

INDIAN INSTITUTE OF MANAGEMENT RAIPUR

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

S. No.	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
3	(iii)	Procedure followed in the decision-making process, including channels of supervision and accountability.
4	(iv)	Norms set by the Institute for the discharge of its functions
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 Officer

PARTICULARS OF ORGANIZATION, FUNCTIONS AND DUTIES OF THE INSTITUTE

Indian Institute of Management Raipur has been set up by the Government of India, Ministry of Human Resource Development, Govt. of India under Chhattisgarh Society Registration Act, 1973 (Amend. 1998) in 2010 at Raipur, the capital of Chhattisgarh. The Institute believes in preparing ethical leaders who are not only committed to business, commerce and industry but are also socially conscious towards their contribution in nation building and bring in name for the country globally. The institute is abuzz with activities carried by the student clubs which are now expanding their scope of activity and bringing luminaries from the Corporate.

Name and address of the Institute:

Indian Institute of Management Raipur,
P.O. Kurru (Abhanpur), Atal Nagar Nawa Raipur, Chhattisgarh- 493661.

Head of the Institute:

Dr. Bharat Bhasker, Director, IIM Raipur

Vision:

Strive for excellence and create socially responsible global business leaders

Mission:

- ✦ IIM Raipur's mission is to create global business leaders through integrated value-based management education who will lead the future.
- ✦ Towards this end IIMR will provide a conducive and rewarding environment for faculty and students to ignite and sustain a passion for excellence.

Objectives:

- ✦ A world class institute with global outlook imbedded with regional and local focus.
- ✦ An institute par excellence, which will be known for outstanding value-based quality management education, high quality research, executive education, consultancy and strong corporate as well as international linkages.
- ✦ A B-school, which will serve the society, the state and the nation for economic growth and prosperity.
- ✦ To maintain high level of student satisfaction with the course and their placements.

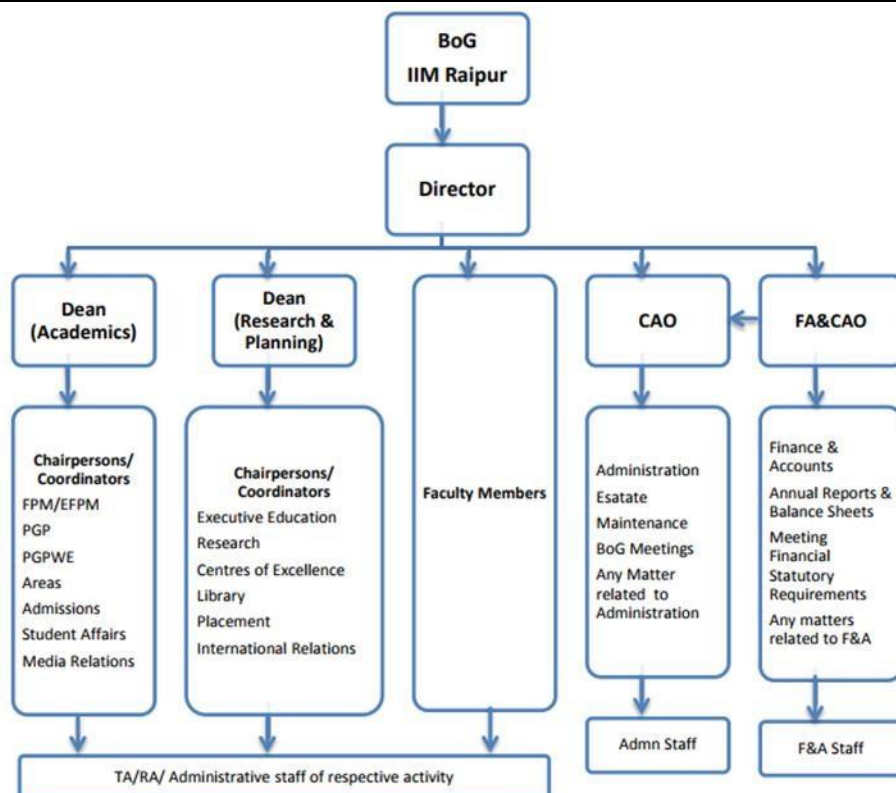
Functions and Duties:

