

Organisation and Function

S.No	Item	Disclosure Details
1	Organisation and Function	
1.1	Particulars of Organisation, Functions and Duties [Section 4(1)(b)(i)]	
1.1.1	Name and Address of the Organization	Gandhi Smriti and Darshan Samiti (GSDS) 5, Tees January Marg, New Delhi – 110001 Website: www.gandhismriti.gov.in
1.1.2	Head of the organization	Shri Sanjeet Kumar, Director (Incharge), GSDS

1.1.3	Vision, Mission and Key Objectives	<p>Vision: To create a just and peaceful society that aims to imbibe the message, philosophy and life of Mahatma Gandhi.</p> <p>Mission: The overarching mission of Gandhi Smriti and Darshan Samiti is to propagate the life-mission and thought of Mahatma Gandhi amongst different sections of the society so that these can be imbibed by a large number of people.</p> <p>Key Objectives:</p> <ol style="list-style-type: none"> i. To plan and carry out activities for the promotion of Gandhian ideals and philosophy. ii. To keep Gandhi Smriti and Darshan Samiti open for public as per standard rules related to museum and maintain it to provide maximum convenience to visitors. iii. Promote Audience Development and Museum Management Framework in both Gandhi Smriti Museum and Gandhi Darshan Exhibition. iv. Promote initiatives to create awareness on the life and message of Mahatma Gandhi through educational media like exhibition, films, Gandhiana, posters, and different forms of Art, Culture and Technology. v. To develop and preserve a library of books including rare books, literature, photographs, films and documents etc. vi. To collect, preserve and exhibit important relics of Mahatma Gandhi. vii. Promotion of volunteerism for Gandhian work and betterment of the society. viii. Focus on empowering the marginalized through different activities related to philosophy and ideals of Mahatma Gandhi. ix. Developing capacities of children, youth, women and other groups for imbibing Gandhian values and work to bring attitudinal changes/development through practical applications of Gandhian philosophy. x. To restore, protect and manage both the complexes at Gandhi Darshan and Gandhi Smriti and all movable and immovable properties therein according to requirement. xi. To bring publication for various sections of people to enhance their knowledge about Mahatma Gandhi and the values he propagated. xii. To conduct inter-disciplinary research on Gandhian philosophy in the context of contemporary issues. xiii. Encourage and promote Gandhian perspectives on education and facilitate education for peace, ecological security, equality and justice. xiv. To work extensively with different Universities and Academic Institutions for better and in-depth understanding of Mahatma Gandhi and Gandhian philosophy. xv. Empowerment of the weaker sections of the society through vocational training programmes and other livelihood initiatives as part of Gandhian constructive work. xvi. Respond and work to address challenging problems of the society. xvii. Involving different stakeholders to work for a culture of collective living, collective working, peace and nonviolence. xviii. Reaching the unreached with the life and message of Mahatma Gandhi especially in far flung areas. xix. To undertake such other activities and to do all the foregoing mandate and to cooperate and seek cooperation from other institutions for the aforesaid purposes.
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1.1.4	Functions and Duties	<ul style="list-style-type: none"> Organize educational and cultural programs Maintain Gandhi Smriti and Darshan complexes Archive and promote Gandhian literature and philosophy Conduct workshops, publications, and outreach
1.1.5	Organization Chart	Click here to view the Organisation Chart https://www.gandhismriti.gov.in/smiti-organization

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 consulted from time to time have been dealt	<ul style="list-style-type: none">Gandhi Smriti was established in 1984 under Ministry of Culture.Located at the site of Mahatma Gandhi's martyrdom.Formed as an autonomous body under Societies Registration Act.Guided by an Executive Committee and General Body under Ministry oversight.
1.2	Power and Duties of its Officers and Employees [Section 4(1) (b)(ii)]	
1.2.1	Powers and Duties of Officers (administrative, financial and judicial)	<ul style="list-style-type: none">Director oversees all administrative, financial, and program-related decisions.Officers handle project execution, events, documentation, and outreach.
1.2.2	Power and Duties of other Employees	<p>Support staff assist with museum operations, maintenance, logistics, and facilitation.</p> <ul style="list-style-type: none">GSDS Constitution (Registered Society Rules)Ministry of Culture guidelines <p>Through Director and administrative hierarchy as per GSDS rules.</p> <p>As assigned by the Director. Departmental responsibilities vary across administration, events, archives, and education.</p>
1.2.3	Rules/ orders under which powers and duty are derived and	
1.2.4	Exercised	
1.2.5	Work allocation	
1.3	Procedure followed in decision-making process [Section 4(1)(b)(iii)]	

