

INDIAN INSTITUTE OF CORPORATE AFFAIRS

(I)Particulars of the organization, functions and duties

INDIANINSTITUTE OFCORPORATE AFFAIRS

Plot no. : - P 6, 7, 8

Sec. 5, IMT Manesar,

Distt. Gurgaon (Haryana).

Pin Code - 122 050,

Tel. Ph.: - 0124-2640000 ; Fax:0124-2291036

INTRODUCTION

IICA has been established by the Indian [Ministry of Corporate Affairs](#) for capacity building and training in various subjects and matters relevant to corporate regulation and governance such as corporate and competition law, accounting and auditing issues, compliance management, corporate governance, business sustainability through environmental sensitivity and social responsibility, e-Governance and enforcement etc.

The Institute has been designed with an eye on the future to provide a platform for dialogue, interaction and partnership between governments, corporate, investors, civil society, professionals, academicians and other stake holders in the emerging 21st century environment which has characteristics like:

1. Uncertainty, accelerating pace of change and possible non- availability of long term anchors and reference points.
2. Sustainability and survival of the planet emerging as important factors in business decisions.
3. Ever increasing inter-dependence between nations, economies, societies, people and organizations.
4. Knowledge, technology, on-going learning, flexibility and innovation driving the business.
5. Substantive result oriented partnerships enable ability to establish efficient regulation and responsible business clarity.

The IICA has been setup with a flexible organizational structure with

1. Schools for teaching, training and capacity building in academic disciplines relevant to corporate regulation and functioning
2. Centers and Forums for interaction, innovation and experience sharing

3. A Think Tank for research, studies and policy advice to the government
4. Need-based expert groups, task forces and out-sourced projects
5. A Knowledge management system for continuous creation, collation and dissemination of knowledge and information
6. A network of global partnerships with government, institutions, corporate entities, academic and other institutions.

OBJECTIVES

(A) Main Objectives

The primary objective of the Society is to establish, manage, maintain and run a world-class institute, to be called the Indian Institute of Corporate Affairs (IICA), for attaining, achieving and furthering the objectives of the Society, including the following:

Be a think-tank for the Government for holistic advice on all issues relating to corporate affairs, and impacting on corporate functioning, including the legislative, policy, structural, governance, regulation and inter-disciplinary/coordination issues, keeping in view the current developments and likely future scenarios.

Provide a dynamic and foresighted institutionalized platform for convergence, collective thinking and joint action by the Government, industry, premier institutions, thought leaders, professionals, investors, civil society organizations and other stakeholders with a view to engage proactively in on-going up-gradation of corporate governance and functioning, assisting business today in facing / capitalizing-on the current challenges/opportunities, and shaping the business of tomorrow.

Promote/encourage and facilitate innovation, entrepreneurship/intrapreneurship and associated employment generation, particularly in the small and medium enterprises, including through facilities for identification of emerging business opportunities, attracting venture capital, incubation, capacity building, and being a solution-provider seeking global alliances for complimentary core competences.

Provide quality action research, consultancy and information services/support to all its stakeholders including the Central/State Governments, corporates, professionals, Directors of companies, investors etc.

Develop and maintain a state-of-the-art evolutionary Knowledge

Management System, covering all aspects, issues, experiences relating to Indian and global corporate functioning/affairs, linked to internal and external sources of knowledge creation, development and warehousing, to provide data, information and knowledge to all stakeholders with speed and in formats designed for ease of access, navigation and utilization.

Develop a virtual think-tank/network with highly regarded institutions, intellectuals and individuals in fields related to corporate affairs worldwide, with IICA Centers located in selected prestigious institutions/think-tanks in India and abroad on reciprocal basis, to provide a mechanism for uniquely synergizing the leading-edge thinking for assisting corporate leadership, innovation and development.

Promote ethical corporate governance and business management practices, provide innovative governance solutions for inclusive growth and entrepreneurial excellence for developing socially-responsible enterprises, and support mechanisms for investor education, protection and grievance redressal.

