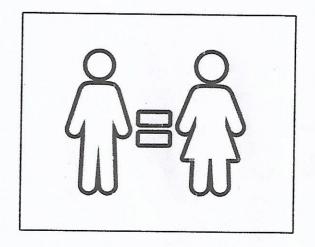


GENDER AUDIT REPORT

(2016-17 to 2021-22)
RANGAPARA COLLEGE, SONITPUR



Prepared By

Gender Audit Committee





ACKNOWLEDGEMENT

Gender Audit Committee hereby expresses its gratitude to Principal Dr. RanjanKalita and Vice Principal Dr. Ranendra Mohan Deka for their continuous encouragement and guidance for preparing the Gender Audit Report. This committee also acknowledges Mr.AtulSarmah, Coordinator, IQAC and all the team members of IQAC,Rangapara College for providing necessary gender related data and facilitating procurement of information necessary to conduct the audit. The committee also extends gratitude towards all the teaching and non-teaching staff of the college for their direct and indirect help and motivational support.

Gender Audit Committee

Rangapara College

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PREFACE

Gender equality is of utmost importance as it prohibits discrimination on the basis of gender. It promotes gender neutrality in terms of learning. A non-discriminant place of education is a prerequisite for effective dissemination of knowledge and learning. Constitution of India enshrines the proposition of gender parity in its preamble, Fundamental Rights, Fundamental Duties and Directive Principles. Hence Indian Constitution under several Articles provides provisions to reduce gender inequality. Article 15(1) of Indian Constitution authorizes the state not to isolate any person based on sex, race, nationality, caste, ethnicity or any of them. Thus article 15(1) of Indian Constitution, particularly in the institutes of Higher Education where the maturity level of the students is much higher, a greater outreach can be expected by promoting, implementing and monitoring specific policies and procedures that question inequalities and foster equal opportunity across genders. Promoting equity through higher education has always been at the very heart of the agenda of the UGC and reflects its commitment to nurture and preserve democracy within spaces of learning. As per the mandate of the UGC, all institutes of Higher Education have to conduct a gender audit in its campus to ensure the safety of women in the campus.

Rangapara College also envisions a society where everyone has equal opportunities. With the objective to ensure gender equality in the college campus a Gender Audit was conducted. This gender audit establishes a baseline against which progress can be measured over time, identifying critical gender gaps and challenges, and making recommendations of how they can be addressed through improvements and innovations.

Gender Audit Committee Rangapara College

Chairperson A. Mg wals

Ms. Anuva Agarwala

Convener

Dr. Gavatri Gogoi

Members

Dr. Mamata Borthakur

Dr. Pamela Sharmah

Ms. Swapna Mandal & North



RANGAPARA COLLEGE GENDER POLICY

The Gender policy of Rangapara College aims to promote equality of opportunity and treatment for all men and women studying and working at the college and to ensure equality of access to all services provided by the college. The college treats all staff, students, alumni and service users with dignity and respect and seek to provide a work and learning environment free from discrimination, harassment or victimization.

- > The college is committed to a policy of non-discrimination (direct or indirect) on the grounds of gender identity and gender expression.
- > The college supports an inclusive environment of dignity and respect where everyone can develop their full potential.
- > The college does not tolerate harassment or bullying of staff, students or other members of college community on the basis of gender identity and expression. Any such incidents will be dealt with. The college is committed to remove unnecessary gender distinctions within the college environment.
- > College is committed to respect the right to privacy. All information disclosed relating to person's gender identity and expression will be treated as confidential. Confidential informations will only be disclosed with the person's prior consent.
- > The policy shall be subject to continuous assessment and evaluation, and shall be reviewed at least once every three years.

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OBJECTIVES OF THE GENDER AUDIT

- > To know about the gender balance in the institution
- > To find out the areas where gender imbalance exist and the factors behind the gender imbalance
- > To establish good gender balance in decision making processes in all areas of the college activities
- > To suggest measures for bridging the gender gap
- > To foster gender equality in all the aspects of the institution

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METHODOLOGY

Gender Audit assesses the extent to which gender equality is effectively institutionalized in the policies, programmes, organizational structures and proceedings. The audit process involved was choosing the criteria to be audited, collection of data, analysing the data, evaluating the data, documenting the findings and sharing the results and recommendations with the college administration for implementation.

