

A FRAMEWORK FOR TRANSPARENCY AUDIT

The RTI Act under section 4 provides a comprehensive framework for promoting openness in the functioning of the public authorities.

While Section 4(1) (a) provides a general guideline for record management, so that the information could be easily stored and retained, the sub-sections b, c and d of Section 4 relate to the organizational objects and functions. Sub-sections (b), (c) and (d) of Section 4 of the RTI Act and other related information can be grouped under six categories; namely, 1-organisation and function, 2- Budget and programmes, 3- Publicity and public interface, 4- E. governance, 5- Information as prescribed and 6. Information disclosed on own initiative.

1. Organisation and Function

S. No.	Item	Details of disclosure	Remarks
1.1	Particulars of its organisation, functions and duties [Section 4(1)(b)(i)]	(i) Name and address of the Organization	Wadia Institute of Himalayan Geology (An Autonomous Institution of Department of Science & Technology, Govt. of India) 33, General Mahadeo Singh Road, Dehradun – 248001 (Uttarakhand)
		(ii) Head of the organization	Director
		(iii) Vision, Mission and Key objectives	Mission, vision and objectives of Wadia Institute of Himalayan Geology: as approved by the Union Cabinet Wadia Institute of Himalayan Geology has the following mandate:
		(iv) Function and duties	MISSION: Geoscientific Research in the Himalaya and adjoining region for Secured Living and Sustainable Development.

			<p>VISION: Questing for Himalayan Geodynamics, Seismogenesis, Natural Hazards, Climate Variability and Natural Resources to fulfil Societal Needs and pursue Basic Geosciences.</p> <p>OBJECTIVE:</p> <ol style="list-style-type: none">1. To undertake, aid, promote, guide and co-ordinate research in Geosciences of the Himalaya.2. To set up and maintain state-of-the-art laboratories and network of geoscientific observatories.3. To foster a tradition of scholarship, disseminate and cultivate knowledge and promote capacity building.4. To serve as the National Center for Geosciences of Himalaya and to provide expert and/or consultancy services for the growth and development of country.5. To collaborate with National and International research institutions, laboratories and Universities for the development and application of new tools, methodologies and training.
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			<p>6. To receive grants-in-aid from Government of India, State Governments, Charitable Institutions/Trusts and industry within the country.</p> <p>7. To receive, with prior approval of the Central Government, monetary assistance from foreign sources including international organizations for scientific activities.</p> <p>8. To take up other such activities that may be necessary, incidental or conducive in attaining the objectives or targets set by WIHG.</p> <p>(a) “Certified that the Association is formed with no profit motive”.</p> <p>(b) “Certified that the Bearers are not paid from the Association”.</p> <p>(c) “Certified that the Association would not engage in agitation to ventilate their grievance”.</p> <p>(d) “Certified that the office Bearers signatures are genuine”.</p>
		(v) Organization Chart	Available on the Institute website www.wihg.res.in
		(vi) 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	<i>Established in June, 1968 as a small nucleus in the Geology Department, Delhi University, the Institute was shifted to Dehradun during April, 1976.</i>

			<p>Wadia Institute of Himalayan Geology, Dehradun is an autonomous research institute of the Department of the Science & Technology, Ministry of Science and Technology, Govt. of India.</p> <p>Initially named as the Institute of Himalayan Geology, it was renamed as the Wadia Institute of Himalayan Geology in memory of its founder, the late Prof. D. N. Wadia (F.R.S. and National Professor), in appreciation to his contributions to the geology of the Himalayas. During the last quarter century the Institute has grown into a centre of excellence in Himalayan Geology and is recognized as a National Laboratory of international repute with well equipped laboratories and other infrastructural facilities for undertaking advanced level of research in the country.</p>
1.2	Power and duties of its officers and employees [Section 4(1) (b)(ii)]	<p>(i) Powers and duties of officers (administrative, financial and judicial)</p> <p>(ii) Power and duties of other employees</p> <p>(iii) Rules/ orders under which powers and duty are derived and</p> <p>(iv) Exercised</p> <p>(v) Work allocation</p>	<p>POWERS AND DUTIES OF ITS OFFICERS</p> <p>(1) THE GOVERNING BODY The general superintendence, direction, control and administration of the affairs of the Society, its income and its property are vested in the Governing Body of the Society, which exercise all the powers of the Society including without prejudice to the generality, the powers to acquire and sell property, provided prior sanction of the Central Government has been obtained, if the</p>

