

# INFORMATION HAND BOOK



सूचना का  
अधिकार  
RIGHT TO  
INFORMATION



## भारतीय दंत परिषद DENTAL COUNCIL OF INDIA

ऐवान-ए-ग़ालिब मार्ग  
कोटला रोड़, नई दिल्ली - 110 002

Aiwan-E-Galib Marg, Kotla Road,  
New Delhi - 110 002

दूरभाष : 011-23238542, 23236740  
Telephone : 011-23238542, 23236740

E-mail/ई-मेल : [secy-dci@nic.in](mailto:secy-dci@nic.in)  
Website: [www.dciindia.gov.in](http://www.dciindia.gov.in)

Sr. No.	TITLE
1	<p><b><u>CHAPTER -1</u></b></p> <p>The Particulars of its organisation, function and duties</p>
2	<p><b><u>CHAPTER -2</u></b></p> <p>The powers and duties of officers and employees</p>
3	<p><b><u>CHAPTER -3</u></b></p> <p>Procedure followed in decision making process, including channels of supervision and accountability</p>
4	<p><b><u>CHAPTER -4</u></b></p> <p>The norms set by it for discharge of its functions</p>
5	<p><b><u>CHAPTER -5</u></b></p> <p>The rules, regulations, instruction, manuals and records, held by or under its control or used by its employees for discharging its functions</p>
6	<p><b><u>CHAPTER -6</u></b></p> <p>A statement of the categories of documents that are held by it or under its control</p>
7	<p><b><u>CHAPTER -7</u></b></p> <p>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</p>
8	<p><b><u>CHAPTER -8</u></b></p> <p>Boards, Councils, Committees and other Bodies consisted as part of Public Authority.</p>
9	<p><b><u>CHAPTER -9</u></b></p> <p>A directory of its officers and employees.</p>
10	<p><b><u>CHAPTER -10</u></b></p> <p>The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations</p>
11	<p><b><u>CHAPTER -11</u></b></p> <p>The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditure and reports on disbursements made and etc.</p>
12	<p><b><u>CHAPTER -12</u></b></p> <p>The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes;</p>
13	<p><b><u>CHAPTER -13</u></b></p> <p>Particulars of recipients of concessions, permits or authorization granted by the Public Authority</p>

14	<b><u>CHAPTER -14</u></b> Details in respect of the information, available to or held by it, reduced in an electronic form
15	<b><u>CHAPTER -15</u></b> 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
16	<b><u>CHAPTER -16</u></b> The names, designations and other particulars of the Public Information Officers;
17	<b><u>CHAPTER -17</u></b> Such other information as may be prescribed
18	<b><u>CHAPTER -18</u></b> Information Related to Procurement
19	<b><u>CHAPTER -19</u></b> Transfer Policy and Transfer Orders
20	<b><u>CHAPTER -20</u></b> RTI Applications or First Appeals and their replies
21	<b><u>CHAPTER -21</u></b> Citizens Charter

## CHAPTER -1

### The particulars of its organisation, function and duties

#### 1. **Brief History**

The Dental Council of India - a statutory body - was constituted on 12<sup>th</sup> April 1949 under an Act of Parliament - the Dentists Act, 1948 (XVI of 1948). The amendments were made through an ordinance promulgated by the President of India on 27<sup>th</sup> August 1992. Through this ordinance, new sections i.e. section 10A, section 10B, section 10C were introduced in the Dentists Act, 1948 mainly to restrict mushroom growth of dental colleges, increase of the seats in any of the course and starting of new higher courses without the prior permission of the Central Govt., Ministry of Health & Family Welfare. The amendment was duly notified by the Govt. of India in Extraordinary Gazette of India, Part II, Section I on 3<sup>rd</sup> April 1993 with effective date 1<sup>st</sup> June 1992

The Dental Council of India is constituted by an Act of Parliament 'The Dentist Act 1948 (XVI of 1948) with a view to regulate the Dental Education, Dental Profession and Dental Ethics, thereto-which came into existence in March, 1949. The Dentists Act 1948 has been amended in the year 1993, 2016.