(Dr. Ranjan Kalita) Principal

Rangapara College



INTRODUCTION

Rangapara College was established in the year 1979 and was affiliated to Gauhati University in 1980. Since its inception as an Arts College, Rangapara College has now developed into a prominent higher education institution in Sonitpur District of Assam. At present the college has become a full premier fledged college in Arts, Science and Commerce including post graduation in Hindi department. The college has the mission to provide high quality education among the economically and socially disadvantageous rural students across the state.

The Gender Audit is an attempt to study whether the college has good gender balance. The college always has the student centric policies in academics and co-academics as well and special measures for girl students. This Gender Audit tries to assess the impact of its current and proposed policies on Gender Equality. This Gender Audit also helps in establishing a baseline against which progress can be measured over time, identifying critical gender gaps and challenges, and making recommendations of how they can be addressed through improvements and innovations.

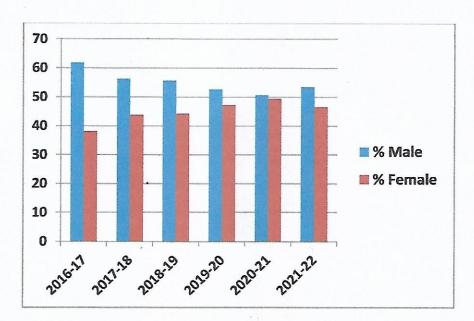
The college has a Girls' Hostel to accommodate girl students from various corner of the region which has all kinds of safety measurements. The college has made a provision for a well equipped and well maintained Girls Common Room which serves to provide the essential privacy to all female students. The college also has a very active NSS unit which has a larger percentage of girls students. The NSS unit through its practical participation in social issues provides the girls students the most needed social awareness. In pursuance of UGC (Prevention, Prohibition and Redressal of sexual harassment of women employees and students in higher educational institutions) Regulations, 2015 Internal Complaints Committee (ICC) is constituted to deal with the complaints relating to Sexual harassment at work place.



GENDER BALANCE IN ENROLLMENT AT GRADUATION LEVEL (2016-17 to 2021-22)

Session-wise Gender Classification

| Session | Male | Female | Total | % M | % F | | | |
|---------|------|--------|-------|----------------|----------------|-----|-------|-------|
| 2016-17 | 387 | 239 | 626 | 61.82 | 38.18 | | | |
| 2017-18 | 285 | 222 | 507 | 56.22 | 43.78 | | | |
| 2018-19 | 317 | 317 | 317 | 317 | 251 | 568 | 55.80 | 44.20 |
| 2019-20 | 222 | 199 | 421 | 52.73 50.58 | 47.27 49.42 | | | |
| 2020-21 | 346 | 338 | 684 | | | | | |
| 2021-22 | 472 | 412 | 884 | 53.40 | 46.60 | | | |

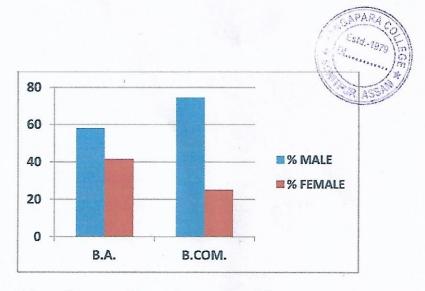


The above table and graph describes the session wise classification of enrolment of male and female students of the college for the past five years. It has been observed that there is no large difference in the strength of male and female students in the last five years. From the data it is also observed that there is a gradual increase in the female percentage from session 2016-17 (38.18 %) to the session 2020-2021 (49.42%). However in 2021-22 session there is a slight decrease in the female percentage of enrolment. This presents a healthy combination of gender composition of students in the college.

