

## A FRAMEWORK FOR TRANSPARENCY AUDIT

The RTI Act under section 4 provides a comprehensive framework for promoting openness in the functioning of the Public Authorities. While Section 4(1) (a) provides a general guideline for record management, so that the information could be easily stored and retained, the sub-sections b,c and d of Section 4 relate to the organizational objects and functions. Sub-sections (b), (c) and (d) of Section 4 of the RTI Act and other related information can be grouped under six categories; namely, 1-organsiation and function, 2- Budget and programmes, 3- Publicity and public interface, 4-E. governance, 5-Information as prescribed and 6. Information disclosed on own initiative.

### 1. Organisation and Function

Sr.No.	Item	Details of disclosure	Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
1.1	Particulars of its organisation, functions and duties [Section 4(1)(b)(i)]	(i) Name and address of the Organization	Indian Institute of Information Technology, Surat Kholvad Campus, Kamrej, Surat – 394190Gujarat
		(ii) Head of the organization	<b>Dr. J. S. Bhat , Director</b>
		(iii) Vision, Mission and Key objectives	<b>Vision:</b> To develop a globally competitive Centre of Excellence in the field of Computer Science and Technology to inspire the younger generation of Engineers to realize the 'Make in India' dream a reality.
			<b>Mission:</b> Imparting preeminent knowledge in the field of Information Technology to younger generations so that they can serve the Society and Nation through evolving excellence in technology and innovations.
		<b>Key Objectives:</b> In accordance with the provisions of the Indian Institute of Information Technology (Public-Private Partnership) Act, 2017, the Key Objectives of the Institute are as under:	

			<ul style="list-style-type: none"> <li>• Enrich the upcoming young engineers with contemporary knowledge of Computer Science and Engineering and Electronics and Communication Engineering.</li> <li>• Evolve seamless acquaintance in various technical fields through innovation and research.</li> <li>• Cultivate the effective communication skill for establishing upbeat interaction to inspire leadership qualities in young Engineers.</li> <li>• Setting up excellent facility and create environment for advanced studies in Science and Technology for fostering the innovative ideas linked with globally competitive areas of research.</li> <li>• Nurture lifelong learning practices, ethical and human values in youngsters.</li> <li>• Conduct campus outreach programmes for facilitating solutions to practical problems in small scale industries and other occupations including agriculture.</li> </ul>
		(iv) Function and Duties	Under the provisions of IIIT (PPP) Act, 2017 & Statute of IIIT Surat. Undertake other functions & duties in accordance with the directives of Ministry of Education (MoE) from time to time.
		(v) Organization Chart	

			<pre> graph TD     BOG[Board of Governors] --- FC[Finance Committee]     BOG --- BWC[BWC]     BOG --- Senate[Senate]     BOG --- Director[Director]     Director --- CA[Coordinator Academic/Research &amp; Consultancy/IR]     Director --- DRAC[Dy. Registrar A/c]     Director --- DRA[Dy. Registrar Admin]     CA --- HoD[HoD]     CA --- BOS[Board of Studies]     CA --- Faculty[Faculty]     DRAC --- Accounts[Accounts]     DRA --- Establishment[Establishment]     DRA --- Store[Store &amp; Purchase]     DRA --- Examination[Examination]     DRA --- Admin[General Administration] </pre>
		<p>(vi) 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</p>	<p>Indian Institute of Information Technology, Surat established under the Indian Institutes of Information Technology established under Public-Private Partnership (PPP) Act of Parliament 2017, by the Ministry of Education (MoE), Government of India.</p> <p>At present the Institute is functioning under the aegis of Department of Higher Education, Ministry of Education (MoE) and is supported by State Government of Gujarat, and Gujarat Narmada Fertilizer and Chemicals Ltd., GNFC), Gujarat Informatics Limited (GIL) and Gujarat Gas Limited (GGL) as Industry Partners.</p> <p>The Institute offers B.Tech. degree in Computer Science &amp; Engineering (CSE), and Electronics &amp; Communication Engineering (ECE). The duration of each course is 4 years. All courses run on semester pattern. The admission is done on the basis of the rank obtained by the student in Joint Entrance Exam (JEE)-Main. Admissions are done through Central Seat Allocation Board (CSAB) by Joint Seat Allocation Authority (JOSAA), Government of India under the Ministry of</p>

