



### **Proactive Disclosure of Information Under RTI Act 2005 (2024-2025)**

#### **1. Organisation and Function**

##### **1.1 Particulars of its organisation, functions and duties [Section 4(1)(b)(i)]**

###### **1.1.1 Name and address of the Organization**

***Indian Institute of Geomagnetism***

###### **1.1.2 Head of the organization**

***Prof. A. P. Dimri (Director)***

###### **1.1.3 Vision, Mission and Key objectives**

***Vision:*** To enable India to become a global knowledge power by promoting, guiding and conducting basic research in Geomagnetism and Allied fields.

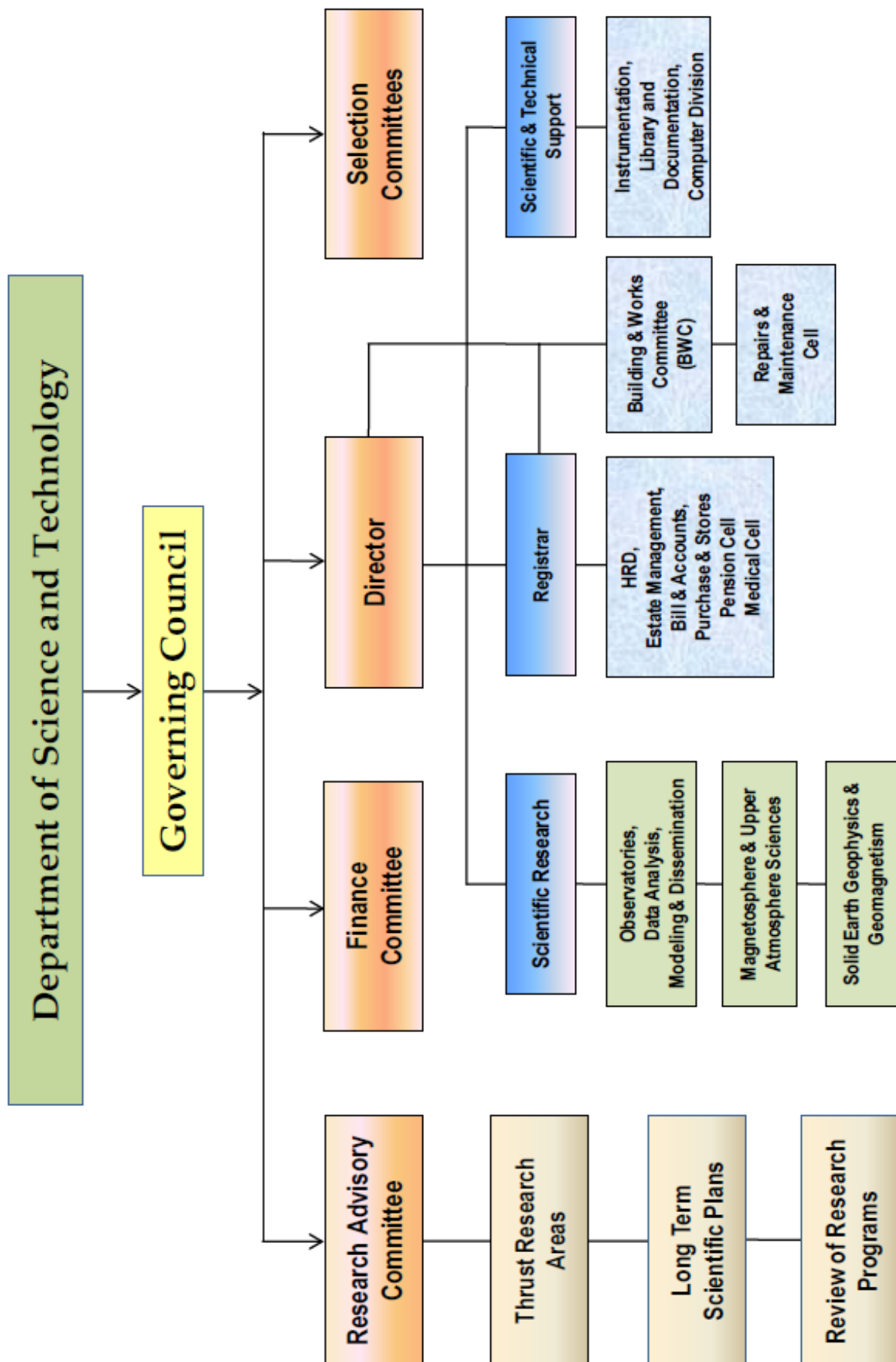
***Mission:*** To Promote, guide and conduct research in all branches of Geomagnetism. To build infrastructural support (using state-of-the-art technology) for acquisition of high-quality data, leading to frontline research. To maintain/modernize magnetic observatory network of India and establish new observatories and facilities at existing centers for other observations related to geomagnetism and allied fields. To attract, motivate and train young talent to undertake research in geomagnetism.

###### **1.1.4 Function and duties**

*IIG's mandate and its major responsibilities are listed as follows.*

- 1. To conduct basic research in Geomagnetism and allied fields such as Geophysics, Space and Atmospheric Sciences.*
- 2. To maintain and expand the magnetic observatory network across the nation with the objective of acquiring high quality magnetic field measurements from a number of sites.*
- 3. To attract, train and develop skilled manpower in Geomagnetism and allied fields.*
- 4. To conduct interdisciplinary research and bring out quality research for societal benefits.*
- 5. To develop and supply world class magnetometers and facilitate research in the field of Geomagnetism.*
- 6. To provide geomagnetism related services or consultancy to departments/industries (e.g., for compass calibration, geomagnetic field surveys, etc.).*
- 7. To plan and participate in Arctic and Antarctic expeditions.*
- 8. To conduct several public outreach activities and inspire young talent to pursue research in Geomagnetism and its allied fields.*

### 1.1.5 Organization Chart



1.1.6 Any other details-the genesis, inception, formation of the department and the HoDs from time to time as well as the committees/ Commissions constituted from time to time have been dealt

*IIG has an enviable antiquity of over 181 years, which was instrumental in spawning geomagnetism in the Indian subcontinental region. It has evolved from being a data gathering organization to using long series geomagnetic data, to tackle applied aspects that benefit society, in an obvious and abstruse ways. Indian Institute of Geomagnetism (IIG) was given a full-scale mandate to pursue geomagnetic and allied field research in 1971. It has been an autonomous institution since its inception and is now functioning directly under the Department of Science and Technology, Government of India. The evolution of geomagnetism in the country has been interminably linked with the growth of this institution.*

*Geomagnetism has many societal applications and this science impacts all of humanity in one form or other. The very survival of all the life forms on earth is interminably related to the existence of this geomagnetic field. It's in the fitness of things that we all understand the very significant role this component plays in cosmic natural processes. A significant contribution to research in the field of geomagnetism started in India as back as in 19th century. Geomagnetic observations commenced in India and rest of the world almost concurrently. The first magnetic observations in India were started at Madras in 1822, followed by the recordings at Simla (1841), Trivandrum (1841) and Colaba (1841). Among these, only Colaba observatory continued uninterrupted since 1841. The combined observations at Colaba and Alibag observatories provide the longest series (nearly 175 years) of magnetic field data.*