Course-wise Gender Differences in the Students (2016-17)

| Course | Male | Female | Total | % M | % F |
|-----------------|------|--------|-------|-------|-------|
| B.A. | 284 | 204 | 488 | 58.20 | 41.80 |
| B.A. B. Com. | 103 | 35 | 138 | 74.64 | 25.36 |

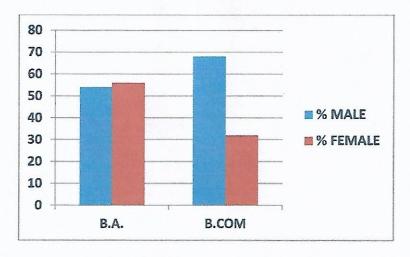




The above table and bar diagram shows the gender differences in the enrolment of two streams during the session 2016-17. It is observed from the data that there is not much difference in the percentage of male (58.20%) and female students (41.80%)in B.A. course. While in the B. Com. course female percentage (25.36%) is about one third of the percentage of male (74.64%).

Course-wise Gender Differences in the Students (2017-18)

| Course | Male | Female | Total | % M | % F |
|---------|------|--------|-------|-------|-------|
| B.A. | 232 | 197 | 429 | 54.08 | 45.92 |
| B. Com. | 53 | 25 | 78 | 67.94 | 32.06 |

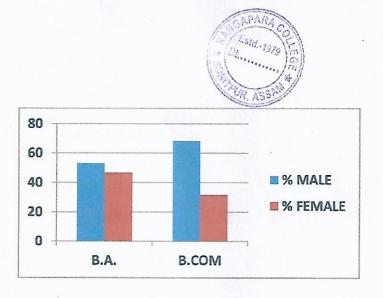


In the session 2017-18 there was almost equal strength of male and female students in B. A. course. In B. Com. course percentage of female student is observed to be half of the percentage of male students. Thus compared to 2016-17 session there is an increase in the female percentage in the B. Com. course in 2017-18 session.

Course-wise Gender Differences in the Students (2018-19)

| Course | Male | Female | Total | % M | % F |
|---------|------|--------|-------|-------|-------|
| B.A. | 250 | 220 | 470 | 53.19 | 46.81 |
| B. Com. | 67 | 31 | 98 | 68.36 | 31.64 |

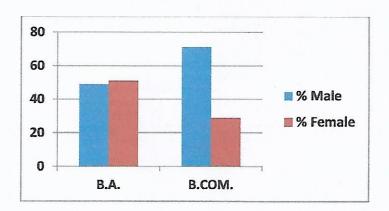




In 2018-19 the above table and bar diagram shows that the gender difference in both B. A. and B. Com. courses are almost similar to that of the previous session 2017-18. There is not much difference in the percentage of male and female students in B. A. course and in B. Com. course percentage of female student is observed to be half of the percentage of male students.

Course-wise Gender Differences in the Students (2019-20)

| Course | Male | Female | Total | % M | % F |
|---------|------|--------|-------|-------|-------|
| B.A. | 170 | 178 | 348 | 48.85 | 51.15 |
| B. Com. | 52 | 21 | 73 | 71.23 | 28.77 |

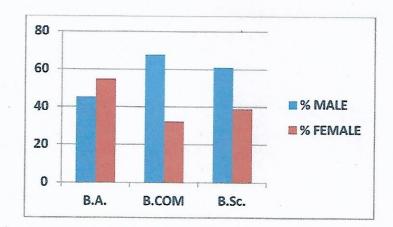


The above data clearly shows that the enrolment of both male and female percentages in B. A. course is almost equal showing a healthy combination of gender composition in this course. However there is a striking difference in the enrolment in the B. Com. Course with about one third of the percentage of female students to that of percentage of male students.



Course-wise Gender Differences in the Students (2020-21)

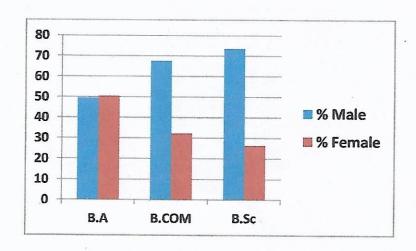
| Course | Male | Female | Total | % M | % F |
|---------|------|--------|-------|-------|-------|
| B.A | 230 | 278 | 508 | 45.27 | 54.73 |
| B. Com. | 88 | 42 | 130 | 67.69 | 32.31 |
| B.Sc. | 28 | 18 | 46 | 60.86 | 39.14 |



In the session 2020-21 a similar pattern was observed in B. A. course with its previous sessions indicating a healthy composition of gender balance. However in B. Com. and B. Sc. Courses the female enrolment percentage was almost half of the male enrolment percentage showing an unhealthy gender ratio in these two courses.

