

Self appraisal report for Year (2024-25)

Auditor Agency: Killamsetty Prasanth Kumar(Directorate of Training (UTCS), GNCTD)

Ministry Name: UT of Delhi

Department Name:

Public Authority Name: Dr. B.R. Sur Homoeopathic Medical College and Hospital

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	A	M
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://shmch.delhi.gov.in/en/shmch/contact-us	empty	Fully Met	1.28	OK
1.1.2	Head of the organization	Fully Met	1.28	1.28	https://shmch.delhi.gov.in/en/shmch/contact-us	empty	Fully Met	1.28	OK
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	https://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/manual-1.pdf This institute has been entrusted with the responsibility of A) providing and promoting	empty	Fully Met	1.28	OK

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	A	
					homoeopathic education and impart clinical training in Homoeopathy B) To provide quality health care C) T o promote Research work in the field ofHomoeopathy				
1.1.4	Function and duties	Fully Met	1.28	1.28	Manual 2 http://shmch.delhi.gov.in/sites/default/files/rti-files/manual-2.pdf a) To impart Homoeopathic Education b) To provide patient care in OPD and IPD c) To undertake Research Activities	empty	Fully Met	1.28	OK
1.1.5	Organization Chart	Fully Met	1.28	1.28	Manual 1 http://shmch.delhi.gov.in/sites/d	empty	Fully Met	1.28	OK

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	A
					efault/files/shmch/rti-files/manual-1.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	In this hospital empty There are 12 departments in teaching Faculty ; https://shmch.delhi.gov.in/en/shmch/about-us Outdoor Patient Department - https://shmch.delhi.gov.in/en/shmch/outdoor-patient-department Indoor patient department https://shmch.delhi.gov.in/en/shmch/indoor-patient-department and Committees are constituted from time to time as required.	Fully Met	1.28	OK

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	A	
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	https://shmch.delhi.gov.in/sites/default/files/rti-files/manual-2.pdf Manual-2	empty	Fully Met	1.92	OK
1.2.2	Power and duties of other employees	Fully Met	1.92	1.92	https://shmch.delhi.gov.in/sites/default/files/rti-files/manual-2.pdf Manual-2 https://shmch.delhi.gov.in/sites/default/files/inline-files/rti.pdf,page1	empty	Fully Met	1.92	OK
1.2.3	Rules/ orders under which powers and duty derived and exercised	Fully Met	1.92	1.92	https://shmch.delhi.gov.in/sites/default/files/inline-files/rti.pdf,page39 As per the Rules and Orders of Govt. Of NCT of Delhi AND Departments own orders	empty	Fully Met	1.92	OK
1.2.4	Work allocation	Fully Met	1.92	1.92	https://shmch.delhi.gov.in/sit	empty	Fully Met	1.92	OK

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	A	
					es/default/files/inline-files/rti.pdf ,page39 Exercised as per the Rules and Orders of Govt. Of NCT of Delhi				
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	Manual3 https://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/manual_3.pdf https://shmch.delhi.gov.in/sites/default/files/inline-files/rti.pdf ,page39	empty	Fully Met	1.54	OK
1.3.2	Final decision making authority	Fully Met	1.54	1.54	As per the hierarchy and administrative, financial and statutory powers Manual 3 https://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/m	empty	Fully Met	1.54	OK

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	A	
					anual_3.pdf https://shmch.delhi.gov.in/sites/default/files/inline-files/rti.pdf,page39				
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	https://shmch.delhi.gov.in/sites/default/files/inline-files/rti.pdf ,page39 As per the provisions, ACTs ,Rules of Govt. Of NCT of Delhi , Rules of and Acts of NCH Rules and Acts of Govt. Of India	empty	Fully Met	1.54	OK
1.3.4	Time limit for taking a decisions, if any	Fully Met	1.54	1.54	Manual 3 https://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/manual_3.pdf https://shmch.delhi.gov.in/sites/default/files/inline-	empty	Fully Met	1.54	OK

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	A
1.3.5	Channels of supervision and accountability	Fully Met	1.54	1.54	files/rti.pdf ,page39 Manual 3 http s://shmch.delh i.gov.in/sites/d efault/files/sh mch/rti-files/m anual_3.pdf ht tps://shmch.d elhi.gov.in/site s/default/files/i nline- files/rti.pdf ,page39	empty Fully Met	1.54	OK
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	Patient care, Education and Research in H omoeopathy, Manual 3 http s://shmch.delh i.gov.in/sites/d efault/files/sh mch/rti-files/m anual_3.pdf Manual4 htps ://shmch.delhi. gov.in/sites/de fault/files/shm ch/rti-files/ma nual-4.pdf http s://shmch.delh	empty Fully Met	1.54	OK