*IIG conducts basic and applied research in Geomagnetism and allied fields like Solid Earth Geomagnetism/Geophysics, Magnetosphere, Space and Atmospheric Sciences. IIG has a number of active research groups involved in theoretical, experimental, and observational work. The Institute has a modern laboratory for design and fabrication of instruments used in Geomagnetism and allied fields. Geomagnetism is a multi-disciplinary science and thus provides research opportunities for Physicists, Geophysicists, and Earth Scientists. Geomagnetism, by its very nature, is also a global science and often involves collaboration with scientists from other countries. The Institute also supports a World Data Centre for Geomagnetism (WDC, Mumbai), which is the only International centre for Geomagnetic data in South Asia and caters to the needs of Space and Earth Scientists and researchers from various universities and research institutions.*

## **1.2 Power and duties of its officers and employees [Section 4(1) (b)(ii)]**

### **1.2.1 Powers and duties of officers (administrative, financial and judicial)**

**Director's Functions & Powers:** *Director shall be the chief executive of the institute and shall be responsible for day-to-day management of its activities and overall administration in accordance with Rule & Regulations and Bye-Laws. Director shall prepare detailed estimates of budget for ensuing financial year,*

place it before, first, Finance Committee for remarks and recommendations, Governing Council for approval, and finally, submitted to Government of India for approval. Director shall approve, sanction and re-appropriate budget grant subject to certain conditions. An exhaustive list of powers and functions is available in **“Memorandum of Association, Rules and Regulations, Bye-Laws And Working Rules”** Manual.

#### 1.2.2 Power and duties of other employees

*Powers and duties of other employees shall be specified by the Council or in the Bye-Laws framed for the purpose.*

#### 1.2.3 Rules/ orders under which powers and duty are derived and

**“Memorandum of Association, Rules and Regulations, Bye-Laws And Working Rules”** of the institute.

#### 1.2.4 Exercised

*“Memorandum of Association, Rules and Regulations, Bye-Laws And Working Rules”* of the institute.

#### 1.2.5 Work allocation

*Every employee shall perform such duties as may be entrusted to him and shall, to the best of his ability, carry out the lawful directions of the Governing Council, of the Director, or of any person to whose authority he may be subject according to **Rules and Bye-Laws** of the institute.*

### 1.3 Procedure followed in decision making process [Section 4(1)(b)(iii)]

#### 1.3.1 Process of decision making Identify key decision making points

*Authorities of the Institute are (a) Governing Council, (b) Director, and (c) such other authorities as may be declared or nominated by the Council.*

#### 1.3.2 Final decision making authority

*(a) Government of India or (b) Governing Council*

#### 1.3.3 Related provisions, acts, rules etc.

*“Memorandum of Association, Rules and Regulations, Bye-Laws And Working Rules”* of the institute.

#### 1.3.4 Time limit for taking a decisions, if any

*As per the time limit set for individual activity, the decision time varies on the case-to-case basis.*

#### 1.3.5 Channel of supervision and accountability

*Procedure followed in decision making process depends on the nature of subject matter under consideration and is in accordance with Rules and Regulations, Bye-Laws And Working Rules.*

**Research & Development Activities:** Individual scientists frame their research problems under a Consolidated Research Theme which is coordinated by Chief-Coordinator (CCs). Consolidated Proposals are presented before Research Advisory Committee (RAC) and Finance Committee (FC). After remarks and recommendations of RAC and FC, Governing Council (GC) in consultation with the Director normally takes the final decision. CCs, RAC & GC supervise the progress made in their discipline. An individual research programme is supported by Technical and Supporting Staff in respective areas.

**Administration:** Section Officers for each section (viz. HRD, Accounts, Stores & Purchase, etc.) assist and advise the Director on all administrative, financial and purchase matters. IIG has several Internal Committees to address specific issues/problems and give their recommendations to the Director, who takes a final decision.

Final decision making authority is Director or GC or both. IIG is an autonomous research institute under Department of Science & Technology (Ministry of Science & Technology, Government of India) and works on its directives.

**Note:** Please see “Memorandum of Association, Rules and Regulations, Bye-Laws And Working Rules” for further details.

## **1.4 Norms for discharge of functions [Section 4(1)(b)(iv)]**

### **1.4.1 Nature of functions/ services offered**

*Institute discharges its function in accordance with provisions contained in the “Memorandum of Association, Rules and Regulations, Bye-Laws And Working Rules”.*

### **1.4.2 Norms/ standards for functions/ service delivery**

*As provided in “Memorandum of Association, Rules and Regulations, Bye-Laws And Working Rules”.*

### **1.4.3 Process by which these services can be accessed**

*By visiting the website of institute <https://iigm.res.in/>*

### **1.4.4 Time-limit for achieving the targets**

*As per the time limit set for individual activity.*

### **1.4.5 Process of redress of grievances**

**Contact Us** section in the website (<https://iigm.res.in/content/contact-us>) provides details of addressing grievances. Concerned officials/internal committees then address the issue and resolve the grievances. If not satisfied with reply, Director can be approached for redressal of grievances.

## 1.5 Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]

### 1.5.1 Title and nature of the record/ manual /instruction.

*“Memorandum of Association, Rules and Regulations, Bye-Laws And Working Rules”*

### 1.5.2 List of Rules, regulations, instructions manuals and records.

*Same as above.*

### 1.5.3 Acts/ Rules manuals etc.

*Same as above.*

### 1.5.4 Transfer policy and transfer orders

*Transfers are made based on the functional requirements of the institute after approval of the competent authority.*

## 1.6 Categories of documents held by the authority under its control [Section 4(1)(b) (vi)]

### 1.6.1 Categories of documents

Sl. No.	Category of Documents	Custodian of Documents
1	<b>Incorporation</b> (Memorandum of Association, Rules & Regulations, Bye-Laws, etc.)	Director's Office
2	<b>Governing Council/Research Committee/Finance Committee Meetings</b> (Documents related to Notices, agenda and minutes papers, etc.)	Director's Office
3	<b>Scientific Research Projects</b> (Research related documents:- guidelines, policy, proposals, approval, assessment, implementation, progress and completion reports, annual report, Agreements & MoUs, cabinet inputs, etc.)	Director's Office
4	<b>Human Resource Department</b> (Confidential Files; Records related to appraisal reports, personal files, service book, recruitment, appointments, promotions, pay fixation, leave, legal affairs, internal policies, rules and regulations, administrative matters, etc.)	Human Resource Department
5	<b>Accounts</b> (Budget & finance, salary-pensions, income taxation, annual statements, check-book & receipts, disbursement of research grants and its utilization, deposit/remittance register, balance sheet, audit, etc.)	Accounts Section
6	<b>Stores &amp; Purchase</b> (Records related to Purchase of research instruments, consumable & non-consumable items, condemnation	Stores & Purchase Section

	of goods, general purchase, tenders-quotations, GEM Portal procurements, etc.)	
7	<b>Establishment Matters &amp; Operations</b> (Records related to maintenance, estates, security, civil work policy & tenders, quarters allotment, contractual staff, inward-dispatch register, AMCs, etc.)	Establishment Management Section
8	<b>Academic Matters</b> (Files related to Research Scholars, Research Associates, etc.)	Academic Cell
9	<b>Library Books, Scientific Journals, Technical Reports</b>	Library
10	<b>Rajbhasha Vibhag</b> (Rajbhasha related files & correspondences, Grih Patrika 'Spandan', etc.)	Rajbhasha Vibhag
11	<b>Vigilance Matters</b> (Files related to CVC recommendations, its implementation, quarterly/annual reports, correspondences, etc.)	Vigilance Cell
12	<b>RTI Applications &amp; Replies</b>	Central Public Information Officer

#### 1.6.2 Custodian of documents/categories

*Same as above.*

### 1.7 Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]

#### 1.7.1 Name of Boards, Council, Committee etc.

- a. *Governing Council (GC)*
- b. *Research Advisory Committee (RAC)*
- c. *Finance Committee (FC)*

#### 1.7.2 Composition

##### a. Governing Council (GC)

Name & Designation	Role	Address
Prof. Raghavendra P. Tiwari (Vice Chancellor)	Chairperson	Central University of Punjab VPO-Ghudda, Bathinda-151401, Punjab.
Secretary, DST or his nominee (Ministry of Science and Technology)	Member	Department of Science and Technology, Technology Bhavan, New Mehrauli Road New Delhi-110016.
Financial Advisor, DST	Member	Department of Science and Technology, Technology Bhavan, New Mehrauli Road New Delhi-110016.
Dr. Kalachand Sain (Former Director)	Member	Wadia Institute of Himalayan Geology 33, General Mahadev Singh Rd, Sewla Kalan Majra, Dehradun-248171, Uttarakhand.