Course-wise Gender Differences in the Students (2021-22)

| Course | Male | Female | Total | % M | % F |
|---------|------|--------|-------|-------|-------|
| B.A | 353 | 360 | 713 | 49.50 | 50.50 |
| B. Com. | 80 | 38 | 118 | 67.80 | 32.20 |
| B.Sc. | 39 | 14 | 53 | 73.58 | 26.42 |





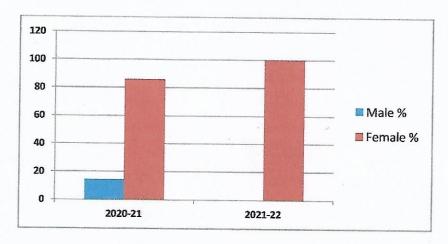


Above data indicates healthy gender ratio in B.A course while B.Com course do not possess good gender ratio as female enrolment percentage is only half of the enrolment percentage of male students in this course. The data also shows the unwillingness of female students in B.Sc. course as it is about one-third of the male students in this course.

GENDER BALANCE IN ENROLLMENT AT POST GRADUATION (HINDI) LEVEL (2020-22)

Session-wise Gender Classification

| Session | Male | Female | Total | % M | % F |
|---------|------|--------|-------|-------|-------|
| 2020-21 | 02 | 12 | 14 | 14.29 | 85.71 |
| 2021-22 | 0 | 08 | 08 | 0 | 100 |



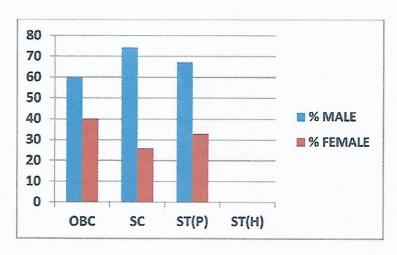
At the onset of post graduation degree course of Hindi department, the above data shows a very healthy composition of gender ratio. Percentage of female students is tremendously higher than the male students in the last two consecutive sessions.

GENDER DIFFERENCES IN VARIOUS SOCIAL CATEGORIES (2016-2017)

| Category | Male | Female | Total | % M | % F |
|----------|------|--------|-------|-------|-------|
| SC | 23 | 08 | 31 | 74.2 | 25.8 |
| ST (P) | 92 | 45 | 137 | 67.15 | 32.85 |
| ST (H) | NIL | NIL | NIL | NIL | NIL |
| OBC | 213 | 142 | 355 | 60 | 40 |



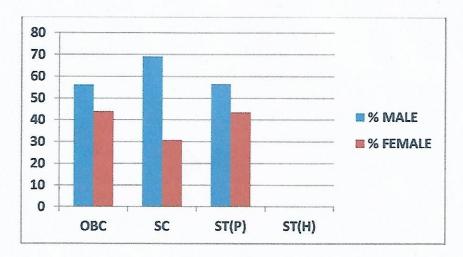




In 2016-17 sessionfrom the above data it is observed that in all the social categories, male percentage is more than female percentage.

GENDER DIFFERENCES IN VARIOUS SOCIAL CATEGORIES (2017-2018)

| Category | Male | Female | Total | % M | % F |
|--------------|----------------|--------|-------|-------|---------------|
| SC ST (P) | 18 08 74 57 | 08 | 26 | 69.24 | 30.76 43.5 |
| | | 57 | 131 | 56.5 | |
| ST (H) | NIL | NIL | NIL | NIL | NIL |
| OBC | 152 | 119 | 271 | 56.1 | 43.9 |



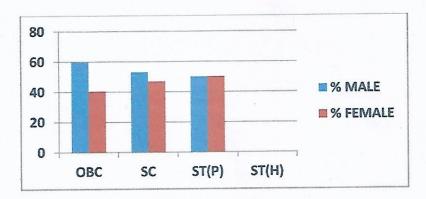
In 2017-18 session though the enrolment of male percentage is higher than female percentages in all categories, however the difference between them was observed to be less than the previous session in all the categories.