Assist Central/State Governments in taking e-governance initiatives and systems to new frontiers for ever-improving governance structures, integrated regulation, service delivery & e-security, and support the implementation of electronic registry and e-governance based regulation/services of the MCA.

Be the alma mater for training and capacity building of Indian Company Law Service (ICLS) officers and also provide capacity building support for the functionaries of the MCA, corporates and other stakeholders, to facilitate their becoming proactive partners in the country's corporate/economic growth story, appropriately equipped in terms of mind-set, skills and knowledge.

Develop and establish a new discipline, to be called 'Corporate Affairs', for holistic treatment and coverage of all disciplines / subjects involved in, or impacting on, corporate functioning, e.g. management, economics, finance, taxation, accountancy, law, regulation, compliance management, global business scenario, emerging technologies, energy, environment, ethical corporate governance, corporate social responsibility, inclusive growth, sustainable developments etc., and evolve, develop and conduct degree/ diploma/ certificate courses and training programmes on 'Corporate Affairs' and its various components/ modules, so as to create a new breed/ stream of business leaders, chief executives, corporate professionals, entrepreneurs, innovators, public servants and regulators for effective futuristic corporate leadership, management and regulation,

in an increasingly complex, interdependent, and fast-changing world. Catalyzing, facilitating and nurturing thought leadership, for the world of today and tomorrow, would be an intrinsic part of this new discipline.

Develop IICA as a unique / first 21st century Institute for shaping tomorrow's business and regulation, rooted in new paradigms arising from the developments and requirements of this century, with capability to analyze possible future scenarios for enabling pro-active action today, new approach / methodologies for research and imparting/utilizing knowledge, focus on 'learning skills for self-learning' rather than on 'teaching' etc.

Adopt strategies and take up activities in consonance with the Society's objectives, to enable its functioning as a financially independent, totally self-sufficient entity by the year 2016-17, so as to further strengthen autonomy and objectivity in internal operations.

(B) Other Objectives

In furtherance of the main objectives set out above, the proposed Charter of the IICA would include the following:

Set up a Global Collaboration Network for Governance and Economic Growth (GCNGEG) comprising governments, corporates, prestigious institutions, think-tanks and other organizations related to corporate affairs, governance and economic growth, to work at global as well as local levels on governance and economic growth issues in the context of corporate functioning.

Provide policy research and knowledge support to MCA in understanding the changing business environment and needs/expectations of the regulated entities and stakeholders.

Develop and maintain a sophisticated state-of-the-art Knowledge Management (KM) system that is available to be utilized by MCA, corporate sector, Regulators, research fraternity, other Ministries of the Government.

Function as a vibrant think-tank assisting MCA in continuously redesigning the regulatory response and service delivery systems.

Act as institutional support for efficient delivery of some of MCA services, especially the implementation of the inter-twined concept of Corporate Governance and Investor Education, with special focus on the small unlisted companies.

Create a permanent platform for convergence of all stakeholders for their partnership/participation in various initiatives undertaken by MCA.

Work as a One-Stop-Shop for Corporate and Business Solutions operated through true functional partnerships between MCA, corporates, professionals, civil society organizations and other stakeholders.

Establish synergistic linkage and networking with the stakeholders as well as with premier national/international institutions/organizations.

Become member of national and international think-tanks/networks and other institutionalized fora that are engaged in academics, research, advocacy, deliberations and other activities in the field of corporate affairs and related subjects at the national and global levels.

Log and compile “best practices” and “notable experiences” from the domestic and international corporate world and make them available to both the public and private sectors, with ideas/suggestions about ‘next practices’.

Serve as the premier institute for capacity building for public and private sector professionals in corporate governance and public policy; develop distance learning capabilities and facilities.

Establish a single web based Registry for MCA and provide data warehousing, data mining and other similar value added services to MCA and other stakeholders.

Provide consultancy services to government departments, public enterprises and institutions for review, improvement of their existing organizations, systems, procedures, training activities and other related subjects.

