

**Transparency Audit Report of the  
Indian Institute of Technology, Madras**

**A report submitted to**

**Central Information Commission  
New Delhi**

**By**

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# Third Party Audit Report of IIT, Madras

Every public authority is required by section 4 of the RTI Act to pro-actively share as much information with the public on a regular basis via various communication channels, including the internet, to reduce the public's need to use the RTI Act to get information. All the Public Authority should have its proactive disclosure package audited by a third party every year under the Right to Information Act, Section 4, according to guidelines released by the Department of Personnel Training (DOPT) vide ref no. DOPT's OM No. 1/6/2011-IR dated 07/11/2019. The third party audit will help the public authorities to bring transparency to the administration. The website's proactive disclosure information should be expected to include the broader topics listed below.

1. Particulars of Organization and Function
2. Particulars of Budget and Programme
3. Dissemination of Information widely and in such form and manner which is easily accessible to the Public
4. Information on E-Governance / Digitization
5. Publish Information as prescribed by Public Authority and
6. Information disclosed on own initiative

## Objectives

The main objectives of a third-party audit are:

- To assess the accuracy and completeness of the data provided by the Public authority in accordance with Section 4 of the RTI Act.
- To assist in identifying information gaps
- To make practical suggestions for improving compliance with Section 4 of the RTI Act.

## **Methodology**

We examined and evaluated the records that were available through the public portal in accordance with the suggestions made by CIC regarding the necessity of proactive disclosure as per Sections 4(1), (2), (3), and (4) of the RTI Act. The remarks have been entered online for each parameter on the CIC site. After the acquired data was assessed to determine which areas needed improvement and conclusions were included to the report.

## **Summary**

The website of the Indian Institute of Technology, Madras has all the pertinent information. Still, there's always space for development. The website may be improved and made more user-friendly if the following conclusions and suggestions are taken into consideration.

- a. The website has to be updated with information on the role and responsibilities of the organization (1.1.4), the authority and responsibilities of other workers (1.2.2), and the distribution of work and delegation of powers (1.2.5).
- b. Detailed information pertaining to the time limit in the decision-making process has to be disclosed (1.3.4), and there is a need to explore whether and to what extent the channels of supervision and accountability should be disclosed (1.3.5).
- c. According to Section 4(1)(b)(viii) of the RTI Act, the public authority is required to provide information about committees, councils, boards, and other bodies made up of two or more people and constituted as its part or for its advice, as well as specifics about the terms and tenure of the constituted bodies, as well as information about whether meetings of those boards, councils, committees, and other bodies are open to the public or whether the minutes of those meetings are available to the public. Furthermore, it is vital to reveal the location of the minutes and the method by which the general public might obtain them.
- d. The public authority continuously organizes and promotes programmes related to the RTI Act, but there is insufficient information available. Hence, the information about the RTI training programme, organized by IITM and attended by the CPIO and other officials in other organizations, must be made public on the website (1.12.1).

- e. Details about the overseas and domestic travel plans with expenditures for department heads and other officials are missing from the website (2.2.2).
- f. The website information is not available in Vernacular / Local Language. It needs to be uploaded (4.1.2)
- g. No relevant information was found regarding the receipt and disposal of RTI applications and appeals, while uploading the information it must be presented in a tabular form (4.6.1, 4.6.2)
- h. The information related to the following areas are missing
  - (i) Consultancy committee of key stake holders for advice on suo-motu disclosure (a) Dates from which constituted (b) Name & Designation of the officers (5.1.4),
  - (ii) 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 (5.1.5).
- i. Every public authority is required by section 4 (1)(b)(xiv) of the RTI Act to proactively disclose the details of digitized material that is available for public access. It is missing on the website of IITM, it needs to be uploaded.
- j. Budgetary information must be presented in depth using a table that includes information on how all services and contracts were chosen.
- k. All information that must be made available suo-motu in order to comply with public requests should either be listed under the RTI heading or be accessible through a link to the RTI tab or heading.

- I. The Central Secretariat Manual of Office Procedures (CSMOP), published by the Department of Administrative Reforms and Public Grievances, Ministry of Personnel, Public Grievances and Pensions, Government of India, in February 2009, contains instructions for using the Indian Government Websites (GIGW). Hence, the information related to STQC certification need to be obtained and its validity should be uploaded on the website

It is recommended that the public authority of IIT, Madras may take necessary action to disclose the above discussed information in the website as per the RTI Act Section 4.

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