



सत्यमेव जयते
Government of India

Ministry of Health and Family Welfare

National Tuberculosis Institute 8, Avalon,

Bellary Rd, Guttahalli, Bengaluru

Karnataka 560003

PROACTIVE DISCLOSURE UNDER SECTION 4 (1) (b) OF RTI ACT, 2005

1. ORGANIZATION AND FUNCTION

1.1 Particulars of its organisation, functions and duties [Section 4(1)(b)(i)]

The National Tuberculosis Institute owes its origin to the findings of a 1955-58 survey conducted by the Indian Council of Medical Research (ICMR) where a high incidence of pulmonary tuberculosis was found across the country. Acting on the survey findings, the Government of India initiated actions to establish an institute solely dedicated to formulate National TB Control Programme (NTP) and to train human resources for implementation of NTP, as a result, NTI was established in 1959. The technical assistance was provided by the World Health Organization and the Institute procured the necessary equipment through UNICEF assistance.

The Institute has, ever since, been active in research projects and studies and has been successful in formulating a TB Control Program for the country which incorporates the clinical, epidemiological and sociological aspects of the disease. It is involved in activities such as training medical and paramedical staff and personnel across the country, formulating policies and programs in accordance with the WHO recommended DOTS strategy, planning, coordinating and executing research on TB disease and its epidemiology, monitoring of programs, campaigns and impacts and documentation and dissemination of knowledge through print and audio-visual media.

The Institute was accredited as a WHO Collaborating Centre for TB research and training in 1985. The Institute had also served as the nodal centre for operational research related to National TB programme. The major activities of a nodal centre are to organize workshops and dissemination of research data through publications.

i. Name and Address of the Organization

National Tuberculosis Institute [NTI]

Ministry of Health & Family Welfare,

Government of India,

‘AVALON’, No.8, Ballari

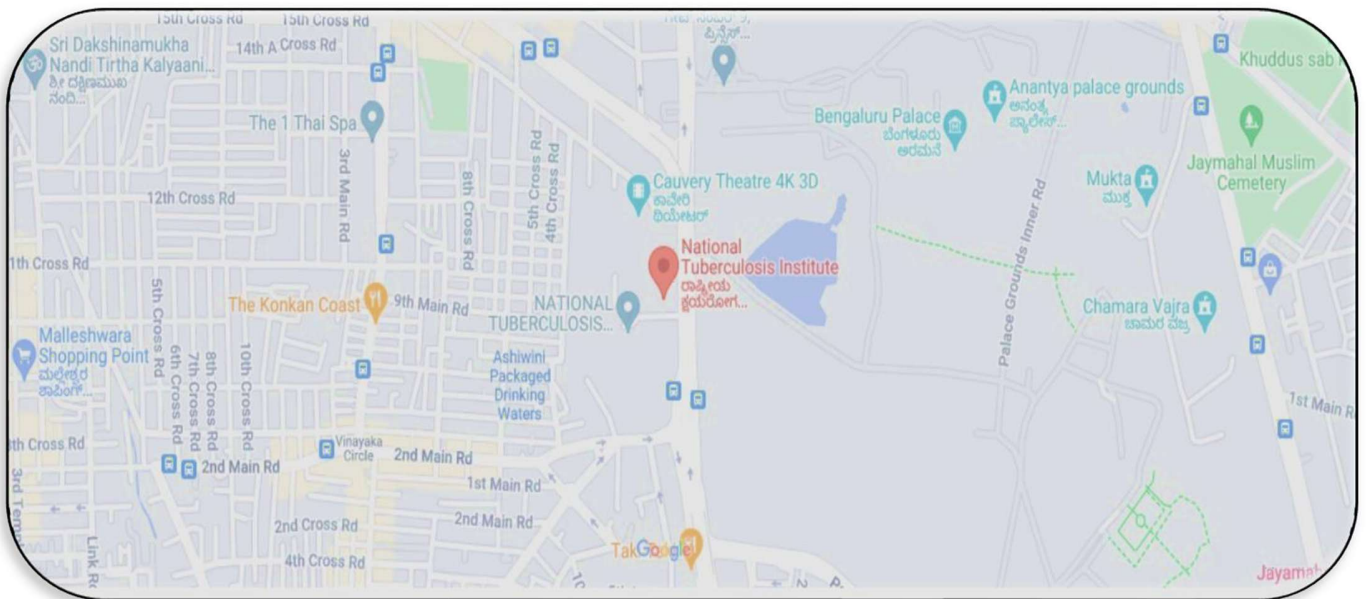
Road, Bengaluru Karnataka-560003

Phone : +91 80 23441192, 23441193, 23447951

Fax : 080-23440952

Email : nti@ntiindia.org.in

Website : <https://nti.gov.in>



Location Map of NTI

i. Head of the Organization:

Name	Prof(Dr) Urvashi B Singh
Designation	Director NTI and DDG-TB
Date of joining the Institute	28/02/2025
Qualification	MD, PhD, FAMS
Telephone	80 23441192 / 23441193
E-mail	nti@ntiindia.org.in

ii. Vision, Mission and Key Objectives

Vision Statement

- To undertake human resource development activities to be aligned with the aspiration of the Nation to eliminate tuberculosis from the country.

Mission Statement

- To foster and build the capacity of health care workers to effectively implement the policies and guidelines to eliminate tuberculosis.
- To provide technical support to the National Tuberculosis Programme to prevent, diagnose, treat and manage tuberculosis including post tuberculosis lung disorders.
- To facilitate adoption of new innovations in tuberculosis care through participation in evaluation of newer technologies for quality and rapid diagnosis of tuberculosis & drug resistance and vaccines for prevention of tuberculosis.
- To function as National Reference Laboratory to develop and strengthen skills of human resources in the tuberculosis laboratory network across the country and strengthen quality assurance of diagnostic services for tuberculosis at all levels.
- To collaborate with international organizations like WHO, SAARC TB & HIV Centre, FIND, The Union and other partners as a center of excellence for training in tuberculosis.

Key Objectives:

Objectives for establishing NTI were as under:

1. To formulate a nationally applicable, economically feasible and scientifically valid TB control program.
2. To train the workforce for the implementation of NTEP.
3. To provide technical support to CTD and State TB units for effective implementation of TB control
4. To monitor and supervise the NTEP
5. To undertake operation research
6. To serve as National Reference Laboratory (NRL)

ii. Functions and Duties

The Technical Activities carried out include building the capacity of human resources for effective implementation of National Tuberculosis Elimination Program (NTEP) hitherto called as RNTCP, and to undertake Operational Research to strengthen the various services under NTEP.

S.NO	DIVISIONS	SERVICES / FUNCTIONS
1	HRD and Documentation Division	<p>The core activity of the Institute is to provide:</p> <ul style="list-style-type: none">• Induction training to develop the skills of health care workers to effectively implement the TB programme at peripheral, district and state levels.• Updates on various facets of TB management to healthcare professionals.• Participating in the development of technical and operational guidelines for elimination of TB.• Preparation of training materials in line with technical and operational guidelines.• Evaluation of training <p>Major Activities of the HRD Division is building the capacity of TB Workers of the region. The three units of the Division are: -</p> <ol style="list-style-type: none">1. Training Unit2. Computer Lab3. Library and Documentation Cell.

S.NO	DIVISIONS	SERVICES / FUNCTIONS
2	Laboratory Division	<ul style="list-style-type: none"> • To enhance and strengthen skills of laboratory workers in the TB laboratory network across the country in timely and accurate diagnosis of TB & its drug resistance under NTEP. • To provide quality assured diagnostic services for tuberculosis to three districts of Karnataka under NTEP and referral services all over the country using state-of-the-art technologies. • To function as National reference laboratory for monitoring and review of laboratory performance of TB laboratory network for quality assurance and continuous quality improvement in TB diagnostic services. • To facilitate evaluation of innovative tools and technologies for improved and rapid detection of TB and drug resistance. • To provide technical support to NTEP in development of technical guidance documents.

