

Disclosure under Section 4 (1) (b) of Right to Information Act, 2005

Section 4 (1) (b) (i)

The particulars of its Organization, functions and duties:-

Name of organization.	GOVT. ITI (Gr.-A),SOLAN (DEPARTMENT OF TECHNICAL EDUCATION)
Establishment and Address	GOVT. INDUSTRIAL TRAINING INSTITUTE(Gr.-A) , SOLAN DISTT AND TEHSIL SOLAN (H.P.) -173212
Contact No	01792-223753
Web site	www.itisoln.edu.in
Code allotted by the DGT	GR02000085

Sr. No.	Section	Function	Duties
1	Office of the Principal Govt. ITI, Solan Distt. Solan	Implementing all the decisions in respect of admission, training, placement, procurement, establishment & budget etc. related to Govt. ITI Solan.	<ol style="list-style-type: none"> 1. All the instructions issued to him/her by the higher authorities are properly and expeditiously carried out. 2. Accounts are maintained properly, stores are properly accounted for and verified periodically, and the purchases are according to specification and in good condition. 3. Training programmes are carried out according to schemes. 4. Raw materials are purchased in time and duly supplied. 5. Machines and equipment are properly maintained. 6. Manufactured products are properly accounted for and disposed of in accordance with the rules and instructions issued from time to time. 7. Ensure that the Group Instructors maintain an extremely close supervision on the work of instructors and the progress of the classes. 8. Proper discipline is maintained in the institute. 9. There is a close relationship between the trainees and the instructional staff. 10. Proper follow-up is maintained of the passed out trainees. 11. Proper security arrangements are maintained and safety precautions observed. 12. Trainees get the proper medical aid and welfare arrangements are available. 13. Proper facilities to the inspection staff of the State Directorate, DGT, and other authorized bodies are provided. 14. All other duties assigned by the Director TE & District Administration.

2	Electrician trade	To impart knowledge & skill to the trainees of Electrician trade.	Teaching, conducting examination, conducting evaluation, seminars.
3	Plumber trade	To impart knowledge & skill to the trainees of Plumber trade.	-do-
4	Fashion Design & Technology trade	To impart knowledge & skill to the trainees of Fashion Design & Technology trade.	-do-
5	Workshop	Imparting Skill training to trainees	Workshop
6	IT Lab	To teach related to Computer	IT Lab
7	Library	Issuing books to trainees and the faculty, book keeping and maintenance.	Book keeping and purchasing new books & maintaining the records.

Section 4(1)(b)(ii)

POWERS & DUTIES OF OFFICERS AND EMPLOYEES:-

Name	Er. Lalit Kumar
Designation	Principal
Powers	1.To administer the Institution
	2. To take decisions in Administrative, Academic & Financial matters.
Duties	1. All the instructions issued to him/her by the higher authorities are properly and expeditiously carried out.
	2. Accounts are maintained properly, stores are properly accounted for and verified periodically, and the purchases are according to specification and in good condition.

	3. Training Programmes are carried out according to schemes.
	4. Raw materials are purchased in time and duly supplied.
	5. Machines and equipment are properly maintained.
	6. Manufactured products are properly accounted for and disposed of in accordance with the rules and instructions issued from time to time.
	7. Ensure that the foremen and supervisors maintain an extremely close supervision on the work of instructors and the progress of the classes.
	8. Proper discipline is maintained in the institute.
	9. There is a close relationship between the trainees and the instructional staff.
	10. Proper follow-up is maintained of the passed out trainees.
	11. Proper security arrangements are maintained and safety precautions observed.
	12. Trainees get the proper medical aid and welfare arrangements are available.
	13. Proper facilities to the inspection staff of the State Directorate, DGE&T, and other authorized bodies are provided.
	14. All other duties assigned by the Director TE & District Administration.

Name	
Designation	Group Instructor

Duties	<p>Group Instructor's of the ITI are responsible for the following:</p> <ol style="list-style-type: none"> 1. Proper coordination is maintained in all the sections and the training programme is carried out efficiently by personal close check and inspections. 2. The tests are regularly carried out, the trainee's work is correctly assessed, and proper record is kept in the progress cards. 3. Raw material requirements of the sections are prepared well in advance to enable supply to be arranged in time. 4. Safety precautions are observed in the workshop. 5. Sections function strictly according to the time schedule laid down and proper discipline maintained.
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Designation	Instructor
Duties	<p>Instructor</p> <p>The Instructor's are responsible for</p> <ol style="list-style-type: none"> 1. taking classes in theory and practice according to the prescribed syllabus and graded exercises. 2. maintenance of attendance register, progress cards, raw-material register, tool and equipment register, manufacturing register and other sectional records in accordance with instructions. 3. checking and correcting theory notes, practical work and journals of trainees. 4. preparing charts, drawing and other visual aid material for the section. 5. ensuring that the machines in the section are in good working condition and are properly cleaned at the closing time daily. 6. requisitioning of tools and raw materials required for the section. 7. ensuring close relationships with the trainees. 8. attending to leave the application of trainees.

