

National Institute of Health and Family Welfare

New Delhi

RTI Third Party Audit Summary Report 2023-24

Date: 29.9.2024

Name of the Institute / Organization: North Eastern Indira Gandhi Regional Institute of Health & Medicine, Shillong

Based on submission of self-appraisal report by the Public Authority of the said Institute/Organization, NIHFV carried out the Transparency Audit under Right to Information Act 2005 [section 4(i)(b)]. The aim of the Transparency Audit / Third Party Audit (TPA) is to make a thorough assessment on Suo-Moto disclosure of information by the Institution/Organization in its Website as per guidelines of Central Information Commission (CIC). The following are the observations and the recommendations.

Score of the PA after Self-Appraisal : 820

Score of the PA after the Third Party Audit: 576

1. PA is requested to look into the Section-wise requirements of Grading (“**Partially Met**” or “**Not met**”) given by the TPA. In order to improve the grading, an appropriate action should be taken by the PA to achieve “**Fully Met**” grading.
2. Grading of “**Not Applicable**” or “**Not met**” should be used judiciously.
3. The information provided by PA is not updated. Therefore, PA is requested to provide updated and complete information specially dates of constitution of committees, boards, rules, regulations for discharging duties, transfer policy and transfer orders, powers, duties and work allocation of employees, redressal of grievances, PPP information and information regarding appointment of committees and nodal officer for RTI and third party transparency audit related information in order to comply CIC directions.
4. PA should develop separate links for each information as at many places same links comprising same information have been provided for many questions.
5. The information in vernacular language is not available on the website so please provide it.
6. Action should be taken for STQC certification for the Website of North Eastern Indira Gandhi Regional Institute of Health & Medicine, Shillong.

Section wise information may be placed under RTI Cell on the website of the North Eastern Indira Gandhi Regional Institute of Health & Medicine, Shillong.

Bhawna

Bhawna Kathuria
Member

Third Party Transparency Audit, NIHFV

Self appraisal report for Year (2024-25)

Auditor Agency: Dr. Geetanjali Singh(NIHFWS, New Delhi)

Ministry Name: Ministry of Health & Family Welfare

Department Name: Department of Health & Family Welfare

Public Authority Name: North Eastern Indira Gandhi Regional Institute of Health and Medical Sciences.

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	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://neigrihms.gov.in/welcome.htm	empty	Fully Met	1.28	verified
1.1.2	Head of the organization	Fully Met	1.28	1.28	https://neigrihms.gov.in/welcome.htm	empty	Fully Met	1.28	verified
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	https://neigrihms.gov.in/vision.html https://neigrihms.gov.in/mission.html	empty	Fully Met	1.28	verified
1.1.4	Function and duties	Fully Met	1.28	1.28	The objective/intent for setting up the Institute by the Government of India, Ministry of Health & Family Welfare are reflected in Section-III of the Memorandum of Association (MOA) of NEIGRIHMS. https://neigrihms.gov.in/SUO%20MOTO/2024-25/Function%20and%20duties.pdf	empty	Partially Met	0.64	Please provide complete information
1.1.5	Organization Chart	Fully Met	1.28	1.28	https://neigrihms.gov.in/SUO%20MOTO/2023-24/NEIGRI	empty	Fully Met	1.28	verified

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					HMS%20Organization%20chart.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	The Institute was established by the Government of India, which was registered on the 12th January, 1987 as per the MOA of the Institute with the Hon'ble Union Minister of Health & Family Welfare as the President of the Governing Council. The affairs of the Institute are being managed by different authoritative committees/authorities- Governing Council, Executive Committee, Finance committee, etc. as per the Rules of the Institute.	empty	Partially Met	0.64	Please provide complete information with a suitable 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	1.92	1.92	The power and functions of Director is outlined in detail at Rule 14 of the Institute Bye-Laws – 3 of the Institute read with Schedule-I, Extent of Powers, Bye Laws of the Institute. The Delegation of Powers to the Deputy Director (Admn) was approved by the 42nd Standing Finance Committee notified by the Institute vide	empty	Partially Met	0.96	Please provide complete information with a suitable link