GENDER DIFFERENCES IN VARIOUS SOCIAL CATEGORIES (2018-2019)

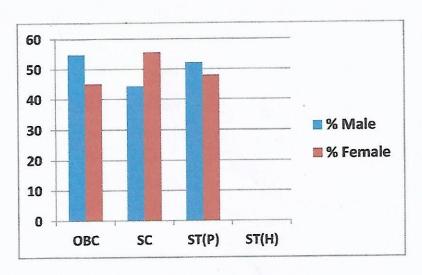
| Category | Male | Female | Total | % M | % F |
|----------|------|--------|-------|------|------|
| SC | 25 | 22 | 47 | 53.1 | 46.8 |
| ST (P) | 57 | 57 | 114 | 50 . | 50 |
| ST (H) | NIL | NIL | NIL | NIL | NIL |
| OBC | 208 | 141 | 349 | 59.6 | 40.4 |



In 2018-19 session there was a tremendous increase in the enrolment of female percentage in almost all social categories. Comparing to the previous session female percentage in SC category increased from 30.76 % to 46.8% (almost equal to male percentage), in ST (Plain) category female percentage increased from 43.5 % to 50% (exactly equal to male percentage). In OBC category female percentage was 40 % (slightly less than previous year).

GENDER DIFFERENCES IN VARIOUS SOCIAL CATEGORIES (2019-2020)

| Category | Male | Female | Total | % M | % F |
|----------|------|--------|-------|------|------|
| SC | 12 | 15 | 27 | 44.4 | 55.6 |
| ST (P) | 37 | 34 | 71 | 52.1 | 47.9 |
| ST (H) | NIL | NIL | NIL | NIL | NIL |
| OBC | 140 | 115 | 255 | 54.9 | 45.1 |



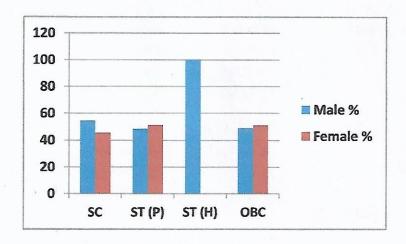




In 2019-20 session percentages of female students in all the social categories were observed to be similar to that of the previous session 2018-19 showing almost equal percentage of enrolment of female students with that of the percentage of the male students. This observation leads to a healthy combination of gender compositions in all the social categories during these two consecutive sessions.

GENDER DIFFERENCES IN VARIOUS SOCIAL CATEGORIES (2020-2021)

| Category | Male | Female | Total | % M | % F |
|----------|------|--------|-------|------|------|
| SC | 18 | 15 | 33 | 54.5 | 45.5 |
| ST (P) | 95 | 100 | 195 | 48.7 | 51.3 |
| ST (H) | 01 | NIL | 01 | 100 | 0 |
| OBC | 178 | 185 | 363 | 49 | 51 |

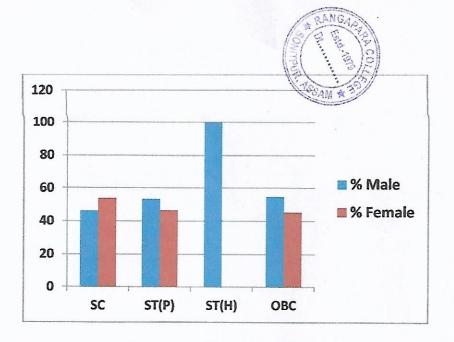


The 2020-21 session followed a similar pattern with its previous two sessions (2018-19, 2019-20) with almost equal percentage of female students with that of the male students in the enrolment in all the social categories. However only one male student was enrolled under social category ST (Hills). Thus the last three consecutive sessions shows a very healthy gender ratio in all the social categories fostering the gender equality in the college campus.