#### 2. **Objectives**

The Council has been constituted to achieve the following objectives:

- a) Maintenance of uniform standards of dental educational, both under graduate and post graduate.
- b) Recommendation for recognition/de-recognition of dental qualification of dental institutions of India or foreign countries.
- c) Maintenance of Indian Dental Register by the concerned State Dental Councils.
- d) Reciprocity with foreign countries in the matter of mutual recognition of dental qualifications.

#### 3. **Functions and Duties**

- a) Recommendation to the Central Government for grant of permission to establish a new Dental College or opening of a new of higher course of study or training or increase in admission capacity in any course of study or training.
- b) Inspection/visitation with a view to maintain minimum standard of dental education in India.

- c) Recommendation to the Central Government for Recognition/ withdrawal of recognition of dental qualifications awarded by dental institutions in India and abroad.
- d) Maintenance of Indian Dental Register by the concerned State Dental Councils.
- e) Grant of Eligibility Certificate to Indian Citizens and Overseas Citizen of India going overseas for obtaining primary dental qualifications.
- f) Issuance of NOC for transfer of Dental Registration from one State Dental Council to another

#### 4. **Constitution and Composition of Council**

The Council is constituted by the Central Government under Section 3 of the Dentists Act, 1948. The composition of the Council is laid down in Section 3 of the Act.

3. Constitution and composition of council.—The Central Government shall, as soon as may be, constitute a Council consisting of the following members namely:—

(a) one registered dentist possessing a recognised dental qualification elected by the dentists registered in Part A of each 1 [State] register;

(b) one member elected from amongst themselves by the members of the Medical Council of India;

(c) not more than four members elected from among themselves, by—

(a) Principals, Deans, Directors and Vice-Principals of dental colleges in the States training students for recognised dental qualifications: Provided that not more than one member shall be elected from the same dental college;

(b) Heads of dental wings of medical colleges in the States training students for recognised dental qualifications;]

(d) one member from each University established by law in the States which grants a recognised dental qualification, to be elected by the members of the Senate of the University, or in case the University has no Senate, by the members of the court, from amongst the members of the

Dental Faculty of the University or in case the University has no Dental Faculty, from amongst the members of the Medical Faculty thereof;

(e) one member to represent nominated by the Government of each such State from among persons registered either in a medical register or a dental register of the State;

(f) six members nominated by the Central Government, of whom at least one shall be a registered dentist possessing a recognised dental qualification and practising or holding an appointment in an institution for the training of dentists in a [Union territory] and at least two shall be dentists registered in Part B of a [State] register;

(g) the Director General of Health Services, ex officio;]

Provided that pending the preparation of registers the 2 [State] Governments may nominate to the first Council members referred to in parts (a) and (e) and the Central Government members referred to in part (f) out of persons who are eligible for registration in the respective registers and such persons shall hold office for such period as the 2 [State] or Central Government may, by notification in the Official Gazette, specify

## 5. **Address**

The Dental Council of India has its office at New Delhi and does not have any subordinate office anywhere in India. The particulars are as under:-

Dental Council of India  
Aiwan-E-Galib Marg  
Kotla Road,  
New Delhi-110002

Tel.: 011-23236740, 23238542  
Website: [www.dciindia.gov.in](http://www.dciindia.gov.in)  
Email: [secy-dci@nic.in](mailto:secy-dci@nic.in)

Opening hours of the Office: 9:30 AM to 6:00 PM

Timings for Public Dealing: 11:00 to 5:00 PM

Working Days: Monday to Friday.

## **CHAPTER -2**

### **Powers and Duties of Officers and Employee**

#### **1. Dental Council of India**

Dental Council of India is a Statutory Body incorporated under an Act of Parliament viz. The Dentists Act, 1948 (XVI of 1948) to regulate the Dental Education and the profession of Dentistry throughout India and it is financed by the Govt. of India in the Ministry of Health & Family Welfare (Department of Health) through Grant-in-aid. The General Body of the Dental Council of India representing various State Governments, Universities, Dental Colleges, Central Government, etc.

