

Self appraisal report by Public Authority

Year:*

2025-2026



Search

Organisation and Function

Year(2025-26)

Sr. No	Details of disclosure	Total Marks	Selected Category by PA	Marks Obtained by PA	URL by PA	Remarks by PA
1.1	Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]					
1.1.1	Name and address of the Organization	1.28	Fully Met	1.28	www.ihmctanghy.org.in	ok
1.1.2	Head of the organization	1.28	Fully Met	1.28	Dr. Amitabh Dey	Principal
1.1.3	Vision, Mission and Key objectives	1.28	Fully Met	1.28	www.ihmctanghy.org.in	
1.1.4	Function and duties	1.28	Fully Met	1.28	www.ihmctanghy.org.in	
1.1.5	Organization Chart	1.28	Fully Met	1.28	www.ihmctanghy.org.in	
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	1.28	Fully Met	1.28	www.ihmctanghy.org.in	
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)	1.92	Fully Met	1.92	Memorandum of Association, Rules & Regulations, Bye -Laws	

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1.2.2	Power and duties of other employees	1.92	Fully Met	1.92	Memorandum of Association, Rules & Regulations, Bye -Laws	
1.2.3	Rules/ orders under which powers and duty derived and exercised	1.92	Fully Met	1.92	Memorandum of Association, Rules & Regulations, Bye -Laws	
1.2.4	Work allocation	1.92	Fully Met	1.92	Memorandum of Association, Rules & Regulations, Bye -Laws	
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	1.54	Fully Met	1.54	Memorandum of Association, Rules & Regulations, Bye -Laws	
1.3.2	Final decision making authority	1.54	Fully Met	1.54	Memorandum of Association, Rules & Regulations, Bye -Laws	
1.3.3	Related provisions, acts, rules etc.	1.54	Fully Met	1.54	Memorandum of Association, Rules & Regulations, Bye -Laws	
1.3.4	Time limit for taking a decisions, if any	1.54	Fully Met	1.54	Memorandum of Association, Rules & Regulations, Bye -Laws	
1.3.5	Channels of supervision and accountability	1.54	Fully Met	1.54	Memorandum of Association, Rules & Regulations, Bye -Laws	
1.4	Norms for discharge of functions[Section 4(1)(b)(iv)]					
1.4.1	Nature of functions/ services offered	1.54	Fully Met	1.54	Educational Institute	
1.4.2	Norms/ standards for functions/ service delivery	1.54	Fully Met	1.54	As per guideline of NCHMCT, Noida and JNU, New Delhi	
1.4.3	Process by which these services can be accessed	1.54	Fully Met	1.54	Communications from affiliated Institute	

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1.4.4	Time-limit for achieving the targets	1.54	Fully Met	1.54	Semester wise	
1.4.5	Process of redressal of grievances	1.54	Fully Met	1.54	Grievance Redressal Cell	
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.	2.6	Fully Met	2.60	Memorandum of Association, Rules & Regulations, Bye -Laws	
1.5.2	List of Acts, rules, regulations, instructions, manuals and records.	2.6	Fully Met	2.60	Memorandum of Association, Rules & Regulations, Bye -Laws	
1.5.3	Acts/ Rules/ manuals, etc.	2.6	Fully Met	2.60	Memorandum of Association, Rules & Regulations, Bye -Laws	
1.6	Categories of documents held by the authority under its control[Section 4(1)(b) (vi)]					
1.6.1	Categories of documents	3.85	Fully Met	3.85	Memorandum of Association, Rules & Regulations, Bye -Laws	
1.6.2	Custodian of documents/categories	3.85	Fully Met	3.85	Memorandum of Association, Rules & Regulations, Bye -Laws	
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.	0.96	Fully Met	0.96	Memorandum of Association, Rules & Regulations, Bye -Laws	
1.7.2	Composition	0.96	Fully Met	0.96	Memorandum of Association, Rules & Regulations, Bye -Laws	

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1.7.3	Dates from which constituted	0.96	Fully Met	0.96	Memorandum of Association, Rules & Regulations, Bye -Laws	
1.7.4	Term/ Tenure	0.96	Fully Met	0.96	Memorandum of Association, Rules & Regulations, Bye -Laws	
1.7.5	Powers and functions	0.96	Fully Met	0.96	Memorandum of Association, Rules & Regulations, Bye -Laws	
1.7.6	Whether their meetings are open to the public?	0.96	Fully Met	0.96	through RTI	
1.7.7	Whether the minutes of the meetings are open to the public?	0.96	Fully Met	0.96	through RTI	
1.7.8	Place where the minutes if open to the public are available?	0.96	Fully Met	0.96	through RTI	
1.8	Directory of officers and employees[Section 4(1) (b) (ix)]					
1.8.1	Name and designation	3.85	Fully Met	3.85	www.ihmctanghy.org.in	
1.8.2	Telephone , fax and email ID	3.85	Fully Met	3.85	www.ihmctanghy.org.in	
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	3.85	Fully Met	3.85	www.ihmctanghy.org.in	
1.9.2	System of compensation as provided in its regulations	3.85	Fully Met	3.85	website	
1.10	Name, designation and other particulars of Public Information Officers[Section 4(1) (b) (xvi)]					

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1.10.1	Name and designation of the Public Information Officers (PIOs), Assistant Public Information Officer(s) & Appellate Authority	3.85	Fully Met	3.85	website	
1.10.2	Address, telephone numbers and email ID of each designated official.	3.85	Fully Met	3.85	website	
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	3.85	Fully Met	3.85	No pending cases	
1.11.2	(ii) Finalised for minor penalty or major penalty proceedings	3.85	Fully Met	3.85	finalized	
1.12	Programmes to advance understanding of RTI(Section 26)					
1.12.1	Educational programmes	1.92	Fully Met	1.92	Master Degree, Bachelor Degree, Diploma, short term training programme etc	
1.12.2	Efforts to encourage public authority to participate in these programmes	1.92	Fully Met	1.92	Training & Records	
1.12.3	Training of CPIO/APIO	1.92	Fully Met	1.92	Training & records	
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	1.92	Fully Met	1.92	www.ihmctanghy.org.in	
1.13	Transfer policy and transfer orders[F No. 1/6/2011- IR dt. 15.4.2013]					

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1.13.1	Transfer policy and transfer orders[F No. 1/6/2011- IR Dt. 15.4.2013]	7.69	Fully Met	7.69	www.ihmctanghy.org.in	
Total		100		100		
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