Develop and promote ‘corporate affairs’ as a distinct body of knowledge and design innovative methods for capacity building in this area wherein stress is laid on learning rather than teaching.

Award diplomas, certificates and other distinctions to persons trained and to prescribe standards of proficiency before the award of such diplomas, certificates and other distinctions.

Set standards in such areas/disciplines/activities as considered relevant/necessary in the context of responsible and effective corporate functioning, and act as a certifying agency for organizations/individuals who achieve such standards.

Set up Corpus, Chairs and other mechanisms considered

appropriate/necessary for attracting funds for IICA, so as to make it financially sustainable and totally self-supporting.

Do all such other acts and things either alone or in conjunction with other organizations or persons as the society may consider necessary incidental or conducive to the attainment of the objectives of the society.

To draw curriculum for the courses in the fields of corporate affairs and to award diplomas, degrees including post graduate, doctoral and post doctoral research awards.

To conduct workshops, seminars of national and international standards, publish case studies, journals, books, monographs, conference materials in corporate affairs and management.

To have tie-ups with foreign universities, government institutions of repute in furtherance of the objects of the Institute.

To publish and disseminate information relating to results of research and other training courses/programmes.

To set up regional centres and branches of the Institute in India or elsewhere in furtherance of the main objects of the Institute and to fix and charge fees for the courses to be conducted, to construct buildings, training Centre, workshops, books, research materials, journals and in the pursuit of scholastic attainments of the Institute as "Centre for Excellence".

To provide research and consultancy support to central/state/local bodies on governance issues including development and redesigning of governance and service delivery structures.

To assist Companies/LLPs/SMEs/NGOs etc on Organizational Management and Development issues and undertake action research/consultancy for providing customized solutions.

AUTHORITY STRUCTURE OF THE SOCIETY

The authority structure of the Society shall comprise the following:

- i) General Body of the Society
- ii) Board of Governors
- iii) Any other Authority that the General Body may constitute under Regulations from time to time.

A. The General Body of the Society shall consist of the following members, namely:

S.NO.	MEMBER	STATUS
1	Minister for Corporate Affairs Government of India	Ex-officio President
2	Secretary, Ministry of Corporate Affairs	Ex-officio Member, Vice-President of the Society
3	Special Secretary / Additional Secretary, Ministry of Corporate Affairs	Ex-officio Member
4	Financial Adviser, Ministry of Corporate Affairs	Ex-officio Member
5	Joint Secretary, Ministry of Corporate Affairs	Ex-officio Member
6	Joint Secretary, Ministry of Corporate Affairs	Ex-officio Member
7	Joint Secretary, Ministry of Corporate Affairs	Ex-officio Member
7	DG, IICA	Ex-officio Member-Secretary

The General body shall have the authority to:

- i) Guide and mentor the functioning of the Board as well as approve the annual plan of the institute as formulated by the Board.
- ii) Issue such directives to the Board as deemed fit for achievement and furtherance of the objectives of the Society.

iii) Undertake such action as may be required in case the Board fails to follow its directives.

B. There shall be a Board of Governors of the Society which will be responsible for overall functioning of the Institute. It shall have the following members:

S.NO	CATEGORY	MAXIMUM NUMBER OF MEMBERS	STATUS
1	Secretary, Ministry of Corporate Affairs, Government India	1	Member & Ex- of officio Chairman of the Board of Governors
2	Institutional Members, (Heads of prestigious institutions): <ul style="list-style-type: none"> • Management Institutions -2 • Technology Institutions -1 • Law Schools-1 	4	
3	Corporate Leaders	5	
4	Professionals/Experts from the fields of: <ul style="list-style-type: none"> • Economics • Cost Accountancy • Law • Chartered Accountancy • Company Secretaryship • Corporate Law • Civil Society 	6	
6	Officers of Ministry of Corporate Affairs not below the level of Joint Secretary	1	To be nominated by the MCA
7	DG&CEO	1	Ex-officio Member Secretary
	TOTAL	18	

The members nominated by MCA would be from amongst professionals, corporates, entrepreneurs, regulatory authorities, NGOs/civil society organizations, academicians, public servants, administrators, management/finance/legal experts and other qualified and well-regarded persons who, in the opinion of MCA, could contribute significantly to Board functioning and also look after the interests of MCA in terms of the broad direction the institute should take and the activities which it organizes, so as to keep them in consonance with the original objectives of setting up IICA, including in terms of providing think-tank, capacity building, and service delivery support to the MCA.

