



Indian Institute of Management Tiruchirappalli

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OF THE RIGHT TO INFORMATION ACT, 2005**

LIST OF FILES

Sl. No	Department
1	Admission Office
2	Placement Office
3	General Administration
4	Library
5	Estate Maintenance
6	Accounts Office
7	DPR Office
8	HR Department
9	PGPM & PGPM-HR offices
10	IIMT Chennai Campus
11	Purchase Section
12	Hostel Office

ADMISSION SECTION FILES - PGPM & PGPM-HR COURSE

Si.No.	File No. & Name of the Files
2011-13	
1	IIMT/Admissions/PGP-2011-13/Common Admissions (Six New IIMs)
2	IIMT/Admissions/PGP-2011-13/Reservation for OBC Candidates
3	IIMT/Admissions/PGP-2011-13/NRI Policy
4	IIMT/Admissions/PGP-2011-13/Fee Refund
5	IIMT/Admissions/PGP-2011-13/Fees Collection Details
6	IIMT/Admissions/PGP-2011-13/Honorarium - Mentor Institute
7	IIMT/Admissions/PGP-2011-13/Board Meeting
8	IIMT/Admissions/PGP-2011-13/Students Correspondence 2010-11 & 2011-12
9	IIMT/Admissions/PGP-2011-13/Common Pool Expenses
2012-14	
10	IIMT/Admissions/PGP-2012-14/WAT&PI @ Mumbai Centre - All Correspondence
11	IIMT/Admissions/PGP-2012-14/ General Correspondence File
12	IIMT/Admissions/PGP-2012-14/Miscellaneous File
13	IIMT/Admissions/PGP-2012-14/Common Pool Expenses
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14	IIMT/Admissions/PGP-2013-15/WAT&PI @ Mumbai Centre
15	IIMT/Admissions/PGP-2013-15/Fee Collection Details & Correspondence
16	IIMT/Admissions/PGP-2013-15/General Correspondence
17	IIMT/Admissions/PGP-2013-15/WAT&PI @ Honorarium Details
18	IIMT/Admissions/PGP-2013-15/Common Pool Expenses
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19	IIMT/Admissions/PGP-2014-16/WAT&PI Score & Attendance Sheet (All 6 Centre Details)
20	IIMT/Admissions/PGP-2014-16/WAT&PI General Correspondence
21	IIMT/Admissions/PGP-2014-16/Registration Form
22	IIMT/Admissions/PGP-2014-16/Medical Insurance 2014
23	IIMT/Admissions/PGP-2014-16/Refund-I
24	IIMT/Admissions/PGP-2014-16/Refund-II
25	IIMT/Admissions/PGP-2014-16/NRI Admission
26	IIMT/Admissions/PGP-2014-16/Personal Data Form

27	IIMT/Admissions/PGP-2014-16/General Correspondence
28	IIMT/Admissions/PGP-2014-16/Students Attendance Sheet - Box File
29	IIMT/Admissions/PGP-2014-16/Personal Interview Rating Sheet - Box File - 1/2
30	IIMT/Admissions/PGP-2014-16/Personal Interview Rating Sheet - Box File - 2/2
31	IIMT/Admissions/PGP-2014-16/WAT&PI - Honorarium to the Internal & External faculty members
32	IIMT/Admissions/PGP-2014-16/Common Pool Expenses
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33	IIMT/Admissions/PGP-2015-17/MHRD (Workshop) - AISHE & Six New IIMs Meeting 2015
34	IIMT/Admissions/PGP-2015-17/Refund & Withdrawal Correspondence
35	IIMT/Admissions/PGP-2015-17/'NC-OBC & JAT' - Community Certificate
36	IIMT/Admissions/PGP-2015-17/WAT&PI @ Mumbai Correspondence & Honorarium Details
37	IIMT/Admissions/PGP-2015-17/WAT & PI General Correspondence
38	IIMT/Admissions/PGP-2015-17/Common Pool Expenses
2016-18	
39	IIMT/Admissions/PGP-2016-18/PGP&FPM Registration & Certificate Verification (File A)
40	IIMT/Admissions/PGP-2016-18/PGP&FPM Registration & Certificate Verification (File B)
41	IIMT/Admissions/PGP-2016-18/PGP&FPM Registration & Certificate Verification (File C)
42	IIMT/Admissions/PGP-2016-18/Refund
43	IIMT/Admissions/PGP-2016-18/Admission Fee Details
44	IIMT/Admissions/PGP-2016-18/Miscellaneous File
45	IIMT/Admissions/PGP-2016-18/NRI Candidates Details
46	IIMT/Admissions/PGP-2016-18/WAT & PI @ Mumbai - Expenditure & Hono. Details
47	IIMT/Admissions/PGP-2016-18/Common Admission Process
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48	IIMT/Admissions/PGP-2017-19/Registration File
49	IIMT/Admissions/PGP-2017-19/Payment Details
50	IIMT/Admissions/PGP-2017-19/Refund 2017
51	IIMT/Admissions/PGP-2017-19/CAT 2017 (Test Centres)
52	IIMT/Admissions/PGP-2017-19/Common Pool Expenses
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53	IIMT/Admissions/PGP-2018-20/Overseas (NRI) Admission
54	IIMT/Admissions/PGP-2018-20/WAT & PI - Expenditure & Honorarium Details

55	IIMT/Admissions/PGP-2018-20/Withdrawal of Offer
56	IIMT/Admissions/PGP-2018-20/Miscellaneous File
57	IIMT/Admissions/PGP-2018-20/Payment Details
58	IIMT/Admissions/PGP-2018-20/Refund Details
59	IIMT/Admissions/PGP-2018-20/Common Pool Expenses
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60	IIMT/Admissions/PGPM-2019-21/Admissions File
61	IIMT/Admissions/PGPM-2019-21/WAT & PI @ Chennai - Expenditure & Honorarium Details
62	IIMT/Admissions/PGPM-2019-21/Refund Details
63	IIMT/Admissions/PGPM-2019-21/Overseas (NRI) Admission File
64	IIMT/Admissions/PGPM-2019-21/Common Pool Expenses
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65	IIMT/Admissions/PGPM&PGPM-HR-2020-22/Online offers and payment details
66	IIMT/Admissions/PGPM&PGPM-HR-2020-22/WAT & PI @ Chennai - Details of Attendances, Expenditure and Honorarium Details
67	IIMT/Admissions/PGPM&PGPM-HR-2020-22/Students fee payment and Refund details
68	IIMT/Admissions/PGPM&PGPM-HR-2020-22/Common Pool Expenses
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69	PGPM - Admission Policy File
70	PGPM-HR - Admission Policy File
71	CAP Payment details
72	Admissions Committee Meeting MoM File
73	Students Disciplinary Action File
74	Students Medical Insurance File
75	Hostel File
76	Budget File
77	Miscellaneous File (General)
78	Admission Portal Details
79	Reply to CAG Audit

Placement Office		
S. NO	File NO.	File Name
1	AR/MOM/AC/01	MOM of Alumni Committee Meeting
2	PO/MOM/PC/01	MOM of Placement Committee Meeting
3	PO/MOM/PC/02	MOM of Placement Committee Meeting - 2015,16,17
4	PO/OFFER FORMS/SP/01	Summer Placement - Offer Forms - 2011-12
5	PO/OFFER FORMS/LP/01	Lateral Placement - Offer Forms - 2011-12
6	PO/OFFER FORMS/FP/01	Final Placement - Offer Forms - 2011-13
7	PO/OFFER FORMS/SP/02	Summer Placement - Offer Forms - 2013-14
8	PO/OFFER FORMS/SP/03	Summer Placement - Offer Forms - 2014-16
9	PO/OFFER FORMS/SP/04	Summer Placement - Offer Forms - 2016-17
10	PO/OFFER FORMS/FP/02	Final Placement - Offer Forms - 2016-17
11	PO/OFFER FORMS/SP/05	Summer Placement - Offer Forms - 2017-18&2018-19
12	PO/OFFER FORMS/FP/03	Final Placement - Offer Forms - 2017-18&2018-19
13	PO/OFFER FORMS/SP/06	Summer Placement - Offer Forms - 2019-20
14	PO/OFFER FORMS/FP/03	Final Placement - Offer Forms - 2019-20
15	PO/OFFER LETTERS/SP/00	Summer Placement - Offer Letters - 2011-13
16	PO/OFFER LETTERS/SP/00-A	Summer Placement - Offer Letters - 2011-13
17	PO/OFFER LETTERS/FP/01	Final Placement - Offer Letters - 2011-13
18	PO/OFFER LETTERS/SP/01	Summer Placement - Offer Letters - 2012-14
19	PO/OFFER LETTERS/LP/01	Lateral Placement - Offer Letters - 2012-14
20	PO/OFFER LETTERS/SP/02	Summer Placement - Offer Letters - 2013-15
21	PO/OFFER LETTERS/SP/03	Summer Placement - Offer Letters - 2016-17
22	PO/OFFER LETTERS/FP/02	Final Placement - Offer Letters - 2016-17
23	PO/OFFER LETTERS/SP/04	Summer Placement - Offer Letters - 2017-18
24	PO/OFFER LETTERS/FP/03	Final Placement - Offer Letters - 2017-18
25	PO/OFFER LETTERS/SP/05	Summer Placement - Offer Letters - 2018-19

