



राष्ट्रीय परीक्षा बोर्ड, नई दिल्ली
NATIONAL BOARD OF EXAMINATIONS, NEW DELHI

Particulars as per the Section 4(l) of the RTI Act-2005

(i) Particulars of its organization, function and duties.

The National Board of Examinations (NBE) came into existence in the year 1975, as a wing of the National Academy of Medical Sciences and has been conducting Post-graduate Medical Examinations at the national level since 1976. The Board was registered as an Autonomous Organization under the Ministry of Health & Family Welfare (MoHFW), Government of India with effect from 01.03.1982 under the Societies Registration Act, 1860, with the objective of conducting high standard post-graduate examinations in the field of modern science on all India basis formulating basic training requirements for eligibility and developing patterns of teaching in post-graduate medical education. Recently the name of the NBE has been changed as National Board of Examination in Medical Sciences. NBE offers a rapid, flexible and practical expansion potential or raising the specialist seats in the country National Board of Examinations is encouraging them, with support of MoHFW and NITI Ayog, to start DNB programme thereby improving health care and striving to bridge the specialist gap in the country by increasing the number of Post Graduate seats. To make use of the existing infrastructure and clinical resources at Government/PSU/Municipal/Private Sector hospitals across the country NBE, at present, conducts examinations in 71 disciplines and sub-specialities of modern medicine which includes DNB programme in 28 broad and 26 super specialities. NBE envisages conducting examinations in 84 disciplines in near future. NBE has accredited 701 institutions/hospitals in public and private sector all over the country. NBE is also conducting Fellowship programme in 19 sub-specialities for MD/MS/DNB Speciality who have completed their training in the concerned specialities. Selection to the fellowship programme is based on an entrance test and admission to the courses is through centralized merit based counselling. NBE provides a common national standard for evaluation of minimum level of attainment of the knowledge and competencies of postgraduate and post doctoral training. Well equipped centres have been identified and accredited by NBE in the concerned specialities to provide excellent training infrastructure and faculty for the candidates. Diplomate Qualifications awarded by NBE have established benchmarks of high quality in the field of medical education in the country. The main objects of the NBE are as under:-

- (1) To improve the quality of medical education by elevating by elevating the level and establishing standards of postgraduate examinations in modern medicine at the National level.
- (2) To constitute a national resource for assuring quality in evaluation in professional competence in medical disciplines.

- (3) To develop patterns of and to conduct post-graduate examinations ensuring a uniform standard which certifies ability of the candidate thus qualified to practice independently in the specialty.
- (4) To conduct research in methodology of evaluation with a view to designing better methods to evaluate identified areas of professional knowledge, skills and attitudes, and to improve definition of standards of achievement for certification.
- (5) To assist and advise agencies and institutions concerned with training and evaluation of graduates in modern medicine in the principles and practice of evaluation strategy.

The functions of the NBE are:-

- (1) To formulate and prescribe general guidelines for the conduct of examinations in the different specialties in accordance with above objects.
- (2) To constitute Speciality Boards for each discipline in which the examinations are to be conducted.
- (3) To formulate requirements of basic training requirements for eligibility to appear for the respective examination and of training facilities in the institutions accredited for the purpose by the Board.
- (4) (a) To lay down guidelines and minimum requirements for institutions to be recognised for training of candidates in different specialties.

(b) To constitute an accreditation committees to evaluate the inspection reports and make appropriate recommendations to the Board.
- (5) To maintain liaison with professional associations, societies, colleges concerned with Post-graduate education and training and with Universities and Commissions concerned with raising of standards of medical education.
- (6) To cooperate and deal with national and inter-national bodies, agencies, foreign countries and universities for the furtherance of the objectives of the Board.
- (7) To secure and manage funds and endowments for the promotion and implementation of the above objectives.
- (8) To determine the nature of qualification to be awarded, hold examinations and grant such degrees, diplomas and other academic distinctions and titles in Post Graduate Medical Education, Public Health and other Allied Health Sciences or as may be laid down in regulations, provided for Public Health the awards and qualifications and shall include undergraduate courses also.

