SUO-MOTO DISCLOSURE UNDER SECTION 4(1) (B) OF RIGHT TO INFORMATION ACT, 2005

(Updated in September 2026)

M. S. REGIONAL AYURVEDA RESEARCH INSTITUTE

Indira Colony, Bani Park, Jaipur - 302016 (Rajasthan)

(C.C.R.A.S., Ministry of Ayush, Government of India, New Delhi)

Phone: 0141-2281812, 2282618 Email: acri-jaipur@gov.com,

acri.jaipur@gmail.com

RTI APPLICATION FORM

1. Particulars of the Applicant:

(a) Name:

(b) Address:

(c) E-mail address:

(d) Phone/Fax. No.:

2. Date of Submission of Application:

3. Subject Matter:

4. Details of Information requested:

5. Period to which the information relates:

6. Fee enclosed (in cash/DD/Banker's cheque/IPO):

7. Due date by which information is to be furnished (30 days from submission of application):

8. How the applicant would like his information to be sent:

(a) By post:

(b) To be collected by hand:

(c) By e-mail:

(d) By fax:

INDEX

Particulars of Information under Section 4(1) (b) of RTI ACT, 2005

Section	Particulars	Page No.
Section 4 (1)(b)(i)	The particulars of its Organization, Functions and Duties	01-07
Section 4 (1)(b)(ii)	The Powers and Duties of its Officers and Employees	08-13
Section 4 (1)(b)(iii)	The procedure followed in the decision-making process, including channels of supervision and accountability	14
Section 4 (1)(b)(iv)	The norms set by it for the discharge of its functions	15
Section 4 (1)(b)(v)	The rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions	16
Section 4 (1)(b)(vi)	A statement of the categories of documents that are held by it or under its control	17
Section 4 (1)(b)(vii)	The particulars of any arrangement that exists for consultation with or representation by the members of the public in relation to the formulation of its policy or implementation thereof;	18
Section 4 (1)(b)(viii)	A statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice and as to whether meetings of those boards, councils, committees and other bodies are open to the public or the minutes of such meetings are accessible for public;	19
Section 4 (1)(b)(ix)	A Directory of its Officers and Employees	20-21
Section 4 (1)(b)(x)	The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in Its regulations.	22-23
Section 4 (1)(b)(xi)	Budget allocated to each of its agency indicating the particulars of all plans, proposed expenditures and reports on disbursements Made.	24
Section 4 (1)(b)(xii)	The manner of execution of subsidy programmes including the amounts allocated and the details of beneficiaries of such programmes	25
Section 4 (1)(b)(xiii)	Particulars of recipients of concessions, permits or authorizations granted by it	26
Section 4 (1)(b)(xiv)	Details in respect of the information available to or held by it reduced in an electronic form	27
Section 4 (1)(b)(xv)	The particulars of facilities available to citizens for obtaining information including the working hours of a library or reading room, if maintained for public use;	28
Section 4 (1)(b)(xvi)	Names, designations and other particulars of the Public Information Officers	29

Section 4(1) (b) (i)

The particulars of its Organization, Functions and Duties

M.S. Regional Ayurveda Research Institute (MSRARI), Jaipur was established on 1st April, 1972 as **Regional Research Institute (RRI)** for Ayurveda under Central Council for Research in Ayurveda and Siddha (CCRAS) (now Central Council for Research in Ayurvedic Sciences), Department of Indian System of Medicine and Homoeopathy (now Ministry of AYUSH), Government of India, with the objective to promote Ayurveda on scientific ground by means of clinical studies. In the year 1999, under the process of re-organization of CCRAS, this institute was upgraded as **Central Ayurveda Research Institute (CARI)**. In the year 2010, the Institute was again renamed as **Ayurveda Central Research Institute (ACRI)**. Thereafter under the process of re-organization of Council's peripheral units, the institute was renamed as "**Regional Ayurveda Research Institute for Endocrine Disorders** (**RARIED**)"in April 2016. The institute has been renamed once again as **'Regional Ayurveda Research Institute (RARI)'** since January, 2021. Various Clinical Research studies have been conducted by this Institute since its inception.

Presently institute is involved in various health care activities through General OPD, geriatric OPD, Pediatric OPD, 20 bedded IPD, various Research Projects, Outreach projects like THCRP (Tribal Health Care Research program) and WCH (Women and Child health Care program), etc. Now the institute is both has **NABH** and **NABL** accreditation for hospital facilities and Laboratory facilities respectively. Institute has fully equipped Panchakarma facilities with trained staff. The admissions of the patients and for the Panchakarma and other minor Ayurvedic surgical procedures are carried out at OPD and IPD level. Laboratory provides facilities for biochemical, pathological investigations and immunological investigations. The Facilities OPD, IPD, Panchakarma Procedures and Radiological (Digital X-ray) investigations are done on payment basis except Research cases and BPL patients. 60% concession is provided to Senior Citizens on all investigations Institute also has its own Library with Sufficient quantity of books and sitting facilities. The Institute is entrusted with Clinical Research primarily focused on endocrine Disorders along with other research fields through Ayurveda in a scientific manner. Institute strives for excellence in diagnosing, preventing, and managing acute as well as chronic disorders through Ayurveda. Institute is involved in

collaborative Scientific Research Projects with different AYUSH Systems etc. The Institute is trying to provide the healthcare services in its periphery through medical camps and organizing lectures to create the awareness among the common public. The institute is offering Internship program for BAMS and Diploma in Ayurveda Nursing and Pharmacy (DAN&P) students and PhD program in three subjects through Dr. Sarvepalli Radhakrishnan Rajasthan Ayurved University, Jodhpur. At present institute is having approx 142 acres of land under Guggulu Herbal Farm Mangliawas for cultivation of medicinal plants especially for extensive cultivation of Guggulu.