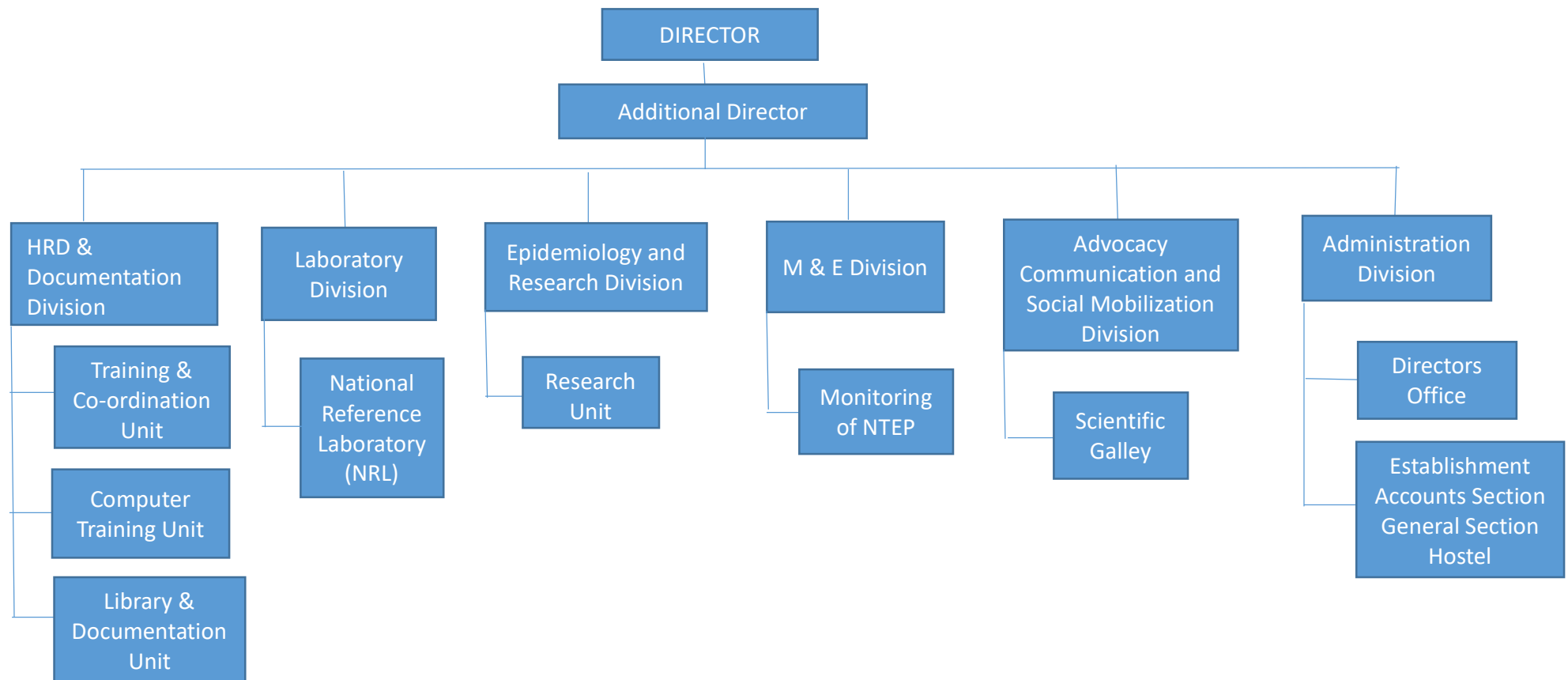
S.NO	DIVISIONS	SERVICES / FUNCTIONS
3	Epidemiology and Research Division	<ul style="list-style-type: none"> • To plan and conduct community and facility-based epidemiological, operational and implementation research in TB • To Build capacity of programme managers/Medical college faculty in Protocol development, conducting research and for publication in association with CTD, State TB cells and other partner organisations. • To Conduct Research dissemination workshop for aiding programme and policy advocacy • To Collaborate with various Institutions and Organizations for conducting multicentric operational/implementation research, TB surveys, mathematical modelling and regulatory clinical trials. • To conduct Quality Improvement and Health System Resilience workshops for Programme Managers aimed at strengthening the TB care services to achieve the long-term goal of ending TB.

S.NO	DIVISIONS	SERVICES / FUNCTIONS
4	Monitoring and Evaluation Division	<p>NTI participates in central Internal Evaluation to assess the implementation of the NTEP. Also, the institute has been identified as the nodal body to advocate the establishment of State TB Training and Demonstration Centres as per norms and provide the technical guidance for strengthening and monitoring the functioning of the already established ones. The other national institutes would support NTI, Bengaluru in this endeavour.</p> <p>Role of NTI in STDCs:</p> <ul style="list-style-type: none"> • Supervision, monitoring and evaluation of STDCs (SM&E) • Build capacity and expertise
5	Advocacy, Communication and Social Mobilization Division	<p>The Advocacy Communication and Social Mobilization Division was established at NTI on 24th March 2003. The Division highlighted the need to involve “cured patients” as advocates on TB by their active participation in elimination activities. The division has a scientific gallery which has a rich repository of general information on TB, important milestones in the evolution of the programme and achievements of the institute both in the past and in the present have been displayed. The Division plays a key role in sensitizing the nursing, paramedical, life sciences and medical students on TB and NTEP.</p> <p>Functions:</p> <p>To disseminate</p> <ol style="list-style-type: none"> 1. The general information on TB 2. The evolution of the programme,

S.NO	DIVISIONS	SERVICES / FUNCTIONS
		3. Research conducted by NTI and achievements of the Institute since its inception to the general public, para-medical students etc.
6	Administration Division	<ul style="list-style-type: none"> The Administration Division caters to all the administrative requirements of the Institute. The five units under this Division are <ol style="list-style-type: none"> 1. Establishment 2. Accounts 3. Hostel 4. Stores 5. Transport Units. The unit caters to the administrative matters, general upkeep of campus through CPWD, provision of contractual manpower to various divisions and service matters pertaining to the staff viz. The Civil, Electrical and Horticultural works of the Institute are being executed through the Central Public Works Department (CPWD), under the Ministry of Urban Development and Poverty Alleviation, Government of India, out of the budget sanctioned to NTI during each financial year.

S.NO	DIVISIONS	SERVICES / FUNCTIONS
		<ul style="list-style-type: none"> • The Institute has a fleet of 6 vehicles and the unit is responsible for the upkeep of the vehicles including in-house repair of vehicles, if feasible. • Stores units cater to the logistic needs of various Units/Divisions of the Institute. It is responsible for procurement and supply of store items for smooth functioning of the Institute. • The hostel unit of the institute caters to the accommodation needs of medical & paramedical trainees attending various training programmes and also officials visiting from headquarters and other Institutions/Offices. • The unit caters to the financial matters of the Institute.

Organogram:





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Ministry of Health and Family Welfare
National Tuberculosis Institute 8, Avalon,
Bellary Rd, Guttahalli, Bengaluru
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PROACTIVE DISCLOSURE UNDER SECTION 4 (1) (b) OF RTI ACT, 2005

1. ORGANIZATION AND FUNCTION

1.2 Power and duties of its officers and employees

[Section 4(1)(b)(ii)]

i. Powers and duties of officers

Director:

At present, the Institute is headed by a Director who is also the Deputy Director General and head of National TB Elimination Program of the country. The Director is involved in administrative, technical and financial matters of the institute. She is the controlling authority for officers and other staff of the establishment. The Director has delegated the powers to implement the rules and regulations by the competent authority.

Division Heads:

Each division has a separate head, who supervises the technical work of the division. The Division head also supports the Director in technical, administrative and research activities.

Specialists & Medical Officers:

The specialists and the medical officers carry out the technical activities in their respective divisions and also support in the administrative roles as assigned from time to time by the competent authority.

ii. Powers and duties of other employees

Technical and support staffs:

The technical and support staff assist the officers in substantive functions, towards fulfilling the objectives of the institute.

