

INFORMATION PUBLISHED IN PURSUANCE OF SECTION 4(1)(b) OF THE RIGHT TO INFORMATION ACT, 2005

Indian Institute of Management Indore
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S/N	Sub-clause of Section 4(1) (b), RTI Act	Description
1.	(i)	Particulars of Organization, Functions and Duties of the Institute
2.	(ii)	Powers and Duties of officers and employees of the Institute
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5.	(v)	Act, Rules, Regulations, Instruction, Manuals and Records held by the Institute or under its control, or used by its employees, for discharging its functions
6.	(vi)	Statement of the categories of documents that are held by the Institute or under its control
7.	(vii)	Particulars of any arrangement that exists for consultation with, or representation by, the members of the public in relation to the formulation of Institute's policy or implementation thereof
8.	(viii)	Statement of Boards, Councils, Committees or other bodies consisting of two or more persons constituted as a part of the Institute 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
9.	(ix)	Directory of officers and employees of the Institute
10	(x)	Monthly Remuneration received by each of Department's officers and employees, Salary including the system of compensation as provided in its regulations.
11.	(xi)	Budget allocated to each of the Department's agencies, indicating the particulars of all plans, proposed expenditures and reports on disbursements made;
12.	(xii)	Manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes
13.	(xiii)	Particulars of recipients of concessions, permits or authorizations granted by the Department
14.	(xiv)	Details in respect of the information available to or held by the Department reduced in an electronic form
15.	(xv)	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.	(xvi)	Names, designations and other particulars of the Public

**INFORMATION PUBLISHED BY THE DEPARTMENT UNDER SUB-CLAUSE (i)
OF SECTION 4(1)(b) OF THE RTI ACT, 2005**

Particulars of Institute, Functions and Duties of the Department

Objectives/Purpose of the Institute

The aim of the Institute is to provide the best possible education and training to students, researchers, executives and contribute to the improvement of knowledge about business practices through its consultancy and management development programmes. The frontiers of knowledge in the discipline of management through original and applied research and develop case studies based on Indian Experience. It builds channels of communication with the leading management educational institutions and professional bodies both in India and abroad.

Academic Programmes

The academic programmes of the Institute will cover four areas :

- a) Post-Graduate Programme in Management (PGP)
- b) Management Development Programmes (MDP)
- c) Executive Post-Graduate Programme in Management (EPGP)
- d) Faculty Development Programme (FDP)
- e) Fellowship Programme in Management (FPM) & Research
- f) Publications
- g) Consultancy

The Post-Graduate Programme

The Post Graduate Programme (PGP) in Management at IIM Indore is a two-year, full-time, residential programme. The programme aims to groom participants into competent professional managers with—

- a capacity to learn and adapt to national and international environment;
- an orientation towards achieving excellence, maintaining high ethical standards; and
- a capacity to work effectively and efficiently, both individually and in-groups.

The Post Graduate Programme in Management is spread over two years, each year consisting of three terms. In between the first and second years, the participant spends eight weeks on a summer project in a business organisation. The academic year begins in June/July and ends in March/April of the following year.

ELIGIBILITY

The candidate must hold a Bachelor's Degree of any of the Universities incorporated by an Act of the central or state legislature in India or other educational institutions established by an Act of Parliament or declared to be deemed as a University under section 3 of UGC Act, 1956, or possess an equivalent qualification recognized by the Ministry of HRD, Government of India.

The Bachelor's Degree or equivalent qualification obtained by the candidate must entail a minimum of three years of education after completing higher secondary schooling (10+2) or equivalent.

Candidates appearing for the final bachelor's degree / equivalent qualification examination can also apply. Such candidates, if selected, will be allowed to join the programme

provisionally only if they submit a certificate.

Candidates with relevant managerial work experience are especially encouraged to apply.

We also encourage foreign applicants, such as:

- a) Persons who are permanent citizens of some other country and residing outside India and
- b) Non- Resident Indians who are not in India during the admission process, to apply to our programme through GMAT score.

For details about the application procedure please visit our website:

www.iimidr.ac.in/iim/pages/programmes/

Selection

Candidates are short-listed for Group Discussion & Personal Interview on the basis of their performance in CAT/GMAT, academic record, and relevant work experience. Final selection to PGP would be based on criteria, such as the candidate's academic record, scholastic achievements, relevant work experience, and performance in CAT/GMAT, group discussion, and personal interview.

Curriculum

The curriculum is designed to help participants develop an integrated approach to solving management problems.

The first year's curriculum is compulsory for all participants and occupies about 62% of the total curriculum. They provide participants with the fundamental conceptual knowledge, analytical skills and techniques, contextual understanding, environmental awareness and overall perspective that will serve as the bedrock for the programme.

Throughout the first year, participants undergo constant interaction with industry to augment their classroom learning with real-life working and observation. At the end of the first year, participants work in organizations on summer assignments lasting eight weeks. Summer assignments provide the participants opportunities to:

- a) have a first hand exposure to the functioning of an organization;
- b) relate classroom learning of concepts and skills to real life management situations; and
- c) make an informed choice of specialization and career.

The second year courses provide the participants with an opportunity not only to continue the study of subjects covered in the first year, but also to pursue the study in a field of special interest to them. Participation in live projects in near- by industrial units is emphasized.

IIMI's International Students Exchange Programme provides an opportunity for second year PGP participants to have an international acquaintance. Selected students make use of their fifth term with our partner institution of world-class repute, during the programme.

Method of Instruction

The case method is a major instrument of learning in IIMI's programmes. Cases are descriptions of actual management situations written from the experiences of organizations

in a wide range of settings. Each case presents facts known to the executives responsible for dealing with the situation. Participants are exposed to a large number of Indian and foreign cases and learn how to solve different kinds of problems.

Several other methods such as group exercises and discussions, role-plays, simulation games, lectures and seminars are also used.

Diploma

Graduates of PGP are awarded the "Post-Graduate Diploma in Management".

Placement:

The Institute's placement cell provides assistance and career guidance to PGP participants for their summer internship as well as for final placements. Campus recruitment week is organized at the end of the second year (for final placement). Reputed Indian / multinational / overseas companies visit the institute to select participants for summer as well as final placements. Participants of IIM Indore have also been offered lateral placement offers and pre-placement offers. Participants of IIM Indore have also been selected for overseas summer internship.

How to Apply?

Candidates seeking admission to the two year PGP of IIMI have to appear in the Common Admission Test as described in the bulletin. No additional fee needs to be paid for applying to IIMI.

Reservation for Scheduled Caste / Scheduled Tribe Candidates.

Twenty-two and a half per cent seats are reserved for scheduled caste / scheduled tribe candidates meeting IIMI's admission requirements.

Reservation for Other Backward Class – Non-Creamy layer Candidates.

Twenty-seven per cent seats are reserved for other backward class – non-creamy layer candidates meeting IIMI's admission requirements.

Reservation for Candidates with Disabilities.

Three per cent seats are reserved for persons with disabilities (as per the provisions of Persons with Disabilities Act, 1995) meeting IIMI's admission requirements.

Requests for any additional information may be addressed to: The In-charge, Admissions, Indian Institute of Management Indore, Prabandh Shikhar, Rau-Pithampur Road, Indore 453331 (M.P.), Phone: 0731-2439655 (Direct), EPABX: 0731-2439666, Web site at: www.iimidr.ac.in

EXECUTIVE POST-GRADUATE PROGRAMME IN MANAGEMENT (Exec- PGP)

Introduction

The Executive Post Graduate Programme in Management (EPGP) is an intensive one-year residential program exemplifying the academic rigor and progressive thinking at IIM Indore. Specially designed to enhance knowledge, skills and capabilities essential for managing and leading organizations, the programme combines skill-building with exploration of good management practices. The exposure to new perspectives, contemporary theories and approaches in management lends focus to leading in turbulent times. In addition to a

comprehensive functional core module, the electives provide opportunities to specialize in Strategy, Leadership, and International Business.

Eligibility

The Candidate must have

- a) A Bachelor's Degree or its equivalent in any discipline.
- b) A valid CAT /GMAT score
- c) Minimum 5 years of managerial/ entrepreneurial/ professional experience after graduation.

The programme is open to all nationalities.

Selection Process

Interview:

Interview of short listed candidates will be conducted at various locations depending on the number of candidates from that region. Short-listing of candidates for interview will be done based on a number of criteria like CAT/GMAT score, Academic performance, work experience etc as decided by the admissions committee.

Selection & registering for the programme:

Candidates will be selected based on CAT /GMAT score, academic performance, achievements, performance in the interview, work experience etc as decided by the admissions committee. Selected candidates have to register for the programme in Sept 2011.

Pedagogy

The pedagogy will be a judicious mix of lectures, case discussions, project work, term papers, role-play, seminar presentations, assignments, management games, and simulations.