26	PO/OFFER LETTERS/FP/04	Final Placement - Offer Letters - 2018-19
27	PO/SAL DET/SP&FP/01	Summers Stipend and Finals Salary Details - from 2011 onwards
28	PO/OPT OUT/SP&FP/01	OPT OUT FORMS - 2013, 2016-17
29	PO/OPT OUT/SP&FP/02	OPT OUT FORMS - 2018-19, 2019-20
30	PO/OPT OUT/SP&FP/03	OPT OUT FORMS - 2014
31	PO/ATTD/2016-18/01	Attendance sheets of placement activity - 2016-18 batch
32	PO/ATTD/2017-19/02	Attendance sheets of placement activity - 2017-19 batch (Mandatory Session)
33	PO/ATTD/2017-19/03	Attendance sheets of placement activity - 2017-19 batch
34	PO/ATTD/2018-20/04	Attendance sheets of placement activity - 2018-20 batch (Mandatory Session)
35	PO/ATTD/2019-20(Y)/05	Attendance sheets of placement activity - 2019-20
36	PO/ATTD/PREPCOM/01	Prepcom events Attendance sheets - 2019-21 & 2020-22
37	PO/IB/PRINT/01	PERO - Brochure Printing - 2011-12
38	PO/IB/PRINT/02	PERO - Brochure Printing & Design - 2011-12
39	PO/IB/PRINT/03	Institute Brochure 2012-13
40	PO/IB/PRINT/04	Printing of Brochures - PERO - 2013-14
41	PO/IB/PRINT/05	Printing of Brochures - PERO - 2014-15
42	PO/IB/PRINT/06	Tendering & Empanelment for Printing of Brochures - PERO - 2014-15
43	PO/IB/PRINT/07	Tender process for Printing of Brochures - PERO - 2016-17
44	PO/IB/PRINT/08	PERO - Brochure Printing - 2016-17
45	PO/JD/SP/01	PERO - Summers - Job Description - 2016-17
46	PO/JD/SP/02	PERO - Summers - Job Description - 2017-18
47	PO/JD/FP/01	PERO - Finals - Job Description - 2016-17
48	PO/JD/FP/02	PERO - Finals - Job Description - 2017-18
49	PO/FEED BACK/PP/01	Placement Process - Feed bak forms - 2016-17
50	PO/ASSETS/01	Assets
51	PO/IMP/01	Important
52	PO/IMP/02	PERO - Placements - Indicative list of Administrative tasks
53	PO/VC HIRE/01	Receipts from Evergreen Systems
54	PO/BILLS & PAYMENTS/01	Bills & Voucher Payments made to companies - 2012-13

55	PO/COMP DET/OLD/01	Company Details
56	PO/COMP DET/OLD/02	Company details of brochures sent to companies
57	PO/SUMMERS/11-13/01	Summer Details 2011-13 batch
58	PO/ER/PRESS DET/01	Press Details
59	PO/ER/PRESS CLIP/01	Placement and External Relations Office - Press Clippings
60	PO/LETTERS/INTERN/01	Letters for Internship
61	PO/EVAL FRM/11-13/01	Summer internship evaluation forms - 2011-13
62	PO/EVAL FRM/11-13/02	Summer internship evaluation forms - 2012-14
63	PO/EVAL FRM/11-13/03	Summer internship evaluation forms - 2017-19
64	PO/DEC FRM/FP/01	Declarations by the graduating students - 11-13
65	PO/DEC FRM/FP/01-A	Declarations by the graduating students - 11-13
66	PO/DEC FRM/FP/02	Declaration forms of Final Placements 2012-2014
67	PO/DEC FRM/SP/01	Summer Placement declaration by students 2016-18 batch
68	PO/HR CONCLAVE/01	HR Conclave 2014
69	PO/HR CONCLAVE/02	HR Conclave 2015
70	PO/HR CONCLAVE/03	HR Conclave 2016
71	PO/VC HIRE/02	Placement and External Relations - Evergreen Systems
72	PO/MHD/01	Official MHRD File
73	PO/FINE COLL/01	Collection of fine from P&ER Offie
74	PO/IMP LET/01	Important Letters
75	PO/ADDRESS/01	Postal Addresses
76	PO/ER/01	ER
77	PO/RECUITA/01	PERO - Reculta
78	PO/TNGIM/01	Placement and External Relations - Details of the items purchased for the TNGIM event
79	PO/PP/2011/01	Initial Placement Process file samples - 2011
80	PO/STOCK VERI/01	Stock Verification Academic Block - 2020
81	PO/IMP/02	PERO-Placements-Indicative list of Administrative tasks
82	PO/SURVEY/01	Survey details file - PERO

83	PO/CD/2014/01	Career Development Workshop for PGP I & II - 2014
84	PO/CD/2016/02	Communication Workshop - 2016-17
85	PO/CD/2017/03	PERO - Career Development Workshop - 2017
86	PO/IDD/2017/01	PERO - Industry Deep Dive Program - 2017
87	PO/IOM/01	IOM - 2012 & 2013
88	PO/IOM/02	Placement and External Relations - IOM - 2014 & 2015
89	PO/IOM/03	IOM Approvals of 2016
90	PO/IOM/04	IOM Approvals - 2017
91	PO/IOM/05	IOM Approvals 2018
92	PO/IOM/06	IOM Approvals 2019
93	PO/IOM/07	IOM Approvals 2020
94	PO/IOM/08	IOM Approvals 2021

General Administration	
Si.No.	File Name
1	IIMT/CAO/Admin/Speed Post
2	IIMT/CAO/Admin/Staff Canteen
3	IIMT/CAO/Admin/Petrol Filling/Advance
4	IIMT/CAO/Admin/Courier Pmts.
5	IIMT/CAO/Admin/Petrol Filling (Estate Machines)
6	IIMT/CAO/Admin/Est.off/Voda.Pmts.
7	IIMT/CAO/Admin/Tele Bills (Vol II)
8	IIMT/CAO/Admin/KMC Pmts.
9	IIMT/CAO/Admin/HK & GS
10	IIMT/CAO/Admin/Security Pmts.
11	IIMT/CAO/Admin/Purchase Procurement
12	IIMT/CAO/Admin/EPF/DA rates - (Labor Ministry)
13	IIMT/CAO/Admin/Name Board
14	IIMT/CAO/Admin/Imprest Amount
15	IIMT/CAO/Admin/Form - 65
16	IIMT/CAO/Admin/Tanjore paintings
17	IIMT/CAO/Admin/Audit Slip
18	IIMT/CAO/Admin/Alpha Graphics
19	IIMT/CAO/Admin/Students Mess/RajaRajeswari
20	IIMT/CAO/Admin/Amika Travles
21	IIMT/CAO/Admin/Veh. Insu./Director's Veh.

