

Self appraisal report for Year (2023-24)

Auditor Agency: Dr. K. K. Jain (Department of Mechanical Engineering, NITTTTR, Bhopal Madhya Pradesh)

Ministry Name: Ministry of Education

Department Name: Department of Higher Education

Public Authority Name: School of Planning and Architecture (SPA), Bhopal

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	School of Planning and Architecture, Bhopal Neelbad Road, Bhauri, Bhopal (M.P.)-462030	Fully Met	1.28	Information provided in the given link
1.1.2	Head of the organization	Fully Met	1.28	1.28	http://www.spabhopal.ac.in/Director.aspx	Fully Met	1.28	Information provided in the given link
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	http://www.spabhopal.ac.in/institute.aspx	Fully Met	1.28	same as above
1.1.4	Function and duties	Fully Met	1.28	1.28	https://spabhopal.ac.in/SPA_act.aspx	Fully Met	1.28	same as above
1.1.5	Organization Chart	Fully Met	1.28	1.28	https://www.spabhopal.ac.in/OfficeOrder/2023/	Fully Met	1.28	Information provided in the given link

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Organisational FlowCharts.pdf			
1.1.6	Any other details-the genesis, inception, formation of the department and the HoDs from time to time as well as the committees/ Commissions constituted from time to time have been dealt	Fully Met	1.28	1.28	https://spabhopal.ac.in/OfficeOrder.aspx	Partially Met	0.64	Complete Information need to display under RTI link
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://spabhopal.ac.in/SPA_act.aspx https://spabhopal.ac.in/OfficeOrder.aspx	Fully Met	1.54	Information provided in the given link
1.2.2	Power and duties of other employees	Fully Met	1.54	1.54	https://spabhopal.ac.in/SPA_act.aspx https://spabhopal.ac.in/OfficeOrder.aspx	Partially Met	0.77	Complete Information need to display under RTI link
1.2.3	Rules/ orders under which powers and duty are derived and	Fully Met	1.54	1.54	https://spabhopal.ac.in/SPA_act.aspx https://spabhopal.ac.in/OfficeOrder.aspx	Fully Met	1.54	Information provided in the given link
1.2.4	Exercised	Fully Met	1.54	1.54	https://spabhopal.ac.in/SPA_act.aspx https://spabhopal.ac.in/OfficeOrder.aspx	Partially Met	0.77	Complete Information need to display under RTI link

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.2.5	Work allocation	Fully Met	1.54	1.54	Order.aspx https://spabhopal.ac.in/SPA_act.aspx https://spabhopal.ac.in/OfficeOrder.aspx	Fully Met	1.54	Information provided in the given link
1.3	Procedure followed in decision making process [Section 4(1)(b)(iii)]							
1.3.1	Process of decision making Identify key decision making points	Fully Met	1.54	1.54	https://www.spab.ac.in/OfficeOrder/2023/OrganisationalFlowCharts.pdf	Fully Met	1.54	Information provided in the given link
1.3.2	Final decision making authority	Fully Met	1.54	1.54	https://www.spab.ac.in/OfficeOrder/2023/OrganisationalFlowCharts.pdf	Fully Met	1.54	Information provided in the given link
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	https://www.spab.ac.in/OfficeOrder/2023/OrganisationalFlowCharts.pdf	Fully Met	1.54	Information provided in the given link
1.3.4	Time limit for taking a decisions, if any	Fully Met	1.54	1.54	https://www.spab.ac.in/OfficeOrder/2023/OrganisationalFlowCharts.pdf	Partially Met	0.77	sought information not visible