Designation	Sh. Vishal Kumar Superintendent Grade-II
Duties	Superintendent Grade-II supervises work of the Ministerial staff posted in the institute and submits their cases to the Principal. He also performs the duties assigned by the head of the institute.

Designation	Senior Assistant/Junior Office Assistant/ Clerk
Duties	<p>(1) Sh. Sanjeev Kumar, Senior Assistant performs the duties assigned by the head of the institute i.e., (i) To deal with the seat of Staff Establishment .</p> <p>(2) Smt. Parwati Sharma, JOA (IT) performs the duties assigned by the head of the institute i.e., (i) To deal with the seat of Training .</p> <p>(3) Smt.Sita Devi, JOA (IT) performs the duties assigned by the head of the institute i.e., (i) To deal with the seat of Accounts/Cash SWF.</p>

Section 4(1)(b)(iii)

THE PROCEDURE FOLLOWED IN THE DECISION MAKING PROCESS, INCLUDING CHANNELS OF SUPERVISION AND ACCOUNTABILITY:

The procedure followed in the decision making process is as per the State Government/ DTE / DGT guidelines from time to time and accountability as fixed by the government from time to time.

Section 4(1)(b)(iv)

THE NORMS SET BY IT FOR THE DISCHARGE OF ITS FUNCTIONS:-

The norms set by Govt. from time to time by Govt. Gazette notification, by DGET norms and DTE & HPTSB, Himachal Pradesh regulations.

Section 4(1)(b)(v)

THE RULES, REGULATIONS, INSTRUCTIONS, MANUALS AND RECORDS, HELD BY IT OR UNDER ITS CONTROL OR USED BY ITS EMPLOYEES FOR DISCHARGING ITS FUNCTIONS:

The rules, regulations, instructions, manuals and records are followed by the employees for discharging its functions by using Treasury Manual Himachal civil Service code and instructions issued by DTE and HPTSB from time to time and also instructions available in their website.

Section 4(1)(b)(vi)

A STATEMENT OF THE CATEGORIES OF DOCUMENTS THAT ARE HELD BY IT OR UNDER ITS CONTROL :

Sl. No.	Category of the document	Procedure to obtain the documents
1	Bank Pass Books	Through Office
2	Service Book	Through Office
3	Personal files	Through Office
4	Diary and Dispatch Registers	Through Office
5	Bill Register	Through Office

6	Book of Drawl register	Through Office
7	DCR	Through Office
8	Cash-Books	Through Office
9	Admission registers	Through Office
10	Demand Book	Through Office
11	Placement Record	Through Official Website
12	Trainees Result	Through Official Website
13	Vehicle logbook (where vehicle is available	Through Office
14	Duty attendance	Through Office
15	RTI Register	Through Office
16	Vidhan Sabha Question Register	Through Office
17	Files related to budget, correspondence	Through Office
18	Files & documents related to building, Academic, Examination DET	Through Office
19	Files related to Procurement/Tender/Stock Register such as permanent stock register, raw material register, sub-stock register, indent book, work order, store return book	Through Office
20	Files related to Governing Body Meeting.	Through Office
21	Files related to trainees counseling.	Through Office
22	Files related to Hostel, etc	Through Office

Section 4(1)(b)(vii)

Details of consultative committees and other bodies State Fee Regulatory Committee (SFRC)

Not Applicable

Section 4(1)(b)(viii)

