



Indian Institute of Management Kashipur

Kundeshwari, Dist. Udham Singh Nagar, Kashipur –

244713 Uttarakhand (India)

Phone: +91-7088270882

Website: www.iimkashipur.ac.in

Information under Right to Information Act, 2005

1. INTRODUCTION (Basic Information under RTI Act, 2005)

1.1	Background of this Handbook	Right to Information Act 2005 (RTI Act)
1.2	Objectives and purpose of this Handbook	To provide information about the Institute and sources of information
1.3	Users of this Handbook	Student, Faculty and Staff of the Institute, General Public, etc.
1.4	Organisation of the information in this Handbook	As per guidelines of the Ministry of HRD, Government of India Institute: Indian Institute of Management, Kashipur
1.5	Definitions	Act: Right to Information Act, 2005 Status : Memorandum of Association and Rules of the Institute
1.6	Contact Person	Ravi Kumar Gupta Central Public Information Officer (CPIO) Indian Institute of Management Kashipur Bazpur Road, Dist. Udham Singh Nagar, Kashipur – 244713 Uttarakhand (India) Phone: +91-7088270882 Ext. 308 Email: rti@iimkashipur.ac.in

For obtaining information under the RTI Act, 2005, a prescribed fees of ` 10/- should be paid by Cash / Demand Draft / Indian Postal Order (IPO) in favour of “IIM, Kashipur” payable at Kashipur.

The Act provides for payment of ` 2/- per page for information on copies of documents to be supplied to the information seeker. Also in case of soft copy of any records a charge of ` 50/- per CD is payable while providing the information. These charges are payable by the information seeker as applicable. The information seeker will be advised to pay these applicable charges before the information is provided by the PIO. This intimation will be sent within 30 days of receipt of request for information and will not tantamount to denial of information within 30 days, as prescribed under Act.

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

Indian Institute of Management Kashipur
Kundeshwari, Dist. Udham Singh Nagar, Kashipur – 244713, Uttarakhand (India)
Phone: +91-7088270882
Website: www.iimkashipur.ac.in

S. No.	Sub-Clause 4(1) (b), RTI Act	Description
1.	(i)	The particulars of its organization, functions and duties:
2.	(ii)	The powers and duties of its officers and employees:
3.	(iii)	The procedure followed in the decision making process including channels of supervision and accountability:
4.	(iv)	The norms set by it for the discharge of its functions:
5.	(v)	The rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions:
6.	(vi)	A statement of the categories of documents that are held by it or under its control:
7.	(vii)	The particulars of any arrangement that exists for consultation with or representation by the members of the public in relation to the formulation of its policy or implementation thereof:
8.	(vii)	A statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part 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)	A directory of its officers and employees
10.	(x)	The monthly remuneration received by each of its officers and employees including the system of compensation as provided in its regulations
11.	(xi)	The budget allocated to each of its agency indicating the particulars of all plans, proposed expenditures and reports on disbursements made
12.	(xii)	The 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 it:
14.	(xiv)	Details in respect of the information available to or held by it reduced in an electronic form:
15.	(xv)	The particulars of facilities available to citizens for obtaining information including the working hours of a library or reading room, if maintained for public use:
16.	(xvi)	The names, designations and other particulars of the Public Information Officers:

1. PARTICULARS OF ORGANIZATION, FUNCTIONS AND DUTIES

(a) ESTABLISHMENT

The Indian Institute of Management Kashipur is a new entrant in the elite league of IIMs. The institute was set up with the objective of providing quality management education while sensitizing students towards the needs of the society.

IIM Kashipur commenced operations from July 2011 under the mentorship of IIM Lucknow. The institute offers Post Graduate Programme in Management (PGPM), a two year full time residential programme. The rigorous curriculum seeks to instil a passion for knowledge and ability to apply that knowledge to real life scenarios. The programme lays emphasis on all-round personality development and inculcates the values of leadership and integrity.

The institute is located in one of the most densely industrialized regions in the country with over 180 industries having plants in and around the region and many more coming up. This places the institute at a vantage point when it comes to 'Learning by Doing' via frequent industry interactions and live projects.

The Indian Institute of Management Kashipur is registered under the Societies Registration Act 21 of 1860 vide Registration No. 135/2009-2010 dated 23rd March, 2010 with the Sub Registrar, Firms and Chits, Udham Singh Nagar, Uttarakhand.

Vision

"To drive academic excellence using innovative teaching methods, promoting research and practice of sustainable leadership."