Dr. Vineet Gahlaut (Director)	Member	Wadia Institute of Himalayan Geology 33, General Mahadev Singh Rd, Sewla Kalan Majra, Dehradun-248171, Uttarakhand.
Prof. Dipankar Banerjee (Director)	Member	Indian Institute of Space Science and Technology, Valiamala PO, Thiruvananthapuram-695 547, Kerala.
Dr. S. C. Patel (Professor)	Member	Department of Earth Sciences, Indian Institute of Technology, Bombay Powai, Mumbai-400076, Maharashtra.
Dr. O.P. Mishra (Director)	Member	National Center for Seismology, Ministry of Earth Sciences, EREC Annex. Building, MausamBhavan, Lodhi Road, New Delhi-110003
Dr. Virendra Mani Tiwari (Director)	Member	CSIR-North East Institute of Science & Technology (CSIR-NEIST), Jorhat-785006, Assam.
Prof. A. P. Dimri (Director)	Member	Indian Institute of Geomagnetism, New Panvel (W), Navi Mumbai-410218, Maharashtra.
Mr. Ashutosh Shukla (Registrar)	Non-Member Secretary	Indian Institute of Geomagnetism, New Panvel (W), Navi Mumbai-410218, Maharashtra.

## **b. Research Advisory Committee (RAC)**

<b>Name &amp; Designation</b>	<b>Role</b>	<b>Address</b>
Dr. Virendra Mani Tiwari (Director)	Member	CSIR-North East Institute of Science & Technology (CSIR-NEIST), Jorhat-785006, Assam.
Prof. K. Rajeev (Director)	Member	Space Physics Laboratory (SPL), Vikram Sarabhai Space Centre (VSSC), Indian Space Research Organisation (ISRO), Thiruvananthapuram-695 022, Kerala.
Dr. Nandita Srivastava (Senior Professor)	Member	Udaipur Solar Observatory (USO) Physical Research Laboratory, Udaipur-313001, Rajasthan.
Prof. Shyam Lal (Professor & INSA Senior Scientist)	Member	Space And Atmospheric Sciences Division, Physical Research Laboratory, Navrangpura, Ahmedabad-380009, Gujarat.
Prof. Rajeev Bhatla (Professor)	Member	Department of Geophysics, Institute of Science, Banaras Hindu University, Varanasi-221 005, Uttar Pradesh.
Prof. Pradeep Srivastava (Professor)	Member	Department of Earth Sciences, Indian Institute of Technology, Roorkee-Haridwar Highway, Roorkee-247667, Uttarakhand.
Prof. Durgesh Tripathi (Scientist G)	Member	Inter-University Centre for Astronomy and Astrophysics (IUCAA), Post Bag 4, Ganeshkhind Savitribai Phule Pune University Campus, Pune 411007, Maharashtra.



Dr. Piyali Chatterjee (Associate Professor)	Member	Indian Institute of Astrophysics, Koramangala, Bangalore-560034, Karnataka.
Prof. A. P. Dimri (Director)	Member	Indian Institute of Geomagnetism, New Panvel (W), Navi Mumbai-410218, Maharastra.
Prof. Satyavir Singh (Professor - G)	Convener-RAC	Indian Institute of Geomagnetism, New Panvel (W), Navi Mumbai-410218, Maharastra.

### c. Finance Committee (FC)

Name & Designation	Role	Address
Prof. Raghavendra P. Tiwari (Vice Chancellor)	Chairperson	Central University of Punjab VPO-Ghudda, Bathinda-151401, Punjab.
Financial Advisor, DST	Member	Department of Science and Technology, Technology Bhavan, New Mehrauli Road New Delhi-110016.
Prof. A. P. Dimri (Director)	Member	Indian Institute of Geomagnetism, New Panvel (W), Navi Mumbai-410218, Maharastra.
Mr. Ashutosh Shukla (Registrar)	Member	Indian Institute of Geomagnetism, New Panvel (W), Navi Mumbai-410218, Maharastra.
Mrs. Ketki Rajendra Salvi (In-Charge Accounts Officer)	Non-Member Secretary	Indian Institute of Geomagnetism, New Panvel (W), Navi Mumbai-410218, Maharastra.

#### 1.7.3 Dates from which constituted

- a. GC: 14.03.2023
- b. RAC: 01.04.2023 (w.e.f.)
- c. FC: 14.03.2023

#### 1.7.4 Term/ Tenure:

- a. Governing Council (GC): **3 years**
- b. Research Advisory Committee (RAC): **3 years**
- c. Finance Committee (FC): **3 years**

#### 1.7.5 Powers and functions

**Functions:** To carry out the objectives of the institute as set forth in the Memorandum of Association.

**Powers:** To take decisions on questions of policy relating to the administration and working of the institute; to consider, approve and/or authorize operations of the programmes, funds, annual report, budget, etc. of the institute; to frame rules & regulations, bye-laws for the conduct of affairs of the institute, and to add, amend or repeal them from time to time with the approval of central government; to delegate its powers to the Director, and through him or directly, to other members of staff of the institute or to any committee appointed by it; etc. An

exhaustive list of powers and functions is available in “*Memorandum of Association, Rules and Regulations, Bye-Laws And Working Rules*” Manual.

1.7.6 Whether their meetings are open to the public?

**Not Applicable**

1.7.7 Whether the minutes of the meetings are open to the public?

**Not Applicable**

1.7.8 Place where the minutes if open to the public are available?

**Not Applicable**

## 1.8 Directory of officers and employees [Section 4(1) (b) (ix)]

1.8.1 Name and designation

**Phone: 022-2748 4000**

Academic Staff			
Name	Designation	Email [at]iigm[dot]res[dot]in	Extension
Dr. A. P. Dimri	Director	director	022-2748 0763
Dr. S. Gurubaran	Professor-G	gurubaran[dot]s	4227
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Dr. Amar Kakad	Professor-F	amar[dot]kakad	4188
Dr. Rajesh Singh	Professor-F	rajesh[dot]singh	0532-2567 134
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Dr. B. V. Lakshmi	Professor-E	lakshmi[dot]bv	4153
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Dr. Nongmaithem Menaka Chanu	Fellow	nongmaithem[dot]m	0364-2560 112
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Mr. Koshinder	Driver	koshinder[dot]b	4000

