



NATIONAL INSTITUTE OF TECHNOLOGY WARANGAL

(An Institution of National Importance under the
Ministry of Education, Government of India)

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PROACTIVE DISCLOSURE OF INFORMATION PERTAINING TO THE INSTITUTE UNDER SECTION 4 OF THE RIGHT TO INFORMATION ACT, 2005

| S. No. | Item | Disclosure Details |
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| 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 Organisation | National Institute of Technology Warangal, Telangana, Pin Code - 506004, India. www.nitw.ac.in |
| 1.1.2 | Head of the organization | Prof. Bidyadhar Subudhi, Director DOJ: 27.04.2023 Email: director@nitw.ac.in click here to view the Profile of the Director |
| 1.1.3 | Vision, Mission and Key objectives | <u>Vision</u> "Towards a Global Knowledge Hub, striving continuously in pursuit of excellence in Education, Research, Entrepreneurship and Technology services to the society" <u>Mission</u> -Imparting total quality education to develop innovative, entrepreneurial and ethical future professionals fit for globally competitive environment. -Allowing stake holders to share our reservoir of experience in education and knowledge for mutual enrichment in field of technical education. -Fostering product-oriented research for establishing a self-sustaining and wealth creating centre to serve the societal needs. |

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| 1.1.4 | Function and duties | <p>The functions and duties are governed by the NITSER Act, 2007 and the Statutes. The links to the Act and Statutes are given below:</p> <p>The National Institute of Technology Act, 2007 The First Statutes of NITs NITSER Act, 2007 NIT (Amendment) Act, 2012 First Statutes (Amendment) Act, 2017 https://www.nitw.ac.in/page/?url=/ImportantOMs/communications</p> |
| 1.1.5 | Organization Chart | Please click here to view the Organization Chart |
| 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 | <p>Administrative Committees Board of Governors Finance Committee Building and Works Senate</p> <p style="text-align: right;">Click here</p> <p>Other Committees Internal Complaints Committee – details are given at Para 1.4.5 (3)</p> |
| 1.2 | Powers and duties of its officers and employees [Section 4(1)(b)(ii)] | |
| 1.2.1 | Powers and duties of its officers (administrative, financial and judicial) | <p>The Powers and Duties of the Officers and Employees are derived from the Acts and Statutes and exercised as per the details provided in the following links:</p> <ul style="list-style-type: none"> - NITSER Act, 2007 - The First Statutes of NITs - NIT (Amendment) Act, 2012 - The National Institute of Technology Act, 2007 - First Statutes (Amendment) Act, 2017 <p>https://www.nitw.ac.in/page/?url=/ImportantOMs/communications</p> |

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| 1.2.2 | Power and duties of other employees | - Powers and Duties of Director, Deans and Registrar: Please click here |
| 1.2.3 | Rules/ orders under which powers and duty are derived and | The admission of students and research scholars to various undergraduate and post graduate courses and PhD is based on guidelines framed for admission to these courses. Please click the following link for details. - Delegations of Financial Powers and Rules - Courses of Studies (UG/PG) - Fundamental Rules & Supplementary Rules - General Financial Rules 2017 |
| 1.2.4 | Exercised | - Guidelines/Norms/Orders/Procedures issued from time to time by the Govt. of India - Administrative Procedures are as per the Govt. of India norms. |
| 1.2.5 | Work allocation | As per the details in S. No. 1.2.1 and 1.2.2 |
| 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 | Decisions are taken in accordance with the provisions of the Act/ Statutes/ Ordinances/ Academic Rules & Regulations / Policies, Rules etc. of the Institute received from Ministry of Education and the decisions taken by Board of Governors from time to time and procedures/practices of the Institute. Policy matters are decided at the level of Director/BoG. The Director, Registrar and Officers of the institute have been authorised by the National Institute of Technology Act, 2007, NITSER Act, the First Statutes of NITs, and through the Delegation of Financial Powers to take key decisions. The Institute has adopted a decentralised administrative structure, thereby enabling Departments to take decisions in conformity with the rules of the Institute and within the delegated powers. |
| 1.3.2 | Final decision making authority | The Director in most cases and the Board of Governors in specific cases as mandated in the NITSER Act, 2007 and the First Statutes of NITs. |
| 1.3.3 | Related provisions, acts, rules, etc. | Please click the following links for details: - The National Institute of Technology Act 2007 - The First Statutes of NITs - NITSER Act, 2007 - First Statutes (Amendment) Act, 2017 - NIT (Amendment) Act, 2012 |

