

## **4.1 Language in which information manual / handbook available** **[F.No. 1/6/2011 –IR dt. 15.4.2013]**

### **4.1.1. English**

YES

### **4.1.2 Vernacular / Local Language**

## **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 updation**

Every Year during June/July

## **4.3 Information available in electronic form** **[Section 4(1)(b)(xiv)]**

### **4.3.1 Details of information available in electronic form**

Admission Brochure, Syllabus, Faculty details, Time Table

### **4.3.2 Name / title of the document / record / other information**

Admission Brochure, Syllabus, Faculty details, Time Table

### **4.3.3 Location where available**

Website: [www.bpibs.in](http://www.bpibs.in), [www.dseu.ac.in](http://www.dseu.ac.in)

## **4.4 Particulars of facilities to citizen for obtaining information** **[Section 4(1)(b)(xv)]**

### **4.4.1 Name and location of the faculty**

Public Information Officer: Sh. S p Ajith Kumar

Bhai Parmanand Institute of Business Studies, Shakarpur, Delhi – 110092.

### **4.4.2 Details of information made available**

As per RTI rules and regulations

### **4.4.3 Working hours of the facility**

8.30 AM to 5.00 PM on all working days except Saturdays, Sundays and holidays

## **4.5 Such other information as may be prescribed under Section 4(1) (b)(xvii)**

### **4.5.1 Grievance Redressal Mechanism**

Through Complaint/Feedback Form available on the institute website, PGMS

### **4.5.2 Details of applications received under RTI and information provided**

Received 438 RTI's as on September-2023

### **4.5.3 List of completed Schemes / Projects / Programmes**

Not Applicable

### **4.5.4 List of Schemes / Projects / Programmes underway**

Not Applicable

### **4.5.5 Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract.**

Not Applicable

### **4.5.6 Annual Report**

Quarterly reports and Annual Reports are submitted on CIC Portal

### **4.5.7 Frequently Asked Questions (FAQs)**

Not Applicable

### **4.5.8 Any other information such as**

#### **(a) Citizen's Charter**

Yes

#### **(b) Result Framework Document (RFD)**

Not Applicable

#### **(c) Six monthly Reports on the**

Not Applicable

#### **(d) Performance against the bench marks set in the Citizen's Charter**

Not Applicable

## **4.6 Receipt & Disposal of RTI Applications & Appeals** **[F.No. 1/6/2011 – IR dt.15-04.2013]**

### **4.6.1 Details of applications received and orders issued**

Details available in Delhi Government RTI website

### **4.6.2 Details of appeals received and replies given**

Details available in Delhi Government RTI website

## **4.7 Replies to questions asked in the Parliament** **[Section 4(1)(d)(2)]**

### **4.7.1 Details of questions asked and the replies given**

NIL