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Mr. Sunil Kumar Jha	Technical Officer III	sunilk[dot]jha	4073
Mr. Debkumar Bhadra	Technical Officer II	debkumar[dot]b	03192-2819 44
Mr. Meter B Nongkhaw	Technical Officer II	meterbridge[dot]n	0384-2270 800
Mr. Pijush Kanti Das	Technical Officer II	pijush[dot]d	0384-2270 800
Mr. J. A. Ahangar	Technical Officer II	javid[dot]ahangar	0231-2605 434
Mr. Prabhakar Tiwari	Technical Officer II	prabhakar[dot]t	0532-2567 134
Mr. Rakesh N Nimje	Technical officer II	rakesh[dot]n	4070
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Mr. Varun Dongre	Technical officer II	varun[dot]dongre	4042
Dr. Sujit Kumar Pradhan	Technical officer II	sujitkumar[dot]p	0532-2567 134
Dr. M. Laxminarayana	Technical officer II	laxminarayana[dot]m	0532-2567 134
Mr. A. P. Bhingare	Technical Officer I	anand[dot]bhingare	0712-2999 723
Mr. Siddharth Dimri	Technical Officer I	siddharth[dot]d	0891-2538 129
Mr. P. Sheikbareeth	Technical Officer I	sheikbareeth[dot]p	0413-2655 717
Mr. B. Laxman	Technical Officer I	bhanoth[dot]l	02141-2286 46

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Mr. Gopalsingh C. Rathod	Technical Officer I	gopalsingh[dot]r	03192-2819 44
Ms. Tejshree Bari	Technical Officer I	tejashri[dot]b	4062
Mr. Abhilash K. S.	Technical Officer I	abhilash[dot]ks	0364-2560112
Dr. Abhishek Kumar	Technical Officer I	abhishek[dot]k	022-2215 1609
Mr. Anoop K S	Technical Officer I	anoop[dot]ks	4135
Mr. Awadesh Kumar Prasad	Technical Officer I	awadheshkumar[dot]p	0532-2567 134
Mr. Rashid Mehraj	Technical Officer I	rashid[dot]m	0193-4214 051
Dr. Sreeraj T.	Technical Officer I	sreeraj[dot]t	022-2215 1609
Dr. Srinivas Nayak	Technical Officer I	srinivas[dot]n	0364-2560 112
Dr. Ajish P. Saji	Technical Officer I	ajish[dot]saji	0364-2560 112
Mr. E. Karthikeyan	Technical Officer I	karthikeyan[dot]je	0532-2567 134
Mr. Rohit Kumar Jha	Technical Officer I	rohit[dot]jha	4105
Mr. Chman Richhariya	Technical Officer I	c[dot]richhariya	4173
Mr. Paradhani Ramana Murthy	Senior Technical Assistant	ramana[dot]m	0891-2538 129
Mr. Pranjal Saikia	Senior Technical Assistant	pranjal[dot]s	02141-2286 46
Mr. K. N. Bharadwaj	Senior Technical Assistant	bharadwaj[dot]kn	4036
Ms. Shailaja Gandla	Senior Technical Assistant	shailaja[dot]g	4174
Ms. Tahama Khan	Senior Technical Assistant	tahama[dot]k	0532-2567 134
Mr. Pranay Parte	Senior Technical Assistant	pranay[dot]p	0364-2560 112
Mr. Anjar Seraj	Senior Technical Assistant	anjar[dot]seraj	4007
Dr. Anjana	Senior Technical Assistant	anjana	0462-2521 465
Mr. Murli Dhar Mudgal	Senior Technical Assistant	murlidhar[dot]m	0462-2521 465
Mr. Prashant Kumar	Senior Technical Assistant	prashant[dot]k	0364-2560 112
Mr. Saurabh Sawant	Senior Technical Assistant	saurabh[dot]s	0364-2560 112
Mr. Rahul Khichi	Senior Technical Assistant	rahul[dot]khichi	0532-2567 134
Mr Abhishek Dinesh Mhatre	Senior Technical Assistant	mhatre[dot]a	0532-2567 134

Ms. Arshita Chawla	Senior Technical Assistant	arshita[dot]c	022-2215 1609
Ms. A. Selvarajeswari	Technical Assistant	selvarajeswari	4047
Mr. Shivam R. Dobariya	Technical Assistant	shivam[dot]d	022-2215 1609
Mr. Ravindra V. Bhosale	Technical Assistant [Civil Engineering]	ravindra[dot]b	4157
Ms. Poonam Mishra	Technical Assistant	poonam[dot]m	4047
Mr. Pawan Kumar Ram	Technical Assistant	pawan[dot]r	4007
Ms. Sunita Sawardekar	Technician III	sunita[dot]s	4103
Mr. B. I. Panchal	Technician III	bhadresh[dot]p	4074

Maintenance Staff			
Name	Designation	Email [at]iigm[dot]res[dot]in	Extension
Mr. S. P. Sawant	Maint.Staff IV	sudhakar[dot]s	4104
Mr. B. R. Mandavkar	Peon	baban[dot]mandavkar	4104
Ms. Rutha Abel	Peon	rutha[dot]abel	4104
Mr. S. K. Maurya	Peon	sureshkumar[dot]m	4104
Mr. D. Sahu	Peon	devendra[dot]s	4104
Mr. A. H. Rather	Peon	ahmed[dot]rather	4104
Mr. Rakesh	Peon / Multi-Tasking Staff	rakesh[dot]s	4104
Mr. Sandeep Kumar	Peon / Multi-Tasking Staff	sandeepkumar[dot]r	4104

#### 1.8.2 Telephone, fax and email ID

*Same as above.*

### 1.9 Monthly Remuneration received by officers & employees including system of compensation [Section 4(1) (b) (x)]

#### 1.9.1 List of employees with Gross monthly remuneration

Academic Staff			
Sr. No.	Employee Name	Designation	Pay Level
1	Prof. Ashok Priyadarshan Dimri	निदेशक Director	Level 15
2	Prof. Gurubaran Subramanian	प्रोफेसर Professor-G	Level 14