			<p>property has been acquired wholly or substantially out of Central Government grants, the power to raise loans against security or otherwise, to advance money and to make appointments.</p> <p>The tenure of each of the Governing Body is three years. The Governing Body is appointed by the Department of Science & Technology, Government of India. The Finance Committee, Research Advisory Committee and the Building Committee are the subsidiary bodies appointed by the Governing Body.</p> <p>The Governing Body has the power to frame bye-laws not inconsistent with the Rules and Regulations and to alter, amend and rescind them from time to time for administration and management of the Society. Such bye-laws may provide for the following matters:-</p> <p>(a) The preparation and sanction of budget estimates, the sanctioning of expenditure, making and execution of contracts, the investment of the funds of the Society and the sale or alteration of such investment, and account and audit.</p> <p>(b) Powers, functions and conduct of business by Advisory Boards or Committees as may be constituted from time to time, and the terms of office of their members.</p>
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			<p>(c) Procedure for appointment of the officers and the staff of the Society, the Institute and the Department established and maintained by the Society.</p> <p>(d) The terms & tenure of appointment, emoluments, allowances, rules of discipline and other conditions of services of the officers and staff of the Society.</p> <p>(e) Terms and conditions governing scholarship and fellowships, Refresher, Courses/Summer Schools, research schemes and projects and establishment of library and laboratories.</p> <p>(f) Such other matters as may be necessary for the furtherance of the objectives and the proper administration of the affairs of the Society.</p> <p>(g) The Governing Body or any person or body whom the Governing Body may authorize in this behalf shall have the power to appoint all categories of officers and staff for conducting the affairs of the Society, to fix amount of their remuneration, subject to budget provision, and to define their duties.</p> <p>(h) The Governing Body may delegate to the Director or any of its members and/or any other officer of the Society such administrative and financial powers and impose such duties as it deems proper and also prescribe limitations within which these</p>
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			<p>powers and duties are to be exercised or discharged.</p> <p>(2) CHAIRMAN OF THE GOVERNING BODY</p> <p>The Governing Body may, by resolution, delegate to the Chairman such of its powers for the conduct of business as it may deem fit, subject to the condition that the action taken by the Chairman under these rules shall be reported for information at the next meeting of the Governing Body.</p> <p>The Chairman may, in writing, delegate such of his powers as may be necessary to any of the other members of the Governing Body or any other officer of the Society.</p> <p>(3) FUNCTIONS AND POWERS OF THE DIRECTOR</p> <p>Subject to any order that may be passed by the Chairman in exercise of the powers delegated to him by the Governing Body, and the decision of the Governing Body, the Director is responsible for the proper administration of the affairs and funds of the Institute under the direction and guidance of the Governing Body. He is vested with such executive, administrative and financial authority of the Society as may be necessary or incidental for the purpose.</p>
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			<p>Provided that the Director may with the concurrence of the Governing Body delegate any of its powers and functions to any other officers or authority of the Society.</p> <p>The Director, in all matters under his charge, has the powers and duties assigned to him under the Rules and Regulations and the Bye-laws that may be framed or such powers and duties as may be delegated to him by the Society or the Governing Body.</p> <p>The Director, subject to the provisions of the Rules & Bye- laws and decisions of the Governing Body and Chairman, exercise general supervision and disciplinary control over the officers and the staff of the Institute, and prescribe their duties and functions.</p> <p>The Director coordinates and exercises general supervision over all the activities of the Society.</p> <p>The Director of the Institute is the Secretary of the Society and the 10 Governing Body. For the purpose of Section 6 of Societies Registration Act (XXI of 1860), the Secretary is considered as being the Principal Secretary of the Society and the Society may sue or be sued in the name of the Secretary of the Society</p>
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			<p>(4) FINANCE COMMITTEE</p> <p>The Finance Committee is constituted by the Governing Body of the Institute. The Finance Committee has the following duties:-</p> <p>(a) To scrutinize the accounts and budget estimates of the Society and to make recommendations to the Governing Body.</p> <p>(b) To consider and make recommendation to the Governing Body on proposals for new expenditure on account of major works and purchases which shall be referred to the Finance Committee for opinion before they are considered by the Governing Body.</p> <p>(c) To scrutinize re-appropriation statements and audit notes and make recommendations thereon to the Governing Body.</p> <p>(d) To review the finance of the Society from time to time and have concurrent audit conducted whenever necessary.</p> <p>(e) To give advice and make recommendation to the Governing Body on any other financial questions affecting the affairs of the society.</p> <p>(f) Matters concerning the financial aspects of the affairs of the Society need to be referred to Finance Committee for advice.</p>
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			<p>(g) If the advice tendered by the Finance Committee on any matter referred to is not accepted, the issue will be referred to the Central Government by the Chairman.</p> <p>(5) OTHER OFFICERS & EMPLOYEES OF THE INSTITUTE</p> <p>The Scientific activities of the Institute are subdivided into the following six groups:-</p> <ul style="list-style-type: none"> (i) Structure & Tectonics (ii) Sedimentology (iii) Igneous Petrology & Geochemistry (iv) Biostratigraphy (v) Geomorphology & Environmental Geology (vi) Geophysics <p>The Scientists posted in above mentioned groups are required to work on the projects approved by the Governing Body on the recommendations of the Research Advisory Committee of the Institute. The scientists are required to achieve the objectives/goals for which they are required to do field surveys , laboratory tests and interpretation of the scientific data collected and get their scientific output published in the form of scientific publications in national and international journals. The progress of their work is assessed from time to time by the Research Advisory Committee which consists of eminent earth scientists. In addition, the Institute scientists also work on the projects awarded to them by the</p>
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			<p>Department of Science & Technology, CSIR, ISRO and other project sponsoring authorities. The progress of the scientific work under the sponsored research projects is monitored by the Project Advisory and Monitoring Committees in the sponsoring agency(ies).</p> <p>The technical staff provides technical and laboratory facilities and support to the scientists to assist them in their scientific work. The administrative staff is responsible for providing administrative assistance to the Director for the proper administration of the affairs and funds of the Institute.</p>
1.3	<p>Procedure followed in decision making process [Section 4(1)(b)(iii)]</p>	<p>(i) Process of decision making Identify key decision making points</p> <p>(ii) Final decision making authority</p> <p>(iii) Related provisions, acts, rules etc.</p> <p>(iv) Time limit for taking a decisions, if any</p> <p>(v) Channel of supervision and accountability</p>	<p>The basic objective of the Institute is to undertake, aid, promote, guide and coordinate research in Geology of the Himalayas and foster a tradition of scholarship.</p> <p>All the scientific projects submitted by the Scientists of the Institute are evaluated critically by the Research Advisory Committee of the Institute, which includes eminent experts/researchers in various fields of earth sciences. Financial implications on the projects recommended by the Research Advisory Committee are evaluated and recommended by the Finance Committee. Recommendations of the Research Advisory Committee are considered by the Governing Body. It is only after the approval of the</p>

