S. No	Item	Disclosure Details
1	**Organisation and Function**	
1.1	**Particulars of Organisation, Functions and Duties [Section 4(1)(b)(i)]**	
1.1.1	Name and Address of the Organization	National Institute of Technology Karnataka, Surathkal Srinivasnagar, Mangalore Karnataka 575025 Phone number: 0824 2474000 *https://www.nitk.ac.in/*
1.1.2	Head of the organization	**Prof. B. Ravi** Director Director's Office, 1st Floor, Main Building, NITK Surathkal Contact Number: +91-824-2473000 Email: *director.office@nitk.edu.in* Please click the *link* to view the Profile of the Director.
1.1.3	Vision, Mission and Key Objectives	**Vision** To facilitate the transformation of students into good human beings, responsible citizens and competent professionals, focusing on assimilation, generation, and dissemination of knowledge. **Mission** ● Impart quality education to meet the needs of profession and society, and achieve excellence in teaching-learning and research. ● Attract and develop talented and committed human resources, and provide an environment conducive to innovation, creativity, team-spirit and entrepreneurial leadership. ● Facilitate effective interactions among faculty and students, and foster networking with alumni, industries, institutions and other stakeholders. ● Practice and promote high standards of professional ethics, transparency, and accountability. **Key Objectives** ● Attract and develop talented and committed human resources, including faculty, staff and students. ● Periodically update the curriculum and pedagogy to align with national and regional priorities. ● Establish and maintain excellent infrastructure for teaching, research and outreach activities. ● Continuously improve the administrative processes to enable faculty and student to focus on their core activities.
1.1.4	Functions and Duties	**Teaching and Research** The functions and duties are governed by the NITSER Act, 2007 and the Statutes. *Acts and Statutes – NITK Surathkal*
1.1.5	Organization Chart	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 consulted from time to time have been dealt	National Institute of Technology Karnataka, Surathkal is located in Mangalore City, Karnataka State, India. The Institute was established as Karnataka Regional Engineering College (KREC) in 1960, and upgraded as National Institute of Technology Karnataka (NITK) in 2002. An Amalgamation of: 14 Departments, 01 School, Supporting Centres, 289 highly qualified and dedicated regular faculty, 161 committed regular Non – Teaching staff, 7000 talented and motivated students 40000+ distinguished alumni. For more information, please refer to the links below. *History* *Milestones* *Awards & Recognitions* *Former Directors* *Board of Governors* *Finance Committee* *The Senate* *Buildings and Works Committee* *Board of Studies*
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)	The powers and duties of Officers and employees of the Institute is covered in the overarching National Institute of Technology Act 2007 and the First Statutes of NITs of April 2009 of Government of India. *Acts and Statutes – NITK Surathkal*
1.2.2	Power and Duties of other Employees	Please click *here* to view the power and duties of Employees.
1.2.3	Rules/ orders under which powers and duty are derived and	The rules, regulations, instructions, manuals, and records, held by it or under its control or used by its employees for discharging its functions are as follows: ● Guidelines/Norms/Orders/Procedures issued from time to time by the Govt. of India. ● The procedure followed in the decision-making process including channels of supervision and accountability as per the NIT Act and Statutes of the Institute. ● Administrative Procedures are as per the CCS Rules. *Acts and Statutes – NITK Surathkal* *Fundamental Rules & Supplementary Rules* *Recruitment Rules – Non-Teaching Staff* *Delegation of Powers* *Academic Regulations and Curriculum* *GFR 2017* *Delegation of Financial Powers* *Purchase procedure*
1.2.4	Exercised	
1.2.5	Work allocation	As per the details in 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	The Institute takes decisions in compliance with the provisions of the Act, Statutes, Ordinances, Academic Rules and Regulations, and other applicable policies and guidelines. These decisions are also guided by directions received from the Ministry of Education, resolutions of the Board of Governors (BoG), and the Institute's established procedures and practices. Matters concerning policy are considered and approved at the level of the Director and the Board of Governors. The Institute has a Director, Dy. Director, Six Deans, Associate Deans, Heads of the Departments, Registrar, Faculty members, PICs, Administrative officers who carry out the various functions of the Institute as per procedures laid down in the NIT Act,2007, Statutes and by the BOG from time to time. The decision is communicated to public by notices, announcements, website and advertisements.
1.3.2	Final decision-making authority	The Director exercises decision-making powers in routine and administrative matters, whereas the Board of Governors decides issues entrusted to it under the Act and Statutes. More information is available *here*.
1.3.3	Related provisions, acts, rules etc.	*Acts and Statutes – NITK Surathkal* *Fundamental Rules & Supplementary Rules* *Recruitment Rules – Non-Teaching Staff* *Academic Regulations and Curriculum* *GFR 2017* *Delegation of Financial Powers*
1.3.4	Time limit for taking decisions, if any	The turnaround time for decisions in various sections is given below: *Academic* *Establishment* *Finance* *Purchase*
1.3.5	Channel of supervision and accountability	Click *here* to view the Organization Chart.
1.4	**Norms for Discharge of Functions [Section 4(1)(b)(iv)]**	
1.4.1	Nature of functions/ services offered	Teaching and Research.
1.4.2	Norms/ standards for functions/ service delivery	The Institute discharges its functions in accordance with the norms and standards prescribed under the NIT Act, 2007, the Statutes, Ordinances, Institute Regulations, and Government of India rules. Academic matters are governed by the Senate, administrative matters by the Board of Governors (BoG), and financial and procurement matters by the General Financial Rules (GFR) and other applicable Government of India guidelines.