Programme details

The EPGP is structured to prepare executives for transformational leadership positions. During the intense one-year programme, they will work towards developing a deeper understanding of various facets of management and hone their managerial skills. The programme is spread tentative over five academic terms. The first three terms (mostly composed of core courses) focus on laying the foundation for the specialization through a bundle of electives offered in the other terms. The last two terms are mostly electives and other experiential learning. An intervening international module (currently at Katz Business School, University of Pittsburgh, Pennsylvania) provides an opportunity to develop an understanding of the global business environment and the ability to operate in a multicultural environment.

How to Apply

Candidates seeking admission to the one-year EPGP programme of IIM-Indore either have to appear in the Common Admission Test (CAT 2010) or submit their GMAT score.

For clarifications/enquiries contact: Officer - EPGP Office, Indian Institute of Management Indore, Prabandh Shikhar, Rau –Pithampur Road, Indore - 453331, (M.P). India, Phone: 91-731-2439672, Email: epgpoffice@iimidr.ac.in

For details visit <http://www.iimidr.ac.in/iimi/pages/corporates/placement.php>

FELLOW PROGRAMME IN MANAGEMENT (FPM)

The Fellow Programme at IIMI is a unique doctoral programme in management. It is designed to provide both breadth and depth of knowledge to doctoral participants in management. The prime objective of the programme centers on creating competence in teaching and research in management education, and practice. The programme equips the participants for careers in teaching, training, research, and consulting both in academia and industry. The programme is application oriented in nature, and the participants will be able to contribute to management thinking.

The emphasis, therefore, is on:

- * admitting the best participants committed to teaching and research;
- * offering a curriculum with an appropriate balance between theory and practice;
- * promoting excellence in research by emphasizing a strong analytical approach; and
- * providing the best academic support facilities.

The Fellow Programme takes four to five years to complete, including two years of rigorous course work followed by research work leading to a thesis. While the first year of course work is common with IIMI's Post-graduate Programme, the second year involves advanced doctoral level courses in the chosen area of specialization. In addition, after the first year of course work, participants will have an opportunity to get exposure to the real business world through a summer project. While the basic course work phase provides the breadth, the advanced course work phase provides depth of knowledge through the area of specialization. After completing the course work, the participant has to pass a comprehensive qualifying examination, written and oral. On successful completion of course work, the participant is required to undertake a research work leading to a thesis. The participant is required to write a research proposal under the guidance of the Thesis Advisory Committee (TAC) and has to make a public defense. Subsequently, the participant has to pursue research under the supervision of TAC. The Thesis Examination Committee consisting of internal and external experts will evaluate the thesis. Finally, the participant has to make a public defense of his/her research work and qualify the viva voce examination.

For further information/clarifications, please contact : In-charge, FPM Office, Indian Institute of Management Indore, Prabhandh Shikhar, Rau-Pithampur Road, Indore – 453331, Phone No. 731-2439400, 401. For details Visit our website http://www.iimidr.ac.in/iimi/pages/programmes_main/fpm.php

PUBLICATIONS:

The Publications Office publishes a Quarterly Journal and a Quarterly Newsletter. The details are provided below:

Indore Management Journal (Quarterly Journal)

Indore Management Journal is an international peer reviewed quarterly journal. It is published with the belief that management scholars and social scientists should integrate disciplines in an attempt to understand the complexities of contemporary management challenges. The aim of the journal is to provide a diverse perspective of management functionalities to its readers. The journal invites well-written papers on a plethora of issues,

from contemporary management subjects that encompass varied aspects of management policies, to articles dealing with regulations, culture and sustainable development as well as other related topics.

Previously published under the title 'International Journal of Management Practices and Contemporary Thought (IMPACT)' it has now been renamed as the 'Indore Management Journal'. The Journal has acquired an International Standard Serial Number (ISSN) from National Institute of Science Communication and Information Resources. The allotted number is ISSN 0975-1653.

For further information please visit -

http://www.iimidr.ac.in/iimi/pages/faculty_main/research-and-publications.php

Quarterly Newsletter

Quarterly Newsletter publishes information regarding the academic activities and publications of the existing faculty.

http://www.iimidr.ac.in/iimi/pages/faculty_main/quarterly-newsletter.php

For further information please visit -

http://www.iimidr.ac.in/iimi/pages/faculty_main/quarterly-newsletter.php

Mailing address: Indore Management Journal, Publications Office, IIM Indore, Prabandh Shikhar, Rau - Pithampur Road, Indore - 453 331, Madhya Pradesh, Pune - 0731 - 2439400, Email: imj@iimidr.ac.in

MANAGEMENT DEVELOPMENT PROGRAMMES

Today's business is characterized by constant change and dynamism in every sphere. Organizations have become more human resource oriented and it is the human resource capital that plays a dominant role in helping the organization to stand apart in the crowd. Hence, it becomes imperative for managers to continuously educate and update themselves about the changes and evolving management practices. For this purpose, IIM Indore considers its role of imparting training and development to corporate executives, through open MDPs, customized in-house programmes and consultancy, as an important activity.

The MDPs at IIM Indore started in the year 2000-01 and since then has been growing with the support of corporates. The MDPs at IIM Indore are specifically designed to reflect the evolving realities of business and management practices & applications so that it adds knowledge and skill to the participants, facilitating their personal contribution to the future success of their organization. The MDPs provide the executives with an opportunity to access contemporary thinking, exchange ideas and gain insights from a diverse range of peers.

The campus houses a fully furnished Management Development Centre on top of a hill to cater to the lodging and boarding of the executives participating in the MDPs. The MDC is a separate building with well furnished air conditioned rooms and recreational facilities. It has in all 24 double rooms, 12 single rooms and 6 suites. The MDP classrooms are situated in the main building and are all equipped with latest presentation and teaching aids. The campus has an environment that facilitates learning.

For participating Management Development Programmes the participants are to be nominated by their organization. For detailed programme brochure and nominations,

participants may please contact Officer (EE), Indian Institute of Management Indore, Prabhindh Shikhar, Rau-Pithampur Road, Indore 453331, Phone: 731-2439750, 752 or E-mail: mdp@iimidr.ac.in. Our calendar of programmes is available in our website at http://www.iimidr.ac.in/iimi/pages/programmes_main/mdp.php

Faculty Development Programme

One of the objectives of the IIMI is to assist in the development of teachers, researchers, and trainers for management education. To meet this objective the Institute had organized a series of short-term University Teachers' Programs. This program is designed to help the participants identify teaching practices that successfully meet today's educational challenges and expectations, drawing attention to educational philosophies and pedagogical theories, module design, instructional strategies, pedagogically sound use of IT and assessment. For the last four years, IIMI has offered many short-term programs for university teachers. Based on our experience with the said programs, the FDP has been continuously adapted to address the emerging developmental needs of management educators in a wide variety of institutions. For details visit <http://www.iimidr.ac.in/iimi/media/pdf/brochure%20fdp.pdf>

IIMI Learning Centre: An Overview

Facilities of the Learning Centre

The IIMI Learning Centre (IIMI LC) with its modern collection of knowledge resources and innovative information services fills an essential role for students, faculty, and the surrounding community in their intellectual pursuits. It is a hybrid Centre with the state-of-the-art technological applications. IIMI LC holds knowledge resources predominantly related to management and allied subjects. Entire Library collection including books, print journals, etc. can be searched through the web enabled OPAC (Online Public Access Catalogue) and users can find out the real-time availability of library materials from their own computer terminals. The LC documents that are out on loan can be reserved and new acquisition requests can also be placed through the OPAC. The entire e-collection including the CD-ROM databases, online databases, e-journals etc. are accessible through —Institute's network <http://192.168.1.11/library/>.

Objectives

The LC is committed to offer a wide range of information services set to the highest professional standards with the following broad objectives in mind:

- To build a state-of-the-art knowledge resources— centre for management and allied subjects;

- To build appropriate knowledge— resources to meet the information needs of the academic community of the Institute; and,

- To provide proactive and innovative reference services to— the user community of the Institute.

LC Membership

The IIMI LC is primarily intended for the use by faculty, students, administrative, research and other staff members of the IIMI community.

The various categories of members and their privileges are as follows:

S.N.	Member categories	Loan duration	Max. No. of books borrowed at a time
1	Faculty	90 days	35
2	Visiting Faculty	15 days to 90 days depends on duration of appointment	25
3	FPM & FPMI Participants	30 days	10
4	Administrative Staff	30 days	5
5	PGP, EPGP & CCBMDO Participants	15 days	4
6	FDP Participants	15 days	3
7	MDP Participants	One book during the programme	1
8	Research Associates, Academic Associates & Teaching Assistant	30 days	3

IIMI LC has inter-library loan (ILL) arrangements with other IIMs, IITs and other major institutions in the country to borrow documents under ILL facility.