Boards, Councils, Committees & Other Bodies Constituted

1. Institution Management Committee.

Sr. No	Officials of ITI	Act As
1	Sh. Sitar Mohammad Chief-(Manufacturing) Operations HP Cluster Pidilite Industries Ltd. Unit -II, Plot No 75-77, Village Dharampur, PO Thana Tehsil Baddi, Distt Solan 173205	Chairman
2	Sh. Arun Upadhyay National Manager (Skill Development & Special Initiatives) Pidilite Industries Ltd. 4th Floor, Paritosh Building, Near Darpana Academy, Osmanpura, Ahmedabad, Gujarat 380013	Member
3	Sehaj Shabad Goyal, Goyal Motor PVT. LTD. Dehoghat ,Solan Distt Solan	Member
4	Sh. Anil Kumar Saklani Assistant Manager, M/S Himachal Energy PVT. Ltd VPO Jabli Tehsil Kasauli	Member
5	Sh. Navneet Dimri Astt. Manager (CSR) M/S Pidilite Industries Limited , Unit-II, Plot No.75-77,PO Thana , Tehsil Baddi, District Solan H.P	Member
6	The Distt. Employment Officer Solan,	Member
7	The Principal Govt. Senior Secondary School(Boy) Solan District Solan H.P	Member
8	Sh. Kapil Trainee Electrician 3rd Unit Govt. ITI Grade-A Solan Distt Solan H.P	Trainee Member

2. Hostel Management Committee.

Sr. No.	Officials Name and Designation	Act As
1	Nek Ram,GI	Incharge
2	Sanjeev Kumar,Sr. Asstt.	Member
3	Renu Verma,Pharmacist	Member
4	Suresh Kumar,Instructor	Member
5	Chandra Prabha,Instrctor	Member
6	Dinesh Kumar, Instructor,	Member
7	Puneet Pathak ,Hostel supdt-cum-PTI	Member

3. Anti-ragging Committee.

Sr. No.	Officials Name and Designation	Act As
1		
2	Mahesh Datt,Inst.	Member
3	Tanzin Dolma,Inst.	Member
4	Pooja Sharma,Inst.	Member
5	Surender Kumar,Inst.	Member
6	Chandra Prabha,Inst.	Member
7	Punteet Pathak, Hostel supdt-cum-PTI	Member
8	Hemlata Bhardwaj,Trainer	Member
9	Ravina Negi,Trainer	Member
10	Vinod Kumar,Trainer	Member
11	Rohini verma,Trainer	Member

4. Quarters Allotment Committee.

Sr. No.	Officials Name and Designation	Act As
1	Nek Ram,GI	Chairman
2	Vishal Kumar, Supdt.	Member
3	Sanjeev Kumar, Sr. Asstt.	Member
4	Parwati,JOA(IT)	Member
5	Tanzin Dolma,Inst.	Member
6	Manoj Kumar, Maintenanc Mechanic	Member

5. Sexual Harassment Committee/Women cell.

Sr. No.	Officials Name and Designation	Act As
1	Tanzin Dolma,Inst.	Incharge
2	Seema Sharma,Inst.	Member
3	Himani Sood, Inst.	Member
4	Bhimanshu,DEO	Member
5		

6. Student Welfare Fund Committee.

Sr. No	Name of Member	Designation
1	Sh. Lalit Kumar, Principal	Chairman
2	Sh. Nek Ram, Group Instructor	Member Secretary

3	Sh. Vishal Kumar, O/ Supdt	Member
4	Smt. Renu Verma, Pharmacist	Member
5	Sh. Rakesh Kumar, Instt. Electrician	Member
6	Smt. Shista, Instr. COPA	Member
7	Smt. Seema Sharma, Instt. Draughtsman Civil	Member
8	Sh. Kailash Sharma, Instt. Drawing	Member
9	Sh. Puneet Pathak O/Supdt, Member	Member
10	Smt. Parwati Sharma, Training Assistant	Member
11	Smt. Sita Devi, Cashier SWF	Member
12	Ishwar Thakur, Fitter Unit-IV	Trainee Member
13	Aman, Electrician Unit-II	Trainee Member
14	Sapna, COPA Unit-I	Trainee Member
15	Palak, Turner Unit-I	Trainee Member
16	Priya Thakur, Electronics Mech. Unit-IV	Trainee Member
17	Harshal Prince Bhardwaj, Electrician, Unit-I	Trainee Member
18	Kajal, DMC Unit-I	Trainee Member
19	Yuvraj, Machinist Unit-I	Trainee Member
20	Kajal, D/Man Civil Unit-I	Trainee Member
21	Priya, Cosmetology, Unit-I	Trainee Member

7. Purchase committee of the institute.

Sr. No.	Officials Name and Designation	Act As
1	Lalit Kumar, Principal	Chairman
2	Office Supdt./Sr. Asstt.	Member
3	Group Instructor,/Sr. Faculty	Member