Names and Occupations of Board of Governors

The names, addresses and occupations of the Members of the Board of Governors of the Society to whom the management of the Society and its affairs is entrusted are:

Sl. No	Name	Telephone No.		Fax No.	Email ID
		Office	Mobile		
1.	Shri Naved Masood Secretary Ministry of Corporate Affairs New Delhi	011-23382324, 23384017		011- 23384257	secy.mca@nic.in
2.	Shri M.J. Joseph, Additional Secretary, Ministry of Corporate Affairs, New Delhi.	011-23383180		011- 20039088	addlsecretary-mca@nic.in addlsecretary-mca@mca.gov.in
3.	Dr.Rana Kapoor Managing Director & CEO, YES BANK Limited, Nehru Centre, 9th floor, Discovery of India, Dr. A.B. Road, Worli, Mumbai – 400 018, India.	022- 24926633, 24926655 PS Lata 09867325680 PS Monica- Girish	098211 33033	022- 24926464	rana.kapoor@yesbank.in
4.	Dr.Bhaskar Chatterjee DG&CEO, Indian Institute of Corporate Affairs Plot No.P-6,7,8, Sector-5, IMT Manesar, Haryana- 122050	0124-2292333	997112 6666	0124- 2292333	Bhaskarchatterjee54@gmail.com
5.	Dr. N.Bhaskara Rao, Founder Chairman, Centre for Media Studies (CMS) RESEARCH HOUSE, Saket Community Centre, New Delhi 110 017	011-26851660 26864020	981115 9588 Mr. John - 989999 79167	011- 26968282	nbrao@cmsindia.org
6.	Shri Som Mittal, President, NASSCOM, International Youth Centre, Teen Murthi Marg, Chanakya Puri, New Delhi 110 021	011- 23015451/ 23010199	981088 8044		smittal@nasscom.in
7.	Shri Kunal Bahl Chief Executive Officer Snapdeal .com Jasper Infotech Pvt. Ltd. 246, 1 st Floor, Phase III,	011-49146666 PS- Rupali Extn.807 (M) -	995800 6818		kunal.bahl@snapdeal.com

	Okhla Industrial Area, New Delhi 110 020	9899558941			
8.	Shri O.P. Agrawal, H-8, ChitranjanMarg, C- Scheme, Jaipur – 302 001.		098290 17765		opa@caopagra wal.com
9.	Shri Rajiv K Luthra Founder & Managing Partner, Luthra&Luthra Law Offices 103 Ashoka Estate Barakhamba Road New Delhi- 110001	011-23722300 PA-Jennifer 9810253664			rajiv@luthra.co m
10.	Dr. Vidya Rajiv Yeravdekar, Principal Director, Symbiosis, Executive Director, Centre for International Education, Symbiosis International University, Symbiosis, SenapatiBapat Road, Pune-04.	020-25651507 PA- Vinayak 09975979320			drvidya@symbi osis.ac.in
11.	Shri DhruvSawhney, Chairman & Managing Director, Triveni Engineering & Industries Ltd., Express Trade Towers, Noida-201301 (UP)	0120-4308002, 4308000	981001 1027		dmsawhney@t rivenigroup.co m
12.	Shri GautamThapar, Founder and Chairman, Avantha Group, Thapar House, 124, Janpath, New Delhi- 110001.	011-41699302 PA- Ms. Sanjana 9899250669	783839 4292		gautam.thapar @avanthagrou p.com
13.	Shri Vivek Nair, Chairman and Manager Director, Hotel Leelaventure Limited, Sahar, Mumbai- 400059.	022-66911234			CMD@theleela. com

