

Part-II of information published in pursuance of
Section 4(1) (b) of Right to Information Act
2005

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	600 lacs (For FY 2024-25) By EC/GC under GIA for General, salary and Capital head
2.1.2	Budget for each agency and plan programmes	-
2.1.3	Proposed expenditures	600 lacs (For FY 2024-25) By EC/GC under GIA for General, salary and Capital head
2.1.4	Revised budget for each agency, if any	No
2.1.5	Report on disbursements made and place where the related reports are available	Utilization certificates are being sent to DEPwD, MoSJ&E on quarterly basis through NIMHR Sehore.
2.2	Foreign and domestic tours	
2.2.1	Budget	No specifically allocated
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) (a) Places visited, (b) The period of visit, (c) The number of members in the official delegation, (d) Expenditure on the visit	NIL
2.2.3	Information related to procurements a) (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.	As per Gol directives most of the Goods and Services are procured through GeM Portal.
2.3	Manner of execution of subsidy programme [Section 4 (i) (b) (xii)]	

2.3.1	Name of the programme of activity	Presently no subsidy programs are run by the Institute
2.3.2	Objective of the programme	
2.3.3	Procedure to avail benefits	
2.3.4	Duration of the programme/ scheme	
2.3.5	Physical and financial targets of the programme	
2.3.6	Nature/ scale of subsidy /amount allotted	
2.3.7	Eligibility criteria for grant of subsidy	
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	
2.4	Discretionary and non-discretionary grants.	
2.4.1	Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions	Not Applicable
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Not Applicable
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
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 authorisations (d) Date of award of concessions /permits of authorizations	Not Applicable
2.6	CAG & PAC Paras	
	CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the parliament.	CAG paras are being replied from time to time and SAR is also provided to DEPwD, MoSJ&E.
3. Publicity Band 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 documents which are normally accessed by citizens	Bye-Laws of this Institute is uploaded on the website https://nimhr.nic.in/document/mandatory-disclosure-under-section-4-of-rti-act-2005/
3.1.2	Arrangements for consultation with or representation by (a) 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
3.1.3	Public- private partnerships (PPP) : Details of Special Purpose Vehicle (SPV), if any	No such programme is run by the Institute
3.1.4	Detailed project reports (DPRs)	Not Applicable
3.1.5	Concession agreements.	Not Applicable
3.1.6	Operation and maintenance manuals	Not Applicable
3.1.7	Other documents generated as part of the implementation of the PPP	Not Applicable
3.1.8	Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government	Not Applicable
3.1.9	Information relating to outputs and outcomes	Not Applicable
3.1.10	The process of the selection of the private sector party (concessionaire etc.)	Not Applicable
3.1.11	All payment made under the PPP project	Not Applicable
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	No such policies/decision taken by the Institute

	interactive; Policy decisions/ legislations taken in the previous one year	
3.2.2	Outline the Public consultation process	Not Applicable
3.2.3	Outline the arrangement for consultation before formulation of policy	Not Applicable
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)	Yes
3.4	Form of accessibility of information manual/handbook [Section 4(1) (b)]	
3.4.1	Information manual/handbook available in Electronic format	Yes displayed on the Institute website
3.4.2	Printed format	Yes
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	Free of cost can be downloaded from Institute website
3.5.2	At a reasonable cost of the medium	Free of cost can be downloaded from Institute website
4. E – Governance		
4.1	Language in which information Manual/Handbook Available	
4.1.1	(i) English	English
4.1.2	(ii) Vernacular/ Local Language	The website is bilingual

4.2	When was the information Manual/Handbook last updated?	
4.2.1	Last date of Annual update	30.09.2024
4.3	Information available in electronic form [Section 4(1) (b) (xiv)]	
4.3.1	Details of information available in electronic form	All types of Information
4.3.2	Name/ title of the document/record/ other information	Office orders, formats, manuals, handbook etc.
4.3.3	Location where available	Under RTI Section and other relevant sections of the website
4.4	Particulars of facilities available to citizen for obtaining information [Section 4(1) (b) (xv)]	
4.4.1	Name & location of the facilities	On the website of the Institute
4.4.2	Details of information made available	On the website of the Institute
4.4.3	Working hours of the facility	0900 Hrs to 1730 Hrs
4.4.4	Contact person & contact details (Phone, fax email)	Dr. I. B. Kumar, Officer-In- Charge, CRC Bhopal, crcbhopal-nihh[at]nic[dot]in, 0755-2685950
4.5	Such other information as may be prescribed under section 4 (i) (b) (xvii)	
4.5.1	Grievance redressal mechanism	All grievances are redressed by NIMHR Sehore.
4.5.2	Details of applications received under RTI and information provided	Received: 00 Disposed: 00
4.5.3	List of completed schemes/ projects/Programmes	<u>Not Applicable</u>

4.5.4	List of schemes/ projects/ programme underway	<u>Not Applicable</u>
4.5.5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	<u>Not Applicable</u>
4.5.6	Annual Report	Will be updated shortly
4.5.7	Frequently Asked Question (FAQs)	
4.5.8	a) Any other information such as – (a) Citizen’s Charter, (b) Result Framework Document (RFD), (c) Six monthly reports on the, (d) Performance against the benchmarks set in the Citizen’s Charter	<u>Not Applicable</u>
4.6	Receipt & Disposal of RTI applications & appeals	
4.6.1	Details of applications received and disposed	Received : 00 Disposed : 001
4.6.2	Details of appeals received and orders issued	Received : 00 Disposed : 00
4.7	Replies to questions asked in the parliament [Section 4(1) (d) (2)]	
4.7.1	Details of questions asked and replies given	Parliament questions are communicated by the DEPwD, MoSJ&E, GoI and replied in time to the respective sections of the DEPwD, MoSJ&E.
5. Information as may be Prescribed		
5.1	Such other information as may be prescribed [F.No. 1/2/2016-IR dt. 17/08/2016, F.No. 1/6/2011-IR dt. 15/04/2013]	
5.1.1	Name & details of – (a) Current CPIOs & FAAs, Earlier CPIO & FAAs from 1.1.2015	(a) Current CPIO & FAAs (i) Dr. Narendra Kumar (w.e.f. 10.08.2023) Deputy Registrar & CPIO (ii) Mr. Vineet Singhal, Director & FAA, NIMHR, Sehore (b) Earlier CPIOs and FAAs : i) The CPIO charge was entrusted to previous Dy Registrars.

		ii) The FAA Charge was entrusted to previous Directors.
5.1.2	Details of third party audit of voluntary disclosure (a) Dates of audit carried out (b) Report of the audit carried out	Disclosed by the National Institute
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	Not Applicable
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	Not Applicable
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	At present the CPIO and FAA are: (i) Dr. Narendra Kumar (w.e.f. 10.08.2023) Deputy Registrar & CPIO (ii) Mr. Vineet Singhal, Director & FAA, NIMHR, Sehore
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	Mandatory disclosure already uploaded in the website of NIMHR, Sehore
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 Pension, Govt. of India)	
6.2.1	Whether STQC certification obtained and its validity	Not Available
6.2.2	Does the website show the certificate on the Website?	Not Applicable