The Dental Council of India is the recommendatory body to the Central Government for grant of permission for establishment of a dental college, opening of a new or higher course of study, increase in in-take capacity at the Under Graduate and Post Graduate level.

#### **2. Powers and Duties of the Council**

The Council in order to discharge of its functions is empowered to:

- (i) Constitute Committees for general or special purposes at it deems necessary to carry out the purposes of the Dentists Act;
- (ii) appoint a Secretary who may also, if so decided by the Council, act as Treasurer;
- (iii) appoint such other officers and servants as the Council deems necessary to enable it to carry out its functions under this Act;
- (iv) Determine the conditions of the services of the employees.

The Council discharges its statutory functions and duties conferred upon it by the Dentists Act.

### 3. **Powers and Duties of Employees**

Section 8(1) of the Dentists Act, 1948 inter alia provides that the Council shall (a) appoint a Secretary who may also, if so decided by the Council, act as Treasurer; (b) appoint such other officers and servants as the Council deems necessary to enable it to carry out its functions under this Act; (c) require and take from the Secretary or from any other officer or servant such security for the due performance of his duties as the Council considers necessary; and (d) With the previous sanction of the Central Government, fix the fees and allowances of the President Vice-President and other members of the Council, and the pay and allowances and other conditions of service of officers and servants of the Council.

Section 52 to 56 of the **Regulations of the Dental Council of India**, 1956 (as modified upto February, 1982) lays down the "powers and duties of Secretary and other officers and servants of the Council". The provision reads as under:-

#### **"Secretary**

52. The term of office of the Secretary shall be fixed by the Council at the time of appointment. He shall normally retire on attaining the age of superannuation as applicable to the Central Government employees of the corresponding rank. Extension of service beyond the date of superannuation may be granted by the Council in exceptional cases on the recommendations of the Executive Committee but no such extension shall be given without the prior approval of the Government of India."

53. He shall perform such duties as have been given in the Act and the Regulations. He shall also be responsible for the safety of the property of the Council and the control and management of the office, accounts and correspondence, and shall see that the office staff attend punctually, and generally fulfill all such duties as may be required of him by the Council for the purposes of the Act. He shall attend and the notes of the proceedings of meetings of the Council and Executive Committee and any Sub-Committee.

The Secretary, shall not less than 90 days before the expiration of the term of any existing appointment, draw the attention of the President to the approaching vacancy, in order that a new appointment may be made to take effect from the day on which the existing appointment will expire.



## **Staff**

54. Members of the Ministerial and non-ministerial staff and Class IV servants shall retire on attaining the age of superannuation as applicable to the Central Government employees of the corresponding rank. Extension of service beyond the date of superannuation may be granted by the Executive Committee in accordance with the Central Government's general orders on the subject issued from time to time.

55. The powers and duties of the staff will be such as may be laid down from time to time in the standing orders as framed for the purpose by the Council.

56. (i) Subject to the approval of the President, the Secretary shall appoint the ministerial staff and class IV servants and may engage such temporary personnel as may be required from time to time, and pay a reasonable rate of remuneration to such personnel, provided it does not exceed the rate sanctioned by the Central Government for corresponding permanent staff. These appointments shall be subject to confirmation by the Executive Committee.

(ii) The Council may, on the advice of the Executive Committee, recommend to the Central Government to convert any existing sanctioned temporary post of an officer, a member of the ministerial staff or a class IV employees into a permanent one after taking into account the volume of work of permanent nature attached to the post and orders on the subject issued by the Central Government from time to time and that the orders of the Central Government in this respect shall be final."

The Secretary is assisted in the discharge of his duties, by officers in the rank of Joint Secretary, Deputy Secretary, Law Officer, Accounts Officer, Assistant Secretary, Assistant Section Officers, Senior Secretariat Assistant, Junior Secretariat Assistant and other staff in various categories. The staffs serve as the Secretariat of the Dental Council of India and perform such duties as envisaged under the Dentist Act, 1948 and the Rules and Regulations made thereunder. The powers and duties of the staff will be such as may be laid down from time to time in the standing orders as framed for the purpose by the Council.

