

ICMR- National Institute for Research in Environmental Health
Indian Council of Medical Research
Bhopal Bypass Road, Bhauri
Bhopal- 462030, M.P.

**INFORMATION PROVIDED AS PER THE SECTION 4 (I) (B) OF THE RIGHT TO
INFORMATION ACT – 2005)**

1. Particulars of organization, functions and duties

National Institute for Research in Environmental Health is the permanent Institute of Indian Council of Medical Research under Department of Health Research, Ministry of Health and Family Welfare, Government of India. It was established in Bhopal on 11th October 2010 to focus on the issues of environmental health research aimed at becoming a Centre of excellence in capacity building for research and health interventions to meet challenges in environmental disasters in the country.

The goal of the Institute is to understand the mechanism of chemical-induced injury through basic, clinical, translational and community research and to develop diagnostic and therapeutic tools to chemical threat agents including toxic industrial and agricultural chemicals, toxins and other chemicals.

The current focus of research is on continuous health problem of Bhopal gas disaster survivors, population based long term epidemiological study, cytogenetics, chronic obstructive pulmonary Disease, biomarkers development, chronic kidney diseases etc.

2. Powers and duties of officers and employees.

The Director heads the Institute and has the power to make appointments of Group 'B' & 'C' posts. He looks after the Scientific, Administrative & Technical work of the Institute. The Director has been delegated Administrative and Financial powers of the Institute by the Director General, ICMR.

Scientists work under various divisions and are individually or as a group engaged in undertaking various research activities. Scientists carry out basic and applied research in environmental health and also assist the Director in various institutional activities.

Technical Staff assist and support various research projects being carried out by the Scientists.

Administration is headed by the Administrative Officer who is assisted by the Accounts Officer/Section Officer/Assistant etc. The Administration deals with all types of establishment, service matters, preparation of salary, stores & purchase, maintaining of service book, making arrangements for meetings and maintenance of building etc.

3. Procedure followed in the decision making process, including channels of supervision and accountability

Various Committees guide the Director in decision making with respect to various issues for example:

(a) **Scientific Advisory Committee** is the supreme body to provide direction for research activities. It approves and monitor various research projects being undertaken by the Scientists in the Institute.

(b) **Institutional Ethics Committee** provides approval by the carefully examining ethical issues in research projects undertaken in the Institute.

(c) **Building Advisory Committee** provides guidance on construction of building/new structure.

(d) **Internal Complaint Committee** is to investigate the reports of harassment of women employees at workplace in the Institute and ensure the safety of women employees.

(e) **Official Language Implementation Committee** looks after the implementation and promotion of official language in day to day work of the Institute.

Scientific decisions are taken by the Director on the recommendation of Scientific Advisory Committee/Institutional Ethics Committee/ /Scientific Committee & Various Scientific Expert Group. Administrative decisions are taken by the Director as per GoI/DoPT & ICMR Rules and on the recommendation of various Institutional Committees.

4. Norms set for the discharge of its functions

The Institute discharges its functions in accordance with provisions contained in the Rules and Regulations, Bye laws and the extant administrative and financial norms prescribed by the ICMR from time to time for its employees.

5. Rules, regulations, instructions, manuals and records, held or under control or used by employees

The Institute is governed by the Rules and Regulations of ICMR and its Bye laws under its control.

6. Statement of the categories of documents that are held or under control

Service books of all the employees of the Institute, Personal files of all the staff, Pension papers of retired staff, Annual Reports, Scientific Papers published by the Institute, Library books, and records related to purchase, billing, accounts and audit. Some of records are available on the website.

7. Particulars of any arrangement that exists for consultation with, or representation by, the members of the public in relation to the formulation of policy or implementation thereof

While there is no provision for association of members of the Public on its various committees etc, the Institute actively avails of the services of the eminent scientists both serving and retired, on its various Boards/Committees with the approval of the ICMR as per rules.

8. 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 in existence under the Institute:

- i. Scientific Advisory Committee (SAC).
- ii. Institutional Ethics Committee
- iii. Expert Group on Clinical/Genetic/Basic/Epidemiological/Environmental Health Research
- iv. Scientific Committee
- v. Building Advisory Committee
- vi. Maintenance Committee
- vii. Condemnation Committee
- viii. Transport Committee
- ix. Internal Complaint Committee
- x. Medical Reimbursement Committee
- xi. Official Language Implementation Committee
- xii. Swachh Bharat Abhiyan Committee
- xiii. Purchase/Technical Specification Committee

The records, deliberation of these committees are not open to the general public.

9. Directory of scientists, officers and employees.

Please refer to para 10 below.