			Education, Govt. of India. The Institute is offering Ph.D. Programmes in CSE, ECE, Physics and Mathematics from the year 2022-23.
1.2	Power and duties of its officers and employees [Section 4(1)(b)(ii)]	(i) Powers and duties of officers (administrative, financial and judicial)	As per IIIT (PPP) Act, 2017 and the Statutes of the Indian Institute of Information Surat.
		(ii) Power and duties of other employees	As per IIIT (PPP) Act, 2017 and the Statutes of the Indian Institute of Information Surat.
		(iii) Rules/ orders under which powers and duty are derived and	As per IIIT (PPP) Act, 2017 and the Statutes of the Indian Institute of Information Surat.
		(iv) Exercised	As per IIIT (PPP) Act, 2017 and the Statutes of the Indian Institute of Information Surat.
		(v) Work allocation	As per IIIT (PPP) Act, 2017 and the Statutes of the Indian Institute of Information Surat.
1.3	Procedure followed in decision making process [Section 4(1)(b)(iii)]	(i) Process of decision making Identify key decision making points	Major Policy & Financial Decisions and approvals are obtained through Board of Governors, Finance Committee, Senate, Building Works Committee. Established decision making processes like open discussions in Scrutiny / Selection Committees, Senate, Board of Studies etc followed by Note for Approvals and final approval from Board of Governors.
		(ii) Final decision making authority	Board of Governors & Director
		(iii) Related provisions, acts, rules etc.	IIIT (PPP) Act, 2017 and the Statutes of the Indian Institute of Information Surat.
		(iv) Time limit for taking a decisions, if any	Not Applicable
		(v) Channel of supervision and accountability	Director-Deputy Registrar (Admin, A/c)-HoDs-Coordination-Faculties-Non-faculties.
1.4	Norms for discharge of	(i) Nature of functions/ services offered	Key Objectives set under the provisions of IIIT (PPP) Act, 2017. Undertake other functions & duties in accordance with the directives of Ministry

	functions [Section 4(1)(b)(iv)]		of Education (MoE) from time to time.
		(ii) Norms/ standards for functions/ service delivery	As per IIIT (PPP) Act, 2017, the Statutes of the Indian Institute of Information Surat, & the Academic Rule Book.
		(iii) Process by which these services can be accessed	The Services of the Institute can be availed during working hours as per the Academic Calendar approved by the Senate.
		(iv) Time-limit for achieving the targets	Not Applicable
		(v) Process of redress of grievances	The Institute has internal mechanism including Equal Opportunity Cell, Caste Based Discrimination Committee and Grievance Committee etc for redressal of grievances.
1.5	Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]	(i) Title and nature of the record/ manual /instruction.	Students Academic Records like Grade Cards, TC, Degree Certificates, Faculty / Staff Personal Files & Service Books, Accounting Records in according to Standard Accounting Practices, Administrative Records to pertaining to Stores & Purchase, Library, Scholarships, Sports, Events etc.
		(ii) List of Rules, regulations, instructions manuals and records.	a) IIIT (PPP) Act, 2017 b) Statutes of IIIT-Surat. c) Academic Rule Book d) Recruitment rules for faculty and non-faculty
		(iii) Acts/ Rules manuals etc.	i. IIIT (PPP) Act, 2017 ii. Statutes of IIIT-Surat iii. Academic Rule Book iv. Recruitment rules for faculty and non-faculty
		(iv) Transfer policy and transfer orders	Not Applicable
1.6	Categories of documents held by the authority	(i) Categories of documents	Students Academic Records, Faculty / Staff Personal Files & Service Books, Accounting Records in according to Standard Accounting Practices, Administrative Records pertaining to Stores & Purchase, Library, Scholarships, etc.

	under its control [Section 4(1)(b) (vi)]	(ii) Custodian of documents/ categories	Academic Records – Director Administrative Records –Director
1.7	Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]	(i) Name of Boards, Council, Committee etc.	Board of Governors, Finance Committee, Building Works Committee, Senate,.
		(ii) Composition	The details are provided on the Official Website of the Institute viz. <a href="http://www.iiitsurat.ac.in">www.iiitsurat.ac.in</a>
		(iii) Dates from which constituted	The details are provided on the Official Website of the Institute viz. <a href="http://www.iiitsurat.ac.in">www.iiitsurat.ac.in</a>
		(iv) Term/ Tenure	The details are provided on the Official Website of the Institute viz. <a href="http://www.iiitsurat.ac.in">www.iiitsurat.ac.in</a>
		(v) Powers and functions	As per IIIT (PPP) Act, 2017 and the Statutes of the Indian Institute of Information Surat.
		(vi) Whether their meetings are open to the public?	No
		(vii) Whether the minutes of the meetings are open to the public?	Yes
		(viii) Place where the minutes if open to the public are available?	Are available on request.
1.8	Directory of officers and employees [Section 4(1) (b) (ix)]	(i) Name and designation	The details are provided on the Official Website of the Institute viz. <a href="http://www.iiitsurat.ac.in">www.iiitsurat.ac.in</a>
		(ii) Telephone , fax and email ID	The details are provided on the Official Website of the Institute viz. <a href="http://www.iiitsurat.ac.in">www.iiitsurat.ac.in</a>