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| | | - Delegations of Financial Powers and Rules https://www.nitw.ac.in/page/?url=/ImportantOMs/communications |
| 1.3.4 | Time limit for taking decisions, if any | Please click the link provided under “turnaround time” |
| 1.3.5 | Channel of supervision and accountability | As per the Organizational Structure and Hierarchy of the Institute- Click here |
| 1.4 | Norms for discharge of functions [Section 4(1)(b)(iv)] | |
| 1.4.1 | Nature of functions/ services offered | To provide high quality education in science and technology and provide a creative atmosphere for inter-disciplinary research both by the students and the faculty. |
| 1.4.2 | Norms/ standards for functions/ service delivery | <p>Norms and standards for various activities of the Institute are those as laid down by the competent authority, such as, the BoG. The Annual Reports are prepared under the direction of BoG and its annual meetings along with audited accounts, etc., of the Institute.</p> <p>The Annual Reports of the Institute along with Audited Accounts are placed on the table of both the Houses of the Parliament.</p> <p>NIT Warangal is an institute of higher learning devoted to teaching and research. All the Administrative Offices, Labs, Central Facilities, Libraries, Hostels, etc. are located on its Campus which facilitate quick communication channels to and from. The general code for discharge of its daily functions is to accomplish work on day-to-day basis, keeping in view the requirement and urgency of each case.</p> |
| 1.4.3 | Process by which these services can be accessed | <p>Services provided by Central Facilities at NIT Warangal are open to general public. The details of equipment and facilities provided for access can be accessed through ISTEM.</p> <p>For more details contact:</p> <p>Prof. PV Srilakshmi Head, Central Research Instrumentation Facility (CRIF). NIT Warangal. Email: crif_head@nitw.ac.in</p> |

| 1.4.4 | Time-limit for achieving the targets | As per S. No.1.3.4 | | | | | | | | | | | | | | |
|---|--------------------------------------|---|-------------------------------|----------------|---|-------------|--|--------|---|--------|--|--------|--|--------|---|--------|
| 1.4.5 | Process of redress of grievances | <p>1. <u>Centralised Public Grievance Redress and Monitoring System</u></p> <p>For details login to CPGRAMS portal: Authorities of NIT Warangal responsible for CPGRAMS: 1) Registrar 2) Deputy Registrar (Admn.)</p> <p>2. <u>Internal Complaints Committee on Sexual Harassment:</u></p> <p>A Committee has been constituted to go into and recommend necessary steps with regard to complaints on sexual harassment and to address issues related to Prevention, Prohibition and Redressal Act 2013.</p> <p>Internal Complaints Committee for NIT Warangal is constituted by the Competent Authority with the following Members:</p> <table border="0" data-bbox="728 671 1467 1316"> <thead> <tr> <th style="text-align: left;">Name & Designation</th> <th style="text-align: left;">Details</th> </tr> </thead> <tbody> <tr> <td>1. Dr. H.P. Rani Professor, Dept. of Mathematics</td> <td>Chairperson</td> </tr> <tr> <td>2. Dr. P. Harikrishna Professor, Dept. of Civil Engg.</td> <td>Member</td> </tr> <tr> <td>3. Dr. S. Anuradha Professor, Dept. of ECE</td> <td>Member</td> </tr> <tr> <td>4. Dr. V. Ramadevi Professor, Dept. of Management Studies</td> <td>Member</td> </tr> <tr> <td>5. Dr. Usha Rani Asst. Professor and Microbiologist KMC Warangal</td> <td>Member</td> </tr> <tr> <td>6. Three Student Council Members (From Academic, Hostels and Girls In case of complaints pertaining to students)</td> <td>Member</td> </tr> </tbody> </table> <p>3. Hand book on Prevention and Redressal Act 2013.</p> | Name & Designation | Details | 1. Dr. H.P. Rani Professor, Dept. of Mathematics | Chairperson | 2. Dr. P. Harikrishna Professor, Dept. of Civil Engg. | Member | 3. Dr. S. Anuradha Professor, Dept. of ECE | Member | 4. Dr. V. Ramadevi Professor, Dept. of Management Studies | Member | 5. Dr. Usha Rani Asst. Professor and Microbiologist KMC Warangal | Member | 6. Three Student Council Members (From Academic, Hostels and Girls In case of complaints pertaining to students) | Member |
| Name & Designation | Details | | | | | | | | | | | | | | | |
| 1. Dr. H.P. Rani Professor, Dept. of Mathematics | Chairperson | | | | | | | | | | | | | | | |
| 2. Dr. P. Harikrishna Professor, Dept. of Civil Engg. | Member | | | | | | | | | | | | | | | |
| 3. Dr. S. Anuradha Professor, Dept. of ECE | Member | | | | | | | | | | | | | | | |
| 4. Dr. V. Ramadevi Professor, Dept. of Management Studies | Member | | | | | | | | | | | | | | | |
| 5. Dr. Usha Rani Asst. Professor and Microbiologist KMC Warangal | Member | | | | | | | | | | | | | | | |
| 6. Three Student Council Members (From Academic, Hostels and Girls In case of complaints pertaining to students) | Member | | | | | | | | | | | | | | | |