External membership from business/industrial and government setups as well as from the academics (Research Scholars) is granted under certain specified terms and conditions.

LC Working Hours

Monday – Saturday: 9.00 am – 10.00 pm

Sunday: 2.00 am – 10.00 pm

Holidays: 3 National Holidays

(i.e. 26th January, 15th August & 2nd October)

For further information/clarifications, please contact : The Librarian, IIMI Learning Centre, Indian Institute of Management Indore, Prabhandh Shikhar, Rau-Pithampur Road, Indore-453331, E-mail: library@iimidr.ac.in, Phone: 91-731-2439626/2439666

COMPUTING FACILITIES

The Indian Institute of Management at Indore has truly world class, campus wide state-of-the-art information technology tools that are designed to meet the computing and communication needs of the Institute. Institute has fast, reliable and rugged computer network of more than 1700 Nodes. This Network has Gigabit fiber backbone connectivity to all the blocks and departments. Network has redundant network design which includes two no. of core switch to cater network connectivity to entire campus. All the hostels, faculty blocks, admin block, classroom blocks, MDP block, library & seminar blocks are connected through redundant gigabit fiber backbone and apart from above, all the blocks are connected through layer 2 & 3 switches to provide 100 mbps connectivity at the user end. Every room of the hostel has a dedicated network to provide round the clock access to resources on the net. Wireless network is also enabled in some areas.

Computer and Communication Facilities: Faculty, Participants, Administration, and Library Servers run on Windows Server operating system while the Mail and Proxy run on Linux. All the nodes are running on Windows 2000/XP Professional and Linux. Other applications

software's include Office 97/2000, MATLAB, SPSS 15, Answer Tree, ArcView GIS 3.3, Clementine 11.1, Polyanalyst 4.5, Coldfusion 4.5, Oracle, Visual Studio, MS-SQL Server, Shazam, AutoCad 2000i, Primavera, Architect Bundle, Flash, Tally, Arena, Microfit, AMOS, Cisco Works 2.2, Microsoft Project 2000, Redhat Enterprise Solutions & Microsoft Exchange Server, etc.,

The details of the available facilities are as follows:

Network Servers: 12 numbers of Intel Xeon Dual Processor for Servers , servers. OneNAS with 1000 GB One CD Mirror Server with 1 TB storage capacity and thirty two lines RAS Server.

Desktop PCs: 200 nos. of Intel Core 2 duo processor.

Notebooks: 45 nos. of Intel core 2 duo processor

Internet Access: 34 Mbps (1:1) leased line connection.

Visit our website: <http://www.iimidr.ac.in/iimi/pages/institute/it-infrastructure.php>

TRANSPORT SERVICES

Established in 1996, Indian Institute of Management Indore is the sixth in the prestigious IIM family of management schools. The institute was chosen to be set up in Indore to give an impetus to management education in central India and has ever since been acting as the pioneer in the field of management, interfacing with the industry, government sectors and PSUs. Situated atop a scenic hillock, the beautiful 193 acre campus provides an ideal backdrop for some of the brightest minds in the country to work their best to become the best they can be. To back this up, IIM Indore has a solid infrastructure ranging from a very beautiful campus and hostels to a strong IT backbone and the latest in teaching aids. The geographical proximity to the fastest growing industrial belt in India and the presence of Special Economic Zones around Indore provide the right environment for both giving hands-on experience to the students and in enabling the industry to make use of the wealth of management expertise available in the institute.

IIM Indore's achievements in such a short span of time can be attributed to its innovative spirit, its will to excel, and, to a great extent, to the relationship it has developed with the Indore community.

It is an acknowledged fact that people work at their best only when they work with the best. That best may be either in terms of the people they work with or with regard to the tools of the trade at their disposal. At IIM I, participants are offered the best facilities not just in terms of faculty and curriculum but also in terms of infrastructure as well as transport facilities.

The Institute is maintaining a fleet of vehicles both owned as well as two hired buses, the details of which as furnished below:

In addition to the above arrangements, two 24 seater bus shuttle services were announced with effect from 27 Sep 2010.

GOVERNANCE OF THE INSTITUTE

The society of the Institute shall carry out the administration and management of the Institute for the furtherance of the objectives of Institute through following authorities :-

- a) Society of the Institute
- b) Board of Governors

c) Such other authorities as may be declared by the authorities of the Institute

Academic & Administrative Administration

The Institute is headed by a Director who acts as the administrative and academic head of the Institute. Director's Advisory Committee and Area Chairperson assist Director in day-to-day academic administration of the Institute.

Chief Administrative Officer is reporting to the Director and headed at administrative level and is assisted by Officers of various departments.

The Institute follows a flat organization structure where the emphasis is on communication networking rather than hierarchy. Department is the lowest organizational unit in the administrative support system and it consists of Officer/Executive Assistant/Accountant/General Duty Assistant/Lower Division Clerk. All Administrative Departments working under Chief Administrative Officer and the administrative sectional heads administratively reports to CAO and functionally reports to the concerned area chairperson.

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POWERS AND DUTIES OF OFFICERS AND EMPLOYEES OF THE DEPARTMENT

Part I : General

Powers and Duties of Director, Faculty and Administrative Staff of the Institute –

1. Director – Director is the principal academic and executive head of the Institute and shall exercise general supervision or control over the affairs of the Institute and implementing the decisions of all authorities of the Institute. The Director may, if he is of the opinion that immediate action is called for any matter, exercise any power conferred upon any authority of the Institute under the rules, in consultation with the Chairman of the BoG to take such action(s). The director shall exercise the all powers as may be delegated to him by the BoG and have the power to re -delegate what has been delegated to him to any of his subordinate officers with the concurrence of the Chairman, BoG. Director has all powers relating to the proper maintenance and discipline of the Institute. Director shall have the power to convene or cause to be convened meeting of the various bodies of the Institute.

2. Faculty – Professor / Associate Professor /Assistant Professor - PGP teaching is the core activity of the faculty member. Faculty member is expected to offer cross-functional electives, in addition to the core courses in the area of his specialization, in different programmes, viz, EPGP/MDP/FPM of the institute, and actively participate in research - publish cases/working papers/papers in peer reviewed international journals & refereed journals, present paper in seminar and conferences, supervision of doctoral work, consultancy, take part in administration of academic and supportive activities and institution building activities of the Institute.

3. Chief Administrative Officer – CAO is the administrative who provides total administrative support for all the activities and to lead a team of Officers in the Institute and guide them in

their day to day activities.

- * To assist the Director in the day-to-day functioning of the Institute and to attend
- * to visitors, foreigners visiting the Institute, public relations etc.
- * As stipulated in the Memorandum of Association.
- * Overall in-charge of administrative functions, responsible to Director/ Board/ Society, Non-member Secretary of the Board, Non-member Secretary of the Finance & Personnel Committee of the Board,
- * To exercise administrative and financial powers delegated by the

Board

- * Drawing and disbursing Officer of the Institute accounts.
- * To deal with employees/ unions and settle the problems by negotiations etc.
- * To prepare the annual reports of the Institute.
- * Liaison with Institute's architects

Financial

- * To examine the budget proposals of the Institutes.
- * To examine the Income & Expenditure accounts, Receipts and Payments
- * Generally to exercise the administrative powers as delegated by the Board and
- * To issue financial sanctions within the approved budget for purchase of various items and for maintenance and repair of items.

Academic/Programmes

- * Responsible for making arrangements for annual convocation and conferences.
- * Coordination of Institute Convocation where invariably a VIP or VVIP is the Chief Guest Member of various academic committees.

Others

- * To examine proposals of the Institute Engineer and responsible for construction and maintenance of buildings and Institute campus.
- Implementation of various other guidelines and orders received from the Government of India.

4. Librarian – Responsible for managing well organized library and information resource center to meet academic/research needs.

5. Executive Engineer – Responsible for construction & maintenance activities of the Institute. EE is also responsible for Estate, Engineering & Administrative activities of the Institute.

6. Finance & Accounts Officer – Responsible for managing the Finance & Accounts Department. Duties and responsibilities broadly includes day-to-day activities of Finance & Accounts Department, preparation of balance sheet, investment planning, audit control, reporting to the funding agencies, computerized accounting, budgeting & control systems, managing the Gratuity & Superannuation Trusts and providing support services to faculty, academic & administrative staff. She/he is the ex-officio member of Finance & Personnel Committee of the BoG.

7. Accounts Officer – Responsible for managing the finance and accounts department

including accounting, budgeting and control systems, investment planning, audit controls, processing of bills, finalization of accounts, cash, budget, investments, etc.

8. Stores & Purchase Officer – Responsible for purchase and inventory management, award of contracts/annual maintenance contracts, inventory planning, tendering, disposal of unused items, etc.

