

Self appraisal report for Year (2021-22)

Auditor Agency: NIHFW

Ministry Name: Ministry of Health & Family Welfare

Department Name: Department of Health & Family Welfare

Public Authority Name: CENTRAL LEPROSY TRAINING RESEARCH INSTITUTE,CHENGALPATTU

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://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_1.1%20Particulars%20of%20organization%202021.pdf	Fully Met	1.28	verified
1.1.2	Head of the organization	Fully Met	1.28	1.28	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_1.1%20Particulars%20of%20organization%202021.pdf	Fully Met	1.28	verified
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_1.1%20	Fully Met	1.28	verified

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Particulars%20of%20organization%202021.pdf			
1.1.4	Function and duties	Fully Met	1.28	1.28	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_1.1%20Particulars%20of%20organization%202021.pdf	Fully Met	1.28	verified
1.1.5	Organization Chart	Fully Met	1.28	1.28	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_1.1%20Particulars%20of%20organization%202021.pdf	Fully Met	1.28	verified
1.1.6	Any other details-the genesis, inception, formation of the department and the HoDs from time to time as well as the committees/ Commissions constituted from time to time have been dealt	Fully Met	1.28	1.28	https://cltri.gov.in/about/default.html	Partially Met	0.64	Provide complete details with suitable links
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://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_1.2%20Powers%20&%20duties%2	Fully Met	1.54	verified

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.2.2	Power and duties of other employees	Fully Met	1.54	1.54	02021.pdf https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_1.2%20Powers%20&%20duties%202021.pdf	Fully Met	1.54	verified
1.2.3	Rules/ orders under which powers and duty are derived and	Fully Met	1.54	1.54	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_1.2%20Powers%20&%20duties%202021.pdf	Partially Met	0.77	links
1.2.4	Exercised	Fully Met	1.54	1.54	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_1.2%20Powers%20&%20duties%202021.pdf	Fully Met	1.54	verified
1.2.5	Work allocation	Fully Met	1.54	1.54	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_1.2%20Powers%20&%20duties%202021.pdf	Fully Met	1.54	verified
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://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_1.2%20Powers%20&%20duties%202021.pdf	Fully Met	1.54	verified

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					date/CLTRI%20PD_1.3%20Procedures%20followed%200decision%20making%202021.pdf			
1.3.2	Final decision making authority	Fully Met	1.54	1.54	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_1.3%20Procedures%20followed%200decision%20making%202021.pdf	Fully Met	1.54	verified
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_1.3%20Procedures%20followed%200decision%20making%202021.pdf	Fully Met	1.54	verified
1.3.4	Time limit for taking a decisions, if any	Fully Met	1.54	1.54	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_1.3%20Procedures%20followed%200decision%20	Fully Met	1.54	verified

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					making%202021.pdf			
1.3.5	Channel of supervision and accountability	Fully Met	1.54	1.54	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_1.3%20Procedures%20followed%20decision%20making%202021.pdf	Fully Met	1.54	verified
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://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_1.4%20Norms%20for%20discharge%20of%20functions%202021.pdf	Fully Met	1.54	verified
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_1.4%20Norms%20for%20discharge%20of%20functions%202021.pdf	Fully Met	1.54	verified
1.4.3	Process by which these services can be accessed	Fully Met	1.54	1.54	https://cltri.gov.in/RTI/RTIUp	Fully Met	1.54	verified

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					date/CLTRI%20PD_1.4%20Norms%20for%20discharge%20of%20functions%202021.pdf			
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_1.4%20Norms%20for%20discharge%20of%20functions%202021.pdf	Fully Met	1.54	verified
1.4.5	Process of redress of grievances	Fully Met	1.54	1.54	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_1.4%20Norms%20for%20discharge%20of%20functions%202021.pdf	Fully Met	1.54	verified
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://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_1.5%20Rules%20regulations%20m	Fully Met	1.92	verified