3	Prof. Satyavir Singh	प्रोफेसर Professor G	Level 14
4	Prof. Veenadhari B.	प्रोफेसर Professor-F	Level 13 - A
5	Dr. Geeta Hareesh Vichare	प्रोफेसर Professor-F	Level 13 - A
6	Dr Gautam Gupta	प्रोफेसर Professor-F	Level 13 - A
7	Dr Amar Pandharirao Kakad	प्रोफेसर Professor-F	Level 13 - A
8	Dr Rajesh Lalmani Singh	प्रोफेसर Professor-F	Level 13 - A
9	Dr Sripathi S	प्रोफेसर Professor-F	Level 13 - A
10	Dr. Tulasiram Sudarsanam	प्रोफेसर Professor-F	Level 13 - A
11	Dr. Anand S P	प्रोफेसर Professor-F	Level 13 - A
12	Dr Anilkumar Parameswaran Chakkalayil	प्रोफेसर Professor-E	Level 13
13	Dr. Bharati Amar Kakad	प्रोफेसर Professor E	Level 13
14	Dr. Gopi Krishna Seemala	प्रोफेसर Professor-E	Level 13
15	Mr. Rupesh Namdeorao Ghodpage	प्रोफेसर Professor-E	Level 13
16	Dr. Navin Parihar	प्रोफेसर Professor-E	Level 13
17	Dr. Lakshmi Venkata Bandaru	प्रोफेसर Professor-E	Level 13
18	Dr. Mala Suresh Kumar Bagiya	प्रोफेसर Professor-E	Level 13
19	Dr. Anup Kumar Sinha	एसोसिएट प्रोफेसर Associate Professor	Level 12
20	Dr. Selva Murugan	एसोसिएट प्रोफेसर Associate Professor	Level 12
21	Dr. Sathish Kumar Sundaraman	एसोसिएट प्रोफेसर Associate Professor	Level 12
22	Mr. Ramesh Kumar Nishad	एसोसिएट प्रोफेसर Associate Professor	Level 12
23	Dr. Deenadayalan K	एसोसिएट प्रोफेसर Associate Professor	Level 12
24	Dr. Amit Kumar	एसोसिएट प्रोफेसर Associate Professor	Level 12
25	Dr. Shantanu Pandey	एसोसिएट प्रोफेसर Associate Professor	Level 12
26	Dr. Jayashree Bulusu	एसोसिएट प्रोफेसर Associate Professor	Level 12
27	Mr. Prasanna Kashinath Mahavarkar	एसोसिएट प्रोफेसर Associate Professor	Level 12
28	Dr. Remya Bhanu	एसोसिएट प्रोफेसर Associate Professor	Level 12
29	Dr. Devanandhan S	रीडर Reader	Level 11
30	Dr. Chinmaya Nayak	रीडर Reader	Level 11
31	Dr. Priyeshu Srivastava	रीडर Reader	Level 11
32	Dr. Sukanta Sau	रीडर Reader	Level 11



33	Dr. Rabin Das	रीडर Reader	Level 11
34	Dr. Purushotham Rao Vuddemarry	फेलो Fellow	Level 11
35	Mr. Prasant Kumar Tiwari	फेलो Fellow	Level 10
36	Dr. Nongmaithem Menaka Chanu	फेलो Fellow	Level 10
37	Mr. Rajendra Singh Rawat	फेलो Fellow	Level 10
38	Ms. Ayushi Srivastava	फेलो Fellow	Level 10

Administrative Staff			
Sr. No.	Employee Name	Designation	Pay Level
1	Mr. Ashutosh Shukla	रजिस्ट्रार Registrar	Level 11
2	Mr. Mangesh Digambar Joshi	सहाप्रशासनिक . अधिकारी AAO-HRD	Level 8
3	Mr. Suresh Kumar Koyyagura	अधिकारी -I (लेखा) लेखा अधिकारी के रूप में / Officer-I (Accounts) as Accounts Officer	Level 7
4	Ms. Sayali Subodh Nalawade	अधिकारी Officer-I	Level 7
5	Ms. Neeta Sanjay Walunj	अधिकारी Officer-I	Level 8
6	Ms. Nilima Tushar Gavas	वरिष्ठ निजी सचिव / Senior Private Secretary	Level 8
7	Dr. Ganesh Dattu Kalghuge	Senior Translation Officer	Level 7
8	Mr. Manoj Bhalchandra Oak	अधीक्षक Superintendent	Level 8
9	Ms. Ketki Rajendra Salvi	अधीक्षक Superintendent	Level 8
10	Ms. Rupeshwari Parag Kuchekar	अधीक्षक Superintendent	Level 6
11	Ms. Priyanka Hrishikesh Rane	अधीक्षक Superintendent	Level 6
12	Mr. Rajeev Kumar	अधीक्षक Superintendent	Level 6
13	Mr. Tushar Tukaram Gavas	अधीक्षक Superintendent (Meritorious)	Level 6
14	Ms. Swati Sameer Kore	सहायक Assistant	Level 7
15	Ms. Premlata Prasad Patkar	सहायक Assistant	Level 7
16	Ms. Prachi Prashant Madhavi	सहायक Assistant	Level 6
17	Ms. Swapnali Anand Chavan	सहायक Assistant	Level 6
18	Mr. Gaurav Kumar	सहायक Assistant	Level 6
19	Mr. Atul Jagannath Deshmukh	सहायक Assistant	Level 6
20	Mr. Pankaj Vaskala	सहायक Assistant	Level 6

21	Mr. Rajesh Keshav Rahate	प्रवरश्चे लिपिक.Upper Division Clerk	Level 5
22	Mr. Shiv Shankar Mondal	प्रवरश्चे लिपिक.Upper Division Clerk	Level 5
23	Ms. Sakshee Yogesh Naweale	Upper Division Clerk	Level 5
24	Ms. Roopa Siddappa Lathe	प्रवरश्चे लिपिक.Upper Division Clerk	Level 5
25	Ms. Pratik Parshuram Badbe	प्रवरश्चे लिपिक.Upper Division Clerk	Level 4
26	Ms. Jagruti Advankar	Upper Division Clerk	Level 4
27	Mr. Tej Singh Jayant Parihar	प्रवरश्चे लिपिक.Upper Division Clerk	Level 4
28	Mr. Sujit Shashikant Patil	प्रवरश्चे लिपिक.Upper Division Clerk	Level 4
29	Mr. Kunal Suresh Khambait	प्रवरश्चे लिपिक.Upper Division Clerk	Level 4
30	Mr. Abhishek Anand	आशुलिपिक Steno Gr li	Level 4
31	Ms. Yamini Baghel	आशुलिपिक Steno Gr li	Level 4
32	Ms. Amina Kuddus Khan	अवर श्रेणी लिपिक Lower Division Clerk	Level 2
33	Mr. Nitish Kumar Srivastava	अवर श्रेणी लिपिक Lower Division Clerk	Level 2
34	Mr. Arvind Kumar	वाहन चालक Driver	Level 3
35	Mr. Ganesh Ramesh Kamble	वाहन चालक Driver	Level 2
36	Mr. Koshinder	वाहन चालक Driver	Level 2

Technical Staff			
Sr. No.	Employee Name	Designation	Pay Level
1	Dr. Parashram Tukaram Patil	तकनिकी अधिकारी Technical Officer IV	Level 12
2	Dr. Panneerselvam C	तकनिकी अधिकारी Technical Officer IV	Level 12
3	Mr. Vijay Yashawant Dhapre	तकनिकी अधिकारी Technical Officer IV	Level 12
4	Dr. Anil lype	तकनिकी अधिकारी Technical Officer IV	Level 12
5	Ms. Shyamoli Mukherjee	तकनिकी अधिकारी Technical Officer IV	Level 12
6	Ms. Madhavi Mohan Jadhav	तकनिकी अधिकारी Technical Officer IV	Level 12
7	Dr. Jawahar K	तकनिकी अधिकारी Technical Officer IV	Level 12
8	Mr. Mahendra Gangaram Doiphode	तकनिकी अधिकारी Technical Officer-III	Level 11