10. Monthly remuneration received by each of officers and employees, including the system of compensation.

| LIST OF EMPLOYEES AS ON 31.10.2022 | | | | |
|------------------------------------|----------------------------|-----------------------|-----------|----------------|
| S. No. | Name of Employee | Designation | Pay Level | Pay Scale |
| 1 | Dr. Rajnarayan R. Tiwari | Director | 14 | 144200- 218200 |
| 2 | Dr. Yogesh Damodar Sabde | Scientist - F | 13 | 131100- 216600 |
| 3 | Dr. Pradyumna Kumar Mishra | Scientist - F | 13 | 131100- 216600 |
| 4 | Dr. Subroto Shambhu Nandi | Scientist - E | 13 | 123100- 215900 |
| 5 | Dr. S. Rajasekaran | Scientist - E | 13 | 123100- 215900 |
| 6 | Dr. Vishal Diwan | Scientist - E | 13 | 123100- 215900 |
| 7 | Dr. Vikas Yadav | Scientist -E | 13 | 123100- 215900 |
| 8 | Dr. Sushil Singh | Scientist - D | 12 | 78800-151100 |
| 9 | Dr. Manoj Kumar | Scientist - C | 11 | 67700-208700 |
| 10 | Dr. Devojit Kumar Sarma | Scientist - C | 11 | 67700-208700 |
| 11 | Dr. Swasti Shubham | Scientist - C | 11 | 67700-208700 |
| 12 | Dr. Ruma Galgalekar | Scientist - C | 11 | 67700-208700 |
| 13 | Dr. Rajesh Ahirwar | Scientist - C | 11 | 67700-208700 |
| 14 | Dr. Vikas Dhiman | Scientist - C | 11 | 67700-208700 |
| 15 | Dr. Moina Sharma | Scientist - B | 10 | 56100-177500 |
| 16 | Dr. Sindhuprava Rana | Scientist - B | 10 | 56100-177500 |
| 17 | Dr. Tanwi Trushna | Scientist - B | 10 | 56100-177500 |
| 18 | Dr. Gondru Ramesh | Scientist - B | 10 | 56100-177500 |
| 19 | Dr. Satish Bhagwatrao Aher | Scientist - B | 10 | 56100-177500 |
| 20 | Dr. Surya Singh | Scientist - B | 10 | 56100-177500 |
| 21 | Dr. Dharma Raj | Scientist - B | 10 | 56100-177500 |
| 22 | Dr. Uday Mandal | Scientist - B | 10 | 56100-177500 |
| 23 | Dr. Vibhor Joshi | Scientist - B | 10 | 56100-177500 |
| 24 | Dr. Ram Kumar Nema | Scientist - B | 10 | 56100-177500 |
| 25 | Ms. Samridhi Singh | Scientist - B | 10 | 56100-177500 |
| 26 | Mr. Manish N Ghosalkar | Technical Officer - C | 11 | 67700-208700 |
| 27 | Mr. Aniket S. Aglawe | Technical Officer - A | 7 | 44900-142400 |
| 28 | Mr. Rajesh Rathore | Technical Officer - A | 7 | 44900-142400 |
| 29 | Mrs. Swapna Azhar | Technical Officer - A | 7 | 44900-142400 |
| 30 | Mrs. Anita N Bhavasar | Technical Officer - A | 7 | 44900-142400 |
| 31 | Mr. Mohd. Shoaib Khan | Technical Officer - A | 7 | 44900-142400 |
| 32 | Mrs. Rekha Yadav | Technical Officer - A | 7 | 44900-142400 |
| 33 | Mrs. Seema Khare | Technical Officer - A | 7 | 44900-142400 |
| 34 | Dr. V. S. Rathore | Technical Officer - A | 7 | 44900-142400 |
| 35 | Mr. Asharam Choudhary | Staff Nurse | 7 | 44900-142400 |
| 36 | Mr. Yogesh Sharma | Staff Nurse | 7 | 44900-142400 |
| 37 | Mr. Shakti Singh | Staff Nurse | 7 | 44900-142400 |
| 38 | Mr. Mahendra Kumar Nagar | Staff Nurse | 7 | 44900-142400 |
| 39 | Mr. Om Prakash Sharma | Staff Nurse | 7 | 44900-142400 |
| 40 | Mr. Vivek Kumar Chouksey | Technical Assistant | 6 | 35400-112400 |
| 41 | Ms. Sneha Bhandari | Technical Assistant | 6 | 35400-112400 |
| 42 | Ms. Sweta Mishra | Technical Assistant | 6 | 35400-112400 |
| 43 | Mr. Vivek Narware | Technical Assistant | 6 | 35400-112400 |
| 44 | Mrs. Kamini Arya | Technical Assistant | 6 | 35400-112400 |