			<p>Governing Body that the planned projects are implemented. Progress of the planned projects is monitored periodically by the concerned Group Heads, Director, Research Advisory Committee and the Governing Body. Progress of the activities of the Institute is sent to the Central Government in the form of monthly and quarterly reports. Annual progress is tabled in both the Houses of the Parliament through the Central Government in the form of Annual Report(s) of the Institute.</p> <p>Thus the Director and the Governing Body of the Institute and the Central Government are the decision making authorities in the overall functioning of the Institute whereas various internal committees and the Building Committee, the Research Advisory Committee and the Finance Committee are the channels of supervision and accountability so far as the activities of the Institute are concerned.</p>
1.4	Norms for discharge of functions [Section 4(1)(b)(iv)]	(i) Nature of functions/ services offered (ii) Norms/ standards for functions/ service delivery (iii) Process by which these services can be accessed (iv) Time-limit for achieving the targets (v) Process of redress of grievances	The Institute is a Centre of innovative research, both basic and applied, towards the development of new concepts and models concerning geodynamic evolution of the Himalaya through integrated interdisciplinary approach. The scientists of the Institute consistently publish their results in national/international journals of repute.

			<p>The project proposals submitted by the scientists of the Institute and critically evaluated by the Research Advisory Committee of the Institute which consists of eminent experts in various fields of earth sciences. The recommendations of the Research Advisory Committee are considered by the Governing Body and the Research Projects approved by the Governing Body are implemented. Depending upon the nature of the approved project, individual scientists or group of scientists are accountable for implementation of the project awarded and for publications of the output in the form of scientific publications. Progress of various projects is monitored by the Research Advisory Committee and the Governing Body of the Institute. Progress of the scientific work being carried out by the Institute needs to be sent to the Central Government in the form of monthly and quarterly progress reports and Annual Reports. Periodical review of the activities of the Institute is done by the Review Committees appointed by the Government of India.</p> <p>The work and activities of the Institute are also inspected and evaluated by the Standing Parliamentary Committee on Science & Technology, Environment and Forests also. Last visit of the Parliamentary Committee to the Institute was between June 27-29, 2003.</p>
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1.5	Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]	(i) Title and nature of the record/ manual /instruction.	The Constitution and Bye-laws of the Institute contain the Rules & Regulations of the Institute. The Institute follows the Govt.of India's rules and regulations in the following matters: - (i) Establishment and Administration, including pay rules for its employees. (ii) Pension Rules (iii) Conduct Rules (iv) Leave Rules (v) Leave Travel Concession Rules (vi) Central Civil Services (CCS) Classification, Control and Appeal (CCA) Rules. (vii) Rules on any matter for which specific rules have not been framed for the Institute.
		(ii) List of Rules, regulations, instructions manuals and records.	
		(iii) Acts/ Rules manuals etc.	
		(iv) Transfer policy and transfer orders	
1.6	Categories of documents held by the authority under its control [Section 4(1)(b)(vi)]	(i) Categories of documents	The documents held by the Institute:- (a) Scientific publication of the scientists of the Institute against the scientific projects of the Institute. (b) Scientific publications and Project Completion Reports on various projects awarded by various project sponsoring agencies, for which the Institute is declared as a host institution. (c) Minutes of the meetings of the Research Advisory Committee of the Institute
		(ii) Custodian of documents/categories	