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.3.5	Channel of supervision and accountability	Fully Met	1.54	1.54	https://www.spab.ac.in/OfficeOrder/2023/OrganisationalFlowCharts.pdf	Fully Met	1.54	Information provided in the given link
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://spabhopal.ac.in/SPA_act.aspx	Fully Met	1.54	Information provided in the given link
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	https://spabhopal.ac.in/SPA_act.aspx	Fully Met	1.54	Information provided in the given link
1.4.3	Process by which these services can be accessed	Fully Met	1.54	1.54	https://spabhopal.ac.in/SPA_act.aspx	Fully Met	1.54	Information provided in the given link
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	https://spabhopal.ac.in/SPA_act.aspx	Partially Met	0.77	Sought information need to upload under RTI link
1.4.5	Process of redress of grievances	Fully Met	1.54	1.54	I. CPGRAMS Portal https://www.pgportal.gov.in/ , II. Caste-based discrimination complaints system https://spabhopal.ac.in/CasteBasedDiscrimination	Fully Met	1.54	Information provided in the given link

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL	
					.aspx III. Internal Complaint Committee https://www.spa b.ac.in/pdf/OfficeOrder/InternalComplaintCommittee08122021.pdf				
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	SPA Act 2014 Statutes Store and Purchase Manual Accounting Manual Library Manual Research & Development Manual House Allotment Rules Delegation of Powers Annual Reports Ordinances & Regulations of UG, PG & Ph.D.	Fully Met	1.92	Details displayed in the given link	

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					programme. Office Memorandum https://spabhopal.ac.in/OfficeOrder.aspx			
1.5.2	List of Rules, regulations, instructions manuals and records.	Fully Met	1.92	1.92	SPA Act 2014 Statutes Store and Purchase Manual Accounting Manual Library Manual Research & Development Manual House Allotment Rules Delegation of Powers Annual Reports Ordinances & Regulations of UG, PG & Ph.D. programme. Office Memorandum https://spabhopal.ac.in/OfficeOrder.aspx	Fully Met	1.92	Details displayed in the given link

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.5.3	Acts/ Rules manuals etc.	Fully Met	1.92	1.92	eOrder.aspx SPA Act 2014 Statutes Store and Purchase Manual Accounting Manual Library Manual Research & Development Manual House Allotment Rules Delegation of Powers Annual Reports Ordinances & Regulations of UG, PG & Ph.D. programme. Office Memorandum https://spabhopal.ac.in/OfficeOrder.aspx	Fully Met	1.92	Details displayed in the given link
1.5.4	Transfer policy and transfer orders	Fully Met	1.92	1.92	SPA Act 2014 Statutes Store and Purchase Manual	Not Met	0	Related document as evidence not found.

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Accounting Manual Library Manual Research & Development Manual House Allotment Rules Delegation of Powers Annual Reports Ordinances & Regulations of UG, PG & Ph.D. programme. Office Memorandum https://spabho pal.ac.in/OfficeOrder.aspx			
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://spabho pal.ac.in/Home.aspx	Fully Met	3.85	Documents are indicated in public domain as per the given link
1.6.2	Custodian of documents/categories	Fully Met	3.85	3.85	https://spabho pal.ac.in/Home.aspx	Fully Met	3.85	Documents are indicated in public

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL domain as per the given link
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	Board of Governors Senate Finance Committee Building and Works Committee Internal Complaints Committee Selection Committees (http://spabhopal.ac.in/Governance.aspx)	Fully Met	0.96	Information provided in the given link.
1.7.2	Composition	Fully Met	0.96	0.96	Board of Governors Senate Finance Committee Building and Works Committee Internal Complaints Committee Selection Committees (Fully Met	0.96	Information provided in the given link.

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					http://spabhopal.ac.in/Governance.aspx)			
1.7.3	Dates from which constituted	Fully Met	0.96	0.96	Board of Governors Senate Finance Committee Building and Works Committee Internal Complaints Committee Selection Committees (http://spabhopal.ac.in/Governance.aspx)	Fully Met	0.96	Information provided in the given link.
1.7.4	Term/ Tenure	Fully Met	0.96	0.96	Board of Governors Senate Finance Committee Building and Works Committee Internal Complaints Committee Selection Committees (Fully Met	0.96	same as above