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	A
					i.gov.in/sites/default/files/inline-files/rti.pdf ,page39			
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	Patient care, Education and Research in Homoeopathy https://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/manual_3.pdf https://shmch.delhi.gov.in/sites/default/files/inline-files/rti.pdf ,page39	empty Fully Met	1.54	OK
1.4.3	Process by which these services can be accessed	Fully Met	1.54	1.54	By inspection conducted by NCH and GGSIP University , Performance and Financial Audit, Assessment by Rogi Kalyan Samiti and Kayakalp Samiti, Local	empty Fully Met	1.54	OK

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	A	
					Quality control Research- Assessed by Local quality control committee Manual 3 https://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/manual_3.pdf Manual4 https://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/manual-4.pdf				
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	Manual 3 https://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/manual_3.pdf https://shmch.delhi.gov.in/sites/default/files/inline-files/rti.pdf ,page40	empty	Fully Met	1.54	OK
1.4.5	Process of redressal of grievances	Fully Met	1.54	1.54	Mannual 5 https://shmch.delhi.gov.in/sites/default/files/inline-files/rti.pdf	empty	Fully Met	1.54	OK

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	A	
					hi.gov.in/sites/default/files/rti-files/manual5.pdf https://shmch.delhi.gov.in/sites/default/files/inline-files/rti.pdf,page40				
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	As per the manuals and instructions issued by NCH, GGSIP University and Govt. of NCT of Delhi https://shmch.delhi.gov.in/sites/default/files/rti-files/manual5.pdf https://shmch.delhi.gov.in/sites/default/files/inline-files/rti.pdf,page40	empty	Fully Met	2.60	OK
1.5.2	List of Acts, rules, regulations, instructions, manuals and records.	Fully Met	2.6	2.60	https://shmch.delhi.gov.in/sites/default/files/rti-files/manual5.pdf https://	empty	Fully Met	2.60	OK

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	A	
					shmch.delhi.gov.in/sites/default/files/inline-files/rti.pdf ,page40				
1.5.3	Acts/ Rules/ manuals, etc.	Fully Met	2.6	2.60	https://shmch.delhi.gov.in/sites/default/files/rti-files/manual5.pdf https://shmch.delhi.gov.in/sites/default/files/inline-files/rti.pdf ,page40	empty	Fully Met	2.60	OK
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://shmch.delhi.gov.in/sites/default/files/rti-files/manual_6.pdf https://shmch.delhi.gov.in/sites/default/files/inline-files/rti.pdf ,page40	empty	Fully Met	3.85	OK
1.6.2	Custodian of documents/categories	Fully Met	3.85	3.85	https://shmch.delhi.gov.in/sites/default/files/rti-files/manual_6.pdf https://shmch.delhi.	empty	Fully Met	3.85	OK

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	A	
					gov.in/sites/default/files/inline-files/rti.pdf,page40				
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://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/manual_8.pdf	empty	Fully Met	0.96	OK
1.7.2	Composition	Fully Met	0.96	0.96	https://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/manual_8.pdf	empty	Fully Met	0.96	OK
1.7.3	Dates from which constituted	Fully Met	0.96	0.96	https://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/manual_8.pdf	empty	Fully Met	0.96	OK
1.7.4	Term/ Tenure	Fully Met	0.96	0.96	As long as new orders issued https://shmch.delhi.gov.in/sites/default/files/inline-files/rti.pdf,Page40	empty	Fully Met	0.96	OK
1.7.5	Powers and functions	Fully Met	0.96	0.96	Manual2 https://shmch.delhi.gov.in/sites/default/files/rti-fil	empty	Fully Met	0.96	OK

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	A
					es/manual-2.pdf https://shmch.delhi.gov.in/sites/default/files/inline-files/rti.pdf ,page1			
1.7.6	Whether their meetings are open to the public?	Fully Met	0.96	0.96	No https://shmemptych.delhi.gov.in/sites/default/files/inline-files/rti.pdf ,Page41	Fully Met	0.96	OK
1.7.7	Whether the minutes of the meetings are open to the public?	Fully Met	0.96	0.96	On demand htemptytps://shmch.delhi.gov.in/sites/default/files/inline-files/rti.pdf ,Page41	Fully Met	0.96	OK
1.7.8	Place where the minutes if open to the public are available?	Fully Met	0.96	0.96	In the office emptyfile https://shmch.delhi.gov.in/sites/default/files/inline-files/rti.pdf ,Page41	Fully Met	0.96	OK
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://shmch.delhi.gov.in/sites/default/files/shmch/rti-files	emptyFully Met	3.85	OK