			<p>regarding approval of the projects undertaken by the Institute Scientists and monitoring of the progress</p> <p>(d) Scientific reports on various scientific works undertaken by the Institute, including the consultancy projects.</p> <p>(e) Scientific reports on various scientific programmes undertaken by the Institute in collaboration with other Institutions/organizations.</p> <p>(f) Annual Reports of the Institute.</p> <p>(g) Himalayan Geology journal being published by the Institute.</p> <p>(h) Books of Accounts.</p> <p>(i) Memorandum of Understanding (MoU) signed by the Institute with Other organizations/institutions for undertaking collaborative research programmes.</p> <p>(j) Any other scientific document prepared against specific instructions from the Central Government.</p>
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1.7	Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]	(i) Name of Boards, Council, Committee etc.	Information available on the website www.wihg.res.in on RTI Head of Institute.
		(ii) Composition	
		(iii) Dates from which constituted	
		(iv) Term/ Tenure	
		(v) Powers and functions	
		(vi) Whether their meetings are open to the public?	
		(vii) Whether the minutes of the meetings are open to the public?	
		(viii) Place where the minutes if open to the public are available?	
1.8	Directory of officers and employees [Section 4(1) (b) (ix)]	(i) Name and designation	Information available on the website www.wihg.res.in
		(ii) Telephone, fax and email ID	
1.9	Monthly Remuneration received by officers & employees including system of compensation [Section 4(1) (b) (x)]	(i) List of employees with Gross monthly remuneration	Information available on the website www.wihg.res.in on RTI Head of Institute.
		(ii) System of compensation as provided in its regulations	Not Applicable

1.10	Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)]	(i) Name and designation of the public information officer (PIO), Assistant Public Information (s) & Appellate Authority	Dr. R.K. Sehgal, Scientist 'E' & CIPO Shri M.K. Biswas, Store & Purchase Officer & APIO Dr. Sushil Kumar Scientist 'G' & Appellate Authority
		(ii) Address, telephone numbers and email ID of each designated official.	Dr. R.K. Sehgal Wadia Institute of Himalayan Geology, 33, General Mahadeo Singh Road, Dehradun- 248001 (Uttarakhand) Tel.No.: 0135-2525263 (O) Email: rksehgal@wihg.res.in cpio@wihg.res.in Mr. M. K. Biswas Wadia Institute of Himalayan Geology, 33, General Mahadeo Singh Road, Dehradun- 248001 Tel.No.: 0135-2525500 (O) Email: spo@wihg.res.in Dr. Sushil Kumar, Wadia Institute of Himalayan Geology, 33, General Mahadeo Singh Road, Dehradun 248001 (Uttarakhand) Tel.No.: 0135-2525458 (O); E-mail: sushilk@wihg.res.in
1.11	No. Of employees against whom Disciplinary action has been proposed/ taken (Section 4(2))	No. of employees against whom disciplinary action has been	Not applicable
		(i) Pending for Minor penalty or major penalty proceedings	
		(ii) Finalised for Minor penalty or major penalty proceedings	

1.12	Programmes to advance understanding of RTI (Section 26)	(i) Educational programmes	Not applicable
		(ii) Efforts to encourage public authority to participate in these programmes	
		(iii) Training of CPIO/APIO	
		(iv) Update & publish guidelines on RTI by the Public Authorities concerned	
1.13	Transfer policy and transfer orders [F No. 1/6/2011-IR dt. 15.4.2013]		Not applicable

2. Budget and Programme

S. No.	Item	Details of disclosure	Remarks
2.1	Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)]	(i) Total Budget for the public authority	Information available on the website www.wihg.res.in on RTI Head of Institute.
		(ii) Budget for each agency and plan & programmes	Not Applicable
		(iii) Proposed expenditures	Information available on the website www.wihg.res.in on RTI Head of Institute.
		(iv) Revised budget for each agency, if any	Not Applicable
		(v) 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)	(i) Budget	Information related to procurement is attached as Annexure – ‘C’ & ‘D’	
		(ii) 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		
(iii) 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.				
2.3	Manner of execution of subsidy programme [Section 4(i)(b)(xii)]	(i) Name of the programme of activity		No subsidy programmes are executed by the Institute.
		(ii) Objective of the programme		
		(iii) Procedure to avail benefits		
		(iv) Duration of the programme/ scheme		
		(v) Physical and financial targets of the programme		
		(vi) Nature/ scale of subsidy /amount allotted		
		(vii) Eligibility criteria for grant of subsidy		
		(viii) 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]	(i)	Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions	Not Applicable
		(ii)	Annual accounts of all legal entities who are provided grants by public authorities	----
2.5	Particulars of recipients of concessions, permits of authorizations granted by the public authority [Section 4(1) (b) (xiii)]	(i)	Concessions, permits or authorizations granted by public authority	No concessions, permits or authorizations are granted by the Institute.
		(ii)	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	
2.6	CAG & PAC paras [F No. 1/6/2011-IR dt. 15.4.2013]	CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the parliament.		--

3. Publicity Band Public interface

S. No.	Item	Details of disclosure	Remarks	
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	Arrangement for consultations with or representation by the members of the public	Not Applicable	
		(i) Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens		
	[Section 4(1)(b)(vii)] [F No 1/6/2011-IR dt. 15.04.2013]	(ii) Arrangements for consultation with or representation by	Not Applicable	
		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		
		Public- private partnerships (PPP)		Not Applicable
		(i) Details of Special Purpose Vehicle (SPV), if any		
		(ii) Detailed project reports (DPRs)		
		(iii) Concession agreements.		
(iv) Operation and maintenance manuals				
(v) Other documents generated as part of the implementation of the PPP				
(vi) Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government				
(vii) Information relating to outputs and outcomes				
(viii) The process of the selection of the private sector party (concessionaire etc.)				
(ix) All payment made under the PPP project				

