INDIAN INSTITUTE OF TECHNOLOGY GANDHINAGAR

RTI Section 4 - *suo motu disclosure:*

Sr. No.	Item	Details of Disclosure
(i)	Particulars of organization, functions & duties	- About IIT Gandhinagar - Institute Brochure - Vision and Mission of The Institute - Organization Chart of the Institute
(ii)	Powers and duties of officers and employees	As per Act and Statutes of IIT Gandhinagar
(iii)	Procedure followed in the decision making process, including channels of supervision and accountability	As per Act and Statutes of IIT Gandhinagar
(iv)	The norms set by it for discharge of its functions	As per Act and Statutes of IIT Gandhinagar
(v)	The rules, regulations, instructions, manuals, and records, held by it or under its control or used by its employees for discharging functions	As per Act and Statutes of IIT Gandhinagar and the decisions taken by the Board of Governors.
(vi)	A statement of the categories of documents that are held by it or under its control	Administrative Office Orders and Advisories as approved by Board of Governors (BOG)
(vii)	The particulars of any arrangement that exists for consultation with, or representation by, members of the public in relation to the formulation of its policies or implementation there of	Interested person may write to the Public Information Officer of the Institute.
(viii)	A statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice, and as to whether meetings of those boards, councils, committees and other bodies are open to the public or the minutes of such meetings are accessible for public	Following are the main committees/ Governing Body of the Institute. - Board of Governors - Finance Committee - Building & Works Committee - Senate Minutes of meetings of these committees are not open to Public.
(ix)	A directory of its officers & employees	Academic Officials Administrative Officials

(x)	The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations	The monthly remuneration received by the faculty members, officers and employees of the Institute are as per the Government approved pay scales. Compensation is extended as per Govt. of India rules/orders and decision of the BoG.
(xi)	The budget allocation to each Department indicating the particulars of all plans, proposed expenditure and reports on disbursements made	Government of India allocates the grant to the Institute. A detail of proposed expenditure and actual expenditure is maintained by Accounts Section of the Institute. It is available in the Annual Statements of Accounts of the Institute.
(xii)	The manner of execution of subsidy programmes, including the amount allocated and the details of beneficiaries of such programmes.	The details of subsidy provided to SC/ST students is as under: 1. Tuition fees exemption to all students of SC/ST irrespective of their parents/ guardian income. 2. A Merit-cum- Means Scholarships @ Rs.1000/- and a pocket allowance @ Rs. 250/- per month is given to those SC/ST students, whose parental income is up to Rs.4.00 lakh per annum. For more info pl. click here.
(xiii)	Particulars of recipients of concessions, permits or authorizations granted by the Institute	--
(xiv)	Details in respect of the information, available to or held by it, reduced in an electronic form	Please see the Institute website
(xv)	The particulars of facilities available to citizens for obtaining information, including the working hours of a library working hours of a library or reading room, if maintained for public use	The Library of the Institute is primarily meant for the faculty, officers, students and the employees of the Institute. The library remains open 24 Hours a day. Library is only for registered users (students, faculty & staff) and not general public use: For more information about library pl click here.
(xvi)	The names, designations and other particulars of the public information officers.	Public Information Officer: For details click here.
(xvii)	Such other information as may be prescribed	Pl see website: www.iitgn.ac.in

RTI Application is to be sent directly to:

Public Information Officer
Indian Institute of Technology Gandhinagar
Palaj, Gandhinagar
Gujarat - 382 355

RTI Application Form. Pl [click here](#).

(xviii)	Receipt & Disposal of RTI applications & Appeals.	**Pl [click here](#).**