

# Maharshi Sandipani Rashtriya Veda Vidya Pratishthan, Ujjain

## Suo-Motu Disclosure

Sr.No.	Details of Disclosure	Organization information
1	<b>Organization and Function</b>	
1.1	<b>Particulars of its Organization, functions and duties [Section4(1)(b)(i)]</b>	
1.1.1	Name and address of the Organization	<b>Name and address of the Organization:</b> Maharshi Sandipani Rashtriya Veda Vidya Pratishthan, Ujjain (An Autonomous organization under Ministry of Education, Government of India) <a href="http://www.msrvvp.ac.in">www.msrvvp.ac.in</a>
1.1.2	Authorities of the Pratishthan	<pre>                     graph TD                         Chairman["Chairman (Hon'ble Education Minister, Government of India)"]                         GBChairman["General Body Chairman, Hon'ble Minister of Education Govt. of India"]                         GCChairman["Governing Council Chairman Hon'ble Minister of Education, Govt of India"]                         ViceChairman["Vice Chairman"]                         ProjectCommittee["Project Committee"]                         BuildingWorksCommittee["Building Works Committee"]                         FinanceCommittee["Finance Committee"]                         GrantsInAidCommittee["Grants-in-Aid Committee"]                         MSRVSSBoard["MSRVSS Board"]                         Secretary["Secretary (Executive &amp; Administrative Head)"]                         ExamAcadCom["Examination &amp; Academic Committee"]                         AdminEstabSec["Administration &amp; Establishment Section"]                         AcadSec["Academics Section"]                         ExamSec["Examination Section"]                         ProjResPubSec["Project, Research &amp; Publication Section"]                         FinAccSec["Finance &amp; Accounts Section"]                          Chairman &lt;--&gt; GBChairman                         Chairman &lt;--&gt; GCChairman                         Chairman --&gt; ViceChairman                         ViceChairman --&gt; ProjectCommittee                         ViceChairman --&gt; BuildingWorksCommittee                         ViceChairman --&gt; FinanceCommittee                         ViceChairman --&gt; GrantsInAidCommittee                         ViceChairman --&gt; MSRVSSBoard                         ViceChairman --&gt; Secretary                         Secretary --&gt; ExamAcadCom                         Secretary --&gt; AdminEstabSec                         Secretary --&gt; AcadSec                         Secretary --&gt; ExamSec                         Secretary --&gt; ProjResPubSec                         Secretary --&gt; FinAccSec                     </pre>
1.1.3	Key objectives, Vision and Mission	<p>(A) Objectives</p> <ol style="list-style-type: none"> <li>1. To preserve, conserve and develop the oral tradition of Vedas, for which the Pratishthan will undertake various activities such as to provide financial assistance to traditional Vedic institutions and scholars/Vedapathis, provide fellowships/ scholarship, undertake preparation of audio/video tapes, etc.</li> <li>2. To foster the tradition of intonation and recitation through learned scholars and Pandits.</li> <li>3. To encourage and ensure involvement of dedicated students in higher research in the field.</li> <li>4. To provide research facilities to those students having background of Vedic knowledge and to equip them with sufficient scientific and analytical outlook, so that modern scientific thoughts contained in the Vedas, particularly disciplines of mathematics, astronomy, meteorology, chemistry, hydraulics, etc. should be linked with modern science and technology so that a rapport between them and modern scholars could be established.</li> <li>5. To establish Vedic Pathashala and research centres, takeover, manage or supervise throughout the country to fulfil and maintain any objectives of the Pratishthan.</li> <li>6. To revive and administer such of the endowments and trusts as are dysfunctional, or aren't run properly.</li> <li>7. To pay special attention to those Shakhas which are extinct and for which human repositories can be identified, and to prepare a detailed list of Pandits related to these Shakhas.</li> <li>8. To ascertain the present status of affairs of oral traditions in respect</li> </ol>