4	Technical Expert concerned trade	Member
5	Store officer/Store keeper	Member

11. Physical Verification Committee.

Sr. No.	Officials Name and Designation	Act As
1	Sh. Nek Ram ,Group Inst.	Incharge concerned section/trade
2	Sh. Paresh Sharma,Group Inst.	Incharge concerned section/trade
3	Sh. Jitender singh,Group Inst.	Incharge concerned section/trade

12. Electoral Literacy (ELC):

Sr. No.	Name of Committee Members	Designation/Trade name	Duty Assign
1	Nek Ram,	Group Instructor	Incharge
2	Dinesh Kumar,	Instructor	Member
3	Pooja Sharma,	Instructor	Member
4	Hiamni Sood,	Instructor	Member
5	Narender Kumar	Trainer	Member

13. Admission Committee.

Sr.No.	Name of Committee members	Designation
1	Sh. Nek Ram Thakur, Group Instructor	Incharge
2	Sh. Paresh Sharma, Group Instructor	Member
3	Smt. Tenzin Dolma, Instructor Sewing Technology	Member
4	Sh. Surender Singh, Instructor Turner	Member
5	Ms. Hemlata Bhardwaj, Trainer Electronics Mechanic	Member

Section 4(1) (b) (ix)

Directory of Officers and employees:-

Sr. No	Name of the Staff member (Sh./Smt.)	Designation Office	Ph. No.	Email
1	Sh. Lalit Kumar Sharma	Principal	01792223753	itisolan59@gmail.com
2	Sh. Nek Ram	Group Instructor	-do-	-do-
3	Sh. Paresh Sharma	Group Instructor	-do-	-do-
4	Sh Jitender Singh	Group Instructor	-do-	-do-
5	Sh. Vishal Kumar	Supdt. Gr II	-do-	-do-
6	Sh. Sanjeev Kumar	Sr. Asstt.	-do-	-do-
7	Sh Mahesh Dutt	Instructor Electrician	-do-	-do-
8	Sh. Rakesh Kumar	Instructor Electrician	-do-	-do-
9	Sh. Surender Singh	Instructor Turner	-do-	-do-
10	Sh. Vikas Sani	Instructor MMV	-do-	-do-
11	Sh. Subhas Dhiman	Instructor Carpenter	-do-	-do-
12	Smt. Shista Prashar	Instructor COPA	-do-	-do-
13	Smt. Anita kumari	Instructor COPA	-do-	-do-
14	Sh. Kalash Sharma	Instructor Maths	-do-	-do-
15	Sh. Ramesh Kumar	Instructor Fitter	-do-	-do-
16	Smt. Seema Sharma	Instructor D/Man	-do-	-do-
17	Sh. Surender Kumar	Instructor Fitter	-do-	-do-
18	Smt. Pooja Sharma	Instructor Maths	-do-	-do-
19	Sh. Denesh Kumar	Instructor F.O.A	-do-	-do-
20	Smt. Renu Verma	Pharmacist	-do-	-do-
21	Sh. Puneet Pathak	Hostel Supdt.	-do-	-do-
22	Sh. Amit Kumar	Instructor Turner	-do-	-do-

23	Smt. Chander Prabha	Instructor Electronic Mech.	-do-	-do-
24	Smt. Ranjata Sharma	Instructor Electronic Mech.	-do-	-do-
25	Sh. Suresh Kumar	Instructor Machinist	-do-	-do-
26	Smt. Hamani Sood	Instructor Electronic Mech.	-do-	-do-
27	Smt. Tanzin Dolma	Instructor Sewing Technology	-do-	-do-
28	Sh Manoj Kumar	Maint. Mech. Elect.	-do-	-do-
29	Sh. Parteek Selopal	Trainer Mech. Diesel	-do-	-do-
30	Sh. Vinod Kumar Sharma	Trainer welder	-do-	-do-
	Sh. Naresh Kumar	Trainer welder	-do-	-do-
31	Sh. Paras Rana	Trainer F.O.A	-do-	-do-
32	Ms. Hem Lata Bhardwaj	Trainer ELTX.Mech.	-do-	-do-
33	Smt. Raveena Negi	Trainer.D/M (CIVIL)	-do-	-do-
34	Ms. Jyoti	Trainer D/Man Civil	-do-	-do-
35	Smt. Chetna Chauhan	Trainer FITTER	-do-	-do-
36	Sh. Sunny Kumar	Trainer ICTSM	-do-	-do-
37	Sh. Anil Kumar	Trainer I T	-do-	-do-
38	Sh. Pawan Kumar	Trainer Electrician	-do-	-do-
39	Sh. Narinder Singh	Trainer Mech. Diesel	-do-	-do-
40	Sh. Santosh Kumar	Trainer Mech. Diesel	-do-	-do-
41	Smt. Parwati Sharma	JOA (IT)	-do-	-do-
42	Smt. Sita Devi	JOA (IT)	-do-	-do-
43	Smt. Chandni	D.E.O	-do-	-do-
44	Smt. Babita Sharma	D.E.O	-do-	-do-
45	Ms Bhamanshu	D.E.O	-do-	-do-
46	Sh. Daya Ram	W/S ATT.	-do-	-do-