22	IIMT/CAO/Admin/Bills Forwarded (other sections)
23	IIMT/CAO/Admin/Aavin Milk/Shareit-Café
24	IIMT/CAO/Admin/Laundry Service/Snow White
25	IIMT/CAO/Admin/Selvam Maligai
26	IIMT/CAO/Admin/Evergreen Super Market
27	IIMT/CAO/Admin/Process for Various Sections
28	IIMT/CAO/Admin/Eastern Naval Band/R R Powers
29	IIMT/CAO/Admin/INDAM/Sri Hari Sweets
30	IIMT/CAO/Admin/Hand Sanitizers and Others
31	IIMT/CAO/Admin/ICSSR Conclave
32	IIMT/CAO/Admin/Director Mobile/Vodafone
33	IIMT/CAO/Admin/Director Vehicle Service
34	IIMT/CAO/Admin/Advertisement
35	IIMT/CAO/Admin/Manpower/Day 'N' Day
36	IIMT/CAO/Admin/GR Sign Gallery
37	IIMT/CAO/Admin/Sri Kamadhenu (Laundry)
38	IIMT/CAO/Admin/Entry Pass ID
39	IIMT/CAO/Admin/Serial Lights
40	IIMT/CAO/Admin/Mobile/Airtel
41	IIMT/CAO/Admin/Renewal Contracts
42	IIMT/CAO/Admin/Dir. Approved/Orginals
43	IIMT/CAO/Admin/Agreements
44	IIMT/CAO/Admin/Tasty Chaat/Fassi(GST)
45	IIMT/CAO/Admin/Statutory Compliancs
46	IIMT/CAO/Admin/Advance Settlement

47	IIMT/CAO/Admin/Gym Equipment
48	IIMT/CAO/Admin/Manpower/AMK
49	IIMT/CAO/G-Admin/Circulars and Orders
Rent Tax Invoice Files (General Administration)	
50	IIMT/CAO/Admin/Rent Tax/Aavin
51	IIMT/CAO/Admin/Rent Tax/ Tasty Chaat
52	IIMT/CAO/Admin/Rent Tax/Lakshmi Canteen
53	IIMT/CAO/Admin/Rent Tax/Snow White
54	IIMT/CAO/Admin/Rent Tax/Evergreen Market
55	IIMT/CAO/Admin/Rent Tax/Beautique Salon
56	IIMT/CAO/Admin/Rent Tax/State Bank of India
57	IIMT/CAO/Admin/Rent Tax/Alpha Graphics
58	IIMT/CAO/Admin/Rent Tax/Raja Rajeshwari
59	IIMT/CAO/Admin/Rent Tax/Balmer Lawrie
IIMT Chennai Campus Files (General Administration)	
60	IIMT/CAO/Admin/CC - HK/First Man Management
61	IIMT/CAO/Admin/CC - TEL Pmts.
62	IIMT/CAO/Admin/CC - Rental Charges/Someshwara
63	IIMT/CAO/Admin/CC - Maintenance/Ramaniyam
64	IIMT/CAO/Admin/CC - IMI Bhubaneswar/Rent
65	IIMT/CAO/Admin/CC - Agreements

Library Files				
S.No.	LRC File no.	Type of files	Product Name	Product File Number
1	LRCFILE/1	Box Files	Directors Approval Original - Databases	IIM-T/LRCFILES/BXF/DAO/01/I
2	LRCFILE/2	Reports	Facts & Reports	IIM-T/LRCFILES/REPORT/FACT/01/I
3	LRCFILE/3	Softwares	IBM SPSS	IIM-T/LRCFILES/SW/IBM SPSS/01/I
4	LRCFILE/4	Databases	CMIE	IIM-T/LRCFILES/DB/CMIE/01/I
5	LRCFILE/5	Databases	Manupatra	IIM-T/LRCFILES/DB/MANUPATRA/02/I
6	LRCFILE/6	Knowledge Mang.	Faculty-SM	IIM-T/LRCFILES/KM/SKM/01/I
7	LRCFILE/7	Knowledge Mang.	Librarian	IIM-T/LRCFILES/KM/ELAKM/02/I
8	LRCFILE/8	Knowledge Mang.	Faculty	IIM-T/LRCFILES/KM/NKM/03/I
9	LRCFILE/9	LRC	Library Budget	IIM-T/LRCFILES/LRC/BUDGET/01/I
10	LRCFILE/10	Chennai Centre	Chennai Centre: Books, RFID, HBS Case, Softwares & Signange and Stationary Items	IIM-T/LRCFILES/BXF/CH/MISC/01/I
11	LRCFILE/11	LRC	Apprentice	IIM-T/LRCFILES/LRC/Apprentice/02/I
12	LRCFILE/12	Databases	JSTOR	IIM-T/LRCFILES/DB/JSTOR/03/I
13	LRCFILE/13	Databases	Delnet	IIM-T/LRCFILES/DB/DELNET/04/I
14	LRCFILE/14	Case Studies	HBSP Cases Agreement	IIM-T/LRCFILES/CSP/HBSP Case Aggrement/01/I
15	LRCFILE/15	Box Files	Directors Approval Original (CCC, Misc, Print Journals & Magazines, Training)	IIM-T/LRCFILES/BXF/DAO/02/I
16	LRCFILE/16	Databases	FT Education	IIM-T/LRCFILES/DB/FT/05/I
17	LRCFILE/17	Databases	EBSCO Database	IIM-T/LRCFILES/DB/EBSCO/06/I

18	LRCFILE/18	Databases	Password	IIM-T/LRCFILES/DB/PASSWORDS/07/I
19	LRCFILE/19	Databases	Indest	IIM-T/LRCFILES/DB/INDEST/08/I
20	LRCFILE/20	Softwares	LIBSYS	IIM-T/LRCFILES/SW/LIBSYS/02/I
21	LRCFILE/21	Case Studies	HBSP Case Studies	IIM-T/LRCFILES/CSP/HBSP Case Studies/02/I
22	LRCFILE/22	Books	Received Empanel of Books Suppliers	IIM-T/LRCFILES/BK/SUPPLIERS/01/I
23	LRCFILE/23	Databases	Science Direct	IIM-T/LRCFILES/DB/SD/09/I
24	LRCFILE/24	Databases	Crisil	IIM-T/LRCFILES/DB/CRISIL/10/I
25	LRCFILE/25	Books	Book Suggestion	IIM-T/LRCFILES/BK/SUGGESTION/02/I
26	LRCFILE/26	Reports	Stock Verification	IIM-T/LRCFILES/REPORTS/SV-2012/02/I
27	LRCFILE/27	LRC	INTERNS	IIM-T/LRCFILES/LRC/INTERNS/03/I
28	LRCFILE/28	LRC	HD Fargo Printers for LRC	IIM-T/LRCFILES/LRC/HD FARGO/04/I
29	LRCFILE/29	Box Files	Newspaper Clippings I	IIM-T/LRCFILES/BXF/NPC/03/I
30	LRCFILE/30	LRC	Library Committee MoM	IIM-T/LRCFILES/LRC/COMMITTEE/05/I
31	LRCFILE/31	LRC	Signage & Stationary Item	IIM-T/LRCFILES/LRC/SIGNAGE & STATIONARY/06/I
32	LRCFILE/32	Softwares	Arena	IIM-T/LRCFILES/SW/ARENA/03/I
33	LRCFILE/33	Knowledge Mang.	Faculty	IIM-T/LRCFILES/KM/JBS/04/I
34	LRCFILE/34	Knowledge Mang.	Faculty	IIM-T/LRCFILES/KM/GKM/05/I
35	LRCFILE/35	LRC	Support Staff	IIM-T/LRCFILES/LRC/SUPPORT STAFF/07/I
36	LRCFILE/36	LRC	Non - Member Request to use LRC	IIM-T/LRCFILES/LRC/NON MEMBERS/08/I
37	LRCFILE/37	Softwares	IBM SPSS Moduler	IIM-T/LRCFILES/SW/IBM SPSS M/04/I
38	LRCFILE/38	Knowledge Mang.	Faculty	IIM-T/LRCFILES/KM/SKM/06/I
39	LRCFILE/39	Knowledge Mang.	Faculty	IIM-T/LRCFILES/KM/GOPKM/07/I
40	LRCFILE/40	Knowledge Mang.	Faculty	IIM-T/LRCFILES/KM/SPA/08/I

