

# Indian Institute of Management Ranchi

## Ranchi – 835 303

### RIGHT TO INFORMATION ACT, 2005

#### Obligations of Public Authority

#### Manuals (Updated as on 29-04-2024)

##### **Manual 1:**

**The particulars of IIMR's organization, functions and duties.**

##### **Brief History**

Indian Institute of Management Ranchi is a leading management institute located in Ranchi. Established in 2009, IIM Ranchi has quickly gained recognition for its academic excellence, multiple programmes and impressive placement records. The institute now operates from its new state of art main campus at Prabandhan Nagar, Nayasarai, Ranchi. The calm, serene, academic ambience of the campus and its lush green surroundings are highly conducive to study, reflection and learning. IIM Ranchi has extended its horizon and has developed a satellite campus for the executive programmes at the premises of National Institute for Micro Small and Medium Enterprises, Hyderabad.

Since its inception, IIM Ranchi has followed a progressive path by offering a set of programmes resulting from the culmination of Vision, Mission and Core Values. It started with a two-year Postgraduate management programme offering a Master of Business Administration degree, which became the flagship programme of the institute. After that, the institute realised the growing importance of human resource management, so in 2012, it added a two-year Postgraduate programme offering a Master of Business Administration – Human Resource Management degree. Continuing to respond to the changing industry's demand for trained data analysts, the institute took another stride by introducing a two-year Postgraduate programme offering a Master of Business Administration – Business Analytics degree in 2021. In the same year, the institute also started an Integrated Programme in Management to tap young minds immediately after Class XII.

The institute has a conducive research environment. The faculty and research scholars at IIM Ranchi have varied backgrounds and experiences that contribute to a strong research foundation. The Institute offers a full-time Doctoral programme and an Executive-Doctoral programme in management. The library, database, and financial support provided by the institute are at par with the best systems in India. The Institute emphasises disseminating knowledge to the industry. It has opened a satellite campus in Hyderabad dedicated to executive education. It offers Management Development Programmes and Certificate Programmes designed according to the industry requirements. It also runs a two-year Executive Management Degree programme which attracts working executives across India. IIM Ranchi aims to create efficient managers and business leaders. It offers all-around development of students with a host of clubs, committees and special interest groups indulging in versatile year-round activities, continued industry interaction and lectures from industry experts and veterans for its students. Education, Impactful Research, Social Impact, and International Collaboration are the strategic priorities that are driving the institute's growth towards IIM Ranchi@2030.

Overall, IIM Ranchi stands as a prominent centre for management education in India.

Name & Address of the Organization: Indian Institute of Management Ranchi,  
Prabandhan Nagar, Nayasarai Road,  
Ranchi – 835 303,  
Jharkhand, India

(<https://www.iimranchi.ac.in>)

Head of the Organization: **Prof. Deepak Kumar Srivastava**

Vision, Mission and Core Values:( <https://iimranchi.ac.in/about/>)

#### **Vision**

To be a leading management institute focused in multifaceted and holistic development of graduates and scholars.

#### **Mission**

IIM Ranchi is committed to support excellence in management education and research that positively impacts people, organizations, and society.

#### **Core Values:**

Humility, Honesty and Hard work for individual and corporate success.

### **Broad Objectives of the Institute (IIM Ranchi@2030)**

To strengthen the current position of the institute and to position itself in a way so that it can achieve its mission, the institute has identified four strategic priorities and eight strategic goals.

#### **Education**

- SP1G1: To collaborate with industry and academia for relevance in curriculum content
- SP1G2: To invest in technological and physical infrastructure for better learner engagement.

#### **Impactful Research**

- SP2G1: To conduct research motivated by real-life business problems.
- SP2G2: To promote research towards social relevance and/or policy implications.

#### **Social Impact**

- SP3G1: To create partnerships with government and non-profit organizations to promote social welfare initiatives.
- SP3G2: To create social awareness among students through different community engagement activities.