Since its inception, the Institute at its various centres has completed research projects on multiple diseases such as Malaria, Osteoarthritis, Bronchial Asthma, Anemia, Amlapitta, Agnimandya, Rhumatoid arthritis, Obesity/ Medoroga, Hypothyroidism, Diabetes, Hypertension, Menopausal syndrome, Dysmenorrhea, Epilepsy, Intestinal worm infestation, Leucorrhoea, Sciatica, General debility, oral contraceptive etc.. Rural Health Care Programme, Community Health Care Programme, and Service Oriented Survey & Surveillance Programme have been conducted in Rajasthan. Folk-medicinal claims practiced in tribal populations have been collected from different tribal areas of Rajasthan State.

The Institute organizes various activities yearly as per the direction received from CCRAS Hqrs as well as Ayush Ministry such as Yoga Day, Ayurveda Day, Poshan Pakhavada, Azadi ka Amrut Mahotsava, International Year of Millets, etc. and brings awareness regarding healthy lifestyle through Ayurveda by delivered lectures, Demonstrations, health camps, distribution of medicinal plants and IEC materials. Activities like Swachhata Pakwada, Hindi Pakhavada, Hindi Workshop, Vigilance awareness, etc., are also celebrated by the Institute to create awareness among the general public. The Institute has organized various seminars/webinars/workshops etc., for propagation of Ayurveda and capacity building of Researchers/Ayush practitioners. The Institute was also engaged in two health outreach activities, namely, the Women and Child Health Care Programme - Ayurveda Mobile Health Care Programme (AMHCP) under SCSP, and Tribal Health Care Research Project (THCRP).

The Institute is currently working on following research projects:

1. Effectiveness of Drakshavaleha in Improving the Symptoms of Functional Gastrointestinal Disorders – A Multi-Centre Study.
2. Efficacy of Varadi Kwatha Ghana Vati as an Adjunct vs Treatment as usual in Type 2 DM: A Randomized Double-Blind Placebo-Controlled Study.

3. Clinical efficacy of Ashokarishtam, AYUSH SR, and Praval Pishti in the management of Menopausal syndrome (Rajonivrittti Lakshan): A Prospective Randomized Open Label Standard Control Trial.
4. A Cross-sectional Survey to study the distribution pattern of different prakriti types across India- A multi centric Study.
5. Evaluation of the efficacy of Ayush-BR Leham in the management of Moderate malnutrition among children aged 3-5 years – A Multicenter Randomized Controlled Preliminary trial.
6. Effectiveness of Drakshavaleha in Improving the Symptoms of Functional Gastrointestinal Disorders – A Multi-Centre Study.
7. Efficacy of Varadi Kwatha Ghana Vati as an Adjunct vs Treatment as usual in Type 2 DM: A Randomized Double-Blind Placebo-Controlled Study.
8. Clinical efficacy of Ashokarishtam, AYUSH SR, and Praval Pishti in the management of Menopausal syndrome (Rajonivrittti Lakshan): A Prospective Randomized Open Label Standard Control Trial.
9. Documentation of the Life profile of Admirable personalities to transform Ayurveda.
10. Documentation of the Life profile of admirable personalities to transform Ayurveda (APTA)

The Institute was accredited with Entry Level Certification for Ayush Hospitals by NABH as well as NABL for Medical Laboratory (Entry Level) Certificate for Haematology and Biochemistry tests in 2023. Renewal of NABH accreditation obtained for Institute Hospital from 13.03.2026 to 12.03.2029. NABL accreditation obtained for Pathology and Bio-Chemistry labs since 16.11.2023 to 15.11.2026. IS/ISO 9001:2015 by BIS (Quality Management Systems Certification) since 07.02.2025 to 06.02. 2028. FSSAI Certified Hospital Kitchen since 09.11. 2024 to 08.11.2029. The Institute is also recognized for its commendable work in Hindi Official Language and has received appreciation/awards. The Institute is progressing in the path to fulfil its vision to be an Institution par excellence for the science of Ayurveda in research, treatment and propagation of Ayurveda. MoUs have been done for the collaborative projects with:

(1.) Parul Institute of Ayurveda & Research, Parul University, Gujarat

(2) Sant Dnyaneshwar Shikshan Sanstha's, Hon. Shri Annasaheb Dange Ayurved Medical College, Maharashtra

(3) Yashwant Ayurvedic College, Kolhapur, Maharashtra

(4) Maharashtra University of Health Sciences, Nashik (Maharashtra).

(5) National Institute of Ayurveda (NIA), Deemed to be University (DU), Jaipur

(6) Madan Mohan Malviya Government Ayurved College (MMM Govt. Ayurved College), Udaipur

(7) Dr. Sarvepalli Radhakrishnan Rajasthan Ayurved University, Jodhpur

Our Services /Facilities Available

1. **Patient Consultancy Service :**
    - The Institute provide consultation, investigation and medication on nominal charges to the patients.
    - Special clinics for Geriatric Health care

2. **Specialization Therapy Service:** The Institute is Provide Panchakarma Treatment on nominal charges to the patients.

3. Library Service: The institute maintains a library to provide information**.**

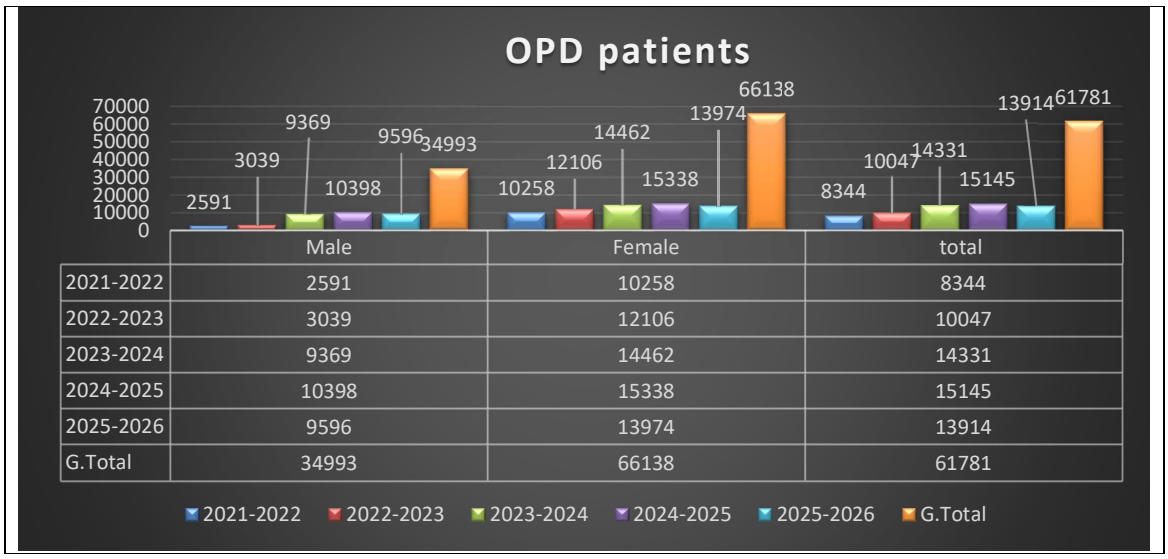
S.No.	Category	Total
1.	Books	2741
2.	Publications for sale (Ayush Ministry& CCRAS)	1219
3.	Periodicals & Others	14 Types