		<p>of Vedas, particularly intonation and recitation peculiar to various regions, institutions and maths in the country.</p> <p>9. To collect information that whether original state of textual material, printed manuscripts, texts, commentaries and interpretations, etc. of the various oral traditions of Vedic Shakhas are available or unavailable.</p> <p>10. To collect information about the present state of recordings, both audio and visual, available in the country.</p> <p>11. To undertake research, in the interest of advancement of scientific knowledge, in Vedic texts and Vedic Literature from the earliest time of Vedic period up to the present day including areas of science, agriculture, technology, philosophy, yoga, education, poetics, grammar, linguistics and Vedic tradition and to provide for library, research equipment, research facilities, supporting staff and other technical manpower;.</p> <p>12. To undertake all such activities as may be necessary, incidental or conducive to the attainment of all or any one of the objectives of the Pratishthan, in accordance with the Memorandum of Association.</p> <p><b>(B) Vision:</b></p> <ol style="list-style-type: none"> <li>1. To preserve, conserve and develop the oral tradition of Vedas, for which the Pratishthan will undertake various activities such as to provide financial assistance to traditional Vedic institutions and scholars/Vedapathis, provide fellowships/ scholarship, undertake preparation of audio/video tapes, etc</li> <li>2. To undertake research, in the interest of advancement of scientific knowledge, in Vedic texts and Vedic Literature from the earliest time of Vedic period up to the present day including areas of science, agriculture, technology, philosophy, yoga, education, poetics, grammar, linguistics and Vedic tradition and to provide for library, research equipment, research facilities, supporting staff and other technical manpower;.</li> <li>3. To provide research facilities to those students having background of Vedic knowledge and to equip them with sufficient scientific and analytical outlook, so that modern scientific thoughts contained in the Vedas, particularly disciplines of mathematics, astronomy, meteorology, chemistry, hydraulics, etc. should be linked with modern science and technology so that a rapport between them and modern scholars could be established.</li> </ol> <p><b>(C) MISSION:</b></p> <p>To preserve, conserve and develop the oral tradition of Vedas, for which the Pratishthan will undertake various activities such as to provide financial assistance to traditional Vedic institutions and scholars/Vedapathis, provide fellowships/ scholarship, undertake preparation of audio/video tapes, etc</p>
1.1.4	Function and duties	As per MoA: <a href="https://msrvvp.ac.in/MoA_As_on_Date.pdf">https://msrvvp.ac.in/MoA_As_on_Date.pdf</a>
1.1.5	Organisational Chart/Structure	<a href="https://msrvvp.ac.in/officer_con.html">https://msrvvp.ac.in/officer_con.html</a>

1.1.6	Any other details-the genesis, inception, formation of the department and the HoDs from time to time as well as the committees/ Commissions constituted from time to time have been dealt.	<b>Genesis, inception and formation of the Pratishtan</b> <a href="https://msrvvp.ac.in/MoA_As_on_Date.pdf">https://msrvvp.ac.in/MoA_As_on_Date.pdf</a>
		<b>Governing Body:</b> <a href="https://msrvvp.ac.in/gov_body.html#2">https://msrvvp.ac.in/gov_body.html#2</a> <b>Finance Committee:</b> <a href="https://msrvvp.ac.in/gov_body.html#2">https://msrvvp.ac.in/gov_body.html#2</a> <b>Committees:</b> <a href="https://msrvvp.ac.in/gov_body.html#2">https://msrvvp.ac.in/gov_body.html#2</a> <b>Internal Complaints Committee for Women:</b> ( <a href="https://msrvvp.ac.in/Internal_Complaint_Committee.pdf">https://msrvvp.ac.in/Internal_Complaint_Committee.pdf</a> )
1.2	<b>Power and duties of its officers and employees [Section4(1)(b)(ii)]</b>	
1.2.1	Powers and duties of officers (administrative, financial and judicial)	<b>Powers and duties of officers :</b> <a href="https://msrvvp.ac.in/MoA_As_on_Date.pdf">https://msrvvp.ac.in/MoA_As_on_Date.pdf</a>
1.2.2	Power and duties of other employees	<a href="https://msrvvp.ac.in/MoA_As_on_Date.pdf">https://msrvvp.ac.in/MoA_As_on_Date.pdf</a>
1.2.3	Rules/ orders under which powers and duty are derived and	<b>Administers the following Acts:</b> <a href="https://msrvvp.ac.in/MoA_As_on_Date.pdf">https://msrvvp.ac.in/MoA_As_on_Date.pdf</a>