#### **International Collaboration**

- SP4G1: To promote and sign MOUs with international universities for teaching assignments.
- SP4G2: To promote two-way student exchange with foreign universities.

#### **Functions & Duties:**

(a) to educate and support leaders who can contribute as professional managers, entrepreneurs, and stewards of existing and emerging enterprises in the private, public, and social sectors;

(b) to carry out research, publication, consultancy and advisory work to advance new knowledge and innovation and to provide global leadership in management theory and practice:

Provided that research so conducted shall also be directed towards such areas of study which shall

enhance inclusive, equitable and sustainable national development goals as enshrined in the objects of the Act;

(c) to provide management education of high quality and to promote allied areas of knowledge as well as interdisciplinary studies;

(d) to sensitise management education to the vision of inclusive, equitable and sustainable national development goals in order to contribute holistically to Society;

(e) to support and develop programmes promoting social and gender equity;

(f) to develop educational programmes and faculties that advance the cause of education, teaching and learning, across disciplines;

(g) to set-up centres for management studies and allied areas;

(h) to support and collaborate with management institutions and other educational institutions in India;

(i) to co-operate and collaborate with educational or management institutions in other countries to extend the interests of management education and research.

**Powers and Duties of Institute.**—Subject to the provisions of this Act, every Institute shall exercise the following powers and perform the following functions, namely:—

(a) to carry out the administration and management of the Institutes;

(b) to provide by regulations for the admission of candidates to the various courses of study in conformity with the laws for the time being in force;

(c) to specify and conduct courses of study, training and research in management and allied subjects and document, and disseminate knowledge thereof;

(d) to evolve innovative management education pedagogy aligned to dynamic global management practices;

(e) to conduct examinations and to establish processes for evaluation and performance assessment through a fair and transparent system;

(f) to grant degrees, diplomas and other academic distinctions or titles and to institute and award fellowships, scholarships, prizes and medals, honorary awards and other distinctions;

(g) to lower the cost of education and to enhance the reach of the education by use of information and communication technology and other innovative methods;

(h) to establish and maintain such infrastructure as may be necessary;

(i) to determine, specify and receive payment of, fees and other charges as the Institute may deem

fit, from students and any other person, institution or body corporate for instruction and other services, including training, consultancy and advisory services, provided by the Institute;

(j) to acquire, hold and deal with the property belonging to or vested in the Institute, with the approval of the Board, and in case of immovable property, under prior intimation to the Central Government, for advancing the objects of the Institute subject to the condition that such property is not obtained wholly or partly from the State Government or the Central Government funds:

Provided that where the land for the Institute has been provided free of cost by a State Government or the Central Government such land may be disposed of only with the prior approval of the Central Government;

(k) to create academic, administrative, technical, ministerial and other posts under the Institute other than the post of Director of the Institute and to make appointments thereto;

(l) to appoint committees for the disposal of any business of the Institute or for tendering advice in any matter pertaining to the Institute;

(m) to receive grants, gifts and contributions and to have custody of the funds including internally generated funds of the Institute to meet the expenses, including capital expenditure of the Institute including expenses incurred in the exercise of its powers and discharge of its functions;

(n) to create partnership, affiliation and other classes of professional or honorary or technical membership or office as the Institute may consider necessary;

(o) to perform such other functions as may be necessary for carrying out the objects of the Institutes;

(p) to do all such things and activities, incidental to the attainment of all or any of the objects of the Institute.

**Any other Details – the genesis, inception, formation of the departments and HoD from time to time as well as Committees constituted: Provide Links here**

Brief History of the institute along with formation of other departments are given under the Link:

[iimranchi.ac.in/data/uploads/2024/04/2023-combined-compressed.pdf](https://iimranchi.ac.in/data/uploads/2024/04/2023-combined-compressed.pdf)

Faulty & Research – Centres (<https://www.iimranchi.ac.in>).