## **CHAPTER -3**

### **Procedure followed in decision making process, including channels of supervision and accountability**

The Council constituted under Section 3 (Chapter II) of the Dentists Act is the supreme decision making of the Organisation. The President, Vice-President, Executive Committee of the Council are elected by the members of the Council from amongst themselves.

Section 9 of the Dentists Act 1948 provides for the Executive Committee. The Executive Committee consist of the President and Vice-President ex officio [and the Director-General of Health Services ex officio] and five other members elected by the Council. The Executive Committee in addition to the powers and duties conferred upon it by the Dentists Act 1948, exercises and discharges such powers and duties as the Council may confer or impose upon it by any regulations which may be made in this behalf.

The decisions of the Council, Executive Committee and the Sub-Committee are implemented by the Secretary through the respective Sections of the Council office. The work of the DCI is carried out through the following sections:-

1. Administration and Establishment Section
2. Accounts and Finance Section
3. Legal Section
4. Academic Section
5. Inspection Section
6. Admission Section
7. Act, Regulation and Policy matters
8. Para Dental and Miscellaneous Section
9. Diary and Despatch Section
10. RTI Section
11. Server Section

The Secretary of the Council and other staffs are employed by the Council to carry out the purposes of the Act. The Secretary is assisted in the discharge of its functions & duties by officers & staffs as provided under Chapter 9 of this handbook.

On receipt of a proposal, the entry level staffs open up a file or process the proposal in the existing file. The Section Officer/ Assistant Section Officer scrutinize the proposal with reference to the relevant Rules and place it before the Section Head/ Assistant Secretary/ Deputy Secretary. The Assistant Secretary/ the Deputy Secretary review the proposal and with his comments/observations places before the Secretary in accordance with Office Orders. The Secretary decides the course of action to be taken thereon, including placing the matter before the concerned Sub-Committee or Executive

Committee, with the approval of the President as and when required. The respective superior officers have supervisory control over their subordinates.

---

## **CHAPTER -4**

### **The norms set by it for discharge of its functions**

The Council in the performance of its functions is bound by the various Rules and Regulations (refer Chapter 5 of this handbook) enacted under the Dentists Act, 1948.

---

## CHAPTER -5

### **The rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees in discharge of its functions**

The following Dental Council of India Rules & Regulations is uploaded on DCI website as per the specified links given under. It may be looked into on the official website of Dental Council of India [www.dciindia.gov.in](http://www.dciindia.gov.in)

1. The Dentists Act, 1948
2. The Dentists (Amendment) Ordinance, 1992
3. The Dentists (Amendment) Act, 1993
4. The Dentists (Amendment) Act, 2016
5. The Dental Council (Election) Regulations, 1952
6. Dental Council of India Regulations, 1956
7. Dental Council of India (Establishment of New Dental Colleges, Opening of New or Higher Course of Study or Training and Increase of Admission Capacity in Dental Colleges) Regulations, 2006 (alongwith Amendments)
8. Dental Council of India (Miscellaneous) Regulations, 2007
9. BDS Course Regulations, 1983
10. Dental Council of India Revised BDS Course Regulations, 2007
11. Dental Council of India Revised MDS Course Regulations, 2007
12. Dental Council of India Master of Dental Surgery Course Regulations, 2017
13. Continuing Dental Education Regulations, 2018
14. Dental Operating Room Asstt. Course Regulation, 2007
15. Dental Council of India Post Graduate Diploma Course Regulations, 2008
16. Dental Council of India Post Graduate Diploma Course Regulations (Dental Material), 2008
17. Dental Council of India Dental Hygienists & Mechanics Course Regulations, 2008
18. Dental Council of India Screening Test Regulations, 2009
19. Revised Dentists (Code of Ethics) Regulations, 2014
20. DCI Regulations on Curbing the menace of Ragging in Dental Colleges, 2009
21. Dental Council of India (norms and guidelines for fees and guidelines for admissions in dental colleges), Regulations, 1994
22. Dental Council of India (Criteria for identification of students admitted in excess of admission capacity of Dental Colleges Regulations, 1998
23. Dental Council of India (Term of office of Membership of DCI) Regulations, 2008

## **CHAPTER -6**

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

Scheme received by the Council for Establishment of Dental College for Opening a New or Higher Course of Study or Training and Increase of Admission Capacity in dental colleges.