1.2.4	Exercised	As given above under 1.2.1
1.2.5	Work allocation	
1.3	<b>Procedure followed in Decision Making Process [Section4(1)(b)(iii)]</b>	
1.3.1	Process of Decision Making:	As detailed under 1.1.2 above
1.3.2	Final Decision-making Authority	<b>Authorities of the Pratishtan.</b>
1.3.3	Related provisions, acts, rules etc.	List is given under (1.5.1 below).
1.3.4	Time limit for taking a decision, if any	Decisions in regard to routine matters are made in a time bound manner.
1.3.5	Channel of supervision and accountability	Channel of supervision is as per the Organization Structure of Maharshi Sandipani Rashtriya Veda Vidya Pratishtan, Ujjain Every employee is accountable towards the duties assigned by the authorities from time to time.
1.4	<b>Norms for discharge of functions[Section 4(1)(b)(iv)]</b>	
1.4.1	Nature of functions / services offered	<b>Main functions of the institute:</b> as per <b>MoA.</b>
1.4.2	Norms/standards for functions/service delivery	As per MoA ( <a href="https://msrvvp.ac.in/MoA_As_on_Date.pdf">https://msrvvp.ac.in/MoA_As_on_Date.pdf</a> )
1.4.3	Process by which these Services can be accessed	As per MoA ( <a href="https://msrvvp.ac.in/MoA_As_on_Date.pdf">https://msrvvp.ac.in/MoA_As_on_Date.pdf</a> )
1.4.4	Time-limit for achieving the targets	Targets are achieved on yearly basis as per financial year.

1.4.5	Process of redress of grievances	Grievances are redressed amicably. All aggrieved students, staff and others may approach to the Internal Committee of the Pratishthan in the first instance, and if they are not satisfied with the decision of the committee, they may send their appeals to the concerned authority and shall exercise its powers to hear those grievances and ensure its disposal within one month of the receipt of the appeal.  <b>Internal Complaints Committee for Women:</b> Please give details (Office Order regarding Internal Complaints Committee for Women exists in the Pratishthan; Link - <a href="https://msrvvp.ac.in/Internal_Complaint_Committee.pdf">https://msrvvp.ac.in/Internal_Complaint_Committee.pdf</a> )
1.5	<b>Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]</b>	
1.5.1	Title and nature of the record/ manual /instruction.	<b>Memorandum of Association:</b> <a href="https://msrvvp.ac.in/MoA_As_on_Date.pdf">https://msrvvp.ac.in/MoA_As_on_Date.pdf</a>  <b>Annual Reports:</b> <a href="https://msrvvp.ac.in/annual_con.html">https://msrvvp.ac.in/annual_con.html</a>
1.5.2	List of Rules, regulations, instructions manuals and Records.	
1.5.3	Acts/Rules Manual etc.	
1.5.4	Transfer policy and transfer orders	As such no external transfers are made.However, internal transfers are made depending on administrative ground/need. There are no transfer of teachers from one Veda Pathshala to another, from one GSP unit to another, from Veda Pathshala to GSP unit and vice-versa. No Regular posts for RAVVs; Currently, teachers on contractual basis are engaged for teaching as per necessity in RAVVs. Any change will be based on fresh engagement under Pathshala/ GSP scheme.