Hospital Data

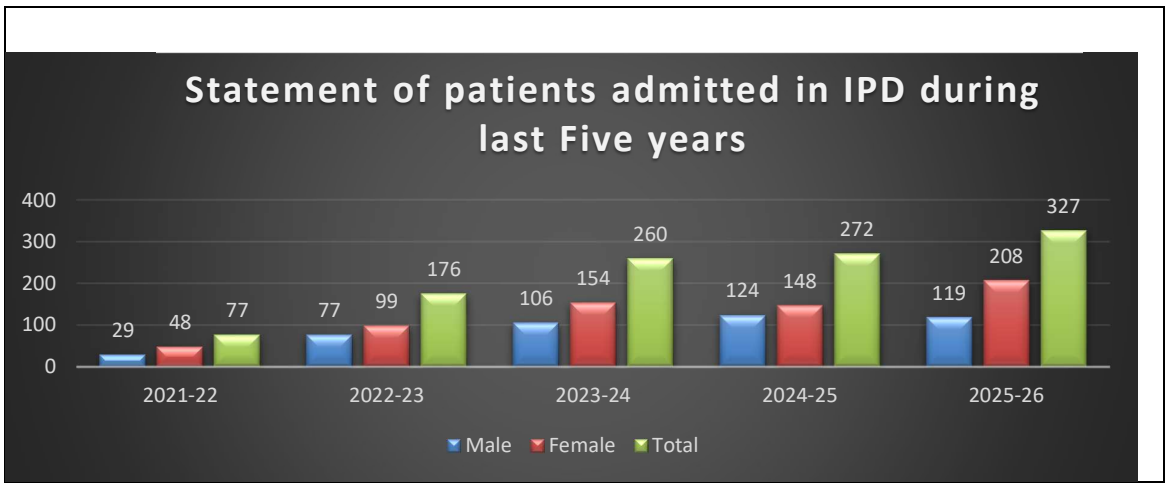
The Institute has Out Patient Door (OPD), In Patient Door (IPD) and Panchakarma facilities. OPD of the Institute is running daily from 9:00 AM-1:00 PM on all working days. Ayurvedic medicines are dispensed free of cost to all patients as per need along with consultation. During the year 202**5**-2**6**, Total number of New & Old Patient's **38442** (**20958** males and **17484** females) patients were examined and treated at OPD level.

OPD	Male	Female	Total
General OPD	13994	13919	27913
Geriatric OPD	6513	3104	9617
Pediatric OPD	451	461	912
Total	**20958**	**17484**	**38442**

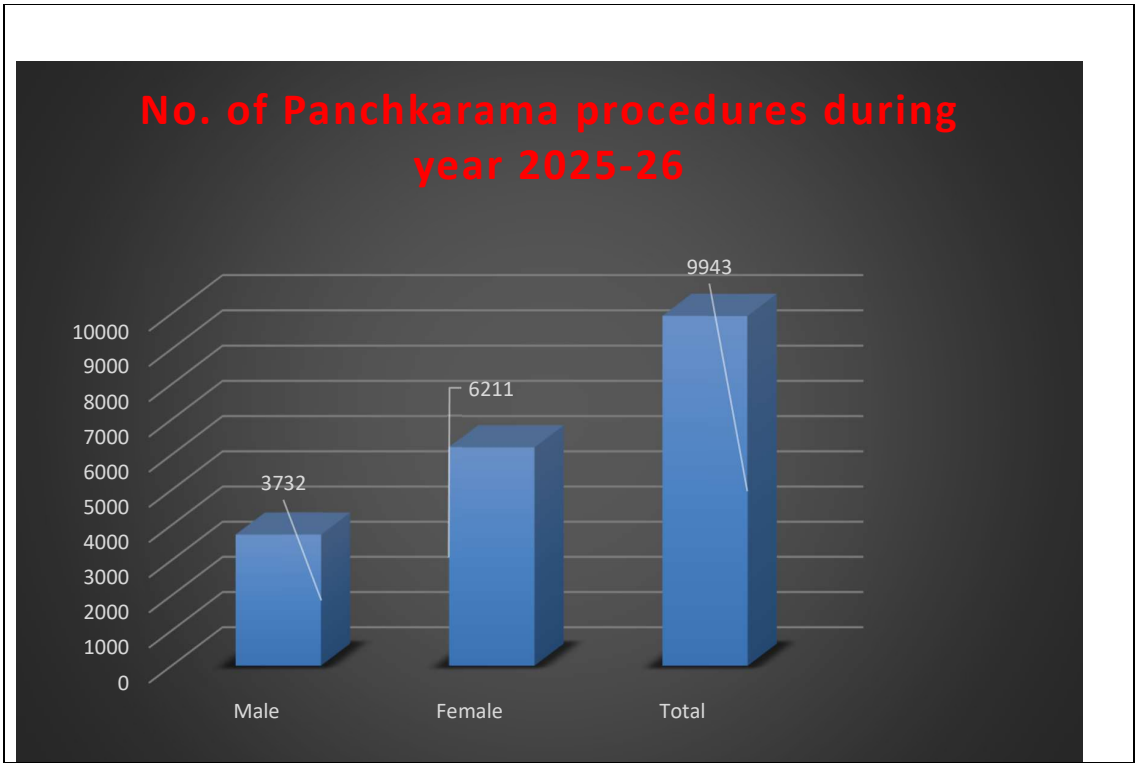
Last 05 Years OPD Data-



Last 05 Years IPD Data-



Panchkarma: (Year 2025-26)