1.3.1	Process of decision making Identify key decision-making points	Internal departmental discussions → Director's approval → Governing Body (if required)
1.3.2	Final decision-making authority	Director, under oversight of Ministry of Culture and Executive Committee
1.3.3	Related provisions, acts, rules etc.	<ul style="list-style-type: none"> • Societies Registration Act, 1860 • Guidelines from Ministry of Culture

1.3.4	Time limit for taking decisions, if any	Not publicly defined; varies by case
1.3.5	Channel of supervision and accountability	Staff → Section Heads → Director → Executive Committee → Ministry
1.4	Norms for Discharge of Functions [Section 4(1)(b)(iv)]	
1.4.1	Nature of functions/ services offered	Educational tours, exhibitions, training on Gandhian values
1.4.2	Norms/ standards for functions/ service delivery	Services are guided by program schedules and Ministry mandates
1.4.3	Process by which these services can be accessed	<ul style="list-style-type: none"> • Public can visit museum and participate in programs • RTI requests for specific information
1.4.4	Time-limit for achieving the targets	Project-specific;

1.4.5	Process of redressal of grievances	RTI portal and contact form on website
1.5	Rules, Regulations, Instructions Manual and Records for Discharging Functions [Section 4(1)(b)(v)]	
1.5.1	Title and nature of the record/ manual /instruction	RTI Files, Meeting Minutes, Programme Reports, Budget Documents
1.5.2	List of Rules, regulations, instructions manuals and records.	Constitution of GSDS, RTI Guidelines
1.5.3	Acts/ Rules manuals etc.	Societies Registration Act, RTI Act

1.5.4	Transfer Policy and Transfer Orders	Not applicable – autonomous body with minimal transfer practice
1.6	Categories of Documents held by the Authority under its Control [Section 4(1)(b) (vi)]	
1.6.1	Categories of documents	Program documents, financial records, archival material, staff records
1.6.2	Custodian of documents / categories	Administrative Officer / Sectional Heads under Director's supervision
1.7	Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]	
1.7.1	Name of Boards, Council, Committee etc.	<ul style="list-style-type: none"> General Body Executive Committee <p>Includes Director, Ministry nominees, and other eminent persons</p> <p>Ongoing committees; composition changes as per tenure</p>
1.7.2	Composition	

1.7.3	Dates from which constituted	
1.7.4	Term / Tenure	Usually 3 years, per GSDS constitution
1.7.5	Powers and Functions	Policy oversight, financial and program approvals
1.7.6	Whether their meetings are open to the public?	No
1.7.7	Whether the minutes of the meetings are open to the public?	No
1.7.8	Place where the minutes if open to the public are available?	Likely in internal office records
1.8	Directory of Officers and Employees [Section 4(1) (b) (ix)]	
1.8.1	Name and designation	Click here to view https://gandhismriti.gov.in/about-us/whos-who
1.8.2	Telephone, fax and email	
1.9	Monthly Remuneration received by Officers and Employees including system of compensation [Section 4(1) (b) (x)]	

1.9.1	List of employees with Gross monthly remuneration	Not disclosed
1.9.2	System of compensation as provided in its regulations	As per Ministry of Culture-approved pay structure
1.10	Name, Designation and other particulars of Public Information Officers [Section 4(1) (b) (xvi)]	
1.10.1	Name and designation of the Central Public Information Officer (CPIO), Assistant Public Information Officer (APIO) and Appellate Authority	Click here to view the details https://www.gandhismriti.gov.in/rti/appellate-authority

1.10. 2	Address, telephone numbers and email of each designated official	Click here to view https://gandhismriti.gov.in/about-us/whos-who
1.11	No. of employees against whom Disciplinary Action has been proposed / taken [Section 4(2)]	
1.11.1	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings	Not publicly disclosed
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	Not publicly disclosed
1.12	Programmes to Advance Understanding of RTI [Section 26]	
1.12. 1	Educational Programmes	Regular public engagement on Gandhian values, not specifically RTI
1.12. 2	Efforts to encourage public authority to participate in these programmes	Limited public data
1.12. 3	Training of CPIO/APIO	
1.12. 4	Update & publish guidelines on RTI by the Public Authorities concerned	RTI section available Click here to view the details https://www.gandhismriti.gov.in/rti/rti-details
1.13	Transfer Policy and Transfer Orders [F No. 1/6/2011- IR dt. 15.4.2013]	