9. Personnel Officer –Responsible for Personnel & Establishment functions of the Institute. This includes, recruitment, salary & benefits administration, Conduct Rules and disciplinary matters, statutory compliance of various labour laws; compliance of reservation guidelines/directives pertaining to SC/ST/OBC & Physically handicapped employees; Management of office support services of outsourcing contracts, etc.

10. Officer - Responsible for independently in managing Academic & Administrative activities of the Institute in including Stores, Purchase, Administration, Estate Management, Construction, Hostel or/and other activity(s), assigned to you from time to time.

11. Computer Professional – Responsible for Network & system maintenance and management of computing resources of the Institute in operation for IIMI Community.

12. Executive Assistant/General Duty Assistant– He/she works under the orders and supervision of the Faculty/CAO/Officer and is responsible for the work entrusted to him. Where the line of action on a case is clear or clear instructions have been given by higher officers, he should put up a draft . In other cases he will put up a note keeping in view the following points :-

- * to see whether all facts open to check have been correctly stated;
- * to point out any mistakes or incorrect statement of the facts;
- * to draw attention, where necessary, to precedents or Rules and Regulations on the subject;
- * to put up the Guard file, if necessary, and supply other relevant facts and figures;
- * to bring out clearly the question under consideration and suggest a course of action wherever possible.

13. Private Secretary/Stenographer – He/she will keep the Chair/Officer free from routine nature of work by mailing correspondence, filing papers, making appointments, arranging meeting and collecting information so as to give the Faculty/Officer more time to devote himself/herself to the work in which he/she has specialized. He/she will maintain the confidentiality and secrecy of confidential and secret papers entrusted to him. He/she will exercise his/her skill in human relations and be cordial with the persons who come in contact with his boss officially or who are helpful to his/her boss or who have dealings with the boss as professional persons. Some of the more specific functions are enumerated below :-

- * taking dictation in shorthand ;.
- * fixing up of appointments ;
- * screening the telephone calls and the visitors in a tactful manner;
- * keeping a note of the movement of files;

14. Library Professional Assistant – Responsible for managing well organized library and information resource center to meet academic/research needs.

15. Lower Division Clerk – Lower Division Clerks are ordinarily entrusted with work of routine nature, for example – registration of Dak, maintenance of File Register, File

Movement Register, Indexing and Recording, typing, comparing, despatch, preparation of arrears and other statements, supervision of correction of reference books and sub mission of routine and simple drafts etc.

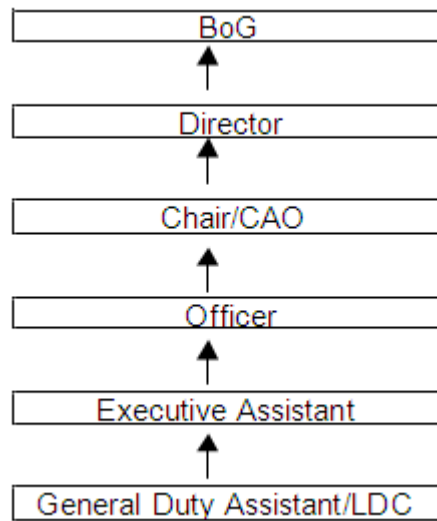
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OF SECTION 4(1)(b) OF THE RTI ACT, 2005**

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

The director shall exercise the all powers as may be delegated to him by the BoG and certain powers have been re-delegated to his subordinate officers with the concurrence of the Chairman, BoG.

In cases where appointment /sanction expenditure, etc. is to be done based on the recommendations such recommendations are obtained and processed for final decision at the competent levels.

Action on routine papers is initiated at the level of Executive Assistant/ General Duty/ Assistant/ Lower Division Clerk and on important papers, at higher levels e.g., Faculty/Officer. Normal Channel of submission of papers is :-



**INFORMATION PUBLISHED B Y THE DEPARTMENT UNDER SUB-CLAUSE (iv)
OF SECTION 4(1)(b) OF THE RTI ACT, 2005**

Norms set by the Institute for the discharge of its functions

Wherever applicable the Institute follows norms for various items of work as laid down by the area/department. In other cases, norms as laid down in guidelines/circulars etc. of the Ministry itself are followed, wherever applicable.

The time limit for disposal of various cases depends upon the nature of the files and the level of disposal.

**INFORMATION PUBLISHED BY THE DEPARTMENT
UNDER SUB-CLAUSE (v)
OF SECTION 4(1)(b) OF THE RTI ACT, 2005**

Acts, Rules, Regulations, Instructions, Manuals and Records held by the Department or under its control or used by its employees for discharging its functions

Part I : General

Indian Institute of Management follows the Government of India instructions, rules and regulations issued by the concerned nodal Departments like Ministry of Finance , Planning Commission, Department of Personnel & Training, etc, wherever applicable. These general rules and regulations include General Financial Rules (GFR), Leave Rules, Rules on Advances to government Servants, Delegation of Financial Powers, Central Services (Conduct) Rules etc.

Part II : Acts, Rules, Regulations, Instructions, Manuals, Records specific to the Institute, used for discharging its functions

Details of Acts, Rules, etc. which are specific to this Department are given below: -

S/N	Area/Dept	Acts, Rules, Regulations, Instructions, Manuals/ Records used for discharging functions
1	Admissions	Admissions Manual, Minutes of the CAT Group Meetings/ guidelines/ Admissions & Financial Committee meetings/ PGP Manual
2	Estate	CPWD Manual
3	Executive PGP	EPGP Student's Manual; EPGP Academic Manual
4	Finance and Accounts	Accounts Manual, Institute Standing Instructions, Audit Manual, Reports & recommendations of CAG/ Internal Audit/ IIMI Personnel Policy Manual
5	FPM	FPM Manual, Minutes Committee meetings
6	FDP	Programme Guide
7	IT	E-Registration Record, e-Complaint register, e-website updation; IT policy
8	MDP	MDP Manual
9	Personnel & Administration	Personnel Policy Manual, Minutes of Purchase & Personnel Committee meeting The Employment Exchange (Compulsory Notifications of Vacancies) Act 1959; The Contract Labour (Regulation & Abolition) Act, Employees Provident Fund and Miscellaneous Provisions Act, 1952 The Payment of Gratuity Act, 1972 The Employees' State Insurance Act The Apprentice Act 1961The Apprentice Rules, 1991 The Payment of Wages Act, 1936 The Minimum Wages Act, 1948 The Payment of Bonus Act, 1965 The Maternity Benefit Act, 1961 The Motor Transport Workers Act, 1961 The Workmen's Compensation Act, 1923

		The Trade Unions Act 1926
10	PGP	PGP Manual, Hostel Manual
11	Placement	Placement Manual
12	Projects	CPWD Manual, Minutes of the Construction Committee
13	Stores & Purchase	Purchase Manual , Minutes of Purchase & Personnel Committee meeting, Purchase Manual
14	Students' Affairs	Hostel Manual , Minutes of the Hostel Committee
15	Reception	Reception Manual
16	Transport	Rules & regulations framed for drivers

**INFORM AT ION PUBLISHED BY THE DEPARTMENT UNDER SUB-CLAUSE (vi)
OF SECTION 4(1)(b) OF THE RTI ACT, 2005**

**Statement of the categories of documents that are held by the
Department or under its control**

Part I : General

I. Documents Common to all

1. Replies to Parliament Questions of respective area
2. Annual Report of the Institute
3. Budget/Financial Sanctions
4. Audit Reports.
5. Orders constituting Committees from time to time, and Reports submitted by such Committees.
6. Circulars and Office Orders issued from time to time.
7. Correspondence with other Government & other agencies/Persons.
8. List of employees with their contact numbers
9. Memoranda of Understanding/contracts/Agreements executed with various agencies in respect of the area/department
10. Press Releases issued from time to time

S/N	Area/Dept	Documents Held
1	Admissions	CAT candidate application, selected list CAT income & Expenditure statement Registers for receipts & dispatch
2	Engineering & Estate	Campus drawing, tender documents, Registers for receipts & dispatch
3	Executive PGP	EPGP participants list, original certificates of present batch, Registers for receipts & dispatch
4	Finance and Accounts	Registers for receipts & dispatch
5	FPM, F&PC	Registers for receipts & dispatch

6	IT	Manual/ CD/instruction booklets
7	MDP	Registers for receipts & dispatch
8	Personnel & Administration	Recruitment Data Service records of employees Orders of appointment, transfer, separation, forwarding of applications, service agreement Minutes of various selection committee meetings foreign visits of Officers of the Department and of members of official delegations deputed by the Department. Contract agreements Leave records, Salary input, lease agreement details, Reports of various commissions Official Language Implementation Logbooks of Institute vehicles Registers for receipts & dispatch
9	PGP	List of PGP participants, original certificates of present batch; Registers for receipts & dispatch
10	Placement	Registers for receipts & dispatch
11	Stores & Purchase	List of items purchased, asset register, work orders Tender documents; Minutes of Purchase Committee Registers for receipts & dispatch
12	Students' Affairs	Registers for receipts & dispatch
13	Transport	Vehicle register, petrol & diesel consumption register, petrol & diesel requisition book

INFORM AT ION PUBLISHED BY THE DEPARTMENT UNDER SUB-CLAUSE (vii) OF SECTION 4(1)(b) OF THE RTI ACT, 2005

PARTICULARS OF ANY ARRANGEMENT THAT EXISTS FOR CONSULTATION WITH, OR REPRESENTATION BY, THE MEMBERS OF THE PUBLIC IN RELATION TO THE FORMULATION OF DEPARTMENT'S POLICY OR IMPLEMENTATION THEREOF

Draft policy documents under consideration and reports of the Committee will be placed in the Institute website from time to time.

