

A. Website Policy

The content of this Portal is owned & maintained by CBSE. Though all efforts have been made to ensure the accuracy and correctness of the content on this Portal, the documents and information displayed on this platform are for reference purposes only and does not purport to be a legal document and should not be construed as a statement of law or used for any legal purposes. CBSE accepts no responsibility in relation to the accuracy, completeness, usefulness or otherwise, of the contents. Users are advised to verify/check any information with the relevant department(s) of CBSE and/or other source(s), and to obtain any appropriate professional advice before acting on the information provided in the Portal.

As a result of updates and corrections, the web contents are subject to change without any notice from CBSE. In case of any variance between what has been stated and that contained in the relevant Act, Rules, Regulations, Policy Statements etc., the latter shall prevail. In no event will the CBSE be liable for any expense, loss or damage including, without limitation, indirect or consequential loss or damage, or any expense, loss or damage whatsoever arising from use, or loss of use, of data, arising out of or in connection with the use of this Portal. Links to services and other websites that have been included on this Portal are provided for public convenience only. CBSE is not responsible for the contents or reliability of linked websites and does not necessarily endorse the view expressed within them. We cannot guarantee the availability of such linked pages at all times. These terms and conditions shall be governed by and construed in accordance with the Indian Laws. Any dispute arising under these terms and conditions shall be subject to the exclusive jurisdiction of the courts of India.

B. Copyright Policy

Material featured on this site may be reproduced free of charge in prescribed format or media without requiring specific permission. This is subject to the material being reproduced accurately and not being used in a derogatory manner or in a misleading context. Where the material is being published or issued to others, the source must be prominently acknowledged. However, the permission to reproduce this material does not extend to any material on this site, which is explicitly identified as being the copyright of CBSE, implementation partner and third party. Authorization to reproduce such material must be obtained from the copyright holders concerned.

Source of all documents not owned by CBSE which are reproduced in part or full (with permission of the source department/organization) will be mentioned.

Due permissions will be obtained for publishing any content protected by copyright.

C. Content Contribution, Moderation & Approval policy (CMAP)

The Website www.cbse.gov.in/cbsenew/cbse.html of CBSE represents a single department where most content is contributed by a single set of sources. We hereby adopt a 2-tiered structure to implement CMAP requiring minimum 2 officials to execute the CMAP roles, viz.,

- ❖ Contributor
- ❖ Moderator/Approver

Sections	Roles	
	Contributor	Moderator/Approver
Home Page, Contact Us	WIM	Director IT
News, Recruitments etc.	Joint Secretary (Administration & Legal)	Secretary CBSE
Press Releases, Organization Chat, Reports	Deputy Secretary (Media & Public Relations)	Secretary CBSE
Circulars/Notifications	Joint Secretary or Deputy Secretary of Respective Department	Head of Respective Department

Note: Tenders are not published on CBSE Website. All Tenders are published on <https://www.cbse.gov.in/cbsenew/cbse.html> → Admin & Legal Wing → Tender → CBSE Tender → CPP Portal (Central Public Procurement Portal) (<https://eprocure.gov.in/eprocure/app?page=FrontEndTendersByOrganisation&service=page>)

It is ensured that website content is free from offensive or discriminatory language.

D. Contents Archival Policy

The content will be online archived after entering 2nd year from the date of their publishing. CBSE maintains online archives for a period of 10 years to allow for the retrieval of content which has expired.

E. Content Review Policy

This content Review Policy has been formulated to keep the content on the Website <https://www.cbse.gov.in/cbsenew/cbse.html> current and up-to-date.

This Review Policy is based on different types of content elements, their validity and relevance as well as the archival policy.

As a general rule:

- ❖ The entire website content shall be reviewed in a phased manner over a period of 6 months to ensure the currency of the content. The exception to the above is listed below:

Section	Review Periodicity
Home Page	Daily
Latest @ CBSE	Daily
Contact Us	As and when required
Newsletter, Circulars, Notifications etc.	No review required
About CBSE	Annually

F. Hyperlink Policy

Links to CBSE website by other Platforms/Websites: At many places in this website, you shall find links to other websites/portals. These links have been placed for your convenience. CBSE is not responsible for the contents and reliability of the linked websites and does not necessarily endorse the views expressed in them. Mere presence of the link or its listing on this website should not be assumed as endorsement of any kind. We cannot guarantee that these links will work all the time and we have no control over availability of linked pages.

Links to CBSE Website by other Websites/Portals: Prior permission is required before hyperlinks are directed from any website/portal to this site. Permission for the same, stating the nature of the content on the pages from where the link has to be given and the exact language of the hyperlink should be obtained by sending a request to stake holder.

G. Privacy Policy

As a general rule, this website does not collect Personal Information about the user when the site is visited. Users can generally visit the site without revealing Personal Information, unless they choose to provide such information for verification of certificates. Any information provided to this Platform will be protected from loss, misuse, unauthorized access or disclosure, alteration, or destruction.

a) Site Visit data:

This website records user visits and logs the following information for statistical purposes: server address; top-level domain used to access the internet (for example, .gov, .com, .in, etc.); browser type; date and time for site access; pages accessed and the documents downloaded along with the previous Internet address from which site is linked directly. Users are not identified based on browsing activities, except when a law enforcement agency may exercise a warrant to inspect the service provider's logs.

b) Cookies:

A cookie is a piece of software code that an internet website sends to browser when information is accessed at that site. This site does not use cookies.

c) Email Management:

User email address will only be recorded if user chooses to send a message. It will only be used for the intended purpose and will not be added to a general mailing list. User email address will not be used for any other purpose, and will not be disclosed, without user consent. Note: The use of the term "Personal Information" in this privacy statement refers to any information from which user identity is apparent or can be reasonably ascertained.