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	A
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	/manual_9_1.pdf https://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/manual_9_1.pdf	empty Fully Met	3.85	OK
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://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/manual_10_1.pdf	empty Fully Met	3.85	OK
1.9.2	System of compensation as provided in its regulations	Fully Met	3.85	3.85	Not applicable https://shmch.delhi.gov.in/sites/default/files/inline-files/rti.pdf,Page1	empty Fully Met	3.85	OK
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://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/manual_16_1.pdf	empty Fully Met	3.85	OK
1.10.2	Address, telephone numbers and email ID of each designated official.	Fully Met	3.85	3.85	https://shmch.delhi.gov.in/sites/default/files	empty Fully Met	3.85	OK

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	A
					/shmch/rti-files /manual_16_1.pdf			
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://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/vigilance.pdf	empty Fully Met	3.85	OK
1.11.2	(ii) Finalised for minor penalty or major penalty proceedings	Fully Met	3.85	3.85	https://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/vigilance.pdf	empty Fully Met	3.85	OK
1.12	Programmes to advance understanding of RTI(Section 26)							
1.12.1	Educational programmes	Fully Met	1.92	1.92	Time to time sensitization programme held for the department. https://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/manual_17_1.pdf PAGE8	empty Fully Met	1.92	OK
1.12.2	Efforts to encourage public authority to participate in these programmes	Fully Met	1.92	1.92	Yes : Time to time sensitization programme held for the department,	empty Fully Met	1.92	OK

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	A	
					PIO, APIOsent for trainings https://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/manual_17_1.pdf, PAGE8				
1.12.3	Training of CPIO/APIO	Fully Met	1.92	1.92	TRAININGON RTICAPACITYBUILDINGORGANISED BYDIRECTORATEOFTRAININGUTCSON 28/10/24 AND 29/10/24 ATTENDED BY APIO. https://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/manual_17_1.pdf	empty	Fully Met	1.92	OK
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Fully Met	1.92	1.92	Published FAQ on RTI https://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/	empty	Fully Met	1.92	OK

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	A	M
					manual_17_1.pdf PAGE3 Published Guidelines for RTI Application https://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/manual_4.pdf PAGE3				
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	As per the policy and orders of Govt. of NCTof Delhi	empty	Fully Met	7.69	OK
Total			100	100	100	100			
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://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/manual_11_3.pdf	empty	Fully Met	10.00	OK
2.1.2	Budget for each agency and plan & programmes	Fully Met	10	10.00	https://shmch.delhi.gov.in/sites/default/files/shmch/rti-files	empty	Fully Met	10.00	OK

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	A
2.1.3	Proposed expenditures	Fully Met	10	10.00	/manual_11_3.pdf https://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/manual_11_3.pdf	empty Fully Met	10.00	OK
2.1.4	Revised budget for each agency, if any	Fully Met	10	10.00	https://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/manual_11_3.pdf	empty Fully Met	10.00	OK
2.1.5	Report on disbursements made and place where the related reports are available	Fully Met	10	10.00	https://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/manual_11_3.pdf	empty Fully Met	10.00	OK
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://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/procurement_related_0.pdf	empty Fully Met	10.00	OK
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://shmch.delhi.gov.in/sit	empty Fully Met	20.00	OK

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	A	
					es/default/files/shmch/rti-files/foreign_domestic_tours_0.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	20	20.00	https://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/foreign_domestic_tours_0.pdf	empty	Fully Met	20.00	OK
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	No kind of subsidy being provided by the department, Manual 13 https://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/manual_13.pdf https://shmch.delhi.gov.in/sites/default/files/inline-files/rti.pdf PAGE42	empty	Fully Met	6.25	ok
2.3.2	Objective of the programme	Fully Met	6.25	6.25	https://shmch.delhi.gov.in/sit	empty	Fully Met	6.25	ok

