
Self appraisal report for Year (2024-25)**Auditor Agency: Sunil Dutt(NITTTR, Chandigarh)****Ministry Name: Ministry of Tourism****Department Name:****Public Authority Name: IHM Chennai**

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	WWW.IHMCHENNAI.COM	Fully Met	1.28	https://ihm-chennai.org/ ; https://ihm-chennai.org/rti-2005-2/
1.1.2	Head of the organization	Fully Met	1.28	1.28	WWW.IHMCHENNAI.COM	Fully Met	1.28	Mrs. R. Parimala, Principal; https://ihm-chennai.org/teaching-staff/
1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	WWW.IHMCHENNAI.COM	Fully Met	1.28	https://ihm-chennai.org/ ; https://ihm-chennai.org/rti-2005-2/ ; https://ihm-chennai.org/about-us/
1.1.4	Function and duties	Fully Met	1.28	1.28	WWW.IHMCHENNAI.COM	Fully Met	1.28	https://ihm-chennai.org/ ;

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								https://ihm-chennai.org/rti-2005-2/ ; https://ihm-chennai.org/wp-content/uploads/2025/03/IHM-Memorandum-of-Association.pdf
1.1.5	Organization Chart	Fully Met	1.28	1.28	WWW.IHMCHENNAI.COM	Fully Met	1.28	Same as above
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	WWW.IHMCHENNAI.COM	Fully Met	1.28	Same as above; https://ihm-chennai.org/principal-list/
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	WWW.IHMCHENNAI.COM	Fully Met	1.92	https://ihm-chennai.org/rti-2005-2/ ; https://ihm-chennai.org/wp-content/uploads/2024/04/power-of-duties-new.pdf ; https://ihm-chennai.org/wp-content/uploads/2025/03/IHM-Memorandum-of-Association.pdf

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1.2.2	Power and duties of other employees	Fully Met	1.92	1.92	WWW.IHMCHENNAI.COM	Fully Met	1.92	Same as above
1.2.3	Rules/ orders under which powers and duty derived and exercised	Fully Met	1.92	1.92	WWW.IHMCHENNAI.COM	Fully Met	1.92	Same as above
1.2.4	Work allocation	Fully Met	1.92	1.92	WWW.IHMCHENNAI.COM	Fully Met	1.92	Same as above
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	WWW.IHMCHENNAI.COM	Fully Met	1.54	https://ihm-chennai.org/rti-2005-2/ ; https://ihm-chennai.org/wp-content/uploads/2025/03/IHM-Memorandum-of-Association.pdf
1.3.2	Final decision making authority	Fully Met	1.54	1.54	WWW.IHMCHENNAI.COM	Fully Met	1.54	Same as above
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	WWW.IHMCHENNAI.COM	Fully Met	1.54	Same as above
1.3.4	Time limit for taking a decisions, if any	Fully Met	1.54	1.54	WWW.IHMCHENNAI.COM	Fully Met	1.54	Same as above
1.3.5	Channels of supervision and accountability	Fully Met	1.54	1.54	WWW.IHMCHENNAI.COM	Fully Met	1.54	Same as above
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	WWW.IHMCHENNAI.COM	Fully Met	1.54	https://ihm-chennai.org/rti-2005-2/ ; https://ihm-chennai.org/wp-content/uploads/2025/04/M.Sc_.-JE

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								E-2025-Information-Brochure_compressed.pdf
1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	WWW.IHMCHENNAI.COM	Fully Met	1.54	Same as above
1.4.3	Process by which these services can be accessed	Fully Met	1.54	1.54	WWW.IHMCHENNAI.COM	Fully Met	1.54	Same as above
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	WWW.IHMCHENNAI.COM	Fully Met	1.54	Same as above
1.4.5	Process of redressal of grievances	Fully Met	1.54	1.54	WWW.IHMCHENNAI.COM	Fully Met	1.54	https://ihm-chennai.org/rti-2005-2/ ; https://ihm-chennai.org/anti-ragging-office-order/
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	WWW.IHMCHENNAI.COM	Fully Met	2.60	https://ihm-chennai.org/rti-2005-2/ ; https://ihm-chennai.org/wp-content/uploads/2025/03/IHM-Memorandum-of-Association.pdf ; https://ihm-chennai.org/wp-content/uploads/2023/06/Recruitment-and-Promotion-