1.4.3	Process by which these services can be accessed	A Higher Education Financing Agency (HEFA)-financed facility dedicated to the service of the nation, the *Central Research Facility* (CRF) is functioning at NITK Surathkal *NITK Science & Technology Entrepreneurs' Park* (NITK – STEP) provides a vibrant ecosystem that connects aspiring entrepreneurs with mentors, industry experts, alumni, and business opportunities, enabling them to transform innovative ideas into successful and scalable startups. Established in 1987, the *Centre for Continuing Education* (CCE) at NITK Surathkal promotes lifelong learning through short-term courses, workshops, and training programs for professionals, academicians, and students. The Centre utilizes the institute's expertise and infrastructure to support skill development and knowledge enhancement. The other facilities available at NITK Surathkal are as follows: *Centre for System Design*
1.4.4	Time-limit for achieving the targets	As per Sl. No.1.3.4
1.4.5	Process of redressal of grievances	All the administrative and academic functions are carried out by the Director, Dy. Director, Deans, Associate Deans, Professor and Faculty in-charges, Heads of Departments, Registrar, Deputy and Assistant Registrars, faculty members, Staff and officers through a system of committees that ensures transparent and participative decision-making. Please refer to the *Citizen Charter* for details of the **Institute Grievance Redressal Committee (IGRC)** and **Internal Complaints Committee (ICC)** constituted for the grievance redressal mechanism. You may also refer *Anti-ragging committee* and *Part-Time Chief Vigilance Officer* (CVO) for more details. Grievances can be filed in the *Central Public Grievance Portal* (CPGRAMS) portal
1.5	**Rules, Regulations, Instructions Manual and Records for Discharging Functions [Section 4(1)(b)(v)]**	
1.5.1	Title and nature of the record/ manual /instruction	*Acts and Statutes – NITK Surathkal* *Fundamental Rules & Supplementary Rules* *Recruitment Rules – Non-Teaching Staff* *Delegation of Powers* *Academic Regulations and Curriculum* *GFR 2017* *Delegation of Financial Powers* *Purchase procedure*
1.5.2	List of Rules, regulations, instructions manuals and records.	
1.5.3	Acts/ Rules manuals etc.	
1.5.4	Transfer Policy and Transfer Orders	There is no transfer policy applicable to faculty members of the Institute. Transfers are relevant only to non-teaching employees and are carried out within the Institute based on administrative exigencies and functional requirements arising in various sections from time to time. Please click the below link for viewing internal transfer OMs. *Internal Transfer OMs*