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					order No. NEIGR-Estt-I/402/2008/439 dated 06.9.2022. https://neigrihms.gov.in/SUO%20MOTO/2024-25/Power%20and%20duties%20of%20officer%20sl%20No.%203%20&%204.pdf				
1.2.2	Power and duties of other employees	Fully Met	1.92	1.92	The employees shall be whole-time employees and may be employed in any manner required by the proper outhority of the Institute as per Rule 15 of the Institute. The Director is empowered as per Bye Law 3(a) & (c) to allocate duties to officers/employees and to delegate any of the powers conferred on him under the Rules/Bye Laws to any of the Officers of the Institute. https://neigrihms.gov.in/SUO%20MOTO/2024-25/1.2%20Powers%20and%20duties%20of%20its%20officers%20and%20employees.pdf	empty	Partially Met	0.96	Please provide complete information with a suitable link
1.2.3	Rules/ orders under which powers	Fully Met	1.92	1.92	The powers of the	empty	Partially	0.96	Please

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	and duty derived and exercised				Authorities/Committees, Director etc are derived from the Rules/Bye Laws of the Institute. The institute shall carry out such directions as may be issued to it from time to time by the Government of India for the efficient administration of the Institute as per rules 34 of the Institute. https://neigrihms.gov.in/SUO%20MOTO/2024-25/1.2%20Powers%20and%20duties%20of%20its%20office%20and%20employees.pdf https://neigrihms.gov.in/SUO%20MOTO/2024-25/Power%20and%20duties%20of%20officer%20sl%20No.%203%20&%204.pdf		Met		provide complete information with a suitable link
1.2.4	Work allocation	Fully Met	1.92	1.92	The Director is empowered as per Bye Law 3 (a) & (c) to allocate duties to officers/Employees and to delegate any of the powers conferred on him under the Rules/Bye Laws to any of the Officers of the Institute. https://neigrihms.gov.in/SUO%20MOTO/2024-25/1.2%20Powers%20and%20duties%20of%20its%20officers%20and%20	empty	Partially Met	0.96	Please provide complete information with a suitable link

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					20employees.pdf				
1.3	Procedure followed in decision making process [Section 4(1)(b)(iii)]								
1.3.1	Process of decision making - Identify key decision making points	Fully Met	1.54	1.54	https://neigrihms.gov.in/SUO%20MOTO/III.pdf	empty	Partially Met	0.77	Please provide complete information with a suitable link
1.3.2	Final decision making authority	Fully Met	1.54	1.54	Director is the final decision making authority.	empty	Fully Met	1.54	verified
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	https://neigrihms.gov.in/SUO%20MOTO/RR.pdf	empty	Fully Met	1.54	verified
1.3.4	Time limit for taking a decisions, if any	Fully Met	1.54	1.54	At NEIGRIHMS, decisions are taken as promptly as possible based on the nature and urgency of the matter. Routine administrative issues are handled within a reasonable time. Financial matters follow relevant financial rules, and purchases are made as per Government of India guidelines. Disciplinary cases adhere to CCS (CCA) Rules, Academic matters follow the Academic calendar and RTI replies are given within 30 days. Cases needing Ministry approval depend on the Ministry's response time.	empty	Partially Met	0.77	Please provide complete information with a suitable link

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.3.5	Channels of supervision and accountability	Fully Met	1.54	1.54	As per the Organization Chart https://neigrihms.gov.in/SUO%20MOTO/2023-24/NEIGRIHMS%20Organization%20chart.pdf	empty	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	NEIGRIHMS, as a premier medical institute in the North Eastern region of India, provides comprehensive healthcare services including outpatient and inpatient care across various specialties, emergency services, diagnostic facilities, and specialized treatments. The Institute also offers undergraduate and postgraduate medical and nursing education. https://neigrihms.gov.in/welcome.htm	empty	Partially Met	0.77	Please provide complete information with a suitable link
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	https://neigrihms.gov.in/SUO%20MOTO/2024-25/Response%20to%20transparency.pdf	empty	Partially Met	0.77	Please provide complete information with a suitable link
1.4.3	Process by which these services can be accessed	Fully Met	1.54	1.54	https://neigrihms.gov.in/SUO%20MOTO/2024-25/Response%20to%20transparency.pdf	empty	Partially Met	0.77	Please provide complete information with a suitable