1.13. 1	Transfer Policy and Transfer Orders [F No. 1/6/2011- IR Dt. 15.4.2013]	No formal transfer policy published; as an autonomous body, limited internal transfers occur.
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Information as may be Prescribed

5	Information as may be Prescribed	
5.1	Such other Information as may be Prescribed [F. No. 1/2/2016-IR dt. 17.8.2016, F No. 1/6/2011-IR dt. 15.4.2013]	
5.1.1	Name and details of (a) Current CPIO and FAAs, (b) Earlier CPIO and FAAs from 1.1.2015	<p>CPIO: Dr. Vedabhyas Kundu, Programme Officer Gandhi Smriti and Darshan Samiti under Ministry of Culture, Govt. of India Contact No: 011-23392709, 011-23392707</p> <p>FAA: Sh. Dipanker Shri Gyan (2015-2022), Sh. Sushil Kumar, Sh. Neeraj Kumar, Dr. Jwala Prasad Sh. Sanjeet Kumar, Director Incharge, Gandhi Smriti and Darshan Samiti under Ministry of Culture, Govt. of India</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	<p>Click here to view https://cic.gov.in/sites/default/files/Transparency%20Audit%20of%20Disclosures%20Under%20Section%204%20of%20the%20RTI%20Act%20by%20the%20Public%20authorities.pdf</p> <p>GSDS scored 50% (Partially Compliant) No individual detailed report is published on GSDS website.</p>
5.1.3	Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD (a) Date of appointment, (b) Name and Designation of the officers	<p>CPIO: Dr. Vedabhyas Kundu, Programme Officer Gandhi Smriti and Darshan Samiti under Ministry of Culture, Govt. of India Contact No: 011-23392709, 011-23392707</p>
5.1.4	Consultancy committee of key stake holders for advice on Suo Moto Disclosure (a) Dates from which constituted, (b) Name and Designation of the officers	Not Available
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 and Designation of the Officers	Not available

Budget and Programmes

2	Budget and Programmes	
2.1	Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section4(1)(b)(xi)]	
2.1.1	Total Budget for the public authority	<p>The Annual Report 2023–24 presents consolidated budget figures for Gandhi Smriti and Darshan Samiti;</p> <p>Click here to view</p> <p>https://www.indiaculture.gov.in/sites/default/files/Annual_Reports_Organizations/Annual_Report_2023_Eng_2023-24_14052025.pdf?utm_source=chatgpt.com</p> <p>The report outlines various initiatives—like Eternal Gandhi Multimedia Museum, public outreach programs, educational initiatives, etc.—but does not break down budgets by agency or individual program in publicly visible summaries</p> <p>Proposed expenditures are included as part of the financial projections in the Annual Report, again available in the full PDF — not disclosed in the summary index</p> <p>Information on <i>revised budgets</i> is not visible in online.</p>
2.1.2	Budget for each agency and plan & programmes	
2.1.3	Proposed expenditures	
2.1.4	Revised budget for each agency, if any	
2.1.5	Report on disbursements made and place where the related reports are available	<p>Disbursement reports and audited financial statements are typically provided within the Annual Report PDF and the website's "Annual Account" section. These documents contain details on funds released, utilized, and balance reports.</p> <p>Click here to view the Report</p> <p>https://www.indiaculture.gov.in/sites/default/files/Annual_Reports_Organizations/Annual_Report_2023_Eng_2023-24_14052025.pdf?utm_source=chatgpt.com</p>
2.2	Foreign and Domestic Tours [F. No. 1/8/2012- IR dt. 11.9.2012]	
2.2.1	Budget	No specific budget lines for foreign or domestic travel are called out. Travel expenditures are usually embedded within administrative overheads, accessible in detailed annexures.