**List of Directors since inception:**

Sl. No.	Name / Designation	Tenure
1.	Prof. M. J. Xavier, Director	08.11.2010 – 16.09.2013
2.	Prof. B. B. Chakrabarti, Director In-charge	17.09.2013 – 06.11.2014
3.	Prof. Anindya Sen, Director In-charge	07.11.2014 – 07.03.2017
4.	Prof. Shailendra Singh, Director	08.03.2017 – 07.03.2022
5.	Prof. Pradip Kumar Bala, Director In-charge	08.03.2022 – 18.08.2022 (F/N)
6.	Prof. Deepak Kumar Srivastava, Director	18.08.2022 (A/N) – till date

### **Programs and Activities:**

IIM Ranchi has undertaken a range of initiatives to support academic excellence and holistic development of students, including:

- Offering merit-cum-means scholarships to students who are academically outstanding but need financial help
- As a part of the comprehensive revamping, introducing new academic area as liberal arts and sciences and renaming strategic management area as the strategy and entrepreneurship area to highlight the entrepreneurship as one of the focus areas of the institute
- Offering diverse enrichment electives such as local tribal language, cinematography, socratic dialogue, water management, sports management, human connect, drama and theatre, and incorporating compulsory courses on various topics such as science of happiness and tribes in India
- Promoting inclusivity through initiatives like “Human Connect” and “Nature Connect,” and contributing to the community through “Community Libraries” and “Learning for All”
- Fostering alumni engagement with “IIM Ranchi for Life” initiative
- Researching “Tribal Entrepreneurship” and the “Indian Business System” with the goal of shedding light on unexplored facets of these areas and adding to knowledge of indigenous and ancient business practices

## **Manual 2:**

### **The Powers and Duties of IIMR's officers and employees.**

**This manual includes the Powers and duties of the following officers and employees of the Institute as contained in the Memorandum of Association and Recruitment and Service Rules:** Chairman of the Board of Governors, Director, Chief Administrative Officer, Sr. Administrative Officer, Financial Advisor & Chief Accounts Officer, Professors, Associate Professors, Assistant Professors, Technical Staff, Section Officer, ACO/Accountant, Office Assistants, Stenographers, U.D.C., L.D.C. and MSA.

Powers and duties of Chairman of the Board of Governors, Director contained in the MoA of the institute: (<https://iimranchi.ac.in/data/uploads/2023/09/A201733.pdf>).

Delegation of Powers of the Chairman, the Director, the Heads of Department, the Senior Administrative Office and the Accounts officer are available at

[https://iimranchi.ac.in/data/uploads/2023/11/IIM-Ranchi-Regulations\\_July30\\_2021-1.pdf](https://iimranchi.ac.in/data/uploads/2023/11/IIM-Ranchi-Regulations_July30_2021-1.pdf)

Duties of other office bearers, i.e., Deans, HoDs, Chairman of various committees, role of committees, CVO are listed at <https://iimranchi.ac.in/data/uploads/2023/08/rti8.pdf>

## **Manual 3:**

The procedure followed in the decision-making process includes channels of supervision and accountability. This manual highlights the Procedures followed for decision-making, including channels of supervision and accountability as per the rules of the Government of India or approved by the Ministry of Education (MoE), Govt. of India/BoGs. The institute follows the Process of Decision Making as per MoA and Rules. The decisions are at different levels, mainly at BoGs/Academic Council, Director/HoD, and, in some cases, it is at the ministry (MoE).

Final Decision-Making Bodies: Policy matters are decided at the level of BoGs, Academic Council, Ministry (MoE) as per MoA and Rules. Stages through which Proposal/Scheme is being implemented:

a) Officials/ Officers: As per the work allocation orders issued to Official/Officers from time to time the proposals/files are examined and further submitted to the Director of the institute for administrative sanction/approval.

b) Director: Give the administrative/financial approvals and if required the file is further forwarded to MoE for their concurrence. After going through all these stages, the university implements the scheme/proposal.