Functions and duties of IIM Raipur include:

- A. Post-Graduate Programmes (PGP)
- B. Doctoral Programmes
 - i. *Fellow Programme in Management (FPM)*
 - ii. *Executive Fellow Programme in Management (EFPM)*
- C. Career Development and Placement
 - i. *Summer Internship* ii. *Final Placement*
- D. Executive Education & Consultancy
 - i. *General Management Programme for Executives (GMPE)*
 - ii. *Management Development Programme (Open Programmes)*
 - iii. *Customized In-company Programmes*
 - iv. *Advance Management Programmes*
 - iv. *Technical Education Quality Improvement Programme (TEQIP)*
 - v. *Consultancy Services*
- E. Research and Publications
- F. Conferences / Seminars / Summits etc.
- G. International Relation

Details of the above Programmes are available at www.iimraipur.ac.in

Organization Chart:



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

POWERS AND DUTIES OF OFFICERS AND EMPLOYEES OF THE DEPARTMENT

Powers & Functions of the Director, Dean(s) and CAO

Refer clause 4 of HR Policy & Service Rules from the following link:

<http://www.iimraipur.ac.in/pdf/HR%20Policy.pdf>

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

PROCEDURE FOLLOWED IN THE DECISION-MAKING PROCESS, INCLUDING CHANNELS OF SUPERVISION AND ACCOUNTABILITY

The Board of Governors, IIM Raipur has appointed Empowered Committees to assist the Board in fulfilling responsibilities.

- i. Finance & Audit Committee
- ii. Campus Construction Committee
- iii. HR Committee

Committees at IIM Raipur:

IIM Raipur is administered / managed by several internal Committees. Such Committees are appointed by the Director on the need basis. The details of the Committees can be referred from the following link:

<http://www.iimraipur.ac.in/index.php/institute/committees>

The channels of supervision and accountability are as per the above Organizational Chart.

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

NORMS SET BY THE INSTITUTE FOR THE DISCHARGE OF ITS FUNCTIONS

Institute follows the rules and procedures as laid down in its HR Policy and Service rules and orders of the Government of India as issued/amended from time to time. The HR Policy and Service rules can be referred from the following link:

<http://www.iimraipur.ac.in/pdf/HR%20Policy.pdf>

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

Apart from HR Policy and service rules, Institute follows Act / Rules/ Office Memorandum / Notifications issued by GoI from time to time.

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

Acts, Rules, Regulations, Instructions, Manuals, Records used by IIM Raipur for discharging its functions are as follows

S. No.	Area/Dept.	Acts, Rules, Regulations, Instructions, Manuals/ Records used for Discharging functions
1	Admissions	Admissions Policy
2	PGP, FPM & EFPM	PGP Manual, FPM & EFPM Manual
3	Finance and Accounts	General Financial Rules 2005 / 2017, Income Tax Act 1961 / 2016, Goods and Service Tax Act 2017, Fundamental Rules and Service Rules (FRSR), Gratuity Act 1972, Leave encashment Rules, Indian Foreign Service Rules, LTC, TA/DA and other relevant Rules of Center / State Govt. The following instructions, Manuals / Record used for discharged functions: <ul style="list-style-type: none"> • Generally accepted accounting principles (GAAP) • The HR Policy & Service Rules of the Institute approved by the Board of Governors (BoG) of the Institute. • Various guidelines issued by Finance & Audit Committee / BoG of the Institute, from time to time.
4	IT	HR Policy and IT Committee meeting minutes.
5	Executive Education and Consultancy	MDP Policy and minutes of MDP Committee.
6	Personnel & Administration	HR Policy & Service Rules Minutes of Board Meetings Administrative Approval by competent Authority (Director / CAO) Act / Rules/ Office Memorandum / Notification of GoI from time to time.
7	Placement	Placement Manual.
8	Stores & Purchase	Manual for Procurement of Good 2017 of Govt. of India. Minutes of Tender Committee Meetings
9	Student's Affairs	PGP/FPM/EFPM Manual, Minutes of the Hostel Committee
10	Research	Research Manual
11	International Relation	International Relation Manual.