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					anuals%202021.pdf			
1.5.2	List of Rules, regulations, instructions manuals and records.	Fully Met	1.92	1.92	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_1.5%20Rules%20regulations%20manuals%202021.pdf	Fully Met	1.92	verified
1.5.3	Acts/ Rules manuals etc.	Fully Met	1.92	1.92	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_1.5%20Rules%20regulations%20manuals%202021.pdf	Fully Met	1.92	verified
1.5.4	Transfer policy and transfer orders	Fully Met	1.92	1.92	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_1.5%20Rules%20regulations%20manuals%202021.pdf	Fully Met	1.92	verified
1.6	Categories of documents held by the authority under its control[Section 4(1)(b) (vi)]							
1.6.1	Categories of documents	Fully Met	3.85	3.85	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_1.6%20Categories%2	Fully Met	3.85	verified

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					0of%20documents%202021.pdf			
1.6.2	Custodian of documents/categories	Fully Met	3.85	3.85	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_1.6%20Categories%20of%20documents%202021.pdf	Fully Met	3.85	verified
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://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_1.7%20Boards%20councils%20Committees%202021.pdf	Fully Met	0.96	verified
1.7.2	Composition	Fully Met	0.96	0.96	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_1.7%20Boards%20councils%20Committees%202021.pdf	Fully Met	0.96	verified
1.7.3	Dates from which constituted	Fully Met	0.96	0.96	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_1.7%20	Fully Met	0.96	verified

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Boards%20councils%20Committees%202021.pdf			
1.7.4	Term/ Tenure	Fully Met	0.96	0.96	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_1.7%20Boards%20councils%20Committees%202021.pdf	Fully Met	0.96	verified
1.7.5	Powers and functions	Fully Met	0.96	0.96	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_1.7%20Boards%20councils%20Committees%202021.pdf	Fully Met	0.96	verified
1.7.6	Whether their meetings are open to the public?	Fully Met	0.96	0.96	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_1.7%20Boards%20councils%20Committees%202021.pdf	Fully Met	0.96	verified
1.7.7	Whether the minutes of the meetings are open to the public?	Not Applicable	0	0	empty	Not Met	0	complete
1.7.8	Place where the minutes if open to the public are available?	Not Applicable	0	0	empty	Not Met	0	complete

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://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_1.8%20Directory%20of%20employees%202021.pdf	Fully Met	3.85	verified
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_1.8%20Directory%20of%20employees%202021.pdf	Fully Met	3.85	verified
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://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_1.9%20Monthly%20remuneration%202021.pdf	Fully Met	3.85	verified
1.9.2	System of compensation as provided in its regulations	Fully Met	3.85	3.85	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_1.9%20Monthly%20remuneration%202021.pdf	Fully Met	3.85	verified

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
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://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_1.10%20PIO%20details%202021.pdf	Fully Met	3.85	verified
1.10.2	Address, telephone numbers and email ID of each designated official.	Fully Met	3.85	3.85	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_1.10%20PIO%20details%202021.pdf	Fully Met	3.85	verified
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://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_1.11%20Disciplinary%20action%202021.pdf	Fully Met	3.85	verified
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	Fully Met	3.85	3.85	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_1.11%20Disciplinary%20action%202021.pdf	Fully Met	3.85	verified
1.12	Programmes to advance understanding of RTI(Section 26)							
1.12.1	Educational programmes	Fully Met	1.92	1.92	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_1.12%20Programmes%20to%20advance%20understanding%20of%20RTI%202021.pdf	Fully Met	1.92	verified