Administration:

The Administration Division consists of Accountant, Head Clerk, Upper Division Clerk / Lower Division Clerk and other supporting staff. It deals with all types of establishment matters like maintaining of service registers, employee particulars, maintenance of estates and recruitment process. The accounts section deals with salary, bills, budget utilization and other matters involving financial aspects. Stores section deals with procurement and maintenance of supplies and fulfillment of annual requirements of the institute.

iii. Rules / orders under which powers and duty are derived

1. Recruitment rules and regulations of NTI
2. Fundamental and Supplementary rules (FR /SR)
3. Central Civil Service (CCS) Rules
4. Office Memorandum / Guidelines issued by Ministry of Health and Family Welfare, Government of India.
5. Office Memorandum / Guidelines issued by DoPT, Government of India from time to time
6. General Provident Fund Rules
7. General Financial Rules

iv. Exercised

As per the above rules and orders from time to time and based on allocation of work.

v. Work allocation

Allocation of work among officers is given below as on 31st March 2024:

Divisions	Name of the officer in charge	Designation
HRD and Documentation	Dr. C. Ravichandra	HAG (NFU)
Laboratory	Dr. Sarika Jain Agrawal	Specialist Gr. I Microbiology
Epidemiology and Research	Dr. S. Umashankar	Senior CMO (SAG)
Monitoring and Evaluation	Dr. Preetish S Vaidyanathan	HAG (NFU)
Advocacy, Communication and Social Mobilization	Dr. Sanat Kumar Tripathy	Consultant (TB)
Administration	Dr. Rajeswari Kasturi	DDG Stats
Other sections		
Liaison Officer (SC/ST)	Dr. Poornima A	Senior Medical Officer
Drawing & Disbursing Officer (DDO)	Dr. N. Udanesha	Additional Director
Liaison Officer (OBC)	Dr. S. Umashankar	CMO (SAG)
Central Public Information Officer (CPIO)	Dr. Sanat Kumar Tripathy	Consultant (TB)
Public Grievance Officer	Dr. Preetish S Vaidyanathan	HAG (NFU)
Central Stores	Dr. Rajeswari Kasturi	DDG Stats
Transport	Sri B.V. Venkatachalappa	Junior Statistical Officer
Institutional Ethics Committee (IEC)	Dr. C. Ravichandra	HAG (NFU)

Hostel	Sri. Stanly Jones A	Hostel warden
Estate & Security	Dr. N. Udanesha	CMO (SAG)
Web Information Manager AEBAS Nodal Officer	Dr. Rajeswari Kasturi	DDG Stats



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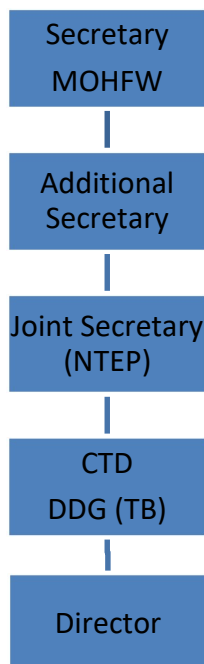
PROACTIVE DISCLOSURE UNDER SECTION 4 (1) (b) OF RTI ACT, 2005

1. ORGANIZATION AND FUNCTION

1.3 Procedure followed in decision making process [Section 4(1)(b)(iii)]

i. Process of decision making – Identify key decision-making points

The Institute is established as a sub-ordinate office, under the Department of Health, Ministry of Health & Family Welfare, Govt. of India. The process and procedures of decision making is per the appropriate Government of India norms.



ii. Final decision-making authority

The Director is the decision-making authority in matters of technical and administrative affairs and for day-to-day functioning of the institute.

iii. Related provisions, acts, rules etc.

1. Recruitment rules and regulations of National Tuberculosis Institute
2. Fundamental and Supplementary rules (FR /SR)
3. Central Civil Service (CCS) Rules
4. Office Memorandum / Guidelines issued by Ministry of Health and Family Welfare, Government of India.
5. Office Memorandum / Guidelines issued by DoPT, Government of India from time to time.
6. General Provident Fund Rules
7. General Financial Rules
8. NTEP Guidelines

iv. Time limit for taking decisions, if any

The time limit for technical and administrative activities is adhered and decisions taken within a fixed duration.

v. Channel of supervision and accountability

The Director is supported by Additional Director and other officers in matters relating to administration and technical aspects. Various committees are constituted by the Director for the procedures to be followed in decision making process and for accountability.



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PROACTIVE DISCLOSURE UNDER SECTION 4 (1) (b) OF RTI ACT, 2005

1. ORGANIZATION AND FUNCTION

1.4 Norms for discharge of functions

[Section 4(1)(b)(iv)]

i. Nature of functions / services offered

1. Training / Capacity building
2. Laboratory
3. Research
4. Monitoring and Evaluation
5. Social Mobilization
6. Administrative functions

1. Training / Capacity building

The HRD and Documentation Division performs the training related function as per the requirement and guidelines of the NTEP.

2. Laboratory

The Laboratory Division performs the functions related to enhancing and strengthening the skills of laboratory workers in the TB, as per the requirement and guidelines of the NTEP.

3. Research

The Epidemiology and Research Division performs the functions related to community and facility-based epidemiological, operational and implementation research in TB, as per the requirement and guidelines of the NTEP.

4. Monitoring and Evaluation

The Monitoring and Evaluation Division performs the functions related to central Internal Evaluation to assess the implementation of the NTEP.

5. Social Mobilization

The Advocacy, Communication and Social Mobilization Division performs the functions related to dissemination of general information on TB, the evolution of the programme, research conducted by NTI and achievements of the Institute since its inception to the general public, para-medical students etc., as per the requirement and guidelines of the NTEP.

6. Administrative functions

As per rules, regulations & and instructions issued by the Government of India from time to time, the Administration Division discharges its functions. It caters to all the administrative requirements of the Institute. The five units under this Division are Establishment, Accounts, Hostel, Stores and Transport Units.

ii. Time limit for achieving the targets

All activities are scheduled as per the training calendar and need based trainings are taken up outside the calendar events.

iii. Process of redress of grievances

The grievances of the public and staff are addressed by the Director and Public Grievance Officer within the time frame as per the grievances from time to time.



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PROACTIVE DISCLOSURE UNDER SECTION 4 (1) (b) OF RTI ACT, 2005

1. ORGANIZATION AND FUNCTION

1.5 Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]

i. Title and nature of the record / manual / instruction

ii. List of rules, regulations, instructions manuals and records

iii. Acts / Rules, manuals etc

The Institute discharges its functions by the way of Government of India norms as set by DoPT. The rules and regulations or norms concerning service conditions of employee, Fundamental and supplementary Rules (FR/SR), CCS (Conduct) Rules and General Financial Rules (GFR) framed by the Govt. of India, and such other rules and orders issued from time to time shall apply to the extent applicable to the employees.

1. Recruitment rules and regulations of National Tuberculosis Institute for Group 'B' and 'C' employees
2. Fundamental and Supplementary rules (FR /SR)
3. Central Civil Service (CCS) Rules
4. Office Memorandum / Guidelines issued by Ministry of Health and Family Welfare, Government of India.
5. Office Memorandum / Guidelines issued by DoPT, Government of India from time to time.
6. General Provident Fund Rules
7. General Financial Rules
8. Standard Operating Procedures for procurement of articles

9. Standard Operating Procedures for Aadhaar Enabled Biometric Attendance System
10. National Tuberculosis Elimination Programme (NTEP) guidelines for case diagnosis, treatment / complications and other guidelines issued from time to time

The list and description of establishment rules, regulations, manuals and other records can be accessed from the DoPT Website

iv. Transfer policy and Transfer orders

The transfer of Director, specialists and medical officers working in the Institute is managed by the Central Health Services (CHS) section of MOHFW and other service officers by the respective cadre controlling authorities.

Other category of employees – **Not Applicable**



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PROACTIVE DISCLOSURE UNDER SECTION 4 (1) (b) OF RTI ACT, 2005

1. ORGANIZATION AND FUNCTION

1.6 Categories of documents held by the authority under its control
[Section 4(1)(b)(vi)]

i. Categories of documents

ii. Custodian of documents / categories

Categories of documents	Custodian of documents
Letters, notes pertaining to internal communication and communication with CTD, MoH&FW, state Govt. authorities and others Annual performance Appraisal Reports Confidential files Disciplinary proceedings Annual Reports	Director Office
Recruitment rules Service registers Personal files of all staff Recruitment, Appointment & Promotions / Seniority Court cases & related documents Pay fixation Committee constitution & reports Engagement of outsourced/ Contract staff Leave register of employees Maintenance of Roster for identification of posts Quarters allotment Estate & Security related files	Establishment

Categories of documents	Custodian of documents
Salary particulars, advances etc. Cash book / Receipts, GPF Financial Statements Budget estimates / expenditure Pension details of retired staff Audit files	Accounts Unit
Supplies & Materials - Records related to purchase of equipment/articles/services/ consumables/ non-consumables, Condemnation of articles Stock register Tender / quotations / bid documents Maintenance of articles	Stores Unit
Lab reports of patients Research documents, Lab Registers and files	Laboratory Division
Annual Training Calendar Training particulars Joining & Relieving reports of participants Training resources	HRD & Documentation Division
Monitoring & Evaluation reports Field Surveillance reports, technical reports / guidelines Publications Annual Reports	Monitoring & Evaluation Division
Field Surveillance reports Technical reports / guidelines Publications of Annual Reports	Epidemiology & Research Division
Website related documents	Statistics Unit
Library books Scientific journals Technical reports Annual Reports of Institute	Library Unit
RTI applications RTI Act 2005 & rules 2012 RTI - Compendium of rules & OM	Public Information Officer



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PROACTIVE DISCLOSURE UNDER SECTION 4 (1) (b) OF RTI ACT, 2005

1. ORGANIZATION AND FUNCTION

1.7 Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]

i. Name of Boards, council, Committee etc

ii. Composition

iii. Dates from which constituted

iv. Term / tenure

v. Powers and functions

S.No .	Name of the Committee	Composition	Dates from which constituted	Term/ Tenure	Powers / Functions
1	NTI-IEC	Dr. Srigiri S Revadi Dr. C. Ravichandra Dr. Om Prakash Dr. Vineet Kumar Chadha Dr. Nivedita Ms. Brindha Nandakumar Dr. Thelma Narayan Dr. S. Vijaya Dr. Vishnu Vardhan Kamineni	29/01/2015 11/10/2018 22/06/2009 19/08/2022 08/01/2019 22/06/2009 22/06/2009 13/05/2009 23/11/2010 08/10/2018	Till date Till date Till date 31/10/23 Till date Till date Till date Till date Till date Till date	To review the research protocols as per the IEC guidelines and recommend needful changes and approve / reject them.