41	LRCFILE/41	Print Journals	Newspaper & Magazines	IIM-T/LRCFILES/PJR/N&MAG/01/I
42	LRCFILE/42	Books	Book Order & Invoice	IIM-T/LRCFILES/BK/Orders & Invoice/03/I
43	LRCFILE/43	LRC	IIM Library Consortium MoM	IIM-T/LRCFILES/LRC/IIM CONSORTIUM/09/I
44	LRCFILE/44	Case Studies	IIMA Cases	IIM-T/LRCFILES/CSP/IIMA Case/03/I
45	LRCFILE/45	Books	Book Exhibition	IIM-T/LRCFILES/BK/EXIHIBITION/04/I
46	LRCFILE/46	Box Files	Director Approvals Original - Books 2012-2015	IIM-T/LRCFILES/BXF/BK 11-15/04/I
47	LRCFILE/47	Chennai Centre	Audit DGA Chennai (2011-2014)	IIM-T/LRCFILES/CH AUDIT DGA/02/I
48	LRCFILE/48	LRC	Circulars	IIM-T/LRCFILES/LRC/Circulars/10/I
49	LRCFILE/49	LRC	LRC Inter Library Loan	IIM-T/LRCFILES/LRC/ILL/11/I
50	LRCFILE/50	Box Files	Open Enrollment Programme, MTP, Case Study & Software	IIM-T/LRCFILES/BXF/OEP/05/I
51	LRCFILE/51	Knowledge Mang.	Faculty	IIM-T/LRCFILES/KM/HARI/09/I
52	LRCFILE/52	Knowledge Mang.	Staff Academics Activities	IIM-T/LRCFILES/KM/STAFF/10/I
53	LRCFILE/53	Chennai Centre	Chennai Centre-Books (2012-2013)	IIM-T/LRCFILES/CH/BOOKS/03/I
54	LRCFILE/54	Databases	Euromonitor	IIM-T/LRCFILES/DB/EUROMONITOR/11/I
55	LRCFILE/55	Databases	Database Usage Statistics	IIM-T/LRCFILES/DB/USAGE STATISTICS/12/I
56	LRCFILE/56	Knowledge Mang.	Faculty	IIM-T/LRCFILES/KM/SRIRANKM/11/I
57	LRCFILE/57	LRC	LRC - Rules and Regulations	IIM-T/LRCFILES/LRC/RULES & REG/12/I
58	LRCFILE/58	Knowledge Mang.	Students' Academic Activities	IIM-T/LRCFILES/LKM/STUDENT ACTIVITIES/12/I
59	LRCFILE/59	LRC	LRC Physical Works	IIM-T/LRCFILES/LRC/PHYSICAL WORKS/13/I
60	LRCFILE/60	Knowledge Mang.	Faculty	IIM-T/LRCFILES/KM/PRAKM/13/I
61	LRCFILE/61	Knowledge Mang.	Faculty	IIM-T/LRCFILES/KM/ALKAKM/14/I

62	LRCFILE/62	Knowledge Mang.	Faculty	IIM-T/LRCFILES/KM/NILAKM/15/I
63	LRCFILE/63	Softwares	Stata	IIM-T/LRCFILES/SW/STATA/05/I
64	LRCFILE/64	Knowledge Mang.	Faculty	IIM-T/LRCFILES/KM/MANKM/16/I
65	LRCFILE/65	Knowledge Mang.	Faculty	IIM-T/LRCFILES/KM/MOULOU/17/I
66	LRCFILE/66	Print Journals	TLS Magzines Delivery Challan	IIM-T/LRCFILES/PJR/DC/02/I
67	LRCFILE/67	LRC	Staff Leave Records	IIM-T/LRCFILES/LRC/STAFF LEAVE RECORD/14/I
68	LRCFILE/68	Reports	Chennai Stock Verification Report-2013	IIM-T/LRCFILES/REPORT/SV-2013/03/I
69	LRCFILE/69	Books	Complement & Gift Books received from others	IIM-T/LRCFILES/BK/Complement & Gift/05/I
70	LRCFILE/70	LRC	LIA	IIM-T/LRCFILES/LRC/LIA/15/I
71	LRCFILE/71	LRC	Identity Card Issued Details	IIM-T/LRCFILES/LRC/ID CARD/16/I
72	LRCFILE/72	LRC	SLIA	IIM-T/LRCFILES/LRC/SLIA/17/I
73	LRCFILE/73	Knowledge Mang.	Faculty	IIM-T/LRCFILES/KM/JIJO/18/I
74	LRCFILE/74	Miscellaneous	Convocation	IIM-T/LRCFILES/MISC/Convocation/01/I
75	LRCFILE/75	Softwares	Decision Tools Suite	IIM-T/LRCFILES/SW/DECISION TOOLS/06/I
76	LRCFILE/76	Knowledge Mang.	BOG Members	IIM-T/LRCFILES/KM/BOG-MEM/19/I
77	LRCFILE/77	Knowledge Mang.	Faculty	IIM-T/LRCFILES/KM/ABKM/20/I
78	LRCFILE/78	Print Journals	Journals & Magazines Suggestions	IIM-T/LRCFILES/PJR/J & MAG Suggestions/03/I
79	LRCFILE/79	Knowledge Mang.	Faculty	IIM-T/LRCFILES/KM/SUNKM/21/I
80	LRCFILE/80	Print Journals	Back Volumes Journals-2013	IIM-T/LRCFILES/PJR/BV/04/I
81	LRCFILE/81	LRC	Right to information	IIM-T/LRCFILES/LRC/RTI/18/I

82	LRCFILE/82	Case Studies	Copy Right Permissions for print & e-journals; CCC	IIM-T/LRCFILES/CSP/CCP/04/I
83	LRCFILE/83	Miscellaneous	Government of India orders	IIM-T/LRCFILES/MISC/GOI/02/I
84	LRCFILE/84	Databases	E-Resources Proposal	IIM-T/LRCFILES/DB/E-RESOURCES PROPOSALS/13/I
85	LRCFILE/85	Knowledge Mang.	Faculty	IIM-T/LRCFILES/KM/SANJA/22/I
86	LRCFILE/86	LRC	LRC lab Requests from Faculty , Staff Members & Students	IIM-T/LRCFILES/LRC/C-LAB/19/I
87	LRCFILE/87	Reports	Student Dues	IIM-T/LRCFILES/REPORT/FINES/04/I
88	LRCFILE/88	Softwares	Turnitin	IIM-T/LRCFILES/SW/TURNITIN/07/I
89	LRCFILE/89	Knowledge Mang.	Faculty	IIM-T/LRCFILES/KM/NARKM/23/I
90	LRCFILE/90	Miscellaneous	Taxation	IIM-T/LRCFILES/MISC/Taxation/03/I
91	LRCFILE/91	LRC	Institute Activities	IIM-T/LRCFILES/LRC/INSTITUTE ACTIVITIES/20/I
92	LRCFILE/92	Databases	ACE Equity & MF	IIM-T/LRCFILES/DB/ACE EQUITY/14/I
93	LRCFILE/93	Databases	Indiastat	IIM-T/LRCFILES/DB/INDIASTAT/15/I
94	LRCFILE/94	Databases	Springer Online Journal	IIM-T/LRCFILES/DB/SPRINGER/16/I
95	LRCFILE/95	Databases	Taylor & Francis	IIM-T/LRCFILES/DB/T&F/17/I
96	LRCFILE/96	Databases	Proquest	IIM-T/LRCFILES/DB/PROQUEST/18/I
97	LRCFILE/97	Databases	Wiley Online Library	IIM-T/LRCFILES/DB/WILEY/19/I
98	LRCFILE/98	Knowledge Mang.	Faculty	IIM-T/LRCFILES/KM/VIJKM/24/1
99	LRCFILE/99	Knowledge Mang.	Faculty	IIM-T/LRCFILES/KM/VISKM/25/I
100	LRCFILE/100	LRC	Furniture	IIM-T/LRCFILES/LRC/Furniture/21/I
101	LRCFILE/101	Knowledge Mang.	Faculty	IIM-T/LRCFILES/KM/ANIKM/26/I
102	LRCFILE/102	Databases	Capitaline	IIM-T/LRCFILES/DB/CAPITALINE/20/I

