

No. J-17011/55/2021-Policy
Government of India
Ministry of Youth Affairs & Sports
Department of Youth Affairs
(Policy Section)

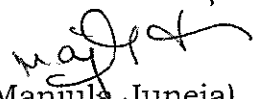
Shastri Bhawan, New Delhi
Dated the 21st June, 2024

OFFICE MEMORANDUM

**Subject: - Audit of Proactive Disclosure under the RTI Act, 2005 of
Ministry of Youth Affairs & Sports.**

The undersigned is directed to refer to RTI Section's email dated 24.05.2024 on the subject mentioned above.

2. The requisite information in r/o of Policy Section as per the CIC format is enclosed for necessary action.


(Manjula Juneja)

Under Secretary to the Government of India
Ph. 011-23387966

To,
NIC Section, MOYAS

Copy to: RTI/PG Section, MOYAS

Policy Section data as per FY 2023-24

1. Organisation and Function

S. No.	Item	Details of disclosure	Remarks/Reference Points
1.1	Particulars of its organization, functions and duties [Section 4(1) (b)(i)]	(i) Name and address of the Organization	Department of Youth Affairs, Ministry of Youth Affairs and Sports,
		(ii) Head of the Organization	Secretary of MYAS of both the Departments.
		(iii) Vision, Mission and Key objectives	In so far as Policy Division is concerned, National Youth Policy was launched in February, 2014 with the following Objectives: 1. Developing the youth into a productive work force, by providing them right education and skills and promoting entrepreneurship; 2. Developing a strong and healthy generation through effective healthcare, promotion of healthy lifestyle and sports; 3. Promoting Social values and spirit of community service among the youth; 4. Effectively engaging with the youth and facilitating their

			<p>participation in governance process; and</p> <p>5. Adopting inclusive policies to take care of disadvantages sections of the youth and the youth with special needs.</p>
1.4	Norms for discharge of functions [Section 4(1)(b)(iv)]	(i) Nature of functions/services offered	<p>There is Plan of Action in different Ministries for achieving the objectives of National Youth Policy and the implementation of various Youth Developmental activities such as Skill trainings/educational Training/Sports activities increasing the Employment Opportunities, etc.</p> <p>Grievances received are duly examined and suitable action is taken if required. Subsequently, reply is sent to the complainant through post and email. Later, the grievance is disposed of on the PG portal.</p>
		(ii) Norms/standards for functions / service delivery	
		(iii) Process by which these services can be accessed	
		(iv) Time-limit for achieving the targets	
		(v) Process of redress of grievances	
1.5	Rules regulations, instruction manuals and records for discharging	(i) Title and nature of the record/manual/instruction.	National Youth Policy 2014 (Document available on the website)
		(ii) List of Rules, regulations, instructions Manuals and records.	

	functions [Section 4(i) (b) (v)]	(iii) Acts/Rules manuals etc. (iv) Transfer policy and transfer Order	
1.10	Name, designation and other particulars of public information officers [Section 4 (1) (b) (xvi)]	(i) Name and designation of the public information officer (PIO), Assistant Public Information (s) & Appellate Authority	CPIO Details: Smt. Manjula Juneja, Under Secretary and CPIO (Policy) Room No. 7C, Shastri Bhawan, New Delhi-110001 Tel:011-23387966 Email: juneja.manjula@gov. in
		(ii) Address, Telephone numbers and email ID of each designated official	Appellate Authority Details: Smt. Vanita Sood, Director and Appellate Authority (Policy) Room No 507 B- Wing, Shastri Bhavan, New Delhi- 110001 Tel: 011-23073508 Email: sood.vanita@gov.in

3. Publicity Band Public Interface

S.No.	Item	Details of disclosure	Remarks/Reference Points
3.1	Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of	Arrangement for consultation with or representation by the members of the public	Before formulating the policy, a comprehensive discussion is held with various stakeholders related to educational, business, industry, government and

	policy or implementation thereof [Section 4 (1) (b) (vii)]		youth organizations.
3.4	Form of accessibility of information manual/Handbook [Section 4 (1) (b)]	Information manual/handbook available in i) Electronic format ii) Printed format	National Youth Policy Document is available on the Ministry's Website and a printed copy is available in the Ministry

4. E. Governance

S.No.	Item	Details of disclosure	Remarks/Reference Points
4.5	Such other information as may be prescribed under [Section 4 (1) (b) (xvii)]	(i) Grievance redressal mechanism	Grievances received are duly examined and suitable action is taken if required. Subsequently, reply is sent to the complainant through post and email. Later, the grievance is disposed off on the PG portal.
		(ii) Details of application received under RTI and information provided	7 RTI applications were received during the FY 2023-24 and these were disposed off within prescribed time limit
		(vi) Annual Report	Relevant information is sent to CDN Section
4.6	Receipt & Disposal of RTI application & appeals	(i) Details of applications received and disposed	7 RTI applications were received during the FY 2023-24 and these were disposed off within prescribed time limit
		(ii) Details of appeals received and orders issued	No appeal received during the FY 2023-24 and was disposed off within prescribed time limit.