3.2	Are the details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive; (i) Policy decisions/ legislations taken in the previous one year	Not Applicable
		(ii) Outline the Public consultation process	
		(iii) 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)]	Use of the most effective means of communication (i) Internet (website)	Internet Correspondence
3.4	Form of accessibility of information manual/ handbook [Section 4(1)(b)]	Information manual/handbook available in (i) Electronic format	--
		(ii) Printed format	--
3.5	Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]	List of materials available (i) Free of cost	Freely downloadable
		(ii) At a reasonable cost of the medium	

4. E. Governance

S.No.	Item	Details of disclosure	Remarks
4.1	Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]	(i) English	--
		(ii) Vernacular/ Local Language	--
4.2	When was the information Manual/Handbook last updated? [F No. 1/6/2011-IR dt 15.4.2013]	Last date of Annual updation	--
4.3	Information available in electronic form [Section 4(1)(b)(xiv)]	(i) Details of information available in electronic form	--
		(ii) Name/ title of the document/record/ other information	--
		(iii) Location where available	--
4.4	Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]	(i) Name & location of the faculty	The information pertaining to the annual scientific activities of the Institute are available on the Annual Reports of the Institute. The working hours of the Institute are between 9.00 a.m. to 5.30 a.m. with half an hour lunch break between 1.00 p.m. to 1.30 p.m. The Library of the Institute is open during the working hours. However, for getting the Library facilities, one has to get prior
		(ii) Details of information made available	
		(iii) Working hours of the facility	

			<p>permission from the Librarian, Officer-in-Charge, Library or Director of the Institute.</p> <p>The museum and laboratories of the Institute are open to the public on Science Day and Technology Day. In addition, the museum and laboratories of the Institute can be visited by the public, especially the schools and researchers from other organizations, after fixing the date and time in advance.</p> <p>The library of the Institute has a good collection of books and journals specifically related to earth sciences. The library is open during the working hours on all working days. However, since the library has books, journals & publications pertaining to earth sciences only, the facilities are used by researchers and students in the field of earth science and not by the common public.</p>
		(iv) Contact person & contact details (Phone, fax email)	<p>Shri Pankaj Kumar Registrar email: registrar@wihg.res.in</p>

4.5	Such other information as may be prescribed under section 4(i) (b)(xvii)	(i)	Grievance redressal mechanism	<p>List of completed scheme/projects/programmes and underway is attached as Annexure – ‘A’</p> <p>List of year wise Annual Reports is available in our Institute website www.wihg.res.in.</p>
		(ii)	Details of applications received under RTI and information provided	
		(iii)	List of completed schemes/ projects/ Programmes	
		(iv)	List of schemes/ projects/ programme underway	
		(v)	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	
		(vi)	Annual Report	
		(vii)	Frequently Asked Question (FAQs)	
		(viii)	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			
4.6	Receipt & Disposal of RTI applications & appeals [F.No 1/6/2011-IR dt. 15.04.2013]	(i)	Details of applications received and disposed	<u>FY 2020-21</u> Application received – 44 Disposed - 44
		(ii)	Details of appeals received and orders issued	<u>FY 2020-21</u> Application received – 13 Disposed - 13
4.7	Replies to questions asked in the parliament [Section 4(1)(d)(2)]	Details of questions asked and replies given		--

5. Information as may be prescribed

S. No.	Item	Details of disclosure	Remarks
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]	(i) Name & details of (a) Current CPIOs & FAAs (b) Earlier CPIO & FAAs from 1.1.2015	<p><u>Current CPIO & FAAs:</u></p> <p>Dr. R.K. Sehgal, CPIO, Wadia Institute of Himalayan Geology, 33, General Mahadeo Singh Road, Dehradun- 248001 (Uttarakhand) Tel.No.: 0135-2525263 (O) Email: rksehgal@wihg.res.in cpio@wihg.res.in</p> <p>Mr. M. K. Biswas, ACPIO, Wadia Institute of Himalayan Geology, 33, General Mahadeo Singh Road, Dehradun- 248001 Tel.No.: 0135-2525500 (O) Email: spo@wihg.res.in</p> <p>Dr. Sushil Kumar, First Appellate Authority, Wadia Institute of Himalayan Geology, 33, General Mahadeo Singh Road, Dehradun 248001 (Uttarakhand) Tel.No.: 0135-2525458 (O); E-mail: sushilk@wihg.res.in</p> <p><u>Earlier CPIO & FAAs:</u> Sh. Pankaj Kumar, CPIO, Wadia Institute of Himalayan Geology, 33 General Mahadeo Singh Road, Dehradun – 248001 (Uttarakhand)</p>

			<p>Dr. P.S. Negi, CPIO, Wadia Institute of Himalayan Geology, 33, General Mahadeo Singh Road, Dehradun- 248001 (Uttarakhand)</p> <p>Dr. Rajesh Sharma, FAAs, Wadia Institute of Himalayan Geology, 33, General Mahadeo Singh Road, Dehradun- 248001 (Uttarakhand)</p>
		<p>(ii) Details of third party audit of voluntary disclosure</p> <p>(a) Dates of audit carried out (b) Report of the audit carried out</p>	--
		<p>(iii) Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD</p> <p>(a) Date of appointment (b) Name & Designation of the officers</p>	--
		<p>(iv) Consultancy committee of key stake holders for advice on suo-motu disclosure</p> <p>(a) Dates from which constituted (b) Name & Designation of the officers</p>	--
		<p>(v) Committee of PIOs/FAAs with rich experience in RTI to identify frequently sought information under RTI</p> <p>(a) Dates from which constituted (b) Name & Designation of the Officers</p>	--