H. Website Monitoring Plan

CBSE provides this website and the information it contains as a public service. This system is monitored to ensure proper operation, to verify the functioning of applicable security features, and for comparable purposes. Anyone using this system expressly consents to such monitoring.

Website is monitored periodically. The parameters like Performance, Functionality, Broken Links and Traffic Analysis are ensured for its optimal performance.

I. Security Policy

Website Security Policy of Central Board of Secondary Education has a responsibility to protect from disclosure to unauthorized parties the personally identifiable information (name, address, date of birth, etc.) of its website users.

Notice and Disclosures: Central Board of Secondary Education will not sell trade and disclose the personally identifiable information of its website users to any third parties.

Data Quality and Access: CBSE takes all steps possible to ensure that the data on the website is accurate. If something is found to be inaccurate, every effort will be to correct the same as quickly as possible. The information contained on the CBSE website is subject to change without prior advance notice. While using the CBSE website certain information such as your IP Address and time spent on pages may be collected. This non-personal information is collected in order to monitor any unauthorized use or access to the CBSE website. Anyone caught attempting to harm, steal information from, or otherwise damage the CBSE website will be prosecuted under the relevant law.

Data Security: CBSE website is hosted at NIC data Centre and is being developed and managed in house by Website Information Manager taking every precaution to secure information on CBSE website. The CBSE website is placed in protected zone with implementation of firewalls and IDS (Intrusion Detection System) and high availability solution.

Responsibility and Authority (website management team): The Web Information Manager shall ensure that there is a proper flow of content to the site and that content quality and user satisfaction issues are taken care of. To achieve this, the web information Manager coordinates with the various Sections of the CBSE. The Web Information Manager also undertakes the following activities with regards to the CBSE website being maintained by him:

- a) Web Information Manager is overall responsible for quality and quantity of information and services on the website.
- b) Formulation of policies concerning management of content on the web through its entire life cycle viz. Provision, Moderation Approval and Archival.
- c) Ensuring that all contents on the website remain always authentic, accurate and up-to-date and obsolete information or services removed.
- d) Changing and periodically validating links to related information.
- e) Ensuring the entry of the website at a prominent rank in all the major search engines so that the site's visibility is enhanced and users are made aware of its address.

Technical Manager the responsibilities of the Technical Manager are:

- ❖ Regular monitoring of website for Performance, Security and Availability.
- ❖ Ensuring compliance with policies (organizational, regulatory, legislative, etc.) that may require changes in website content, architecture, security, process etc.
- ❖ Periodic security audit of the website in line with major revisions

- ❖ Analysis of traffic on website and feedback to development/ management team –
For the CBSE website development and management, a team has been set up under the Technical manager, having professional skills in HTML authoring, programming, design, content preparation etc., which works under the overall supervision of web information manager.

- ❖ The Technical Manager/Website Team have experience and skill in the following knowledge areas:
 - Website Technology
 - Website Testing
 - Usability
 - e-accessibility
 - Performance
 - Security

Contact details in case of any Query:

If you have any questions regarding the CBSE Website Security Policy, **Please contact us:-**

Divya Bhardwaj - Under Secretary (IT)

Email: wim[at]cbse[dot]gov[dot]in

Phone: 011-22044164

Helpline Number: 1800-11-8002

Address: Central Board of Secondary Education, Shiksha Kendra2,
Community Centre, Preet Vihar, Delhi 110092.

J. Terms and Conditions

This website is designed, developed and hosted by Central Board of Secondary Education (CBSE).

Though all efforts have been made to ensure the accuracy and currency of the content on this website, the same should not be construed as a statement of law or used for any legal purposes. CBSE accepts no responsibility in relation to the accuracy, completeness, usefulness or otherwise, of the contents. Users are advised to verify/check any information with the relevant Government department(s) and/or other source(s), and to obtain any appropriate professional advice before acting on the information provided in the website.

In no event will CBSE be liable for any expense, loss or damage including, without limitation, indirect or consequential loss or damage, or any expense, loss or damage whatsoever arising from use, or loss of use, of data, arising out of or in connection with the use of this website. Links to other portals/websites that have been included on this website are provided for public convenience only. CBSE is not responsible for the contents or reliability of linked portals/websites and does not necessarily endorse the view expressed within them. We cannot guarantee the availability of such linked pages at all times.

These terms and conditions shall be governed by and construed in accordance with the Indian Laws. Any dispute arising under these terms and conditions shall be subject to the exclusive jurisdiction of the courts of India.

K. Disclaimer

This platform is designed to disseminate information/activities offered by CBSE. The contents of this platform are for information purposes only, enabling the public at large to have a quick and an easy access to information and do not have any legal sanctity. Links to other platforms for various related services have been included on this portal for public convenience only. We do not take responsibility for the accuracy of the contents in those sites. The hyperlink given to external sites do not constitute an endorsement of information, products or services offered by these sites.