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL link
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	At NEIGRIHMS, decisions are taken as promptly as possible based on the nature and urgency of the matter. Routine administrative issues are handled within a reasonable time. Financial matters follow relevant financial rules, and purchases are made as per Government of India guidelines. Disciplinary cases adhere to CCS (CCA) Rules, Academic matters follow the Academic calendar and RTI replies are given within 30 days. Cases needing Ministry approval depend on the Ministry's response time.	empty	Partially Met	0.77	Please provide complete information with a suitable link
1.4.5	Process of redressal of grievances	Fully Met	1.54	1.54	https://neigrihms.gov.in/SUO%20MOTO/2024-25/additional/NICCPH%20Notification-%20left%20side.pdf	empty	Fully Met	1.54	verified
1.5	Acts, rules, regulations, instructions, manuals and records for discharging functions[Section 4(1)(b)(v)]								
1.5.1	Title and nature of the record/manual /instruction.	Fully Met	2.6	2.60	https://neigrihms.gov.in/SUO%20MOTO/RR.pdf https://neigrihms.gov.in/SUO%20MOTO/III.pdf	empty	Fully Met	2.60	verified
1.5.2	List of Acts, rules, regulations, instructions, manuals and records.	Fully Met	2.6	2.60	https://neigrihms.gov.in/SUO%20MOTO/III.pdf https://neigrihms.gov.in/SUO%20MOTO/III.pdf	empty	Partially Met	1.30	Please provide

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					rihms.gov.in/SUO%20MOTO/RR.pdf				complete information with a suitable link
1.5.3	Acts/ Rules/ manuals, etc.	Fully Met	2.6	2.60	https://neigrihms.gov.in/SUO%20MOTO/III.pdf https://neigrihms.gov.in/SUO%20MOTO/RR.pdf	empty	Fully Met	2.60	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://neigrihms.gov.in/SUO%20MOTO/documents.pdf	empty	Fully Met	3.85	verified
1.6.2	Custodian of documents/categories	Fully Met	3.85	3.85	Departmental head/In-charge are the custodian of the documents. https://neigrihms.gov.in/SUO%20MOTO/documents.pdf	empty	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://neigrihms.gov.in/SUO%20MOTO/2024-25/REply%20from%20E-II.pdf	empty	Fully Met	0.96	verified
1.7.2	Composition	Fully Met	0.96	0.96	https://neigrihms.gov.in/SUO%20MOTO/2024-25/REply%20from%20E-II.pdf	empty	Fully Met	0.96	verified
1.7.3	Dates from which constituted	Fully Met	0.96	0.96	https://neigrihms.gov.in/SUO%20MOTO/2024-25/REply%20from%20E-II.pdf	empty	Partially Met	0.48	Please provide complete information with a suitable link
1.7.4	Term/ Tenure	Fully Met	0.96	0.96	https://neigrihms.gov.in/SUO%20MOTO/2024-25/REply%20from%20E-II.pdf	empty	Fully Met	0.96	verified

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.7.5	Powers and functions	Fully Met	0.96	0.96	https://neigrihms.gov.in/SUO%20MOTO/2024-25/REply%20from%20E-II.pdf	empty	Fully Met	0.96	verified
1.7.6	Whether their meetings are open to the public?	Fully Met	0.96	0.96	No	empty	Fully Met	0.96	verified
1.7.7	Whether the minutes of the meetings are open to the public?	Fully Met	0.96	0.96	No	empty	Fully Met	0.96	verified
1.7.8	Place where the minutes if open to the public are available?	Fully Met	0.96	0.96	Copies of Minutes open for public are with the custodian of the documents.	empty	Fully Met	0.96	verified
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://neigrihms.gov.in/directoryhospital.html	empty	Fully Met	3.85	verified
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	https://neigrihms.gov.in/contact.html	empty	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://neigrihms.gov.in/SUO%20MOTO/2024-25/Monthly%20Salary%20details%20as%20on%20APRIL%202025%20(1).pdf	empty	Fully Met	3.85	verified
1.9.2	System of compensation as provided in its regulations	Fully Met	3.85	3.85	Employees are being provide LTC facility, Children Education Allowance, Medical Reimbursement, Leave Encashment during LTC, TA, DA on tours etc.	empty	Partially Met	1.93	Please provide complete information with a suitable 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 Officers (PIOs), Assistant Public Information Officer(s) & Appellate Authority	Fully Met	3.85	3.85	https://neigrihms.gov.in/SUO%20MOTO/2024-25/additional/4.%20RTI%20updated%202024-25%20point%20no.X	empty	Fully Met	3.85	verified