The Details are available at www.iimraipur.ac.in in the respective sections.

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 - Documents Common to all

- Annual Report of the Institute:
(Available at <http://www.iimraipur.ac.in/index.php/institute/annual-reports>)
- Budget/Financial Sanctions:
(Available at <http://www.iimraipur.ac.in/index.php/institute/annual-reports>)
- Audit Reports:
(Available at <http://www.iimraipur.ac.in/index.php/institute/annual-reports>)

- d) List of employees with their contact numbers.
(Available at http://www.iimraipur.ac.in/pdf/Directory_IIM_Raipur.pdf).

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 member of the Public in Relation to the Formulation of Department's Policy or Implementation thereof.

Draft policy documents and reports of the Committee will be placed in the Institute website from time to time. (www.iimraipur.ac.in)

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.

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

A. BoG & Sub Committees

Name of Boards, Council and Committee, its composition, constitution date, term/tenure, its power and functions are given in the MoA (available at <http://www.iimraipur.ac.in/pdf/MoA.pdf>)

Committee	Whether meeting of these Committees open to public	Whether minutes of the meetings accessible for public
Board of Governor	No	Subject to provision of RTI Act
Finance & Audit Committee	No	Subject to provision of RTI Act
HR Committee	No	Subject to provision of RTI Act
Campus Construction Committee	No	Subject to provision of RTI Act

B. In addition, the following are internal committees constituted by the Director from time to time:

Committee	Whether meeting of these Committees open to public	Whether minutes of the meetings accessible for public
Faculty Council	No	Subject to provision of RTI Act
Admission Committee	No	Subject to provision of RTI Act
Post-Graduate Programme (PGP) Committee	No	Subject to provision of RTI Act
Post-Graduate Programme for Working Executive (PGPWE) Committee	No	Subject to provision of RTI Act
Fellow Programmes Committee	No	Subject to provision of RTI Act
Research & Publication Committee	No	Subject to provision of RTI Act
Executive Education & Consultancy Committee	No	Subject to provision of RTI Act

Library Committee	No	Subject to provision of RTI Act
Information Technology & Service (ITS) Committee	No	Subject to provision of RTI Act
Placement & International Relation Committee	No	Subject to provision of RTI Act
Corporate Communication Committee	No	Subject to provision of RTI Act
Anti-Ragging Committee	No	Subject to provision of RTI Act
Student Affairs Committee	No	Subject to provision of RTI Act
Coordination & Review Committee of Internal Audit	No	Subject to provision of RTI Act
Internal Complaint Committee	No	Subject to provision of RTI Act
Tender Committee	No	Subject to provision of RTI Act
Technical Committee	No	Subject to provision of RTI Act
Local Purchase Committee	No	Subject to provision of RTI Act
SC / ST Cell	No	Subject to provision of RTI Act
OBC Cell	No	Subject to provision of RTI Act

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

DIRECTORY OF OFFICERS AND EMPLOYEES OF THE INSTITUTE

http://www.iimraipur.ac.in/pdf/Directory_IIM_Raipur.pdf

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

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

Director (On Tenure)

S.No.	Name	Date of Joining	Designation	Pay Scale
1	Prof. Bharat Bhasker	08-Mar-17	Director	HAG- Fixed Level 17

Faculty (Regular)

S.No.	Name	Date of Joining	Designation	Pay Scale
1	Prof. Sanjeev Prashar	01-Jun-12	Professor	159100-220200 Level 14A
2	Dr. M. Kannadhasan	05-Apr-11	Professor	159100-220200 Level 14A
3	Dr. Sumeet Gupta	23-Oct-12	Professor	159100-220200 Level 14A
4	Dr. Pradyumna Dash	18-Jun-12	Associate Professor	139600-211300 Level 13A2