9	Mr. Selvaraj C	तकनिकी अधिकारी Technical Officer-III	Level 11
10	Mr. Sanjay Krishna Narkhede	तकनिकी अधिकारी Technical Officer-III	Level 11
11	Dr. Ganpat Shreeram Surve	तकनिकी अधिकारी Technical Officer-III	Level 11
12	Mr. Sankaran S	तकनिकी अधिकारी Technical Officer-III	Level 11
13	Dr. Smita Chandra	तकनिकी अधिकारी Technical Officer-III	Level 11
14	Dr. Ponraj M	तकनिकी अधिकारी Technical Officer-III	Level 11
15	Mr. Momin Abdul Rehman	तकनिकी अधिकारी Technical Officer-III	Level 11
16	Mr. Rahul Rawat	तकनिकी अधिकारी Technical Officer-III	Level 11
17	Mr. Venkatesh N	तकनिकी अधिकारी Technical Officer-III	Level 11
18	Dr. Nava Kumar Hazarika	तकनिकी अधिकारी Technical Officer-III	Level 11
19	Mr. Atul Suresh Kulkarni	तकनिकी अधिकारी Technical Officer-III	Level 11
20	Mr. Subrata Moulik	तकनिकी अधिकारी Technical Officer-III	Level 11
21	Mr. Sunil Kumar Jha	तकनिकी अधिकारी Technical Officer-III	Level 11
22	Mr. Debkumar Bhadra	तकनिकी अधिकारी Technical Officer-II	Level 10
23	Mr. Meter Bridge Nongkhaw	तकनिकी अधिकारी Technical Officer-II	Level 10
24	Mr. Pijush Kanti Das	तकनिकी अधिकारी Technical Officer-II	Level 10
25	Mr. Javid Ahmad Ahangar	तकनिकी अधिकारी Technical Officer-II	Level 10
26	Mr. Prabhakar D Tiwari	तकनिकी अधिकारी Technical Officer-II	Level 10
27	Mr. Rakesh Namdeo Nimje	तकनिकी अधिकारी Technical Officer-II	Level 10
28	Mr. Sarvesh Chandra	तकनिकी अधिकारी Technical Officer-II	Level 10
29	Mr. Varun Chandrashekhar Dongre	तकनिकी अधिकारी Technical Officer-II	Level 10
30	Dr. Sujit Kumar Pradhan	तकनिकी अधिकारी Technical Officer-II	Level 10
31	Dr. Laxminarayana M.	तकनिकी अधिकारी Technical Officer-II	Level 10
32	Mr. Anand Prakash Bhingare	तकनिकी अधिकारी Technical Officer - I	Level 8
33	Mr. Siddharth Dimri	तकनिकी अधिकारी Technical Officer - I	Level 8

34	Mr. Sheikbareeth P.	तकनिकी अधिकारी Technical Officer - I	Level 7
35	Mr. Laxman Bhanoth	तकनिकी अधिकारी Technical Officer - I	Level 7
36	Mr. Pritimaya Patro	तकनिकी अधिकारी Technical Officer - I	Level 7
37	Mr. Mahesh Kumar	तकनिकी अधिकारी Technical Officer - I	Level 7
38	Mr. Narayan Chandra Ghadai	तकनिकी अधिकारी Technical Officer - I	Level 7
39	Mr. Gopalsingh Chhatrasingh Rathod	तकनिकी अधिकारी Technical Officer - I	Level 7
40	Ms. Tejashri Chandrakant Bari	तकनिकी अधिकारी Technical Officer - I	Level 7
41	Mr. Abhilash Kalarickal Sasi	तकनिकी अधिकारी Technical Officer-I	Level 7
42	Dr. Abhishek Kumar	तकनिकी अधिकारी Technical Officer - I	Level 7
43	Mr. Anoop Kalayil Soman	तकनिकी अधिकारी Technical Officer - I	Level 7
44	Mr. Awadhesh Kumar Prasad	तकनिकी अधिकारी Technical Officer - I	Level 7
45	Mr. Rashid Mehraj Hakak	तकनिकी अधिकारी Technical Officer - I	Level 7
46	Dr. Sreeraj T.	तकनिकी अधिकारी Technical Officer - I	Level 7
47	Dr. Srinivas Nayak	तकनिकी अधिकारी Technical Officer-I	Level 7
48	Dr. Ajish P Saji	तकनिकी अधिकारी Technical Officer-I	Level 7
49	Dr. E. Karthikeyan	तकनिकी अधिकारी Technical Officer-I	Level 7
50	Mr. Rohit Kumar Jha	तकनिकी अधिकारी Technical Officer-I	Level 7
51	Mr. Chman Ricchariya	तकनिकी अधिकारी Technical Officer-I	Level 7
52	Mr. Ramana Murthy Paradhani	प्रवरश्चे. तकनिकी सहायक Senior Technical Assistant	Level 6
53	Mr. Pranjal Saikia	प्रवरश्चे. तकनिकी सहायक Senior Technical Assistant	Level 6
54	Mr. Kanduri Nikhilesh Bharadwaj Tirumala	प्रवरश्चे. तकनिकी सहायक Senior Technical Assistant	Level 6
55	Dr. Shailaja Gandla	प्रवरश्चे. तकनिकी सहायक Senior Technical Assistant	Level 6
56	Ms. Tahama Khan	प्रवरश्चे. तकनिकी सहायक Senior Technical Assistant	Level 6

57	Mr. Pranay Baban Parte	प्रवरश्चे. तकनिकी सहायक Senior Technical Assistant	Level 6
58	Mr. Anjar Seraj	प्रवरश्चे. तकनिकी सहायक Senior Technical Assistant	Level 6
59	Dr. Anjana	प्रवरश्चे. तकनिकी सहायक Senior Technical Assistant	Level 6
60	Mr. Murli Dhar Mudgal	प्रवरश्चे. तकनिकी सहायक Senior Technical Assistant	Level 6
61	Mr. Prashant Kumar	प्रवरश्चे. तकनिकी सहायक Senior Technical Assistant	Level 6
62	Mr. Saurabh Sawant	प्रवरश्चे. तकनिकी सहायक Senior Technical Assistant	Level 6
63	Mr. Rahul Khichi	प्रवरश्चे. तकनिकी सहायक Senior Technical Assistant	Level 6
64	Mr. Abhishek Mhatre	प्रवरश्चे. तकनिकी सहायक Senior Technical Assistant	Level 6
65	Ms. Arshita Chawla	प्रवरश्चे. तकनिकी सहायक Senior Technical Assistant	Level 6
66	Mr. Selvarajeswari A.	तकनिकी सहायक Technical Assistant	Level 5
67	Mr. Shivam Dobariya	तकनिकी सहायक Technical Assistant	Level 5
68	Mr. Ravindra Bhosale	तकनिकी सहायक Technical Assistant	Level 5
69	Ms. Poonam Mishra	तकनिकी सहायक Technical Assistant	Level 5
70	Mr. Pawan Kumar	तकनिकी सहायक Technical Assistant	Level 5
71	Ms. Sunita Nandkishor Sawardekar	तकनीशियन Technician-III	Level 7
72	Mr. Bhagwandas Ishwarlal Panchal	तकनीशियन Technician-III	Level 7

Maintenance Staff			
Sr. No.	Employee Name	Designation	Pay Level
1	Mr. Sudhakar Prabhakar Sawant	रखरखाव स्टाफ Maintenance Staff-IV	Level 4
2	Mr. Baban Ramchandra Mandavkar	चपरासी Peon	Level 4
3	Ms. Rutha Abel Malghair	चपरासी Peon	Level 3

4	Mr. Suresh Kumar Mourya	चपरासी Peon	Level 3
5	Mr. Devendra Juro Sahu	चपरासी Peon	Level 3
6	Mr. A. H. Rather	चपरासी Peon	Level 3
7	Mr. Rakesh	चपरासी/ मल्टी-टास्किंग स्टाफ Peon / Multi- Tasking Staff	Level 1
8	Mr. Sandeep Kumar	चपरासी/ मल्टी-टास्किंग स्टाफ Peon / Multi- Tasking Staff	Level 1