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					http://spabhopal.ac.in/Governance.aspx)			
1.7.5	Powers and functions	Fully Met	0.96	0.96	Board of Governors Senate Finance Committee Building and Works Committee Internal Complaints Committee Selection Committees (http://spabhopal.ac.in/Governance.aspx)	Fully Met	0.96	same as above
1.7.6	Whether their meetings are open to the public?	Not Met	0.96	0	empty	Not Met	0	Information not displayed
1.7.7	Whether the minutes of the meetings are open to the public?	Partially Met	0.96	0.48	Available in the Institute Library.	Partially Met	0.48	Complete Information need to display under RTI link
1.7.8	Place where the minutes if open to the public are available?	Fully Met	0.96	0.96	Physical available in Registrar Office & Institute Library	Partially Met	0.48	Complete Information need to display under RTI link

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	http://www.spabhopal.ac.in/RTI_Handbook.aspx	Fully Met	3.85	Details available in the link given below : https://www.spab.ac.in/rti/2022/OfficersDirectory240622.pdf
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	http://www.spabhopal.ac.in/RTI_Handbook.aspx	Fully Met	3.85	same as above
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	http://www.spabhopal.ac.in/RTI_Handbook.aspx	Fully Met	3.85	Details displayed in the given link
1.9.2	System of compensation as provided in its regulations	Fully Met	3.85	3.85	http://www.spabhopal.ac.in/RTI_Handbook.aspx	Fully Met	3.85	Details displayed in the given link
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	First Appellate Authority Shri Shaju Varghese Registrar Tele. : 0755-2526816 E-mail: registrar[at]spabhop	Fully Met	3.85	Details displayed in the given link

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					al[dot]ac[dot]in Central Public Information Officer (CPIO) for all matters. Dr. Rachna Khare, Professor Department of Architecture Tele. : 0755-2526833 Email: rachna khare[at]spabhopal[dot]ac[dot]in			
1.10.2	Address, telephone numbers and email ID of each designated official.	Fully Met	3.85	3.85	First Appellate Authority Shri Shaju Varghese Registrar Tele. : 0755-2526816 E-mail: registrar[at]spabhopal[dot]ac[dot]in Central Public Information Officer (CPIO) for all matters.	Fully Met	3.85	Details displayed in the given link

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Dr. Rachna Khare, Professor Department of Architecture Tele. : 0755-2526833 Email: rachna khare[at]spab hopal[dot]jac[dot]in			
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	Not Applicable	0	0	empty	Not Applicable	0	Sought Information need to display
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	Not Applicable	0	0	empty	Not Applicable	0	Sought Information need to display
1.12	Programmes to advance understanding of RTI(Section 26)							
1.12.1	Educational programmes	Fully Met	1.92	1.92	1. One month training programme on Academic Administration was attended by CPIO conducted by IGNTU, Amarkantak. 2. Employees	Fully Met	1.92	Sought Information displayed on the website.

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>have been sent for attending 2-3 days / one week training programmes on procurements, arbitration, GeM, Stress Management & Application of mathematics in daily use etc. Conducted by AJNIFM, Faridabad and NITTTTR, Bhopal</p>			
1.12.2	Efforts to encourage public authority to participate in these programmes	Fully Met	1.92	1.92	<p>1. One month training programme on Academic Administration was attended by CPIO conducted by IGNTU, Amarkantak. 2. Employees</p>	Fully Met	1.92	same as above

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>have been sent for attending 2-3 days / one week training programmes on procurements, arbitration, GeM, Stress Management & Application of mathematics in daily use etc. Conducted by AJNIFM, Faridabad and NITTTTR, Bhopal</p>			
1.12.3	Training of CPIO/APIO	Fully Met	1.92	1.92	<p>1. One month training programme on Academic Administration was attended by CPIO conducted by IGNTU, Amarkantak. 2. Employees</p>	Fully Met	1.92	Sought Information displayed on the website.

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					<p>have been sent for attending 2-3 days / one week training programmes on procurements, arbitration, GeM, Stress Management & Application of mathematics in daily use etc. Conducted by AJNIFM, Faridabad and NITTTTR, Bhopal</p>			
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Fully Met	1.92	1.92	<p>1. One month training programme on Academic Administration was attended by CPIO conducted by IGNTU, Amarkantak. 2. Employees</p>	Fully Met	1.92	Sought Information displayed on the website.