1.6	**Categories of Documents held by the Authority under its Control [Section 4(1)(b) (vi)]**	
1.6.1	Categories of documents	National Institute of Technology Karnataka, Surathkal is an Institution of National Importance under the Ministry of Education, Government of India. - Certificate of GST Registration - DSIR / Customs Duty Exemption Certificate - PAN Card - Record of Degrees Awarded - MoU - Personal files - Service Books - Purchase files - Work files
1.6.2	Custodian of documents / categories	Registrar of the Institute
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.	*NIT Council* *Board of Governors* *Finance Committee* *The Senate* *Buildings and Works Committee* *Board of Studies* *Citizen Charter*
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, the First Statutes of the NITs and the Amendment of Statutes 2012.
1.7.5	Powers and Functions	As per NIT Acts and Statutes. *Acts and Statutes – NITK Surathkal*
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 refer to Sl. No. 4.1 (Official documents and their availability) under the below link. https://www.nitk.ac.in/rti
1.8	**Directory of Officers and Employees [Section 4(1) (b) (ix)]**	
1.8.1	Name and designation	Please click the *link* for the **Faculty Directory** Please click the *link* for the **Officer and Staff Directory** Please click the *link* for contact details.
1.8.2	Telephone, fax and email	
1.9	Monthly Remuneration received by Officers and Employees including system of compensation [Section 4(1) (b) (x)]	
1.9.1	List of employees with Gross monthly remuneration	Please click the below *link* for the **Faculty** Directory Please click the below *link* for the **Officer and Staff** Directory
1.9.2	System of compensation as provided in its regulations	As per the 7th CPC guidelines.
1.10	**Name, Designation and other particulars of Public Information Officers [Section 4(1) (b) (xvi)]**	
1.10.1	Name and designation of the Central Public Information Officer (CPIO), Assistant Public Information Officer (APIO) and Appellate Authority	**Central Public Information Officer** Mr. Abdul Rahoof A. R. Assistant Registrar (Establishment) **Asst. Central Public Information Officer** Mr. Sayyad Fayaz Superintendent (Establishment section)

		First Appellate Authority Dr. Kumar G N Registrar (in-charge)
1.10.2	Address, telephone numbers and email of each designated official	**Central Public Information Officer** Mr. Abdul Rahoof A. R. Assistant Registrar (Establishment) First Floor, Administrative Building, NITK Surathkal, Srinivasnagar – 575025 Contact number: +91-824-2473017 Email : cpio.rti@nitk.edu.in ; rti@nitk.edu.in **Asst. Central Public Information Officer** Mr. Sayyad Fayaz Superintendent (Establishment section) First Floor, Administrative Building, NITK Surathkal, Srinivasnagar - 575025 Contact number: +91-824-2473019 Email : supdt_establishment@nitk.edu.in **First Appellate Authority** Dr. Kumar G N Registrar (in-charge) First Floor, Administrative Building, NITK Surathkal, Srinivasnagar - 575025 Contact number: 0824 - 2473006 / 2474068 Email : rti@nitk.edu.in, faa.rti@nitk.edu.in
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	01
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	02
1.12	**Programmes to Advance Understanding of RTI [Section 26]**	
1.12.1	Educational Programmes	Nil
1.12.2	Efforts to encourage public authority to participate in these programmes	✔ Staff received training on RTI under the Staff Capacity Building and Upskilling Programme 2026, held from 06 April to 08 May, 2026 ✔ 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.
1.12.3	Training of CPIO/APIO	Please refer the *link* for details.
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Kindly refer the *link* for viewing the Suo Moto Disclosure in the Institute's Website. More information and updates on RTI are available at the following links: • *Central Information Commission* (CIC) • *RTI Act, 2005* • Guidelines on RTI - *Department of Personnel & Training*
1.13	**Transfer Policy and Transfer Orders [F No. 1/6/2011- IR dt. 15.4.2013]**	

1.13.1	Transfer Policy and Transfer Orders [F No. 1/6/2011- IR Dt. 15.4.2013]	There is no transfer policy applicable to faculty members of the Institute. Transfers are relevant only to non-teaching employees and are carried out within the Institute based on administrative exigencies and functional requirements arising in various sections from time to time. Please click the below link for viewing internal transfer OMs. *Internal Transfer OMs*
2	**Budget and Programmes**	
2.1	**Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section4(1)(b)(xi)]**	
2.1.1	Total Budget for the public authority	Please click *link* for viewing Budget Estimate 2026-27 & revised estimate 2025-26. Please click *here* to view the Budget Estimate 2025-26 & revised estimate 2024-25 Please click *here* for viewing the details of the Annual and Audit report.
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	
2.2	Foreign and Domestic Tours [F. No. 1/8/2012- IR dt. 11.9.2012]	
2.2.1	Budget	Kindly refer the *link*.
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	
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.	Please click the *link* for the details.
2.3	**Manner of Execution of Subsidy Programme [Section 4(i)(b)(xii)]**	
2.3.1	Name of the programme of activity	**Fee waiver for B.Tech students: -** Students belonging to SC/ST category are exempted for Tuition Fees. Students belonging to OBC / GN / EWS category whose family income is less that Rs. 1,00,000 per annum shall get full remission of Tuition fees. Students belonging to OBC/GN/EWS category whose family income is between Rs. 1 lakh to 5 lakh per annum shall get remission of 2/3 of the Tuition fees. Students belong to OBC category can also apply for private / Govt. scholarships from the different agencies depending on the eligibility criteria.
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.)	