The time limit for making decisions varies from project/program to project/program. The routine Correspondence, etc. received from different departments are of time bound nature and disposed of within the given time limit by the institute. Likewise, the time limit for disposing of RTI letters and appeals is as per RTI Act, 2005.

## **Manual 4:**

The Norms set by the Institute for the discharge of its function.

This manual includes the norms prescribed by Board of Governors of IIMR under the Rules of Government of India as well as Memorandum of Association.

Rules, Regulations, Instructions, Manuals and Records for Discharge of Functions:

**Memorandum of Association:**

Indian Institute of Management Ranchi has been registered under The Societies Registration Act, 1860 (Central Act 21 of 1860) given under on 15th December 2009. The rules, regulations, instructions for discharge of various functions of the Institute are contained in the Memorandum of Association of the Institute.

**Delegation of Powers to Director and sub-delegation:**

As per the Memorandum of Association, IIM Act 2017, IIM Rules 2018 & IIM Ranchi Regulations 2021.

**Recruitment Rules:**

For Faculty positions: The Institute is following the norms and standards prescribed by the Ministry of Education, Government of India with respect to educational qualifications, experience etc., for its faculty positions.

For Non-Faculty positions: The broad guidelines of Government of India on pay scales, age, years of experience etc. are followed for non-faculty positions. Whenever recruitment is made for faculty & non-faculty positions, the Institute releases open advertisement in daily newspapers including at least one national level daily newspaper and upload the advertisement along with all the details pertaining to age, qualifications, experience etc. on its website.

**Other Rules relating to Service Conditions:**

The Institute follows the Government of India rules on various service conditions such as Leave rules, LTC rules, leave encashment rules, Advances, TA rules, New Pension Scheme rules, purchase procedures as per General Financial Rules (GFR), etc. Transfer Policy: IIM Ranchi is a Central Autonomous Body (CAB) and an Institution of National Importance (INI) under the Ministry of Education, Government of India. We have no transfer between other Institutes/ Depts. However, the Institute makes the internal transfers among the employees on need basis.

To Download:

- IIM Act, 2017 <https://iimranchi.ac.in/uploads/589519f7ea715f63e6b566e668d95904.pdf>
- IIM Rules, 2018 <https://iimranchi.ac.in/uploads/IIM%20Rules%20Gazette%20Notification.pdf>
- IIM Ranchi Regulations, 2021 <https://iimranchi.ac.in/uploads/3cc7f5785651200a123be4a3048fdc5b.pdf>
- GFR 2017 [https://doe.gov.in/sites/default/files/GFR2017\\_0.pdf](https://doe.gov.in/sites/default/files/GFR2017_0.pdf)

**Manual 5:**

The Rules, Regulations, Instructions, Manuals and Records, held by the Institute or under its control or used by the Institute employees for discharging its functions.

**The manual contains the by-laws specified in Memorandum of Association, Fundamental Rules & Service Rules, General Financial Rules of Government of India, Recruitment and Service Rules & Quarters Allotment Rules and other such rules. The institute follows GFR of Govt. of India for all**



## **finance/purchase related matters and CCS rules for administrative matter as per decision/amendment by BoGs.**

The Rules, Regulations, Instructions, Manuals and Records for discharge of functions including MoA (<https://iimranchi.ac.in/data/uploads/2023/08/rti5.pdf>) TA/DA Rules, House Allotment Rules, Hostel Rules, Guest House Rules, Programmes Offered, Institute Journal Paper Publication (<https://iimranchi.ac.in/publication/>), Institute Newsletter etc. are available on the Institute website: <https://www.iimranchi.ac.in>