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.10.2	Address, telephone numbers and email ID of each designated official.	Fully Met	3.85	3.85	VI.pdf https://neigrihms.gov.in/SUO%20MOTO/2024-25/additional/4.%20RTI%20updated%202024-25%20point%20no.XVI.pdf	empty	Fully Met	3.85	verified
1.11	Number of employees against whom disciplinary action has been proposed/ taken (F No. 1/6/2011- IR dt. 15.4.2013)								
1.11.1	Number of employees against whom disciplinary action has been (i) Pending for minor penalty or major penalty proceedings	Fully Met	3.85	3.85	https://neigrihms.gov.in/SUO%20MOTO/2024-25/additional/Major%20Minor%20penalty.pdf	empty	Fully Met	3.85	verified
1.11.2	(ii) Finalised for minor penalty or major penalty proceedings	Fully Met	3.85	3.85	https://neigrihms.gov.in/SUO%20MOTO/2024-25/additional/Major%20Minor%20penalty.pdf	empty	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://neigrihms.gov.in/SUO%20MOTO/2023-24/STQC%20Certificate.pdf	empty	Not Met	0	Please provide complete information with a suitable link
1.12.2	Efforts to encourage public authority to participate in these programmes	Not Met	1.92	0	empty	empty	Not Met	0	Please provide complete information with a suitable link
1.12.3	Training of CPIO/APIO	Fully Met	1.92	1.92	https://neigrihms.gov.in/SUO%20MOTO/2024-25/additional/4.%20RTI%20updated%202024-25%20point%20no.X	empty	Fully Met	1.92	verified

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Fully Met	1.92	1.92	VI.pdf https://neigrihms.gov.in/rti.html	empty	Partially Met	0.96	Please provide complete information with a suitable link
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://neigrihms.gov.in/SUO%20MOTO/2024-25/transfer.pdf	empty	Partially Met	3.85	Please provide complete information with a suitable link
Total			100	98			100	78	
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://neigrihms.gov.in/SUO%20MOTO/2024-25/Budget%202025-26.pdf	empty	Fully Met	10.00	verified
2.1.2	Budget for each agency and plan & programmes	Fully Met	10	10.00	https://neigrihms.gov.in/SUO%20MOTO/2024-25/Budget%202025-26.pdf	empty	Fully Met	10.00	verified
2.1.3	Proposed expenditures	Fully Met	10	10.00	Proposed expenditure for the year 2025-26 is as per the Budget allocation mentioned in the link below: https://neigrihms.gov.in/SUO%20MOTO/2024-25/Budget%202025-26.pdf	empty	Not Met	0	Please provide complete information with a suitable link
2.1.4	Revised budget for each agency, if	Fully Met	10	10.00	Revised budget estimate for	empty	Fully Met	10.00	verified

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	any				the year 2025-26 is to be prepared as and when required.				
2.1.5	Report on disbursements made and place where the related reports are available	Fully Met	10	10.00	https://neigrihms.gov.in/Annual%20Reports.html	empty	Fully Met	10.00	verified
2.1.6	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	10	10.00	https://neigrihms.gov.in/tenderStore.html https://neigrihms.gov.in/tenderEngineering.html https://neigrihms.gov.in/tendersOther.html	empty	Partially Met	5.00	Please provide complete information with a suitable link
2.2	Foreign and domestic tours(F.No. 1/8/2012- IR dt. 11.9.2012)								
2.2.1	Budget	Fully Met	20	20.00	https://neigrihms.gov.in/SUO%20MOTO/2024-25/Budget%202025-26.pdf	empty	Fully Met	20.00	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	20	20.00	https://neigrihms.gov.in/SUO%20MOTO/2023-24/XI.%20Budget%202.1,%202.1.1,%202.1.2.pdf	empty	Partially Met	10.00	Please provide complete information with a suitable link
2.3	Manner of execution of subsidy programme [Section 4(i)(b)(xii)]								
2.3.1	Name of the programme of activity	Fully Met	6.25	6.25	https://neigrihms.gov.in/SUO	empty	Fully Met	6.25	verified