47	Sh. Bhupender Kumar	W/S Att.	-do-	-do-
48	Sh. Mohan Dutt	W/S Att.	-do-	-do-
49	Smt. Poonam	Peon	-do-	-do-
50	Sh. Vinod Kumar	Chowkidar	-do-	-do-
51	Sh. Rishi Pal	Chowkidar	-do-	-do-
52	Sh. Gulab Singh	Chowkidar	-do-	-do-
53	Sh. Gian Dutt	Lab. Att.	-do-	-do-
55	Sh. Sandeep Kumar	Sweeper	-do-	-do-
56	Sh. Vikas Kumar	Sweeper	-do-	-do-
57	Smt. Anita	Sweeper	-do-	-do-
58	Sh. Sunil Mehta	Security Guard	-do-	-do-
59	Sh. Neresh Kumar	Security Guard	-do-	-do-

Section 4(1)(b)(x)

MONTHLY REMUNERATION RECEIVED BY EACH OF ITS OFFICERS AND EMPLOYEES, INCLUDING THE SYSTEM OF COMPENSATION AS PROVIDED IN ITS REGULATIONS:

Sr.No.	Name Officer/Official	Designation	Pay Scale (As per HP Civil Services Revised pay Rules 2022)
1	Sh. Lalit Kumar Sharma	Principal	Level 21
2	Sh. Nek Ram	Group Instructor	Level 15
3	Sh. Paresh Sharma	Group Instructor	Level 15
4	Sh Jitender Singh	Group Instructor	Level 12
5	Sh. Vishal Kumar	Supdt. Gr II	Level 12
6	Sh. Sanjeev Kumar	Sr. Asstt.	Level 11
7	Sh Mahesh Dutt	Instructor Electrician	Level 13
8	Sh. Rakesh Kumar	Instructor Electrician	Level 13

9	Sh. Surender Singh	Instructor Turner	Level 11
10	Sh. Vikas Sani	Instructor MMV	Level 11
11	Sh. Subhas Dhiman	Instructor Carpenter	Level 11
12	Smt. Shista Prashar	Instructor COPA	Level 11
13	Smt. Anita kumari	Instructor COPA	Level 11
14	Sh. Kalash Sharma	Instructor Maths	Level 11
15	Sh. Ramesh Kumar	Instructor Fitter	Level 11
16	Smt. Seema Sharma	Instructor D/Man	Level 11
17	Sh. Surender Kumar	Instructor Fitter	Level 11
18	Smt. Pooja Sharma	Instructor Maths	Level 11
19	Sh. Denesh Kumar	Instructor F.O.A	Level 11
20	Smt. Renu Verma	Pharmacist	Level 14
21	Sh. Puneet Pathak	Hostel Supdt.	Level 5
22	Sh. Amit Kumar	Instructor Turner	Level 11
23	Smt. Chander Prabha	Instructor Electronic Mech.	Level 11
24	Smt. Ranjata Sharma	Instructor Electronic Mech.	Level 11
25	Sh. Suresh Kumar	Instructor Machinist	Level 11
26	Smt. Hamani Sood	Instructor Electronic Mech.	Level 11
27	Smt. Tanzin Dolma	Instructor Sewing Technology	Level 13
28	Smt. Parwati Sharma	JOA (IT)	Level 4
29	Smt. Sita Devi	JOA (IT)	Level 4
30	Sh Manoj Kumar	Maint. Mech. Elect.	Level 9

31	Sh. Daya Ram	W/S ATT.	Level 1
32	Sh. Bhupender Kumar	W/S Att.	Level 1
33	Sh. Mohan Dutt	W/S Att.	Level 1
34	Smt. Poonam	Peon	Level 1
35	Sh. Vinod Kumar	Chowkidar	Level 1
36	Sh. Rishi Pal	Chowkidar	Level 1
37	Sh. Gulab Singh	Chowkidar	Level 1
38	Sh. Gian Dutt	Lab. Att.	Level 1
39	Sh. Sandeep Kumar	Sweeper	Level 1