S.No .	Name of the Committee	Composition	Dates from which constituted	Term/ Tenure	Powers / Functions
		Ms.Smitha R			
2	Books and Journals	Dr. C. Ravichandra, HAG (NFU) Dr. S. Uma Shankar, CMO (SAG) Dr. Sanat Kumar Tripathy, Specialist Gr. I (TB) Dr. Sarika Jain Agrawal, Specialist Gr. I Microbiology Smt. Uma Devi Ramulingappa, Field Investigator	04/04/2025	Till date	To review and recommend the procurement of Books and Journals required at NTI.
3	NTI Staff Quarters	Dr. Rajesh L Kademani HAG (NFU) Dr. Sanat Kumar Tripathy, Consultant TB Dr. Swetha Rajeshwari, Public Health Specialist Gr. III	11/06/2025	Till date	To review applications and recommend the allotment, vacation and other activities like housekeeping, upkeep and associated miscellaneous activities with regards to the NTI quarters.
4	Recruitment Rule of Group 'B' and 'C' officials of this Institute	Dr. N. Udanesha, CMO(SAG), Addl. Director Dr. Ravichandra C, CMO (SAG) Sri. Jameel Ahmed, Field Investigator Smt, Shantha Kumari, Secretarial Assistant Representative from CTD	03/07/2023	Till date	To recommend on matters pertaining to Recruitment Rule of Group 'B' and 'C' officials of this Institute
5	Internal Complaints Committee	Dr. Chethana Rangaraju, Public Health Specialist Gr. I Smt. Aparna Kanampalli, External Member Dr. Poornima, Sr. Medical Officer Dr. George Sebastian,	04/04/2025	Till date	To review and recommend actions based on any Internal Complaints received as per relevant existing guidelines and

S.No	Name of the Committee	Composition	Dates from which constituted	Term/ Tenure	Powers / Functions
		Jr. Bacteriologist			rules.
6	Technical Evaluation Committee	Dr. N. Udanasha, Additional Director Dr. S. Uma Shankar, CMO (SAG) Dr. Sarika Jain Agrawal, Specialist Gr. I Microbiology	20/11/2023	Till date	To review and recommend the technical specifications of products / services indented for and the compliance of the procured products / services.
7	Grievance Officer of NTI	Dr. Uma Shankar S., CMO (SAG)	04/04/2025	Till date	To examine and recommend actions based on any Internal Grievance received as per relevant existing guidelines.
8	CPIO(A)	Dr. Sanat Kumar Tripathy, Consultant TB	04/04/2025	Till date	The Central Public Information Officer (CPIO) is responsible for providing information to the public under the Right to Information Act, 2005.
9	Purchase Committee	Dr. Sarika Jain Agarwal, Specialist Gr. I Microbiology Dr. A. Poornima, Sr. Medical Officer Dr. George Sebastian, Jr. Bacteriologist	19/04/2023	Till date	To examine and recommend the technical specifications of products / services indented for and the compliance of the procured products / services as per existing guidelines and rules.

S.No.	Name of the Committee	Composition	Dates from which constituted	Term/ Tenure	Powers / Functions
10	Local Purchase Committee	Dr. N. Udanisha, Additional Director Dr. S Umashankar, CMO SAG Dr. Sarika Jain Agarwal, Specialist Gr. I Microbiology	04/04/2025	Till Date	To examine and recommend the technical specifications of products / services costing less than Rupees Five lakhs indented for and the compliance of the procured products / services as per existing guidelines and rules.

vi. Whether their meetings are open to the public?

The committee constituted is internal and the proceedings are generally not disclosed to the public.

vii. Whether the minutes of the meetings are open to the public?

No

viii. Place where the minutes if open to the public are available?

Not Applicable



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PROACTIVE DISCLOSURE UNDER SECTION 4 (1) (b) OF RTI ACT, 2005

1. ORGANIZATION AND FUNCTION

1.8 Directory of officers and employees [Section 4(1)(b)(viii)]

Details of Officers:

Sl.No.	Name	Designation
1	Prof(Dr) Urvashi B Singh	Director & DDG TB
2	Dr. Somashekar N	Consultant TB
3	Dr. N Udanesha	Additional Director
4	Dr. Preetish S Vaidyanathan	HAG (NFU)
5	Dr. Ravichandra C	HAG (NFU)
6	Dr. Rajesh L Kademani	HAG (NFU)
7	Dr. Umashankar S	Senior CMO (SAG)
8	Dr. Rajeswari Kasturi	DDG (Stat)
9	Dr.Sanat Kumar Tripathy	Consultant TB
10	Dr. Chethana Rangaraju	Public Health Specialist Gr. I
11	Dr. Swetha Rajeshwari	Public Health Specialist Gr. III
12	Dr. Sarika Jain Agrawal	Microbiologist Gr I

13	Dr. Poornima A	Sr. Medical Officer
14	Shri Ashish Yadav	Deputy Director
15	Dr. George Sebastian	Jr. Bacteriologist
16	Sri. V Magesh	Field Investigator
17	Smt. P Suganthi	Field Investigator (ad-hoc Investigator)
18	Sri. Joydev Gupta	Field Investigator
19	Dr. Sanjay Singh	Field Investigator
20	Sri. Gowda Umadevi Ramulingappa	Field Investigator
21	Sri. Jameel Ahmed S	Field Investigator
22	Sri. Ramesh Kumar Srivastava	Field Investigator
23	Sri. K K Ananda Babu	X- ray technician
24	Sri. Govindanarayana Swamy	X- ray technician
25	Sri. M P Saravanan	X- ray technician
26	Sri. R Padmesha	X- ray technician
27	Sri. H D Surendra	Medical lab technologist
28	Sri. D Narayana	Medical lab technologist
29	Sri. N Vijayalakshmi	Medical lab technologist
30	Smt. N Shivashankari	Medical lab technologist
31	Sri. Manjunath G Achari	Medical lab technologist
32	Sri. Raghunandan	Medical lab technologist
33	Smt. V Mamatha	Medical lab technologist
34	Sri A Ranganatham	Medical lab technologist

35	Sri. N K Hemanth Kumar	Sister tutor
36	Sri. O Srinivasalu	Sister tutor
37	Smt. Archana Kumari	Junior Statistical Officer
38	Sri. Venkatachalappa B V	Junior Statistical Officer
39	Sri. R Jitendra	Junior Statistical Officer
40	Sri. Shyam Krishnan	Junior Statistical Officer
41	Sri. Rajan R	Head clerk
42	Sri. R Ravi	Stenographer Gr. II
43	Smt. R Shantha Kumari	Stenographer Gr. II
44	Smt. Mamta Kumari	Stenographer Gr. III
45	Sri. K R Hemanth Kumar	Health visitor
46	Sri. B A Shivashankara	Health visitor
47	Sri. N Nagendra	Health visitor
48	Sri. G Puttaswamy	Health visitor
49	Smt. Mangala Gowri H T	UDC
50	Smt. P Latha	UDC
51	Smt. Divya E	UDC
52	Sri. B A Muralidhara	UDC
53	Smt. S L Nagarathna	UDC
54	Sri. C Narayana Rao	UDC
55	Sri. R Kumaresh	Draughtsman
56	Sri. Stanley Jones A	Hostel warden
57	Sri. Amit Kumar	Hindi typist
58	Sri. K Rajanna	Driver Gr. II