103	LRCFILE/103	Databases	ACM Digital Library	IIM-T/LRCFILES/DB/ACM DL/21/I
104	LRCFILE/104	LRC	News Letter	IIM-T/LRCFILES/LRC/NEWS LETTER/22/I
105	LRCFILE/105	LRC	IIMT - Permenant Campus	IIM-T/LRCFILES/LRC/PERMENANT CAMPUS/23/I
106	LRCFILE/106	Databases	Emerald	IIM-T/LRCFILES/DB/EMERALD/22/I
107	LRCFILE/107	Databases	Infirms	IIM-T/LRCFILES/DB/INFIRMS/23/I
108	LRCFILE/108	Databases	Sage	IIM-T/LRCFILES/DB/SAGE/24/I
109	LRCFILE/109	Databases	Science Direct Archives	IIM-T/LRCFILES/DB/SD ARCHIVES/25/I
110	LRCFILE/110	Books	Book Orders for Other Courses	IIM-T/LRCFILES/BK/Orderss & Invoices Others/06/I
111	LRCFILE/111	Knowledge Mang.	Faculty	IIM-T/LRCFILES/KM/BIPIN/27/I
112	LRCFILE/112	Case Studies	HBR Case Studies for other Courses - 2014	IIM-T/LRCFILES/CSP/HBSP Case Studies Others/05/I
113	LRCFILE/113	Books	Book donation (Tamil Document inside)	IIM-T/LRCFILES/BK/DONATION/07/I
114	LRCFILE/114	Knowledge Mang.	Faculty	IIM-T/LRCFILES/KM/RAKM/28/I
115	LRCFILE/115	Knowledge Mang.	Faculty	IIM-T/LRCFILES/KM/PAKM/29/I
116	LRCFILE/116	Softwares	Eview 8	IIM-T/LRCFILES/SW/EVIEWS/08/I
117	LRCFILE/117	Knowledge Mang.	Faculty	IIM-T/LRCFILES/KM/SMKM/30/I
118	LRCFILE/118	LRC	ISBN	IIM-T/LRCFILES/LRC/ISBN/24/I
119	LRCFILE/119	Softwares	SAS E-Learning Software	IIM-T/LRCFILES/SW/SAS/09/I
120	LRCFILE/120	Miscellaneous	International Accreditation	IIM-T/LRCFILES/MISC/Accreditation/04/I
121	LRCFILE/121	Databases	Total Patent Database	IIM-T/LRCFILES/DB/TOTAL PATENT/26/I
122	LRCFILE/122	Knowledge Mang.	Faculty	IIM-T/LRCFILES/KM/AYKM/31/I
123	LRCFILE/123	Knowledge Mang.	Vidwan: Experts Database and National Researcher's Network	IIM-T/LRCFILES/KM/VIDWAN/32/I
124	LRCFILE/124	Box Files	RTI Rules, Guides & Cases etc.,	IIM-T/LRCFILES/BXF/RTI/06/I

125	LRCFILE/125	Reports	CIS - Course Independent Study Report	IIM-T/LRCFILES/REPORT/CIS /05/I
126	LRCFILE/126	Reports	LIBSYS Report	IIM-T/LRCFILES/REPORT/LIBSYS/06/I
127	LRCFILE/127	Knowledge Mang.	Research Publications	IIM-T/LRCFILES/KM/RESEARCH PUB/33/I
128	LRCFILE/128	Miscellaneous	Article Request 2014	IIM-T/LRCFILES/MISC/AR-14/05/I
129	LRCFILE/129	Books	New Arrivals - images	IIM-T/LRCFILES/BK/NEW ARRIVALS/08/I
130	LRCFILE/130	Books	Book Store	IIM-T/LRCFILES/BK/BOOK/09/I
131	LRCFILE/131	Databases	Oxford Online Journals	IIM-T/LRCFILES/DB/OUN JOURNALS/27/I
132	LRCFILE/132	Databases	Hein Online Databases	IIM-T/LRCFILES/DB/HEIN ONLINE/28/I
133	LRCFILE/133	Knowledge Mang.	Faculty	IIM-T/LRCFILES/KM/GAJKM/34/I
134	LRCFILE/134	Databases	Emerald Back up Files	IIM-T/LRCFILE/DB/EMERALD BACKUP/29/I
135	LRCFILE/135	Databases	Inform Archives	IIM-T/LRCFILE/DB/INFORMS ARCHIVES/30/I
136	LRCFILE/136	Softwares	Nvivo 10	IIM-T/LRCFILE/SW/NVIVO 10/10/I
137	LRCFILE/137	LRC	Faculty Council Meeting	IIM-T/LRCFILES/LRC/FACULTY CONUCIL MEETING/25/I
138	LRCFILE/138	Softwares	Smart PLS	IIM-T/LRCFILES/SW/SMART PLS/11/I
139	LRCFILE/139	Box Files	Knowledge Management and RTI	IIM-T/LRCFILES/BXF/KM/07/I
140	LRCFILE/140	Knowledge Mang.	Faculty	IIM-T/LRCFILES/KM/MUKM/35/I
141	LRCFILE/141	LRC	QuestionPro	IIM-T/LRCFILES/LRC/QUESTION PRO/26/I
142	LRCFILE/142	LRC	Imprest Cash	IIM-T/LRCFILES/LRC/IMPERST CASH/27/I
143	LRCFILE/143	LRC	GIAN Programme	IIM-T/LRCFILES/LRC/GIAN PROGRAMME/28/I
144	LRCFILE/144	Databases	Thomson Reuters EIKON	IIM-T/LRCFILE/DB/THOMSON REUTERS EIKON/31/I
145	LRCFILE/145	LRC	Admission Clippings	IIM-T/LRCFILES/LRC/ADMISSION CLIPPINGS/29/I
146	LRCFILE/146	Softwares	Lingo Optimization Modelling Software	IIM-T/LRCFILES/SW/LINGO SOFTWARE/12/I

147	LRCFILE/147	LRC	Purchase Committee	IIM-T/LRCFILES/LRC/PURCHASE COMMITTEE/30/I
148	LRCFILE/148	Databases	Information and Library Network Centre	IIM-T/LRCFILES/DB/INFLIBNET/32/I
149	LRCFILE/149	LRC	National Digital Library	IIM-T/LRCFILES/LRC/NDL/31/I
150	LRCFILE/150	Knowledge Mang.	Faculty	IIM-T/LRCFILES/KM/VIKM/36/I
151	LRCFILE/151	LRC	B- School Survery	IIM-T/LRCFILES/LRC/B-SS/32/I
152	LRCFILE/152	Knowledge Mang.	Faculty	IIM-T/LRCFILES/KM/UPKM/37/I
153	LRCFILE/153	LRC	Audio Visual	IIM-T/LRCFILES/LRC/AV/33/I
154	LRCFILE/154	LRC	Alumni Membership card	IIM-T/LRCFILES/LRC/Alumni ID Card/34/I
155	LRCFILE/155	Knowledge Mang.	Faculty	IIM-T/LRCFILES/KM/NilKM/38/I
156	LRCFILE/156	LRC	File Management	IIM-T/LRCFILES/LRC/FM/35/I
157	LRCFILE/157	Knowledge Mang.	Faculty	IIM-T/LRCFILES/KM/AgKM/39/I
158	LRCFILE/158	Knowledge Mang.	Faculty	IIM-T/LRCFILES/KM/SanKM/40/I
159	LRCFILE/159	Knowledge Mang.	Faculty	IIM-T/LRCFILES/KM/RKM/41/I
160	LRCFILE/160	Databases	National Survey Statistics Data	IIM-T/LRCFILES/DB/Nss/33/I
161	LRCFILE/161	LRC	LRC Events	IIM-T/LRCFILES/LRC/Events/36/I
162	LRCFILE/162	LRC	Library Feed Back	IIM-T/LRCFILES/LRC/Feedback/37/I
163	LRCFILE/163	LRC	User Orientation Training Programme	IIM-T/LRCFILES/LRC/UOTP/38/I
164	LRCFILE/164	Knowledge Mang.	Faculty	IIM-T/LRCFILES/KM/VibhavKM/42/I
165	LRCFILE/165	LRC	Conferences	IIM-T/LRCFILES/LRC/Conferences/39/I
166	LRCFILE/166	Knowledge Mang.	Faculty	IIM-T/LRCFILES/KM/RKM/41/I