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								Rules-2003.pdf; https://ihm-chennai.org/wp-content/uploads/2024/02/Minimum-Pay-Qualification-Experience-Revised-in-May-2019.pdf
1.5.2	List of Acts, rules, regulations, instructions, manuals and records.	Fully Met	2.6	2.60	WWW.IHMCHENNAI.COM	Fully Met	2.60	Same as above
1.5.3	Acts/ Rules/ manuals, etc.	Fully Met	2.6	2.60	WWW.IHMCHENNAI.COM	Fully Met	2.60	Same as above
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	WWW.IHMCHENNAI.COM	Fully Met	3.85	https://ihm-chennai.org/rti-2005-2/ ; https://ihm-chennai.org/wp-content/uploads/2025/03/IHM-Memorandum-of-Association.pdf ; https://ihm-chennai.org/wp-content/uploads/2023/06/Recruitment-and-Promotion-Rules-2003.pdf ; https://ihm-

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								chennai.org/wp-content/uploads/2024/02/Minimum-Pay-Qualification-Experience-Revised-in-May-2019.pdf
1.6.2	Custodian of documents/categories	Fully Met	3.85	3.85	WWW.IHMCHENNAI.COM	Fully Met	3.85	Same as above
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	WWW.IHMCHENNAI.COM	Fully Met	0.96	https://ihm-chennai.org/rti-2005-2/; https://ihm-chennai.org/wp-content/uploads/2025/03/IHM-Memorandum-of-Association.pdf
1.7.2	Composition	Fully Met	0.96	0.96	WWW.IHMCHENNAI.COM	Fully Met	0.96	Same as above
1.7.3	Dates from which constituted	Fully Met	0.96	0.96	WWW.IHMCHENNAI.COM	Fully Met	0.96	Same as above
1.7.4	Term/ Tenure	Fully Met	0.96	0.96	WWW.IHMCHENNAI.COM	Fully Met	0.96	Same as above
1.7.5	Powers and functions	Fully Met	0.96	0.96	WWW.IHMCHENNAI.COM	Fully Met	0.96	Same as above
1.7.6	Whether their meetings are open to the public?	Fully Met	0.96	0.96	WWW.IHMCHENNAI.COM	Fully Met	0.96	Same as above
1.7.7	Whether the minutes of the meetings are open to the public?	Fully Met	0.96	0.96	WWW.IHMCHENNAI.COM	Fully Met	0.96	Same as above; https://

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								ihm-chennai.org/wp-content/uploads/2025/04/Minutes-of-BOG-Board-Member_compressed.pdf
1.7.8	Place where the minutes if open to the public are available?	Fully Met	0.96	0.96	WWW.IHMCHENNAI.COM	Fully Met	0.96	Same as above
1.8	Directory of officers and employees[Section 4(1) (b) (ix)]							
1.8.1	Name and designation	Fully Met	3.85	3.85	WWW.IHMCHENNAI.COM	Fully Met	3.85	https://ihm-chennai.org/rti-2005-2/; https://ihm-chennai.org/teaching-staff/; https://ihm-chennai.org/wp-content/uploads/2025/04/ihm-staff-name-list_compressed.pdf
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	WWW.IHMCHENNAI.COM	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	WWW.IHMCHENNAI.COM	Fully Met	3.85	https://ihm-chennai.org/rti-2005-2/; https://ihm-chennai.org/rti-2005-2/#teaching-staff-rti-section

