

## Right to Information

### Information Under Section 4(I)(b) of RTI, 2005

S.No.	Compliance Para	Compliance sub-para	Compliance Information
1.	Particulars of its organization, functions and duties	(i) Name and address of the Organization	Institute for Stem Cell Science and Regenerative Medicine(DBT-inStem), Bangalore  Contact Us
		(ii) Head of the organization	Director, inStem
		(iii) Vision, Mission and Key objectives	Please refer <a href="#">MOA</a>
		(iv) Function and duties	<a href="#">MOA, inStem Bye laws &amp; inStem website</a>
		(v) Organization Chart	<a href="#">Organization Chart</a>
		(vi) inStem Committees	<a href="#">inStem Committees</a>
2.	Duties of officers and employees		Please refer <a href="#">inStem Bye laws</a>
3.	Procedure followed in decision making process	Final decision making authority	Director, inStem
		Related provisions, acts, rules etc.	<a href="#">inStem Bye laws GFR 2017</a> Govt. of India Guidelines
4.	Norms for discharge of functions		<a href="#">MOA, and inStem Bye laws</a> and Govt. of India orders issued from time to time
5.	Rules, regulations, instructions manual and records for discharging functions		<a href="#">MOA, inStem Bye laws</a> , <a href="#">Recruitment Rules</a> and Govt. of India orders issued from time to time

6.	Boards, Councils, Committees and other		Please refer <a href="#">Governance</a>
	Bodies constituted as part of the Public Authority		
7.	Directory of officers and employees along with the phone numbers and email id		Please Refer ' <a href="#">People</a> ' tab on inStem website's homepage
8.	Monthly Remuneration received by officers & employees	(i) List of employees with Gross monthly remuneration	<a href="#">Monthly Remuneration</a>
9.	Name, designation and other particulars of public information officers (CPIO)	(i) Name and designation of the public information officer (PIO), Appellate Authority & Transparency Officer with designation phone number and email id.	<p><b>Public Information Officer:</b></p> <p><b>Ramanathan K</b></p> <p>Head-Administration</p> <p>Institute for Stem Cell Science and Regenerative Medicine</p> <p>GKVK, Bellary Road,</p> <p>Bangalore 560065, India.Ph. No. 080 23666319 email: headadm@instem.res.in</p> <p><b>Appellate Authority</b></p> <p><b>Prof. Maneesha S Inamdar</b></p> <p>Director</p> <p>Institute for Stem Cell Science and Regenerative Medicine</p> <p>GKVK, Bellary Road,</p> <p>Bangalore 560065, India.</p> <p>Email: director@instem.res.in</p>

10.	No. of employees against whom Disciplinary action has been proposed/ taken	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	<a href="#">NIL</a>
		(ii) Finalised for Minor penalty or major penalty proceedings	<a href="#">NIL</a>

11.	Programmes to advance understanding of RTI		As of now in house training only
12.	Transfer policy and transfer orders		Not Applicable
13.	Balance sheets of previous Financials Years		<a href="#">Audited Annual Accounts</a>
14.	Foreign and domestic tours	(i) 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	As per actuals
		(ii) Information related to procurements	Please see ' <a href="#">Tenders</a> '
15.	Discretionary and nondiscretionary grants	(i) Discretionary and nondiscretionary grants/ allocations to State Govt./ NGOs/other institutions	Not Applicable
		(ii) Annual accounts of all legal entities who are provided grants by public authorities	Not Applicable
16.	Particulars of recipients of concessions, permits of authorizations granted by the public authority	(i) Concessions, permits or authorizations granted by public authority	Not Applicable

17.	CAG & PAC paras	CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the parliament.	<a href="#">NIL</a>
18.	Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation thereof		Not Applicable
19.	Are the details of policies / decisions, which affect public, informed to them		Not Applicable
20.	Dissemination of information widely and in such form and manner which is easily accessible to the public		Through website <a href="http://www.instem.res.in">www.instem.res.in</a>
21.	Form of accessibility of information -Annual Report		Through website <a href="#">Annual Report</a>
22.	Information available in electronic form		Refer inStem Website <a href="https://www.instem.res.in/">https://www.instem.res.in/</a>
23.	Particulars of facilities available to citizen for obtaining information	Name & location of the facility	Institute for Stem Cell Science and Regenerative Medicine, GKVK - Post Bellary Road, Bangalore 560065, India. Translational unit CSCR, CMC, Vellore
		Working hours of the facility	9:00 AM to 5:30 PM
		(i) Contact details	Phone: 91 80 23666001 / 02 / 18 / 19 Email: info at instem dot res dot in

24.	Receipt & Disposal of RTI applications & appeals	Number of applications received and disposed	<a href="#">RTI Details</a>
		Number of appeals received and orders issued	
25.	Replies to questions asked in the parliament	Number of questions asked and replies given	
26.	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information		<a href="#">‘Tenders’</a> & <a href="#">Recruitment</a> related matters as posted in website