Mission

"To become, over the next 10 years, one of the top business schools in India developing leaders who can perform globally."

(b) MAIN ACTIVITIES/FUNCTIONS OF THE INSTITUTE

IIM Kashipur's activities are comprised of teaching, management development, research, consulting. Its major educational programmes are:

1. Post Graduate Programme (PGP)

IIM Kashipur has a mission to develop socially responsible leaders who can deliver across the functions, cultures and geographies. The Post Graduate Programme in Management (PGP), being the flagship programme of the Institute is the main instrument to achieve this mission.

The Post Graduate Programme in Management is a two year full time residential programme. The rigorous curriculum seeks to instil a passion for knowledge and ability to apply that knowledge to real life scenarios. The programme lays emphasis on all-round personality development and inculcates the values of leadership and integrity.

PGP Curriculum:

The programme is divided into six terms; three terms in the first year and three terms in the second year. Each term is of around eleven weeks' duration. In first three terms the all the core courses are

covered, which are designed to build a common foundation of management theory. During the summer internship followed, the participants get an opportunity to build a practical perspective of whatever they have learned in the class room and to warm up themselves for deeper insight through elective and self-study course in second year.

More details:

<http://www.iimkashipur.ac.in/en/academic/programmes/post-graduate-programme-pgp>

Admission

The admission to the Post Graduate Programme (PGP) offered by the institute on the basis of national level Common Admission Test (CAT) and the eligibility criteria are the same as those for CAT. Institute can conduct additional tests and can also consider other components to select suitable candidates for the course and to give equal opportunities to the candidates of different categories on the basis of educational and socio-economic background.

The admissions will be guided by the admission policy of the Institute.

PGP Admission Policy: <http://cdn.iimkashipur.ac.in/media/admission/admission2014-16.pdf>

More details: <http://www.iimkashipur.ac.in/en/admissions/post-graduate-programme-pgp>

For clarifications/enquiries contact: Officer (Admissions),

Contact: +91-9675533302, Email-id: admissions@iimkashipur.ac.in

Indian Institute of Management Kashipur, Bazpur Road, Dist. Udham Singh Nagar,

Kashipur – 244713, Uttarakhand (India)

2. Executive Post Graduate Programme in Management (EPGPM)

The EPGPM is an intensive two year post graduate program in management, especially designed for mid/senior level professionals. EPGPM provides an opportunity for the executives to refresh and upgrade their managerial skills without interrupting their professional activities. The EPGPM programme is a rigorous fully classroom based programme to be held during weekends.

Objectives

- To develop analytical, problem solving and decision making capabilities by exposing the students to the use of various management tools and techniques.
- To stimulate understanding of real business world through emphasis on practical cases that simulates real life situations.
- To inculcate values and attitudes which provide them social awareness and responsibility.

EPGPM – Curriculum

The programme is designed to maintain the high standards and rigour expected from a post graduate programme in management at IIM Kashipur. The two years programme has nine terms of eleven weeks each and total thirty four credits (One course = 1 credit) worth of courses which must be successfully completed.

The first four terms expose the participants to the foundation courses and also impart knowledge on functional skills. The electives are spread in sixth, seventh and eighth term. The last term is devoted to project work. The Institute proposes to offer specializations in Marketing, Finance, Operations & IT and HRM.

Eligibility

The executives joining this program must have minimum of two years of work experience after graduation. The Institute seeks diversity of background and interests, from a wide range of corporations, public institutions and other professional fields. The selection will be based on a valid GMAT/CAT score (last two years) or marks obtained in EMAT (Executive Management Aptitude Test) conducted by IIM Kashipur and the performance of the short-listed candidates in the personal

interview. Merit list will be prepared based on CAT/GMAT/EMAT Score, academic performance, work experience and personal interview.

Selection Process

Entrance Test

The candidates will have to appear for a written test (EMAT) to be conducted by IIM Kashipur in Kashipur campus. This test is on similar lines/of the same pattern as the Common Admission Test (CAT).

Interview

Shortlisted candidates will be called for a Personal Interview one week after the Written Examination, to IIM Kashipur.

Admission Offer

Successful candidates will be intimated through our website. The selected candidates will have to pay the first instalment of fee by the given deadline, failing which their offer of admission would be forfeited, without any further intimation.