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1.9.2	System of compensation as provided in its regulations	Fully Met	3.85	3.85	WWW.IHMCHENNAI.COM	Fully Met	3.85	Same as above
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	WWW.IHMCHENNAI.COM	Fully Met	3.85	https://ihm-chennai.org/rti-2005-2/
1.10.2	Address, telephone numbers and email ID of each designated official.	Fully Met	3.85	3.85	WWW.IHMCHENNAI.COM	Fully Met	3.85	Same as above
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	WWW.IHMCHENNAI.COM	Fully Met	3.85	https://ihm-chennai.org/rti-2005-2/
1.11.2	(ii) Finalised for minor penalty or major penalty proceedings	Fully Met	3.85	3.85	WWW.IHMCHENNAI.COM	Fully Met	3.85	Same as above
1.12	Programmes to advance understanding of RTI(Section 26)							
1.12.1	Educational programmes	Fully Met	1.92	1.92	WWW.IHMCHENNAI.COM	Fully Met	1.92	https://ihm-chennai.org/rti-2005-2/
1.12.2	Efforts to encourage public authority to participate in these programmes	Partially Met	1.92	0.96	WWW.IHMCHENNAI.COM	Fully Met	1.92	Now available as above
1.12.3	Training of CPIO/APIO	Fully Met	1.92	1.92	WWW.IHMCHENNAI.COM	Partially Met	0.96	IHM Chennai is advised to provide training to CPIO
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Fully Met	1.92	1.92	WWW.IHMCHENNAI.COM	Fully Met	1.92	Guidelines on RTI are updated and published on regular intervals; Last update is as

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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]	Partially Met	7.69	3.85	WWW.IHMCHENNAI.COM	Partially Met	3.85	https://ihm-chennai.org/rti-2005-2/ ; IHM Chennai is advised to provide/upload complete detail
Total			100	95		100	95	
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	Partially Met	10	5.00	WWW.IHMCHENNAI.COM	Fully Met	10.00	Now available at: https://ihm-chennai.org/ ; https://ihm-chennai.org/rti-2005-2/ ; https://ihm-chennai.org/wp-content/uploads/2024/04/budget-FINAL-2023-2024-2024-2025.pdf
2.1.2	Budget for each agency and plan & programmes	Partially Met	10	5.00	WWW.IHMCHENNAI.COM	Fully Met	10.00	Same as above
2.1.3	Proposed expenditures	Fully Met	10	10.00	WWW.IHMCHENNAI.COM	Fully Met	10.00	Same as above
2.1.4	Revised budget for each agency, if any	Fully Met	10	10.00	WWW.IHMCHENNAI.COM	Fully Met	10.00	Same as

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					ENNAI.COM			above
2.1.5	Report on disbursements made and place where the related reports are available	Fully Met	10	10.00	WWW.IHMCH ENNAI.COM	Fully Met	10.00	Same as above; https://ihm-chennai.org/wp-content/uploads/2024/10/2023-2024-ANNUAL-REPORT-2023-2024-ENGLISH-.pdf
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	WWW.IHMCH ENNAI.COM	Fully Met	10.00	https://ihm-chennai.org/wp-content/uploads/2025/04/GEM-PURCHASE-DETAILS_compressed.pdf
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	WWW.IHMCH ENNAI.COM	Fully Met	20.00	https://ihm-chennai.org/ ; https://ihm-chennai.org/rti-2005-2/ ; https://ihm-chennai.org/wp-content/uploads/2024/04/budget-FINAL-2023-2024-2024-2025.p

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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	WWW.IHMCHENNAI.COM	Fully Met	20.00	Same as above
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	As per IHM Chennai, it is 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
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	Same as above
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	As per IHM Chennai, it is NOT applicable
2.4.2	Annual accounts of all legal entities who are	Not Applicable	0	0	empty	Not Applicable	0	Same as

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	provided grants by public authorities							above
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	Not Applicable	0	As per IHM Chennai, it is NOT applicable
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	Not Applicable	0	Same as above
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	WWW.IHMCHENNAI.COM	Fully Met	50.00	Now available at: https://ihm-chennai.org/wp-content/uploads/2025/04/iaw-audit-report_compressed.pdf ; https://ihm-chennai.org/ ; https://ihm-chennai.org/rti-2005-2/
Total			150	115		150	150	
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 there of [Section 4(1)(b)(vii)] [F No 1/6/2011-IR dt. 15.04.2013]							
3.1.1	Relevant Acts, Rules, Forms and other	Fully Met	12.5	12.50	WWW.IHMCHENNAI.COM	Fully Met	12.50	https://ihm-chennai.org/