(II) Power and duties of its officers and employees

HEAD OF THE INSTITUTE: DIRECTOR GENERAL & CEO

- i. The DG & CEO of the Institute shall be the administrative head of the Institute.
- ii. The DG&CEO shall be appointed by MCA on the basis of the recommendation, comprising a panel of three names, made by the Board, or a suitable Committee of the Board. The procedure for preparing the panel would be as prescribed. However, the first DG&CEO will be appointed by MCA directly, and till such appointment Secretary, MCA would be the ex-officio DG & CEO of the Institute.
- iii. The DG & CEO would be appointed for a period of five years or up to the age of 67 years, whichever is earlier. This term cannot be curtailed by the Board/ Government except in exceptional circumstances. In the event of such a situation arising, the Board would be required to pass a resolution for removal of the DG & CEO, clearly recording the reasons there of and after following the rules of natural justice. Such a resolution would be required to be approved by MCA.
- iv. The emoluments, allowances and other conditions of service of the DG&CEO shall be fixed by MCA.
- v. The DG&CEO shall be the ex-officio Secretary of the Board.
- vi. The DG&CEO shall be delegated all such powers as the Board may consider necessary for the discharge of his duties. The DG&CEO may in writing delegate some of his powers to any staff of the Institute with the approval of the Board.
- vii. The DG&CEO shall maintain a record of the minutes of the meetings of the Society and the Board and shall perform such other duties as may be required, or as may be incidental to his office or as may from time to time be entrusted to him by the Board.
- viii. Subject to the rules and regulations of the Institute, the DG&CEO shall be, inter alia, responsible for :
 - ix. implementing the directions of the Board and proper administration of the affairs and funds of the Institute;
 - x. exercising supervisions and disciplinary control over the work and conduct of all employees of the Institute
 - xi. coordinating and exercising general supervision over all the activities of the Institute ; and
 - xii. executing all contracts, deeds and other instruments on behalf of the society, if so authorized by the Board.

Chief Administrative Officer

1. Overall in-charge of administrative functions, responsible to DG&CEO.
2. Delegated financial powers as Head of Office.

Librarian

1. Overall Library Management.
2. Allocation of staff job descriptions and staff development.
3. General Administration of the Library.
4. Coordinate with Library Committee.
5. Conduct Library Orientation sessions.
6. Technology applications in the Library.
7. External library interface.
8. Public Records Officer

Chief Information Officer

1. Manage the IT development initiatives and IT Infrastructure at the Institute.
2. Bringing new technologies to the campus and integrate the technologies with specific needs of the Institute.
3. Maintaining appropriate documents and records related to IT Infrastructure, facilities and usage.

Chief Finance Officer

1. Proper maintenance of accounts, disbursement, investment, attending to statutory audit, CAG Audit
2. Matters related to Audit observations
3. Preparation of Budget Estimate and Revised Estimate
4. Co-ordination with Auditors
5. Matters related with Income Tax and other statutory taxes.

Head of the Departments

1. The core activities and functioning of the Schools & Centres as per the approved plan.
2. To formulate courses, programmes, research activities in respect of Schools and Centres.

Accounts

1. Handling IICA General Accounts
2. Maintenance/Finalisation of Accounts
3. Handling all Compliance matters of the Institute
4. Matters related to Taxation including Income Tax and Service Tax
5. Finalisation of Accounts and Budgets
6. FCRA Compliance, Provident Fund, NPS etc
7. Handling accounts of Long Duration Programmes

Manager-HR

1. All HR matters related to Recruitment.
2. Handling matters related to the Staff welfare
3. Legal/Statutory matters.
4. Matters related to RTI

Administrative Officer

1. All matters relating to Administration.
2. Maintenance and upkeep of office buildings.
3. Matters related to Purchases, Tenders for service etc.
4. Matters related to processing of Personal claims of employees in relation to TA/DA, tour etc.