1.6	<b>Categories of documents held by the authority under its control [Section4(1)(b) (vi)]</b>	
1.6.1	Categories of documents	In addition to documents detailed under 1.5.1 above, the Pratishthan has the following other documents: Establishment related; Recruitment related. Academic & Examination Record
1.6.2	Custodian of documents/ categories	Secretary /Section In-charge / Dealing Assistants of
1.7	<b>Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]</b>	
1.7.1	Name of Boards, Council, Committee etc.	<b>General Body, Governing Council, Maharshi Sandipani Rashtriya Veda Sanskrit Shiksha Board, Finance Committee, Project Committee Grants-in-Aid Committee, Academic Committee, Examination Committee.</b> (Link : <a href="https://msrvvp.ac.in/RTI_MANUAL_FINAL.pdf">https://msrvvp.ac.in/RTI_MANUAL_FINAL.pdf</a> )
1.7.2	Composition	As detailed under 1.7.1above
1.7.3	Dates from which constituted	As detailed under 1.7.1above
1.7.4	Term/Tenure	It is as per MoA (Link : <a href="https://msrvvp.ac.in/MoA_As_on_Date.pdf">https://msrvvp.ac.in/MoA_As_on_Date.pdf</a> )
1.7.5	Powers and functions	It is as per MoA (Link : <a href="https://msrvvp.ac.in/MoA_As_on_Date.pdf">https://msrvvp.ac.in/MoA_As_on_Date.pdf</a> )
1.7.6	Whether their meetings are Open to the public?	The meetings are open only for members.

1.7.7	Whether the minutes of the meetings are open to the public?	Minutes of Meetings involve internal deliberations. However, if required, relevant excerpts may be provided to an RTI applicant in accordance with the provisions of the Right to Information Act, 2005, subject to applicable exemptions under the Act.
1.7.8	Place where the minutes if open to the public are available?	Same as 1.7.7
1.8	<b>Directory of officers and employees [Section4(1)(b)(ix)]</b>	
1.8.1	Name and designation	<a href="https://msrvvp.ac.in/officer_con.html">https://msrvvp.ac.in/officer_con.html</a>
1.8.2	Telephone, fax and email ID	
1.9	<b>Monthly Remuneration received by Officers &amp; employees including system of compensation [Section4(1)(b)(x)]</b>	
1.9.1	List of employees with Gross monthly remuneration	<a href="https://msrvvp.ac.in/RTI_MANUAL_FINAL.pdf">https://msrvvp.ac.in/RTI_MANUAL_FINAL.pdf</a>
1.9.2	System of compensation as provided in its regulations	Employees are entitled for LTC, Leave Encashment, Medical Benefit, Gratuity, House Building Advance, Vehicle Loan and NPS, etc. as per 7 <sup>th</sup> CPC.
1.10	<b>Name, Designation and other particulars of public information officers [Section4(1)(b)(xvi)]</b>	
1.10.1	Name and Designation of the Public Information Officer (PIO), Assistant Public Information Officer (APIO)& Appellate Authority	<b>Public Information Officer</b> <b>Shri Sanjay Shrivastava, Asst. Director</b> <b>Maharshi Sandipani Rashtriya Veda Vidya Pratishthan, Veda Vidya Marg, Chintaman Ganesh P.O Javasiya, Ujjain 456006 (M.P.)</b> <b>Phone: (0734) 2502254, 2502255</b> <b>E-mail: msrvvpujn@gmail.com</b>
1.10.2	Address, telephone numbers & email of each designated official.	<b>Appellate Authority</b> <b>Prof. Viroopaksha V. Jaddipal , Secretary</b> <b>Maharshi Sandipani Rashtriya Veda Vidya Pratishthan, Veda Vidya Marg, Chintaman Ganesh P.O Javasiya, Ujjain 456006 (M.P.)</b> <b>Phone : (0734) 2502254, 2502255</b> <b>E-mail: msrvvpujn@gmail.com</b>  Link : <a href="https://msrvvp.ac.in/rti_con.html">https://msrvvp.ac.in/rti_con.html</a>
1.11	<b>No. of employees against whom disciplinary action has been proposed/taken(Section4(2))</b>	
1.11.1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	NIL
1.11.2	(ii)Finalized for Minor penalty Or major penalty proceedings	NIL
1.12	<b>Programmes to advance understanding of RTI (Section 26)</b>	
1.12.1	Educational programmes	The Pratishthan organizes RTI Awareness Programmes for employees from time to time. Last year, the Prtaishtan has arranged 5 days training programme on General Central rules and regulations including RTI matters for employees.