		Financial Assistance for SC-ST students – 2025-26 Total Number of Beneficiaries – 275 Total funds disbursed – Rs. 2,17,66,396/- Please click *here* for the scholarship details.
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	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 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	Not Applicable
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.	Currently there are 53 outstanding CAG paras & 1 outstanding DP. Institute has taken necessary actions as per the recommendations of CAG and submits the compliance for settlement of paras.
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 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	Please click the following links for details. **Acts & Rules** *Acts and Statutes – NITK Surathkal* *Fundamental Rules & Supplementary Rules* *Recruitment Rules – Non-Teaching Staff* *GFR 2017* *Delegation of Financial Powers* **Regulations** *Academic Regulations and Curriculum* *UG Programmes* *PG Curriculum* *Academic Calendar* *Fee structure* *Certificates & Transcripts* *Notices & Forms* ● Guidelines/Norms/Orders/Procedures issued from time to time by the Govt. of India. ● Administrative Procedures are as per the CCS Rules.

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	Periodic interactions are conducted with industry and academia to review courses and disciplines, and to explore opportunities for industry training and research. Stakeholders are encouraged to share their feedback and suggestions via email.
3.1.3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	Not Applicable
3.1.4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable
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 collected under authorisation from the government	Not Applicable
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 announcing decisions which affect public to make the process more interactive - Policy decisions/ legislations taken in the previous one year	Kindly refer to Sl. No. 4.1 (Official documents and their availability) and Sl. No. 7.1 (Academic Affairs for Annual & Audit Reports) under the below link. https://www.nitk.ac.in/rti.
3.2.2	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	Not Applicable.
3.2.3	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive-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)	The Institute's website serves as the primary platform for sharing information. Click *here* to visit the website.
3.4	**Form of accessibility of Information Manual/ Handbook [Section 4(1)(b)]**	
3.4.1	Information manual / handbook available in electronic format	Please click the following links for details. **Acts & Rules** *Acts and Statutes – NITK Surathkal* *Fundamental Rules & Supplementary Rules* *Recruitment Rules – Non-Teaching Staff* *GFR 2017* *Delegation of Financial Powers* **Regulations** *Academic Regulations and Curriculum* *UG Programmes* *PG Curriculum* *Academic Calendar* *Fee structure* *Certificates & Transcripts* *Notices & Forms* Please click *here* for viewing the details of the Annual and Audit report. Kindly refer to Sl. No. 4.1 (Official documents and their availability) under the below link. https://www.nitk.ac.in/rti.
3.4.2	Information manual / handbook available in Printed format	Please click the following links for details. **Acts & Rules** *Acts and Statutes – NITK Surathkal* *Fundamental Rules & Supplementary Rules* *Recruitment Rules – Non-Teaching Staff* *GFR 2017* *Delegation of Financial Powers* **Regulations** *Academic Regulations and Curriculum* *UG Programmes* *PG Curriculum* *Academic Calendar* *Fee structure* *Certificates & Transcripts* *Notices & Forms*
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	Please click the following links for details. **Acts & Rules** *Acts and Statutes – NITK Surathkal* *Fundamental Rules & Supplementary Rules* *Recruitment Rules – Non-Teaching Staff* *GFR 2017* *Delegation of Financial Powers* **Regulations** *Academic Regulations and Curriculum* *UG Programmes* *PG Curriculum* *Academic Calendar*

		Fee structure *Certificates & Transcripts* *Notices & Forms* Please click *here* for viewing the details of the Annual and Audit report. For further details please click *here*.
3.5.2	List of materials available at a reasonable cost of the medium	Not Applicable
4	**E-Governance**	
4.1	**Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]**	
4.1.1	Hindi	RTI application form is also available in Hindi. Please refer the below link : *RTI Application form* Annual and Audit Report also available in Hindi.
4.1.2	English	Please click the following links for details. **Acts & Rules** *Acts and Statutes – NITK Surathkal* *Fundamental Rules & Supplementary Rules* *Recruitment Rules – Non-Teaching Staff* *GFR 2017* *Delegation of Financial Powers* **Regulations** *Academic Regulations and Curriculum* *UG Programmes* *PG Curriculum* *Academic Calendar* *Fee structure* *Certificates & Transcripts* *Notices & Forms* For further details please click *here*.
4.1.3	Vernacular / Local Language	RTI application form is also available in Hindi. Please refer the below link : *RTI Application form* Annual and Audit Report also available in Hindi.
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	2026
4.3	Information available in Electronic Form [Section 4(1)(b)(xiv)]	
4.3.1	Details of information available in electronic form	Please click the following links for details: **Acts & Rules** *Acts and Statutes – NITK Surathkal* *Fundamental Rules & Supplementary Rules* *Recruitment Rules – Non-Teaching Staff* *Delegation of Powers* *GFR 2017* *Delegation of Financial Powers* **Student activities** *Student Activities* *Anti ragging* *Career Development Centre* **Infrastructure & Development** *Central Library* *Central Research Facility*
4.3.2	Name/ title of the document/record/ other information	
4.3.3	Name/ title of the document/record/ other information	
4.3.4	Location where available	