#### 1.9.2 System of compensation as provided in its regulations

*As per VII CPC recommendations and as accepted by the Government of India.*

#### 1.10 Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)]

##### 1.10.1 Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority

**Nodal Officer:** Mr. Anoop K. S. (Technical Officer I)

**CPIO:** Dr. Navin Parihar (Professor-E)

**FAA:** Prof. Satyavir Singh (Professor-G)

##### 1.10.2 Address, telephone numbers and email ID of each designated official.

###### **Central Public Information Officer (CPIO)**

*Dr. Navin Parihar (Professor-E)*

*Indian Institute of Geomagnetism*

*Plot No. 5, Sector-18*

*New Panvel (W), Navi Mumbai-410218*

*Maharashtra*

*Tel.:022- 2748 4022*

*Fax: 022-2748 0762*

*E-mail: navin[dot]parihar[at]iigm[dot]res[dot]in*

###### **Appellate Authority:**

*Prof. Satyavir Singh (Professor-G)*

*Indian Institute of Geomagnetism*

*Plot No. 5, Sector-18*

*New Panvel (W), Navi Mumbai-410218*

*Maharashtra*

*Tel.:022-2748 4149*

*Fax: 022-2748 0762*

*E-mail: satyavir[dot]s[at]iigm[dot]res[dot]in*

### **1.11 No. Of employees against whom Disciplinary action has been proposed/taken (Section 4(2))**

1.11.1 No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings

03

1.11.2 (ii) Finalised for Minor penalty or major penalty proceedings

Nil

### **1.12 Programmes to advance understanding of RTI (Section 26)**

1.12.1 Educational programmes

*CPIO and other staffs of IIG regularly participate in different training programmes to enhance their understanding on RTI Act 2005.*

1.12.2 Efforts to encourage public authority to participate in these programmes

*CPIO and other staffs of IIG regularly nominated to attend different training/workshops/programmes/online schools.*

1.12.3 Training of CPIO/APIO

*CPIO of IIG regularly attends the workshops/trainings/programmes/webinars organized by different training and management institutes.*

1.12.4 Update & publish guidelines on RTI by the Public Authorities concerned

*A section dedicated to RTI is available under "Citizen Charter" at <https://iigm.res.in/citizens-charter/right-information>.*

### **1.13 Transfer policy and transfer orders**

1.13.1 Transfer Policy And Transfer Orders

*Transfers are made based on the functional requirements of the institute after approval of the competent authority.*

## 2 Budget and Programme

### 2.1 Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc.[Section 4(1)(b)(xi)]

#### 2.1.1 Total Budget for the public authority

*Financial Year 2024-2025*

**Total: Rs. 8846.62 Lakhs**

#### 2.1.2 Budget for each agency and plan & programmes

*Financial Year 2024-2025*

*Salary: Rs. 4168.25 Lakhs*

*General: Rs. 2166.27 Lakhs*

*Capital: Rs. 2512.10 Lakhs*

**Total: Rs. 8846.62 Lakhs**

#### 2.1.3 Proposed expenditures

*Financial Year 2024-2025*

*Salary: Rs. 4278.22 Lakhs*

*General: Rs. 2659.98 Lakhs*

*Capital: Rs. 1884.70 Lakhs*

**Total: Rs. 8822.90 Lakhs**

#### 2.1.4 Revised budget for each agency, if any

*Financial Year 2024-2025*

*Salary: Rs. 4278.22 Lakhs*

*General: Rs. 2659.98 Lakhs*

*Capital: Rs. 1884.70 Lakhs*

**Total: Rs. 8822.90 Lakhs**

#### 2.1.5 Report on disbursements made and place where the related reports are available

*Disbursements made in Financial Year 2024-2025*

*Salary: Rs. 4191.62 Lakhs*

*General: Rs. 1449.23 Lakhs*

*Capital: Rs. 467.88 Lakhs*

*Detailed reports are available in the Accounts Section of the institute.*



## **2.2 Foreign and domestic tours**

### **2.2.1 Budget**

*Financial Year 2024-2025*

**Total: Rs. 50.00 Lakhs**

2.2.2 Foreign and domestic Tours by ministries and officials of the rank of Joint Secretary to the Government and above, as well as the heads of the Department.- (a) Places visited, (b) The period of visit, (c) The number of members in the official delegation, (d) Expenditure on the visit

**Not Applicable**

2.2.3 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.

**Information available at:** <https://iigm.res.in/tender>

## **2.3 Manner of execution of subsidy programme [Section 4(i)(b)(xii)]**

2.3.1 Name of the programme of activity

2.3.2 Objective of the programme

2.3.3 Procedure to avail benefits

2.3.4 Duration of the programme/ scheme

2.3.5 Physical and financial targets of the programme

2.3.6 Nature/ scale of subsidy /amount allotted

2.3.7 Eligibility criteria for grant of subsidy

2.3.8 Details of beneficiaries of subsidy programme (number, profile etc)

**Not Applicable.** *IIG does not execute any subsidy programme(s) or scheme(s).*

## **2.4 Discretionary and non-discretionary grants**

2.4.1 Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions

2.4.2 Annual accounts of all legal entities who are provided grants by public authorities

**Not Applicable.** *IIG has no provision for Discretionary and non-Discretionary Grants in the institute's Budget.*

**2.5 Particulars of recipients of concessions, permits of authorizations granted by the public authority [Section 4(1) (b) (xiii)]**

2.5.1 Concessions, permits or authorizations granted by public authority

2.5.2 For each concessions, permit or authorization granted - (a) Eligibility criteria, (b) Procedure for getting the concession/ grant and/ or permits of authorizations, (c) Name and address of the recipients given concessions/ permits or authorizations, (d) Date of award of concessions/ permits of authorizations

***Not Applicable. IIG does not grant concessions, permits or authorizations.***

### 3 Publicity Band Public interface

#### 3.1 Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation thereof [Section 4(1)(b)(vii)]

3.1.1 Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens

3.1.2 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 of Information & Facilitation Counter (IFC) to provide publications frequently sought by RTI applicants

3.1.3 Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any

3.1.4 Public- private partnerships (PPP)- Detailed project reports (DPRs)

3.1.5 Public- private partnerships (PPP)- Concession agreements.

3.1.6 Public- private partnerships (PPP)- Operation and maintenance manuals

3.1.7 Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP

3.1.8 Public- private partnerships (PPP) - Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government

3.1.9 Public- private partnerships (PPP) -Information relating to outputs and outcomes

3.1.10 Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.)

3.1.11 Public- private partnerships (PPP) - All payment made under the PPP project

***Not Applicable.*** General public are not involved in the framing Research and Development policy, its scrutiny, approval, implementation or assessment thereof.