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1.9	Monthly Remuneration received by officers & employees including system of compensation [Section 4(1) (b) (x)]	(i) List of employees with Gross monthly remuneration	The details are provided on the Official Website of the Institute viz. <a href="http://www.iiitsurat.ac.in">www.iiitsurat.ac.in</a> under the “RTI” Link.
		(ii) System of compensation as provided in its regulations	As per 7 <sup>th</sup> Central Pay Commission (CPC) Recommendations.
1.10	Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)]	(i) Name and designation of the public information officer (PIO), & Appellate Authority	<b>PIO:</b> <b>Sri Shitalkumar G. Bhandarkar</b> Deputy Registrar (Admin) IIIT Surat Phone: +91 (2621) 298060 E-mail: <a href="mailto:rti@iiitsurat.ac.in">rti@iiitsurat.ac.in</a> , <a href="mailto:deputy.registrar@iiitsurat.ac.in">deputy.registrar@iiitsurat.ac.in</a> <b>Appellate Authority:</b> <b>Dr. J. S. Bhat</b> Director & Appellate Authority, Indian Institute of Information Technology, Surat Phones: Office +91(02621)-298050 E-mail: <a href="mailto:director@iiitsurat.ac.in">director@iiitsurat.ac.in</a>
		(ii) Address, telephone numbers and email ID of each designated official.	<b>Sri Shitalkumar G. Bhandarkar</b> Deputy Registrar (Admin) IIIT Surat Phone: +91 (2621) 298060 E-mail: <a href="mailto:rti@iiitsurat.ac.in">rti@iiitsurat.ac.in</a> , <a href="mailto:deputy.registrar@iiitsurat.ac.in">deputy.registrar@iiitsurat.ac.in</a>

			<b>Dr. J. S. Bhat</b> Director & Appellate Authority, Indian Institute of Information Technology, Surat Phones: Office +91(02621)-298050 E-mail: director@iiitsurat.ac.in
1.11	No. Of employees against whom Disciplinary action has been proposed/ taken (Section 4(2))	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	Nil
		(ii) Finalised for Minor penalty or major penalty proceedings	Nil
1.12	Programmes to advance understanding of RTI (Section 26)	(i) Educational Programmes	Not Applicable
		(ii) Efforts to encourage public authority to participate in these programmes	Not Applicable
		(iii) Training of CPIO/APIO	Not Applicable
		(iv) Update & publish guidelines on RTI by the Public Authorities concerned	Not Applicable
1.13	Transfer policy and transfer orders [F No. 1/6/2011- IR dt. 15.4.2013]		Not Applicable



## 2. Budget and Programme

Sr.No.	Item	Details of disclosure	Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
2.1	Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)]	(i) Total Budget for the Public Authority	As per approval received from the Finance Committee & the Board of Governors in every year.
		(ii) Budget for each agency and plan & programmes	As per approval received from the Finance Committee & the Board of Governors in every year.
		(iii) Proposed expenditures	As per approval received from the Finance Committee & the Board of Governors in every year.
		(iv) Revised budget for each agency, if any	As per approval received from the Finance Committee & the Board of Governors in every year.
		(v) Report on disbursements made and place where the related reports are available	Available in the Accounts Office of the Institute.
2.2	Foreign and domestic tours (F.No. 1/8/2012- IR dt. 11.9.2012)	(i) Budget	Nil
		(ii) 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
		(iii) Information related to procurements a) Notice/tender enquires, and corrigenda if any thereon, b) Details of the bids awarded comprising the names of	Available in the Administrative Office of the Institute.