GENDER DIFFERENCES IN VARIOUS SOCIAL CATEGORIES (2021-2022)

| Category | Male | Female | Total | % M | % F |
|----------|------|--------|-------|-------|-------|
| SC | 25 | 29 | 54 | 46.30 | 53.70 |
| ST (P) | 123 | 107 | 230 | 53.48 | 46.52 |
| ST (H) | 01 | NIL | 01 | 100 | 0 |
| OBC | 247 | 205 | 452 | 54.65 | 45.35 |

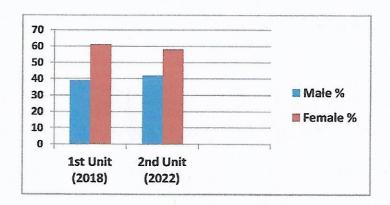




In 2021-22 session, the enrolment of female students belonging to SC category seems to be slight higher than the enrolment of male students. However enrolment of female students belonging to social category OBC seems to decrease compared to the previous session (2020-21). It is also observed that during the last six sessions no female student belonging to ST(H) have enrolled in the college. However overall result shows a good gender ratio in various social categories fostering gender equality in the college campus.

GENDER BALANCE IN ENROLLMENT AS NSS VOLUNTEERS

| Unit No. | Male | Female | Total | Male % | Female % |
|---------------|------|--------|-------|--------|----------|
| Unit 1 (2018) | 39 | 61 | 100 | 39 | 61 |
| Unit 2 (2022) | 42 | 58 | 100 | 42 | 58 |



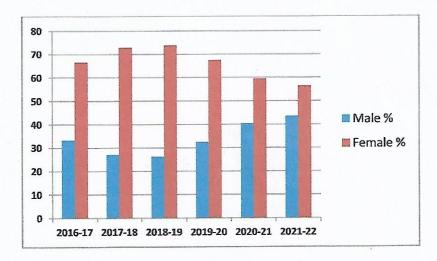
The above data clearly shows that the enrolment of female students in NSS (Unit) of Rangapara College is comparatively higher than that of the male students in the consecutive two units.





GENDER BALANCE IN THE HOSTELS OF RANGAPARA COLLEGE

| Session | No. of boarders in Boys Hostel | No of boarders in Girls Hostel | Total Boarders | Male % | Female % |
|---------|--------------------------------------|--------------------------------------|-------------------|--------|----------|
| 2016-17 | 24 | 48 | 72 | 33.33 | 66.67 |
| 2017-18 | 19 | 51 | 70 | 27.14 | 72.86 |
| 2018-19 | 17 | 48 | 65 | 26.15 | 73.85 |
| 2019-20 | 13 | 27 | 40 | 32.5 | 67.5 |
| 2020-21 | 49 | 72 | 121 | 40.5 | 59.5 |
| 2021-22 | 54 | 70 | 124 | 43.55 | 56.45 |

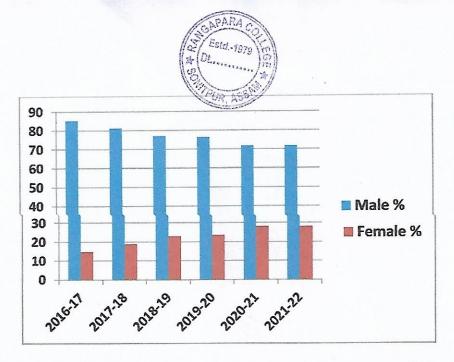


From the above data it has been observed that number of female students in Girls hostel is almost double to that of male students in Boys hostel during the sessions from 2016-17 to 2019-20. However during the two consecutive sessions also number of boarders in Girls hostel seems to be much higher than the boarders in Boys hostel. This data indicates a healthy gender ratio in the college campus.

GENDER DIFFERENCE IN TEACHING STAFF OF RANGAPARA COLLEGE

| Session | Male | Female | Total | Male % | Female % |
|---------|------|--------|-------|--------|----------|
| 2016-17 | 23 | 04 | 27 | 85.19 | 14.81 |
| 2017-18 | 26 | 06 | 32 | 81.25 | 18.75 |
| 2018-19 | 27 | 08 | 35 | 77.14 | 22.86 |
| 2019-20 | 26 | 08 | 34 | 76.47 | 23.53 |
| 2020-21 | 33 | 13 | 46 | 71.74 | 28.26 |
| 2021-22 | 33 | 13 | 46 | 71.74 | 28.26 |

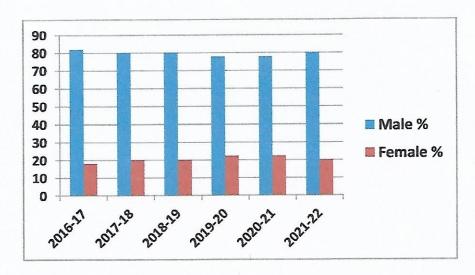




The above data clearly shows that the percentage of female in teaching staff is comparatively less. However the data shows that there is an increase in the number of female teachers during each consecutive session.