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					have been sent for attending 2-3 days / one week training programmes on procurements, arbitration, GeM, Stress Management & Application of mathematics in daily use etc. Conducted by AJNIFM, Faridabad and NITTTTR, Bhopal			
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://spabhopal.ac.in/OfficeOrder.aspx	Partially Met	3.85	Related document as evidence need to be displayed .
Total			92	91		92	81	
2	Budget and Programme							
2.1	Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc.[Section 4(1)(b)(xi)]							
2.1.1	Total Budget for the public authority	Fully Met	10	10.00	https://www.s	Fully Met	10.00	Details

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					pab.ac.in/rti/2023/RE%202022-23%20and%20BE%202023-24.pdf			available in the given link: https://www.pab.ac.in/rti/2023/RE%202022-23%20and%20BE%202023-24.pdf
2.1.2	Budget for each agency and plan & programmes	Fully Met	10	10.00	https://www.pab.ac.in/rti/2023/RE%202022-23%20and%20BE%202023-24.pdf	Fully Met	10.00	same as above
2.1.3	Proposed expenditures	Fully Met	10	10.00	https://www.pab.ac.in/rti/2023/RE%202022-23%20and%20BE%202023-24.pdf	Fully Met	10.00	same as above
2.1.4	Revised budget for each agency, if any	Fully Met	10	10.00	https://www.pab.ac.in/rti/2023/RE%202022-23%20and%20BE%202023-24.pdf	Fully Met	10.00	same as above
2.1.5	Report on disbursements made and place where the related reports are available	Fully Met	10	10.00	https://www.pab.ac.in/rti/2023/RE%202022-23%20and%20BE%202023-24.pdf	Fully Met	10.00	same as above

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
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://www.spab.ac.in/rti/2023/RE%202022-23%20and%20BE%2023-24.pdf	Fully Met	16.67	Information provided in the given link: https://www.spab.ac.in/rti/2023/RE%202022-23%20and%20BE%2023-24.pdf
2.2.2	Foreign and domestic Tours by ministries and officials of the rank of Joint Secretary to the Government and above, as well as the heads of the Department.- (a) Places visited, (b) The period of visit, (c) The number of members in the official delegation, (d) Expenditure on the visit	Fully Met	16.67	16.67	https://www.spab.ac.in/pdf/annual_report/Annual%20Report%202022-23.pdf	Partially Met	8.34	Sought Information need to display
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.	Fully Met	16.67	16.67	https://spabho pal.ac.in/tender.aspx	Fully Met	16.67	Data available in the given link
2.3	Manner of execution of subsidy programme [Section 4(i)(b)(xii)]							
2.3.1	Name of the programme of activity	Not Applicable	0	0	empty	Not Applicable	0	Mentioned as 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

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
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 (number, profile etc)	Not Applicable	0	0	empty	Not Applicable	0	Mentioned as Not applicable
2.4	Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013]							
2.4.1	Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions	Not Applicable	0	0	empty	Not Applicable	0	Mentioned as 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	Mentioned as Not applicable
2.5	Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]							
2.5.1	Concessions, permits or authorizations granted by public authority	Fully Met	25	25.00	Exemption in tuition fee for SC/ST students is provided as per Government of India guidelines	Fully Met	25.00	Information Available as per the given link
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	Students are also assisted for grant of Scholarships from Ministry of Social Justice and	Fully Met	25.00	Information Available as per the given link

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Ministry of Tribal Affairs, Govt. Of India. OBC scholarships from concerned State Government are also facilitated for students.			
2.6	CAG & PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]							
2.6.1	CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the parliament.	Partially Met	50	25.00	Action Taken Report available at Finance & Accounts section of the Institute.	Partially Met	25.00	Sought Information needs to be uploaded
Total			200	175		200	167	
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 documents which are normally accessed by citizens	Fully Met	12.5	12.50	http://www.spabhopal.ac.in/RTI_Handbook.aspx	Fully Met	12.50	Information displayed on the website
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	Not Met	12.5	0	empty	Not Met	0	No details available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	Information & Facilitation Counter (IFC) to provide publications frequently sought by RTI applicants							
3.1.3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	Not Applicable	0	0	empty	Not Applicable	0	Mentioned as Not applicable
3.1.4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable	0	0	empty	Not Applicable	0	Mentioned as Not applicable
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
3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	Not Applicable	0	0	empty	Not Applicable	0	Mentioned as 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	Partially Met	16.67	8.34	Admission process/ recruitments /tender notifications etc. are widely	Partially Met	8.34	Complete Information need to display under RTI link