59	Sri. R Gopala	Driver Gr. II
60	Sri. J S Ramesh	Driver (Ordinary Grade)
61	Sri. R K Munikaverappa	Driver (Ordinary Grade)
62	Sri. G Venkatesh	Driver (Ordinary Grade)
63	Sri. R V Mohandas	Driver (Ordinary Grade)
64	Sri. S Nagarajappa	Driver (Ordinary Grade)
65	Sri. Hariprasad K	Driver- mechanic
66	Sri. R Manjunath	Telephone operator
67	Sri. R Venkataramaiah	Cook
68	Sri. M Sundaresha	Cook
69	Sri. Ramanna	Cook
70	Sri. G Narayana	Cook
71	Sri. Balachander J	Field Assistant
72	Sri. B Sampath	Lab attendant
73	T. G. Gangadharaiah	Lab attendant
74	T. N. Basawaraju	Lab attendant
75	Santosh Kumar	Gardener
76	K Ashwathanarayana	Chowkidar
77	K. Hemavathy	MTS
78	G. Ravi	MTS
79	L. Kumara	MTS
80	Venkatesh Perulu	MTS
81	P. K. Mohan	MTS
82	K. Shashikala	MTS

83	J. Tharun Kumar	Dark Room Attendant
84	N. Vidyasagar	Chowkidar
85	V. Rajendra Prasad	Bearer
86	M. S. Srinivasmurthy	Driver
87	Sri C.Murthy	Driver Grade II
88	R. Rajesh	MTS
89	V. Suresh	MTS
90	BhagyaLakshmi	MTS
91	S. LakshmiDevi	MTS
92	H.P. Narasimhamurthy	MTS



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PROACTIVE DISCLOSURE UNDER SECTION 4 (1) (b) OF RTI ACT, 2005

1. ORGANIZATION AND FUNCTION

1.9 Monthly remuneration received by officers and employees including
system of compensation [Section 4(1)(b)(IX)]

Monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations – as on 31 March 2025

Sl.No.	Name	Designation	Pay Level
1	Prof(Dr) Urvashi B Singh	Director & DDG TB	
2	Dr. Somashekar N	Consultant TB	Level -14 (144200 -218200)
3	Dr. N Udanesha	Additional Director	Level -14 (144200 -218200)
4	Dr. Preetish S Vaidyanathan	HAG (NFU)	Level -15 (182200-224100)

5	Dr. Ravichandra C	HAG (NFU)	Level -15 (182200-224100)
6	Dr. Rajesh L Kademani	HAG (NFU)	Level -15 (182200-224100)
7	Dr. Umashankar S	Senior CMO (SAG)	Level -14 (144200 -218200)
8	Dr. Rajeswari Kasturi	DDG (Stat)	Level -14 (144200 -218200)
9	Dr.Sanat Kumar Tripathy	Consultant TB	Level -14 (144200 -218200)
10	Dr. Chethana Rangaraju	Public Health Specialist Gr. I	Level -13 (123100 -215900)
11	Dr. Swetha Rajeshwari	Public Health Specialist Gr. III	Level -11 (67700 -208700)
12	Dr. Sarika Jain Agrawal	Microbiologist Gr I	Level -12 (78800 -209200)
13	Dr. Poornima A	Sr. Medical Officer	Level -11 (67700 -208700)
14	Shri Ashish Yadav	Deputy Director	Level -11 (67700 -208700)
15	Dr. George Sebastian	Jr. Bacteriologist	Level -8 (47600 -151100)

16	Sri. V Magesh	Field Investigator	Level -8 (47600 -151100)
17	Smt. P Suganthi	Field Investigator (ad-hoc Investigator)	Level -8 (47600 -151100)
18	Sri. Joydev Gupta	Field Investigator	Level -8 (47600 -151100)
19	Dr. Sanjay Singh	Field Investigator	Level -8 (47600 -151100)
20	Sri. Gowda Umadevi Ramulingappa	Field Investigator	Level -8 (47600 -151100)
21	Sri. Jameel Ahmed S	Field Investigator	Level -8 (47600 -151100)
22	Sri. Ramesh Kumar Srivastava	Field Investigator	Level -8 (47600 -151100)
23	Sri. K K Ananda Babu	X- ray technician	Level -8 (47600 -151100)
24	Sri. Govindanarayana Swamy	X- ray technician	Level -8 (47600 -151100)
25	Sri. M P Saravanan	X- ray technician	Level -8 (47600 -151100)
26	Sri. R Padmesha	X- ray technician	Level -8 (47600 -151100)
27	Sri. H D Surendra	Medical lab technologist	Level -8 (47600 -151100)
28	Sri. D Narayana	Medical lab technologist	Level -8 (47600 -151100)
29	Sri. N Vijayalakshmi	Medical lab technologist	Level -8 (47600 -151100)
30	Smt. N Shivashankari	Medical lab technologist	Level -8 (47600 -151100)

31	Sri. Manjunath G Achari	Medical lab technologist	Level -8 (47600 -151100)
32	Sri. Raghunandan	Medical lab technologist	Level -8 (47600 -151100)
33	Smt. V Mamatha	Medical lab technologist	Level -7 (44900 – 142400)
34	Sri A Ranganatham	Medical lab technologist	Level -7 (44900 – 142400)
35	Sri. N K Hemanth Kumar	Sister tutor	Level -7 (44900 – 142400)
36	Sri. O Srinivasalu	Sister tutor	Level -8 (47600 -151100)
37	Smt. Archana Kumari	Junior Statistical Officer	Level -6 (35400 -112400)
38	Sri. Venkatachalappa B V	Junior Statistical Officer	Level -7 (44900 – 142400)
39	Sri. R Jitendra	Junior Statistical Officer	Level -6 (35400 -112400)
40	Sri. Shyam Krishnan	Junior Statistical Officer	Level -6 (35400 -112400)
41	Sri. Rajan R	Head clerk	Level -6 (35400 -112400)
42	Sri. R Ravi	Stenographer Gr. II	Level -8 (47600 -151100)
43	Smt. R Shantha Kumari	Stenographer Gr. II	Level -7 (44900 – 142400)

44	Smt. Mamta Kumari	Stenographer Gr. III	Level -5 (29200 -92300)
45	Sri. K R Hemanth Kumar	Health visitor	Level -7 (44900 – 142400)
46	Sri. B A Shivashankara	Health visitor	Level -7 (44900 – 142400)
47	Sri. N Nagendra	Health visitor	Level -7 (44900 – 142400)
48	Sri. G Puttaswamy	Health visitor	Level -5 (29200 -92300)
49	Smt. Mangala Gowri H T	UDC	Level -6 (35400 -112400)
50	Smt. P Latha	UDC	Level -5 (29200 -92300)
51	Smt. Divya E	UDC	Level -5 (29200 -92300)
52	Sri. B A Muralidhara	UDC	Level -4 (25500 -81100)
53	Smt. S L Nagarathna	UDC	Level -5 (29200 -92300)
54	Sri. C Narayana Rao	UDC	Level -5 (29200 -92300)
55	Sri. R Kumaresh	Draughtsman	Level -6 (35400 -112400)
56	Sri. Stanley Jones A	Hostel warden	Level -7 (44900 – 142400)
57	Sri. Amit Kumar	Hindi typist	Level -3 (21700 – 69100)
58	Sri. K Rajanna	Driver Gr. II	Level -6 (35400 -112400)

59	Sri. R Gopala	Driver Gr. II	Level -5 (29200 -92300)
60	Sri. J S Ramesh	Driver (Ordinary Grade)	Level -6 (35400 -112400)
61	Sri. R K Munikaverappa	Driver (Ordinary Grade)	Level -5 (29200 -92300)
62	Sri. G Venkatesh	Driver (Ordinary Grade)	Level -5 (29200 -92300)
63	Sri. R V Mohandas	Driver (Ordinary Grade)	Level -4 (25500 -81100)
64	Sri. S Nagarajappa	Driver (Ordinary Grade)	Level -4 (25500 -81100)
65	Sri. Hariprasad K	Driver- mechanic	Level -4 (25500 -81100)
66	Sri. R Manjunath	Telephone operator	Level -3 (21700 – 69100)
67	Sri. R Venkataramaiah	Cook	Level -4 (25500 -81100)
68	Sri. M Sundaresha	Cook	Level -4 (25500 -81100)
69	Sri. Ramanna	Cook	Level -4 (25500 -81100)
70	Sri. G Narayana	Cook	Level -4 (25500 -81100)
71	Sri. Balachander J	Field Assistant	Level -3 (21700 – 69100)
72	Sri. B Sampath	Lab attendant	Level -3 (21700 – 69100)
73	T. G. Gangadharaiah	Lab attendant	Level -3 (21700 – 69100)