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	A	
					es/default/files/shmch/rti-files/manual_13.pdf https://shmch.delhi.gov.in/sites/default/files/inline-files/rti.pdf PAGE42				
2.3.3	Procedure to avail benefits	Fully Met	6.25	6.25	https://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/manual_13.pdf https://shmch.delhi.gov.in/sites/default/files/inline-files/rti.pdf PAGE42	empty	Fully Met	6.25	ok
2.3.4	Duration of the programme/ scheme	Fully Met	6.25	6.25	https://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/manual_13.pdf https://shmch.delhi.gov.in/sites/default/files/inline-files/rti.pdf PAGE42	empty	Fully Met	6.25	ok
2.3.5	Physical and financial targets of the programme	Fully Met	6.25	6.25	https://shmch.	empty	Fully Met	6.25	ok

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	A	
					delhi.gov.in/sites/default/files/shmch/rti-files/manual_13.pdf https://shmch.delhi.gov.in/sites/default/files/inline-files/rti.pdf PAGE42				
2.3.6	Nature/ scale of subsidy /amount allotted	Fully Met	6.25	6.25	https://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/manual_13.pdf https://shmch.delhi.gov.in/sites/default/files/inline-files/rti.pdf PAGE42	empty	Fully Met	6.25	ok
2.3.7	Eligibility criteria for grant of subsidy	Fully Met	6.25	6.25	https://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/manual_13.pdf https://shmch.delhi.gov.in/sites/default/files/inline-files/rti.pdf PAGE42	empty	Fully Met	6.25	ok

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Fully Met	6.25	6.25	https://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/manual_13.pdf https://shmch.delhi.gov.in/sites/default/files/inline-files/rti.pdf PAGE42	empty Fully Met	6.25	ok
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	Fully Met	25	25.00	https://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/discretionary_nondiscretionary_grants.pdf	empty Fully Met	25.00	OK
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Fully Met	25	25.00	https://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/discretionary_nondiscretionary_grants.pdf	empty Fully Met	25.00	OK
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	NIL https://shmch.delhi.gov.in/sites/default	empty Fully Met	25.00	ok

[illegible]

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category		A
3.1.1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	Fully Met	12.5	12.50	https://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/manual_7.pdf	empty	Fully Met	12.50	ok
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	Fully Met	12.5	12.50	https://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/manual_7.pdf	empty	Fully Met	12.50	ok
3.1.3	Public- Private Partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	Not Applicable	0	0	empty	empty	Not Applicable	0	NO U
3.1.4	Public- Private Partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable	0	0	empty	empty	Not Applicable	0	NO U
3.1.5	Public- Private Partnerships (PPP)- Concession agreements.	Not Applicable	0	0	empty	empty	Not Applicable	0	NO U
3.1.6	Public- Private Partnerships (PPP)- Operation and maintenance manuals	Fully Met	2.78	2.78	As per the RKS guidelines https://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/manual_7.pdf	empty	Fully Met	2.78	OK
3.1.7	Public- Private Partnerships (PPP) - Other documents generated as part of the implementation of the PPP	Fully Met	2.78	2.78	Meeting reports https://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/man	empty	Fully Met	2.78	OK

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	A
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	Fully Met	2.78	2.78	ual_7.pdf No Scheme of Public Private Partnership(P PP) is being run in this institute hence information relating to fees, tools, and other kinds of revenues collected under authorization from the government i.r.o. this institute is NIL .	empty Fully Met	2.78	ok
3.1.9	Public- Private Partnerships (PPP) -Information relating to outputs and outcomes	Fully Met	2.78	2.78	No Scheme of Public Private Partnership(P PP) is being run in this institute	empty Fully Met	2.78	ok
3.1.10	Public- Private Partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.)	Fully Met	2.78	2.78	No Scheme of Public Private Partnership(P PP) is being run in this	empty Fully Met	2.78	ok

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	A	M
3.1.11	Public- Private Partnerships (PPP) - All payment made under the PPP project	Fully Met	2.78	2.78	institute No Scheme of Public Private Partnership (PPP) is being run in this institute	empty	Fully Met	2.78	ok
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://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/manual_7.pdf	empty	Fully Met	16.67	ok
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	empty	Not Applicable	0	NA
3.2.3	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive- Outline the arrangement for consultation before formulation of policy	Not Met	16.67	0	empty	empty	Not Met	0	NA
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://shmch.delhi.gov.in/en/rti	empty	Fully Met	50.00	ok
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://shmch.delhi.gov.in/en/rti Available on the website in the form of	empty	Fully Met	25.00	ok