		Central Computer Centre *Health Care Centre* *Guest House* *Campus Amenities* Please click *here* for viewing the details of the Annual and Audit report.
4.4	**Particulars of Facilities available to Citizens for obtaining information [Section 4(1)(b)(xv)]**	
4.4.1	Name & location of the facilities	Please click the following links for details: *Central Library* *Central Research Facility* *Central Computer Centre* *Career Development Centre* *Health Care Centre* *Guest House* *Campus Amenities*
4.4.2	Details of information made available	
4.4.3	Working hours of the facility	
4.4.4	Contact person & contact details (Phone, fax email)	
4.5	**Such other information as may be prescribed under Section 4(i) (b)(xvii)**	
4.5.1	Grievance redressal mechanism	Please refer to the *Citizen Charter* for details of the **Institute Grievance Redressal Committee (IGRC)** and **Internal Complaints Committee (ICC)** constituted for the grievance redressal mechanism. You may also refer *Anti-ragging committee* and *Part-Time Chief Vigilance Officer* (CVO) for more details. Grievances can be filed in the *Central Public Grievance Portal* (CPGRAMS) portal.
4.5.2	Details of applications received under RTI and information provided	Please refer the *link* for the details.
4.5.3	List of completed schemes/ projects/ Programmes	Please click the *link* to view the details
4.5.4	List of schemes/ projects/ programme underway	
4.5.5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	Please click the *link* for viewing the details of the Procurement.
4.5.6	Annual Report	Kindly refer to Sl. No. 7.1 (Academic Affairs for Annual & Audit Reports) under the below link. https://www.nitk.ac.in/rti
4.5.7	Frequently Asked Question (FAQs)	Information often required by students, staff and citizens are available on the *website* of the Institute. Click *here* to view the FAQs.
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	Documents are accessible to the public in the Electronic Form. *Citizen Charter* Please click *here* for more details.
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	Please click the *link* for viewing the details of RTI applications received
4.6.2	Details of appeals received, and orders issued	Please click the *link* for viewing the details of the Appeals received.
4.7	Replies to Questions asked in the Parliament [Section 4(1)(d)(2)]	
4.7.1	Details of questions asked and replies given	Please click the *link* to view the queries received from the Parliament and replies provided by the Institute (2024-25).
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	*a)* Current CPIO and FAA details – *RTI Officials* b) Earlier CPIO and FAAs – *Earlier Officials*
5.1.2	Details of third-party audit of voluntary disclosure (a) Dates of audit carried out (b) Report of the audit carried out	1. Audit for the period 2025-26 carried out by third party Auditor Sh. Arun S. IIT Palakkad. a) Dates of audit of voluntary disclosure: 05th, August 2026. b) Please click *here* to view the Report of the audit carried out. 2. Audit for the period 2024-25 carried out by Auditor Agency Debdipta Basu, Indian Rubber Materials Research Institute, Autonomous body under the Department for Promotion of Industry and Internal Trade (DPIIT), Ministry of Commerce & Industry, Govt. of India, New Delhi) a) Dates of audit of voluntary disclosure: 19th June, 2025. b) Please click *here* to view the Report of the audit carried out. Kindly refer to Sl. No. 9.3 (Audited Self Appraisal RTI format) under the link below for viewing previous reports. https://www.nitk.ac.in/rti.
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	(a) Date of appointment: 06.11.2024 (b) Prof. Ravikiran Kadoli Professor, Dept. of Mechanical Engineering NITK, Surathkal
5.1.4	Consultancy committee of key stakeholders for advice on Suo Moto Disclosure (a) Dates from which constituted, (b)Name and Designation of the officers	The details are available *here*.
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	
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 have minimum resort to use of RTI Act to obtain information	Information often required by students, staff and citizens are available on the *website* of the Institute.
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 Grievances and Pension**	
6.2.1	Whether STQC certification obtained and its validity	Not Applicable

6.2.2	Does the website show the certificate on the Website?	Not Applicable

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