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					.in/RTI/RTIUpdate/CLTRI%20PD_1.12%20RTI%20Educational%20prog%202021.pdf			
1.12.2	Efforts to encourage public authority to participate in these programmes	Fully Met	1.92	1.92	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_1.12%20RTI%20Educational%20prog%202021.pdf	Fully Met	1.92	verified
1.12.3	Training of CPIO/APIO	Fully Met	1.92	1.92	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_1.12%20RTI%20Educational%20prog%202021.pdf	Fully Met	1.92	verified
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Fully Met	1.92	1.92	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_1.12%20RTI%20Educational%20prog%202021.pdf	Fully Met	1.92	verified
1.13	Transfer policy and transfer orders[F No. 1/6/2011- IR dt. 15.4.2013]							
1.13.1	Transfer Policy And Transfer Orders[F No. 1/6/2011- IR Dt. 15.4.2013]	Fully Met	7.69	7.69	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_1.13%2	Fully Met	7.69	verified

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					0Transfer%20policy%202021.pdf			
Total			98	98		100	97	
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://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_2.1%20Budget%20alloted%202021.pdf	Fully Met	10.00	verified
2.1.2	Budget for each agency and plan & programmes	Fully Met	10	10.00	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_2.1%20Budget%20alloted%202021.pdf	Fully Met	10.00	verified
2.1.3	Proposed expenditures	Fully Met	10	10.00	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_2.1%20Budget%20alloted%202021.pdf	Partially Met	5.00	Please provide full details with suitable links
2.1.4	Revised budget for each agency, if any	Not Applicable	0	0	empty	Not Met	0	The information is not available on the website

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2.1.5	Report on disbursements made and place where the related reports are available	Not Applicable	0	0	empty	Not Met	0	The information is not available on the website
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://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_2.2%20Foreign%20domestic%20tours%202021.pdf	Fully Met	16.67	verified
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://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_2.2%20Foreign%20domestic%20tours%202021.pdf	Fully Met	16.67	verified
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://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_2.2%20Procurement%202021.pdf https://cltri.gov.in/Tenders/default.html	Partially Met	8.34	Please provide details with suitable links
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 Met	0	The

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL information is not available on the website
2.3.2	Objective of the programme	Not Applicable	0	0	empty	Not Met	0	The information is not available on the website
2.3.3	Procedure to avail benefits	Not Applicable	0	0	empty	Not Met	0	The information is not available on the website
2.3.4	Duration of the programme/ scheme	Not Applicable	0	0	empty	Not Met	0	The information is not available on the website
2.3.5	Physical and financial targets of the programme	Not Applicable	0	0	empty	Not Met	0	The information is not available on the website
2.3.6	Nature/ scale of subsidy /amount allotted	Not Applicable	0	0	empty	Not Met	0	The information is not available on the website
2.3.7	Eligibility criteria for grant of subsidy	Not Applicable	0	0	empty	Not Met	0	The information is not available on the website
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Not Applicable	0	0	empty	Not Met	0	The information is not available on the website
2.4	Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013]							

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
2.4.1	Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions	Not Applicable	0	0	empty	Not Met	0	The information is not available on the website
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Not Applicable	0	0	empty	Not Met	0	The information is not available on the website
2.5	Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]							
2.5.1	Concessions, permits or authorizations granted by public authority	Fully Met	25	25.00	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_2.5%20Concessions%202021.pdf	Fully Met	25.00	verified
2.5.2	For each concessions, permit or authorization granted - (a) Eligibility criteria, (b) Procedure for getting the concession/ grant and/ or permits of authorizations, (c) Name and address of the recipients given concessions/ permits or authorizations, (d) Date of award of concessions/ permits of authorizations	Fully Met	25	25.00	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_2.5%20Concessions%202021.pdf	Fully Met	25.00	verified
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.	Not Applicable	0	0	empty	Not Met	0	The information is not available on the website
Total			130	122		300	117	
3	Publicity Band Public interface							
3.1	Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation thereof [Section 4(1)(b)(vii)] [F No 1/6/2011-IR dt. 15.04.2013]							
3.1.1	Relevant Acts, Rules, Forms and other	Fully Met	12.5	12.50	https://cltri.gov	Fully Met	12.50	verified

