Met	0.96	Partially available at: <a href="https://ihmgwalior.org/wp-content/uploads/2023/08/Chapter4-1.pdf">https://ihmgwalior.org/wp-content/uploads/2023/08/Chapter4-1.pdf</a> ; IHM Gwalior is advised to upload/provide complete detail
<b>1.6</b>	<b>Categories of documents held by the authority under its control[Section 4(1)(b) (vi)]</b>							
1.6.1	Categories of documents	Fully Met	3.85	3.85	IHM Gwalior	Fully Met	3.85	<a href="https://ihmgwalior.org/wp-content/uploads/">https://ihmgwalior.org/wp-content/uploads/</a>

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								2023/08/CHAPTER-6.pdf
1.6.2	Custodian of documents/categories	Fully Met	3.85	3.85	IHM Gwalior	Fully Met	3.85	IHM Gwalior is advised to upload/provide complete detail
<b>1.7</b>	<b>Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]</b>							
1.7.1	Name of Boards, Council, Committee etc.	Fully Met	0.96	0.96	ihmgwalior.org	Fully Met	0.96	<a href="https://ihmgwalior.org/wp-content/uploads/2023/08/CHAPTER-7.pdf">https://ihmgwalior.org/wp-content/uploads/2023/08/CHAPTER-7.pdf</a> ; <a href="https://ihmgwalior.org/rti/">https://ihmgwalior.org/rti/</a> ; <a href="https://ihmgwalior.org/wp-content/uploads/2023/08/CHAPTER-15.pdf">https://ihmgwalior.org/wp-content/uploads/2023/08/CHAPTER-15.pdf</a> ; <a href="https://ihmgwalior.org/wp-content/uploads/2023/08/BOG-composition.pdf">https://ihmgwalior.org/wp-content/uploads/2023/08/BOG-composition.pdf</a>
1.7.2	Composition	Fully Met	0.96	0.96	ihmgwalior.org	Fully Met	0.96	Same as above
1.7.3	Dates from which constituted	Fully Met	0.96	0.96	ihmgwalior.org	Fully Met	0.96	Same as above
1.7.4	Term/ Tenure	Fully Met	0.96	0.96	ihmgwalior	Fully Met	0.96	IHM Gwalior is advised to upload/provide

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL complete detail
1.7.5	Powers and functions	Fully Met	0.96	0.96	IHM Gwalior	Fully Met	0.96	<a href="https://ihmgwalior.org/rti/">https://ihmgwalior.org/rti/</a>
1.7.6	Whether their meetings are open to the public?	Not Applicable	0	0	empty	Partially Met	0.48	IHM Gwalior is advised to upload/provide complete detail
1.7.7	Whether the minutes of the meetings are open to the public?	Fully Met	0.96	0.96	IHM Gwalior	Fully Met	0.96	<a href="https://ihmgwalior.org/wp-content/uploads/2023/08/53-BOG-Meeting-Minutes.pdf">https://ihmgwalior.org/wp-content/uploads/2023/08/53-BOG-Meeting-Minutes.pdf</a> ; <a href="https://ihmgwalior.org/wp-content/uploads/2023/08/Minutes-of-54th-BoG-Meeting-of-IHM-Gwalior-held-on-VC-mode-on-18-09-2020.pdf">https://ihmgwalior.org/wp-content/uploads/2023/08/Minutes-of-54th-BoG-Meeting-of-IHM-Gwalior-held-on-VC-mode-on-18-09-2020.pdf</a>
1.7.8	Place where the minutes if open to the public are available?	Fully Met	0.96	0.96	IHM Gwalior	Fully Met	0.96	Same as above
<b>1.8</b>	<b>Directory of officers and employees[Section 4(1) (b) (ix)]</b>							
1.8.1	Name and designation	Fully Met	3.85	3.85	IHM Gwalior	Fully Met	3.85	<a href="https://ihmgwalior.org/wp-content/uploads/2023/08/CHA">https://ihmgwalior.org/wp-content/uploads/2023/08/CHA</a>