		<p>the suppliers of goods/ services being procured,</p> <p>c) The works contracts concluded – in any such combination of the above-and</p> <p>d) The rate /rates and the total amount at which such procurement or works contract is to be executed.</p>	
<b>2.3</b>	Manner of execution of subsidy programme [Section 4(i)(b)(xii)]	(i) Name of the programme of activity	Not Applicable
		(ii) Objective of the programme	Not Applicable
		(iii) Procedure to avail benefits	Not Applicable
		(iv) Duration of the programme/ scheme	Not Applicable
		(v) Physical and financial targets of the programme	Not Applicable
		(vi) Nature/ scale of subsidy /amount allotted	Not Applicable
		(vii) Eligibility criteria for grant of subsidy	Not Applicable
		(viii) Details of beneficiaries of subsidy programme (number, profile etc)	Not Applicable
<b>2.4</b>	Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013]	(i) Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions	Not Applicable
		(ii) Annual accounts of all legal entities who are provided grants by public authorities	Not Applicable
<b>2.5</b>	Particulars of recipients of concessions, permits of authorizations granted by the public authority [Section 4(1) (b) (xiii)]	(i) Concessions, permits or authorizations granted by public authority	Not Applicable
		(ii) For each concessions, permit or authorization granted <ul style="list-style-type: none"> <li>a) Eligibility criteria</li> <li>b) Procedure for getting the concession/ grant and/ or permits of authorizations</li> <li>c) Name and address of the recipients given concessions/ permits or authorisations</li> <li>d) Date of award of concessions /permits of authorizations</li> </ul>	Not Applicable

2.6	CAG & PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]	CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the parliament.	Details are available in the Office of the IIIT-Surat.
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### 3. Publicity and Public Interface

Sr.No.	Item	Details of disclosure	Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
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]	<p>Arrangement for consultations with or representation by the members of the public</p> <p>(i) Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens</p> <p>(ii) Arrangements for consultation with or representation by</p> <p>a) Members of the public in policy formulation/ policy implementation</p> <p>b) Day &amp; time allotted for visitors</p> <p>c) Contact details of Information &amp; Facilitation Counter (IFC) to provide publications frequently sought by RTI applicants</p>	<p>Consultation with the Parents or other Members of the Public is taken as and when required. The concerned stake holders are encouraged to ask queries, questions and collect information personally or through website.</p> <p>Consultation with the Parents or other Members of the Public is taken as and when required. The concerned stake holders are encouraged to ask queries, questions and collect information personally or through website.</p> <p>The Members of the Public can visit any time during working hours of the Institute.</p> <p><b>Sri. Shitalkumar G. Bhandarkar</b> Deputy Registrar (Admin) IIIT Surat Phone: +91 (2621) 298060</p>

			E-mail: <a href="mailto:rti@iiitsurat.ac.in">rti@iiitsurat.ac.in</a> , <a href="mailto:deputy.registrar@iiitsurat.ac.in">deputy.registrar@iiitsurat.ac.in</a>  <b>Dr. J. S. Bhat</b> Director & Appellate Authority, Indian Institute of Information Technology, Surat Phones: Office +91(02621)-298050 E-mail: <a href="mailto:director@iiitsurat.ac.in">director@iiitsurat.ac.in</a>
		Public- private partnerships (PPP) (i) Details of Special Purpose Vehicle (SPV), if any	Indian Institute of Information Technology, Surat (IIIT-Surat) established in PPP mode under IIIT (PPP) Act 2017 by erstwhile Ministry of Human Resource Development, Government of India. The scheme of development of IIITs (PPP) mode is available on the website of Ministry of Education, Govt. of India.
		(ii) Detailed project reports (DPRs)	Not Applicable
		(iii) Concession agreements.	Not Applicable
		(iv) Operation and maintenance manuals	In Possession of the Institute
		(v) Other documents generated as part of the implementation of the PPP	Agreement between the President of India, Governor of state of Gujarat, industry Partner; GNFC, GGL & GIL.
		(vi) Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government	Information on the tuition and other fees as applicable from time-to-time available on website.
		(vii) Information relating to outputs and outcomes	Academic results and activities provided.
		(viii) The process of the selection of the private sector party (concessionaire etc.)	Gujarat Narmada Fertilizer and Chemical Co. (GNFC), Gujarat Informatics Limited (GIL) and