III. PROCEDURE FOLLOWED IN ITS DECISION MAKING

DG&CEO, the Head of the Institute is empowered to take decisions in regard to day to day functioning as also on policy matters concerning the Institute. In decision making process DG&CEO is assisted by various Heads of the Department who assist and recommend the course of action.

Channel of supervision: ORGANOGRAM attached

Accountability: Accountability is of the concerned officer.

IV. NORMS SET BY IT FOR THE DISCHARGE OF ITS FUNCTIONS:

Norms are as indicated in the Reference Framework and MoU. (attached as Annexure-.....)

V. RULES REGULATIONS, INSTRUCTIONS, MANUALS AND RECORDS HELD BY IT OR UNDER ITS CONTROL OR USED BY ITS EMPLOYEES

(hyperlink to be provided: A copy each of MoA, IICA Society Rules, NFCSR Guidelines, Leave Rules, Internship Guidelines, Consultancy Policy.

VI. A STATEMENT OF CATEGORIES OF DOCUMENTS THAT ARE HELD BY IT OR UNDER ITS CONTROL

Documents /Files related to:

- i. Recruitment
- ii. Accounting details
- iii. Disbursement of salaries and professional fees.
- iv. All the Agreements and Memorandum of Understanding that IICA has entered into

VII. 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.

There are no such arrangements made by this Institute.

VIII. STATEMENT OF 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.

The Board meets regularly and Annual General Body meets once a year .The minutes are for internal circulation only.

(IX) A DIRECTORY OF ITS OFFICERS AND EMPLOYEES

A copy is attached as Annexure.....

X MONTHLY REMUNERATION RECEIVED BY EACH OF ITS OFFICERS AND EMPLOYEES INCLUDING THE SYSTEM OF COMPENSATION AS PROVIDED IN ITS REGULATIONS

Name	Designation	Pay Scale	Consolidated Emoluments (Rs.)
Dr. Bhaskar Chatterjee	DG & CEO, IICA	In the fixed pay scale of Rs. 80,000	80,000
Sh. Navneet Sharma	Associate Professor CL & MR	PB-4, GP- 9000	1,32,438
Sh. Atul Dev Sarmah	Head of Centre, IP & CC	PB-4, GP-8700	1,03,980
Dr. Ashish K. Bhattacharyya	Professor, CG & PP	PB-4, GP- 10000	140,538
Ms. Divya Rajput	Head of Centre, Business Innovation	PB-4, GP-8700	1,03,980
Sh. P.R.R. Nair	Head of entre-Responsible Corporate Governance	PB-4, GP-8700	1,18,573
Sh. R. Sitaraman	Manager HR	PB-4, GP-8700	1,10,000
Ms. Lata Suresh	Librarian	PB-4, GP-8700	1,06,840
Sh. Lalit Kumar	Finance Officer	PB-3, GP-7600	69,000
Sh. S.L Taneja	Finance Officer	PB-3, GP-7600	69,000
Sh. Ashok Kumar Ralhan	Admin Officer	PB-3, GP-7600	69,000
Sh. B.K. Malhotra	Admin Officer	PB-3, GP-7600	60,000
Sh. Debarun Kalita	System Administrator	PB-3, GP-7600	60,000
Dr. GarimaDadhich	Assistant Professor CG & PP	PB-4, GP-7000	96,800
Dr. Pyla NaryanRao	Assistant Professor CL	PB-4, GP-7000	96,800
Sh. Rajesh Batra	Head of Centre, MSME	PB-4, GP-8700	1,05,810