### **Transfer Policy and Transfer Orders:**

Transfer of Non-Teaching employees is done as per requirement. The IIM Ranchi, is a Central Autonomous Body under the Department of Higher Education, Ministry of Education, Govt. of India. There is no provision for transfer from one Autonomous Body to other Autonomous Body. As such, there is no transfer policy for Faculty of the Institute. However, internal transfers of the employees of Institute have been made from time to time for internal management. The Competent Authority (CA) constitutes committees consisting of administrative & academic authorities, on whose recommendations and acceptance by the CA, the decision for handling of additional charge to employees are taken in addition to their existing duties. On transfer of a staff from one section to another, he/she has to handover the charge to another person and take charge of his/her respective section. In case of additional charge is assigned to an employee, he/she has to perform additional duties of additional charge assigned in addition to his/her existing duties. Transfer Orders are uploaded in the Intranet of the institute website (<https://iimranchi.ac.in/data/uploads/2023/09/rti-ito.pdf>).

### **Manual 6:**

A Statement of the categories of documents that are held by the Institute or under its control. This manual lists the documents held by the Institute such as Establishment and Administration Manual (Swamy's complete manual for central government offices), Manual on Disciplinary Proceedings (Swamy's complete manual for central government offices), Service Register, Pay Ledger, GPF Register, Confidential Reports, Cash Book, Annual Reports (<https://iimranchi.ac.in/annual-reports/>),

Each Department/Centre/Section at the institute holds different categories of document relating to the work allocated to them by the competent authority as per MoA and related GOI Rules. The documents held by the institute are categorized in terms of the different Department holding them. As such, the documents may be categorized as follows:

Director's office Documents; Establishment/Board office Documents; Dean's Office Documents;

Academic Documents; Financial Documents; Examination Documents; Library Documents;  
Purchase Documents; Various Meetings / Committees Documents;  
Admission Documents; etc.

### **Manual 7:**

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.

This manual lists the constitution and names of incumbents of the following committees: Board of Governors, Finance Committee, Staff Selection Committee, Building Committee, Departmental Promotion Committee, Performance Assessment Committee, Grievance Redressal Committee, Academic Council & Purchase Committee.

- Members of the Board of Governors of the institute uploaded on the institute's website (<https://iimranchi.ac.in/about/#board-of-governors>).
- Members of the Academic Council of the institute uploaded on the institute website (<https://iimranchi.ac.in/data/uploads/2023/09/rti-aac.pdf>).
- Members of the institute's Internal Complaints Committee uploaded on the institute website(<https://iimranchi.ac.in/internal-committee-under-posh-act/>).

In addition to statutory committees, the institute follows a practice of constituting committees on issues pertaining to stake holders or representations by stake holders to examine. Decision follows the recommendations of the committees.

### **Manual 8:**

The particulars of any arrangement that exists for consultation with or representation by the members of the public in relation to the formulation of the Institute's policy or implementation thereof.

The Institute's Website (<https://www.iimranchi.ac.in>) provides a channel for interactive communication for consultation with the members of the public in relation to the formulation of its policy and its implementation. In the Board of Governors of the Institute, due representation is given to representatives of industries. Periodic feedback is taken from various stakeholders to improve the system.

### **Manual 9:**

A directory of IIMRs Faculty, Officers and Employees:

The names and designations with phone numbers of all officers and employees of the Institute as contained in the Service Registers of the individuals are included in this manual.

- Profile of faculty (Area wise) of the institute uploaded on institute website (<https://iimranchi.ac.in/faculty/>).
- A Communication Directory of (Heads of Departments, Faculty/Section Incharges of the institute along with their phone numbers and email-id uploaded on institute website ([https://iimranchi.ac.in/data/uploads/2023/08/Directory\\_IIMRanchi.pdf](https://iimranchi.ac.in/data/uploads/2023/08/Directory_IIMRanchi.pdf)))

**Manual 10:**

The monthly remuneration received by each of IIM Ranchi's officers and employees, including the system of compensation as provided in its regulations.

**Manual 11:**

The budget allocated to each of IIMRs departments/sections, indicating the particulars of all plans, proposed expenditures and reports on disbursements made.