167	LRCFILE/167	Knowledge Mang.	Faculty	IIM-T/LRCFILES/KM/KarKM/44/I
168	LRCFILE/168	Softwares	Qualtrics	IIM-T/LRCFILES/SW/Qualtrics/13/I
169	LRCFILE/169	Miscellaneous	Miscellaneous	IIM-T/LRCFILES/Pu-Miscellaneous
170	LRCFILE/170	Databases	Indian Business Insight	IIM-T/LRCFILES/DB/IBI/34/I
171	LRCFILE/171	LRC	Business Today Survey-2017	IIM-T/LRCFILES/LRC/BT-S/32-A/I
172	LRCFILE/172	Database	Gartner's Core	IIM-T/LRCFILES/DB/GC/35/I
173	LRCFILE/173	Softwares	Crystall Ball (SIMULATION SOFTWARE)	IIM-T/LRCFILES/SW/CRYSTALLBALL/14/I
174	LRCFILE/174	Knowledge Mang.	Faculty	IIM-T/LRCFILES/KM/BhiKM/45/I
175	LRCFILE/175	LRC	GHRDC-CSR Survey-2017	IIM-T/LRCFILES/LRC/GHRDC-S/41/I
176	LRCFILE/176	LRC	ISDSI Conference Exhibition Sponsors	IIM-T/LRCFILES/LRC/ISDSI/42/I
177	LRCFILE/177	Knowledge Mang.	Faculty	IIM-T/LRCFILES/KM/ApKM/46/I
178	LRCFILE/178	Knowledge Mang.	Faculty	IIM-T/LRCFILES/KM/SiKM/47/I
179	LRCFILE/179	Knowledge Mang.	Faculty	IIM-T/LRCFILES/KM/SaKM/48/I
180	LRCFILE/180	LRC	NHRD-Survey(2017-18)	IIM-T/LRCFILES/LRC/NHRD/43/I
181	LRCFILE/181	LRC	MINT-MBA Universe 2017	IIM-T/LRCFILES/LRC/MINT-MBA Universe/44/I
182	LRCFILE/182	LRC	NIRF Ranking 2018	IIM-T/LRCFILES/LRC/NIRF/45/I
183	LRCFILE/183	Database	District Metrics & Geo Metrics	IIM-T/LRCFILES/DB/DM&GM/36/I
184	LRCFILE/184	Database	Insight	IIM-T/LRCFILES/DB/Insight/37/I
185	LRCFILE/185	Knowledge Mang.	Faculty	IIM-T/LRCFILES/KM/SaraKM/49/I
186	LRCFILE/186	Database	RemoteXs	IIM-T/LRCFILES/DB/RemoteXs/38/I
187	LRCFILE/187	Box Files	MANLIBNET 2018 Conference: Payments/Papers	IIM-T/LRCFILES/BXF/Conf/P&P/08/I

188	LRCFILE/188	Box Files	MANLIBNET 2018 Conference: Logistics	IIM-T/LRCFILES/BXF/Conf/Log/09/I
189	LRCFILE/189	Database	Emerald e-case Collection	IIM-T/LRCFILES/DB/Emerald e-case/39/I
190	LRCFILE/190	Database	EBSCO Discovery Service	IIM-T/LRCFILES/DB/EDS/40/I
191	LRCFILE/191	Database	Press Reader	IIM-T/LRCFILES/DB/PR/41/I
192	LRCFILE/192	LRC	Institutional Swachhta Ranking	IIM-T/LRCFILES/LRC/ISR/46/I
193	LRCFILE/193	Box Files	conference MANLIBNET 2018: Sponsorship	IIM-T/LRCFILES/BXF/Conf/Sponsorship/10/I
194	LRCFILE/194	LRC	RANKING AND SURVEY	IIM-T/LRCFILES/LRC/R&S/47/I
195	LRCFILE/195	Miscellaneous	NEWSPAPER SHEET ENTRY	IIM-T/LRCFILES/MISC/NEWSPAPER SHEET ENTRY/07/I
196	LRCFILE/196	Case Studies	Non- HBSP case studies	IIM-T/LRCFILES/CSP/Non-HBSP Case studies/06/I
197	LRCFILE/197	LRC	Security Issues	IIM-T/LRCFILES/LRC/Security Issues/48 /I
198	LRCFILE/198	LRC	E-Procurement / Tender	IIM-T/LRCFILES/LRC/E-Procurement / Tender/49/I
199	LRCFILE/199	LRC	Institutional Membership	IIM-T/LRCFILES/LRC/Institutional membership/50/I
200	LRCFILE/200	MISC	Unnat Bharat Abhiyan	IIM-T/LRCFILES/MISC/Unnat Bharat Abhiyan / 08/I
201	LRCFILE/201	Softwares	KiboXS	IIM-T/LRCFILES/SW/KiboXS/15/I
202	LRCFILE/202	Database	Ken	IIM-T/LRCFILES/DB/Ken/42/I
203	LRCFILE/203	Books	Textbooks	IIM-T/LRCFILES/BK/Textbooks/08/I

Estate Maintenance	
S.NO	File Name
1	LAND
2	CPWD
3	BWC
4	MHRD
5	EDCIL
6	Revised DPR
7	TNPCB
8	TWAD Board
9	Kitchen Equipment
10	HSD
11	Architect
12	GRIHA
13	Solar Project
14	DTCP
15	PWD, Union office, Corporation and Panchayat office
16	Finance Account
17	Site Review meeting minutes
18	IOCL
19	Bharathidasan University
20	Aavin
21	BSNL
22	NH
23	FPM

24	Landscape and Tree plantation
25	Addl. Hostel
26	Chiller plant operation and CMC
27	HT EB bill (Service No:164)
28	Estimates
29	Tariff Change for Quarters
30	Chennai campus EB bill
31	Chennai campus DG Consumption bill
32	Chennai campus water bill
33	Key Register
34	RO Plant maintenance
35	A/C maintenance
36	UPS maintenance
37	Lift
38	DG AMC
39	Pump Maintenance
40	Quarters Allotment
41	General Maintenance Civil Works
42	General maintenance Misc. Work
43	Plumbing maintenance
44	Cauvery Water Payment
45	Swimming Pool maintenance
46	Electrical Maintenance
47	Garden Maintenance
48	Hostel maintenance
49	Chemical purchase
50	Machinery details
51	Misc. work

Accounts Office	
Si. No	File Name
1	Accounts Audit by CAG
2	Internal Audit
3	Statutory Audit
4	Transaction Audit
5	GST returns and correspondence
6	IT returns and correspondence
7	Correspondence with outsiders
8	Internal Correspondence
9	Old files relating to Govt. grants
10	Miscellaneous correspondence

DPR Office		
Si.No.	File No.	File Name
1	IIMT/DPR/0001/0031	Scholars File - I
32	IIMT/DPR/0032	FPM Guest faculty file (1)
33	IIMT/DPR/0033	FPM Guest faculty file (2)
34	IIMT/DPR/0034	CQE to Defense Viva
35	IIMT/DPR/0035	FPM stipend file
36	IIMT/DPR/0036	MHRD correspondence
37	IIMT/DPR/0037	Undertaking forms
38	IIMT/DPR/0038	FPR Committee – I
39	IIMT/DPR/0039	FPR Committee - II
40	IIMT/DPR/0040	Convocation file
41	IIMT/DPR/0041	Grades (2012 batch)
42	IIMT/DPR/0042	Grades (2013 batch)
43	IIMT/DPR/0043	Grades (2014 batch)
44	IIMT/DPR/0044	Grades (2015 batch)
45	IIMT/DPR/0045	Grades (2016 batch)
46	IIMT/DPR/0046	Grades (2017 batch)
47	IIMT/DPR/0047	Grades (2019 batch)
48	IIMT/DPR/0048	Summer Research Project reports
49	IIMT/DPR/0049	Mess Advance file
50	IIMT/DPR/0050	Refund of Unused Mess Advance file
51	IIMT/DPR/0051	RTI file
52	IIMT/DPR/0052	Audit Query
53	IIMT/DPR/0053	FPM Policy file