5	Dr. Jagrook Dawra	03-Jun-14	Associate Professor	139600-211300 Level 13A2
6	Dr. Parikshit Charan	01-Jul-13	Associate Professor	139600-211300 Level 13A2
7	Dr. Satyasiba Das	01-Jul-13	Associate Professor	139600-211300 Level 13A2
8	Dr. Pappu Raja Sekhara Sarma	12-Mar-14	Associate Professor	139600-211300 Level 13A2
9	Dr. Archana Parashar	07-Apr-14	Associate Professor	139600-211300 Level 13A2
10	Dr Vinay Goyal	17-Apr-14	Associate Professor	139600-211300 Level 13A2
11	Dr. Manojit Chattopadhyay	28-Apr-14	Associate Professor	139600-211300 Level 13A2
12	Dr. Pankaj Singh	03-Jun-14	Assistant Professor	131400-204700 Level 13A1
13	Dr. Rabin Kumar Jana	23-Dec-16	Assistant Professor	101500-167400 Level 12
14	Dr. Yogesh Chauhan	02-Jan-17	Assistant Professor	101500-167400 Level 12
15	Dr. Gopal Kumar	06-Jan-17	Assistant Professor	101500-167400 Level 12
16	Dr. Mohit Goswami	16-Jan-17	Assistant Professor	101500-167400 Level 12
17	Dr. Dhananjay Bapat	27-Jan-17	Assistant Professor	131400-204700 Level 13A1
18	Dr. Anubha Dadhich	19-July-18	Assistant Professor	101500-167400 Level 12
19	Dr. Sourya Joyee De	25-Mar-19	Assistant Professor	101500-167400 Level 12
20	Dr. Shabbir Husain Rasoolji Valliji	10-June-19	Assistant Professor	101500-167400 Level 12
21	Dr. Ramkumar M	02-Dec-19	Assistant Professor	101500-167400 Level 12

Faculty (On Contract)

S.No.	Name	Date of Joining	Designation	Pay Scale
1	Dr. Salman Siddeeqe Ali	01-Nov-16	Assistant Professor	Consolidated Rs.1,06,674/-
2	Dr. Samar Singh	07-Nov-16	Assistant Professor	Consolidated Rs.1,06,674/-
3	Dr. Rashmi Shukla	12-Jan-17	Assistant Professor	Consolidated Rs.1,06,674/-
4	Dr. Shalabh Singh	05-Feb-19	Assistant Professor	Consolidated Rs.1,10,635/-
5	Dr. Ankita Chhabra	01-Aug-19	Visiting Assistant Professor	Consolidated Rs.1,04,608/-
6	Dr. Vaibhav Lalwani	15-Nov-19	Visiting Assistant Professor	Consolidated Rs.1,04,608/-
7	Dr. Arunima Shah	05-Dec-19	Visiting Assistant Professor	Consolidated Rs.1,04,608/-

Officers (On Contract)

S.No.	Name	Date of Joining	Designation	Pay Scale
1	Cmdr Pankaj Jha (Retd)	03-Jan-17	Chief Administrative Officer	Consolidated Rs.1,46,817/-

Officers (Regular)

S.No.	Name	Date of Joining	Designation	Pay Scale
1	Dr Chandrakanta Swain	20-Jun-11	Librarian	78800-209200 Level 12
2	Mr. H K Debata	23-Apr-12	Financial Advisor & Chief Accounts Officer	67700-208700 Level 11
3	Mr. Priyank Mitra	21-Jul-15	Systems Manager	67700-208700 Level 11
4	Mr Shaji Mathai	03-Jun-13	Administrative Officer (Academics)	56100-177500 Level 10

Staff (Regular)

S. No.	Name	Date of Joining	Designation	Pay Scale
1	Mr A. R. Ponal	26-Mar-12	Assistant Administrative Officer	47600-151100 Level 8
2	Mr P R Ajith Kumar	29-Nov-12	Assistant Administrative Officer	47600-151100 Level 8
3	Mr. Ashwani K Bhardwaj	02-Jun-14	Stores & Purchase Officer (Sr. Grade)	47600-151100 Level 8
4	Mr. Shakib Ahmad Rizvi	25-Nov-19	Assistant System Manager	47600-151100 Level 8
5	Mr S.N. Mandal	10-Jun-13	Accountant	35400-112400 Level 6
6	Mr Devendra Kumar Sinha	12-Jun-13	Junior Engineer	35400-112400 Level 6
7	Ms Shalini Shrivastava	29-May-14	Sr. Library Assistant	35400-112400 Level 6
8	Mr. Ghanshyam Sohani	21-Apr-15	Office Assistant	35400-112400 Level 6
9	Mrs Lata Goyal	29-May-15	Personal Assistant	35400-112400 Level 6
10	Mr Binoy Thakanchen	25-Jun-15	Personal Assistant	35400-112400 Level 6
11	Mr. Hiralal Nirmalkar	29-May-15	Driver	19900-63200 Level 2