More details

<http://www.iimkashipur.ac.in/en/admissions/executive-post-graduate-programme-epgp>

For clarifications/enquiries contact: Coordinator Admissions (EPGPM),
Email-id: epgpmadmissions@iimkashipur.ac.in
Indian Institute of Management Kashipur, Bazpur Road, Dist. Udham Singh Nagar,
Kashipur – 244713, Uttarakhand (India)

3. Executive Fellowship Programme in Management (EFPM)

IIM Kashipur's Executive Fellow Programme in Management (EFPM) is a non-residential doctoral programme designed to address the academic and research needs of working professionals from business, government and social sector. Fellow programmes of IIMs are accorded equivalence to Ph.D by Association of Indian Universities (AIU).

The objectives of the programme are:

- To reduce the gap between management theory and practices through knowledge creation and dissemination in interdisciplinary areas of management
- To encourage cutting edge research in diverse areas of management by addressing the contemporary and future problems and issues relevant to business, government and society
- To develop expertise among prospective scholars for careers in management research and teaching and thereby address the shortage of high quality management faculty in the country
- The prospects for a student who has completed the EFPM degree may lie primarily in management teaching, research and consulting.

Duration of the Programme

The thesis should be submitted within 4 years from the date of registration, which may be extended by another one year subject to merits of the case and favourable review of work progress by the Research Committee.

More details:

<http://www.iimkashipur.ac.in/en/admissions/executive-fellowship-programme-efp>

Any admission related query by prospective candidates satisfying all the eligibility criteria may be sent to:
efpm@iimkashipur.ac.in
Indian Institute of Management Kashipur, Bazpur Road, Dist. Udham Singh Nagar,
Kashipur – 244713, Uttarakhand (India)

4. Management Development Programmes (MDPs)

The Management Development Programmes (MDPs) at IIM Kashipur are aimed at enhancing competencies amongst managers and executives working at different levels. MDPs offered by the IIM Kashipur cover different areas like Finance, Marketing, Leadership, HRM, Operations, Project Management and Corporate Strategy apart from General Management. These MDPs are structured keeping in mind the changing global business environment and international standards which help in developing the skills and competencies of the participants.

IIM Kashipur offer two types of MDPs:-

Open Programmes:

These are short duration programmes ranging from 2-5 days and invite participants from different organizations at a venue pre-defined by the Programme Directors

Customized programmes:

These programmes are offered by the institute in consultation with the sponsoring organization and are designed/customized to meet the specific needs of the organization

IIM Kashipur Calendar of programmes is available in our website at:

MDP Calendar: <http://www.iimkashipur.ac.in/en/corporate/mdp/programme-calendar/area-wise>

More details: <http://www.iimkashipur.ac.in/en/corporate/mdp/download-mdp-brochure>

Contact for More Information:

The Chairperson-MDP

Email-id: mdp@iimkashipur.ac.in

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Learning Resource Centre: An Overview

A well-stocked library is vital for the development of any educational institution. The mission of the Learning Resource Centre at IIM Kashipur is to support the institute's academic and research activities in its quest to become a pioneer, research driven management institute. As a knowledge hub, library provides an access to innumerable information resources ranging from the latest management books, magazines, journals and databases to audio/video resources. It is a hybrid library equipped with a state-of-the art check-in and check-out RFID (Radio Frequency Identification) system and other technological applications.

IIM Kashipur library is also a member of INDEST (Indian National Digital Library in Engineering Sciences & Technology) consortia.

Entire Library collection including books, print journals, etc. can be search through the web enabled OPAC (Online Public Access Catalogue). Learning Resource Centre provides an access to the business & management related digital resources through its subscription to various databases consisting of scholarly and industry relevant content.

The entire e-collection including the CD-ROM database, online database, e-journals, e-Magazine and newspapers etc.

(c) SERVICES BEING PROVIDED BY THE INSTITUTE

- (a) Teaching
- (b) Research
- (c) Consulting

(d) ADDRESS OF THE INSTITUTE

Indian Institute of Management Kashipur
Kundeshwari, Dist. Udham Singh Nagar
Kashipur – 244713,
Uttarakhand (India)

(e) INSTITUTE WORKING HOURS

Teaching : (as per academic planner)
Administration : 09.30 AM to 06.00 PM (Monday to Friday)
Saturday and Sunday : Weekly Off.

Library

Days	Library Timing		Remarks
Monday-Friday	9:30 AM	06:00* PM	Issue / Return Hours
	8:00 AM	08:00 PM	For reference
* Closed during 01:00 pm to 02:00 pm The circulation counter will remain closed on all Saturdays, Sundays and National holidays.			