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL		Remarks	Auditor Category	A
					manuals				
3.4.2	Information manual/handbook available in printed format	Fully Met	25	25.00	YES	empty	Fully Met	25.00	ok
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	Available on the website in the form of manuals that can be downloaded free of cost https://shmch.delhi.gov.in/en/rti/rti-manual-0 https://shmch.delhi.gov.in/en/rti	empty	Fully Met	25.00	ok
3.5.2	List of materials available at a reasonable cost of the medium	Fully Met	25	25.00	Yes Manual 1-17 https://shmch.delhi.gov.in/en/rti/rti-manual-0	empty	Fully Met	25.00	ok
Total			225	208	225		208		
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	YES	empty	Fully Met	9.52	ok
4.1.2	English	Fully Met	9.52	9.52	YES	empty	Fully Met	9.52	ok
4.1.3	Vernacular/ Local Language	Fully Met	9.52	9.52	YES	empty	Fully Met	9.52	ok
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	21/03/2025 https://shmch.delhi.gov.in/en/rti	empty	Fully Met	28.57	ok

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	A
					/rti-manual-0			
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://shmch.delhi.gov.in/en/rti/rti-manual-0 MANUALS 1-17	empty Fully Met	9.52	ok
4.3.2	Name/ title of the document/record/ other information	Fully Met	9.52	9.52	https://shmch.delhi.gov.in/en/rti/rti-manual-0 MANUALS 1-17	empty Fully Met	9.52	ok
4.3.3	Location where available	Fully Met	9.52	9.52	https://shmch.delhi.gov.in/en/rti/rti-manual-0 MANUALS 1-17	empty Fully Met	9.52	ok
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://shmch.delhi.gov.in/en/shmch/contact-us	empty Fully Met	7.14	ok
4.4.2	Details of information made available	Fully Met	7.14	7.14	https://shmch.delhi.gov.in/en/rti	empty Fully Met	7.14	ok
4.4.3	Working hours of the facility	Fully Met	7.14	7.14	Website-24x7, Display boards-8am to 3pm https://sh	empty Fully Met	7.14	ok

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	A
4.4.4	Contact person & contact details (Phone, fax, email)	Fully Met	7.14	7.14	mch.delhi.gov.in/en/rti https://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/manual_16_1.pdf MANUAL16	empty Fully Met	7.14	ok
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	MANUAL5 https://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/manual_5.pdf MANUAL17 https://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/manual_17_1.pdf	empty Fully Met	4.10	ok
4.5.2	List of completed schemes/ projects/ Programmes	Fully Met	4.1	4.10	https://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/manual_17_1.pdf	empty Fully Met	4.10	ok
4.5.3	List of schemes/ projects/ programme underway	Fully Met	4.1	4.10	https://shmch.delhi.gov.in/sites/default/files	empty Fully Met	4.10	ok

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	A	
					/shmch/rti-files /manual_17_1.pdf				
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://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/procurement_related_0.pdf https://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/manual_17_1.pdf	empty	Fully Met	4.10	ok
4.5.5	Annual Report	Fully Met	4.1	4.10	https://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/manual_17_1.pdf PAGE38	empty	Fully Met	4.10	ok
4.5.6	Frequently Asked Question (FAQs)	Fully Met	4.1	4.10	https://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/manual_17_1.pdf PAGE3	empty	Fully Met	4.10	ok
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://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/manual_17_1	empty	Fully Met	4.10	ok

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	A
					.pdf PAGE5			
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://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/manual_17_1.pdf MANUAL 17,PAGE8	Fully Met	14.29	ok
4.6.2	Details of appeals received and orders issued	Fully Met	14.29	14.29	https://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/manual_17_1.pdf MANUAL 17,PAGE8	Fully Met	14.29	ok
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://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/manual_17_1.pdf PAGE38	Fully Met	28.57	ok
Total			200	200		200	200	
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	Manual 17,PAGE2 https://shmch.delhi.gov.in/sites/default/files/shmch/rti-files/m	Fully Met	20.00	ok

[illegible]

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL		Remarks	Auditor Category	A
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	Maximum information is displayed on websitehttps://shmch.delhi.gov.in/en	empty	Fully Met	25.00	OK
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 institutes website has been recently launched by the Govt. ofNct of Delhi - IT Deptt. along with the all other Delhi Govt. offices website hence STQC certificate is not available	empty	Fully Met	12.50	OK
6.2.2	Does the website show the certificate on the Website?	Fully Met	12.5	12.50	The institutes website has been recently launched by the Govt. ofNct of Delhi - IT Deptt. along with the all other Delhi	empty	Fully Met	12.50	OK

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	URL	Remarks	Auditor Category	A
					Govt. offices website hence STQC certificate is not available			
Total			50	50	50	50		
Grand Total			975	938	975	938		