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					%20MOTO/2024-25/Response%20to%20transparency.pdf				
2.3.2	Objective of the programme	Fully Met	6.25	6.25	https://neigrihms.gov.in/SUO%20MOTO/2024-25/Response%20to%20transparency.pdf	empty	Fully Met	6.25	verified
2.3.3	Procedure to avail benefits	Fully Met	6.25	6.25	https://neigrihms.gov.in/SUO%20MOTO/2024-25/Response%20to%20transparency.pdf	empty	Fully Met	6.25	verified
2.3.4	Duration of the programme/ scheme	Fully Met	6.25	6.25	https://neigrihms.gov.in/SUO%20MOTO/2024-25/Response%20to%20transparency.pdf	empty	Fully Met	6.25	verified
2.3.5	Physical and financial targets of the programme	Fully Met	6.25	6.25	https://neigrihms.gov.in/SUO%20MOTO/2024-25/Response%20to%20transparency.pdf	empty	Partially Met	3.13	Please provide complete information
2.3.6	Nature/ scale of subsidy /amount allotted	Fully Met	6.25	6.25	https://neigrihms.gov.in/SUO%20MOTO/2024-25/Response%20to%20transparency.pdf	empty	Fully Met	6.25	verified
2.3.7	Eligibility criteria for grant of subsidy	Fully Met	6.25	6.25	https://neigrihms.gov.in/SUO%20MOTO/2024-25/Response%20to%20transparency.pdf	empty	Fully Met	6.25	verified
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Fully Met	6.25	6.25	https://neigrihms.gov.in/SUO%20MOTO/2024-25/Response%20to%20transparency.pdf	empty	Partially Met	3.13	Please provide complete information
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	URL	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	empty	Not Applicable	0	verified
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Not Applicable	0	0	empty	empty	Not Applicable	0	verified
2.5	Particulars of recipients of concessions, permits of authorizations granted by the public authority [Section 4(1) (b) (xiii)]								
2.5.1	Concessions, permits or authorizations granted by public authority	Not Applicable	0	0	empty	empty	Not Applicable	0	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	Not Applicable	0	0	empty	empty	Not Applicable	0	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.	Fully Met	50	50.00	https://neigrihms.gov.in/SUO%20MOTO/XIX_RTI%20received%20for%202019-2020.pdf	empty	Partially Met	25.00	Please provide complete information with a suitable link
Total			200	200			200	144	
3	Publicity and 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	Fully Met	12.5	12.50	https://neigrihms.gov.in/SUO	empty	Fully Met	12.50	verified

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	other documents which are normally accessed by citizens				%20MOTO/RR.pdf				
3.1.2	a) Arrangements for consultation with or representation by members of the public in policy formulation/ policy implementation, (b) Day & time allotted for visitors,(c) Contact details of Information & Facilitation Counter (IFC) to provide publications frequently sought by RTI applicants	Not Applicable	0	0	empty	empty	Not Applicable	0	verified
3.1.3	Public- Private Partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	Not Applicable	0	0	empty	empty	Not Applicable	0	verified
3.1.4	Public- Private Partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable	0	0	empty	empty	Not Applicable	0	verified
3.1.5	Public- Private Partnerships (PPP)- Concession agreements.	Not Applicable	0	0	empty	empty	Not Applicable	0	verified
3.1.6	Public- Private Partnerships (PPP)- Operation and maintenance manuals	Not Applicable	0	0	empty	empty	Not Applicable	0	verified
3.1.7	Public- Private Partnerships (PPP) - Other documents generated as part of the implementation of the PPP	Not Applicable	0	0	empty	empty	Not Applicable	0	verified
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	empty	Not Applicable	0	verified
3.1.9	Public- Private Partnerships (PPP) -Information relating to outputs and outcomes	Not Applicable	0	0	empty	empty	Not Applicable	0	verified