Laboratory Investigations (Year 2025-26)

S.No.	Investigations	Total (Male)	Total (Female)	Grand Total
1.	Pathological Investigations	9044	7485	16529
2.	Biochemical Investigations	9802	4019	13821
3.	Radiological Investigations	138	175	313
	Total	**18984**	**11679**	**30663**

Outreach Health Care Project (Year 2025-26)

1. Tribal Health Care Research Programme (THCRP):-

Two major projects were conducted under the sanction order (No. 10/02025-26 dated 02.04.2025). Total budget allocation for this project was Rs. 47,10,000/-. OPD-based data were gathered through medical camps organized in the five districts, covering a total of 3,905 beneficiaries. As part of community outreach, 53 awareness lectures were conducted, benefiting 4,190 participants. Furthermore, a total of 1,027 laboratory investigations, including Hemoglobin (Hb) and Blood Sugar Level (BSL) tests, were carried out during the project.

Project (A): Documentation of ethno-dietary practices indigenous to India:

The study was conducted across five districts (Sirohi, Dungarpur, Chittorgarh, Baran, Sawai Madhopur) and sum part of Jaipur, Banswara, Kota, Karauli of Rajasthan at the block level (Four blocks in each district). A comprehensive field survey was carried out, including In-Depth Interviews (IDI) -100 and Focus Group Discussions (FGD)-20. Various traditional recipes (280) were systematically documented during the study.

Project (B): Documentation of plants, metals, minerals, animal products and other materials used in various indigenous religious practices and rituals across India: The study was conducted across five districts (Sirohi, Dungarpur, Chittorgarh, Baran, Sawai Madhopur) of Rajasthan at the block level (Four blocks in each district) and religious places. A comprehensive field survey was carried out, including In-Depth Interviews (IDI) -102 and Focus Group Discussions (FGD)-37. Various traditional Rituals (314) were systematically documented during the study.

Both projects have been completed. The collected data has been compiled and submitted to CCRAS Headquarters for further evaluation and analysis. Currently, the work is in progress for the preparation and publication of a research paper based on the study findings.

2. Women & Child Health Care Programme Under Scheduled Cast Sub Plan(WCH-SCSP):-

Two major projects conducted under the **sanction** order (No. 18/02025-26 dated 03.04.2025). Total budget allocation for this project was Rs. 41,24,000/-. OPD-based data were gathered through medical camps organised in the five districts, covering a total of 4,880 beneficiaries. As part of community outreach, 17 awareness lectures were conducted, benefiting 1,371 participants. Furthermore, a total of 1,380 laboratory investigations, including Haemoglobin (Hb) and Blood Sugar Level (BSL) tests, were carried out during the project.

Project (A): Documentation of ethno-dietary practices indigenous to India:

The study was conducted across five districts (Jaipur, Ajmer, Sri Ganganagar, Jhunjhunu, Jaisalmer) of Rajasthan at the block level (Four blocks in each district). A comprehensive field survey was carried out, including In-Depth Interviews (IDI) -102 and Focus Group Discussions (FGD)-20. Various traditional recipes (345) were systematically documented during the study.

Project (B): Documentation of plants, metals, minerals, animal products and other materials used in various indigenous religious practices and rituals across India: The study was conducted across five districts (Jaipur, Ajmer, Sri Ganganagar, Jhunjhunu, Jaisalmer) of Rajasthan at the block level (Four blocks in each district) and religious places. A comprehensive field survey was carried out, including In-Depth Interviews (IDI) -111 and Focus Group Discussions (FGD)-24. Various traditional Rituals (148) were systematically documented during the study.

Both projects have been completed. The collected data has been compiled and submitted to CCRAS Headquarters for further evaluation and analysis. Currently, the work is in progress for the preparation and publication of a research paper based on the study findings.

Section 4(1)(b)(ii)

Powers and Duties of Officers and Employees

M.S. Regional Ayurveda Research Institute, Jaipur is headed by the Assistant Director In-Charge, who is assisted by the Technical In-Charge and Assistant. The Powers and Functions of the A.D. In-Charge, MSRARI, Jaipur of the Institute is available on CCRAS's website i.e. www.ccras.nic.in, under the Head Memorandum of Association, Rules, Regulations and Bye-Laws of the Council.

Annexure-I

Delegation of Financial and Administrative Powers to Dy.Director(Admn.) HQrs. Office, CCRAS and In-charges of the Sub-ordinate Institutes/Centres/Units of the Council

SNo	Items/ Powers	Extent of powers delegated				Remarks
	Financial Powers	**Dy.Director (Admn.)**		**In-charges**		
		Existing	Enhanced	Existing	Revised	
1	2	3	4	5	6	7
1	Power to sanction taxes/surcharges, renewal of insurance, postal, telegraphic, water, electricity, telephone	Full	Full	Full	Full	Subject to budget provision
2	Reimbursement of local conveyance in respect of employees working under them.	Rs.150/- p.m. per person	As per orders of D/o Expenditure	Rs.150/- p.m. per person	As per orders of D/o Expenditure	As amended from time to time
3	**Power to incur expenditure on non-recurring items.**	**Upto Rs.10,000/-**	**Upto Rs.1.00 lakh**	**Upto Rs.1,00,000/- in respect of CRIs and Rs.50,000/- in respect of other Units**	**Upto Rs.2.00 lakh to National Research Institutes, Cpt. Srinivasa Murthy Research Institute for Ayurveda and Siddha Drug evelopment, Chennai, , Ayurveda Central Research Institute, Delhi, Ayurveda Research Institute for Mother and Child Health Care, Trivandrum, Advanced Centre for Ayurveda in Mental Health and Neuro-Sciences NIMHANS, Bangalore,Ayurveda Cancer Research Institute, Mumbai, Ayurveda Mental Health Research Institute, Nagpur & Ayurveda Regional Research Institute, Patna, NRISR, Amchi, leh and Rs.1,00,000/- for other Institutes.**	**Subject to budget provision and observations of codal formality. The accountability for justifiable expenditure fully lies with the officer sanctioning the amount. The Officer will also be responsible for compliance of all audit observations.**

