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**ICMR- National Institute for Research in Environmental Health**  
**Indian Council of Medical Research**  
**Kamla Nehru Hospital Building**  
**Bhopal - 462001**

**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 11<sup>th</sup> 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 chemical.

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/Private Secretary. 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.**

<b>LIST OF EMPLOYEES AS ON 31.07.2018- ICMR NIREH BHOPAL</b>				
<b>Sno.</b>	<b>NAME OF EMPLOYEE</b>	<b>DESIGNATION</b>	<b>PAY SCALE</b>	<b>PAY LEVEL</b>
1	Dr. R.R. TIWARI	Director	144200- 218200	14
2	Dr. ANIL PRAKASH	Scinetist G	144200- 218201	14
3	DR. YOGESH D SABDE	Scientist E	123100- 215900	13
4	DR. SAJAL DE	Scientist E	123100- 215900	13
5	DR. KC PANDEY	Scientist E	123100- 215900	13
6	DR. PK MISHRA	Scientist E	123100- 215900	13
7	DR. SUSHIL SINGH	Scientist C	67700-208700	11
8	DR. MANOJ KUMAR	Scientist C	67700-208700	11
9	DR. DEVOJIT SARMA	Scientist C	67700-208701	11
10	DR SWASTI SHUBHAM	Scientist C	67700-208701	11
11	DR. KK SONI	Scientist B	56100-177500	10
12	DR. RUMA GALGALEKAR	Scientist B	56100-177500	10
13	DR VIKAS DHIMAN	Scientist B	56100-177500	10
14	DR DIBYAJYOTI GOSWAMI	Scientist B	56100-177501	10
15	MRS. MOINA SHARMA	Scientist B	56100-177500	10
16	DR. AMIT KUMAR TRIPATH	Scientist B	56100-177500	10
17	MRS. SINDHUPRAVA RANA	Scientist B	56100-177500	10
18	DR. RAJESH AHIRWAR	Scientist B	56100-177500	10
19	MR. YOGESH KUMAR	Administrative Officer	47600-151100	8
20	MR. KRISHNA DAS VK	Private Secretary	44900-142400	7
21	MR MOHAN WALDHURKAR	Section Officer	44900-142400	7
22	MR. SANJAY KHARE	Technical Assistant	35400-112400	6
23	MR. ABDUL MATEEN KHAN	Technical Assistant	35400-112400	6
24	MRS. MEENA CHATURVEDI	Technical Assistant	35400-112400	6
25	MRS. ANITA N BHAVASAR	Technical Assistant	35400-112400	6
26	MRS. HEMLATA SAXENA	Technical Assistant	35400-112400	6
27	MRS. SEEMA KHARE	Technical Assistant	35400-112400	6
28	MR. MOHD SHOAIB KHAN	Technical Assistant	35400-112400	6
29	DR. VIJAY SINGH RATHORE	Technical Assistant	35400-112400	6
30	MR. UTTAM SINGH CHAUHAN	Technical Assistant	35400-112400	6
31	MRS. RENUKA SEN	Technical Assistant	35400-112400	6
32	DR. ANITA SHUKLA	Technical Assistant	35400-112400	6
33	MRS REKHA YADAV	Technical Assistant	35400-112400	6
34	MRS SWAPNA AZHAR	Technical Assistant	35400-112400	6
35	MR. DALSHRINGAR SHUKLA	Technical Assistant	35400-112400	6
36	MR RAJENDRA SHRIVASTAVA	Technical Assistant	35400-112400	6
37	MR. BK DIXIT	Technical Assistant	35400-112400	6
38	MR. ANIKET AGLAWE (on	Technical Officer-A	44900-142400	7

	deputation)			
39	MRS. KAMINI ARYA	Technical Assistant	35400-112400	6
40	MR. AKHLAQR RAHMAN	Technical Assistant	35400-112400	6
44	MR. VIVEK NARWARE	Technical Assistant (J.E.- Civil)	35400-112400	6
42	MR. SONU KUMAR	Technical Assistant (J.E.- Electrical)	35400-112400	6
43	MOH. ASIF MANSOORI	Technical Assistant	35400-112400	6
44	MS. PRIYANKA GUPTA	Assistant	35400-112400	6
45	MR. ANKIT KUMAR MISHRA	Assistant	35400-112400	6
46	MR. ABHISHEK SARAF	Assistant	35400-112400	6
47	MR. ANEESH VYAS	Assistant	35400-112400	6
48	MR. PUSHPAK SHRIVASTAVA	Assistant	35400-112400	6
49	MR R CHANDRASEKHARAN PILLAI	Technician-1	29200-92300	5
50	MR SUNIL SHARMA	Technician-1	29200-92300	5
51	MR. ANAND KORI	Technician-1	29200-92300	5
52	MR. RK VARMA THAMPURAN	Technician-1	25500-81100	4
53	MRS. ANITHA S PILLAI	Technician-1	19900-63200	2
54	MR. RAJENDRA KUMAR PANDEY	Technician-1	19900-63200	2
55	MR. GAGAN DEEP SINGH KUSHWAH	Technician-1	19900-63200	2
56	MR. DHARMENDRA DHARWEY	Technician-1	19900-63200	2
57	MS. AYSHA KHAN	MTS (Tech)	18000-56900	1
58	MRS. RUKMANI LALWANI	MTS (Tech)	18000-56900	1
59	MR. MAHFOOZ AHMED	MTS (Tech)	18000-56900	1
60	MR. SHRIKANT MISHRA	MTS (Gen)	18000-56900	1
61	MR. DILIP UGAVE	MTS (Gen)	18000-56900	1
62	MR. PREMLAL PATWA	MTS (Gen)	18000-56900	1
63	Mohd. ABID HUSSIAN	MTS (Gen)	18000-56900	1
64	MRS. KUSUM BAI	MTS (Gen)	18000-56900	1
65	MR. MUKESH SINGH KACHHWAHA	MTS (Tech)	18000-56900	1

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

Year	Allotment (in Lakhs)	Expenditure (in Lakhs)
2015-16	339.4	326.59
2016-17	601.08	586.29
2017-18	5781.62	5768.95

**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 authorisations 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: [www.nireh.org](http://www.nireh.org).

**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 9.30 a.m. to 6.00 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. Anil Prakash, Scientist-G  
Phone- 0755-2533106(O)  
E-mail: anilprakashin@yahoo.co.in , a.prakash.nireh@gov.in

**Central Public Information Officer (CPIO) in absence:**

Dr. Yogesh D. Sabde, Scientist-E  
Phone 0755-2533106(O)  
E-mail: yogesh.sabde.nireh@gov.in, sabdeyogesh@gmail.com

**Appellate Authority:**

Dr. R.R. Tiwari, Director  
Phone- 0755-2533106(O)  
Email: tiwari.rr@gov.in

**Vigilance Officer:**

Dr. Sajal De, Scientist-E

Phone- 0755-2533106(O)

E-mail: sajal.de@icmr.gov.in, sajalde@yahoo.com

**17. Other information.**

For more info visit [www.nireh.org](http://www.nireh.org)

Suo Motu disclosure on official tours of NIREH Officials