### **Recommendations**

Recommendations by the Council to the Government of India for Establishment of Dental College for Opening a New or Higher Course of Study or Training and Increase of Admission Capacity in any dental college.

Recommendation made by the Council to the Central Government for inclusion of a dental qualification in the Schedules of the Dentists Act 1948.

### **Eligibility Certificates**

Application made by the students/candidates and record of communication with the concerned authorities.

Application Form for Eligibility Certificate

[<https://dciindia.gov.in/Download/ApplicationFormforEligibilityCertificate.pdf>]

### **Staff Related**

Employment Record of the Employees

### **Admission**

List of students admitted in Dental Institutions approved/recognised by Dental Council of India.

List of UG/PG students submitted by the colleges

[<https://dciindia.gov.in/StudentDetailsList.aspx>]

## CHAPTER -7

**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**

The Council regulates the profession of dentistry in the country. There is no direct interaction with the public at any point of time. Therefore, at times meetings with Stakeholders are organized. The Secretary meets visitors only with prior appointment during the visiting hours.

---

## CHAPTER -8

### **Boards, Councils, Committees and other Bodies consisted as part of Public Authority.**

#### **Council constituted under Section 3 of the Dentists Act, 1948**

The information is available on DCI's website as per the specified links given as under.

1. List of All Council Members

[\[https://dciindia.gov.in/CouncilMember.aspx\]](https://dciindia.gov.in/CouncilMember.aspx)

2. List of Executive Committee Members

[\[https://dciindia.gov.in/ExecutiveCommitteeMembers.aspx\]](https://dciindia.gov.in/ExecutiveCommitteeMembers.aspx)

3. Ex-Officio Member U/S 3(g) of the Dentists Act

[\[https://dciindia.gov.in/CouncilMember.aspx?id=g\]](https://dciindia.gov.in/CouncilMember.aspx?id=g)



## CHAPTER –9& 10

### **A directory of its officers and employees and their level of pay received by each of its officers and employees, including the system of compensation as provided in its regulations**

The Council offers Central Government salary with other allowances as per Government directions. Council does not provide residential accommodation.

<b>S.No.</b>	<b>Name</b>	<b>Designation</b>	<b>Level</b>	<b>Cell</b>
1.	Dr. Sabyasachi Saha	Secretary	14	7
2.	Shri Mukesh Kumar	Deputy Secretary	12	4
3.	Smt. Kusum	Deputy Secretary	12	5
4.	Shri Vikas Chawda	Accounts Officer	12	4
5.	Shri Vinay Gupta	Assistant Secretary	11	4
6.	Shri Azad Singh Mathur	Section Officer	8	7
7.	Smt. Savita	Section Officer	8	7
8.	Shri Ram Gahan Prajapati	Section Officer	8	7
9.	Shri Mohinder Singh	Section Officer	8	7
10.	Smt. Deepa Chauhan	Section Officer	8	7
11.	Shri Naveen Sharma	Section Officer	8	7
12.	Shri Gaurav Dixit	Assistant Section Officer	7	2
13.	Shri Sanjay Kumar	Assistant Section Officer	7	2
14.	Smt. Jyoti	Assistant Section Officer	7	2
15.	Shri Parmod Kumar	Assistant Section Officer	7	2
16.	Shri Madan Lal	Assistant Section Officer	7	2
17.	Shri Mangal Sain	Assistant Section Officer	7	2
18.	Shri Prem Chand Kargati	Assistant Section Officer	7	2
19.	Shri Avinash Chhabbarwal	Assistant Section Officer	7	2
20.	Shri Piyush	Assistant Section Officer	7	2
21.	Shri Umesh Singh Bisht	Assistant Section Officer	7	2
22.	Shri Sachin Gupta	Assistant Section Officer	7	2
23.	Shri Ram Chander Pandey	Senior Secretariat Assistant	4	12
24.	Shri Sant Lal Gupta	Senior Secretariat Assistant	4	8
25.	Shri Dhiraj Singh	Senior Secretariat Assistant	4	7
26.	Shri Punit Kumar	Junior Secretariat	2	11