4	**To incur expenditure on recurring contingency like petrol, diet, Diesel (Central heating), stationery, postage etc.**	**Upto Rs.2,000/-**	**Full**	**Full**	**Full**	**Subject to budget provision and rates of diet prescribed by the Council.**
5	Purchase of books/ publications, periodicals, journals.	Full, on the recommend ations of DD(Tech.) concerned Programme Officers	Full, on the recommen dations of DD(Tech.) concerned Programm e Officers	Full, except involving foreign currency.	Full	Subject to budget provision and requirement of allotted programme.
6	Power to sanction temporary advances from the imprest.	Full	Full	Full	Full	Not more than one advance is sanctioned to an individual, till the adjustment is submitted.
7	Power to sanction telephone rents, calls, phonograms, where telephone connections are sanctioned by the Council. Audit Fees and Advt. charges.	Full	Full	Full	Full	
8	Power to sanction expenditure on electricity and water charges.	Full	Full	Full	Full	
9	To sanction repair charges of vehicles, equipments, tools, stores etc.	Upto Rs.5000/-	Full	Upto Rs.5000/-	Full	Through authorized workshops only.
10	Purchase and supply of uniform for eligible staff.	Full in respect of employees working at HQrs. Office	Full	Full in respect of employees working under them.	Full	As per DOPT guidelines
11	a) Power to sanction advances of pay/TA/ DA to the employees in whose case	Full	Full	a) Full - provided the advance is sanctioned as per rules	Full	As per rules as amended from time to time

	transfer orders have been issued by HQrs. Office. b) Advance of leave salary as per rules					
12	(i)To sanction the write off of irrecoverable stores etc. provided that (i) the loss is not due to theft and (ii) it does not disclose a defect of system or serious negligence on the part of some individual employees of the Central Council, which might possibly call for disciplinary action and to sanction write off and sell by auction or otherwise, in the interest of the Council, (ii) Declaring Condemn unserviceable stores. (The amount of sale proceeds shall be credited to the Hqrs office of the Central Council).	Upto Rs.5000/-	Upto Rs.50,000/-	Upto Rs.5000/- in r/o CRIs and Rs.3000/- in r/o RRIs/ RRCs and other major institutes in each case (Note: each case means each occasion not each article). The case of theft, negligence on the part of individual including cases involving relaxation will continue to be referred to the Council.	Rs.50,000/- to all Subordinate Institutes/Centres	On the recommendations of a Physical Verification Committee (Condemnation Committee) to be constituted according to Rules. -do-
13	Power to sanction festival advance to entitled staff	Full in respect of employees working at HQrs. Office	Full	Full in respect of employees working under them.	Full	
14	Power to reimburse medical examination fee on first appointment as per scales laid down.	Full	Full	Full	Full	

15	Power to sanction LTC and LTC advance in respect of staff working under them except head of Institutes/Centres .	Full in respect of employees working at Hqrs. Office.	Full	Full in respect of employees working at under them.	Full	
16	Power to sanction cycle/fan advance to staff.	Full	Full	One case in a year	Full	
17	Power to reimburse tuition fee/CEA in respect of employees working under him.	Full	Full	Full in respect of employees working at under them.	Full	
18	**Power to purchase prepared medicines from IMPCL and IMPCOPS only.**	**Upto Rs.50,000/- on the recommendation of Deputy Director (Tech.)/ Programme Officers**	**Full on the recommendation of Dy.Dir. (Tech.)/ Programme Officers**	**Upto Rs.1,00,000/- in case of CRIs and Rs.30,000/- in case of other Units.**	**Rs.2,00,000/- where OPD and/or IPD are functioning**	**Subject to budget provision**
19	Power to sanction medical reimbursement claim in respect of officers and staff working at Institutes/Centres /Units.	Upto the limit of Rs.10,000/- in each case.	Full	Upto the limit of Rs.500/- in each case in a year	Full	Claims for treatment taken from private hospitals in emergency to be sanctioned by Director General, CCRAS
20	**Power to purchase raw drugs for preparation of medicine including trial drugs for use in hospital as well as for supply to other projects of the CCRAS.**	**Upto Rs.50,000/- on the recommendation of Deputy Director (Tech.)**	**Full on the recommendation of Deputy Director (Tech.)**	**Rs.50,000/- in case of CRIs and Rs.15,000/- in case of other Units.**	**Rs.1,00,000/- (subject to obtaining GMP certificate)**	**Subject to budget provision**
21	Power to sanction annual maintenance contract charges in respect of typewriters,	Full for approved AMCs	Full	Upto Rs.5,000/- in each case with reference to the budget provision	Full	AMCs to be awarded to the manufacturers or their authorized dealers. In other cases after

	computers, fax, photo copier, duplicating machines, scientific instruments/equipments,ACs, heaters etc.					observing codal formalities.
22	Power to sanction GPF/CPF advance/ withdrawals.	Full	Full	Not applicable	Not applicable	
23	Power to sanction cash handling allowance	Full as per rules	Full as per rules	Not applicable	Full as per rules	Fidelity Bond to be kept in safe custody.
Administrative Powers		Deputy Director(Admn.)		In-charges		Remarks
		Existing	Enhanced	Existing	Revised	
24	To transfer an employee from one sanction to another	Full	Full	Full		
25	All kinds of leave except study leave	Upto Assistant Directors	Upto Assistant Directors	Full in respect of an employee working under him.	Full in respect of employees working under him.	
26	Power to sanction all kinds of tours within the State.	Full	Full upto Assistant Directors	Full, except in the case of IN-charge	Full, except in the case of In-charge	Tours to be sanctioned strictly for Institute's work
27	To order closure of the office on the basis of ad-hoc decision of the Central Govt. or respective State Govt.	Not applicable	Not applicable	Full	Full	As per decision of the local Co-ordination Committee
28	Power to maintain service book and leave account.	Full except DD(A)	Full except DD(A)	Full except In-charge	Full except In-charge	
29	Acceptance of Home Town declaration	Full	Full	Full in respect of employees working under them	Full in respect of employees working under them.	
30	Issue of Identity Card to group A,B,C & D staff as	Full	Full	Full in respect of employee	Full in respect of employees working under them	