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	documents which are normally accessed by citizens				.in/RTI/RTIUpdate/CLTRI%20PD_3%20Publicity%20public%20interface%202021.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	Fully Met	12.5	12.50	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_3%20Publicity%20public%20interface%202021.pdf	Fully Met	12.50	verified
3.1.3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	Not Applicable	0	0	empty	Not Applicable	0	The institute is fully public, PPP is not applicable
3.1.4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable	0	0	empty	Not Applicable	0	The institute is fully public,PPP is not applicable
3.1.5	Public- private partnerships (PPP)- Concession agreements.	Not Applicable	0	0	empty	Not Applicable	0	The institute is fully public,PPP is not applicable
3.1.6	Public- private partnerships (PPP)- Operation and maintenance manuals	Not Applicable	0	0	empty	Not Applicable	0	The institute is fully public,PPP is not applicable
3.1.7	Public- private partnerships (PPP) - Other	Not Applicable	0	0	empty	Not Applicable	0	The institute is

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	documents generated as part of the implementation of the PPP							fully public, PPP is not applicable
3.1.8	Public- private partnerships (PPP) - Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government	Not Applicable	0	0	empty	Not Applicable	0	The institute is fully public, PPP is not applicable
3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	Not Applicable	0	0	empty	Not Applicable	0	The institute is fully public, PPP is not applicable
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	The institute is fully public, PPP is not applicable
3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	Not Applicable	0	0	empty	Not Applicable	0	The institute is fully public, PPP is not applicable
3.2	Are the details of policies / decisions, which affect public, informed to them[Section 4(1) (c)]							
3.2.1	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Policy decisions/ legislations taken in the previous one year	Not Applicable	0	0	empty	Not Met	0	The institute does not do so
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	Not Met	0	The institute does not do so
3.2.3	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more	Not Applicable	0	0	empty	Not Met	0	The institute does not do so

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	interactive- Outline the arrangement for consultation before formulation of policy							
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://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_3%20Publicity%20public%20interface%202021.pdf	Fully Met	50.00	verified
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://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_3%20Publicity%20public%20interface%202021.pdf	Fully Met	25.00	verified
3.4.2	Information manual/handbook available in Printed format	Partially Met	25	12.50	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_3%20Publicity%20public%20interface%202021.pdf	Partially Met	12.50	Provide full details including manuals with suitable links
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://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_3%20Publicity%20public%20interface%202021.pdf	Fully Met	25.00	verified

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					20PD_3%20P ublicity%20pu blic%20interfa ce%202021.p df			
3.5.2	List of materials available At a reasonable cost of the medium	Partially Met	25	12.50	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_3%20P ublicity%20pu blic%20interfa ce%202021.p df	Partially Met	12.50	Provide full details with suitable links
Total			175	150		225	150	
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	Fully Met	14.29	14.29	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_4%20E %20Governan ce%202021.p df https://cltri.gov.in/RTI/default.html	Fully Met	14.29	verified
4.1.2	Vernacular/ Local Language	Not Met	14.29	0	empty	Not Met	0	Please provide the manual(s) in vernacular /local language
4.2	When was the information Manual/Handbook last updated?[F No. 1/6/2011-IR dt 15.4.2013]							

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.2.1	Last date of Annual updation	Fully Met	28.57	28.57	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_4%20E%20Governance%202021.pdf	Fully Met	28.57	verified
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://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_4%20E%20Governance%202021.pdf	Fully Met	9.52	verified
4.3.2	Name/ title of the document/record/ other information	Fully Met	9.52	9.52	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_4%20E%20Governance%202021.pdf	Fully Met	9.52	verified
4.3.3	Location where available	Fully Met	9.52	9.52	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_4%20E%20Governance%202021.pdf	Fully Met	9.52	verified
4.4	Particulars of facilities available to citizen for obtaining information[Section 4(1)(b)(xv)]							