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
3.1.10	Public- Private Partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.)	Not Applicable	0	0	empty	empty	Not Applicable	0	verified
3.1.11	Public- Private Partnerships (PPP) - All payment made under the PPP project	Not Applicable	0	0	empty	empty	Not Applicable	0	verified
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	Fully Met	16.67	16.67	https://neigrihms.gov.in/	empty	Fully Met	16.67	verified
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	Fully Met	16.67	16.67	https://neigrihms.gov.in/	empty	Partially Met	8.34	Please provide complete information with a suitable 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	Fully Met	16.67	16.67	https://neigrihms.gov.in/	empty	Fully Met	16.67	verified
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://neigrihms.gov.in/	empty	Fully Met	50.00	verified
3.4	Form of accessibility of information manual/ handbook[Section 4(1)(b)]								

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
3.4.1	Information manual/handbook available in electronic format	Fully Met	25	25.00	https://neigrihms.gov.in/SUO%20MOTO/RR.pdf	empty	Fully Met	25.00	verified
3.4.2	Information manual/handbook available in printed format	Fully Met	25	25.00	https://neigrihms.gov.in/SUO%20MOTO/RR.pdf	empty	Fully Met	25.00	verified
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	The Institute offers some of the services free of cost as indicated in the list below https://neigrihms.gov.in/Latest%20News/Other/Approved%20Rate%20list-Modified%2025.11.2019%20-%20Copy-converted.pdf	empty	Fully Met	25.00	verified
3.5.2	List of materials available at a reasonable cost of the medium	Fully Met	25	25.00	https://neigrihms.gov.in/Latest%20News/Other/Approved%20Rate%20list-Modified%2025.11.2019%20-%20Copy-converted.pdf	empty	Partially Met	12.50	Please provide complete information with a suitable link
Total			213	213			213	192	
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	Hindi	Fully Met	9.52	9.52	https://neigrihms.gov.in/welcome.htm	empty	Partially Met	4.76	Please provide complete information with a suitable link
4.1.2	English	Fully Met	9.52	9.52	https://neigrihms.gov.in/welcome.htm	empty	Fully Met	9.52	verified
4.1.3	Vernacular/ Local Language	Fully Met	9.52	9.52	The matter of presenting of information	empty	Not Met	0	Please provide

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					manual/Handbook in vernacular/local language in the website has been duly noted and may be incorporated in website revamp process.				complete information with a suitable 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	Fully Met	28.57	28.57	https://neigrihms.gov.in/Annual%20Reports.html	empty	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://neigrihms.gov.in/soumoto.html	empty	Fully Met	9.52	verified
4.3.2	Name/ title of the document/record/ other information	Fully Met	9.52	9.52	https://neigrihms.gov.in/soumoto.html	empty	Partially Met	4.76	Please provide complete information with a suitable link
4.3.3	Location where available	Fully Met	9.52	9.52	https://www.google.co.in/maps/search/neigrihms/@25.5924766,91.9363889,3150m/data=!3m1!1e3?entry=ttu	empty	Fully Met	9.52	verified
4.4	Particulars of facilities available to citizen for obtaining information[Section 4(1)(b)(xv)]								
4.4.1	Name & location of the facility	Fully Met	7.14	7.14	https://www.google.co.in/maps/search/neigrihms/@25.5924766,91.9363889,3150m/data=!3m1!1e3?entry=ttu	empty	Fully Met	7.14	verified
4.4.2	Details of information made available	Fully Met	7.14	7.14	https://neigrihms.gov.in/soumoto.html	empty	Fully Met	7.14	verified
4.4.3	Working hours of the facility	Fully Met	7.14	7.14	https://neigrihms.gov.in/citizencharter.html	empty	Fully Met	7.14	verified

