

4. E. Governance

S.No.	Items	Details of Disclosure	Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
4.1	Language in which Information Manual/	(i) English	All information on the Research Schemes is available in English.
	Handbook Available [F.No. 1/6/2011-IRdt.15.4.2013]	(ii) Vernacular/Local Language	No
4.2	When was the information Manual/Handbook last updated? [FNo.1/6/2011-IR dt 15.4.2013]	Last date of Annual updation	Updating of documents is a continuous process, carried out from time to time.
4.3	Information available in electronic form [Section 4(1)(b)(xiv)]	(i) Details of information available in electronic form	Available electronic reports may be accessed under Documents menu on DHR website Link: https://dhr.gov.in
		(ii) Name/ title of the document/record/other information	
		(iii) Location where available	

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4.4	Particulars of facilities available to citizen for obtaining information [Section (1) (b) (xv)]	(i) Name & location of the facility	Department of Health Research, 2nd Floor, IRCS Building, 1, Red Cross Road, New Delhi – 110001. Link: https://dhr.gov.in/contactus
		(ii) Details of information made available	Available on DHR website Link: https://dhr.gov.in
		(iii) Working hours of the facility	9:00AM to 5:30PM (Monday to Friday)
		(iv) Contact person & contact details (Phone, fax e-mail)	Available on the link. Link - https://dhr.gov.in/who-who

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4.5	Such other information as may be prescribed under section 4(i)(b)(xvii)	(i) Grievance Redressed mechanism	1-The Department has already appointed a Nodal Officer and Appellate Authority to deal with and redress Public Grievances received from the Public, Govt. employees of the Department and its one autonomous body/ subordinate office namely Indian Council of Medical Research (ICMR). The major chunk of grievances is received mainly online through CPGRAMS. 2-The grievances are monitored on daily basis and also reviewed by the Joint Secretary at regular intervals. The grievances pertaining to the ICMR (AB of the Department) are also reviewed from time to time at the Department level by holding meetings with the ICMR and sensitizing them about the early and quality redressal of the grievances.
		ii) Details of applications received under RTI and information provided	Total RTI received (during 2024-25) - 702 Total information provided (during 2024-25) - 686
		(iii) List of completed schemes/ projects/ Programme	Implementation of schemes is a continuous process. Further details may be accessed under Schemes menu on DHR website Link : https://dhr.gov.in
		(iv) List of schemes/projects/ programme under way	The schemes namely, 1. Setting up of Nation-wide of laboratories for managing epidemics and National calamities is a central sector scheme. The Viral and Research Diagnostic Laboratories (VRDL's) set up under it undertake the research work. No project/programme undertaken/conducted under the scheme. 2. Establishing Multi-Disciplinary Research Units (MRUs) in Government Medical Colleges/ Research Institutes. 3. Model Rural Health Research Units (MRHRUs) in the States.
		(v) Details of all contracts entered into including name of the contractor, amount of contract and period of Completion of contract	
		(vi) Annual Report	Annual reports may be accessed here. Link - https://dhr.gov.in/documents/annual-reports
		(vii) Frequently Asked Questions (FAQs)	
		(viii) Any other information such as a) Citizen's Charter	Citizen client charter may be accessed here Link - https://dhr.gov.in/documents/citizensclients-charter
		b) Result Framework Document (RFD)	
		(c) Six monthly reports on the	
(d) Performance against the benchmarks set in the Citizen's Charter			

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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	Applications	Received	Disposed of
			During the FY 2024-25	679	656
		(ii) Details of appeals received, and orders issued	Appeals	Received	Disposed of
			During the FY 2024-25	28	28
4.7	Replies to questions asked in the parliament [Section 4(1)(d)(2)]	Details of questions asked, and replies given	Find enclosed the details: https://dhr.gov.in/sites/default/files/rti/PQ%20english.pdf https://dhr.gov.in/sites/default/files/rti/PQ%20hindi.pdf		