(f) Public Holiday

AS PER CENTRAL GOVERNMENT RULES

S. No.	Holiday	Date	1939 SAKA ERA	Day of Week
1	Republic Day	January, 26	Magha, 06	Friday
2	Maha Shivratri	February, 14	Magha, 25	Wednesday
3	Holi	March, 02	Phalguna, 11	Friday
1940 SAKA ERA				
4	Mahavir Jayanti	March, 29	Chaitra, 08	Thursday
5	Good Friday	March, 30	Chaitra, 09	Friday
6	Buddha Purnima	April, 30	Vaisakha, 10	Monday
7	Idul Fitr	June, 16	Jyaisitha, 26	Saturday
8	Independence Day	August, 15	Sravana, 24	Wednesday
9	Id-ul-Zuha (Bakrid)	August, 22	Sravana, 31	Wednesday
10	Jannashstami	September, 03	Bhadra, 12	Monday
11	Muharram	September, 21	Bhadra, 30	Friday
12	Mahatma Gandhi's birthday	October, 02	Asvina, 10	Tuesday
13	Dussehra	October, 19	Asvina, 27	Friday
14	Diwali (Deepavali)	November, 07	Kartika, 16	Wednesday
15	Milad-Ul-Nabi or Id-E-Milad (Birthday of Prophet Mohammad)	November, 21	Kartika, 30	Wednesday
16	Guru Nanak's Birthday	November, 23	Agrahayana, 02	Friday
17	Christmas Day	December, 25	Pausa, 04	Tuesday


 01/11/17

S. No.	Holiday	Date	1939 SAKA ERA	Day of Week
1	New Year's Day	January, 01	Pausa, 11	Monday
2	Makar Sankranti	January, 14	Pausa, 24	Sunday
3	Pongal	January, 14	Pausa, 24	Sunday
4	Basant Panchami/Sri Panchami	January, 22	Magha, 02	Monday
5	Guru Ravidas's Birthday	January, 31	Magha, 11	Wednesday
6	Swami Dayanand Saraswati Jayanti	February, 10	Magha, 21	Saturday
7	Shivaji Jayanti	February, 19	Magha, 30	Monday
8	Holika Dahan, Dolyatra	March, 01	Phalguna, 10	Thursday
9	Chaitra/Sukhladi/Gudi Padava/Ugadi/Cheti Chand	March, 18	Phalguna, 27	Sunday
1940 SAKA ERA				
10	Ram Navami	March, 25	Chaitra, 04	Sunday
11	Easter Sunday	April, 01	Chaitra, 11	Sunday
12	Hazarat Ali's Birthday	April, 01	Chaitra, 11	Sunday
13	Vaisakhi/Vishu/Mesadi	April, 14	Chaitra, 24	Saturday
14	Vaisakhaadi (Bengali) / Bahag Bihu (Assam)	April, 15	Chaitra, 25	Sunday
15	Guru Rabindranath's birthday	May, 09	Vaisakha, 19	Wednesday
16	Jamaat-Ul-Vida	June, 15	Jyaisitha, 25	Friday
17	Rath Yatra	July, 14	Ashadha, 23	Saturday
18	Parsi New Year's day/Navroz	August, 17	Sravana, 26	Friday
19	Onam or Thiru Onam Day	August, 25	Bhadra, 03	Saturday
20	Raksha Bandhan	August, 26	Bhadra, 04	Sunday
21	Vinayaka Chaturthi / Ganesh Chaturthi	September, 13	Bhadra, 22	Thursday
22	Dussehra (Maha Saptami) (Additional)	October, 16	Asvina, 24	Tuesday
23	Dussehra (Maha Ashtami) (Additional)	October, 17	Asvina, 25	Wednesday
24	Dussehra (Maha Navmi)	October, 18	Asvina, 26	Thursday
25	Maharshi Valmiki's Birthday	October, 24	Kartika, 02	Wednesday
26	Karaka Chaturthi (Karva Chouth)	October, 27	Kartika, 05	Saturday
27	Deepavali (South India)	November, 06	Kartika, 15	Tuesday
28	Naraka Chaturdasi	November, 06	Kartika, 15	Tuesday
29	Govardhan Puja	November, 08	Kartika, 17	Thursday
30	Bhai Duj	November, 09	Kartika, 18	Friday
31	Prathihar Sashti/Surya Sashti (Chhat Puja)	November, 13	Kartika, 22	Tuesday
32	Guru Teg Bahadur's Martyrdom Day	November, 24	Agrahayana, 03	Saturday
33	Christmas Eve	December, 24	Pausa, 03	Monday