6. Information Disclosed on own Initiative

S. No.	Item	Details of disclosure	Remarks
6.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information		--
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 Pensions, Govt. Of India)	(i) Whether STQC certification obtained and its validity. (ii) Does the website show the certificate on the Website?	Not Applicable

Detail of EMR Projects for the last two FY 2019-20 & 2020-21

Sl. No.	EMR Project	P.I.	YEAR
01	Center for Glaciology	Director WIHG	2019-2020 2020-2021
02	Seismicity monitoring and evaluation of Active faults..... Shimla Hills region in Himachal Pradesh	Dr. Ajay Paul	2019-2020
03	Present day subsurface configuration and Geodynamics of the Kumaon Himalaya: An Integrated Geophysical and Geological Investigation.	Dr. Devajit Hazarika	2019-2020
04	Paleopedological, Sedimentological and thermochronological records of Climate Change and tectonics during the evolving of Siwalik succession, Punjab re-entrant	Co-PI : Dr. Suresh N	2019-2020
05	Multi-Parametric Geophysical Observatory for Earthquake Precursory research at Ghuttu, Garhwal Himalaya	Dr. Naresh Kumar	2019-2020 2020-2021
06	Regional variability in climate over the past two millennia using multi-proxy tree-ring record & climate change impact on high-elevation plant species in Himalaya.	Dr. R.R. Yadav	2019-2020 2020-2021
07	Status of Geo-resources and Impact Assessment of Geological (exogenic) Processes in NW Himalaya Ecosystem (NMSHE).	Director WIHG	2019-2020 2020-2021
08	Understanding of hydrological process in upper basin isotopic technoques	Dr. Rajeev Saran Ahluwalia	2019-2020 2020-2021
09	Zircon U-Pb Geochronology and Geochemistry of magmatic rocks from Lohit Plutonic Complex Eastern..... Northeast India	Dr. R.K. Bikramaditya Singh	2019-2020
10	Detection and Monitoring of Major Active Faults in the selected segments of Himalaya for seismic Hazard Vulnerability Assessment	Dr. G. Philip	2019-2020

11	Education and awareness program for earthquake preparedness and Hazard mitigation : Chakrata region, Uttarakhand	In-house project	2019-2020
12	Scientific awareness learning and development of rural region in and around chakrata through educations for sustainable development	In-house project	2019-2020 2020-2021
13	Hydrological cycle analysis in valleys of Pindari-kafni glaciers, Kumaun Himalaya	Dr. Pankaj Chauhan	2019-2020 2020-2021
14	Tectono-thermal evolution of Lohit Batholith along Dibang and Lohit Valleys, India using Fission Track and (U-Th)/He thermochronology	Dr. Vikas	2019-2020 2020-2021
15	Joint Indo-Norwegian Project "Landslide Hazard Assessment in NE India along the Gangtok-Tsomgo/Changu Lake and Gangtok-Changthang-Lachen Corridor	Dr. Vikram Gupta	2019-2020 2020-2021
16	Palaeobiology and Palaeoenvironmental reconstruction of the Eastern Krol Belt (Lesser Himalaya), Himachal Pradesh	Dr. Rajita Shukla	2019-2020 2020-2021
17	Holocene Centennial to millennial, Scale changes in Indian summer Monsoon: A multi Proxy Record from high Altitude Regions of Uttarakhand Himalaya	Dr. Suman Lata Rawat	2019-2020 2020-2021
18	Three Dimensional Attenuation tomography from strong ground motion data for Garhwal region, India	Dr. Parveen Kumar	2019-2020 2020-2021
19	Structure and seismic anisotropy pattern around the Kumaon-Garhwal region – A seismological study	Dr. Narendra Kumar	2019-2020 2020-2021
20	Geo-Thermochronological investigation of Lesser Himalayan Crystallines of Garhwal Region, NW Himalaya: Implication to Extrusion and Duplexing models	Dr. Paramjeet Singh	2019-2020 2020-2021
21	Metamorphic evolution and fluid-rock interaction at the slab-mantle interface: constraints from Nagaland ophiolite complex NE India	Dr. Aliba AO	2019-2020 2020-2021
22	Geochemistry and Geochronology of the Tethyan ophiolites of the Indo-Myanmar Orogenic Belt, Northeast India : Geodynamic and petrogenetic implication and mineralization	Dr. A.K. Singh	2019-2020 2020-2021
23	Tectono-thermal evolution of Karakorum migmatites along Shyok and Tangtse Valleys, India: Implications of the tectonics of Karakorum region	Dr. H.K. Sachan	2019-2020 2020-2021