			<p>Gujarat Gas Limited (GAL). has been selected as Industry Partner by the State Government of Gujarat.</p> <p>The process of the selection of the Private Sector Party is under the purview of the State Government of Gujarat and Central Government as per the provisions of the IIIT (PPP) Act, 2017.</p>
		(ix) All payment made under the PPP project	The payments are made though PFMS/Cheque.
3.2	Are the details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive;	Policies or decisions which affect public / students are published on the Website of the Institute time-to-time.
		(i) Policy decisions/ legislations taken in the previous one year	
		(ii) Outline the Public consultation process	Consultation with the Parents or other Members of the Public is made as and when required. The concerned stake holders are encouraged to ask queries, questions and collect information personally or through website.
		(iii) Outline the arrangement for consultation before formulation of policy	Consultation with the Parents or other Members of the Public is made as and when required. The concerned stake holders are encouraged to ask queries, questions and collect information personally or through website.
3.3	Dissemination of	Use of the most effective means of communication	Official Website of the Institute

	information widely and in such form and manner which is easily accessible to the public [Section 4(3)]	(i) Internet (website)	www.iiitsurat.ac.in; Official Twitter Handel, Facebook Page and other available means of Social Media. Facebook: <a href="https://www.facebook.com/iiitsuratofficial">https://www.facebook.com/iiitsuratofficial</a> Twitter: <a href="https://twitter.com/IIITSurat">https://twitter.com/IIITSurat</a>
3.4	Form of accessibility of information manual/ handbook [Section 4(1)(b)]	Information manual/handbook available in (i) Electronic format	Institute Website
		(ii) Printed format	Available in the Office of the Institute.
3.5	Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]	List of materials available (i) Free of cost	1. IIIT (PPP) Act, 2017 2. Statutes of IIIT-Surat 3. Academic Rule Book for UG Courses 4. Academic Rule Book for PhD Courses 5. Balance Sheets 6. Annual Reports
		(ii) At a reasonable cost of the medium	Not Applicable

#### 4. E - Governance

S.No.	Item	Details of disclosure	Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
4.1	Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]	(i) English	English
		(ii) Vernacular/ Local Language	Hindi /Gujarati
4.2	When was the information Manual/Handbook last updated? [F No. 1/6/2011-IR dt 15.4.2013]	Last date of Annual updation	The Information / Documents are regularly updated as and when required.
4.3	Information available in electronic form [Section 4(1)(b)(xiv)]	(i) Details of information available in electronic form	<ol style="list-style-type: none"> <li>1. IIIT (PPP) Act, 2017</li> <li>2. Statutes of IIIT-Surat</li> <li>3. Academic Rule Book for UG Courses</li> <li>4. Academic Rule Book for PhD Courses</li> <li>5. Minutes of the meeting of Statutory Bodies</li> <li>6. Annual Reports</li> <li>7. Recruitment rules of faculty and non-faculty</li> </ol>
		(ii) Name/ title of the document/record/ other information	<ol style="list-style-type: none"> <li>1. IIIT (PPP) Act, 2017</li> <li>2. Statutes of IIIT-Surat</li> <li>3. Academic Rule Book for UG Courses</li> <li>4. Academic Rule Book for PhD Courses</li> <li>5. Minutes of the meeting of Statutory Bodies</li> <li>6. Annual Reports</li> <li>7. Recruitment rules of faculty and non-faculty</li> </ol>

		(iii) Location where available	On the Official Website of the Institute viz. <a href="http://www.iiitsurat.ac.in">www.iiitsurat.ac.in</a>
4.4	Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]	(i) Name & location of the facility	On the Official Website of the Institute viz. <a href="http://www.iiitsurat.ac.in">www.iiitsurat.ac.in</a>
		(ii) Details of information made available	<ol style="list-style-type: none"> <li>1. IIIT (PPP) Act, 2017</li> <li>2. Statutes of IIIT-Surat</li> <li>3. Academic Rule Book for UG Courses</li> <li>4. Academic Rule Book for PhD Courses</li> <li>5. Annual Reports</li> <li>6. Recruitment rules for faculty and non-faculty</li> </ol>
		(iii) Working hours of the facility	24 Hours
		(iv) Contact person & contact details (Phone, fax email)	<p><b>Sri Shitalkumar G. Bhandarkar</b> Deputy Registrar (Admin) IIIT Surat Phone: +91 (2621) 298060 E-mail: <a href="mailto:rti@iiitsurat.ac.in">rti@iiitsurat.ac.in</a>, <a href="mailto:deputy.registrar@iiitsurat.ac.in">deputy.registrar@iiitsurat.ac.in</a></p> <p><b>Dr. J. S. Bhat</b> Director &amp; Appellate Authority, Indian Institute of Information Technology, Surat Phones: Office +91(2621)-298050 E-mail: <a href="mailto:director@iiitsurat.ac.in">director@iiitsurat.ac.in</a></p>
4.5	Such other information as may be prescribed under section 4(i) (b)(xvii)	(i) Grievance redressal mechanism	The Institute has internal mechanism including Equal Opportunity Cell, Caste Based Discrimination Committee and Grievance Committee etc for redressal of grievances.
		(ii) Details of applications received under RTI and information provided	The details of the applications received under RTI, Information Provided and the Quarterly Returns submitted to CIC are available in the Office of the