	per instructions regarding issue of identity card and conditions of issue as may be communicated by Hqrs. from time to time.			s working under them		
31	Power to sanction special increment for promoting small family norms in respect of all group working under him	Full	Full	Full	Full	Subject to observance of Rules.
32	Power to forward applications for outside employment in respect of staff working under them.	Full in respect of non-technical employees	Full in respect of non-technical employees	Full in respect of employees working under them under intimation to Hqrs. Office.	Withdrawal of power to forward applications for outside employment in r/o staff working under them vide Council's letter No.F.32-33/88-CCRAS/Admn./2534 dated 16/1/2013.	The deputation cases are subject to approval of Hqrs. Office
33	Power to sanction stagnation increment in respect of staff working under them.	Full	Full	Full in respect of employees working under them	Full in respect of employees working under them	As per rules.
34	Power to grant ACP/ Promotion to group C & D employees working under them.	Not applicable	Not applicable	Full in respect of Group C&D employees of maximum scale of pay of Rs.5000-8000/-	Full in respect of Group C&D employees in PB-1 upto Grade pay of Rs.2800/-	
35	Power to fill up the vacancies by promotion in respect of Group C&D arisen due to death/retirement and resignation as per approved RRs.	Not applicable	Not applicable	Full in respect of Group C&D employees	Full in respect of Group C&D employees	Direct recruitment to be made with prior approval of Hqrs. Office.

Section 4(1)(b)(iii)

The procedure followed in the decision-making process, including channels of supervision and accountability

M.S.Regional Ayurveda Research Institute (MSRARI), Jaipur, is a functioning Peripheral Research Unit of CCRAS, New Delhi, and working as per the Directions of CCRAS, Head Quarters.

Section 4(1)(b)(iv)

Norms Set for Discharge of Function

As per the Bye-Laws of the Council, proposals are implemented after obtaining approval of the Competent Authorities. The Bye-Laws are available on Council's website at www.ccras.nic.in .

{Section 4(1)(b)(v)}

The rules, regulations, instructions, manuals and records, held by it or Under its control or used by its employees for discharging its functions

1. Manual of Office Procedure
2. Fundamental Rules and Supplementary Rules (FR&SR)
3. CCS (Classification, Control and Appeal) Rules 1965
4. CCS (Conduct) Rules 1964
5. General Financial Rules (GFR)
6. Delegation of Financial Power Rules
7. CCRAS (Pension) rules in line with CCS (Pension) Rules
8. Central Services (Medical Attendance) Rules
9. Central Civil Service Leave Rules
10. Central Civil Services Leave Travel Concession Rules
11. Central Vigilance Commission (CVC) Manual
12. Hindi Shabdkosh etc.

{Section 4(1) (b) (vi)}

A statement of the categories of documents that are held by it or under its control

No such documents are held in Vigilance Section that needs to be disclosed under this section

{Section 4(1)(b)(vii)}

The particulars of any arrangement that exists for consultation with or representation by the members of the public in relation to the formulation of its policy or implementation thereof

Nil

Section 4(1)(b)(viii)

A statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice and as to whether meetings of those boards, councils, committees and other bodies are open to the public or the minutes of such meetings are accessible for public

The following Boards/Committees are constituted:

1. Governing Body of the Council
2. Standing Finance Committee
3. Executive Committee
4. Scientific Advisory Board
5. Scientific Advisory Group

(The list of Members of Boards/Committees is available at CCRAS's website i.e. www.ccras.nic.in under the heading Committees.)

Section 4 (1)(b)(ix)

DIRECTORY OF OFFICERS AND EMPLOYEES OF MSRARI, JAIPUR

S.No.	Name of the Post	Name of Officer/Official	Mobile No.	Email ID
1	Assistant Director	Dr. B.R. Meena	9414320438	meenabaniram@yahoo.com
2	Research Officer (Ay.)	Dr. B.K. Sharma	9441229904	bhuvneshk.sharma@gov.in
3	Research Officer (Ay.)	Dr. Vinod Kumar Lavaniya	9560417899	vk.lavaniya@ccras.nic.in
4	Research Officer (Ay.)	Dr.Avinash Kumar Jain	7425063398	jain.avinash@gov.in
5	Research Officer (Ay.)	Dr. Kishor A. Gavali	7011908354	dr.kishorgavali@gmail.com
6	Research Officer (Ay.)	Dr. Monika Kumari	7976470062	drmonika1981@gmail.com
7	Research Officer (Ay.)	Dr. Suhas A. Chaudhary	9427073351	suhasch@ccras.nic.in
8	Research Officer (Botany)	Sh. Ravi Chandra	8303543339	ravi0987chandra@gmail.com
9	Sister In-charge	Sh. Santosh Kumar Sharma	8387010292	santosh.s@ccras.nic.in
10	Sister In-charge	Sh. Rakesh Kumar Mishra	9460764821	rakesh.m@ccras.nic.in
11	Staff Nurse	Sh. Vasid Ali	8058126946	alivasid027@gmail.com
12	Staff Nurse	Sh. Sunil Choudhary	9785529474	nilchoudhary0000@gmail.com
13	Staff Nurse	Sh. Rana Ram	8560811008	ranarambishnoi91@gmail.com
14	Staff Nurse	Sh. Sunil Palsaniya	8290990606	sunil.palsaniya.9@gmail.com
15	R.A.(Curator)	Sh. Ramavatar Choudhary	9782527833	ramavatarvhoudhary50@gmail.com
16	Pharmacist, Grade-I	Sh. Kailash Chand Verma	9314640851	kailashchand@ccras.nic.in
17	Pharmacist, Grade-I	Sh. Neeraj Jain	8104495605	neeraj1101jain@gmail.com
18	Pharmacist, Grade-I	Jyoti Yogi	8741823582	jyotirajyogi2020@gmail.com
19	Social Worker	Smt. Meena Meena	9461301525	meenam@ccras.ninc.in
20	Laboratory Technician	Sh. B.K. Meena	9413489501	brijendra@ccras.nic.in
21	UDC	Sh. Namonarayan Meena	9462799295	namonice@gmail.com
22	LDC	Sh. Lokesh Gurjar	8385893978	lokeshgurjar056@gmail.com