24	AMS, Microstructures, thermometry and chronology of Dalhousie Granite, western Himalaya, focusing on the granite emplacement and exhumation	Dr. Kavita Tripathi	2019-2020 2020-2021
25	Evojuating condition of deformation during subduction and exhumation of the North India continental margin: A study based on structure and Crystallographic features of the Tso Morori Dome of trans-Himalaya, Ladakh, India	Dr. Koushik Sen	2019-2020 2020-2021
26	Comparative study of weathered/soil profiles developed on Granitic and Basaltic rocks of Higher and Lesser Himalaya in Garhwal region: Implication on climate-tectonic interaction	Dr. Pradeep Srivastava	2019-2020 2020-2021
27	Seismic Monitoring and seismological parameters evaluation in the Garhwal-Kumaun region of Himalaya	Dr. Ajay Paul	2019-2020 2020-2021
28	Glacial chronology, Palaeoclimatic reconstruction and their Climatic implications in the Darma Valley, Kumaon Himalaya, India	Dr. Pinkey Bisht	2019-2020 2020-2021
29	Depositional history and biostratigraphy of Ordovician-Silurian succession of the Spiti basin, Tethys Himalaya: its correlation and paleoenvironmental significance	Dr. Shivani Pandey	2020-2021
30	Tectonometamorphic investigation of Lesser Himalayan metapelites around Mangan, Eastfthern himalaya: constraints from textural relationship, phase equilibria modeling and U-Th-Pb geochronology	Dr. Superna Tewari	2020-2021
31	Fluid-P-T evolution of ultramafic-mafic rocks from Spngtong ophiolite, Ladakh, India: Implications for geodynamics of Himalaya mountain Chain	Dr. H.K. Sachan	2020-2021
32	Deformation mechanism and lattice preferred orientation of olivine from peridotites of Indus ophiolites (eastern Ladakh) : Implications for deformation and seismic anisotropy of montle in a collisional zone	Dr. Koushik Sen	2020-2021
33	Black carbon personal exposure levels in different polluted micro-environments: A case study from Himalayan foothills	Dr. Chhavi Pant Pandey	2020-2021

**WADIA INSTITUTE OF HIMALAYAN GEOLOGY, DEHRADUN
STORE & PURCHASE SECTION**

Tender floated by the Institute in the financial year 2019-20

Sr. No	Tender No.	Item/Nature of work	Mode of tender enquiry	Date of publication	Type of bidding	Last date of receipt of tender	Nos. of Tender Recd.	Nos. of parties qualified after technical evaluation	Nos. of parties not qualified after technical evaluation	Whether contract awarded to lowest tenderer evaluated L1	Contract No. & date	Name of contractor	Value of Contract (in Rs)
					(single/ two bid system)								
1	S-3/39-P(Stable Isotope Spares)WIHG/20 19-20	Purchase of Stable Isotope Spares	Limited Tender	15-07-21	Single	23-08-19	4	3	1	Lowest	S-3/39-P(Stable Isotope Spares)WIHG /20	M/s Thermo Fisher Scientific India Private Limited. Mumbai	285,617
2	S-2/205-P(Soil Moisture Station)WIHG/20 19-20	Purchase of Soil Moisture Station-01 No.	Limited Tender	17-07-19	Single	10-10-21	7	3	4	Lowest	S-2/205-P(Soil Moisture Station)WIHG /2019-20	M/s Advance Tech India Private Limited, Mohali, Chandigarh, Punjab	346,658
3	S-2/157-P(Petrological Microsocpe)WIHG/2019-20	Purchase of Advance Research polarizing microscope-01 No.	Limited Tender	01-11-19	Double bid	25-11-19	3	1	2	Lowest	S-2/157-P(Petrological Microsocpe) WIHG/2019-20	M/s Radical Scientific Equipment, Ambala	687,750

4	S-2/196-P(MFK)WIHG/2019-20	Purchase of Multi parameter Kit	Limited Tender	17-07-19	Single	07-08-19	4	1	3	Lowest	S-2/196-P(MFK)WIHG/2019-20 dated 13-02-2020	M/s Advance Science & Technology, Haridwar	261,823
5	S-2/17-P(Workstation)WIHG/2019-20	Purchase of workstation	Limited Tender	24-06-19	Single	19-07-21	7	5	2	Lowest	S-2/17-P(Workstation)WIHG/2019-20	m/s Intech Infosays, Roorkee	695,100

