

## **Summary Report**

- A. Sikkim University, Gangtok, Sikkim approached NITTTR (under Ministry of Education, Govt. of India), Sector 26, Chandigarh for Third Party Audit of Proactive Disclosures of detailed information for 2021-22 as required under RTI Act 2005 vide its letter No. SU/RFG/Estt/F-2/32/2018/Vol-XV/573 dated 31.08.2022 followed by confirmation vide its letter No. SU/RFG/Estt/F-2/32/2018/Vol-XV/586 dated 05.09.2022. Team of following auditors was entrusted the responsibility of carrying out the task by the Director of the institute:
1. **Professor (Dr.) Sunil Dutt, Nodal Officer under RTI Act, 2005**  
Professor, Department of Education & Education Management,  
NITTTR (under Ministry of Education, Govt. of India), Sector-26, Chandigarh – 160 019  
Email: [sunildut2002@yahoo.co.in](mailto:sunildut2002@yahoo.co.in); [sunildutt@nitttrchd.ac.in](mailto:sunildutt@nitttrchd.ac.in); M: 9815906121
  2. **Er. Amandeep Kaur**, Assistant Professor, Department of Education & Education Management, NITTTR; Sector-26, Chandigarh; Email: [amandeep@nitttrchd.ac.in](mailto:amandeep@nitttrchd.ac.in);
- B. Step-wise procedure as briefed below was adopted to accomplish the task:
1. Audit Team studied the contents of Sikkim University, Gangtok, Sikkim on its website [www.cus.ac.in](http://www.cus.ac.in) under RTI tab viz.-a- viz. DOPT letter reference No.- 1/6/2011-IR dated 07.11.2019 enclosing “**Guidelines on Suo Motu disclosure**”.
  2. Two days audit was planned.
  3. Based on website content, the Sikkim University, Gangtok, Sikkim was requested to provide the following contents on the 1<sup>st</sup> day of audit:
    - a. Self-Appraisal Report for 2021-22
    - b. Proactive Disclosure Audited Report for 2020-21 (if any)
    - c. The details of Act, Rules and Policies including all amendments and related documents; Programs and activities of Sikkim University, Gangtok, Sikkim
    - d. Responsibilities of various committees/officials
    - e. All Documents as per Transparency Audit

The audit team, then, studied the above mentioned contents as per information available on the website of Sikkim University, Gangtok, Sikkim.

4. During the second day of the Audit, the following officers along with NITTTR, Auditors were present in the online meeting (through Google Meet) held on **12.09.2022 at 10.00 AM**:
  - a. **Mrs. Grace D Chankapa, CPIO and Deputy Registrar (Establishment), Sikkim University, Gangtok, Sikkim**
  - b. **Mrs. Prava Mukhia, Assistant (Establishment) Sikkim University, Gangtok, Sikkim**
5. After visiting all the contents/Manuals under RTI Tab threadbare viz-a-viz DOPT “**Guidelines on Suo Motu disclosure**”, the Sikkim University, Gangtok, Sikkim was requested to update the contents.
6. After meeting out the compliances, all the Manuals were updated under RTI Tab and online self-appraisal was updated by Sikkim University, Gangtok, Sikkim on **15.09.2022** and intimated to Auditors of NITTTR Chandigarh.
7. CIC had already issued the USER ID and Password details to Auditors, NITTTR Chandigarh for online submission of report.
8. Updated contents on Sikkim University, Gangtok, Sikkim website were checked and final audit report submission is being done online on **15.09.2022**.

(Er. Amandeep Kaur)

(Prof. Dr. Sunil Dutt)