23	LDC	Smt. Mamta Meena	8209325008	meenasitaram609@gmail.com
24	LDC	Sh. Vikram Gurjar	9529531105	vikram.g@ccras.nic.in
25	Laboratory Attendant	Sh. Anurag Pathak	6393280189	anurag@ccras.nic.in
26	Laboratory Attendant	Sh. Sumit Kumawat	9636033128	sumit.k@ccras.nic.in
27	Laboratory Attendant	Sh. Rakesh Kumar Teli	9667631275	rakesh.t@ccras.nic.in
28	Laboratory Attendant	Sh. Sunil Kumar	9772927953	kumar.s@ccras.nic.in
29	MTS (Female Attandant)	Smt. Renu Sharma	7665432665	renu.s@ccras.nic.in
30	MTS (Attandant)	Sh. Radheyshyam Meena	9928559077	rd.meena@ccras.nic.in
31	MTS(Chowkidar)	Sh. Sitaram Mehra	9680545026	sitaram@ccras.nic.in
32	MTS (Ward Aya)	Smt. Beena Devi	9829351102	beena.d@ccras.nic.in
33	MTS (Ward Boy)	Sh. Ashok Kumar Meena	9694414952	Meenaashok246@gmail.com
34	MTS (Ward Boy)	Sh. Sohan Singh Rawat	8890620273	sohan.r@ccras.nic.in
35	MTS (Ward Boy Under Court Case)	Sh. Brijesh Kumar Sharma	8278601931	-
36	MTS (Farm Attendant/Labourer)	Sh. Chothu Ram Meena	9929154111	cr.meena@ccras.nic.in
37	MTS (Farm Attendant/Labourer)	Sh. Rajendra Kumar Diya	8619655645	rk.diya@ccras.nic.in
38	MTS (Farm Attendant/Labourer)	Sh. Shankar Lal Mali	6367831616	sl.mali@ccras.nic.in
39	MTS (Farm Attendant/Labourer)	Sh. Navin Kumar	7296830891	navinb@ccras.nic.in
40	MTS (Peon)	Smt. Nisha Badiwal	8107682068	nishab@ccras.nic.in

Section 4 (1)(b)(x)

The monthly remuneration received by each of its officer and employees, including the system of compensation as provided in its regulations.

List of Employees with Gross Monthly Remuneration of MSRARI, JAIPUR

S.No.	Name of the Post	Name of Officer/Official	Pay Level
1	Assistant Director	Dr. B.R. Meena	Level-13
2	Research Officer (Ay.)	Dr. B.K. Sharma	Level-13
3	Research Officer (Ay.)	Dr. Vinod Kumar Lavaniya	Level-13
4	Research Officer (Ay.)	Dr.Avinash Kumar Jain	Level-13
5	Research Officer (Ay.)	Dr. Kishor A. Gavali	Level-11
6	Research Officer (Ay.)	Dr. Monika Kumari	Level-11
7	Research Officer (Ay.)	Dr. Suhas A. Chaudhary	Level-11
8	Research Officer (Botany)	Sh. Ravi Chandra	Level-10
9	Sister In-charge	Sh. Santosh Kumar Sharma	Level-8
10	Sister In-charge	Sh. Rakesh Kumar Mishra	Level-8
11	Staff Nurse	Sh. Vasid Ali	Level-7
12	Staff Nurse	Sh. Sunil Choudhary	Level-7
13	Staff Nurse	Sh. Rana Ram	Level-7
14	Staff Nurse	Sh. Sunil Palsaniya	Level-7
15	R.A.(Curator)	Sh. Ramavatar Choudhary	Level-5
16	Pharmacist, Grade-I	Sh. Kailash Chand Verma	Level-7
17	Pharmacist, Grade-I	Sh. Neeraj Jain	Level-6
18	Pharmacist, Grade-I	Jyoti Yogi	Level-5
19	Social Worker	Smt. Meena Meena	Level-7
20	Laboratory Technician	Sh. B.K. Meena	Level-5
21	UDC	Sh. Namonarayan Meena	Level-4
22	LDC	Sh. Lokesh Gurjar	Level-2

23	LDC	Smt. Mamta Meena	Level-2
24	LDC	Sh. Vikram Gurjar	Level-2
25	Laboratory Attendant	Sh. Anurag Pathak	Level-2
26	Laboratory Attendant	Sh. Sumit Kumawat	Level-2
27	Laboratory Attendant	Sh. Rakesh Kumar Teli	Level-2
28	Laboratory Attendant	Sh. Sunil Kumar	Level-2
29	MTS (Female Attandant)	Smt. Renu Sharma	Level-1
30	MTS (Attandant)	Sh. Radheyshyam Meena	Level-4
31	MTS(Chowkidar)	Sh. Sitaram Mehra	Level-4
32	MTS (Ward Aya)	Smt. Beena Devi	Level-1
33	MTS (Ward Boy)	Sh, Ashok Kumar Meena	Level-1
34	MTS (Ward Boy)	Sh. Sohan Singh Rawat	Level-1
35	MTS (Farm Attendant/Labourer)	Sh. Chothu Ram Meena	Level-4
36	MTS (Farm Attendant/Labourer)	Sh. Rajendra Kumar Diya	Level-3
37	MTS (Farm Attendant/Labourer)	Sh. Shankar Lal Mali	Level-3
38	MTS (Farm Attendant/Labourer)	Sh. Navin Kumar	Level-2
39	MTS (Peon)	Smt. Nisha Badiwal	Level-1

Section 4(1)(b)(xi)

The budget allocated to the Institute during last 05 year (including current year), including the particulars of all plans.