| 1.5 | Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)] | |
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| 1.5.1 | Title and nature of the record/ manual/ instruction | <p>The admission of students and research scholars to various undergraduate and post graduate courses and PhD is based on guidelines framed for admission to these courses. Please click the following links for details:</p> <ul style="list-style-type: none"> - Delegation of Financial Powers and Rules - Courses of Students (UG/PG) - Fundamental Rules & Supplementary Rules - General Financial Rules 2017 <p>- Guidelines / Norms / Orders / Procedures for routine administrative matters are as per the Government of India Rules and Orders in vogue.</p> <p>- Administrative Procedures and Rules are as per the relevant CCS Rules, Government of India orders, NITSER Act, Statutes of NIT and the institute procedures in vogue.</p> |
| 1.5.2 | List of Rules, regulations, instructions manuals and records | <p>Please click the following links for details:</p> <ul style="list-style-type: none"> Rules & Regulations B. Tech M. Tech PG Diploma PG Program Ph. D. Programs |
| 1.5.3 | Acts/ Rules manuals etc. | <p>Please click the following links for details:</p> <ul style="list-style-type: none"> - The National Institute of Technology Act 2007 - NITSER Act, 2007 - The First Statutes of NITs - NIT (Amendment) Act, 2012 - First Statutes (Amendment) Act, 2017 - https://www.nitw.ac.in/page/?url=/ImportantOMs/communications |
| 1.5.4 | Transfer policy and transfer orders | Transfer within the Institute departments are done on need basis. |

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| 1.6 | Categories of documents held by the authority under its control [Section 4(1)(b)(vi)] | |
| 1.6.1 | Categories of documents | <p>The following are the documents held under its control.</p> <ul style="list-style-type: none"> - The National Institute of Technology Act 2007 - NITSER Act, 2007 - The First Statutes of NITs - NIT (Amendment) Act, 2012 - First Statutes (Amendment) Act, 2017 <ul style="list-style-type: none"> - Certificate of GST Registration - DSIR / Customs Duty Exemption Certificate - PAN Card - Importer-Exporter Certificate - Record of Degrees Awarded - MoU - Personal files - Service Books - Purchase files - Work files |
| 1.6.2 | Custodian of documents/ categories | As per Section 18 of the NITSER Act, 2007, Registrar is the custodian of records, the common seal, the funds of the Institute and such other property of the Institute as the Board shall commit to his charge. |
| 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. | Boards of Governors Finance Committee Building and Works Senate |
| 1.7.2 | Composition | |
| 1.7.3 | Dates from which constituted | |
| 1.7.4 | Term/ Tenure | The Boards / Committees are perpetual in nature and are constituted as per the terms of the NIT Act, 2007, NITSER Act and the First Statutes of the NITs |

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| 1.7.5 | Powers and functions | As per The National Institute of Technology Act 2007 , NITSER Act , The First Statutes of NITs , NIT (Amendment) Act, 2012 & First Statutes (Amendment) Act, 2017 |
| 1.7.6 | Whether their meetings are open to the public? | No |
| 1.7.7 | Whether the minutes of the meetings are open to the public? | Yes |
| 1.7.8 | Place where the minutes if open to the public are available? | Please click here to view the Minutes of the Meetings of Board of Governors, Finance Committee, Senate and Building & Works Committee |
| 1.8 | Directory of officers and employees [Section 4(1)(b)(ix)] | |
| 1.8.1 | Name and designation | Please click here for the details |
| 1.8.2 | Telephone, fax and email ID | |
| 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 | Salary payment being remitted to the bank accounts of employees on monthly basis. Please click here for viewing the Pay Structure. |
| 1.9.2 | System of compensation as provided in its regulations | As per the 7 th CPC norms |
| 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 Officer (PIO), Assistant Public Information Officer | Nodal Officer Prof. Bidyadhar Subudhi Director |