1.12.2	Efforts to encourage public authority to participate in these programmes	Pratishthan issues circulars/ emails to employees for participating in the RTI programmes / Webinars. The Circulars and Notifications received from Central Information Commission from time to time are also shared and made available to the employees.
1.12.3	Training of CPIO/APIO	NIL
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	The Pratishthan updates & published Guidelines on RTI on regular intervals.
2	<b>Budget and Programme</b>	
2.1	<b>Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section4(1)(b)(xi)]</b>	
2.1.1	Total Budget for the public authority	Available in Annual Accounts for year 2023-24 and 2022-23 (Link : <a href="https://msrvvp.ac.in/annual_con.html">https://msrvvp.ac.in/annual_con.html</a> )
2.1.2	Budget for each agency and Plan & programmes	Same as Above
2.1.3	Proposed expenditures	Same as Above
2.1.4	Revised budget for each agency, if any	Same as Above
2.1.5	Report on disbursements made and place where the related Reports are available	Same as Above
2.2	<b>Foreign and domestic tours (F.No.1/8/2012-IRdt. 11.9.2012)</b>	
2.2.1	Budget	It is met out of General Budget as detailed under 2.1.1 above.
2.2.2	Foreign and domestic Tours by ministries and officials of the	None of the Officers/ Staff has traveled outside India.
	Rank of Joint Secretary to the Govt. and above, as well as the heads of the Department. (a) Places visited. (b)The period of visit.(c)The number of members in the official delegation.(d) Expenditure on the visit.	—
2.2.3	Information related to procurements- (a) Notice/tender enquires, 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- and, (d) The rate/ rates and the total amount at which such Procurement or works contract is to be executed.	Tender Invitations are given here: <a href="https://msrvvp.ac.in/tender.html">https://msrvvp.ac.in/tender.html</a>
2.3	<b>Manner of execution of subsidy programme[Section4(i)(b)(xii)]</b>	
2.3.1	Name of the programme of activity	
2.3.2	Objective of the programme	
2.3.3	Procedure to avail benefits	

2.3.4	Duration of the programme/ scheme	In RTI Manual (Link : <a href="https://msrvvp.ac.in/RTI_MANUAL_FINAL.pdf">https://msrvvp.ac.in/RTI_MANUAL_FINAL.pdf</a> )
2.3.5	Physical and financial targets of the programme	In Annual Report (Link : <a href="https://msrvvp.ac.in/annual_con.html">https://msrvvp.ac.in/annual_con.html</a> )
2.3.6	Nature/ scale of subsidy /amount allotted	
2.3.7	Eligibility criteria for grant of subsidy	
2.3.8	Details of beneficiaries of subsidy programme (number, Profile etc.)	
2.4	<b>Discretionary and non-discretionary grants[F.No.1/6/2011-IRdt.15.04.2013]</b>	
2.4.1	Discretionary and non- discretionary grants/ allocations to State Govt./ NGOs/other institutions	It is available in Annual Accounts. If Any.