CONSULTANTS

Name	Designation	Monthly Remuneration
Sh. Dhanendra Kumar	Principal Advisor	1,50,000
Ms. Gauri Raina	Executive(HR)	46,800
Sh. Neeraj Kumar	P.A to Manager (HR)	37,800
Ms. Geetanjali Gaur	Programme Executive	35,800
Sh. VineetAggarwal	Technical Assistant	35,800
Sh .A.D. Nangia	Executive(Admin)	41,800
Sh. M. R. Arora	Protocol Officer	46,800
Ms. Gayatri Subramaniam	Chief Programme Executive	69,800
Ms. Chetna Kaura	Chief Programme Executive	69,800
Sh. Bhimsain Chopra	Executive(Admin)	58,800
Sh. S. K. Sharma	Sr. Programme Executive	58,800
Ms. Ruchi Gupta	Programme Executive	35,800
Sh. Anand Jeevan Sharma	Executive(Accounts)	46,800
Sh. N.S.Oberoi	Executive(Logistics)	58,800
Sh. Mahesh Kumar Bedi	Executive(Accounts)	46,800
Sh. Chetan Rajput	Programme Executive	46,800
Ms. Sunita Khanna	E.A to DG	41,800
Sh. Gopi Chand Sharma	Programme Executive	30,800
Sh. N.K. Katyal	E.A to DG	46,800
Sh. V.K. Gupta	Programme Executive	35,800
Sh. Nikhil Pant	Chief Programme Executive	60,800

Ms. Catherine Judy John	Programme Executive	30,800
Sh. Vikas Kumar Sharma	Programme Executive	30,800
Ms. Aakriti Kohli	Programme Executive	30,800
Ms. Amanjit Kaur Chawla	Programme Executive	30,800
Ms. Anna Nath	Programme Executive	30,800
Ms. Zeenat Masoodi	Sr. Programme Executive	50,800
Sh. Neeraj Baswala	Programme Executive	30,800
Sh. Mukesh Kumar	Chief Programme Executive	50,800
Ms. Mayuri Misra	Programme Executive	30,800
Sh. Aditya Prakash Rao	Sr. Programme Executive	50,800
Sh. A B Chakraborty	Chief Sustainability Officer	1,10,800
Ms. Swagata Sen Pillai	Sr. Programme Executive	50,800
Ms. Isha Sharma	Programme Executive	30,800
Ms. Kaveri Ghosh	Sr. Programme Executive	50,800
Sh. Ravi Chatterjee	Sr. Programme Executive	50,800
Ms. Priya	Programme Executive	30,800
Ms. Shashikala	Programme Executive	35,800
Sh. B.N. Panda	Sr. Programme Executive	50,800
Sh. Sidhartha Gupta	Programme Executive	35,800
Sh. P. Srikant	Sr. Programme Executive	50,800
Ms. Tanvi Sharma	Programme Executive	30,800
Sh. Shailendra Pal Singh	Programme Executive	30,800

(XI) GRANT RECEIVED AND EXPENDITURE INCURRED

IICA received a grant OF Rs. 18.23 Crores from MCA during the F.Y- 2013-14 for running the Institute.

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

No subsidy is granted to IICA

XIII) PARTICULARS OF RECIPIENTS OF CONCESSIONS, PERMITS OR AUTHORIZATIONS GRANTED

There are no persons who are recipients of concessions, permits or authorizations.

XIV) DETAILS IN RESPECT OF THE INFORMATION AVAILABLE TO OR HELD BY IT, REDUCED IN ELECTRONIC FORM

IICA Website has details related to functioning of the Schools/ Centres, details of courses/ programmes/events Advertisement for Recruitments and notices inviting tenders etc.

Link of Website: (<http://www.iica.in/>)

XV) NAME, DESIGNATION AND OTHER PARTICULARS OF THE PUBLIC INFORMATION OFFICER, APPELLATE AUTHORITY, ETC.

- i. Name and Designation of
Central Public Information Officer - Sh. A.K. Ralhan,

Complete Address of CPIO , IICA
2nd Floor, Paryavaran Bhawan, CGO Complex,
Lodhi Road, New- Delhi-110003
Email:ralhanak@yahoo.co.uk
Ph.011-24368260

- ii. First Appellate Authority -Shri R. Sitaraman,

Complete Address of FirstAppellate Authority, IICA
2nd Floor, Paryavaran Bhawan, CGO Complex,
Lodhi Road, New- Delhi-110003
Email: r.sitaraman@hotmail.com
Ph. 011-24366039