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| | (APIO) & Appellate Authority | <p>First Appellate Authority (FAA) Prof. N.V. Umamahesh Registrar I/c</p> <p>Central Public Information Officer (CPIO) Shri Soumen Karmakar Deputy Registrar (Admn.)</p> |
| 1.10.2 | Address, telephone numbers and email ID of each designated official | Please click here for viewing the Contact Details of the Officials dealing with RTI |
| 1.11 | No. of employees against whom disciplinary action has been proposed/ taken (Section 4(2)) | |
| 1.11.1 | No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings | <p><u>Pending cases for major penalty:</u></p> <p>1. Dr. C.S.P. Rao, Professor (HAG)</p> |
| 1.11.2 | (ii) Finalised for Minor penalty or major penalty proceedings | <p><u>Major Penalty:</u></p> <p>NIL</p> <p><u>Minor Penalty:</u></p> <p>1. Shri Kalumula Ramesh, Technical Assistant</p> |
| 1.12 | Programmes to advance understanding of RTI (Section 26) | |
| 1.12.1 | Educational programmes | Awareness programs as part of other training programs. Monthly colloquium is being organized on 15 th day of every month |
| 1.12.2 | Efforts to encourage public authority to participate in these programmes | <ul style="list-style-type: none"> - Webinars and Internal discussions are conducted periodically. - The Institute has observed Vigilance Awareness Week. - Integrity Pledge is administered to all the Employees as a part of the Vigilance Awareness Week conducted every year. |

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| 1.12.3 | Training of CPIO/ APIO | <p>1. CPIO has attended “RTI-PIOs training programme from 01.9.2018 to 03.9.2018 at ISTM.</p> <p>2. CPIO has attended “Record Management and RTI training programme from 06.2.2019 to 08.2.2019 at ISTM.</p> <p>3. CPIO has participated in 2 days webinar / training programme on “Transparency Audit with respect of compliance US 4 of RTI Act conducted by IRMRA from 26.8.2021 to 27.8.2021.</p> |
| 1.12.4 | Update & publish guidelines on RTI by the Public Authorities concerned | <p>Please click here for viewing the Suo Moto Disclosure in the Institute’s Website or More information and updates on RTI are available at the following links:</p> <p>https://rti.gov.in/</p> <p>https://cic.gov.in/</p> <p>https://dopt.gov.in/guidelines-on-rti</p> |
| 1.13 | Transfer policy and transfer orders | |
| 1.13.1 | Transfer Policy and Transfer Orders | Transfer within the departments/sections/centres of the Institute are done on rotational basis on need-based requirements. |
| 2 | Budget and Programmes | |
| 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 | Please click here for details |
| 2.1.2 | Budget for each agency and plan & programmes | |
| 2.1.3 | Proposed expenditures | |
| 2.1.4 | Revised budget for each agency, if any | |
| 2.1.5 | Report on disbursements made and place where the related reports are available | |

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| 2.2 | Foreign and Domestic Tours [F. No. 1/8/2012- IR dt. 11.9.2012] | |
| 2.2.1 | Budget | NIL |
| 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 | NIL and Not Applicable |
| 2.2.3 | 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. | <p>The details relating to Procurement of Goods and Services, Procurement through GeM, tenders issued by the Purchase & Stores Section of the Institute, status of procurement, stock verification & condemnation, supply order status, supply orders issued, forms & formats, can be accessed from this links:</p> <ul style="list-style-type: none"> - https://www.nitw.ac.in/path/?dept=/Portals - https://nitw.ac.in/api/static/files/DSIR_(1)_2023-5-30-11-24-21.pdf - https://nitw.ac.in/api/static/files/E&MU_2024-5-6-14-57-57.pdf |

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| 2.3 | Manner of Execution of Subsidy Programme [Section 4(i)(b)(xii)] | |
| 2.3.1 | Name of the programme of activity | <p>Subsidy in terms of waiver and concessions in tuition fees are being provided to the students from the reserved categories and the low-income group as per eligibility.</p> <p>Please click here to view the details.</p> |
| 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 [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 | No such provision of grant/allocation exists |
| 2.4.2 | Annual accounts of all legal entities who are provided grants by public authorities | No such provision of grant/allocation exists |
| 2.5 | Particulars of Recipients of Concessions, Permits of Authorizations granted by the Public Authority [Section 4(1) (b) (xiii)] | |

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| 2.5.1 | Concessions, permits or authorizations granted by public authority | No such provision of grant/allocation exists |
| 2.5.2 | For each concession, 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 | No such provision of grant/allocation exists |
| 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. | NIL |
| 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 thereof [Section 4(1)(b)(vii)] | |
| 3.1.1 | Relevant Acts, Rules, Forms and other | Please click the following links for details. - The National Institute of Technology (Amendment) Act, 2012: https://nitw.ac.in/api/static/files/NIT (Amendment) Act, 2012 2023-5-28-16-28-24.pdf |