54	IIMT/DPR/0054	Miscellaneous file
55	IIMT/DPR/0055	Course option forms
56	IIMT/DPR/0056	FPM Grade book
57	IIMT/DPR/0057	FPM Correspondence
58	IIMT/DPR/0058	FPM Quiz papers
59	IIMT/DPR/0059	Summer Projects of 2014 batch students
60	IIMT/DPR/0060	Course outline 2013
61	IIMT/DPR/0061	FPM manual
62	IIMT/DPR/0062	FPM Registration & Verification certificates
63	IIMT/DPR/0063	Feedback FPM 2013
64	IIMT/DPR/0064	Withdrawal letters
65	IIMT/DPR/0065	FPM 2012, Exam & CQE questions & Attdce sheets
66	IIMT/DPR/0066	Feedback FPM 2012
67	IIMT/DPR/0067	Elective Courses 2013
68	IIMT/DPR/0068	Seminar Series
69	IIMT/DPR/0069	FPM students attendance records
70	IIMT/DPR/0070	Conference Grant file
71	IIMT/DPR/0071	Contingency Grant file
72	IIMT/DPR/0072	Startup grant / Computer grant register
73	IIMT/DPR/0073	Faculty Research Grant file
74	IIMT/DPR/0074	Contingency Grant file 2
75	IIMT/DPR/0075	Conference Grant file 2
76	IIMT/DPR/0076	Field Research grant file
77	IIMT/DPR/0077	FPM Attendance
78	IIMT/DPR/0078	FPM 2012 - Term 4, 5 and 6 course attendance file
79	IIMT/DPR/0079	FPM 2014 - Term 4 and 5 course attendance file

80	IIMT/DPR/0080	FPM 2014 - Term 6 course attendance file
81	IIMT/DPR/0081	FPM 2015 - Term 4 and 5 course attendance file
82	IIMT/DPR/0082	FPM 2015 - Term 6 course attendance file
83	IIMT/DPR/0083	FPM 2016 - Term 4 and 5 course attendance file
84	IIMT/DPR/0084	FPM 2016 - Term 6 course attendance file
85	IIMT/DPR/0085	FPM 2017 - Term 4, 5 and 6 course attendance file
86	IIMT/DPR/0086	FPM 2019 & 2020 - Term 1, 2 and 3 course attendance file
87	IIMT/DPR/0087/0089	Scholars File - II
90	IIMT/DPR/0090	FPM Advertisement (from 2015 to 2020)
91	IIMT/DPR/0091	FPM Admission 2019
92	IIMT/DPR/0092	EDPM File

HR Department		
Si. No	File No.	Filename
1	EST-I/E-01	Establishment-I
2	EST-I/I-01	Increment - Faculty & Academic Staff
3	EST-I/PF	Faculty Personal Files
4	EST-I/R-01	Recruitment - Faculty
5	EST-I/U-01	Upgradation - Faculty
6	EST-I/V-01	Vacation
7	EST-II/A-01	Advertisement-Faculty
8	EST-II/A-02	Advertisement-Non-Faculty
9	EST-II/A-03	Apprenticeship
10	EST-II/A-04	Administrative Reforms Commission
11	EST-II/A-05	Annual Report-related
12	EST-II/A-06	Appollo Hospitals
13	EST-II/B-01	Board Related Papers
14	EST-II/B-02	Budget
15	EST-II/B-03	Bonus
16	EST-II/C-01	Circulars
17	EST-II/C-02	Contract - Daily Wage Labour
18	EST-II/C-03	Children Education Allowance
19	EST-II/C-04	CPWD-related papers
20	EST-II/C-05	Chairman's Approvals
21	EST-II/C-06	Chennai Centre

22	EST-II/C-07	Celebrations
23	EST-II/C-08	Committees
24	EST-II/C-09	Contract - Work Contracts
25	EST-II/C-10	Chairman Office
26	EST-II/D-01	Dearness Allowance
27	EST-II/D-02	Deputation
28	EST-II/D-03	Diwali gift
29	EST-II/E-01	Establishment-II
30	EST-II/F-01	Files
31	EST-II/F-02	First Man Management Services
32	EST-II/F-03	Festival Advance
33	EST-II/G-01	Gurbani Security (Pvt) Ltd
34	EST-II/G-02	Group Insurance
35	EST-II/H-01	Holidays
36	EST-II/H-02	House Keeping
37	EST-II/I-01	Increment - Non-Teaching
38	EST-II/I-02	Inter-IIMs
39	EST-II/I-03	Inter-Institutes
40	EST-II/K-01	Kauvery Hospitals
41	EST-II/L-01	Leave
42	EST-II/L-02	Leave Travel Concession (LTC)
43	EST-II/L-03	Livery
44	EST-II/L-04	Library Apprentice
45	EST-II/L-05	Local Purchase Committee

46	EST-II/M-01	Minority Related
47	EST-II/M-02	Miscellaneous
48	EST-II/M-03	Mail & Despatch
49	EST-II/M-04	Ministry of HRD
50	EST-II/M-05	Medical Facilities
51	EST-II/M-06	Man Power
52	EST-II/N-01	New Pension Scheme (NPS)
53	EST-II/N-02	Naveen Security Services
54	EST-II/O-01	Official Language Implementation
55	EST-II/O-02	Outsourcing
56	EST-II/P-01	Policy Decision
57	EST-II/P-02	Performance & Appraisal - Non-Faculty
58	EST-II/P-03	Post Creation - Faculty
59	EST-II/P-04	Post Creation - Non-Faculty
60	EST-II/P-05	Public Grievances
61	EST-II/P-06	Parliamentary Questions
62	EST-II/PF	Non-Teaching Personal Files
63	EST-II/Q-01	Quarters
64	EST-II/R-01	Recruitment - Non-Teaching
65	EST-II/R-02	Reservation for SC/ST/OBC
66	EST-II/R-03	Right To Information
67	EST-II/R-04	Relocation Allowance
68	EST-II/R-05	RTI-Appeal
69	EST-II/R-06	Roster

70	EST-II/R-07	RTI - Reporter
71	EST-II/R-08	RTI Cell
72	EST-II/S-01	Security
73	EST-II/S-02	Staff List
74	EST-II/S-03	Sexual Harassment in Work place
75	EST-II/S-04	Swamy's Publications
76	EST-II/S-05	SC/ST CELL
77	EST-II/S-06	Seventh Pay Commission
78	EST-II/T-01	TA / DA
79	EST-II/T-02	Training & Development
80	EST-II/T-03	Telephone / Internet Allowance
81	EST-II/T-04	Transfers
82	EST-II/T-05	Transport
83	EST-II/T-06	Trademark
84	EST-II/U-01	Use Housekeeping Agency & Services
85	EST-II/U-02	Updater services pvt. Ltd.
86	EST-II/V-01	Vigilance
87	EST-II/V-02	Vigilance - Annual Property Returns
88	EST-II/W-01	Welfare - Faculty & Staff
89	EST-II/W-02	Website Upload

List of Files in PGPM & PGPM-HR offices

Sl.No.	File Name	Particulars
1	IIMT/PGPM/Academic/PGPM 2019-21 Batch Term-I Attendance File	PGPM 2019-21 Batch Term-I Attendance File
2	IIMT/PGPM/Academic/PGPM 2019-21 Batch Leave Application File Term-I, II & III	PGPM 2019-21 Batch Leave Application File Term-I, II & III
3	IIMT/PGPM/Academic/PGPM 2019-21 Batch - End Term Revaluation Paper Term I, II & III	PGPM 2019-21 Batch - End Term Revaluation Paper Term I, II & III
4	IIMT/PGPM/Academic/PGPM 2019-21 Batch - Correspondence File Term-I	PGPM 2019-21 Batch - Correspondence File Term-I
5	IIMT/PGPM/Academic/PGPM 2019-21 Batch - Correspondence File Term-II	PGPM 2019-21 Batch - Correspondence File Term-II
6	IIMT/PGPM/Academic/PGPM 2019-21 Batch - Exam Attendance File Term-I, II & III	PGPM 2019-21 Batch - Exam Attendance File Term-I, II & III
7	IIMT/PGPM/Academic/PGPM 2019-21 Batch - Attendance File Term-II	PGPM 2019-21 Batch - Attendance File Term-II
8	IIMT/PGPM/Academic/PGPM 2019-21 Batch - Paper Display Attendance File Term-I, II & III	PGPM 2019-21 Batch - Paper Display Attendance File Term-I, II & III
9	IIMT/PGPM/Academic/PGPM 2019-21 Batch - Preparatory Programme	PGPM 2019-21 Batch - Preparatory Programme
10	IIMT/PGPM/Academic/PGPM 2019-21 Batch - Checklist File	PGPM 2019-21 Batch - Checklist File for Classroom
11	IIMT/PGPM/Academic/PGPM 2019-21 Batch - Undertaking file	PGPM 2019-21 Batch - Undertaking file
12	IIMT/PGPM/Academic/PGPM 2019-21 Batch - Attendance Display File	PGPM 2019-21 Batch - Attendance Display File
13	IIMT/PGPM/Academic/PGPM 2019-21 Batch - Withdrawal File	PGPM 2019-21 Batch - Withdrawal File
14	IIMT/PGPM/Academic/PGPM 2019-21 Batch - Feedback file Term-I	PGPM 2019-21 Batch - Feedback file Term-I
15	IIMT/PGPM/Academic/PGPM 2018-20 Student Academic Performance Assessment File	PGPM 2018-20 Student Academic Performance Assessment File
16	IIMT/PGPM/Academic/Slow Track	Slow Track
17	IIMT/PGPM/Academic/RTI Act File	RTI Act File
18	IIMT/PGPM/Academic/Student Counsellor YOURDost file	Student Counsellor YOURDost file
19	IIMT/PGPM/Academic/PGPM 2018-20 Batch Feedback file	PGPM 2018-20 Batch Feedback file