74	T. N. Basawaraju	Lab attendant	Level -3 (21700 – 69100)
75	Santosh Kumar	Gardener	Level -2 (19900 -63200)
76	K Ashwathanarayana	Chowkidar	Level -4 (25500 -81100)
77	K. Hemavathy	MTS	Level -3 (21700 – 69100)
78	G. Ravi	MTS	Level -3 (21700 – 69100)
79	L. Kumara	MTS	Level -3 (21700 – 69100)
80	Venkatesh Perulu	MTS	Level -3 (21700 – 69100)
81	P. K. Mohan	MTS	Level -4 (25500 -81100)
82	K. Shashikala	MTS	Level -2 (19900 -63200)
83	J. Tharun Kumar	Dark Room Attendant	Level -3 (21700 – 69100)
84	N. Vidyasagar	Chowkidar	Level -3 (21700 – 69100)
85	V. Rajendra Prasad	Bearer	Level -3 (21700 – 69100)
86	M. S. Srinivasmurthy	Driver	Level -3 (21700 – 69100)
87	Sri C.Murthy	Driver Grade II	Level -6 (35400 -112400)
88	R. Rajesh	MTS	Level -3 (21700 – 69100)

89	V. Suresh	MTS	Level -3 (21700 – 69100)
90	BhagyaLakshmi	MTS	Level -1 (18000 -56900)
91	S. LakshmiDevi	MTS	Level -3 (21700 – 69100)
92	H.P. Narasimhamurthy	MTS	Level -3 (21700 – 69100)



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PROACTIVE DISCLOSURE UNDER SECTION 4 (1) (b) OF RTI ACT, 2005

1. ORGANIZATION AND FUNCTION

1.10 Name, designation and other particulars of public information officers

[Section 4(1)(b)(X)]

Prof(Dr) Urvashi B Singh Director NTI and DDG-TB Avalon, No. 8, Bellary Road, Bengaluru - 560003 Ph. 80 23441192 / 23441193 Fax No. 80 23440952 Email: nti@ntiindia.org.in	First Appellate Authority
Dr. Sanat Kumar Tripathy Consultant & CPIO NTI, Avalon, No. 8, Bellary Road, Bengaluru - 560003 Ph. 80 23441192 / 23441193 Fax No. 80 23440952 Email: nti@ntiindia.org.in	Transparency Officer and Central Public Information Officer (CPIO)

<p>Dr. Umashankar S Senior CMO (SAG), NTI, Avalon, No. 8, Bellary Road, Bengaluru - 560003 Ph. 80 23441192 / 23441193 Fax No. 80 23440952 Email: nti@ntiindia.org.in</p>	<p>Grievance Officer</p>
<p>Dr. Umashankar S Senior CMO (SAG), NTI, Avalon, No. 8, Bellary Road, Bengaluru - 560003 Ph. 80 23441192 / 23441193 Fax No. 80 23440952 Email: nti@ntiindia.org.in</p>	<p>Liaison Officer for OBC</p>
<p>Dr. Poornima A, SMO, NTI, Avalon, No. 8, Bellary Road, Bengaluru - 560003 Ph. 80 23441192 / 23441193 Fax No. 80 23440952 Email: nti@ntiindia.org.in</p>	<p>Liaison Officer for SC/ST</p>



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PROACTIVE DISCLOSURE UNDER SECTION 4 (1) (b) OF RTI ACT, 2005

1. ORGANIZATION AND FUNCTION

**1.11 No. of employees against whom disciplinary action has been
Proposed / taken [Section 4 (2)]**

**i. Pending for Minor penalty or major penalty
proceedings (2021-22, 2022 - 23, 2023 - 24 & 2024-25)**

NIL

**ii. Finalized for Minor penalty or major penalty
proceedings (2021-22, 2022 - 23, 2023 - 24 & 2024-25)**



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PROACTIVE DISCLOSURE UNDER SECTION 4 (1) (b) OF RTI ACT, 2005

1. ORGANIZATION AND FUNCTION

1.12 Programmes to advance understanding of RTI [Section 26]

i. Educational Programmes

1. Training on RTI Act 2005 for Public Information Officers
2. Training on Suo Moto Disclosure and Transparency Audit
3. Training on RTI for Administrative officials

ii. Efforts to encourage public authority to participate in these programmes

The institute encourages participation in the training programmes from time to time as nominations are called from training institutes.

iii. Training of CPIO/APIO

Training on Administrative aspects including RTI Act 2005 was conducted at NTI during May 2024

iv. Update & Publish guidelines on RTI by the Public Authorities concerned

The RTI Act and guidelines with relevant materials are available on the institute website and regularly updated.



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1. ORGANIZATION AND FUNCTION

1.13 Transfer policy and Transfer orders

The transfer of Director, specialists and medical officers working in the institute is managed by the Central Health Services (CHS) section of MOHFW and other service officers / employees by the respective cadre controlling authorities.

Other category of employees – **Not Applicable**



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PROACTIVE DISCLOSURE UNDER SECTION 4 (1) (b) OF RTI ACT, 2005

2. BUDGET AND PROGRAMME

2.1 Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc.

[Section 4(1) (b) (xi)]

- i. Total budget for the public authority**
- ii. Budget for each agency and plan & programmes**
- iii. Proposed expenditures**
- iv. Revised budget for each agency, if any**
- v. Report on disbursement made and place where the related reports are available**

NATIONAL TUBERCULOSIS INSTITUTE, BANGALORE

BE 2024-25, RE 2024-25 AND ACTUAL EXPENDITURE

(Rupees in thousands)

MAJOR HEAD OF ACCOUNT AS IN THE DEMAND FOR GRANT	SUB- HEAD THE DEMAND FOR GRANT	UNITS OF APPROPRIATION AS IN THE DEMAND FOR GRANT	BUDGET ESTIMATES 2024-25	RE -2024-25	ACTUAL EXPENDITURE 2024-25
	010001	SALARIES	79000	73000	73876
	010005	REWARDS	600	542	542
	010006	MEDICAL TREATMENT	2500	2000	1833
	010007	ALLOWANCES	67400	69500	68284
	010008	LEAVE TRAVEL CONCESSION	1000	600	526
	010011	DOMESTIC TE	2500	2000	1693
	010013	OFFICE EXP	17400	16000	17228
	010014	RENT, RATES AND TAXES FOR LAND AND BUILDING	0	0	0
	010016	PRINTING AND PUBLICATION	200	63	83

	010019	DIGITAL EQUIPMENT	800	800	790
	010021	MATERIALS & SUPPLIES	5500	5500	5467
	010024	FUELS AND LUBRICANTS	800	500	311
	010026	ADVERTISING AND PUBLICITY	200	0	0
	010027	MINOR CIVIL AND ELECTRIC WORKS	6500	6500	6500
	010028	PROFESSIONAL SERVICES	300	0	70
	010029	REPAIR AND MAINTENANCE	3500	3500	3493
	010034	SCHOLARSHIP & STIPENDS	200	0	0
TOTAL (REVENUE 2210)			188400	180505	180696

4210 CAPITAL SECTION

MAJOR HEAD OF ACCOUNT AS IN THE DEMAND FOR GRANT	SUB- HEAD THE DEMAND FOR GRANT	UNITS OF APPROPRIATION AS IN THE DEMAND FOR GRANT	BUDGET ESTIMATES 2024-25	RE-2024-25	ACTUAL EXPENDITURE 2024-25
	040051	MOTOR VEHICLE	1300	0	0
	040052	MACHINERY & EQUIPMENT	700	0	0
	040060	OTHER CAPITAL EXPENDITURE	7300	7300	1022
	040071	INFORMATION COMPUTER TELECOMMUNICATIO N (ICT)	300	300	300
	040072	BUILDING AND STRUCTURES	2000	2000	2000
	040074	FURNITURE & FIXTURES	0	0	0
	TOTAL (CAPITAL 4210)		11600	9600	3322



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PROACTIVE DISCLOSURE UNDER SECTION 4 (1) (b) OF RTI ACT, 2005

2. BUDGET AND PROGRAMME

2.2 Foreign and domestic tours

DOMESTIC TRAVEL DURING 2024-2025

SL. NO.	NAME & DESIGNATION	PLACE VISITED	PURPOSE OF VISIT	DURATION OF TOUR, DATE & TIME OF ARRIVAL/DEPARTURE AT H.QRS	Amount INR
1	Dr. Somashekar.N, Director	New Delhi	Official	10/08/2023 - 11/08/2023	9008-00
2	Dr. Preetish.S.Vaidyanathan, CMO(SAG)	Agra	Official	03/07/2024 - 05/07/2024	4650-00 2250-00
		Delhi		20/01/2024	1500-00
3	Dr. Udanesha.N, Addl.Director	Kodagu	100 days Campaign	21/01/2025 - 24/01/2025	18266-00
		Hassan		28/01/2025 - 02/02/2025	11181-00