- (9) To undertake, aid, promote, guide and coordinate research in the methodology of evaluation in medical education.
- (10) To organize post-graduate courses, workshops, seminars, symposia, training programmes and such other educational activities.
- (11) To receive grants-in-aid in cash or other forms from the Government of India, State Governments, Charitable Institutions/Trusts, individuals and industry within the country.
- (12) To receive, with prior approval of the Central Government financial and other assistance from foreign sources including international organizations for the activities of the Board.
- (13) To acquire by gift, purchase, exchange lease, hire or otherwise howsoever any property moveable and/or immovable and to construct, improve, alter, demolish or repair buildings and structures as may be necessary or convenient.
- (14) To sell, mortgage, lease, exchange and otherwise transfer or dispose of all or any property moveable or immovable of the Board.
- (15) For investing of funds of or money entrusted to the institution, to open such securities or in such manner as may, from time to time be determined by the Board, to sell or transpose of such investments for the objections of the Board.
- (16) Donations to Prime Minister (PM) Relief Fund or such Prime Minister (PM) FUND in case of National Exigency.
- (17) To undertake and provide for the publication of educational and research material such as journals, research papers, monographs and text books and to augment and maintain library information services.
- (18) To institute grants, prizes, awards, scholarships, fellowships, research grants and stipends.
- (19) To create administrative, technical, ministerial and other posts in the Board and to make appointments thereto in accordance with the rules and regulations laid down by the Board.
- (20) To appoint & hire services or discharge terminate the services of personnel & to pay them in return for the services rendered to the Board salaries, wages, gratuities, provident fund and other allowance or remuneration in accordance with the rules and regulations of the Board.
- (21) To do all such other lawful things as are incidental or conducive to the attainment of the objectives of the Board.

(22) To provide accreditation for public health qualifications and degrees awarded by educational institutions in India or abroad, in accordance with the minimum standards and scheme so prescribed by the National Board of Examinations in Medical Sciences.

(ii) Procedure followed in the decision making process, including channel of submissions.

The Affairs of the NBE are managed, administered, directed and controlled, subject to Rules; Bye-laws and Orders of the Board. The Executive Director is responsible for the proper administration of the affairs and funds of the Board under the direction and guidance of the Board. He shall be vested with such executive and administrative powers of the Board as may be necessary or incidental for the purpose, subject to these Rules and Bye-Laws framed for the purpose. In so far as the Financial Powers are concerned the General Body/President, National Board of Examinations has full powers. The Executive Director has the following:-

- (i) Full power in respect of all Contingent and Miscellaneous (Recurring) Expenditure.
- (ii) Upto Rs.1.00 crore in each case in respect of all Contingent and Miscellaneous (Non-Recurring) Expenditure.

The Joint Director (Administration) has the power to incur an expenditure of Rs.1.00 lakhs in all type of expenditures in single transaction.

(iii) The procedure followed in decision making process, including channels of supervision and accountability.

Files are usually required to be initiated at the level of Junior/Senior Assistant but depending upon the case or situation, it can be opened at any level. Depending of the administrative & financial powers assigned to an official the file traverse to three to four levels and final decisions in the matter are taken at level of Section Officer or Assistant Director or Joint Director or Executive Director or Governing Board of NBE.

(iv) The norms set by it for the discharge of its functions

The norms for discharge of functions in NBE is given in its Memorandum of Association and Rules & Regulations

(v) The rules, regulations, instructions, manual and records, held by it or under its control or used by its employees for discharging it functions.

The rules/regulation etc. as applicable to Central Government Employees/All India Service Officers and Central Government Offices are used for discharging of its functions.

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

All the Divisions/Branches of the National Board of Examinations main all the relevant maintain the categories of documents, which are relevant to their area of activity.

- (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.

NBE was set up with the objective of conducting high standard post-graduate examinations in the field of modern science on all India basis formulating basic training requirements for eligibility and developing patters of teaching in post-graduate medical education. As such it does not deal with any policy matter. It does not interact with general members of public rather with only the examinees, with administrative Ministry and other bodies of the country involved in the field of medical sciences in the entire country. In the matters of interaction various forms of communications are written, emails are sent, telephonic communications takes place, video conferencing done and meetings, workshops & seminar organized.