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| <p>documents which are normally accessed by citizens</p> | <ul style="list-style-type: none"> - NITSER Act: https://nitw.ac.in/api/static/files/NITSER_Act,_2007_2023-5-28-16-29-23.pdf - The First Statutes of NITs, https://www.nitw.ac.in/media/uploads/2017/10/22/statutes-new1.pdf - First Statues (Amendment) Act,2017: https://nitw.ac.in/api/static/files/NIT_First_Statutes_(Amendment)_Act,_2017_2023-5-28-16-28-55.pdf - National Institute of Technology Act, 2007 The National Institute of Technology Act 2007 - MoE Guidelines: https://www.nitw.ac.in/page/?url=/ImportantOMs/communications <u>Rules & Regulations:</u> B. Tech, M.Tech, PG Diploma & Ph.D programmes - https://www.nitw.ac.in/page/?url=/RulesandRegulations/list - Please see https://www.nitw.ac.in/ for Curricula and Syllabi - <u>Delegations of Financial Powers and Rules</u> https://www.nitw.ac.in/media/pdfs2/pdfs/Powers%20and%20Duties%20of%20Officers.pdf - <u>Purchase Procedure:</u> As per General Financial Rules, 2017 read with NITSER Act, 2007 - <u>Courses of Studies (UG/PG)</u> https://www.nitw.ac.in/page/?url=/academicprgm/list - <u>Fundamental Rules & Supplementary Rules</u> https://nitw.ac.in/api/static/files/FR_SR_latest_2023-5-30-11-17-30.pdf - <u>General Financial Rules 2017</u> https://doe.gov.in/sites/default/files/Compilation%20of%20amendments%20in%20GFR%2C%202017%20upto%2031.07.2022.pdf - Guidelines/Norms/Orders/Procedures issued from time to time by the Govt. of India - Administrative Procedures are as per the CCS Conduct Rules |
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| 3.1.2 | <p>Arrangements for consultation with or representation by –</p> <p>(a) Members of the public in policy formulation/ policy implementation,</p> <p>(b) Day & time allotted for visitors,</p> <p>(c) Contact details of Information & Facilitation Counter (IFC) to provide publications frequently sought by RTI applicants</p> | <p>Periodic interaction with industry and academia to review courses, disciplines and explore industry training and research opportunities. Stakeholders are encouraged to give their feedback and suggestions through emails.</p> |
| 3.1.3 | <p>Public-private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any</p> | <p>Not Applicable</p> |
| 3.1.4 | <p>Public-private</p> | <p>Not Applicable</p> |

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| | partnerships (PPP)- Detailed project reports (DPRs) | |
| 3.1.5 | Public-private partnerships (PPP)- Concession agreements. | Not Applicable |
| 3.1.6 | Public-private partnerships (PPP)- Operation and maintenance manuals | Not Applicable |
| 3.1.7 | Public-private partnerships (PPP) - Other documents generated as per the implementation of the PPP | Not Applicable |
| 3.1.8 | Public-private partnerships (PPP) - Information relating to fees, tolls, or the other kinds of revenues that may be | Not Applicable |

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| | collected under authorisation from the government | |
| 3.1.9 | Public-private partnerships (PPP) - Information relating to outputs and outcomes | Not Applicable |
| 3.1.10 | Public-private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.) | Not Applicable |
| 3.1.11 | Public-private partnerships (PPP) - All payment made under the PPP project | Not Applicable |
| 3.2 | Are the details of Policies / Decisions, which affect the public, informed to them? [Section 4(1) (c)] | |
| 3.2.1 | Publish all relevant facts while formulating important policies or | <p>All the important policies or decisions/ legislations taken with the approval of FC/ BoG Committees.</p> <p>The details of the above can be obtained from the Institute website at the following link: https://www.nitw.ac.in/page/?url=/administration/rightToInformation</p> <p>All course details, guidelines etc. are available on public domain. Please click www.nitw.ac.in for details.</p> |

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| | <p>announcing decisions which affect public to make the process more interactive - Policy decisions/ legislations taken in the previous one year</p> | |
| 3.2.2 | <p>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</p> | Not Applicable |
| 3.2.3 | <p>Publish all relevant facts while formulating important policies or announcing</p> | Not Applicable |