				19/02/2025 - 26/02/2025	17185-00
4	Dr. Sanat Kumar Tripathy, TB Specialist	Davangere Chitradurga	100 days Campaign	23/01/2025 - 24/01/2025	12205-00
		Shivamogga Chikkamagalur		04/02/25 - 07/02/2025	14099-00
		Chamrajanagar		13/02/2025	5237-00
5	Dr. Ravichandra.C, CMO(SAG)		NATCON	02/02/2024 - 05/02/2024	24292-00
		New Delhi	Official	02/05/2024 - 03/05/2024	8268-00
		New Delhi		29/07/2024 - 02/08/2024	47620-00
		Bhopal		07/10/2024 - 08/10/2024	1354-00
6	Dr. Uma Shankar.S, CMO(SAG)	Cochin	Official	02/02/2024 - 05/02/2024	30563-00
		Indore		19/02/2024 - 21/02/2024	2760-00
		Vijayapura		24/02/2024 - 27/02/2024	11163-00
		Agra		03/07/2024 - 05/07/2024	4650-00

		Chikkaballapura			2250-00
		Vijayapura		28/01/2025 - 31/01/2025	24221-00
		Hubli, Yellapura		20/01/2025 - 25/01/2025	46787-00
			100 days Campaign	16/02/2025 - 21/02/2025	35344-00
				03/03/2025 - 08/03/2025	31566-00
7	Dr. Ravinder Kumar, TB Splst	New Delhi	Official	02/02/2024 - 05/02/2024	26038-00
		Trissur		19/02/2024 - 28/02/2024	30563-00
		New Delhi		09/04/2024 - 15/04/2024	6872-00
8	Dr. Chethana Rangaraju, PHS-1	Kalaburgi	100 days Campaign	27/01/2025 - 01/02/2025	22945-00
		Koppal		22/01/2025 - 25/01/2025	12399-00
9	Dr. Poornima, Sr.M.O		100 days Campaign	4/3/2025	548-00
				10/3/2025	682-00
				27/02/2025	682-00

				29/01/2025	692-00
				28/01/2025	716-00
10	Ashish Yadav, DD		100 days Campaign	17/01/2025 - 20/01/2025	1912-00
11	Dr. Mamatha.H.G, Contractual Microbiologist		NATCON	02/02/2024 - 05/02/2024	10635-00
12	Archana Kumari, JSO	New Delhi	Official	17/11/2024 - 23/11/2024	10395-00
13	Shyam Krishnan, JSO	New Delhi	Official	17/11/2024 - 23/11/2024	9514-00
14	S.L. Nagarathna, UDC	Chennai, INGAF	Training	19/05/2024 - 22/05/2024	9002-00
				03/10/2024 - 05/10/2024	6708-00
15	Joydev Gupta, F.I	Chikkaballapura	Official		3375-00
16	G. Venkatesh, Driver	Chikkaballapura	Official		1562-00

Payment towards air fare of above officers to Balmer Lawrie & co. Ltd.

1	Apr-24	Director, Dr Ravindra CMO	Delhi	42035
2	May-24	Dr Ravichandra, ISTM Officials 3 nos	Delhi	77236
3	July-24	Director, Dr Preetish, Dr Uma Shankar	Delhi, Punjab cuttack Srinagar Chennai, Agarthala	161622
4	Aug-2024	Director, Senior CMO (SAG),	Ranchi	82613
5	Oct-2024	Director, Dr Preetish, Dr Ravichandra Dr Udanesha	Chandigad, Delhi Bhopal, Jaipur	304593
6	Nov-2024	Director, , Cont Microbiologist, JSO Deputy Director	Delhi. Jaipur	114630
7	Dec 24	Director	Chandigard, Punjab, Guwati	95429
8	Jan-24	Director, Dr Preetish Dr Chethana Rangaraju, DD(ISS)	Delhi	164322
9	Mar-24	Addl Director, TB Specialist	Mangalore, Shivamoga	10920
Total (Rupees ten Lakh Fifty three thousand four hundred)				1053400



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2. BUDGET AND PROGRAMME

2.3 (iii) Information related to procurements

- a) Notice / tender enquiries, and corrigenda if any thereon,
- b) Details of the bids awarded comprising the names of the suppliers of goods/services being procured
- c) The works contracts concluded – in any such combination of the above
- d) The rate / rates and the total amount at which such procurement or works contract is to be executed

All tender / quotations related to procurement of goods are regularly uploaded in the website under the **“Tenders” section (nti.gov.in)**.

The Procurement is as per policies of Govt. of India and according to General Financial Rules 2017. Most of the procurements are carried out through GEM portal except a few items like diet items, fuel, medicines in case of emergency and items not available through GEM.



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PROACTIVE DISCLOSURE UNDER SECTION 4 (1) (b) OF RTI ACT, 2005

2. BUDGET AND PROGRAMME

2.4 Manner of execution of subsidy programme

[Section 4(1) (b) (xii)]

- I. Name of the programme of activity
- II. Objective of the programme
- III. Procedure to avail benefits
- IV. Duration of the programme/scheme
- V. Physical and financial targets of the programme
- VI. Nature/scale of subsidy /amount allotted
- VII. Eligibility criteria for grant of subsidy
- VIII. Details of beneficiaries of subsidy programme (number, profile etc)

No subsidy programme is executed by the institute



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PROACTIVE DISCLOSURE UNDER SECTION 4 (1) (b) OF RTI ACT, 2005

2. BUDGET AND PROGRAMME

2.5 Discretionary and non-discretionary Grants

2.5.1 Discretionary and non-discretionary grants/allocations to State Govt./NGOs/other institutions

2.5.2 Annual accounts of all legal entities who are provided grants by public authorities

Not Applicable



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PROACTIVE DISCLOSURE UNDER SECTION 4 (1) (b) OF RTI ACT, 2005

2. BUDGET AND PROGRAMME

2.6 Particulars of recipients of concessions, permits of authorizations granted by the public authority [Section 4(1) (b) (xiii)]

2.6.1 Concessions, permits or authorizations granted by the public authority

2.6.2 For each concession, permit or authorization granted

2.6.2.1 Eligibility criteria

2.6.2.2 Procedure for getting the concession / grant and /or permits or authorization

2.6.2.3 Name and address of the recipients given concession /permits or authorization

2.6.2.4 Date of award of concession /permits or authorization

Not Applicable



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PROACTIVE DISCLOSURE UNDER SECTION 4 (1) (b) OF RTI ACT, 2005

2. BUDGET AND PROGRAMME

2.7 CAG & PAC paras

- i. CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the parliament**

Not Applicable



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PROACTIVE DISCLOSURE UNDER SECTION 4 (1) (b) OF RTI ACT, 2005

3. PUBLICITY AND PUBLIC INTERFACE

3.1 Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation there of
[Section 4(1)(b)(vii)] [F No 1/6/2011-IR dt. 15.04.2013]

i. Arrangement for consultations with or representation by the members of the public Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens.

ii. Arrangements for consultation with or representation by

a) Members of the public in policy formulation/policy implementation

NTI being a subordinate office, it is not directly involved in formulation of policy. The reply to third parties on formulation of policy (if any) is provided as per the guidelines issued by Central TB Division, Ministry of Health & Family Welfare, GOI.

b) Day & time allotted for visitors Monday to Friday:

9.00 AM – 5.30 PM

Closed on Saturdays, Sundays & all Central Govt. holidays.

c) Contact details to provide publications frequently sought by RTI applicants

I/c Administration / Public Grievance Officer,

National Tuberculosis Institute [NTI]

8, Avalon, Bellary Rd, Guttahalli,

Bengaluru, Karnataka 560003

Telephone: [080 2344 1192](tel:08023441192)

Email: nti@ntiindia.org.in

Web: <https://nti.gov.in>

iii. Public-private partnerships (PPP)

The institute does not have any public private partnership agreement

3.2 Are the details of policies / decisions, which affect public, informed to them [Section 4 (1) (c)]

Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive;

(i) Policy decisions/ legislations taken in the previous one year

(ii) Outline the Public consultation process

(iii) Outline the arrangement for consultation before formulation of policy

Not applicable

3.3 Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4 (3)]

Use of the most effective means of communication

(i) Internet (website): YES [nti.gov.in]

3.4 Form of accessibility of information manual handbook [Section 4(1) (b)]

Information manual/handbook available in

- i. Electronic format: YES
- ii. Printed format: YES

- 1. Training programmes – Training Calendar
- 2. Tender notifications
- 3. Statistics of the institute
- 4. Publications – Annual report, Journals
- 5. Tuberculosis – Literature, downloadable resources
- 6. Research reports
- 7. Training Modules for Medical Officers / Health Supervisors / Lab Technicians
- 8. Facilities available for Tuberculosis affected persons

All the information is available in electronic form in the institute website, nti.gov.in and updated regularly

3.5 Whether information manual/handbook available free of cost or not [Section 4 (1) (b)]

List of materials available

- i) Free of cost: Yes (Available on the Institute Website, nti.gov.in)
- ii) At a reasonable cost of medium: N.A – All information available on the Institute Website - nti.gov.in, free of cost



Government of India
Ministry of Health and Family Welfare
National Tuberculosis Institute 8, Avalon,
Bellary Rd, Guttahalli,
Bengaluru Karnataka 560003

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4. e-GOVERNANCE

4.1 Language in which Information / Handbook available

- i. English: Yes
- ii. Vernacular / Local Language: No

4.2 When was the information Manual / Handbook last updated?

The annual report of the Institute for 2024-2025 is accessible on the website.