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:-

Budget Availability Report

Financial year 2024-2025 :

Sr. No.	Object Code	Description	Amount allocated
1	27-2230-03-003-05-S00N-01-N-V	SALARIES	30000000
2	27-2230-03-003-05-S00N-03-N-V	TRAVEL EXPENSES	43225
3	27-2230-03-003-05-S00N-05-N-V	OFFICE EXPENSES	500000
4	27-2230-03-003-05-S00N-06-N-V	MEDICAL REIMBURSEMENT	199134
5	27-2230-03-003-05-S00N-07-N-V	RENT, RATES & TAXES	286517

9	27-2230-03-003-05-S00N-30-N-V	MOTOR VEHICLES (OUTSOURCED VEHICLES/POL/Repairs)	30000
11	27-2230-03-003-05-S00N-33-N-V	MATERIAL AND SUPPLY	100000
13	27-2230-03-003-05-S00N-64-N-V	TRANSFER EXPENSES	3972
14	32-2230-03-789-01-S00N-99-P-V	HONORARIUM	50000
15	19-2235-60-800-11-S00N-06-N-V	MEDICAL REIMBURSEMENT	750000

Section 4(1)(b)(xii)

MANNER OF EXECUTION OF SUBSIDY PROGRAMMES

Not Applicable

Section 4(1)(b)(xiii)

PARTICULARS OF RECIPIENTS OF CONCESSIONS, PERMITS OR AUTHORIZATIONS GRANTED

Not Applicable

Section 4(1)(b)(xiv)

DETAILS IN RESPECT OF THE INFORMATION. AVAILABLE TO OR HELD BY IT. REDUCED IN AN ELECTRONIC FORM :-

All the relevant details including the procurement, tender and student matter are made available on the website

Section 4(1)(b)(xv)

THE PARTICULARS OF FACILITIES AVAILABLE TO CITIZENS FOR OBTAINING INFORMATION, INCLUDING THE WORKING HOURS OF LIBRARY OR READING ROOM, IF MAINTAINED FOR PUBLIC USE:-

The institute has maintained its library restricted only to its trainees and staff. The library is not open for the general public.

Section 4(1)(b)(xvi)

THE NAMES, DESIGNATIONS AND OTHER PARTICULARS OF THE PUBLIC INFORMATION OFFICERS: -

S. No.	Name	Designation	Phone No.	E-Mail
1.	Smt. Samritika Additional Director TE	First Appellate Authority	01907-266572	techedu-hp@nic.in
2.	Sh.Lalit Kumar, Principal (Sr. Scale)	Public Information Officer	01792-223753	itisolan59@gmail.com

Section 4(1)(b)(xvii)

OTHER INFORMATION PRESCRIBED :-

Besides this, information related to Govt. ITI can be viewed on the official website of the institute.

1. Suo-Motu Disclosure of more items under Section 4 of the RTI Act, 2005 :-

1.1 Information related to procurement

All the relevant details including the procurement, tender and student matter are made available on the website www.itsolan.edu.in

1.2 Public Private Partnerships

Govt. ITI Solan is not covered under Public Private Partnership Mode.

1.3 Transfer Policy and Transfer Orders

This point comes under the purview of the State Govt. The transfer orders as well as Transfer Policy are uploaded on the Departmental Website and a **Specific Link has been provided in the RTI Tab.**

1.4 RTI Applications

Detail of Applications received seeking information under RTI Act, 2005 in the Institute has been uploaded on the Departmental Website in the RTI Tab.

1.5 CAG & PAC Paras

Detail CAG & PAC Paras has been uploaded on the Departmental Website in the RTI Tab.

1.6 Citizens Charter

Detail of Training facilities available to the youth of the State viz. Admission Procedure, Prospectus, Trades available, Examination Procedure, Results, etc. have been uploaded on the Departmental Website in the RTI Tab. with specific external links.

1.7 Discretionary and Non-Discretionary Grants

This Institute has received any Grant under any Centrally Sponsored Scheme like STRIVE & VTIP. The grant has been utilized as per the approved ISP of the grant.

1.8. Tours of Head of Office/Delegation

Information of Tours of Head of Office will be uploaded on the Institutional Website in future.