| | | | | |
|----|------------------------------|-----------------------|----|--------------|
| 45 | Mr. Akhlaquar Rahman | Technical Assistant | 6 | 35400-112400 |
| 46 | Mr. Sonu Kumar | Technical Assistant | 6 | 35400-112400 |
| 47 | Mr. Mohd Asif Mansoori | Technical Assistant | 6 | 35400-112400 |
| 48 | Mr. Deepchand Khatakar | Sr. Technician-3 | 8 | 47600-151100 |
| 49 | Mr. Balram Singh Patel | Sr. Technician-4 | 8 | 47600-151100 |
| 50 | Mr. P. G. Maheria | Sr. Technician-2 | 7 | 44900-142400 |
| 51 | Mr. Genda Lal Gond | Sr. Technician-2 | 7 | 44900-142400 |
| 52 | Ms. Nidhi Aslam Jamali | Technician-C | 5 | 29200-92300 |
| 53 | Mr. Santosh Patkar | Technician-2 | 5 | 29200-92300 |
| 54 | Mr. Anand Kori | Technician - 1 | 5 | 29200-92300 |
| 55 | Mr. Sunil Sharma | Technician - 1 | 5 | 29200-92300 |
| 56 | Mr. Rajendra Kumar Pandey | Technician - 1 | 5 | 29200-92300 |
| 57 | Mr. Gagan Deep Singh Kushwah | Technician - 1 | 2 | 19900-63200 |
| 58 | Mr. Surendra Singh Mehra | Technician - 1 | 2 | 19900-63200 |
| 59 | Mr. Sanjay Misal | Laboratory Assistant | 5 | 29200-92300 |
| 60 | Mr. Krishnadas V. K. | Sr. Private Secretary | 10 | 56100-177500 |
| 61 | Mr Shokat Azam Khan | Accounts Officer | 7 | 44900-142400 |
| 62 | Mr. A. D. Pardeshi | Section Officer | 7 | 44900-142400 |
| 63 | Mrs. Sandhya Sharma | Section Officer | 7 | 44900-142400 |
| 64 | Mrs. Priyanka Gupta | Section Officer | 7 | 44900-142400 |
| 65 | Mr. Vinay Kumar Dave | Section Officer | 7 | 44900-142400 |
| 66 | Mr. Mukesh Singh Kachhwaha | MTS-Technical | 1 | 18000-56900 |
| 67 | Mr. Shrikant Mishra | MTS | 1 | 18000-56900 |
| 68 | Mr. Dilip Ugave | MTS | 1 | 18000-56900 |
| 69 | Mrs. Kusum Bai | MTS | 1 | 18000-56900 |

11. Budget allocated, indicating the particulars of all plans, proposed expenditures and reports on disbursements made

| Year | Allotment (Rs. in Lakhs) | Expenditure (in Lakhs) |
|-----------|--------------------------|------------------------|
| 2019-2020 | 3320.00 | 3236.73 |
| 2020-2021 | 1198.00 | 1104.03 |
| 2021-2022 | 1565.00 | 1410.01 |

12. Manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes

The Institute does not deal with any programme involving release of subsidy.

13. Particulars of recipients of concessions, permits or authorizations granted

The Institute does not grant any concession/permits/authorization. However, relaxation in appointment is being given to employees belonging to SC/ST/OBC/PH/Ex-servicemen category as per GoI/DoPT Rules.

14. Details in respect of the information, available to or held, reduced in an electronic form

The information related to NIREH in electronic form is available on website: <https://nireh.icmr.org.in/>

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

The Institute furnishes information on request to any citizen. It also places many scientific documents, annual reports and other related information on its website as a regular feature. As per ICMR/ Govt. of India Rules, Institute observes 5 days a week, office hours are from 09.30 a.m. to 06.00 p.m. except Saturday/Sunday and Public holidays, declared by the Government of India.

16. Names, designations and other particulars of the Public Information Officers

Central Public Information Officer (CPIO):

Dr. Yogesh D. Sabde, Scientist-F

Phone: 9479787480(O)

E-mail: yogesh.sabde.nireh@gov.in, sabdeyogesh@gmail.com

Appellate Authority:

Dr. R. R. Tiwari, Director

Phone- 9479787480 (O)

Email: tiwari.rr@gov.in

Vigilance Officer:

Dr. Subroto Nandi, Scientist-E

Phone- 9479787480 (O)

E-mail: s.nandi76@icmr.gov.in

17. Other information.

For more info visit <https://nireh.icmr.org.in/>

Suo Motu disclosure on official tours of NIREH Officials.