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.4.1	Name & location of the faculty	Fully Met	7.14	7.14	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_4%20E%20Governance%202021.pdf	Fully Met	7.14	verified
4.4.2	Details of information made available	Fully Met	7.14	7.14	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_4%20E%20Governance%202021.pdf	Fully Met	7.14	verified
4.4.3	Working hours of the facility	Fully Met	7.14	7.14	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_4%20E%20Governance%202021.pdf	Fully Met	7.14	verified
4.4.4	Contact person & contact details (Phone, fax email)	Fully Met	7.14	7.14	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_4%20E%20Governance%202021.pdf	Fully Met	7.14	verified
4.5	Such other information as may be prescribed under Section 4(i) (b)(xvii)							
4.5.1	Grievance redressal mechanism	Fully Met	3.57	3.57	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%	Fully Met	3.57	verified

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					20PD_4%20E%20Governance%202021.pdf			
4.5.2	Details of applications received under RTI and information provided	Fully Met	3.57	3.57	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_4%20E%20Governance%202021.pdf	Fully Met	3.57	verified
4.5.3	List of completed schemes/ projects/ Programmes	Not Applicable	0	0	empty	Not Met	0	The information is not available on the website
4.5.4	List of schemes/ projects/ programme underway	Not Applicable	0	0	empty	Not Applicable	0	verified
4.5.5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	Partially Met	3.57	1.79	https://cltri.gov.in/Tenders/default.html https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_4%20E%20Governance%202021.pdf	Partially Met	1.79	verified
4.5.6	Annual Report	Fully Met	3.57	3.57	https://cltri.gov.in/newsandbulletin/default.html https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_4%20E%20Governance%202021.pdf	Fully Met	3.57	verified

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					0E%20Governance%202021.pdf			
4.5.7	Frequently Asked Question (FAQs)	Fully Met	3.57	3.57	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_4%20E%20Governance%202021.pdf	Fully Met	3.57	verified
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	The information is not available on the 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	Fully Met	14.29	14.29	https://cltri.gov.in/RTI/default.html https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_4%20E%20Governance%202021.pdf	Fully Met	14.29	verified
4.6.2	Details of appeals received and orders issued	Partially Met	14.29	7.15	https://cltri.gov.in/RTI/default.html	Partially Met	7.15	Efforts may be made for cull compliance
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 Applicable	0	0	empty	Not Met	0	The information is not given on

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL the website
Total			164	137		196	137	
5	Information as may be prescribed							
5.1	Such other information as may be prescribed [F.No. 1/2/2016-IR dt. 17.8.2016, F No. 1/6/2011-IR dt. 15.4.2013]							
5.1.1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1.1.2015	Fully Met	20	20.00	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_5%20Information%20as%20prescribed%202021.pdf https://cltri.gov.in/RTI/default.html	Fully Met	20.00	verified
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://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_5%20Information%20as%20prescribed%202021.pdf https://cltri.gov.in/RTI/default.html	Fully Met	20.00	verified
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	The link may be provided for easy understanding and easy access
5.1.4	Consultancy committee of key stake holders for advice on suo-motu disclosure - (a) Dates from	Not Met	20	0	empty	Partially Met	10.00	Full details may be given

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							with suitable links for full compliance
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	Details may be provided as per the details of disclosure for compliance
Total			80	40		100	70	
6	Information Disclosed on own Initiative							
6.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information							
6.1.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	Fully Met	25	25.00	https://cltri.gov.in/RTI/RTIUpdate/CLTRI%20PD_6%20Information%20own%20initiative%202021.pdf https://cltri.gov.in/default.html	Fully Met	25.00	verified
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	Efforts may be made for obtaining STQC certification
6.2.2	Does the website show the certificate on the Website?	Not Met	12.5	0	empty	Not Met	0	Ensure STQC certificate

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL uploading on website after procurement
Total			50	25		50	25	
Grand Total			697	572		971	596	