S.No.	Budget Head	2021-22	2022-23	2023-24	2024-25	2025-26
1	GIA GENERAL	14952000	17750000	17557500	20660004	20213212
2	GIA SALARY	32152023	36175222	45199065	51719575	63091020
3	GIA CAPITAL	5574000	3693908	1363000	1363000	2566102
4	GIA SCSP	5420520	6131000	3468412	3506000	4024000
5	GIA TSP	5701000	4096000	4490528	3775149	4710000
6	GIA NER	-	-	-	-	-
7	GIA SAP	200000	200000	200000	150000	200000
TOTAL		**63999543**	**68046130**	**72278505**	**81173728**	**94804334**

The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes

Not applicable.

Particulars of recipients of concessions, permits or authorization granted by it.

Not applicable

Section 4(1)(b)(xiv)

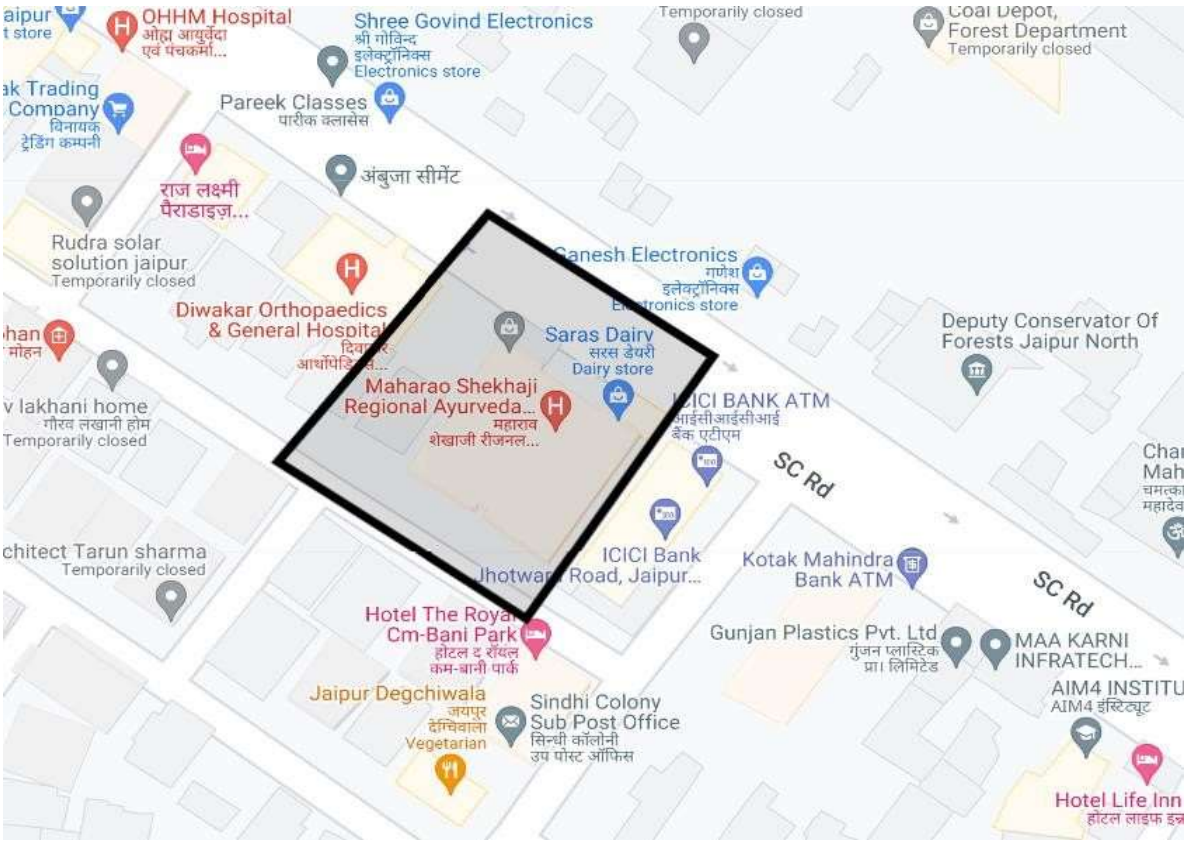
Details in respect of the information available to or held by it, reduced in an electronic form

(Available at CCRAS's Website i.e.www.ccras.nic.in)

The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use

Information can be obtained from the MSRARI, JAIPUR of the council situated at the following address:-

M. S. REGIONAL AYURVEDA RESEARCH INSTITUTE
Indira Colony, Bani Park, Jaipur - 302016 (Rajasthan)
(C.C.R.A.S., Ministry of Ayush, Government of India, New Delhi)
Phone: 0141-2281812, 2282618 Email: acri-jaipur@gov.com, acri.jaipur@gmail.com



For information, you can contact the Institute library and administration section during office hours from 10 am to 5 pm on all days except Second Saturday, Sunday and gazetted holidays.

TO KNOW THE LOCATION GO TO THE LINK:

https://maps.app.goo.gl/fQcF6SMeDURRpBzb7

Section 4 (1) (b)(xvi)

The names, designation and others particulars of the public information officer / FAA

S.No.	Name	Designation	Contact Number	Email-ID
1.	Dr. B.R. Meena	Assistant Director Incharge & PIO	9414320438	meenabaniram@yahoo.com
2	Prof (Vaidya) Rabinarayan Acharya	Director General/First appellate Authority	011-255524457/ 2850748	Dg-ccras@nic.in
3.	Dr. A. K. Meena	Assistant Director (Chem.) & CVO	011-28522010/ 131	cvo-ccras@gov.in