INFORMATION PUBLISHED BY THE DEPARTMENT UNDER SUB-CLAUSE (viii) OF SECTION 4(1)(b) OF THE RTI ACT, 2005

STATEMENT OF BOARDS, COUNCILS, COMMITTEES OR OTHER BODIES CONSISTING OF TWO OR MORE PERSONS CONSTITUTED AS A PART OF THE DEPARTMENT 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

INFORM AT ION PUBLISHED BY THE DEPARTMENT UNDER SUB-CLAUSE (viii)

OF SECTION 4(1)(b) OF THE RTI ACT, 2005

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Professor Deepak Nayyar

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Dr. Ramesh Baheti

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Shri Salil Bhandari

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Statement of Boards, Councils, Committees or other Bodies consisting of two or more persons constituted as a part of the Department 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.

<i>Committee</i>	<i>Whether meeting of these Committees open to public</i>	<i>Whether minutes of the meetings accessible for public</i>
Board of Governor	No	Subject to provision of RTI Act
Finance & Personnel Committee	No	Subject to provision of RTI Act
PGP & AAs	No	Subject to provision of RTI Act
Executive PGP	No	Subject to provision of RTI Act
Admissions and Financial Aid Committee	No	Subject to provision of RTI Act
MDP Committee (including Consultancy and In-Company programmes)	No	Subject to provision of RTI Act
Research & Publication Committee (Including Fellow Programme, Journal, Case Unit, Academic Fellow)	No	Subject to provision of RTI Act
Placement Committee (including Alumni and Experiential learning)	No	Subject to provision of RTI Act
Library & Information Services (including Web)	No	Subject to provision of RTI Act
Media Communications Committee	No	Subject to provision of RTI Act
Hostel & Student Affairs	No	Subject to provision of RTI Act
Purchase Committee	No	Subject to provision of RTI Act
Construction Committee	No	Subject to provision of RTI Act
Faculty Council	No	Subject to provision of RTI Act

**INFORMATION PUBLISHED BY THE DEPARTMENT UNDER SUB-CLAUSE (ix)
OF SECTION 4(1)(b) OF THE RTI ACT, 2005**

DIRECTORY OF OFFICERS AND EMPLOYEES OF THE INSTITUTE

**INFORMATION PUBLISHED BY THE DEPARTMENT UNDER SUB-CLAUSE (x) OF
SECTION 4(1)(b) OF THE RTI ACT, 2005**

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1250	Mr.	Shankar Banerjee	-	shankarb@iimidr.ac.in
1251	Ms.	Anjali Sasikumar	-	anjalis@iimidr.ac.in
1252	Mr.	Arvind Singh Parihar	-	arvinds@iimidr.ac.in
1253	Ms.	Nidhi Rastogi	2436607	nidhir@iimidr.ac.in
1254	Ms.	Pooja Sharma	2439501	poojas@iimidr.ac.in
1255	Mr.	Rajat Pal Singh Panwar	2439631	rajatp@iimidr.ac.in
1256	Mr.	Ashish Parmar	2439610	parmar@iimidr.ac.in
1257	Ms.	Khushbu Jain	-	khushboo@iimidr.ac.in
1259	Mr.	Kamal Tripathi	2439610	ktripathi@iimidr.ac.in
1260	Ms.	Aarthi S. Iyengar	2439585 - 95	aarthi@iimidr.ac.in
1263	Ms.	Neha Singh	2439638	nehas@iimidr.ac.in
1264	Ms.	Pratima Jain	2439585 - 95	pratimaj@iimidr.ac.in
	Mr.	A.M. Kekre	-	kekre@iimidr.ac.in
1266	Mr.	Vijay Kumar	2439780	vkumar@iimidr.ac.in
1267	Mr.	Sunil Kumar Tiwari	-	sunilk@iimidr.ac.in
1265	Ms.	Stuti Saxena	2439585 - 95	stuti@iimidr.ac.in
1268	Mr.	Vinod Yadav	2439666	vyadav@iimidr.ac.in
1269	Mr.	B.K. Kukreti	-	basantk@iimidr.ac.in
1270	Ms.	Naina Navlani Kodwani	2439585 - 95	nainak@iimidr.ac.in
1271	Mr.	Prasanjeet Bandhopadhyay	2439638	prasanjeetb@iimidr.ac.in
1273	Mr.	Pankaj Goswami	-	pgoswami@iimidr.ac.in
	Mr.	S. Raghavan	2439759	sraghavan@iimidr.ac.in

1274	Mr.	Phool Singh Yadav	2439625	phools@iimidr.ac.in
1275	Mr.	Pankaj Sen	2439625	pankajs@iimidr.ac.in
1276	Ms.	Smita Ramteke	2439650	smitar@iimidr.ac.in
1277	Mr.	V. Achanan	2439614	achanan@iimidr.ac.in
1278	Ms.	Neha Agrawal	2439752	neha@iimidr.ac.in
1279	Ms.	Deepali Parekh	2439625	deepali@iimidr.ac.in
1280	Ms.	Soma Lilhare	-	soma@iimidr.ac.in
1281	Ms.	Sharda Sharma	2439660	sharda@iimidr.ac.in
1282	Ms.	Astha Saxena	2439638	asthas@iimidr.ac.in
1283	Mr.	Arunendra Vishwakarma	2439620	arunendra@iimidr.ac.in
1286	Ms.	Abheeruchi Kanungo	2439614	abheeruchi@iimidr.ac.in
1284	Mr.	Shashikant Jatwa	2439625	shashikantj@iimidr.ac.in
1285	Ms.	Vasundhara Mittal	2439638	vmittal@iimidr.ac.in
1287	Mr.	Ankit Shrivastava	2439675	ankits@iimidr.ac.in
1288	Mr.	Jitendra Singh Yadav	2439632	jitendras@iimidr.ac.in
1289	Mr.	Dhirendra Dubey	-	dhirendra@iimidr.ac.in
1290	Mr.	Uveshmohammed F. Chobdar	2439610	uvesh@iimidr.ac.in
1291	Mr.	Mohammedmubbaid G. Shaikhchopdar	2439638	mgshaikh@iimidr.ac.in
1302	Mr.	Kantilal Ruparelia Laxmidas	-	kantilalr@iimidr.ac.in
1293	Ms.	Matreye Jain	2439585 - 95	matreyej@iimidr.ac.in
1292	Ms.	Priyanka Sharma	2439585 - 95	priyankas@iimidr.ac.in
1294	Ms.	Suvidha Jain	2439585 - 95	suvidhaj@iimidr.ac.in
1295	Ms.	Vandana Tamrakar	2439585 - 95	vandanat@iimidr.ac.in
1296	Mr.	Umang Gupta	2439585 - 95	umang@iimidr.ac.in
1297	Ms.	Vaishali Garg	2439585 - 95	vaishalig@iimidr.ac.in
1299	Ms.	Shikha Atri	2439585 - 95	shikha@iimidr.ac.in
1300	Ms.	Sunanda K	2439585 - 95	sunandak@iimidr.ac.in
1301	Ms.	Garima Tiwari	2439585 - 95	garima@iimidr.ac.in
1298	Ms.	Achala Batham	2439585 - 95	achlab@iimidr.ac.in
1303	Ms.	Devyani Singh	2439585 - 95	devyanis@iimidr.ac.in

MONTHLY REMUNERATION RECEIVED BY EACH OF DEPARTMENT'S OFFICERS AND EMPLOYEES, INCLUDING THE SYSTEM OF COMPENSATION AS PROVIDED IN ITS REGULATIONS.

Monthly remuneration received by each of Department's Officers and Employees including the system of compensation as provided in its regulations.