Information related to Procurements

- a) Notice/tender enquires, and corrigenda if any thereon,
- b) Details of the bids awarded comprising the names of the suppliers of goods/ services being procured,
- c) The works contracts concluded – in any such combination of the above-and,
- d) The rate/ rates and the total amount at which such procurement or works contract is to be executed

The above information is available under the link, 'Tender' on the institute website:

<https://www.iimranchi.ac.in>

No. of employees against whom disciplinary action has been: Pending for Minor penalty or major penalty proceedings: Nil

No. of employees against whom disciplinary action has been: Finalised for Minor penalty or major penalty proceedings: Nil

**Manual 12:**

The Manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes:

The institute does not operate any subsidy programmes.

Discretionary and non-discretionary Grants:

No such grant is available with the institute.

**Manual 13:**

CAG Paras and the Action Taken Report (ATR) is available

[Annual Reports – IIM Ranchi](#)

Public Band Public Interface (Particulars of any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation thereof.

Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens: Already detailed above

Arrangements for consultation with or representation by - (a) Members of the public in policy formulation/ policy implementation, (b) Day & time allotted for visitors,(c) Contact details

to provide publications frequently sought by RTI applicants: Date & time is allotted on mutually agreed basis. Contact Details: Dr.Rajasekhar David, CPIO

Other Details: Not Applicable

Are the details of policies / decisions, which affect public, informed to them?

Yes, available in the RTI Manuals

#### **Manual 14:**

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

The Institute's Website ([www.iimranchi.ac.in](http://www.iimranchi.ac.in)) includes all the information regarding training programmes for long term programmes (Ph.D.) and other activities of the Institute. TA/DA rules, Hostel/Guest House Rules, Minutes of BoGs meetings, Finance Committee meetings and Academic Council meetings, Institute Journal, Newsletter, etc. are also available on the institute website.

Information manual/handbook available in Electronic format: Yes

Information manual/handbook available in Printed format: Yes available with CPIO

Whether the information manual/ handbook available free of cost or not [Section 4(1)(b)]:

List of Materials available at Free of Cost:

The Softcopy of Annual Report, Finance Report, Admission Prospectus, RTI Information Manual, Institute Publications/documents, Journal Abstracts, Newsletter, MoA, Admission Rules & Regulations, Purchase Orders, Important Notifications, e-print resources and other manuals can be downloaded free of cost from the institute's website.

List of information available at reasonable cost:

All the information accessible (except exempted material under provision of RTI) as per RTI Act 2005, can be accessible from CPIO Office as per the provisions of RTI Act and its rules.

E-Governance:

RTI Manuals are available in both English and Hindi Language. Both manuals are available under the link RTI Act in the institute website at [iimranchi.ac.in](http://iimranchi.ac.in)

### **Manual 15:**

The library maintains a dynamic hybrid collection to assist academics with state-of-the-art materials in the field of management and associated disciplines. This wide-ranging collection includes not just traditional print resources like books, magazines, newspapers, and CDs/DVDs, but also numerous electronic resources including electronic versions of these same items such as scholarly journals, books, databases, newspapers, and dissertations and theses.

The Library of the Institute is open from 9.00 a.m. to 5.30 p.m. on all working days and reading room opens from 9.00AM to 11.00PM. (Monday to Saturday) and from 2.00PM to 11.00PM on Sunday.

In addition, e-journals/e-books are available for 24 x 7 days.

The requisite information under RTI Act can be had from CPIO of the Institute, Dr. Rajasekhar David (pio@iimranchi.ac.in) on all working days from 9.00AM to 5.30PM.

### **Manual 16:**

Programmes to advance understanding of RTI:

- **Educational programmes:**

Institutions has organized a session on RTI in inductions programmes.

- **Efforts to encourage public authority to participate in these programmes:**

Institute has organized MDPs and a session on RTI in Thursday faculty seminar

- **Update & publish guidelines on RTI by the Public Authorities concerned:**

Guidelines on RTI are updated on 29th April 2024, and it will be updated on regular intervals

Mandatory Disclosures, other information, etc. are uploaded/updated on regular intervals.