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.4.4	Contact person & contact details (Phone, fax, email)	Fully Met	7.14	7.14	https://neigrihms.gov.in/directoryhospital.html https://neigrihms.gov.in/directoryadmin.html	empty	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	4.1	4.10	https://neigrihms.gov.in/SUO%20MOTO/2024-25/additional/NICCPH%20Notification-%20left%20side.pdf	empty	Partially Met	2.05	Please provide complete information with a suitable link
4.5.2	List of completed schemes/ projects/ Programmes	Fully Met	4.1	4.10	https://neigrihms.gov.in/SUO%20MOTO/2024-25/list%20of%20complete%20scheme.pdf	empty	Partially Met	2.05	Please provide complete information with a suitable link
4.5.3	List of schemes/ projects/ programme underway	Fully Met	4.1	4.10	https://neigrihms.gov.in/SUO%20MOTO/2024-25/list%20of%20complete%20scheme.pdf	empty	Partially Met	2.05	Please provide complete information with a suitable link
4.5.4	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	Fully Met	4.1	4.10	https://neigrihms.gov.in/SUO%20MOTO/2024-25/list%20of%20complete%20scheme.pdf	empty	Fully Met	4.10	verified
4.5.5	Annual Report	Fully Met	4.1	4.10	https://neigrihms.gov.in/Annual%20Reports.html	empty	Fully Met	4.10	verified
4.5.6	Frequently Asked Question (FAQs)	Fully Met	4.1	4.10	https://neigrihms.gov.in/SUO%20MOTO/2024-25/additional/Frequently%20Ask%20Qu	empty	Fully Met	4.10	verified

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					estion%20for%20various%20courses-%20Left%20side.pdf				
4.5.7	Any other information such as - (a) Citizen's Charter, (b) Six monthly reports on the performance against the benchmarks set in the Citizen's Charter	Fully Met	4.1	4.10	https://neigrihms.gov.in/citizencharter.html	empty	Partially Met	2.05	Please provide complete information with a suitable link
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://neigrihms.gov.in/SUO%20MOTO/2024-25/additional/4.%20RTI%20updated%202024-25%20point%20no.XVI.pdf	empty	Fully Met	14.29	verified
4.6.2	Details of appeals received and orders issued	Fully Met	14.29	14.29	https://neigrihms.gov.in/SUO%20MOTO/2024-25/additional/4.%20RTI%20updated%202024-25%20point%20no.XVI.pdf	empty	Fully Met	14.29	verified
4.7	Replies to questions asked in the Parliament[Section 4(1)(b)(xvii)]								
4.7.1	Details of questions asked and replies given	Fully Met	28.57	28.57	https://neigrihms.gov.in/SUO%20MOTO/2024-25/REply%20from%20E-II-Copy.pdf	empty	Fully Met	28.57	verified
Total			200	200			200	173	
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://neigrihms.gov.in/SUO%20MOTO/2024-25/additional/4.%20RTI%20updated%202024-25%20point%20no.XVI.pdf	empty	Fully Met	20.00	verified

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
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://neigrihms.gov.in/SUO%20MOTO/2024-25/additional/Self%20appraisal%20report%202023-2024.pdf	empty	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	Fully Met	20	20.00	https://neigrihms.gov.in/SUO%20MOTO/2024-25/appointment%20of%20NO%20office%20r.pdf	empty	Partially Met	10.00	Please provide complete information with a suitable link
5.1.4	Consultancy committee of key stakeholders for advice on suo-motu disclosure - (a) Dates from which constituted, (b) Name & Designation of the officers	Fully Met	20	20.00	https://neigrihms.gov.in/SUO%20MOTO/2024-25/Consultancy%20committees.pdf	empty	Fully Met	20.00	verified
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	empty	Not Met	0	Please provide complete information with a suitable link
Total			80	80			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 [Section 4(2)]								
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://neigrihms.gov.in/rti.html	empty	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, Public Grievance and Pensions, Govt. Of India)								
6.2.1	Whether STQC certification obtained and its validity	Fully Met	12.5	12.50	The Migration of the Institute's Website to NIC's	empty	Not Met	0	Please provide STQC

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					National Government Cloud (NGC), is still in progress. NIC Shillong has recommended that the process for obtaining of STQC certificate for the website be put on hold until the migration process is completed.				certification for website
6.2.2	Does the website show the certificate on the Website?	Fully Met	12.5	12.50	The Migration of the Institute's Website to NIC's National Government Cloud (NGC), is still in progress. NIC Shillong has recommended that the process for obtaining of STQC certificate for the website be put on hold until the migration process is completed.	empty	Not Met	0	Please provide STQC certification for website
Total			50	50			50	25	
Grand Total			843	841			863	682	