Regular Staff -

Emp. No.		Designation	Pay Scale *
2121	Prof. N Ravichandran	Director	80000 (Fixed)
2099	Prof. DL Sunder	Professor	37400-67000, GP 10500
2111	Prof. Ganesh Kumar N	Professor	37400-67000, GP 10500

2094	Prof. Lalitha Sreenath	Professor	37400-67000, GP 10500
2095	Prof. MR Sreenath	Professor	37400-67000, GP 10500
2077	Prof. Pawan Kumar Singh	Professor	37400-67000, GP 10500
2012	Prof. VK Gupta	Professor	37400-67000, GP 10500
2115	Prof. Yogesh Maheshwari	Professor	37400-67000, GP 10500
2008	Prof. Nitin Agarwal	Associate Professor	37400-67000, GP 9500
2069	Prof. Abha Chatterjee	Associate Professor	37400-67000, GP 9500
2056	Prof. Ashish Sadh	Associate Professor	37400-67000, GP 9500
2100	Prof. Dipayan Dutta Chaudhuri	Associate Professor	37400-67000, GP 9500
2114	Prof. Kamal Kishore Jain	Associate Professor	37400-67000, GP 9500
2003	Prof. LV Ramana	Associate Professor	37400-67000, GP 9500
2091	Prof. Md Ashraf Rizvi	Associate Professor	37400-67000, GP 9500
2063	Prof. Subhamony Dey	Associate Professor	37400-67000, GP 9500
2119	Prof. Sumit Kumar Ghosh	Associate Professor	37400-67000, GP 9500
2066	Prof. B Hariprasad	Assistant Professor	15600-39100, GP 9000
2092	Prof. PK Panigrahi	Assistant Professor	15600-39100, GP 9000
2079	Prof. Prashant Salwan	Assistant Professor	15600-39100, GP 9000
2078	Prof. S Venkataramanaiah	Assistant Professor	15600-39100, GP 9000
2097	Prof. Sabita Mahapatra	Assistant Professor	15600-39100, GP 9000
2071	Prof. UK Bhattacharya	Assistant Professor	15600-39100, GP 9000
2107	Prof. A Kanagaraj	Assistant Professor	15600-39100, GP 9000
2105	Prof. Keyur B Thaker	Assistant Professor	15600-39100, GP 8000
2110	Prof. Pradyumna Dash	Assistant Professor	15600-39100, GP 8000
2122	Prof. Sushanta K Mishra	Assistant Professor	15600-39100, GP 8000
2123	Prof. Vinayasingh Chawan	Assistant Professor	15600-39100, GP 8000
2131	Prof. Rohit Kapoor	Assistant Professor	15600-39100, GP 8000
2132	Prof. Subhabrata Basu	Assistant Professor	15600-39100, GP 8000
2134	Prof. Ranjeet Nambudiri	Assistant Professor	15600-39100, GP 8000
2135	Prof. Nisha Nair	Assistant Professor	15600-39100, GP 8000

2136	Prof. Hasmukh Gajjar	Assistant Professor	15600-39100, GP 8000
2138	Prof. Sanjog Ray	Assistant Professor	15600-39100, GP 8000
2151	Prof. Arun Kumar	Assistant Professor	15600-39100, GP 8000
2154	Prof. K. R. Jayasimha	Assistant Professor	15600-39100, GP 8000
2143	Prof. Mahesh Ramamani	Assistant Professor	15600-39100, GP 8000
2140	Prof. Harshal Lovalekar	Visiting Assistant Professor	Consolidated Rs. 50292/-
2142	Prof. Siddhartha K Rastogi	Visiting Assistant Professor	Consolidated Rs. 50292/-
2144	Prof. Omkar D. Palsule Desai	Visiting Assistant Professor	Consolidated Rs. 53460/-
2145	Prof. Srinivas Gunta	Visiting Assistant Professor	Consolidated Rs. 54999/-
2146	Prof. Rahul Nilakantan	Visiting Assistant Professor	Consolidated Rs. 50292/-
2147	Prof. Saroj Kumar Pani	Visiting Assistant Professor	Consolidated Rs. 56592/-
2148	Prof. Shaleen Gopal	Visiting Assistant Professor	Consolidated Rs. 57420/-
2149	Prof. Oindrila De	Visiting Assistant Professor	Consolidated Rs. 57420/-
2150	Prof. Patturaja Selvaraj	Visiting Assistant Professor	Consolidated Rs. 62539/-
2152	Prof. Srabanti Mukherjee	Visiting Assistant Professor	Consolidated Rs. 59796/-
2153	Prof. Swatantra	Visiting Assistant Professor	Consolidated Rs. 59796/-
2156	Prof. Ravindra S. Gokhale	Visiting Assistant Professor	Consolidated Rs. 63300/-
2157	Prof. Amlendu Kumar Dubey	Visiting Assistant Professor	Consolidated Rs. 61517/-
2007	Mr. KN Maniyan	Accounts Officer	15600-39100, GP 5400
2059	Mr. KR Unni	Personnel Officer	15600-39100, GP 5400
2032	Mr. Ghanshyam P. Shriwas	Officer	15600-39100, GP 5400
2104	Mr. Jigar Kantharia	Officer	15600-39100, GP 5400
2108	Mr. Ajay Kumar Dash	Officer	15600-39100, GP 5400
2128	Mr. Sateshwar Vaidya	Estate Officer	15600-39100, GP 5400
2129	Mr. N Janardhana Rao	Officer	15600-39100, GP 5400
	Mr. I.C. Shrivastava (on Deputation)	Sr. Divisional Accounts Officer	15600-39100, GP 5400
2044	Mr. Armstrong Andrews	Executive Assistant	9300-34800, GP 4200
2043	Mr. Abhay Kulkarni	Executive Assistant	9300-34800, GP 4200
2045	Mr. Anil Kaushal	Computer Professional	9300-34800, GP 4600
2046	Mr. Premji Kumar K.K.	Executive Assistant	9300-34800, GP 4200
2057	Ms. Evelyn Jobe	PS to Director	9300-34800, GP 4600
2080	Mr. Piyush Trivedi	Computer Professional	9300-34800, GP 4600
2126	Mrs. Santhi Janardhanan	Executive Assistant	9300-34800, GP 4200
2130	Mr. Shreeman Ghosh	Accountant	9300-34800, GP 4200
2009	Mrs. Anusha Bhatia (Neetu)	General Duty Assistant	5200-20200, GP 2800

2010	Mr. KP Radhakrishnan	Stenographer	9300-34800, GP 4200
2018	Mr. Rakesh Kaushal	Electrician	5200-20200, GP 1900
2019	Mr. Rameshwar Panchal	Carpenter	5200-20200, GP 1900
2020	Mr. Anup R. Malleri	General Duty Assistant	5200-20200, GP 2800
2028	Mr. Keshav Kumar Dharma	Electrician	5200-20200, GP 1900
2029	Mr. Radheshyam Verma	Driver	5200-20200, GP 1900
2030	Mr. Satendra Singh Rawat	Lower Divison Clerk	5200-20200, GP 1900
2050	Mr. Rambharose Malviya	Driver	5200-20200, GP 1900
2081	Mr. Gopal Singh Jadon	Library Professional Assistant	9300-34800, GP 4200
2083	Mr. Pradeep Kumar Kerketta	General Duty Assistant	5200-20200, GP 2800
2101	Mr. Vilas	Library Professional Assistant	9300-34800, GP 4200
2102	Mr. Roshan Bhatia	Accounts Assistant	5200-20200, GP 2400
2124	Mr. Jayprakash J Sadhu	Library Professional Assistant	9300-34800, GP 4200
2024	Mr. Ajay Mandal	Office Attendant	4440-7440, GP 1300
2026	Mr. Chaman Singh Negi	Office Attendant	4440-7440, GP 1300
2027	Mr. Dinesh Singh Negi	Office Attendant	4440-7440, GP 1300
2035	Mr. Arun K. Singh	Office Attendant	4440-7440, GP 1300
2155	Mr. Akhtar Parvez (On Contract)	Librarian	15600-39100, GP 7600

* DA (51%) , HRA (20%) & Transport allowance [(Rs.400/-; 800/-; 1600/-) + DA thereon]