2. POWERS AND DUTIES OF OFFICERS AND EMPLOYEES

1 Director

- (a) The Director shall be the principal executive officer of the Institute and shall exercise general supervision and control over the affairs of the Institute and ensure implementation decisions of all authorities of the Institute.
- (b) It shall be the duty of the Director to ensure that the provisions of the Memorandum of Association, the Rules and Byelaws of the Institute are faithfully observed and implemented.
- (c) If it is in the opinion of Director that an immediate action is called for, where he is required to exercise the powers conferred upon on any other authority of the Institute, then he can proceed to take such action, he deems fit in those circumstances by recording reasons and later on at the earliest, he shall be required to report / ratify the action to such authority whose powers had been exercised.
- (d) The Director shall have the power to send employees (staff / faculty) for training or for a course of instruction subject to such terms and conditions as may be laid down by the Board from time to time.
- (e) The Director being principal executive officer of the institute shall act as Head of Department for any Rules/Notifications/OMs of the Central Govt.
- (f) All powers relating to the proper maintenance of discipline of the Institute shall vest with the Director.
- (g) The Director shall exercise all other powers as may be delegated to him by the Board of Governors.
- (h) The Director shall have the power to convene meetings of various bodies of the Institute.
- (i) Subject to the budget provisions made for specific purpose, the Director shall have the power to incur expenditure in accordance with the procedure as may be laid down by the Board from time to time.
- (j) In exceptional cases, subject to availability of funds, the Director shall have the power to create temporary posts with the approval of Chairman, for not more than two years on approved pay and shall thereof report to the Board.
- (k) The Director shall have the power to employ technical staff on contract basis (upto 2 years) within the overall budgetary allocation of the Institute.

- (l) Director shall have powers to engage outsourcing agencies, in the interest of the institute, in areas such as technical, financial and other specialized areas under intimation to the Board.
- (m) The Director may during his absence from headquarter, authorize in writing, the Deputy Director if any or one of the Deans if any or the faculty member on the Board, to sanction advances for traveling allowance, contingencies and medical treatment of the employees or any other matter as he deems fit.

2 Faculty – Professor / Associate Professor / Assistant Professor

- (a) Faculty members of the Institute are expected to participate significantly in the activities of the Area/Group in which they are recruited as well as other academic activities of the Institute.
- (b) They are required to undertake a blend of activities like teaching in PGP/FPM/EFPM/EPGP and other academic programmes of the Institute.
- (c) Help the Director in the academic administration as and when necessary.

3 Chief Administrative Officer / CPIO

- (a) Overall in-charge of administrative functions, responsible to Director / Board / Society.
- (b) Secretary to the IIM Kashipur Society and Board of Governors

4 Finance Advisor – cum – Chief Accounts Officer

- (a) Responsible for managing the Finance & Accounts Department.
- (b) Responsible for day-to-day activities of the Finance & Accounts Department.
- (c) Preparation of balance sheet, investment planning, audit control, reporting of the funding agencies, computerized accounting, budgeting & control systems, and providing support services to faculty, academic & administrative staff.
- (d) Ex-officio member of Finance Committee.

3. PROCEDURE FOLLOWED IN DECISION-MAKING PROCESS

The Institute has a Chairman, Board of Governors, Director, Dean, Chairpersons for each Academic Programme and Chief Administrative Officer, who carry out the various functions of the Institute as per procedures laid down in the Rules of the Institute. The decision is communicated to public by announcements, advertisements and through website.

The final authority to the decision is the Director, Chairman, Board of Governors and IIM Kashipur Society. The Institute takes decision regarding academic matters, students' affairs, staff affairs, finance, facilities of the Institute and infrastructure.

4. NORMS SET BY THE INSTITUTE FOR THE DISCHARGE OF ITS FUNCTIONS

Norms and standards for various programmes of the Institute are set by the Academic Council which also monitors progress and achievements of students undertaking various academic programmes.

5. ACT, RULES, REGULATIONS AND INSTRUCTIONS USED

- (a) Memorandum of Association (MoA) and Rules of IIM Kashipur
- (b) Service Rules and Standard Operating Procedure (SOPs) of IIM Kashipur approved by the Board of Governors
- (c) Delegation of Powers to Director and sub-delegation
Government of India guidelines/norms/orders/ procedures issued from time to time.
Broadly, the rules and regulations are as per Govt. of India norms which include the following:
 - (a) CCS
 - (b) FR&SR;
 - (c) GFR

6. OFFICIAL DOCUMENTS AND THEIR AVAILABILITY

- (a) Memorandum of Association
- (b) IIM Kashipur brochures
- (c) Annual Report – English / Hindi
- (d) Placement Brochures
- (e) Any other relevant information sought by general public.