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| | decisions which affect public to make the process more interactive- Outline the arrangement for 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) | The information dissemination primarily happens through the Institute's Website. Please click www.nitw.ac.in to visit the Institute's Website. |
| 3.4 | Form of accessibility of Information Manual/ Handbook [Section 4(1)(b)] | |
| 3.4.1 | Information manual / handbook available in electronic format | The Annual Report and The Annual Accounts reports can be accessed from the website https://nitw.ac.in/keydocuments under the Section Annual Reports / Annual Accounts. |
| 3.4.2 | Information manual / handbook available in Printed format | |
| 3.5 | Whether information manual/ handbook available free of cost or not [Section 4(1)(b)] | |
| 3.5.1 | List of materials | Please click the following links for details. Rules & Regulations |

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| | available Free of cost | <p>B. Tech - https://www.nitw.ac.in/path/?dept=/NewBTechCurriculum</p> <p>M. Tech - http://www.nitw.ac.in/path/?dept=/NewMTechCurriculum</p> <p>PG Diploma - https://www.nitw.ac.in/page/?url=/academicprgm/list</p> <p>PG Programs - https://www.nitw.ac.in/page/?url=/academicprgm/list</p> <p>Ph.D. Programs - http://www.nitw.ac.in/path/?dept=/academicphd</p> |
| 3.5.2 | List of materials available at a reasonable cost of the medium | As above, no fee is collected for the above documents. |
| 4 | E-Governance | |
| 4.1 | Language in which Information Manual/ Handbook Available | |
| 4.1.1 | English | <p>Annual Report of the Institute are available on the Institute website and can be accessed from the following links:</p> <p>https://nitw.ac.in/keydocuments</p> <p>Please click here to view the Recruitment Rules 2019 of NITs. https://nitw.ac.in/api/static/files/Recruitment_Rules_(NITs)_2023-5-28-16-29-49.pdf</p> |
| 4.1.2 | Vernacular / Local Language | Available in Hindi & English languages at: https://nitw.ac.in/keydocuments Not available in local 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 updating | 2023 |
| 4.3 | Information available in Electronic Form [Section 4(1)(b)(xiv)] | |

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| 4.3.1 | Details of information available in electronic form | <p>Please click the following links for details.</p> <p>Infrastructure & Development Hostels - https://www.nitw.ac.in/path/?dept=/hostel Guest House - https://www.nitw.ac.in/page/?url=/guesthouse/2021</p> |
| 4.3.2 | Name/ title of the document/record/ other information | <p><u>Other Facilities</u> – may be seen under the menu “Students & Facilities”, “R&D” and “Portals” in the Institute website https://nitw.ac.in</p> <p>Academic Career Development - https://www.nitw.ac.in/path/?dept=/placement Alumni Cell https://www.nitwaa.in/</p> |
| 4.3.3 | Location where available | <p>Special Lectures & Seminars - http://intranet.nitw.ac.in/</p> <p>Annual Report- https://nitw.ac.in/keydocuments Purchase and stores Section - https://nitw.ac.in/path/?dept=/Portals Moe Guidelines - https://www.nitw.ac.in/page/?url=/ImportantOMs/communications</p> |
| 4.4 | Particulars of Facilities available to Citizens for obtaining information [Section 4(1)(b)(xv)] | |
| 4.4.1 | Name & location of the facilities | <p>Please click the following link for details on the facilities available at NIT Warangal. https://www.nitw.ac.in/</p> |
| 4.4.2 | Details of information made available | |
| 4.4.3 | Working hours of the facility | The facility is available during the working hours of the Institute i.e. from 9 am to 5.30 pm |
| 4.4.4 | Contact person & contact details (Phone, fax email) | Shri. Soumen Karmakar CPIO & Deputy Registrar (Admn.) |