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	documents which are normally accessed by citizens				ENNAI.COM			chennai.org/; https://ihm-chennai.org/wp-content/uploads/2024/12/Bye-Laws_compressed-15.12.2024.pdf; https://ihm-chennai.org/teaching-staff/ ; https://ihm-chennai.org/rti-2005-2/ ; https://ihm-chennai.org/wp-content/uploads/2025/04/M.Sc_-JEE-2025-Information-Brochure_compressed.pdf; https://ihm-chennai.org/wp-content/uploads/2025/03/IHM-Memorandum-of-Association.pdf; https://ihm-chennai.org/wp-content/uploads/2023/06/Recruitm

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								ent-and-Promotion-Rules-2003.pdf; https://ihm-chennai.org/wp-content/uploads/2024/02/Minimum-Pay-Qualification-Experience-Revised-in-May-2019.pdf ; https://ihm-chennai.org/wp-content/uploads/2024/10/2023-2024-ANNUAL-REPORT-2023-2024-ENGLISH-.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	Fully Met	12.50	Now available as above
3.1.3	Public- Private Partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	Not Applicable	0	0	empty	Not Applicable	0	As per IHM Chennai, it is NOT applicable
3.1.4	Public- Private Partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable	0	0	empty	Not Applicable	0	Same as above

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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	Same as above
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	WWW.IHMCH ENNAI.COM	Partially Met	8.34	Now available as given under 3.1.1 above
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	WWW.IHMCH ENNAI.COM	Partially Met	8.34	Same as above
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	Partially Met	16.67	8.34	WWW.IHMCH ENNAI.COM	Partially Met	8.34	Same as above

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	consultation before formulation of policy							
3.3	Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]							
3.3.1	Use of the most effective means of communication - Internet (website)	Fully Met	50	50.00	WWW.IHMCHENNAI.COM	Fully Met	50.00	https://ihm-chennai.org/ ; https://ihm-chennai.org/rti-2005-2/
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	WWW.IHMCHENNAI.COM	Fully Met	25.00	https://ihm-chennai.org/ ; https://ihm-chennai.org/rti-2005-2/
3.4.2	Information manual/handbook available in printed format	Fully Met	25	25.00	WWW.IHMCHENNAI.COM	Fully Met	25.00	Same as above
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	WWW.IHMCHENNAI.COM	Fully Met	25.00	https://ihm-chennai.org/ ; https://ihm-chennai.org/rti-2005-2/
3.5.2	List of materials available at a reasonable cost of the medium	Fully Met	25	25.00	WWW.IHMCHENNAI.COM	Fully Met	25.00	Same as above
Total			213	188		225	200	
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	WWW.IHMCHENNAI.COM	Partially Met	4.76	It is advised to upload Information Manual/Handbook in Hindi
4.1.2	English	Partially Met	9.52	4.76	WWW.IHMCHENNAI.COM	Fully Met	9.52	Now available

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					ENNAI.COM			at: https://ihm-chennai.org/rti-2005-2/
4.1.3	Vernacular/ Local Language	Fully Met	9.52	9.52	WWW.IHMCH ENNAI.COM	Partially Met	4.76	It is advised to upload Information Manual/Handbook in Local/Vernacular Language
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	WWW.IHMCH ENNAI.COM	Fully Met	28.57	20.04.2025: https://ihm-chennai.org/rti-2005-2/
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	WWW.IHMCH ENNAI.COM	Fully Met	9.52	https://ihm-chennai.org/rti-2005-2/
4.3.2	Name/ title of the document/record/ other information	Fully Met	9.52	9.52	WWW.IHMCH ENNAI.COM	Fully Met	9.52	Same as above
4.3.3	Location where available	Fully Met	9.52	9.52	WWW.IHMCH ENNAI.COM	Fully Met	9.52	Same as above
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	WWW.IHMCH ENNAI.COM	Fully Met	7.14	https://ihm-chennai.org/rti-2005-2/
4.4.2	Details of information made available	Fully Met	7.14	7.14	WWW.IHMCH ENNAI.COM	Fully Met	7.14	Same as above
4.4.3	Working hours of the facility	Fully Met	7.14	7.14	WWW.IHMCH ENNAI.COM	Fully Met	7.14	Same as above
4.4.4	Contact person & contact details (Phone, fax,	Fully Met	7.14	7.14	WWW.IHMCH	Fully Met	7.14	Same as