GENDER DIFFERENCE IN NON-TEACHING STAFF OF RANGAPARA COLLEGE

| Session | Male | Female | Total | Male % | Female % |
|---------|------|--------|-------|--------|----------|
| 2016-17 | 09 | 02 | 11 | 81.82 | 18.18 |
| 2017-18 | 08 | 02 | 10 | 80 | 20 |
| 2018-19 | 08 | 02 | 10 | 80 | 20 |
| 2019-20 | 07 | 02 | 09 | 77.78 | 22.22 |
| 2020-21 | 07 | 02 | 09 | 77.78 | 22.22 |
| 2021-22 | 08 | 02 | 10 | 80 | 20 |

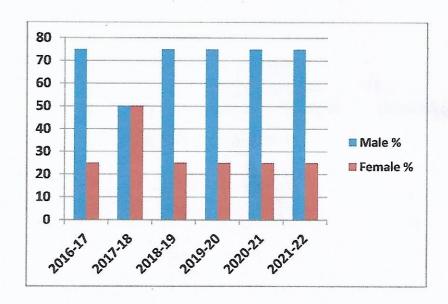


The above data shows that there is a very less number of female in the non-teaching staff of the college. The percentage of female in non-teaching staff has remained the same in the last five sessions.



GENDER BALANCE IN RANGAPARA COLLEGE TEACHERS' ASSOCIATION EXECUTIVE COMMITTEE

| Session | Male | Female | Total | Male % | Female % |
|---------|------|--------|-------|--------|----------|
| 2016-17 | 06 | 02 | 08 | 75 | 25 |
| 2017-18 | 04 | 04 | 08 | 50 | 50 |
| 2018-19 | 06 | 02 | 08 | 75 | 25 |
| 2019-20 | 06 | 02 | 08 | 75 | 25 |
| 2020-21 | 06 | 02 | 08 | 75 | 25 |
| 2021-22 | 06 | 02 | 08 | 75 | 25 |

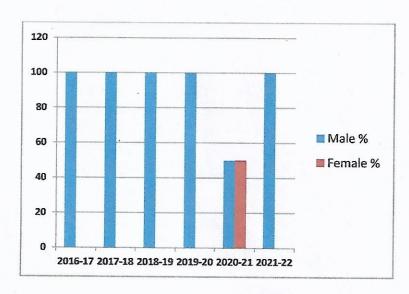


On comparing the data of total female teachers in the college, the RCTA Executive Committee constitutes a good female ratio.

GENDER BALANCE IN RANGAPARA COLLEGE GOVERNING BODY (TEACHERS' REPRESENTATIVE)

| Session | Male | Female | Total | Male % | Female % |
|---------|------|--------|-------|--------|----------|
| 2016-17 | 2 | NIL | 2 | 100 | 0 |
| 2017-18 | 2 | NIL | 2 | 100 | 0 |
| 2018-19 | 2 | NIL | 2 | 100 | 0 |
| 2019-20 | 2 | NIL | 2 | 100 | 0 |
| 2020-21 | 1 | 1 | 2 | 50 | 50 |
| 2021-22 | 2 | NIL | 2 | 100 | 0 |







The above data shows that out of the two post of teachers' representative in the governing body of the college, not a single female teacher representative was there in sessions 2016-17, 2017-18, 2018-19, 2019-20 and 2021-22. However only one female teacher representative was there in 2020-21. This data clearly shows an unhealthy gender combination in this area.