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								PTER-10.pdf
1.8.2	Telephone , fax and email ID	Partially Met	3.85	1.93	IHM Gwalior	Fully Met	3.85	Same as above
<b>1.9</b>	<b>Monthly Remuneration received by officers &amp; employees including system of compensation[Section 4(1) (b) (x)]</b>							
1.9.1	List of employees with Gross monthly remuneration	Partially Met	3.85	1.93	IHM Gwalior	Fully Met	3.85	Now available at: <a href="https://ihmgwalior.org/wp-content/uploads/2023/08/CHAPTER-11.pdf">https://ihmgwalior.org/wp-content/uploads/2023/08/CHAPTER-11.pdf</a>
1.9.2	System of compensation as provided in its regulations	Partially Met	3.85	1.93	IHM Gwalior	Fully Met	3.85	Same as above
<b>1.10</b>	<b>Name, designation and other particulars of public information officers[Section 4(1) (b) (xvi)]</b>							
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	<a href="https://ihmgwalior.org/rti/">https://ihmgwalior.org/rti/</a>	Fully Met	3.85	<a href="https://ihmgwalior.org/wp-content/uploads/2023/08/CHAPTER-8.pdf">https://ihmgwalior.org/wp-content/uploads/2023/08/CHAPTER-8.pdf</a>
1.10.2	Address, telephone numbers and email ID of each designated official.	Fully Met	3.85	3.85	<a href="https://ihmgwalior.org/about-ihm/#vision">https://ihmgwalior.org/about-ihm/#vision</a>	Fully Met	3.85	Same as above
<b>1.11</b>	<b>No. Of employees against whom Disciplinary action has been proposed/ taken(Section 4(2))</b>							
1.11.1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	Partially Met	3.85	1.93	IHM Gwalior	Fully Met	3.85	IHM Gwalior is advised to upload/provide complete detail
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	Partially Met	3.85	1.93	Gwalior	Fully Met	3.85	Same as above
<b>1.12</b>	<b>Programmes to advance understanding of RTI(Section 26)</b>							
1.12.1	Educational programmes	Partially Met	1.92	0.96	IHM Gwalior	Partially Met	0.96	<a href="https://ihmgwalior.org/">https://ihmgwalior.org/</a>

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								lior.org/wp-content/uploads/2023/08/CHAPTER-18.pdf; IHM Gwalior is advised to upload/provide complete detail
1.12.2	Efforts to encourage public authority to participate in these programmes	Partially Met	1.92	0.96	IHM Gwalior	Partially Met	0.96	Same as above
1.12.3	Training of CPIO/APIO	Partially Met	1.92	0.96	IHM Gwalior	Partially Met	0.96	Same as above
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Partially Met	1.92	0.96	IHM Gwalior	Fully Met	1.92	Last updated on 19.08.2023
<b>1.13</b>	<b>Transfer policy and transfer orders[F No. 1/6/2011- IR dt. 15.4.2013]</b>							
1.13.1	Transfer Policy And Transfer Orders[F No. 1/6/2011- IR Dt. 15.4.2013]	Not Applicable	0	0	empty	Partially Met	3.85	Partillay available at: <a href="https://ihmgwalior.org/wp-content/uploads/2023/08/Chapter4-1.pdf">https://ihmgwalior.org/wp-content/uploads/2023/08/Chapter4-1.pdf</a> ; IHM Gwalior is advised to upload/provide complete detail
<b>Total</b>			<b>89</b>	<b>66</b>			<b>100</b>	<b>91</b>
<b>2</b>	<b>Budget and Programme</b>							
<b>2.1</b>	<b>Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc.[Section 4(1)(b)(xi)]</b>							



Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
2.1.1	Total Budget for the public authority	Partially Met	10	5.00	IHM Gwalior	Partially Met	5.00	IHM Gwalior is advised to upload/provide complete detail
2.1.2	Budget for each agency and plan & programmes	Partially Met	10	5.00	IHM Gwalior	Partially Met	5.00	Same as above
2.1.3	Proposed expenditures	Fully Met	10	10.00	IHM Gwalior	Partially Met	5.00	Same as above
2.1.4	Revised budget for each agency, if any	Partially Met	10	5.00	IHM Gwalior	Partially Met	5.00	Same as above
2.1.5	Report on disbursements made and place where the related reports are available	Partially Met	10	5.00	IHM Gwalior	Partially Met	5.00	Same as above
<b>2.2</b>	<b>Foreign and domestic tours(F.No. 1/8/2012- IR dt. 11.9.2012)</b>							
2.2.1	Budget	Not Applicable	0	0	empty	Partially Met	8.34	IHM Gwalior is advised to upload/provide 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	Not Applicable	0	0	empty	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	Not Applicable	0	0	empty	Fully Met	16.67	Now available at: <a href="https://ihmgwalior.org/wp-content/uploads/2023/05/New-Doc-05-24-2023-15.55.p">https://ihmgwalior.org/wp-content/uploads/2023/05/New-Doc-05-24-2023-15.55.p</a>