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	email)				ENNAI.COM			above
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	WWW.IHMCH ENNAI.COM	Fully Met	4.10	https://ihm-chennai.org/rti-2005-2/
4.5.2	List of completed schemes/ projects/ Programmes	Fully Met	4.1	4.10	WWW.IHMCH ENNAI.COM	Fully Met	4.10	Same as above
4.5.3	List of schemes/ projects/ programme underway	Fully Met	4.1	4.10	WWW.IHMCH ENNAI.COM	Fully Met	4.10	Same as above
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	WWW.IHMCH ENNAI.COM	Fully Met	4.10	https://ihm-chennai.org/wp-content/uploads/2025/04/GEM-PURCHASE-DETAILS_compressed.pdf
4.5.5	Annual Report	Fully Met	4.1	4.10	WWW.IHMCH ENNAI.COM	Fully Met	4.10	https://ihm-chennai.org/wp-content/uploads/2024/10/2023-2024-ANNUAL-REPORT-2023-2024-ENGLISH-.pdf
4.5.6	Frequently Asked Question (FAQs)	Fully Met	4.1	4.10	WWW.IHMCH ENNAI.COM	Fully Met	4.10	https://ihm-chennai.org/frequently-asked-question/
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	Fully Met	4.1	4.10	WWW.IHMCH ENNAI.COM	Partially Met	2.05	https://ihm-chennai.org/wp-content/uploa

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	Citizen's Charter							ds/2025/04/citizens-charted-ihm-chennai_compressed.pdf; IHM Chennai is advised to provide/upload complete detail
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	WWW.IHMCHENNAI.COM	Fully Met	14.29	https://ihm-chennai.org/rti-2005-2/
4.6.2	Details of appeals received and orders issued	Fully Met	14.29	14.29	WWW.IHMCHENNAI.COM	Fully Met	14.29	Same as above
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	WWW.IHMCHENNAI.COM	Fully Met	28.57	https://ihm-chennai.org/rti-2005-2/
Total			200	195		200	189	
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	WWW.IHMCHENNAI.COM	Fully Met	20.00	https://ihm-chennai.org/ ; https://ihm-chennai.org/rti-2005-2/
5.1.2	Details of third party audit of voluntary disclosure - (a) Dates of audit carried out , (b) Report of the audit carried out	Partially Met	20	10.00	WWW.IHMCHENNAI.COM	Fully Met	20.00	01.05.2024: Now available at: https://ihm-chennai.org/w

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								p-content/uploads/2025/04/TP_AuditedReport_IHMCTAN_Chennai_2023-24.pdf
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	WWW.IHMCHENNAI.COM	Fully Met	20.00	https://ihm-chennai.org/rti-2005-2/
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	Fully Met	20	20.00	WWW.IHMCHENNAI.COM	Fully Met	20.00	Same as above
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	Fully Met	20	20.00	WWW.IHMCHENNAI.COM	Fully Met	20.00	Same as above
Total			100	90		100	100	
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	WWW.IHMCHENNAI.COM	Fully Met	25.00	https://ihm-chennai.org/; https://ihm-chennai.org/rti-2005-2/
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	Not Met	12.5	0	empty	Not Met	0	IHM Chennai is advised to obtain STQC

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								certification and uploading the same
6.2.2	Does the website show the certificate on the Website?	Not Met	12.5	0	empty	Not Met	0	Same as above
Total			50	25		50	25	
Grand Total			813	708		825	759	