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	
2.5	<b>Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section4(1)(b)(xiii)]</b>	
2.5.1	Concessions, permits or authorizations granted by public authority	It is available in Annual Accounts.
2.5.2	For each concession, permit or authorization granted - (a) Eligibility criteria,(b)Procedure for getting the concession/ grant and/ or permits of authorizations, (c) Name and address of the recipients given concessions/ Permits or authorizations, (d) Date of award of concessions/ Permits of authorizations	
2.6	<b>CAG&amp; PAC paras [F No. 1/6/2011-IR dt. 15.4.2013]</b>	
2.6.1	CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the Parliament.	<a href="https://msrvvp.ac.in/annual_con.html">https://msrvvp.ac.in/annual_con.html</a>
3.	<b>Publicity Band Public Interface</b>	
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 thereof[Section4(1)(b)(vii)][FNo1/6/2011-IRdt. 15.04.2013]	
3.1.1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	As per list given under1.2.3 above. In addition, the other documents are also available at Pratishtan Web Page <a href="http://www.msrvvp.ac.in">www.msrvvp.ac.in</a>

3.1.2	Arrangements for consultation with or representation by - (a) Members of the public in policy formulation/ policy implementation,(b)Day & time allotted for visitors, (c) Contact details of Information & Facilitation Counter (IFC) to provide publications frequently sought by RTI applicants	<p>The members of Public can write to this office on any such issue or seek appointment for meeting, if required. Further e-helpline is available via  Email: <a href="mailto:msrvvpujn@gmail.com">msrvvpujn@gmail.com</a>  Phone: 0734-2502254</p> <p>Citizens have the facility to obtain information from the PIO. MSRVVP maintains five working days a week from Monday to Friday and follows the weekly holiday on Saturday and Sunday with provision exists for adjustment of some holidays as per the local importance. The working hours are from 09.30 a.m. to 06.00 p.m.</p>
3.1.3	Public Private Partnerships (PPPs) - Details of Special Purpose Vehicle (SPV),if any	Not Applicable
3.1.4	Public Private Partnerships (PPPs)-Detailed project reports (DPRs)	
3.1.5	Public Private Partnerships (PPPs)-Concession agreements	
3.1.6	Public Private Partnerships (PPPs)- Operation and Maintenance manuals	
3.1.7	Public Private Partnerships (PPPs) - Other documents generated as part of the implementation of the PPP	
3.1.8	Public Private Partnerships (PPPs) - Information relating to fees, tolls, or The other kinds of revenues that may be collected under Authorization from the government	
3.1.9	Public Private Partnerships (PPPs) - Information relating to outputs and outcomes	
3.1.10	Public Private Partnerships (PPPs) - The process of the selection of the private sector party (concessionaire etc.)	
3.1.11	Public Private Partnerships (PPPs) - All payment made under the PPP project	

3.2	<b>Are the details of policies/ decisions, which affect public, informed to them [Section4(1)(c)]</b>	
3.2.1	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Policy decisions/ legislations taken in the previous one year	Detail is given under 3.1.1above
3.2.2	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive – Outline the Public consultation process	
3.2.3	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive- Outline the arrangement for consultation before formulation of policy	
<b>3.3</b>	<b>Dissemination of information widely and in such form and manner which is easily accessible to the public[Section4(3)]</b>	
3.3.1	Use of the most effective means of communication- Internet(website)	Information manual/handbook available in Electronic format–Yes;
<b>3.4</b>	<b>Form of accessibility of information manual/handbook[Section 4(1)(b)]</b>	
3.4.1	Information manual/handbook available in Electronic format	Yes, it is available on the website of Maharshi Sandipani Rashtriya Veda Vidya Pratishthan, Ujjain
3.4.2	Information manual/handbook available in Printed format	Yes, the printed format of Information manual/handbook is available in The office of AA/CPIO/APIO
<b>3.5</b>	<b>Whether information manual/handbook available free of cost or not[Section4(1)(b)]</b>	
3.5.1	List of materials available Free of cost	Detail is given under3.1.1above.These documents are available free of cost from the website.
3.5.2	List of materials available at a reasonable cost of the medium	The certified copy of the above listed material can be obtained by citizen By paying reasonable fee as per RTIAct,2005.