			Institute & PIO of the Institute.
		(iii) List of completed schemes/ projects/ Programmes	Not Applicable
		(iv) List of schemes/ projects/ programme underway	Construction of Permanent campus to be started
		(v) Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	The information is available in the Office of the Institute. The CPWD is entrusted with development of campus under EPC-1 mode.
		(vi) Annual Report	Available on the Website of the Institute viz. <a href="http://www.iiitsurat.ac.in">www.iiitsurat.ac.in</a>
		(vii) Frequently Asked Question (FAQs)	Not Applicable
		(viii) Any other information such as a) Citizen's Charter	Not Applicable
		b) Result Framework Document (RFD)	Not Applicable
		c) Six monthly reports	Not Applicable
		d) Performance against the benchmarks set in the Citizen's Charter	Not Applicable
4.6	Receipt & Disposal of RTI applications & appeals [F.No 1/6/2011-IR dt. 15.04.2013]	(i) Details of applications received and disposed	The details of the applications received under RTI, Information Provided and the Quarterly Returns submitted to CIC are available in the Office of the Institute& PIO of the Institute.
		(ii) Details of appeals received and orders issued	The details of the applications received under RTI, Information Provided and the Quarterly Returns submitted to CIC are available in the Office of the Institute& PIO of the Institute.
4.7	Replies to questions asked in the parliament	Details of questions asked and replies given	The details of the applications received under RTI, Information Provided and the Quarterly Returns submitted to CIC are available in the Office of the

	[Section 4(1)(d)(2)]		Institute & PIO of the Institute.
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## 5. Information as may be prescribed

S. No.	Item	Details of disclosure	Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
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]	(i) Name & details of (a) Current CPIOs & FAAs (b) Earlier CPIO & FAAs from 1.1.2015	<p><b>Sri Shitalkumar G. Bhandarkar</b> Deputy Registrar (Admin) IIIT Surat Phone: +91 (2621) 298060 E-mail: rti@iiitsurat.ac.in, deputy.registrar@iiitsurat.ac.in</p> <p><b>Dr. J. S. Bhat</b> Director &amp; Appellate Authority, Indian Institute of Information Technology, Surat Phones: Office +91(2621)-298050 E-mail: director@iiitsurat.ac.in</p>
		(ii) Details of third party audit of voluntary disclosure (a) Dates of audit carried out (b) Report of the audit carried out	The Institute is in the process of conducting Third Party Audit of Voluntary Disclosure.
		(iii) 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
		(iv) Consultancy committee of key stake holders for advice on suo-moto disclosure	Not Applicable

		(a) Dates from which constituted (b) Name & Designation of the officers	
		(v) 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

## 6. Information Disclosed on own Initiative

Sr.No.	Item	Details of disclosure	Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
6.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	<ol style="list-style-type: none"> <li>1. IIIT (PPP) Act, 2017</li> <li>2. Statutes of IIIT-Surat</li> <li>3. Academic Rule Book for UG Courses</li> <li>4. Academic Rule Book for PhD Courses</li> <li>5. Recruitment rules of faculty and non-faculty</li> <li>6. Annual Reports</li> <li>7. Curriculum&amp; Syllabus</li> </ol>	The Official Website of the Institute viz. <a href="http://www.iiitsurat.ac.in">www.iiitsurat.ac.in</a> provides all the relevant information regarding admissions, recruitment, events, annual reports, annual accounts etc.
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)	<ol style="list-style-type: none"> <li>(i) Whether STQC certification obtained and its validity.</li> <li>(ii) Does the website show the certificate on the Website?</li> </ol>	<ol style="list-style-type: none"> <li>i) STQC Certificate yet to be obtained.</li> <li>ii) No</li> </ol>

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