

Chart of Third Party Audit of compliance of Section 4 of RTI Act, 2005

Name of the Department	Patna University
Website Address (URL)	https://pup.ac.in/
Website Accessed On	31-05-2022
Name of Public Authority	Patna University

	Particulars Every public authority shall	Compliance by Public Authority	Remarks
Section 4(1)(a)	Maintain all its records duly catalogued and indexed in a manner and the form which facilitates the right to information under this Act and ensure that all records that are appropriate to be computerised are, within a reasonable time and subject to availability of resources, computerised and connected through a network all over the country on different systems so that access to such records is facilitated.		
Section 4(1)(b)	Every public authority shall publish:		
Section 4(1)(b)(i)	The particulars of its organisation, functions and duties	Yes	There is no separate section providing with the different functions and duties of the university.
Section 4(1)(b)(ii)	The powers and duties of its officers and employees	Yes	The powers and duties present on the portal within the PU act, 1976.
Section 4(1)(b)(iii)	The procedure followed in the decision making process, including channels of supervision and accountability	No	Proceedings of most authorities (Academic Council, Finance committee etc) are not mentioned/ not accessible on the portal.
Section 4(1)(b)(iv)	The norms set by it for the discharge of its functions	Yes	Mentioned on the portal under PU Act, 1976.
Section 4(1)(b)(v)	The rules, regulations, instructions, manuals and records held by it or under its	Yes	Mentioned on the portal under PU Act, 1976.

	control or used by its employees for discharging its functions		
Section 4(1)(b)(vi)	A statement of the categories of documents that are held by it or under its control		Certain documents such as the PU Act 1976, the Code of Conduct, Prospectus etc. are mentioned on the portal.
Section 4(1)(b)(vii)	The particulars of any arrangement that exists for consultation with, or representation by, the members of the public in relation to the formulation of its policy or implementation thereof	No	
Section 4(1)(b)(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	No	The statements of different councils, committees etc. and the details of the members of different committees are accessible. The timings of the meetings of such boards, councils and committees are accessible to the public; minutes of meetings are accessible in some cases (Internal Quality Assurance Cell); however proceedings of meetings of most of such authorities are not accessible to the public.
Section 4(1)(b)(ix)	A directory of its officers and employees	Yes	Some details such as that of Section Officers, assistants and other staffs are missing from the directory.
Section 4(1)(b)(x)	The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations	No	
Section 4(1)(b)(xi)	The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made	Yes	Budget allocated to each agency is mentioned but only up to session 2019-20. Further details/ particulars of each agency is missing.
Section 4(1)(b)(xii)	The manner of execution of subsidy programs, including the amounts allocated and the details of beneficiaries of such programs	No	Budget of up to session 2019- 20 is present on the portal. However, it does not include the details of beneficiaries and manner of execution of subsidy programs.
Section 4(1)(b)(xiii)	Particulars of recipients of concessions, permits or authorizations granted by it		
Section 4(1)(b)(xiv)	Details in respect of the information, available to or held by it, reduced in an electronic form	Yes	
Section 4(1)(b)(xv)	The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use	No	It is mentioned on the portal about the availability of certain facilities (For example library). However detailed information about such facilities like the working hours of

			library is not accessible. Under the Right to Information section of the portal the details of the concerned authorities are mentioned, however, the RTI form-A is not yet accessible. (Despite the fact that a link to RTI form A is provided but the link is not accessible)
Section 4(1)(b)(xvi)	The names, designations and other particulars of the Public Information Officers	Yes	
Section 4(1)(b)(xvii)	Such other information as may be prescribed.		
4(1)(b)	and thereafter update these publications every year		
4(1)(c)	All relevant facts while formulating important policies or announcing the decisions which affect public	No	
4(1)(d)	Reasons for its administrative or quasi judicial decisions to affected persons.	No	

Notes:

- Several parts of the portal need to be revised and updated. For eg. The budget has been mentioned only up to session 2019-20.
- Although the PU Act, 1976 has been made available on the portal, certain parts of it must be mentioned clearly in a separate section. This will make increase the accessibility of any such information.
- There are a number of broken links present on the portal. This includes the RTI form A, the proceedings of the meetings of several authorities etc. The inaccessibility of such links not only fails to completely serve the purpose of RTI, but it also leaves an unprofessional and bad impression.