GENDER EQUITY PROMOTION PROGRAMS ORGANIZED BY RANGAPARA COLLEGE (2016-22)

| Sl. No | Programme Name | Date | No. of participants |
|-----------|--|--------------------------------------|---------------------|
| 1 | Awareness Programme on "Nursing as a Career" organized by Career and Counselling Cell, Rangapara College in collaboration with Kanaklata Civil Hospital | 2018 | 42 |
| 2 | Awareness Programme on "Legal Services to Victims of Acid Attack" organized by Women Cell, Rangapara College in collaboration with the District Legal Services Authority | 26 th September, 2019. | 65 |
| 3 | Programme on Role of Rural Women in Eradicating Superstitions organized by Assamese Department, Rangapara College at Bogijuli M. V. School, Sonitpur | 18 th November, 2019 | 52 |
| 4 | Awareness Programme on "Sexual Harassment of Women at Work Place" organized by Internal Complain Committee, Rangapara College on | 3 rd December, 2019. | 61 |
| 5 | Awareness Programme on Gender Equality in Chengelimara High School organized by English | 10 th January, 2022 | 66 |



| | Department and IQAC, Rangapara College | 11.11x=0 | |
|---|---|--------------------------------|----|
| 6 | Celebration of International Women's Day: Webinar on the topic" International Women's Day and Indian Thought" organized by Women Cell, Rangapara College in association with women cell, ACTA Sonitpur Zone | 8 th March, 2022 | 36 |



GENDER SENSITIVE FEATURES IN RANGAPARA COLLEGE

Gender sensitive features are carefully observed in every corner of the college system. By forming various committees like Anti-ragging, Internal Complaint and providing adequate facilities to both girls and boys, gender equality is kept upright in the college.

- Girls' Common Room and Wash Room: The College has made a provision for a
 Girls' Common Room. This room serves to provide the essential privacy to al.l
 female students. The a Girls' Common Room is equipped with all the basic
 necessities for female students like table, chairs, large mirror, dust bin and wash room
 enclosed.
- 2. Anti-Ragging Committee: Ragging is a criminal offence and UGC has notified Regulations on curbing the menace of ragging in higher educational institutions in order to prohibit, prevent and eliminate the source of ragging. College Anti-ragging Committee is formed as per the UGC guidelines. Anti-ragging Committee make sure that there are no instances of ragging anywhere in the girls' hostel or anywhere in the college campus.
- 3. Internal Complaints Committee: As per rules and regulations the Internal Complaints Committee (ICC) is formed to solve the problems of girl student and women at work place under the title-The Sexual Harassment of women at work place (prevention, prohibition, and redressal). The work of committee is to counsel and solve the personal and academic related problems of women. The duty of the committee is also to conduct several programs to enhance the confidence level of girls students for their empowerment in the society.
- 4. Girls' Hostel: The college has three Girls hostel that can accommodate around 75 girl students. The hostel was built essentially for the sake of those girl students who have difficulty in commuting to college because of scarce transport facilities. The hostel could further provide safety and security to girl students who otherwise have to take the trouble of daily travel hassles.

CONCLUSIONS AND RECOMMENDATIONS

Education is a prerequisite for promoting women's economic empowerment, health and well being. Education is important for women's political and civic participation, and in preventing gender based violence and insecurity. Greater gender equality can enhance

> (Dr. Ranjan Kalita) Principal

productivity, improve development outcomes for the next generation, and make college more representative in conformity with world standards. It is found that Rangapara College is on its way to attain near gender balance in its system. The main strength of the college are its Women Cell, Internal Complaint Committee and Anti-Ragging Committee. Gender sensitive initiatives undertaken by these committees are bearing their fruit by creating atmosphere of gender equality and respect to members of opposite sex. It has been found that Internal Complaint Committee of the college aims to foster an environment in which unlawful discrimination and harassment are not tolerated at all. It is also observed that the adequacy of facilities, policies as well as handling capabilities of the college is very high, but at the same time it is recommended for enhancing the same to much higher level. The main findings of the audit shows that enrolment percentage of female students in B.Sc. and B.Com courses are very low which requires awareness programmes among the girl students of feeder institutions of the college regarding these courses. The audit finds a number of best practices such as, awareness programmes, seminars etc. are followed in the campus. However it is recommended to conduct frequent awareness drives, seminars and self defence classes to cover the existing gender gap. It is also recommended that the authority should consider the increase of female staff in the non-teaching faculty. Most importantly regarding gender equality in the campus responses and feedback from staff, students should be regularly sought in both formal and informal way and these responses must be audited.