Contractual Staff -

Emp. No.		Designation	Consolidated Emoluments (Rs./month)
1057	Dr. Baldev Dambani	Medical Officer	30000/-
-	Dr. Heera Gupta	Consultant Doctor	15000/-
-	Dr. Ramesh Chandra Joshi	Consultant Doctor	16500/-
1131	Mr. Rajesh Babu Khare	Jr. Engineer (Civil)	28000/-
1151	Ms. Charu Pathak	Academic Associate Trainee	16000/-
1154	Mr. Arbind Kumar	Academic Associate Trainee	15500/-
1156	Ms. Priyanka Soni	Academic Associate Trainee	15000/-
1160	Mrs. Sopnamayee Acharya	Academic Associate Trainee	20500/-
1161	Mr. Koteswara Rao Gadda	Academic Associate Trainee	18000/-
1164	Mr. Saiyad Farook Ali	Engineer (Civil)	28000/-
1174	Ms. Minaxi Sharma	Academic Associate Trainee	16000/-
1175	Mrs. Payal Kapoor	Civil Engineer	24000/-
1176	Ms. Anshul Garg	Academic Associate Trainee	15000/-
1177	Mrs. Anuradha Verma	Consultant	15000/-
1179	Mr. Rajesh Rajak	Civil Engineer	25000/-
1181	Mr. Manish Shrivastava	Manager (Admin)	36570/-
1182	Mr. Jay J John	Manager (Admin)	30000/-
1186	Mr. Lokesh Gupta	Academic Associate Trainee	14500/-
1194	Ms. Aradhana Joshi	Executive Assistant	15000/-
1196	Ms. Ritu Ise	Executive Assistant	15000/-
1197	Ms. Shweta Jain	Executive Assistant	15000/-
1198	Mr. Ritesh Arya	Executive Assistant	15000/-
1199	Mr. Ashish Patidar	Executive Assistant	22005/-
1202	Mr. Sandeep Gaur	Mechanical Engineer Trainee	12000/-
1203	Mr. Ashish Kumar Pandey	Academic Associate Trainee	14000/-
1205	Mr. Sharad Agarwal	Academic Associate Trainee	16000/-

1206	Mr. Ram Kumar Ayam	Electrical Engineer	15000/-
1207	Ms. Abrita Ghosh	Academic Associate Trainee	13000/-
1208	Mr. Ashish Kumar Deshmukh	Civil Engineer	20000/-
1213	Ms. Neha Gupta	Gen. Duty Assistant	15000/-
1215	Ms. Bhavya Kapoor	Officer	34000/-
1217	Ms. Sonali Tapaswi	Executive Assistant	22000/-
1218	Mr. Mukesh Choudhary	Gen. Duty Assistant	15000/-
1219	Mr. Pradeep TK	Gen. Duty Assistant	15000/-
1220	Mr. Amit Prakash Sharma	Gen. Duty Assistant	13000/-
1221	Mr. Samartha Shukla	Gen. Duty Assistant	13000/-
1222	Mr. Hemendra Sharma	Gen. Duty Assistant	15000/-
1223	Mr. Neeraj Chhari	Gen. Duty Assistant	13000/-
1224	Mr. Sachin Sharma	Gen. Duty Assistant	13000/-
1225	Mr. Shyam Rao	Gen. Duty Assistant	13000/-
1226	Ms. Swati Bilaiya	Gen. Duty Assistant	15000/-
1227	Ms. Prachi Bargale	Academic Associate Trainee	14000/-
1229	Ms. Shraddha Jain	Academic Associate Trainee	14500/-
1230	Mr. Bhupendra Chouhan	Academic Associate Trainee	14500/-
1231	Mr. Manas Parihar	Officer	34000/-
1232	Mr. Roshan Kumar	Academic Associate Trainee	20000/-
1234	Mr. Naresh Chandra Ingle	Electrical Engineer	20000/-
1235	Mr. Ganesh Dakhni	Electrical Engineer Assistant	12000/-
1237	Mr. Abhishek Gautam	Academic Associate Trainee	16000/-
1238	Mr. Vinay Raghuvanshi	Executive Assistant	25000/-
1239	Ms. Snehal Moghe	Gen. Duty Assistant	10000/-
1240	Ms. Vibha Vishwakarma	Gen. Duty Assistant	10000/-
1241	Mr. Animesh Singh Chauhan	Gen. Duty Assistant	15000/-
1242	Mr. Vivek Chinchkhede	Gen. Duty Assistant	13000/-
1245	Ms. Surbhi Subodh Joshi	Gen. Duty Assistant	13000/-
1246	Ms. Varsha Jain	Gen. Duty Assistant	13000/-
1247	Ms. Monika Mandloi	Gen. Duty Assistant	13000/-
1248	Mr. Maneesh Kumar Sharma	Gen. Duty Assistant	15000/-
1249	Mr. Anurag Kumar Rai	Gen. Duty Assistant	10000/-
1250	Mr. Shankar Banerjee	Gen. Duty Assistant	10000/-
1251	Ms. Anjali Sasikumar	Gen. Duty Assistant	10000/-
1252	Mr. Arvind Singh Parihar	Gen. Duty Assistant	15000/-
1253	Ms. Nidhi Rastogi	Accounts Officer	36970/-
1254	Ms. Pooja Sharma	Gen. Duty Assistant	13000/-
1255	Mr. Rajat Pal Singh Panwar	Gen. Duty Assistant	13000/-
1256	Mr. Ashish Parmar	Gen. Duty Assistant	15000/-
1257	Ms. Khushbu Jain	Accounts Officer	30000/-
1259	Mr. Kamal Tripathi	Gen. Duty Assistant	13000/-
1260	Ms. Aarthi S. Iyengar	Academic Associate Trainee	15000/-
1263	Ms. Neha Singh	Gen. Duty Assistant	13000/-
1264	Ms. Pratima Jain	Academic Associate Trainee	21000/-
	Mr. A.M. Kekre	Consultant (Electrical Engineer)	25000/-
1266	Mr. Vijay Kumar	General Duty Assistant	13000/-
1267	Mr. Sunil Kumar Tiwari	Jr. Engineer (Electrical)	15000/-
1265	Ms. Stuti Saxena	Academic Associate Trainee	15000/-
1268	Mr. Vinod Yadav	General Duty Assistant	13000/-
1269	Mr. B.K. Kukreti	Project Manager	55000/-
1270	Ms. Naina Navlani Kodwani	Academic Associate Trainee	16500/-
1271	Mr. Prasanjeet Bandhopadhyay	General Duty Assistant	10000/-
1272	Mr. Shankar Banerjee	General Duty Assistant	10000/-
1273	Mr. Pankaj Goswami	General Duty Assistant	13000/-
	Mr. S. Raghavan	Advisor (F & A)	20000/-

1274	Mr. Phool Singh Yadav	Apprentice Trainee	7000/-
1275	Mr. Pankaj Sen	Apprentice Trainee	7000/-
1276	Ms. Smita Ramteke	General Duty Assistant	13000/-
1277	Mr. V. Achanan	Project Manager	65000/-
1278	Ms. Neha Agrawal	General Duty Assistant	13000/-
1279	Ms. Deepali Parekh	Apprentice Trainee	7000/-
1280	Ms. Soma Lihare	General Duty Assistant	13000/-
1281	Ms. Sharda Sharma	General Duty Assistant	13000/-
1282	Ms. Astha Saxena	General Duty Assistant	13000/-
1283	Mr. Arunendra Vishwakarma	General Duty Assistant	13000/-
1286	Ms. Abheeruchi Kanungo	Assistant Project Manager	45000/-
1284	Mr. Shashikant Jatwa	General Duty Assistant	13000/-
1285	Ms. Vasundhara Mittal	General Duty Assistant	15000/-
1287	Mr. Ankit Shrivastava	General Duty Assistant	10000/-
1288	Mr. Jitendra Singh Yadav	General Duty Assistant	13000/-
1289	Mr. Dharendra Dubey	Advisor (Facility & Project)	40000/-
1290	Mr. Uveshmohammed F. Chobdar	General Duty Assistant	13000/-
1291	Mr. Mohammedmubbaid G. Shaikhchopdar	General Duty Assistant	15000/-
1302	Mr. Kantilal Ruparelia Laxmidas	Sr. Engineer	35000/-
1293	Ms. Matreye Jain	Academic Associate Trainee	14000/-
1292	Ms. Priyanka Sharma	Academic Associate Trainee	16000/-
1294	Ms. Suvidha Jain	Academic Associate Trainee	15000/-
1295	Ms. Vandana Tamrakar	Academic Associate Trainee	14000/-
1296	Mr. Umang Gupta	Academic Associate Trainee	15000/-
1297	Ms. Vaishali Garg	Academic Associate Trainee	17000/-
1299	Ms. Shikha Atri	Academic Associate Trainee	18000/-
1300	Ms. Sunanda K	Academic Associate Trainee	15000/-
1301	Ms. Garima Tiwari	Academic Associate Trainee	14500/-
1298	Ms. Achala Batham	Academic Associate Trainee	13000/-
1303	Ms. Devyani Singh	Academic Associate Trainee	16500/-

**INFORM AT ION PUBLISHED BY THE DEPARTMENT UNDER SUB-CLAUSE (xi)
OF SECTION 4(1)(b) OF THE RTI ACT, 2005**

**BUDGET ALLOCATED (PART ICULARS OF ALL PLANS, PROPOSED EXPENDITURES
AND REPORTS ON DISBURSEMENTS MADE)**

(Visit website <http://www.iimdr.ac.in/iimi/pages/institute/administration.php>
Annual Report: 2006-07|2007-08| 2008-09|2009-10)