WADIA INSTITUTE OF HIMALAYAN GEOLOGY, DEHRADUN													
STORE & PURCHASE SECTION													
Tender floated by the Institute in the financial year 2020-21													
Sr. No	Tender No.	Item/Nature of work	Mode of tender enquiry	Date of publication	Type of bidding (single/	Last date of receipt of tender	Nos. of Tender Recd.	Nos. of parties qualified after technical evaluation	Nos. of parties not qualified after technical evaluation	Whether contract awarded to lowest tenderer evaluated L1	Contract No. & date	Name of contractor	Value of Contract (in Rs)
					two bid system)								
1	S-2/17-P(Workstation)WIHG/2020/21/Vol-II	Purchase of workstation-05Nos. And 27" 4K UHD Workstation Monitor	Open Tender	03-09-21	Double Bid	28-09-21	4	3	1	Lowest	S-2/17-P(Workstation)WIHG/2020/21/Vol-II dated 17-11-2020	M/s Strategic Marketing, Dehradun	51,39,078
2	S-2/13-P(Hand Held GPS)/WIHG/2020-21	Purchase of Hand Held DGPS- 01 No.	Limited Tender	13-10-20	Single	03-11-20	5	1	4	Lowest	S-2/13-P(Hand Held GPS)/WIHG/2020-21 dated 18-08-2021	M/s Nijhon Technologies, Dehradun	348,075
3	S-3/60-P(Spares for SEM Lab)WIHG/20-21	Purchase of Gold Target-01 No & High Purity Carbon Fiber-12 mtr.	Limited Tender	22-10-20	Single	30-12-20	4	3	1	Lowest	S-3/60-P(Spares for SEM Lab)WIHG/20-21 dated 09-02-2021	M/s EM Scientific Services, Pune	229,700

4	S-3/39-P(Spares for Stable Isotope Lab)WIHG/20-21	Purchase of Air Compressor- 01 No.	Limited Tender	24-11-20	Single	15-01-21	3	2	1	Lowest	S-3/39-P(Spares for Stable Isotope Lab)WIHG/20-21 dated 17-02-2021	M/s Apex Chromatography Private Limited, Hyderabad	205,859
5	S-2/2-P(Computer)WIHG/2020/21	Purchase of Laptop- 20 Nos.	Limited Tender	08-12-20	Single	22-12-20	10	4	6	Lowest	S-2/2-P(Computer)WIHG/2020/21 dated 28-01-2021	M/s Strategic Marketing, Dehradun	1,874,985
6	S-2/2-P(Computer)WIHG/2020/21/Vol-II	Purchase of Desktop Computer-15 Nos.	Limited Tender	08-12-20	Single	22-12-20	11	4	7	Lowest	S-2/2-P(Computer)WIHG/2020/21 dated 28-01-2021 dated 22-03-2021	M/s Bharat IT Services Limited, Dehradun	951,757
7	S-2/175-P(AGPM)WIHG/2020-21	Purchase of Automatic Grinding Polishing Machine-01 No.	Open Tender	09-12-20	Double Bid	19-01-21	4	1	3	Lowest	S-2/175-P(AGPM)WIHG/2020-21 dated 30-03-2021	M/s Struers Aps, Denmark	Euro 29000
8	S-2/17-P(Workstation)WIHG/2020/21/Vol-III	Purchase of Workstation- 07 Nos.	Limited Tender	23-12-20	Single	11-01-21	9	9	-	Lowest	S-2/17-P(Workstation)WIHG/2020/21/Vol-III dated 19-02-2021	M/s Strategic Marketing, Dehradun	2,235,797

9	S-2/220-P(Fluorometer)WIHG/2021-	Purchase of Fluorometer- 02 Nos.	Limited Tender	28-12-21	Double Bid	18-01-21	2	1	1	Lowest	S-2/220-P(Fluorometer)WIHG/2021 dated 25-03-2021-	M/s Electrotek International	1,687,770
10	S-2/135-P(Single Disc Polishing Machine)WIHG/20-21	Purchase of Single disc polishing machine)	Limited Tender	05-01-21	Double Bid	26-01-21	2	1	1	Lowest	S-2/220-P(Fluorometer)WIHG/2021 dated 25-03-2021-	M/s Electrotek International	1,687,770
11	S-2/34-P(Misc.Equipment)WIHG/2020-21	Purchase of Oven	Limited Tender	27-01-21	Single	19-02-21	6	1	5	Lowest	S-2/34-P(Misc.Equipment)WIHG/2020-21 dated 19-03-2021	M/s Bandi Technology, New Delhi	49,875
12	S-2/195-P(AWLR)WIHG/2020-21	Purchase of Automatic Weather Station-03 Nos.	Open Tender	28-12-20	Double Bid	18-01-21	7	3	4	Lowest	S-2/195-P(AWLR)WIHG/2020-21 17-05-2021	M/s Meatech Solutions LLP, Gurugram, Haryana	1,306,046
13	S-2/108-P(BBS-DAS)WIHG/2020-21	Purchase of Broad Band Seismometer and data acquisition system and accessories-20 Nos.	Open Tender	28-12-20	Double Bid	21-01-21	5	3	2	Lowest	S-2/108-P(BBS-DAS)WIHG/2020-21 Dated 03-03-21	M/s Nanometric Canada	CAD 342300

14	S-2/114-p(Field Gravimeter)WIHG/20-21	Purchase of Field Gravimeter-02 Nos.	Open Tender	28-12-20	Double Bid	08-03-21	2	2	-	Lowest	S-2/114-p(Field Gravimeter) WIHG/20-21 DATED 17-05-2021	M/S GF Instruments. Czech Republic	Euro 157130
15	S-2/199-(CCTV)WIHG/230 20-21	CCTV Solution for the Institute- 01 Job	Limited Tender	03-02-21	single	23-02-21	6	6	-	Lowest	S-2/199-(CCTV)WIHG/ 23020-21dated 24-05-2021	Mudra Electronics Limited, Dehradun	500,837