<b>4</b>	<b>E-Governance</b>	
<b>4.1</b>	<b>Language in which Information Manual/Handbook Available[FNo.1/6/2011-IRdt.15.4.2013]</b>	
4.1.1	English	Yes, it is uploaded on the website (Link : <a href="https://msrvvp.ac.in/RTI_MANUAL_FINAL.pdf">https://msrvvp.ac.in/RTI_MANUAL_FINAL.pdf</a> )
4.1.2	Vernacular/Local Language	To be Uploaded on website shortly.
<b>4.2</b>	<b>When was the information Manual/Handbook last updated? [FNo.1/6/2011-IRdt 15.4.2013]</b>	
4.2.1	Last date of Annual updation	06.03.2025
<b>4.3</b>	<b>Information available in electronic form[Section4(1)(b)(xiv)]</b>	
4.3.1	Details of information available in electronic form	Details of Information is made available under3.1.1above.The information can be accessed at the organization’s website : <a href="https://msrvvp.ac.in/index.html">https://msrvvp.ac.in/index.html</a>
4.3.2	Name/title of the document/record/other information	
4.3.3	Location where available	

<b>4.4</b>	<b>Particulars of facilities available to citizen for obtaining information[Section4(1)(b)(xv)]</b>	
4.4.1	Name & location of the facility	There is RTI Cell at the Maharshi Sandipani Rashtriya Veda Vidya Pratishthan, Ujjain. Citizens have the facility to obtain information from the PIO. MSRVVP maintains five working days a week from Monday to Friday and follows the weekly holiday on Saturday and Sunday with provision exists for adjustment of some holidays as per the local importance. The working hours are from 09.30 a.m.to 06.00 p.m.
4.4.2	Details of information made available	<a href="https://msrvvp.ac.in/RTI_MANUAL_FINAL.pdf">https://msrvvp.ac.in/RTI_MANUAL_FINAL.pdf</a>
4.4.2	Working hours of the facility	09:30AM to 6:00PM from Monday to Friday (except Public Holidays)
4.4.3	Contact person & contact details (Phone, fax, E-mail)	<a href="https://msrvvp.ac.in/cont_con.html">https://msrvvp.ac.in/cont_con.html</a>
<b>4.5</b>	<b>Such other information as may be prescribed under Section 4(i) (b)(xvii)</b>	
4.5.1	Grievance Redressal Mechanism	Grievances are redressed amicably. All aggrieved students, staff and others may approach to the Internal Committee of the Pratishthan in the first instance, and if they are not satisfied with the decision of the committee, they may send their appeals to the concerned authority and shall exercise its powers to hear those grievances and ensure its disposal within one month of the receipt of the appeal.
4.5.2	Details of applications received under RTI and information provided	The RTI Quarterly reports for the Financial Year 2023-2024 are available under <a href="https://msrvvp.ac.in/rti_quarterl_report.html">https://msrvvp.ac.in/rti_quarterl_report.html</a>
4.5.3	List of completed Schemes/ Projects/ Programmes	The list of programmes/schemes completed is available in the Annual Report. <a href="https://msrvvp.ac.in/annual_con.html">https://msrvvp.ac.in/annual_con.html</a>
4.5.4	List of schemes/projects/ programme underway	<a href="https://msrvvp.ac.in/annual_con.html">https://msrvvp.ac.in/annual_con.html</a>
4.5.5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	Maharshi Sandipani Rashtriya Veda Vidya Pratishthan, Ujjain is procuring most of the services, goods from Government e Marketplace (GeM) which is publicly accessible to all the individuals. Tender Invitations are given here: <a href="https://msrvvp.ac.in/tender.html">https://msrvvp.ac.in/tender.html</a>
4.5.6	Annual Report	It is available at: <a href="https://msrvvp.ac.in/annual_con.html">https://msrvvp.ac.in/annual_con.html</a>
4.5.7	Frequently Asked Question (FAQs)	It is available at: <a href="https://msrvvp.ac.in/RTI_FAQs.pdf">https://msrvvp.ac.in/RTI_FAQs.pdf</a>
4.5.8	Any other information such as- (a)Citizen's Charter, (b)Result Framework Document (RFD), (c)Six monthly reports on the, (d)Performance against the Benchmarks set in the Citizen's Charter	A Citizen's Charter represents the commitment of the organization towards standard, quality and time frame of service delivery, grievance redress mechanism, transparency and accountability. As such the key components of a meaningful Citizen's Charter are clear statement of Vision and Mission Statements, Client Groups/Stakeholders, Specification of Time Frame for each service being rendered by the organization.