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7. MODE OF PUBLIC PARTICIPATION

The Institute encourages public participation and guidance through members of IIM Kashipur Society and Board.

8. BOARD, SUB-COMMITTEES AND OTHER BODIES

<http://www.iimkashipur.ac.in/index.php/en/about-us/board-of-governors>

9. CONTACT DIRECTORY

IIM KASHIPUR TELEPHONE/EMAIL DIRECTORY

Tel: +91-7088270882, 7900444090, 7900444091, 7900444092, 7900444093

(All email IDs shall be followed by @iimkashipur.ac.in)

(updated as on 30-06-2018)

S.No	Name	Designation	Board Line	Email : @iimkashipur.ac.in
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S.No	Designation	Name	Ext No	email id
1	Director	Prof.K N Badhani	202	kn.badhani
2	Dean (Academics)	Prof.Kampan Mukherjee	203	kampan.mukherjee
3	Faculty	Prof.A V Raman	204	av.raman
4	Faculty	Prof.Abhradeep Maiti	205	abhradeep.maiti
5	Faculty	Prof.Ashish Kumar	206	ashish.kumar
6	Faculty	Prof.Atulan Guha	207	atulan.guha
7	Faculty	Prof.Devjani Chatterjee	208	devjani.chatterjee
8	Faculty	Prof.Dilip Kumar	209	dilip.kumar
9	Faculty	Prof.K Venkataraghavan	210	k.venkataraghavan
10	Faculty	Prof.Kumkum Bharti	211	kumkum.bharti
11	Faculty	Prof.Kunal	212	kunal
12	Faculty	Prof.Kunal K Ganguly	213	kunal k.ganguly
13	Faculty	Prof.Madhurima Deb	214	madhurima.deb
14	Faculty	Prof.Maitrayee Mukerjee	215	maitrayee.mukerjee
15	Faculty	Prof.Mala Srivastava	216	mala.srivastava
16	Faculty	Prof.Mayank Sharma	217	mayank.sharma
17	Faculty	Prof.Mridul Maheshwari	218	mridul.maheshwari
18	Faculty	Prof.Nitin Singh	219	nitin.singh
19	Faculty	Prof.Rajat Sharma	220	rajat.sharma
20	Faculty	Prof.Rakesh Kumar Agarwal	221	rakesh kumar.agarwal
21	Faculty	Prof.Sabyasachi Patra	222	sabyasachi.patra
22	Faculty	Prof.Safal Batra	223	safal.batra
23	Faculty	Prof.Smarak Samarjeet	224	smarak.samarjeet
24	Faculty	Prof.Somnath Chakraborti	225	somnath.chakraborti
25	Faculty	Prof.Vaibhav Bhamoriya	226	vaibhav.bhamoriya
26	Faculty	Prof.Vivek Kumar	227	vivek.kumar

Administration

S.No	Dept	Name	Ext	email id
1	Administration	Capt M C Joshi	300	cao
2	Administration	Mr.Atul Kumar Srivastava	301	atul.srivastava
3	Administration	Mr.Chandan Santra	302	chandan.santra
4	Administration	Mr.Hridesk Kumar	303	hridesk.kumar
5	Administration	Ms.Lata Pandey	304	lata.pandey
6	Administration	Mr.Manminder Singh	305	manminder.singh
7	Administration	Mr.Manoj Kumar Prajapati	306	manoj.prajapati
8	Administration	Mr.Ranjan Pandey	307	ranjan.pandey
9	Administration	Mr.Ravi Gupta	308	ravi.gupta
10	Administration	Mr.Rohtash Sharma	309	rohtash.sharma
11	Administration	Mr.Sunil Dutt	310	sunil.dutt
12	Administration	Mr.Uma Shankar	311	uma.shankar
13	Administration	Dr.Vinay Sharma	312	vinay.sharma
14	Administration	Mr.Vishwanath Maurya	313	vishwanath.maurya
15	Administration	Dr.Yogesh Sharma	314	yogesh.sharma
16	Administration	Mr.Attar Singh/Mess	315	
17	Administration	Mr. Sharad Srivastava	316	sharad.srivastava
18	Accounts	Mr.Sudhir Chandra	400	sudhir.chandra
19	Accounts	Dr.Madhukar Goyal	401	madhukar.goyal
20	Accounts	Ms.Pooja	402	pooja.pooja
21	Accounts	Mr.Prakash Chandra	403	prakash.chandra
22	Accounts	Mr.Rajeev Thakur	404	rajeev.thakur
23	PGP	Mr.Rachana Sharma	500	rachana.sharma
24	PGP	Mr.Ashish Shrivastava	501	ashish.shrivastava
25	PGP	Mr.Maneesh Kumar Sharma	502	maneesh.sharma
26	IT	Mr.Sumit Chaturvedi	600	sumit.chaturvedi
27	IT	Mr.Prakash Singh	601	prakash.singh
28	IT	Mr.Ravi Prakash	602	ravi.prakash
29	IT	Mr.Saurabh/Ravindra	603	saurabh.ravindra
30	Project	Mr.B K Jain	700	bk.jain
31	Project	Mr.A H Khan	701	ajibul.khan
32	Project	Mr.Pradeep Kumar	702	pradeep.kumar
33	Project	Mr.Saket Sharma	703	saket.sharma
34	Associate	Ms.Priya Katiyar	750	priya.katiyar
35	Associate	Ms.Chanchal Sharma	751	chanchal.sharma
36	Associate	Ms.Poojita Singh	752	poojita.singh