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

- i. Details of information available in electronic form
- ii. Name/title of the document/record/other information
- iii. Location where available

Documents /records/information	Available location
Training programmes – Training Calendar	nti.gov.in
Tuberculosis – Subject resources / books / journals	Library and NTI website
Training Modules for Medical Officers / Health Supervisors / Lab Technicians	HRD and Documentation Division, Laboratory Division and NTI website
Information manual	Library and NTI website
Research reports / publications	Library and NTI website
Annual report	Library, Director Office and NTI website
Recruitment notifications	Administration and NTI website
Tender / quotation notifications	Stores Unit and NTI website
Information of services & facilities available	NTI Website

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

- i. Name & location of the facility
- ii. Details of information made available
- iii. Working hours of the facility

1. Institute Library

The library with reading room facility is available in the administrative block and easily accessible for the staff and to the public also. It is kept open between 9.00 am to 5.30 pm in all working days. It has collection of books related to medical science, majority on subject of Tuberculosis, monographs, scientific journals, WHO Publications, and other related documents.

2. Noticeboard

3. Patient care information: Laboratory division and Nikshay portal

4. Training: HRD and Documentation Division, NTI website

3. NTI website – The information and documents are available on the NTI website (nti.gov.in) and are updated regularly.

4. Any other information:

Any person or Indian citizen can seek information under the RTI Act, 2005 by making a payment fee of Rs 10 /- (**BPL category exempted**) by demand draft or banker's cheque or Indian postal order (IPO) in favour of the "The Director, NTI" payable at Bangalore.

Administration

Director

NTI Bangalore

nti@ntiindia.org.in

<https://nti.gov.in>

Working hours

Monday- Friday - 9.00 AM – 5.30 PM

Closed on Saturdays, Sundays & all Central Govt. holidays.

Institute Contact:

Phone : +91 80 23441192, 23441193, 23447951

Email : nti@ntiindia.org.in

Website : nti.gov.in

Central Public Information Officer (CPIO)

Dr. Sanat Kumar Tripathy

Consultant (TB) & CPIO

NTI, Bangalore

Tel.No. : +91 80 23441192, 23441193, 23447951

email: nti@ntiindia.org.in

Public Grievance Officer

Dr. Preetish S Vaidyanathan

HAG (NFU)

NTI, Bangalore

Tel.No. : +91 80 23441192, 23441193, 23447951

email: nti@ntiindia.org.in

Training Programme:

Dr. Ravichandra C.

HAG (NFU)

NTI, Bangalore

Tel.No. : +91 80 23441192, 23441193, 23447951

email: nti@ntiindia.org.in

4.5 Such other information as may be prescribed under section [4 (i) (b) (xvii)]

i. Grievance redressal mechanism

NTI is committed to redress the grievances of the public and staff in a responsible, effective and timely manner. It can be addressed directly to the Director and to the respective division heads.

Dr. Preetish S Vaidyanathan, HAG (NFU), as Public Grievance Officer. The public and staff can meet at any time at his office at NTI during normal working hours. The grievances can be also sent by hand / post / email/ fax to the Public Grievance Officer at the following address:

Dr. Preetish S Vaidyanathan
HAG (NFU),
Grievance Officer,
National Tuberculosis Institute
8, Avalon, Bellary Rd, Guttahalli,
Bengaluru, Karnataka 560003
Tel.No. : +91 80 23441192, 23441193,
23447951
email: nti@ntiindia.org.in

ii. Details of applications received under RTI and information provided

The details are available with the public information officer and RTI statistics during the last four years is given in the table below:

RTI application details	2021-22	2022 – 23	2023– 24	2024-25
Opening Balance	01	01	00	05
Applications received	06	04	02	17
Transfer from other public authority	03	07	08	9
Appeals	0	0	0	00
Applications rejected	0	1	0	01
Applications replied	09	11	10	16
Registration fee collected (Rs.)	60	30	20	80
Additional fee collected (Rs.)	0	0	0	0

iii. List of completed schemes / projects / programmes

Not applicable

iv. List of completed schemes / projects / programmes underway

Not applicable

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

Details are available on the institute website under Tenders section

vi. Annual Report

Annual Report is available on the institute website under e-documents and also from Library

vii. Frequently asked Question (FAQs)

FAQs regarding NTI and related resources are available on the institute website.

4.6 Receipt & Disposal of RTI applications and appeals

[F. No. _____]

- i. Details of applications received and disposed**
- ii. Details of applications received and orders issued**

Details given below

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

i. Details of questions asked and replies given
NIL



Government of India
Ministry of Health and Family Welfare
National Tuberculosis Institute 8, Avalon,
Bellary Rd, Guttahalli,
Bengaluru Karnataka 560003

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5. INFORMATION AS MAY BE PRESCRIBED

5.1 Such other information as may be prescribed

i. Name & details of

- a. Current CPIOs & FAAs
- b. Earlier CPIO & FAA

Current CPIO & FAA

Particulars	Public Information Officer	Appellate Authority
Name	Dr. Sanat Kumar Tripathy	Prof(Dr) Urvashi B Singh
Designation	Consultant (TB)	Director NTI and DDG TB
Address	National Tuberculosis Institute 8, Avalon, Bellary Rd, Guttahalli, Bengaluru,Karnataka 560003	National Tuberculosis Institute 8, Avalon, Bellary Rd, Guttahalli, Bengaluru,Karnataka 560003
Contact No	080 2344 1192	080 2344 1192

Email ID	nti@ntiindia.org.in	nti@ntiindia.org.in
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Earlier CPIO & FAA

Particulars	Public Information Officer	Appellate Authority
Name	Dr. Ravichandra C.	Dr. Somashekar. N
Designation	HAG (NFU)	Former Director, NTI
Address	National Tuberculosis Institute 8, Avalon, Bellary Rd, Guttahalli, Bengaluru,Karnataka 560003,	National Tuberculosis Institute 8, Avalon, Bellary Rd, Guttahalli, Bengaluru,Karnataka 560003,
Contact No	080 2344 1192	080 2344 1192
Email ID	nti@ntiindia.org.in	nti@ntiindia.org.in

ii. Details of third party audit of voluntary disclosure:

The third party audit of the proactive disclosures for the financial year 2023-24 was done by National Institute of Health & Family Welfare, New Delhi.

iii.Appointment of Nodal Officers not below the rank of Joint Secretary/Additional HoD:

No

iv. Consultancy committee of key stakeholders for advice on suo-motu disclosure:

Not Constituted

v. Committee of PIOs/FAAs with rich experience in RTI to identify frequently sought information under RTI:

Not Constituted



Government of India
Ministry of Health and Family Welfare
National Tuberculosis Institute 8, Avalon,
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Bengaluru Karnataka 560003

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6. INFORMATION DISCLOSED ON OWN INITIATIVE

6.1 Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information

Important information and particulars – Recruitment notifications, Tenders, NTI related information, Annual Report, Training calendar, research publications, RTI related are available on the institute website [nti.gov.in] and regularly updated.

6.2 Guidelines for Indian Government Websites (GIGW) is followed (released in February, 2009 and included in the Central Secretariat Manual of Office Procedures (CSMOP) by Department of Administrative Reforms and Public Grievances, Ministry of Personnel, Public Grievance and Pensions, Govt. Of India)

i. Whether STQC certification obtained and its validity.

No, Security Audit is completed & valid.

ii. Does the website show the certificate on the Website?

Work in Progress