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	amount at which such procurement or works contract is to be executed.							df; <a href="https://ihmgwalior.org/wp-content/uploads/2023/08/Providing-Man-Power-for-Cleaning-Gardening-security.pdf">https://ihmgwalior.org/wp-content/uploads/2023/08/Providing-Man-Power-for-Cleaning-Gardening-security.pdf</a> <a href="https://ihmgwalior.org/wp-content/uploads/2023/08/Out-source-service-.pdf">https://ihmgwalior.org/wp-content/uploads/2023/08/Out-source-service-.pdf</a>
<b>2.3</b>	<b>Manner of execution of subsidy programme [Section 4(i)(b)(xii)]</b>							
2.3.1	Name of the programme of activity	Not Applicable	0	0	empty	Not Applicable	0	As per IHM Gwalior, it is NOT applicable
2.3.2	Objective of the programme	Not Applicable	0	0	empty	Not Applicable	0	Same as above
2.3.3	Procedure to avail benefits	Not Applicable	0	0	empty	Not Applicable	0	Same as above
2.3.4	Duration of the programme/ scheme	Not Applicable	0	0	empty	Not Applicable	0	Same as above
2.3.5	Physical and financial targets of the programme	Not Applicable	0	0	empty	Not Applicable	0	Same as above
2.3.6	Nature/ scale of subsidy /amount allotted	Not Applicable	0	0	empty	Not Applicable	0	Same as above
2.3.7	Eligibility criteria for grant of subsidy	Not Applicable	0	0	empty	Not Applicable	0	Same as above
2.3.8	Details of beneficiaries of subsidy programme	Not Applicable	0	0	empty	Not Applicable	0	Same as

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL above
	(number, profile etc)							
<b>2.4</b>	<b>Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013]</b>							
2.4.1	Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions	Not Applicable	0	0	empty	Not Applicable	0	As per IHM Gwalior, it is NOT applicable
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Not Applicable	0	0	empty	Not Applicable	0	Same as above
<b>2.5</b>	<b>Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]</b>							
2.5.1	Concessions, permits or authorizations granted by public authority	Not Applicable	0	0	empty	Not Applicable	0	As per IHM Gwalior, 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	Not Applicable	0	0	empty	Not Applicable	0	Same as above
<b>2.6</b>	<b>CAG &amp; PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]</b>							
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.	Not Applicable	0	0	empty	Not Met	0	IHM Gwalior is advised to upload/provide complete detail
<b>Total</b>			<b>50</b>	<b>30</b>		<b>150</b>	<b>58</b>	
<b>3</b>	<b>Publicity Band Public interface</b>							
<b>3.1</b>	<b>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]</b>							
3.1.1	Relevant Acts, Rules, Forms and other documents which are normally accessed by	Not Applicable	0	0	empty	Fully Met	12.50	Now available at: <a href="https://ihm">https://ihm</a>

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	citizens							gwalior.org/wp-content/uploads/2023/08/CHAPTER-5.pdf
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 IHM Gwalior, 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

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
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
<b>3.2</b>	<b>Are the details of policies / decisions, which affect public, informed to them[Section 4(1) (c)]</b>							
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 Applicable	0	0	empty	Partially Met	8.34	Now partially available at: <a href="https://ihmgwalior.org/rti/">https://ihmgwalior.org/rti/</a> ; IHM Gwalior is advised to upload/provide complete detail
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 Applicable	0	0	empty	Partially Met	8.34	Same as above
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 Applicable	0	0	empty	Partially Met	8.34	Same as above
<b>3.3</b>	<b>Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]</b>							
3.3.1	Use of the most effective means of communication - Internet (website)	Not Applicable	0	0	empty	Fully Met	50.00	<a href="https://ihmgwalior.org/">https://ihmgwalior.org/</a>
<b>3.4</b>	<b>Form of accessibility of information manual/ handbook[Section 4(1)(b)]</b>							
3.4.1	Information manual/handbook available in Electronic format	Not Applicable	0	0	empty	Fully Met	25.00	Now available at: <a href="https://ihmgwalior.org/">https://ihmgwalior.org/</a>
3.4.2	Information manual/handbook available in Printed format	Not Applicable	0	0	empty	Fully Met	25.00	Same as above
<b>3.5</b>	<b>Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]</b>							
3.5.1	List of materials available Free of cost	Not Applicable	0	0	empty	Partially Met	12.50	IHM Gwalior