10. PAY STRUCTURE (AS PER 7 TH CPC) OF INSTITUTE EMPLOYEES:

<http://www.iimkashipur.ac.in/index.php/en/rfi>

11. BUDGET ALLOCATION

IIM KASHIPUR – 2018-19

Particular	Actual FY 2017-18	2018-19 Approved Budget Amount	Actual till May 31st, 2018	Budget 2019-20	% of Utilisaiton Q1	% change in 2019-20
Academic Receipts	231,330,143	280,000,000	-	288,000,000	0.00%	2.86%
Surplus from EPGPM	22,742,196	28,515,000	160,000	30,000,000	0.56%	5.21%
Surplus from EPPM	7,789,338	7,468,400	32,000	10,000,000	0.43%	33.90%
Surplus from MDPs	7,400,489	1,000,000	527,673	1,000,000	52.77%	0.00%
Surplus from Consultancy	3,606,915	1,000,000	494,659	1,000,000	49.47%	0.00%
Bank Interest	114,981,949	60,000,000	-	70,000,000	0.00%	16.67%
Other Income	2,786,383	1,000,000	146,075	1,000,000	14.61%	0.00%
Sub Total: Institute Income	390,637,413	378,983,400	1,360,407	401,000,000	0.36%	106%
Sub Total: Institute Income (In Crore)	39.06	37.90	0.14	40.10	0.00	
Salary and Benefits	112,395,918	158,333,508	12,932,571	120,000,000	8.17%	-24%
Operation Expenses	125,556,801	183,841,671	15,071,723	220,610,000	8.20%	20%
Sub Total	237,952,719	342,175,179	28,004,294	340,610,000	8.18%	0%
Sub Total (In Crore)	23.80	34.22	2.80	34.06	0.28%	
Expenses	7,018,699	16,763,300	47,706	-	-	-
Total Expenditure	244,971,418	358,938,479	28,052,000	340,610,000	8%	
Total Expenditure (In Crore)	24.50	35.89	2.81	34.06		
SURPLUS/DEFICIT	145,665,995	20,044,921	-26,691,593	60,390,000	-8%	
SURPLUS/DEFICIT (In Crore)	14.57	2.00	-2.67	6.04		
MHRD- Grant(31+36)	237,952,719	230,000,000	-	-	0.00%	
MHRD grant for FPM	-	12,000,000	-	-	0.00%	
Sub Total Grant	237,952,719	242,000,000	-	-		
Sub Total Grant (In Crore)	23.80	24.20	-	-		
Surplus/Deficit (after taking Grant)	383,618,714	262,044,921	-26,691,593			
Surplus/Deficit (after taking Grant) (In Crore)	38.36	26.20	-2.67			
CAPEX STATUS:	Amount in Cr					
Capital Expenditure allowed as per DPR	333.00					
Fund Received till FY 2015-16	167.89					
Exp till 2015-16	151.00					
Balance as on 1.4.2016	16.89					
Fund Received in FY 2016-17	74.00					
Expenditure in 2016-17	73.79					
Balance as on 1.4.2017	17.09					
Fund Received in FY 2017-18	63.75					
Expenditure in 2017-18	51.55					
Balance as on 1.4.2018	29.29					
Total Fund Received Till 2017-18	305.64					
Particular	Actual FY 2017-18	2018-19 Approved Budget Amount	Actual till May 31st, 2018	Budget 2019-20	% of utilisaiton Q1	% change in 2018-19
Opening Balance	170,965,294	417,430,317		259,430,317		
Grant Allotment	637,500,000	-		259,430,317		
Sub Total Inflow	808,465,294	417,430,317		25,94		
Sub Total Inflow (In Crore)	80.85	41.74				0
Construction of New Campus	379,642,784	110,000,000	1,496,944			0
Books - print & e form	3,971,982	16,000,000	89,211			
IT Infracture	7,420,211	31,000,000				
Other assets	-	1,000,000				0
Sub Total Out Flow	391,034,977	158,000,000	1,586,155			
Sub Total Out Flow (In Crore)	39.10	15.80	0.16			
Closing Balance	417,430,317	259,430,317				
Closing Balance (In Crore)	41.74	25.94				