- (viii) A directory of its officers and employees.

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Email Address : mail@natboard.edu.in

S. No.	Name	Designation	Floor No.	PBX
1.	PROF. PAWANINDRA LAL	Executive Director	4 th Floor	1411/1412
2.	DR. ANURAG AGARWAL	Additional Director [Accreditation, Exam (Conduct & Confidential) & Information Technology]	1 st Floor, DPC	3070
3.	DR. IBOYAINMA MANGANG	Joint Director (Confidential)	1 st Floor	3008
4.	DR. VINAY GUPTA	Joint Director (Exam Conduct)	3 rd Floor, DPC	3080
5	SH. SURESH KUMAR K	Joint Director (Administration, Accounts & CVO)	3 rd Floor	3075
6.	CAPT. K. PAUL JAMES	Joint Director (CPD including formative Assessment and Thesis Section, Call Centre, IT Coordination, Degree and Legal).	2 nd Floor, DPC	3033
7.	MR. DINESH CHAND	Joint Director, Registration & Counselling & Accreditation (Diploma Courses)	2 nd Floor, DPC	3073
8.	SH. PARVESH KUMAR	Section Officer (Finance)	3 rd Floor	3063

- (ix) The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations (Administration Section)

S.No.	Name	Designation	Level in Pay Matrix
1	PROF. PAWANINDRA LAL	Executive Director	14
2	DR. ANURAG AGARWAL	Additional Director	13
3	SH. SURESH KUMAR K	Joint Director (NM)	12
4	CAPT. K. PAUL JAMES	Joint Director (NM)	12
5	MR. DINESH CHAND	Joint Director (NM)	12
6	DR. VINAY GUPTA	Joint Director (M)	12

7	DR. IBOYAINMA MANGANG	Joint Director (M)	12
8	SMT. TINA MEHTA	Assistant Director	10
9	SMT. RADHIKA RAJA	Assistant Director	10
10	SH. SUDHIR KUMAR	Principal Private Secretary.	10
11	SMT. RASHMI MUNJAL	Assistant Director	10
12	SH. P. RAMESH	Assistant Director (Under Suspension)	10
13	MR. PUNEET KUMAR	Section Officer	8
14	MR. VAIBHAV NIGAM	Section Officer	8
15	SMT. GEETA GAHLOUT	Section Officer	8
16	SMT. KANTA KUMARI SHARMA	Section Officer	8
17	MR. INDER PAL RAWAL	Section Officer	8
18	MR. PRANAW KUMAR	Section Officer (Hindi) on deputation	8
19	SMT. JAYANTI CHANDRAN	Section Officer	8
20	SMT. ASHA BARTH WAL	Section Officer	8
21	MR. RAJESH KUMAR SHARMA	Section Officer	8
22	SH. PARVESH KUMAR	Section Officer (On Deputation)	8
23	SH. HARISH KUMAR	Section Officer (On Deputation)	8
24	SMT. DILPREET SABHARWAL	Senior Assistant.	7
25	MR. MD. SHAHNAWAZ KHAN	Senior Assistant.	8
26	MR. RAM SAJAN PRABHAKAR	Senior Assistant.	8
27	MR. SHAILENDER	Senior Assistant.	8
28	MS. SHILPA	Senior Assistant.	8
29	MR. BASANT DEEP	Senior Assistant.	8
30	MR. SANDEEP CHAWLA	Senior Assistant.	8
31	MS. POOJA DALAL	Senior Assistant.	8
32	SMT. VRINDA RANA	Senior Assistant.	7
33	SMT. PUJA	Senior Assistant.	7
34	MR. SANDEEP KUMAR SHARMA	Senior Assistant	7
35	SMT. SUMAN BALA	Senior Assistant.	8
36	MS. SIMI SHARMA	Senior Accountant	7
37	MR. VIJESH KUMAR	Senior Accountant	7
38	MR. ROCHAK SETHI	Multi Skill Assistant (System)	5
39	MR. AMIT SHARMA	Multi Skill Assistant.	7
40	MOHD. ARIF KHAN	Multi Skill Assistant.	7
41	MS. KAVITA RAWAT	Multi Skill Assistant.	7
42	SH SAURABH AKHERIA	Junior Assistant	2
43	SH SACHIN KUMAR	Junior Assistant	2
44	HARISH KAUSHIK	Junior Assistant	2
45	ARVIND KUMAR	Junior Assistant	2
46	MANISH BHARTI	Junior Assistant	2
47	JAVED KHAN	Junior Assistant	2
48	DIVYA VERMA	Junior Assistant	2
49	DIMPLE KHURPAL	Junior Assistant	2
50	MR. AAKASH	Junior Assistant	2
51	MR. RAJ KUMAR	Junior Assistant	3
52	MR. SATYA PAL	Junior Assistant	3
53	MR. JAYES JOSEPH JOHN	Junior Assistant	2
54	MS. SWAPNA SHUKLA	Junior Assistant	2
55	SH ANKUR GOEL	Junior Assistant	2
56	SH PRADEEP SINGH	Junior Assistant	2
57	SH. ABHISHEK SHARMA	Junior Assistant	2

