

J-17011/247/2021-YH  
Government of India  
Ministry of Youth Affairs & Sports  
Department of Youth Affairs  
(Youth Hostel Section)


Shastri Bhawan, New Delhi  
Dated the 03<sup>rd</sup> May, 2025

**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 16.04.2025 regarding Audit of Proactive Disclosure under the RTI Act, 2005 of Ministry of Youth Affairs & Sports.

2. The requisite information in respect of point pertaining to Youth Hostel Division as per the CIC format is enclosed for necessary action.

  
3.6.25  
(Rajesh Kumar Kanaujia)

Under Secretary to the Government of India  
Ph. 011-23383883

To

US, RTI Section, MYAS

Youth Hostel (YH) Section data as per current financial year

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	Youth Hostels are situated across the country.
		(ii) Head of the Organization	The day to day Management of the Youth Hostel comes under the Hostel Management Committee (HMC). Secretary (Youth Affairs) of the concerned State/U.T. Government is Chairperson of the HMC for the Youth Hostel in the State Capital, whereas for other Youth Hostels, DC/DM is the Chairperson of the HMC.
		(iii) Vision, Mission and Key objectives	Youth Hostels are joint venture of Central and State Governments. Youth hostel is a HOME AWAY FROM HOME. It promotes youth travel and youth activity programmes. They function as per the norms, rules and regulations laid down by the Government of India from time to time. Overnight charges are kept to the minimum so that the youth with limited means can avail the stay facility.
1.4	Norms for discharge of functions [Section 4(1)(b)(iv)]	Nature of functions/services offered	Youth Hostels are built to promote Youth Travel within the country by providing low-cost budget accommodation and facilities to traveling students and youth groups on excursions or study tours.

		(ii) Norms/standards for functions / service delivery	(ii) Youth Hostels function under Hostel Management Committee.
		(iii) Process by which these services can be accessed	(iii) The Youth Hostels can be approached over phone.
		(iv) Time-limit for achieving the targets	(iv) No targets have been set in this regard.
		(v) Process of redress of grievances	(v) The Grievances received directly in the Ministry regarding Youth Hostels are forwarded to Hostel Management Committee for redressal.
1.5	Rules regulations, instruction manuals and records for discharging functions [Section 4(i) (b) (v)]	(i) Title and nature of the record/manual/instruction .	The functioning of Youth Hostels is governed by provisions contained in the Youth Hostel Manual (copy enclosed)
		(ii) List of Rules, regulations, instructions manuals and records.	
		(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)]	Name and designation of the public information officer (PIO), Assistant Public Information (s) & Appellate Authority  (ii) Address, Telephone numbers and email ID of each designated official	CPIO Details: Shri Rajesh Kumar Kanaujia Under Secretary and CPIO (YH), Room No 15-C wing, Shastri Bhawan, New Delhi -110001 Tel:011-23386390 Email: rajeshkr.kanaujia@nic.in ; Appellate Authority Details Smt. Madhavi Mohan Deputy Secretary and Appellate Authority (YH), Room No 507 B-Wing, Shastri Bhawan, New Delhi- 11000 Ph. 011-23073508 E-mail: madhavi.mohan70@nic.in
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## 2. Budget and Programme

S.No.	Item	Details of disclosure	Remarks/Reference Points
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	Total budget provision (BE) of YH for 2025-26 is Rs. 5 crore.  Out of BE 2025-26 allocations, an amount of Rs. 70 Lakh is allotted for release of honorarium to Managers and Wardens of various Youth Hostels.
		(ii) Budget for each agency and plan & programmes	Proposals for repair/renovation of

			<p>Youth Hostels are need based and therefore funds are released as and when the proposals are received. An amount of Rs. 1.20 crore is allocated for repair/renovation of Youth Hostels.</p> <p>Further, an amount of Rs. 3.1 Crore is allocated for Major Works in Youth Hostel.</p>
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#### 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	<p>The day to day Management of the Youth Hostel comes under the Hostel Management Committee (HMC). Secretary (Youth Affairs) of the concerned State/U.T. Government is Chairperson of the HMC for the Youth Hostel in the State Capital, whereas for other Youth Hostels, DC/DM is the Chairperson of the HMC.</p> <p>The Grievances regarding Youth Hostels received directly in the Ministry are forwarded to HMC for redressal.</p>
		(ii) Details of application received under RTI and information provided	10 RTI applications were received during 2024-25 and these were disposed of within prescribed time limit.
		(vi) Annual Report	Material for preparation of Annual report for the FY 2024-25 has already been sent to CDN Section.
4.6	Receipt & Disposal of RTI	(i) Details of applications	10 RTI applications were received during 2024-25

	application & appeals	received and disposed	and these were disposed of within prescribed time limit.
		(ii) Details of appeals received and orders issued	1 Appeal was received during the FY 2024-25 and the same was disposed of within prescribed time limit.