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					circulated through website as well as in national newspapers.			
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	Partially Met	16.67	8.34	Admission process/ recruitments /tender notifications etc. are widely circulated through website as well as in national newspapers.	Partially Met	8.34	Complete Information need to display under RTI link
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	Partially Met	16.67	8.34	Admission process/ recruitments /tender notifications etc. are widely circulated through website as well as in national newspapers.	Partially Met	8.34	Complete Information need to display under RTI link
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	Fully Met	50	50.00	https://spabho	Fully Met	50.00	Fully Met

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	communication - Internet (website)				pal.ac.in/Home.aspx https://www.facebook.com/spabofficial https://twitter.com/i/flow/login			through the given link
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	(http://www.spabhopal.ac.in/RTI_Handbook.aspx)	Fully Met	25.00	details uploaded through the given link: (http://www.spabhopal.ac.in/RTI_Handbook.aspx)
3.4.2	Information manual/handbook available in Printed format	Fully Met	25	25.00	(http://www.spabhopal.ac.in/RTI_Handbook.aspx)	Fully Met	25.00	details uploaded through the given link: (http://www.spabhopal.ac.in/RTI_Handbook.aspx)
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	http://www.spabhopal.ac.in/RTI_Handbook.aspx)	Fully Met	25.00	details uploaded through the given link: (http://www.spabhopal.ac.in/RTI_Handbook.aspx)

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL.aspx)
3.5.2	List of materials available At a reasonable cost of the medium	Not Applicable	0	0	empty	Not Applicable	0	No details available
Total			200	163		200	163	
4	E-Governance							
4.1	Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]							
4.1.1	English	Fully Met	14.29	14.29	http://www.spabhopal.ac.in/RTI_Handbook.aspx	Fully Met	14.29	Information displayed in the given link.
4.1.2	Vernacular/ Local Language	Partially Met	14.29	7.15	http://www.spabhopal.ac.in/RTI_Handbook.aspx	Partially Met	7.15	Complete Information need to display under RTI link
4.2	When was the information Manual/Handbook last updated?[F No. 1/6/2011-IR dt 15.4.2013]							
4.2.1	Last date of Annual updation	Partially Met	28.57	14.29	Last updated on 19 December, 2022 10:35 AM	Partially Met	14.29	Need to be uplode regularly
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	Alumni Caste-based discrimination complaints system CPGRAMS Portal ERP File Tracking System Recruitment	Fully Met	9.52	Sought Information provided in the given link

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Portal Student Feedback Convocation Guest House Online Booking Office Memorandum Academic Calendar Annual Property Return Annual Report Anti Ragging ARIIA Directory Fee Structure Forms Holidays-2024 Internal Complaint Committee Policies Library Catalogue Manuals Recruitment RTI Scholarship Sitemap Syllabus			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Tenders Webinar Series Women Cell Ordinance for UG & PG Events Internship Notice Announcements of GOI News & Updates Students			
4.3.2	Name/ title of the document/record/ other information	Fully Met	9.52	9.52	Alumni Caste-based discrimination complaints system CPGRAMS Portal ERP File Tracking System Recruitment Portal Student Feedback Convocation Guest House Online Booking Office Memorandum Academic	Fully Met	9.52	Sought Information provided in the given link

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					Calendar Annual Property Return Annual Report Anti Ragging ARIIA Directory Fee Structure Forms Holidays-2024 Internal Complaint Committee Policies Library Catalogue Manuals Recruitment RTI Scholarship Sitemap Syllabus Tenders Webinar Series Women Cell Ordinance for UG & PG Events Internship Notice Annou			