<b>4.6</b>	<b>Receipt &amp; Disposal of RTI applications &amp; appeals [F.No1/6/2011-IRdt.15.04.2013]</b>	
4.6.1	Details of applications received and disposed	Details of applications and appeals received and orders issued/disposed of are available in the Quarterly reports of RTI for the Financial Year 2023-2024 under the RTI Section.
4.6.2	Details of appeals received and orders issued	
<b>4.7</b>	<b>Replies to questions asked in the Parliament[Section4(1)(d)(2)]</b>	
4.7.1	Details of questions asked and replies given in the Parliament	<a href="https://msrvvp.ac.in/Parliamentary_Questions_and_their_replies_2024-25.pdf">https://msrvvp.ac.in/Parliamentary_Questions_and_their_replies_2024-25.pdf</a>
<b>5</b>	<b>Information as may be prescribed</b>	
<b>5.1</b>	<b>Such other information as may be prescribed</b>	

5.1.1	Name & details of- Current CPIOs & FAAs,	<p><b>Public Information Officer</b></p> <p><b>Shri Sanjay Shrivastava, Asst. Director</b>  <b>Maharshi Sandipani Rashtriya Veda Vidya Pratishthan, Veda Vidya Marg, Chintaman Ganesh Po. Javasiya, Ujjain 456006 (M.P.)</b></p> <p><b>Appellate Authority</b></p> <p><b>Prof. Viroopaksha V. Jaddipal, Secretary</b>  <b>Maharshi Sandipani Rashtriya Veda Vidya Pratishthan, Veda Vidya Marg, Chintaman Ganesh Po. Javasiya, Ujjain 456006 (M.P.)</b></p> <p><a href="https://msrvvp.ac.in/rti_con.html">https://msrvvp.ac.in/rti_con.html</a></p>
5.1.2	Details of Third Party audit of voluntary disclosure-(a)Dates of audit carried out,(b)Report of the audit carried out	_____
5.1.3	Appointment of Nodal Officers not below the rank of Joint Secretary/Additional HoD-(a) Date of appointment,(b)Name & Designation of the officers	_____
5.1.4	Consultancy Committee of key stake holders for advice on Suo-Motu Disclosure - (a) Dates from which constituted, (b)Name &Designation of the officers	_____
5.1.5	Committee of PIOs/FAAs with rich experience in RTI to identify frequently sought information under RTI - (a) Dates from which constituted, (b)Name &Designation of the Officers	_____
<b>6</b>	<b>Information Disclosed on own Initiative</b>	
<b>6.1</b>	Item/information disclosed so that public have minimum resort to use of RTI Act to obtain information	
6.1.1	Item/information disclosed so that public have minimum Resort to use of RTI Act to obtain information	RTI Manual on website which is updated at regular intervals <a href="http://www.msrvvp.ac.in">www.msrvvp.ac.in</a>
<b>6.2</b>	<b>Guidelines for Indian Government Websites (GIGW) is followed (released in February,2009 and included in the Central Secretariat Manual of Office Procedures (CSMOP) by DARPG, Ministry of Personnel, Public Grievances &amp; Pensions</b>	
6.2.1	Whether STQC certification Obtained and its validity	Not yet obtained
6.2.2	Does the website show the certificate on the Website?	Not yet obtained