Staff (On Contract)

S.No.	Name	Date of Joining	Designation	Pay Scale
1	Mr K O John	23-Jan-12	Consultant	Consolidated Rs56,400/-
2	Ms Rainy Arora	01-Mar-13	Junior Assistant	Consolidated Rs29,200/-
3	Mrs Shradha Savdekar	12-May-14	Jr. Library Assistant	Consolidated Rs29,200/-
4	Mr. Chittaranjan Sahu	21-Apr-14	Hostel Supervisor	Consolidated Rs29,700/-
5	Mr. Bhushan Lal Banchor	30-Jun-17	Junior Assistant	Consolidated Rs23,800/-
6	Mr. Sashikant Sahu	17-Jul-17	Junior Assistant	Consolidated Rs22,700/-
7	Mr. Pramod Kumar Meher	19-Jul-17	Junior Library Assistant	Consolidated Rs23,300/-
8	Ms. Neha Sahu	04-Aug-17	Junior Assistant	Consolidated Rs23,800/-
9	Ms. Neha Singh	09-Oct-17	Junior Assistant	Consolidated Rs22,137/-
10	Mr. Vivek Singh	12-Oct-17	Junior Assistant	Consolidated Rs23,800/-

11	Mr. A Shashi Kumar	03-Jun-19	Research Associate	Consolidated Rs30,000/-
12	Ms. Kavita	05-Dec-19	Resident Staff Nurse	Consolidated Rs22,000/-

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

Budget allocated to each of the Department's agencies, indicating the particulars of all plans, proposed expenditures and reports on disbursements made –

<http://iimraipur.ac.in/RTIDocument/Disclosure/Annexure-I.pdf>

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 –

<http://iimraipur.ac.in/RTIDocument/Disclosure/Annexure-I.pdf>

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

PARTICULARS OF RECIPIENTS OF CONCESSION, PERMITS OR AUTHORIZATION GRANTED BY IT

The Institute's income is exempted u/s 10 23C (vi)

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

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

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

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

Particulars of Facilities Available to Citizen for Obtaining Information, Including the Working Hours of a Library or Reading Room, If Maintained for Public Use. Information to be provided

Facilities available in IIM Raipur are primarily for its students, faculty and staff. It is not opened for public use.

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:

Name	Designation	Phone No.	Email	Address
		STD codeOffice		

Mr. Priyank Mittra	<u>CPIO</u>	0771 - 2474651	rti@iimraipur.ac.in	Indian Institute of Management Raipur, GEC Campus, Raipur-492015
Prof. PRS Sarma	<u>First Appellate Authority</u>	0771-2474621	prssarma@iimraipur.ac.in	Indian Institute of Management Raipur, GEC Campus, Raipur-492015

SUB CLAUSE (xvii) 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 is 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 banker's cheque or Indian Postal Order drawn on "Indian Institute of Management Raipur" payable at Raipur.

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 subsection (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 Raipur,
GEC Campus,
Raipur-492015

Particulars of Applicant:

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

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.....

Form/format in which the Information sought:

- a) Photocopy.....
- b) Floppy/ CD, etc.....
- c) Inspection of Records.....

Does the request pertain to inspection of record?

Yes/ No.

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

1. 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
2. Act, and to the best of my knowledge it pertains to your office.....

Details of fee paid:.....

Date:

Place:

Signature of the applicant

Disclaimer: *While all efforts have been made to make this as authentic as possible, Indian Institute of Management Raipur 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 Raipur.*