

# SAINIK SCHOOL JHUNJHUNU



## MANDATED INFORMATION AS PER RTI 2005

Ser	Point/ Item	Remarks
1.	The particulars of the organisation, functions and duties	The information is available on the school website "www.ssjhunjhunu.com"
2.	The powers and duties of its officers and employees	The details are as governed by Sainik Schools Society Rule Book 1997 and amendment/ policies issued by the Society from time to time.
3.	The procedure followed in the decision-making process, including channels of supervision and accountability	The procedures are laid down as per Sainik Schools Society Rule Book 1997 and amendment/ policies issued by the Society from time to time.
4.	The norms set by it for the discharge of its functions	The norms are laid down as per Sainik Schools Society Rule Book 1997 and amendment/ policies issued by the Society from time to time.
5.	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 are laid down as per Sainik Schools Society Rule Book 1997 and amendment/ policies/SOPs issued by the Society from time to time.
6.	A statement of the categories of documents that are held by it or under its control	The documents are laid down as per Sainik Schools Society Rule Book 1997 and amendment/ policies/ SOPs issued by the Society from time to time. The documents are held under custody of respective head of department; the departments are as follows: - (a) Training Department (b) Accounts Department (c) Quarter Master Department (d) Main Office (e) Establishment
7.	The particulars of any arrangement that exists for consultation with, or representation by, the members of the public in relation to the formulation of its policy or implementation thereof	Sainik Schools Society defines relevant policies & the laws to be followed by school. Formulation of policies is not done by the school.

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8.	A statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice, and as to whether meetings of those boards, councils, committees and other bodies are open to the public, or the minutes of such meetings are accessible for public	Details of Local Board of Administration (LBA) of the school is available on the website "www.ssjhunjhunu.com"
9.	A directory of its officers and employees	Details are available on the website "www.ssjhunjhunu.com"
10.	The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations	The Officers and employees of the school are provided monthly remuneration, in accordance with laid down policy on the subject by Sainik Schools Society, Ministry of Defence, Gol.
11.	The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made	The school does not have any such agency, wherein the budget is allocated through Sainik School Jhunjhunu office.
12.	The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes	Scholarships/ concessions are provided to the cadets as per the scale and policies laid down by MoD, Sainik School Society and Govt. of Rajasthan. Details are available on the website "www.ssjhunjhunu.com"
13.	Particulars of recipients of concessions, permits or authorisations granted by it	
14.	Details in respect of the information, available to or held by it, reduced in an electronic form	Details are available on the website "www.ssjhunjhunu.com in electronic format.
15.	The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use	The library/ reading room of the school for obtaining information during working hours is not available for public use.
16.	The names, designations and other particulars of the Public Information Officers	Details are available on the website "www.ssjhunjhunu.com"
17.	Such other information as may be prescribed and thereafter update these publications every year	-