		Assistant		
27.	Shri Vimal Kumar	Junior Secretariat Assistant	2	15
28.	Shri Bikky Kumar	MTS	2	10
29.	Shri Virender Kumar	MTS	2	18
30.	Shri Dharmender	MTS	2	11
31.	Shri Ashish Yadav	MTS	1	7
32.	Smt. Deep Mala	MTS	1	5
33.	Shri Pintu	MTS	2	14

## **CHAPTER -11**

**The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditure and reports on disbursements made.**

Not Applicable

## **CHAPTER -12**

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

Not Applicable

## CHAPTER -13

### **Particulars of recipients of concessions, permits or authorization granted by the Public Authority**

The Dental Council of India is the recommendatory body to the Central Government u/s 10A of the Dentists Act, 1948 for grant of letter of permission for the establishment of dental college, increase of intake capacity, opening of a new or higher course of study, renewal of permission. Such records are maintained in the concerned file of the college by the respective Section.

The details of number of registered dentists, dental hygienists, dental mechanics are maintained by the Act, Regulations and policy matters Section, as per data or information received from the respective State Dental Councils.

The grant of Eligibility Certificate to Indian Citizen/OCI interested to pursue foreign dental qualification and NOC for transfer of Dental Registration from one State Dental Council to another State Dental Council are maintained by the Para Dental and Miscellaneous Section.

#### **Application Form for Eligibility Certificate**

<https://dciindia.gov.in/Download/ApplicationFormforEligibilityCertificate.pdf>

#### **Application Form for NOC for Transfer of Dental Registration**

<https://dciindia.gov.in/TORUsers.aspx>

## CHAPTER -14

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

**Information relating to the Dental Colleges imparting Under Graduate, Post Graduate, Dental Mechanic, Dental Hygienist, DORA, Post Graduate Diploma courses in dentistry along with admission capacity.**

[<http://dciindia.gov.in/CollegeSearch.aspx?ColName=&CourseId=1&SplId=0&StateId=&Hospital=&Type=0&Status=--Select-->]

**List of Act & Regulations**

[<http://dciindia.gov.in/Dentistact1948.aspx>]

**List of Faculty – Name-wise, College-wise, Speciality-wise, Faculty ID-wise**

[<https://dciindia.gov.in/FacultySearch.aspx?CRiMZrfuvuFHvVjqMEINdSEkEJTrcGRKbdDIEIe6tRfViI9YYF2F4mfUqZkhretmc9ZhMXVTBB%2bMEMAhaXjCFAdSTeBhwIEXggWpIzUZ65DmUu%2bjVg5mTSdCTx0sz%2feI57h1RarM6FtCfKAVaioDqw%3d%3d>]

**Indian Dentists Register**

[<https://dciindia.gov.in/DentistDetails.aspx>]

**All Inspections Proformas**

[<https://dciindia.gov.in/InspetionProfomas.aspx>]

**Application Forms for Screening Test**

[<https://dciindia.gov.in/Download/ScreeningTestApplicationFinal.pdf>]

**List of UG/PG students submitted by the dental colleges**

[<https://dciindia.gov.in/StudentDetailsList.aspx>]

[[https://103.210.72.66/uat/student\\_list/](https://103.210.72.66/uat/student_list/)]

**Notifications**

[<https://dciindia.gov.in/PublicNotice.aspx>]

**Schedule**

[[https://dciindia.gov.in/Download/SchedulePart\\_I.pdf](https://dciindia.gov.in/Download/SchedulePart_I.pdf)]