S/N	Head of Account	Revised Budget (F.Y. 2010-11)	Expenditure (Upto 23-08-2010)
1	Plan Budget	Rs. 86.25 crore	Rs. 8.29 crore
2	Non-Plan Budget	Rs. 37.72 crore	Rs. 6.00 crore

SN	Head	Revised Estimates 2010-11	Expenditure up to 23-08-2010
A	Plan Budget		
1	Campus Development Activities	7,148.77	600.00

2	Non Recurring Expenses	421.50	202.46
3	Computers / Peripherals including software	300.00	0.55
4	Library Books & Journals	300.00	6.32
5	Electric Installation	20.00	-
6	Pool Vehicles	35.00	10.33
7	Furniture & Fixtures	200.00	9.29
8	Equipments	200.00	0.42
	Total	8,625.27	829.37
B Non-Plan Budget			
1	Salary and Allowances	813.00	212.00
2	Travelling Expenses	47.00	5.00
3	Repairs & Maintenance	172.00	9.00
4	Water & Electricity	250.00	52.00
5	Telephone & Postage Expenses	19.00	2.00
6	Printing & Stationery	25.00	6.00
7	Services & Contracts	270.00	45.00
8	Legal & Professional Expenses	20.00	2.00
9	PGP Expenses	1,026.00	56.00
10	Research & Publications	40.00	2.00
11	Doctoral / Post Doctoral Programme	140.00	24.00
12	Information Technology Expenses	45.00	-
13	Library Expenses	116.00	57.00
14	Other Revenue Expenses	138.00	28.00
15	Executive PGP (18-month Course)	-	-
16	EPGP (One-Year Residential Course)	194.00	31.00
17	Management Development Programme	105.00	7.00
18	General Mgmt. Prog. For Defence Officers	25.00	4.00
19	PGCPM-SAIL	-	-
20	Consultancy & In-house Training Prog.	262.00	36.00
21	Broad Band Based Education Programmes	55.00	18.00
22	Faculty Development Programme	10.00	4.00
23	Expenditure (CA Students Programme)	-	-
24	Certificate Programme in Management (CPM)	-	-
	Total	3,772.00	600.00

**INFORMATION PUBLISHED BY THE DEPARTMENT
UNDER SUB-CLAUSE (xii)
OF SECTION 4(1)(b) OF THE RTI ACT, 2005**

**MANNER OF EXECUTION OF SUBSIDY PROGRAMMES
(INCLUDING THE AMOUNTS ALLOCATED AND THE DETAILS OF BENEFICIARIES
OF SUCH PROGRAMMES)**

For Post Graduate Programme in Management (PGP), scholarships and tuition fee waiver are given to needy students. An amount of Rs. 470 lakhs is budgeted for the year 2010-11.

**INFORMATION PUBLISHED BY THE DEPARTMENT
UNDER SUB-CLAUSE (xiii)
OF SECTION 4(1)(b) OF THE RTI ACT, 2005**

**PARTICULARS OF RECIPIENTS OF CONCESSIONS, PERMITS OR AUTHORIZATIONS
GRANTED BY IT**

The Institute's income is exempt under section 10 (23C) (iiiab) of the Income Tax act, 1961.

**INFORMATION PUBLISHED BY THE DEPARTMENT
UNDER SUB-CLAUSE (xiv)
OF SECTION 4(1)(b) OF THE RTI ACT, 2005**

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

Detailed information about the Institute is available on the website www.iimidr.ac.in

**INFORMATION PUBLISHED BY THE DEPARTMENT UNDER SUB-CLAUSE (xv)
OF SECTION 4(1)(b) OF THE RTI ACT, 2005**

**PARTICULARS OF FACILITIES AVAILABLE TO CITIZENS FOR OBTAINING INFORMATION,
INCLUDING THE WORKING HOURS OF A LIBRARY OR
READING ROOM, IF MAINTAINED FOR PUBLIC USE**

**INFORMATION PUBLISHED BY THE DEPARTMENT
UNDER SUB-CLAUSE (xv)
OF SECTION 4(1)(b) OF THE RTI ACT, 2005**

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

A FACILITATION COUNTER of the Institute is functional at the Main Building Reception, Indian Institute of Management Indore, Prabhandh Shikhar, Rau- Pithampur Road, Indore-453331. Working Hours of Reception Counter are from 9.00 am to 5.30 pm on all working days.

The Facilitation Counter provides, inter alia, the following services to citizens / clients / customers:

- (1) Information regarding the Institute's programmes
- (2) Forms etc. of public use.
- (3) Receiving, acknowledging and forwarding the grievances / applications/ requests/ forms etc. (related to the programmes of the Institute), and information on their status of disposal.

**INFORMATION PUBLISHED BY THE DEPARTMENT
UNDER SUB-CLAUSE (xvi)
OF SECTION 4(1)(b) OF THE RTI ACT, 2005**

Names, designations and other particulars of the Public Information Officers

In terms of Section 5(1) of the Right to Information Act, 2005, the following officer of the Institute's designated as Public Information Officer (PIO) in respect of the specific subject matters mentioned against the name:

Public Information Officer

Name	STD Code	Phone No.		Fax	Email	Address
		Office	Home			
Akhtar Parvez	731	2439626, Ext.626	2439865	2439800	akhtar@iimidr.ac.in	Indian Institute of Management Indore, Prabhandh Shikhar, Rau-Pithampur Road, Indore 453331, MP

Appellate Authority

Name	STD Code	Phone No.		Fax	Email	Address
		Office	Home			
Prof. Ranjeet Nambuderi	731	2439535	2439802	2439800	ranjeet@iimidr.ac.in	Indian Institute of Management Indore, Prabhandh Shikhar, Rau-Pithampur Road, Indore 453331, MP

**INFORMATION PUBLISHED BY THE DEPARTMENT UNDER SUB-CLAUSE (xvi)
OF SECTION 4(1)(b) OF THE RTI ACT, 2005**

OTHER USEFUL INFORMATION

Related to seeking information

Application

Apply in writing in English or Hindi or in the official language of the area, to the PIO, specifying the particulars of the information sought for. Reason for seeking information are not required to be given;

Application Fee

A request for obtaining information under section (1) of the section 6 shall be accompanied by an application fee of Rs. 10/- (Rupees Ten only) by way of cash against proper receipt or by demand draft or bankers cheque or Indian Postal Order drawn on "Indian Institute of Management Indore" payable at Indore.

Fee for Information

For providing the Information under sub -section (1) of the section 7, the fee shall be charged by way of cash against proper receipt or by demand draft or bankers cheque payable to the Accounts Officer of the Institute at the following rates: -

- a) Rs. 2/- (Rupees two only) for each page (in A -4 or A -3 size paper) created or copied;
- b) actual charges or cost price of a copy in larger size paper;
- c) actual cost of price for sample or models; and
- d) For inspection of records, no fee for the first hour; and a fee of rupees five for each subsequent hour (or fraction thereof)."

For providing the information under sub -section (5) of Section 7, the fee shall be charged by way of cash against proper receipt or by demand draft or bankers cheque payable to the Accounts Officer of the Institute at the following rates :-

- a) for information provided in diskette or floppy Rs. 50/- (Rupees Fifty only) per diskette or floppy; and
- b) for information provided in printed form at the price fixed for such publication or Rs.2/- (Rupees Two only) paper) per page of photocopy for extracts from the publication.

APPLICATION FORM FOR INFORMATION

(To be filled in Hindi/ English)

To

The Public Information Officer
IIM Indore, Prabhandh Shikhar
Rau-Pithampur Road
Indore 453331, Madhya Pradesh

1. Particulars of Applicant:

- a) Full name of the applicant :
- b) Address with Phone Number/Email:

2. Particulars of Information required :

- a) Subject-matter of information
- b) The period to which the information required :
- c) Description of the information required
- d) Whether the information is required by post or in person

3. Form/format in which the Information sought :

a) Photocopy

b) Floppy/ CD, etc,

Inspection of Records :

4. a) Does the request pertain to inspection of record?

Yes/ No.

b) If yes, the number of days the applicant may take in inspecting the relevant record : ____ days

5. Whether belongs to BPL category, have you furnished the proof of the same

I state that the information sought does not fall within the restrictions contained in Section 6 of the

6 Act, and to the best of my knowledge it pertains to your office.

7 Details of fee paid :

Date & Place:

Signature of the applicant

FOR OFFICE USE ONLY

Received the application from Mrs./Mr. _____

Seeking information.

Date :

Signature

Disclaimer While all efforts have been made to make this as authentic as possible, Indian Institute of Management Indore will not be responsible for any loss to any person caused by any shortcoming, defect, or inaccuracy in the information available on "website." Any discrepancy found may be brought to the notice of the Indian Institute of Management Indore.

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