58	SH PRINCE KALRA	Junior Assistant	2
59	SH JIKESH KUMAR MANJHI	Junior Assistant	2
60	MR. MANOJ CHOUDHARY	Senior Driver	5
61	MR. SURENDER SINGH NEGI	Senior Driver	5
62	MR. KESHAV SINGH	Multi Tasking Staff	4
63	MR. RAM DAYAL MEHTO	Multi Tasking Staff	4
64	SMT. RITA	Multi Tasking Staff	1
65	MR. VARUN	Multi Tasking Staff	1
		Total	

- (x) The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made

National Board of Examinations is a self sufficient autonomous body having self generated fund. Hence, there is no budget and grant allocated to NBE by the Central Government. However, internal income and expenditure statement of every financial year is prepared. Once the annual income and expenditure gets approved by the General Body of National Board of Examinations, it is hosted on the website.

- (xi) The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes

NBE has no subsidy programme.

- (xii) Particular of recipients of concessions, permits or authorizations granted by it.

None.

- (xiii) Details in respect of the information, available to or held by it, reduced in an electronic form.

As available on the website of the National Board of Examinations.

- (xiv) 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.

Citizens are free to obtain any information, relating to the affairs of National Board of Examinations as per the Right to Information Act-2005. Information can also be gained through official interactions with the concerned officials of NBE. Any feedback/suggestions/grievances can be sent to National Board of Examinations either by post or using email.

- (xv) The names, designations and other particulars of the Public Information Officers (Admn.)

S. No.	CPIO Name & Designation	Subjects	Phone & email	Appellate Authority Name, Phone & Email
1.	Dr. Iboyainma Mangang, Joint	Confidential.(Question Banking & QP for all exams, Onsite	3008 & iboyainma@natboard.	Dr Anurag Agarwal, Additional Director.

	Director & CPIO	Assessment of DNB Theory Answer Sheets (Physical & Evaluation), Conduct of Practical Examination (conventional & OSCE based) and Results (Theory, Practical & MCQ Based Exams).	edu.in	Phone Number: 91-11-45593000/Ext.3070 Email:anurag@natboard.edu.in
2.	Dr. Vinay Gupta, Joint Director & CPIO	Exam Conduct.	3080 & vinay.gupta@natboard.edu.in	-do-
3.	Capt. K. Paul James, Joint Director & CPIO	CPD including formative Assessment and Thesis Section, Call Centre, IT Coordination, Degree and Legal	3033 paul.james@natboard.edu.in	-do-
4	Shri Suresh Kumar K, Joint Director & CPIO	Administration, Accounts & Vigilance.	3075 & sureshkumar@natboard.edu.in	-do-
5.	Shri Dinesh Chand, Joint Director & CPIO	Registration & Counselling & Accreditation of Diploma Courses.	3073 & dinesh.chand@natboard.edu.in	-do-
6.	Shri Viabhav Nigam, CPIO & Section Officer	Accreditation.	3063 & vaibhavnigam@natboard.edu.in	-do-
7.	Shri Puneet Kumar, Section Officer & CPIO	Finance & Accounts.	3012 & acct.so@natboard.edu.in	-do-

(xvi) Such other information as may be prescribed.

None.