[[https://dciindia.gov.in/Download/SchedulePart\\_II.pdf](https://dciindia.gov.in/Download/SchedulePart_II.pdf)]

[[https://dciindia.gov.in/Download/SchedulePart\\_III.pdf](https://dciindia.gov.in/Download/SchedulePart_III.pdf)]

**Meeting file of the Executive Committee in respect of Compliance Cases**

[<https://dciindia.gov.in/Admin/NewsArchives/Compliance%20cases%20for%20website%2008.08.2022.pdf>]

**Public Notice**

[<https://dciindia.gov.in/NewsSection.aspx>]

## CHAPTER -15 & 16

### **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 and The names, designations and other particulars of the Public Information Officers**

The following officers are as on date the First Appellate Authority, Nodal Officer, and Public Information Officer of the Dental Council of India under Section 5(1) and under Section 19(1) of Right to Information Act, 2005:-

Detail of <b><u>Nodal Officer</u></b> and <b><u>First Appellate Authority</u></b> of DCI in respect of RTI Act 2005	
<b><u>Name with Designation</u></b>	<b><u>Ph. (Office) &amp; Email</u></b>
Dr. Sabyasachi Saha, Secretary Dental Council of India Aiwan-E-Galib Marg Kotla Road, New Delhi-110002	011-23236740 011-23238542 E-mail: <a href="mailto:secy-dci@nic.in">secy-dci@nic.in</a>
Detail of <b><u>Central Public Information Officer</u></b> of DCI in respect of RTI Act 2005	
Smt. Kusum Deputy Secretary Dental Council of India Aiwan-E-Galib Marg Kotla Road, New Delhi-110002	011-23236740 011-23238542 E-mail: <a href="mailto:secy-dci@nic.in">secy-dci@nic.in</a>
<b>Note:</b> The fee of Rs. 10/- under RTI Act, 2005 if paid through Indian Postal Order/Demand Draft should be in favour of the Secretary, Dental Council of India, payable at New Delhi.	

1. During, the public dealing hours [11:00 AM to 5:00 PM] on official working days applicants/citizens can visit to obtain information.
2. Information on other matters can be obtained from the Public Information Officer, designated under RTI Act.
3. The Council's Library is meant for the Council's Employees only.

## CHAPTER -17

**Such other information as may be prescribed; and thereafter update these publications every year**

### **Chief Vigilance Officer**

#### **Dr. Mandeep K Bhandari**

Joint Secretary & CVO (for DCI),  
Ministry of Health & Family Welfare,  
Government of India,  
Nirman Bhawan,  
New Delhi  
Phone : (Office) 011 - 23238542, 23236740  
E-mail : [dcicvo2022@gmail.com](mailto:dcicvo2022@gmail.com)

1. During, the public dealing on official working days applicants/ citizens can visit to obtain information:-

Dental Council of India  
Aiwan-E-Galib Marg,  
Kotla Road, New Delhi-110002  
Phone : (Office) 011 - 23238542, 23236740  
E-mail : [dcicvo2022@gmail.com](mailto:dcicvo2022@gmail.com)

2. **Information on other matters can be obtained from the Public Information Officer, designated under RTI Act, 2005.**



## **CHAPTER -18**

### Information Related to Procurement

Procurements are made through Government–e-Marketplace (GeM) in strict compliance of GFRs

## **CHAPTER -19**

### Transfer Policy and Transfer Orders

Rotatory transferred

## **CHAPTER -20**

RTI Applications or First Appeals and their replies

The details of the RTI applications and First Appeals received in the office of the DCI is available on the official website of the DCI and can be accessed by visiting the following link:-

<https://dciindia.gov.in/RTIdetail.aspx>

## **CHAPTER -21**

### Citizens Charter

The Citizen's Charter relates to providing services which ultimately lead to promotion of Dental Education, dental profession and dental ethics thereto for achieving the highest possible level of good oral care and health and well being through a preventive and promotive oral care orientation in all developmental policies and to achieve universal access to good quality of oral care awareness and services at affordable cost.

---\*\*\*---