- **Third Part Audit of Proactive Disclosures of detailed information of IIM Ranchi (as required under RTI Act 2005)**

Third-Party Audit of IIM Ranchi, carried out by external institutes/organizations by Dr. Sunil Dutt on 19-10-2022 and 30-08-2023. is given at the institute Website ([www.iimranchi.ac.in](http://www.iimranchi.ac.in))

1. By Dr. Sunil Dutt for 2022-23 and is available at:

<https://iimranchi.ac.in/data/uploads/2023/08/rti14.pdf>

Name, designation and other particulars of the Nodal Officer appointed

Dr. Nitin Singh

Professor

Department of Operations Management

Indian Institute of Management Ranchi

E-mail: [mitin.singh@iimranchi.ac.in](mailto:mitin.singh@iimranchi.ac.in)

Address: Prabandhan Nagar, Nayasarai Road,

Ranchi 835 303, Jharkhand, India

**The name, designation and other particulars of the First Appellate Authority appointed**

(<https://iimranchi.ac.in/data/uploads/2023/08/RTI4.pdf>)

Dr. Angshuman Hazarika

Assistant Professor

Indian Institute of Management Ranchi

Tel: 91-651-2280113

Fax: +91-0651-2280940

E-mail: [faa@iimranchi.ac.in](mailto:faa@iimranchi.ac.in)

Address: Prabandhan Nagar, Nayasarai Road,

Ranchi 835 303, Jharkhand, India

**The name, designation and other particulars of the CPIO appointed**

(<https://iimranchi.ac.in/data/uploads/2023/08/RTI4.pdf>)

**Dr. Rajasekhar David**

Assistant Professor

Indian Institute of Management Ranchi

Tel: 91-651-2280113

Fax: +91-0651-2280940

E-mail: [pio@iimranchi.ac.in](mailto:pio@iimranchi.ac.in)

Address: Prabandhan Nagar, Nayasarai Road, Ranchi 835 303, Jharkhand, India

**The Name, designation of earlier First Appellate Authority:**

(<https://iimranchi.ac.in/data/uploads/2023/08/RTI4.pdf>)

Dr Jayanta Kumar Tripathy, Librarian, IIM Ranchi (from 24.09.2019 to 10.07.2022)

**Name, designation and other particulars of the Central Public Information Officer**

(<https://iimranchi.ac.in/data/uploads/2023/08/RTI4.pdf>)

1. Dr Jayanta Kumar Tripathy, Librarian (from 21.06.2019 to 23.09.2019)
2. Mr Ajay Kumar, Administrative Officer (From 24.09.2019 to 09.01.2023)
3. Dr Jayanta Kumar Tripathy, Librarian (from 10.01.2023 to 23.03.2023)

**The name, designation and other particulars of the Chief Vigilance Officer appointed**

Dr. Prasenjit Chakrabarty

Assistant Professor,

Finance and Accounting

Email: [prasenjit.chakrabarti@iimranchi.ac.in](mailto:prasenjit.chakrabarti@iimranchi.ac.in)

Address: Prabandhan Nagar, Nayasarai Road,

Ranchi 835 303, Jharkhand, India

**Frequently Asked Questions (FAQs): It is available at the institute website:**

<https://iimranchi.ac.in/data/uploads/2023/09/rti-faq.pdf>

**Any Other Information**

**a) Citizen's Charter:**

A Citizens' Charter represents the commitment of the institute towards standard, quality and time frame of service delivery, grievance redress mechanism, transparency and accountability. The objective of Charter exercise is to build bridges between citizens and administration and to streamline administration in tune with the needs of citizens. As such the key components of a meaningful Citizen's Charter are clear statement of Vision and Mission Statements, Programmes and Activities, Client Groups/Stakeholders, Specification of Time Frame for each service being rendered by the institute. Complete detail is given in the Operational Plan (Training & Activities Calendar) of the Institute

Whether STQC certification obtained and its validity: Yes