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					ncements of GOI News & Updates Students			
4.3.3	Location where available	Fully Met	9.52	9.52	https://spabhopal.ac.in/Home.aspx	Fully Met	9.52	Sought Information provided in the given link
4.4	Particulars of facilities available to citizen for obtaining information[Section 4(1)(b)(xv)]							
4.4.1	Name & location of the faculty	Fully Met	7.14	7.14	http://www.spabhopal.ac.in/faculty.aspx	Fully Met	7.14	Sought Information provided in the given link
4.4.2	Details of information made available	Fully Met	7.14	7.14	http://www.spabhopal.ac.in/faculty.aspx	Fully Met	7.14	Sought Information provided in the given link
4.4.3	Working hours of the faculty	Fully Met	7.14	7.14	09:00 AM to 05:30 PM (Monday to Friday)	Fully Met	7.14	same as above
4.4.4	Contact person & contact details (Phone, fax email)	Fully Met	7.14	7.14	https://www.spab.ac.in/rti/2022/OfficersDirectory240622.pdf	Fully Met	7.14	same as above
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://spabhopal.ac.in/CasteBasedDiscrimination.aspx	Fully Met	3.57	Details displayed in the given link
4.5.2	Details of applications received under RTI and	Fully Met	3.57	3.57	https://rtionlin	Fully Met	3.57	Details

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	information provided				e.gov.in/RTIMIS/login/			displayed in the given link
4.5.3	List of completed schemes/ projects/ Programmes	Fully Met	3.57	3.57	https://spabho pal.ac.in/MoUs.aspx	Fully Met	3.57	Details displayed in the given link
4.5.4	List of schemes/ projects/ programme underway	Fully Met	3.57	3.57	https://spabho pal.ac.in/MoUs.aspx	Fully Met	3.57	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	Fully Met	3.57	3.57	https://spabho pal.ac.in/MoUs.aspx	Fully Met	3.57	same as above
4.5.6	Annual Report	Fully Met	3.57	3.57	https://spabho pal.ac.in/annual_report.aspx	Fully Met	3.57	same as above
4.5.7	Frequently Asked Question (FAQs)	Not Met	3.57	0	empty	Not Met	0	No details available
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	No details available
4.6	Receipt & Disposal of RTI applications & appeals [F.No 1/6/2011-IR dt. 15.04.2013]							
4.6.1	Details of applications received and disposed	Fully Met	14.29	14.29	Received 135, Disposed 131	Fully Met	14.29	Details available
4.6.2	Details of appeals received and orders issued	Fully Met	14.29	14.29	Received 6, disposed 5	Fully Met	14.29	Details available
4.7	Replies to questions asked in the parliament[Section 4(1)(d)(2)]							
4.7.1	Details of questions asked and replies given	Fully Met	28.57	28.57	Available in the concerned sections	Not Met	0	sought Information not displayed
Total			200	171		200	143	
5	Information as may be prescribed							

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
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://spabho pal.ac.in/SUO-MOTO.aspx	Fully Met	20.00	Sought Information provided in the given link
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://spabho pal.ac.in/SUO-MOTO.aspx	Fully Met	20.00	Sought Information provided in the given link
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	Fully Met	20	20.00	30.01.2023 (b) Dr. Rachna Khare Professor & HoD, Department of Design, SPA, Bhopal	Fully Met	20.00	Sought Information provided in the given link
5.1.4	Consultancy committee of key stake holders for advice on suo-motu disclosure - (a) Dates from which constituted, (b) Name & Designation of the officers	Not Applicable	0	0	empty	Not Applicable	0	Sought Information need to display
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 Applicable	0	Sought Information need to display
Total			60	60		60	60	
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://spabho pal.ac.in/rti.aspx	Fully Met	25.00	Information displayed in the given link.
6.2	Guidelines for Indian Government Websites (GIGW) is followed (released in February, 2009 and included in the Central							

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	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	No details available
6.2.2	Does the website show the certificate on the Website?	Not Met	12.5	0	empty	Not Met	0	STQC Certificate yet to be obtained)
Total			50	25		50	25	
Grand Total			802	685		802	638	