#### 3.2 Are the details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]

3.2.1 Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Policy decisions/ legislations taken in the previous one year

3.2.2 Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Outline the Public consultation process

3.2.3 Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive- Outline the arrangement for consultation before formulation of policy

***Not Applicable.***

**3.3 Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]**

3.3.1 Use of the most effective means of communication - Internet (website)

**Information available at:** <https://iigm.res.in/>

**3.4 Form of accessibility of information manual/ handbook [Section 4(1)(b)]**

3.4.1 Information manual/handbook available in Electronic format

**Information available at:** <https://iigm.res.in/citizens-charter/right-information>

3.4.2 Information manual/handbook available in Printed format

**Print-Copies are available on request to:** [iig.postmast@iigm.res.in](mailto:iig.postmast@iigm.res.in)

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

3.5.1 List of materials available Free of cost

*(a) Memorandum of Association, Rules and Regulations, Bye-Laws And Working Rules, (b) Recruitment, Assessment and Promotion Rules, (c) Annual Reports, (d) Information on Research Programmes, (e) Research Papers (Limited), (f) PhD dissertations, (g) Tenders & Contracts, (h) Public Outreach Materials, etc. at <https://iigm.res.in/>.*

3.5.2 List of materials available At a reasonable cost of the medium

**Not Applicable.**

## 4 E-Governance

### 4.1 Language in which Information Manual/Handbook Available

4.1.1 English **Yes**

4.1.2 Vernacular/ Local Language ***Available for few manuals***

### 4.2 When was the information Manual/Handbook last updated?

4.2.1 Last date of Annual updation

*Manual/Handbooks are updated regularly*

### 4.3 Information available in electronic form [Section 4(1)(b)(xiv)]

4.3.1 Details of information available in electronic form

*(a) Memorandum of Association, Rules and Regulations, Bye-Laws And Working Rules, (b) Recruitment, Assessment and Promotion Rules, (c) Annual Reports, (d) Information on Research Programmes, (e) Research Papers, (f) PhD dissertations, (g) Tenders & Contracts, (h) Public Outreach Materials, etc.*  
<https://iigm.res.in/>.

4.3.2 Name/ title of the document/record/ other information

*Same as above*

4.3.3 Location where available

***Information is available via concerned link from: <https://iigm.res.in/>***

### 4.4 Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]

4.4.1 Name & location of the faculty

4.4.2 Details of information made available

4.4.3 Working hours of the facility:

4.4.4 Contact person & contact details (Phone, fax email)

***Same as in Section 1.10***

### 4.5 Such other information as may be prescribed under Section 4(i) (b)(xvii)

4.5.1 Grievance redressal mechanism

***Contact Us*** section in the website (<https://iigm.res.in/content/contact-us>) provides details of addressing grievances. Concerned officials/internal committees then address the issue and resolve the grievances. If not satisfied with reply, Director can be approached for redressal of grievances.

#### 4.5.2 Details of applications received under RTI and information provided

Financial Year	Applications Received	Request Disposed
2024-2025	54	54

#### 4.5.3 List of completed schemes/ projects/ Programmes

##### **3 Year Programme (2021-2024)**

- 1) *Geological and Geophysical Studies in the Deccan Traps of India (GGDT)*
- 2) *Earth Magnetosphere, Solar Wind Interaction With Planetary Magnetospheres & Ionospheres - Theory, Observations & Simulations (EPTOS)*
- 3) *Magnetic Observatories And Geomagnetism From The Indian Subcontinent And Polar Regions (MOGPR)*
- 4) *Neutral And Electrodynamical Coupling Of The Atmosphere-Ionosphere System (NECLAS)*
- 5) *Space Weather - Observations And Modelling (SWOM)*
- 6) *Coupled Lithosphere-Atmosphere-Ionosphere-Magnetosphere System (CLAIMS)*
- 7) *Probing Planetary Magnetospheres, Ionospheres & Atmospheres (PPMIA)*
- 8) *Director's research group*

#### 4.5.4 List of schemes/ projects/ programme underway

##### **3 Year Programme (2024-2027)**

- 1) *Magnetosphere-Ionosphere Plasma dynamics in EARth and pLanetary environments (MI-PEARL)*
- 2) *Modelling Space Plasma processes In geospaCE (M-SPICE)*
- 3) *Dynamical and Electrodynamical Coupling of the Atmosphere-Ionosphere system using Radio and Optical Techniques (DECA)*
- 4) *POlar and Space Weather Research (POWER)*
- 5) *IonoSpHeric Seismology and VolcAnology (SHIVA)*
- 6) *Solar Forcing On Lower AtmospheRe (SOLAR)*
- 7) *Paleomagnetic Approach for Geomagnetic Excursions, Paleointensity, Paleolatitude and Paleoclimate (Ge3P) Reconstruction*
- 8) *Geophysical studies over North East region and Deccan Traps (GeoNET)*

**Information available under the weblinks "Research Areas" and "Projects" at <https://iigm.res.in/>.**

4.5.5 Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract

**Information available at:** <https://iigm.res.in/tender>

4.5.6 Annual Report

**Annual Reports available at:** <https://iigm.res.in/publications/annual-reports>

4.5.7 Frequently Asked Question (FAQs)

**Nil**

4.5.8 Any other information such as - (a) Citizen's Charter, (b) Result Framework Document (RFD), (c) Six monthly reports on the , (d) Performance against the benchmarks set in the Citizen's Charter

**Details of Research Publications available at:**  
<https://iigm.res.in/publications/scientific-papers>

**List of Ph.Ds. produced along with their title are available from:**  
<https://iigm.res.in/content/ph-d-theses>

**In-house Publications 'Griha Patrika: Spandan' are available at:**  
<https://iigm.res.in/publications/griha-patrika-spandan>

#### **4.6 Receipt & Disposal of RTI applications & appeals**

4.6.1 Details of applications received and disposed

Financial Year	Applications Received	Request Disposed
2024-2025	54	54

4.6.2 Details of appeals received and orders issued

**Using RTI Request & Appeal Management Information System(RTI-MIS) Portal** <https://rtionline.gov.in/RTIMIS/login/index.php>

#### **4.7 Replies to questions asked in the parliament [Section 4(1)(d)(2)]**

4.7.1 Details of questions asked and replies given

**Not Applicable**

## **5 Information as may be prescribed**

### **5.1 Such other information as may be prescribed**

5.1.1 Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1.1.2015

**Current CPIO:** Dr. Navin Parihar (Professor-E)

**Current FAA:** Prof. Satyavir Singh

**Former CPIO:** Dr. A. K. Singh (Professor-F)

**Former FAA:** Prof. S. Gurubaran (Professor-G)

5.1.2 Details of third party audit of voluntary disclosure -(a) Dates of audit carried out , (b) Report of the audit carried out

**Awaited**

5.1.3 Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD - (a) Date of appointment , (b) Name & Designation of the officers

**Not Applicable**

5.1.4 Consultancy committee of key stake holders for advice on suo-motu disclosure - (a) Dates from which constituted, (b) Name & Designation of the officers

**Not Applicable**

5.1.5 Committee of PIOs/FAAs with rich experience in RTI to identify frequently sought information under RTI - (a) Dates from which constituted, (b) Name & Designation of the Officers

**Nil**



## **6 Information Disclosed on own Initiative**

### **6.1 Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information**

6.1.1 Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information

*(a) Memorandum of Association, Rules and Regulations, Bye-Laws And Working Rules, (b) Recruitment, Assessment and Promotion Rules, (c) Annual Reports, (d) Information on Research Programmes, (e) Research Papers, (f) PhD dissertations, (g) Tenders & Contracts, (h) Public Outreach Materials, etc.*  
<https://iigm.res.in/>.

*Information on different facilities available at IIG are available at*  
<https://iigm.res.in/facilities-service-corners/facilities>.

**6.2 Guidelines for Indian Government Websites (GIGW) is followed (released in February, 2009 and included in the Central Secretariat Manual of Office Procedures (CSMOP) by Department of Administrative Reforms and Public Grievances, Ministry of Personnel, Public Grievance and Pensions, Govt. Of India.**

6.2.1 Whether STQC certification obtained and its validity

**Yes** (13.07.2023-12.07.2026)

6.2.2 Does the website show the certificate on the Website?

**Yes** (Note: to be done after approval)