2.2.2	Foreign and domestic Tours by ministries and officials of the rank of Joint Secretary to the Government 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	The summaries do not list specifics such as officials visited places, delegation size, or expenditures for foreign/domestic tours. Such details may be in audit or internal records only.
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 enquiries, awarded contracts, supplier names, rates, and totals are not shown in summary sections. For procurement details, refer to the public procurement/tender section on the official site or annexures in the Annual Report https://www.gandhismriti.gov.in/tenders

2.3	Manner of Execution of Subsidy Programme [Section 4(i)(b)(xii)]	
2.3.1	Name of the programme of activity	Not applicable
2.3.2	Objective of the programme	
2.3.3	Procedure to avail benefits	
2.3.4	Duration of the programme/ scheme	
2.3.5	Physical and financial targets of the programme	
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	Discretionary and Non-discretionary Grants [F. No. 1/6/2011-IR dt. 15.04.2013]	

2.4.1	Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions	The organization itself is funded by the Ministry of Culture, Government of India. No public information indicates that it issues grants to NGOs, State governments, or other institutions; thus sections 2.4.1 and 2.4.2 are likely not applicable to GSDS.
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Not Applicable
2.5	Particulars of Recipients of Concessions, Permits of Authorizations granted by the Public Authority [Section 4(1) (b) (xiii)]	
2.5.1	Concessions, permits or authorizations granted by public authority	GSDS manages museum entry, events, publications, etc., but does not grant permits or concessions in a public regulatory capacity. Information on this is also not disclosed in the summaries and likely not within GSDS jurisdiction.
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	CAG & PAC Paras [F No. 1/6/2011- IR dt. 15.4.2013]	

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.	<p>Click here to view</p> <p>https://www.indiaculture.gov.in/sites/default/files/Annual_Reports_Organizations/Annual_Report_2023_Eng_2023-24_14052025.pdf?utm_source=chatgpt.com</p>
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Information Disclosed on Own Initiative

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	
6.1.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	<p>Basic organisation information, contact details, schemes, and activities are available on the website</p> <p>Click here for view</p> <p>http://www.gandhismriti.gov.in/about-us/gandhi-smriti</p> <p>http://www.gandhismriti.gov.in/contactus</p> <p>http://www.gandhismriti.gov.in/programmes/glds-programmes</p>
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 Grievances and Pension	
6.2.1	Whether STQC certification obtained and its validity	<p>STQC certification for the website www.gandhismriti.gov.in was obtained and remained valid until 11 July 2022.</p>
6.2.2	Does the website show the certificate on the Website?	<p>Yes, Click here for view</p> <p>http://www.gandhismriti.gov.in/sites/default/files/stqc_glds0.pdf</p>

Publicity and Public Interface

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 thereof [Section 4(1)(b)(vii)] [F No 1/6/2011-IR dt. 15.04.2013]	
3.1.1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	RTI Section provides access to applications and responses. Citizens can view program reports and gallery content online.
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	No formal mechanism disclosed for public consultation. Gandhi Smriti Museum open all days except Monday & national holidays. Director (I/c): Sh. Sanjeet Kumar Gandhi Smriti, 5, Tees January Marg, New Delhi 110 011 Administrative Block: Gandhi Darshan, Rajghat, New Delhi 110002 Phone: 011-23392796 E-mail: 2010gsds[at]gmail[dot]com , office-gsds[at]gov[dot]in
3.1.3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	Not Available
3.1.4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	Not Available
3.1.5	Public- private partnerships (PPP)- Concession agreements.	Not Available
3.1.6	Public- private partnerships (PPP)- Operation and maintenance manuals	Not Available
3.1.7	Public- private partnerships (PPP) - Other documents generated as per the implementation of the PPP	Not Available
3.1.8	Public- private partnerships (PPP) - Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government	Not Available
3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	Not Available

3.1.10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.)	Not Available
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3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	Not Available
3.2	Are the details of Policies / Decisions, which affect the public, informed to them? [Section 4(1) (c)]	
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	No legislative or regulatory policies listed. Activities are primarily educational/cultural programs.
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	Not Available
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	Not applicable
3.3	Dissemination of Information widely and in such form and manner which is easily accessible to the public [Section 4(3)]	
3.3.1	Use of the most effective means of communication - Internet (website)	Yes. GSDS uses its website: www.gandhismriti.gov.in Contains RTI details, video galleries, events, and photo archives.
3.4	Form of accessibility of Information Manual/ Handbook [Section 4(1)(b)]	
3.4.1	Information manual / handbook available in electronic format	Please Click here to view Annual Report http://www.gandhismriti.gov.in/publication/annual-reports Annual Accounts http://www.gandhismriti.gov.in/publication/annual-account
3.4.2	Information manual / handbook available in Printed format	Yes
3.5	Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]	

3.5.1	List of materials available Free of cost	All the information manual/handbook are provided free of cost. GSDS appears to operate on a free-access public service model.
3.5.2	List of materials available at a reasonable cost of the medium	