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								is advised to upload/provide complete detail
3.5.2	List of materials available At a reasonable cost of the medium	Not Applicable	0	0	empty	Partially Met	12.50	Same as above
<b>Total</b>			<b>0</b>	<b>0</b>		<b>213</b>	<b>163</b>	
<b>4</b>	<b>E-Governance</b>							
<b>4.1</b>	<b>Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]</b>							
4.1.1	English	Fully Met	14.29	14.29	IHM Gwalior	Fully Met	14.29	<a href="https://ihmgwalior.org/">https://ihmgwalior.org/</a>
4.1.2	Vernacular/ Local Language	Fully Met	14.29	14.29	IHM Gwalior	Partially Met	7.15	IHM Gwalior is advised to upload/provide complete detail
<b>4.2</b>	<b>When was the information Manual/Handbook last updated?[F No. 1/6/2011-IR dt 15.4.2013]</b>							
4.2.1	Last date of Annual updation	Fully Met	28.57	28.57	IHM Gwalior	Fully Met	28.57	28.08.2023
<b>4.3</b>	<b>Information available in electronic form[Section 4(1)(b)(xiv)]</b>							
4.3.1	Details of information available in electronic form	Not Met	9.52	0	empty	Fully Met	9.52	Now available at: <a href="https://ihmgwalior.org/wp-content/uploads/2023/08/CHAPTER-16.pdf">https://ihmgwalior.org/wp-content/uploads/2023/08/CHAPTER-16.pdf</a>
4.3.2	Name/ title of the document/record/ other information	Not Met	9.52	0	empty	Fully Met	9.52	Same as above
4.3.3	Location where available	Not Met	9.52	0	empty	Fully Met	9.52	Same as above
<b>4.4</b>	<b>Particulars of facilities available to citizen for obtaining information[Section 4(1)(b)(xv)]</b>							
4.4.1	Name & location of the faculty	Partially Met	7.14	3.57	IHM Gwalior	Fully Met	7.14	Now available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								at: <a href="https://ihmgwalior.org/wp-content/uploads/2023/08/CHAPTER-17.pdf">https://ihmgwalior.org/wp-content/uploads/2023/08/CHAPTER-17.pdf</a>
4.4.2	Details of information made available	Partially Met	7.14	3.57	IHM Gwalior	Fully Met	7.14	Same as above
4.4.3	Working hours of the facility	Fully Met	7.14	7.14	IHM Gwalior	Fully Met	7.14	Same as above
4.4.4	Contact person & contact details (Phone, fax email)	Fully Met	7.14	7.14	IHM Gwalior	Fully Met	7.14	Same as above
<b>4.5</b>	<b>Such other information as may be prescribed under Section 4(i) (b)(xvii)</b>							
4.5.1	Grievance redressal mechanism	Partially Met	3.57	1.79	IHM Gwalior	Partially Met	1.79	IHM Gwalior is advised to upload/provide complete detail
4.5.2	Details of applications received under RTI and information provided	Fully Met	3.57	3.57	IHM Gwalior	Fully Met	3.57	<a href="https://ihmgwalior.org/wp-content/uploads/2023/08/RTI-Application-and-Answers-reply-letters-for-the-year-2022-23.pdf">https://ihmgwalior.org/wp-content/uploads/2023/08/RTI-Application-and-Answers-reply-letters-for-the-year-2022-23.pdf</a> ; <a href="https://ihmgwalior.org/wp-content/uploads/2023/08/Annual-report-of-RTI-202">https://ihmgwalior.org/wp-content/uploads/2023/08/Annual-report-of-RTI-202</a>

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								2-23.pdf
4.5.3	List of completed schemes/ projects/ Programmes	Not Applicable	0	0	empty	Not Met	0	IHM Gwalior is advised to upload/provide complete detail
4.5.4	List of schemes/ projects/ programme underway	Not Applicable	0	0	empty	Not Met	0	Same as above
4.5.5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	Not Applicable	0	0	empty	Fully Met	3.57	Now available at: <a href="https://ihmgwalior.org/wp-content/uploads/2023/08/Providing-Man-Power-for-Cleaning-Gardening-security.pdf">https://ihmgwalior.org/wp-content/uploads/2023/08/Providing-Man-Power-for-Cleaning-Gardening-security.pdf</a> <a href="https://ihmgwalior.org/wp-content/uploads/2023/08/Out-source-service-.pdf">https://ihmgwalior.org/wp-content/uploads/2023/08/Out-source-service-.pdf</a>
4.5.6	Annual Report	Fully Met	3.57	3.57	IHM Gwalior	Fully Met	3.57	<a href="https://ihmgwalior.org/ihm-annual-report/">https://ihmgwalior.org/ihm-annual-report/</a>
4.5.7	Frequently Asked Question (FAQs)	Not Applicable	0	0	empty	Fully Met	3.57	Now available at: <a href="https://ihmgwalior.org/wp-content/uploads/2023/08/CHAPTER-18.p">https://ihmgwalior.org/wp-content/uploads/2023/08/CHAPTER-18.p</a>



Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.5.8	Any other information such as - (a) Citizen's Charter, (b) Result Framework Document (RFD), (c) Six monthly reports on the , (d) Performance against the benchmarks set in the Citizen's Charter	Not Applicable	0	0	empty	Not Met	0	It is advised to upload Citizen Charter
<b>4.6</b>	<b>Receipt &amp; Disposal of RTI applications &amp; appeals [F.No 1/6/2011-IR dt. 15.04.2013]</b>							
4.6.1	Details of applications received and disposed	Fully Met	14.29	14.29	IHM Gwalior	Fully Met	14.29	<a href="https://ihmgwalior.org/wp-content/uploads/2023/08/RTI-Application-and-Answers-reply-letters-for-the-year-2022-23.pdf">https://ihmgwalior.org/wp-content/uploads/2023/08/RTI-Application-and-Answers-reply-letters-for-the-year-2022-23.pdf</a> ; <a href="https://ihmgwalior.org/wp-content/uploads/2023/08/Annual-report-of-RTI-2022-23.pdf">https://ihmgwalior.org/wp-content/uploads/2023/08/Annual-report-of-RTI-2022-23.pdf</a>
4.6.2	Details of appeals received and orders issued	Fully Met	14.29	14.29	IHM Gwalior	Fully Met	14.29	Same as above
<b>4.7</b>	<b>Replies to questions asked in the parliament[Section 4(1)(d)(2)]</b>							
4.7.1	Details of questions asked and replies given	Partially Met	28.57	14.29	IHM Gwalior	Partially Met	14.29	IHM Gwalior is advised to upload/provide complete detail
<b>Total</b>			<b>182</b>	<b>130</b>		<b>200</b>	<b>166</b>	
<b>5</b>	<b>Information as may be prescribed</b>							

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
<b>5.1</b>	<b>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]</b>							
5.1.1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1.1.2015	Partially Met	20	10.00	IHM Gwalior	Fully Met	20.00	Now available at: <a href="https://ihmgwalior.org/wp-content/uploads/2023/08/CHAPTER-21.pdf">https://ihmgwalior.org/wp-content/uploads/2023/08/CHAPTER-21.pdf</a> ; <a href="https://ihmgwalior.org/wp-content/uploads/2023/08/CHAPTER-22.pdf">https://ihmgwalior.org/wp-content/uploads/2023/08/CHAPTER-22.pdf</a> ; <a href="https://ihmgwalior.org/wp-content/uploads/2023/08/List-CPIO-ACPIO-FAA-w.e.f.-2015.pdf">https://ihmgwalior.org/wp-content/uploads/2023/08/List-CPIO-ACPIO-FAA-w.e.f.-2015.pdf</a>
5.1.2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the audit carried out	Not Met	20	0	empty	Not Met	0	Being audited for 2022-23
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	Not Applicable	0	0	empty	Fully Met	20.00	Now available at: <a href="https://ihmgwalior.org/wp-content/uploads/2023/05/NamesofthePublicAuthority.pdf">https://ihmgwalior.org/wp-content/uploads/2023/05/NamesofthePublicAuthority.pdf</a>
5.1.4	Consultancy committee of key stake holders for advice on suo-motu disclosure - (a) Dates from	Not Applicable	0	0	empty	Not Met	0	IHM Gwalior is advised to u

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	which constituted, (b) Name & Designation of the officers							pload/provide complete detail
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 Applicable	0	0	empty	Not Met	0	IHM Gwalior is advised to upload/provide complete detail
<b>Total</b>			<b>40</b>	<b>10</b>		<b>100</b>	<b>40</b>	
<b>6</b>	<b>Information Disclosed on own Initiative</b>							
<b>6.1</b>	<b>Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information</b>							
6.1.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	Partially Met	25	12.50	IHM Gwalior	Fully Met	25.00	<a href="https://ihmgwalior.org/">https://ihmgwalior.org/</a> ; <a href="https://ihmgwalior.org/rti/">https://ihmgwalior.org/rti/</a>
<b>6.2</b>	<b>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</b>							
6.2.1	Whether STQC certification obtained and its validity	Not Applicable	0	0	empty	Not Met	0	IHM Gwalior is advised to obtain STQC Certification and upload the same indicating its validity
6.2.2	Does the website show the certificate on the Website?	Not Applicable	0	0	empty	Not Met	0	Same as above
<b>Total</b>			<b>25</b>	<b>13</b>		<b>50</b>	<b>25</b>	
<b>Grand Total</b>			<b>387</b>	<b>248</b>		<b>813</b>	<b>543</b>	