12. AVAILABLE SCHOLARSHIP

Scholarships and Financial Assistance

Government of India Scholarships

The following GOI Scholarships are available to the PGP Participants:

- 1) Ministry of Social Justice and Empowerment: Central Sector Scholarship Scheme of Top Class Education for Scheduled Castes Students
For details visit: <http://socialjustice.nic.in/scdtopsch.php>.
- 2) Ministry of Tribal Affairs: Central Sector Scholarship Scheme of Top Class Education for Scheduled Tribes Students
For details visit: <http://tribal.nic.in/writereaddata/mainlinkfile/File732.pdf>.
- 3) Ministry of Minority Affairs: Merit-cum means based scholarship scheme belonging to the minority communities.
For details visit: <http://www.minorityaffairs.gov.in/scholarship>.

Institute Sponsored Scholarships Rules and Regulations for Financial Assistance

Need cum Merit based Financial Assistance

Financial assistance in the form of 100%, 50% and 25% fee tuition waiver is given to up to 10% of the PGP participants based on their family income and academic performance. Any student, including those belonging to the SC/ST category, whose total annual family income does not exceed Rs. 3,00,000/- is eligible for consideration of these scholarships. The financial assistance is available to both the PGP-I-Year and PGP-II-Year students.

Reservation Policy

As per the Government of India requirements, 15% of the seats are reserved for Scheduled Caste (SC) and 7 ½ % for Schedule Tribe (ST) candidates. 27% of seats are reserved for Other Backward Classes (OBC) candidates belonging to the “non-creamy” layer.

As per the provision under section 39 of the PWD Act, 1995, 3% seats are reserved for Differently Abled (DA) candidates. The three categories of disability are a) low vision/blindness, b) hearing impairment, and c) locomotor disability/cerebral palsy. This provision is applicable if the candidates suffers from any of the listed disabilities to the extent of not less than 40%, as certified by a medical authority as prescribed and explained in the said Act.

13. NOTIFICATIONS / EXEMPTIONS FOR IIM KASHIPUR

The Institute is exempted under Section 80G of Income-tax Act, 1961.

1. The Institute is registered under Section 12 AA of the Income-tax Act, 1961.

14. INFORMATION AVAILABLE IN ELECTRONIC FORM

All relevant information about Institute activities are available in our website.

Annual Reports

<http://www.iimkashipur.ac.in/index.php/en/rti>

15. MEANS, METHODS AND FACILITIES AVAILABLE TO CITIZENS FOR OBTAINING INFORMATION

Citizens can obtain relevant information from the institute functionaries who are heading different offices. General Information regarding facilities provided to general public can be obtained from the following sources:

- a. Printed & published information sources: obtainable on request;
- b. Information often required by citizens, students and staff are available on the website of the Institute: <http://www.iimkashipur.ac.in/> , which is under frequent updation;
- c. Library is not for general public. However, basic information about library can be obtained from our website :
<http://www.iimkashipur.ac.in/en/resources/library>;

16. PUBLIC INFORMATION OFFICER & FIRST APPELLATE AUTHORITY

Ravi Kumar Gupta
Administrative Officer & Central Public Information Officer (CPIO)
Indian Institute of Management Kashipur
Kundeshwari, Dist. Udham Singh Nagar
Kashipur – 244713, Uttarakhand (India)
Phone: 7088270882 Ext. 308
Email: rti@iimkashipur.ac.in

Capt. (I.N.) M. C. Joshi (Retd.)
Chief Administrative Officer & First Appellate Authority
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