| 4.5 | Such other information as may be prescribed under Section 4(i) (b)(xvii) | | | | | | | | | | | | | | | |
|--|---|--|-------------------------------|----------------|---|-------------|--|--------|---|--------|--|--------|--|--------|--|--------|
| 4.5.1 | Grievance redressal mechanism | <p>Grievances can be addressed to the Director, NITW or through CPGRAMS portal.</p> <p>Internal Complaints Committee for NIT Warangal is constituted by the Competent Authority with the following Members:</p> <table border="0"> <thead> <tr> <th data-bbox="763 293 1048 323">Name & Designation</th> <th data-bbox="1337 293 1435 323">Details</th> </tr> </thead> <tbody> <tr> <td data-bbox="763 352 1211 416">1. Dr. H.P. Rani Professor, Dept. of Mathematics</td> <td data-bbox="1337 352 1496 383">Chairperson</td> </tr> <tr> <td data-bbox="763 424 1189 488">2. Dr. P. Harikrishna Professor, Dept. of Civil Engg.</td> <td data-bbox="1337 424 1447 454">Member</td> </tr> <tr> <td data-bbox="763 496 1106 560">3. Dr. S. Anuradha Professor, Dept. of ECE</td> <td data-bbox="1337 496 1447 526">Member</td> </tr> <tr> <td data-bbox="763 568 1312 632">4. Dr. V. Ramadevi Professor, Dept. of Management Studies</td> <td data-bbox="1337 568 1447 598">Member</td> </tr> <tr> <td data-bbox="763 639 1240 759">5. Dr. Usha Rani Asst. Professor and Microbiologist KMC Warangal</td> <td data-bbox="1337 639 1447 670">Member</td> </tr> <tr> <td data-bbox="763 767 1249 887">6. Three Student Council Members (From Academic, Hostels and Girls In case of complaints pertaining to students)</td> <td data-bbox="1337 767 1447 798">Member</td> </tr> </tbody> </table> <p>3. Hand book on Prevention and Redressal Act 2013.</p> | Name & Designation | Details | 1. Dr. H.P. Rani Professor, Dept. of Mathematics | Chairperson | 2. Dr. P. Harikrishna Professor, Dept. of Civil Engg. | Member | 3. Dr. S. Anuradha Professor, Dept. of ECE | Member | 4. Dr. V. Ramadevi Professor, Dept. of Management Studies | Member | 5. Dr. Usha Rani Asst. Professor and Microbiologist KMC Warangal | Member | 6. Three Student Council Members (From Academic, Hostels and Girls In case of complaints pertaining to students) | Member |
| Name & Designation | Details | | | | | | | | | | | | | | | |
| 1. Dr. H.P. Rani Professor, Dept. of Mathematics | Chairperson | | | | | | | | | | | | | | | |
| 2. Dr. P. Harikrishna Professor, Dept. of Civil Engg. | Member | | | | | | | | | | | | | | | |
| 3. Dr. S. Anuradha Professor, Dept. of ECE | Member | | | | | | | | | | | | | | | |
| 4. Dr. V. Ramadevi Professor, Dept. of Management Studies | Member | | | | | | | | | | | | | | | |
| 5. Dr. Usha Rani Asst. Professor and Microbiologist KMC Warangal | Member | | | | | | | | | | | | | | | |
| 6. Three Student Council Members (From Academic, Hostels and Girls In case of complaints pertaining to students) | Member | | | | | | | | | | | | | | | |
| 4.5.2 | Details of applications received under RTI and information provided | <p>The details of RTI Applications received and information provided for the year 2023-24 is as follows:</p> <p>1st Quarter : https://nitw.ac.in/api/static/files/RTI_Quarterly_returns_23-24_1st_Quarter_2024-5-9-16-17-18.pdf</p> <p>2nd Quarter : https://nitw.ac.in/api/static/files/RTI_Quarterly_returns_23-24_2nd_Quarter_2024-5-9-16-17-35.pdf</p> <p>3rd Quarter : https://nitw.ac.in/api/static/files/RTI_Quarterly_returns_23-24_3rd_Quarter_2024-5-9-16-17-57.pdf</p> <p>4th Quarter : https://nitw.ac.in/api/static/files/RTI_Quarterly_returns_23-24_4th_Quarter_2024-5-9-16-18-18.pdf</p> | | | | | | | | | | | | | | |
| 4.5.3 | List of completed schemes/ projects/ Programmes | Please click here for completed projects of the Institute | | | | | | | | | | | | | | |

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| 4.5.4 | List of schemes/ projects/ programme underway | Please click here for ongoing projects of the Institute |
| 4.5.5 | Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract | All the details pertaining to procurements such as tender notices, stock verification & condemnation, status of the procurement, supply order status, supply orders issued, etc., are available in the following link: <ul style="list-style-type: none"> - https://nitw.ac.in/path/?dept=/Portals - https://nitw.ac.in/api/static/files/DSIR (1) 2023-5-30-11-24-21.pdf - https://nitw.ac.in/api/static/files/GEM PORTAL PURCHASE ORDERS LIST 2023-5-30-11-24-49.pdf - https://nitw.ac.in/api/static/files/PURCHASE ORDERS OTHER THAN GEM PORTAL 2023-5-30-11-25-21.pdf |
| 4.5.6 | Annual Report | Annual Reports of the Institute can be accessed from the following link: https://nitw.ac.in/keydocuments |
| 4.5.7 | Frequently Asked Question (FAQs) | NIL |
| 4.5.8 | 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 | NIL |
| 4.6 | Receipt & Disposal of RTI Applications and Appeals [F. No. 1/6/2011-IR dt. 15.04.2013] | |
| 4.6.1 | Details of applications received and disposed | The details of RTI Applications, Appeals received and information provided for the year 2022-23 is as follows: |
| 4.6.2 | Details of appeals received, and orders issued | 1st Quarter : https://nitw.ac.in/api/static/files/RTI Quarterly returns 23-24 1st Quarter 2024-5-9-16-17-18.pdf 2nd Quarter : https://nitw.ac.in/api/static/files/RTI Quarterly returns 23-24 2nd Quarter 2024-5-9-16-17-35.pdf 3rd Quarter : https://nitw.ac.in/api/static/files/RTI Quarterly returns 23-24 3rd Quarter 2024-5-9-16-17-57.pdf |

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| | | 4th Quarter : https://nitw.ac.in/api/static/files/RTI Quarterly returns 23-24 4th Quarter 2024-5-9-16-18-18.pdf |
| 4.7 | Replies to Questions asked in the Parliament [Section 4(1)(d)(2)] | |
| 4.7.1 | Details of questions asked and replies given | NIL |
| 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 and details of (a) Current CPIO and FAAs, (b) Earlier CPIO and FAAs from 1.1.2015 | <p><u>Current CPIO</u> Shri Soumen Karmakar Deputy Registrar (Admin) & Central Public Information Officer (From 29.08.2022 onwards)</p> <p><u>Current FAA</u> First Appellate Authority Prof. N.V. Umamahesh Registrar I/c (From 05.12.2023 onwards)</p> <p><u>Earlier CPIO</u> Shri S. Venkateswaran Ex-Deputy Registrar & Central Public Information Officer (From 28.04.2021 to 28.08.2022)</p> <p><u>Earlier FAA</u> Prof. C.S.R.K. Prasad Registrar i/c (From 24.05.2023 to 04.12.2023)</p> |

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| 5.1.2 | Details of third-party audit of voluntary disclosure (a) Dates of audit carried out (b) Report of the audit carried out | (a) Date of audit carried out for the year 2022-23 is 20.09.2023 (b) Report of the audit can be accessed from the following link: https://nitw.ac.in/api/static/files/Audit_Report_NITW_2023-10-11-17-3-45.pdf |
| 5.1.3 | Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD (a) Date of appointment, (b) Name and Designation of the officers | Prof. Bidyadhar Subudhi Director & Nodal Officer (From 27.04.2023 to till date) |
| 5.1.4 | Consultancy committee of key stake holders for advice on Suo Moto Disclosure (a) Dates from which constituted, (b) Name and Designation of the officers | No consultancy Committee exists. The officers deals with RTI/Suo-Moto disclosure are as follows: 1. Prof. N.V. Umamahesh, FAA & Registrar I/c, NITW 2. Shri Soumen Karmakar, CPIO, Deputy Registrar (Admin) |
| 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 and Designation of the Officers | No Committee of PIOs exists. The NITW has only one PIO and FAA as follows: 1. Prof. N.V. Umamahesh, FAA & Registrar I/c, NITW 2. Shri Soumen Karmakar, CPIO, Deputy Registrar (Admin) |
| 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 | |
| 6.1.1 | Item / information disclosed so that public | Please click on the following links to view the details |

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| | <p>have minimum resort to use of RTI Act to obtain information</p> | <p>Facilities: <u>Hostels</u> - https://www.nitw.ac.in/path/?dept=/hostel <u>Guest House</u> - https://www.nitw.ac.in/main/nitwgh/2019/ <u>Other Facilities</u> - https://www.nitw.ac.in/# <u>Academic Facilities</u> - https://www.nitw.ac.in/main/home/</p> <p>Academic: <u>Career Development</u> - https://www.nitw.ac.in/path/?dept=/placement <u>Alumni Cell</u> https://www.nitwaa.in/ <u>Special Lectures & Seminars</u> - http://intranet.nitw.ac.in/</p> <p>Annual Reports: https://nitw.ac.in/keydocuments</p> <p>MoE Guidelines: https://www.nitw.ac.in/page/?url=/ImportantOMs/communications</p> |
| 6.2 | <p>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 Grievances and Pension</p> | |
| 6.2.1 | <p>Whether STQC certification obtained and its validity</p> | <p>Not required being an ac.in website</p> |
| 6.2.2 | <p>Does the website show the certificate on the Website?</p> | <p>Not applicable as per para 6.2.1.</p> |

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