20	IIMT/PGPM/Academic/PGPM 2017-19 Batch Feedback Report File Term-I, II, III, IV, V & VI	PGPM 2017-19 Batch Feedback Report File Term-I, II, III, IV, V & VI
21	IIMT/PGPM/Academic/PGPM 2019-21 Batch Feedback file	PGPM 2019-21 Batch Feedback file
22	IIMT/PGPM/Academic/Class Room Booking File Vol.1	Class Room Booking File Vol.1
23	IIMT/PGPM/Academic/Class Room Booking File Vol.2	Class Room Booking File Vol.2
24	IIMT/PGPM/Academic/Purchase related file	Purchase related file
25	IIMT/PGPM/Academic/Convocation -2018	Convocation -2018
26	IIMT/PGPM/Academic/Convocation -2016	Convocation -2016
27	IIMT/PGPM/Academic/MAD 2017-19 Batch Mid Term Report & External Report	MAD 2017-19 Batch Mid Term Report & External Report
28	IIMT/PGPM/Academic/MAD 2017-19 Batch MAD Proposal VER.II	MAD 2017-19 Batch MAD Proposal VER.II
29	IIMT/PGPM/Academic/MAD 2017-19 Batch MAD Proposal VER.I	MAD 2017-19 Batch MAD Proposal VER.I
30	IIMT/PGPM/Academic/IR Week Registration - Year-2017-19 Correspondence & Grade	IR Week Registration - Year-2017-19 Correspondence & Grade
31	IIMT/PGPM/Academic/MAD - PGP-2016-18 Vol.I	MAD - PGP-2016-18 Vol.I
32	IIMT/PGPM/Academic/MAD - PGP-2016-18 Vol.II	MAD - PGP-2016-18 Vol.II
33	IIMT/PGPM/Academic/PGP-2014-16 Batch - MAD Evaluation Sheet	PGP-2014-16 Batch - MAD Evaluation Sheet
34	IIMT/PGPM/Academic/MAD Proposal - PGP - 2014-16	MAD Proposal - PGP - 2014-16
35	IIMT/PGPM/Academic/PGP - 2015-17 MAD Proposal	PGP - 2015-17 MAD Proposal
36	IIMT/PGPM/Academic/MAD - 2015	MAD - 2015
37	IIMT/PGPM/Academic/Stock Verification File	Stock Verification File
38	IIMT/PGPM/Academic/IR Week Attendance File 2016-18 Batch	IR Week Attendance File 2016-18 Batch
39	IIMT/PGPM/Academic/PGPM 2017-19 Caution Deposit file	PGPM 2017-19 Caution Deposit file
40	IIMT/PGPM/Academic/Hostel Correspondence	Hostel Correspondence
41	IIMT/PGPM/Academic/Exchange Programme File	Exchange Programme File
42	IIMT/PGPM/Academic/Business Today Survey Document	Business Today Survey Document
43	IIMT/PGPM/Academic/PGP- 2011-13 Students Participation Conference Seminar	PGP- 2011-13 Students Participation Conference Seminar
44	IIMT/PGPM/Academic/PGPM 2020-22 Batch Term-I Attendance File	PGPM 2020-22 Batch Term-I Attendance File
45	IIMT/PGPM/Academic/PGPM 2020-22 Batch Term-I Leave Application File	PGPM 2020-22 Batch Term-I Leave Application File

46	IIMT/PGPM/Academic/PGPM 2020-22 Batch - Correspondence File Term-I	PGPM 2020-22 Batch - Correspondence File Term-I
47	IIMT/PGPM/Academic/PGPM 2020-22 Batch Term-II Attendance File	PGPM 2020-22 Batch Term-II Attendance File
48	IIMT/PGPM/Academic/PGPM 2020-22 Batch Term-II Leave Application File	PGPM 2020-22 Batch Term-II Leave Application File
49	IIMT/PGPM/Academic/PGPM 2020-22 Batch - Correspondence File Term-II	PGPM 2020-22 Batch - Correspondence File Term-II

O/o PGPM-HR files

1	IIMT/PGPM-HR/Academic/PGPM-HR 2020-22 Batch - Correspondence File Term-I	PGPM-HR 2020-22 Batch - Correspondence File Term-I
2	IIMT/PGPM-HR/Academic/PGPM-HR 2020-22 Batch Term-I Leave Application File	PGPM-HR 2020-22 Batch Term-I Leave Application File
3	IIMT/PGPM-HR/Academic/PGPM-HR 2020-22 Batch Term-I Attendance File	PGPM-HR 2020-22 Batch Term-I Attendance File
4	IIMT/PGPM-HR/Academic/PGPM-HR 2020-22 Batch Term-I Grade File	PGPM-HR 2020-22 Batch Term-I Grade File
5	IIMT/PGPM-HR/Academic/PGPM-HR 2020-22 Batch Committee Meeting File	PGPM-HR 2020-22 Batch Committee Meeting File
6	IIMT/PGPM-HR/Academic/PGPM-HR 2020-22 Batch - Correspondence File Term-II	PGPM-HR 2020-22 Batch - Correspondence File Term-II
7	IIMT/PGPM-HR/Academic/PGPM-HR 2020-22 Batch Term-II Leave Application File	PGPM-HR 2020-22 Batch Term-II Leave Application File
8	IIMT/PGPM-HR/Academic/PGPM-HR 2020-22 Batch Term-II Attendance File	PGPM-HR 2020-22 Batch Term-II Attendance File

IIMT CHENNAI CAMPUS		
Si.No.	File No	File Name
1	IIMTCC/01	ADMISSION
2	IIMTCC/02	CONVOCATION
3	IIMTCC/03	REVIEW OF ANSWER SCRIPTS
4	IIMTCC/04	FACULTY
5	IIMTCC/05	NOTE FOR APPROVAL
6	IIMTCC/06	EB/DG FILE MAINTENANCE / WATER
7	IIMTCC/07	REQUESTS FOR MAKE UP EXAMS
8	IIMTCC/08	STUDENTS MANUAL
9	IIMTCC/09	LIBRARY
10	IIMTCC/10	TELEPHONE BILLS
11	IIMTCC/11	GUEST LECTURE APPROVAL
12	IIMTCC/12	INVOICE / BILLS FOR ITEMS OBTAINED FOR CHENNAI CAMPUS
13	IIMTCC/13	PGPBM ADMISSION
14	IIMTCC/14	VISITING FACULTY & GUEST SPEAKER BANK DETAILS
15	IIMTCC/15	PGPBM COMMITTEE MEETING/ POLICY ON THE PROGRAMME
16	IIMTCC/16	FIRST MAN
17	IIMTCC/17	NOTE FOR PURCHASE OF BOOKS
18	IIMTCC/18	BOOK GRANTS / REFUND OF CAUTION DEPOSITS
19	IIMTCC/19	MERIT CERTIFICATES OF PGPBM
20	IIMTCC/20	ACADEMIC DISHONESTY REPORT FILE
21	IIMTCC/21	PURCHASE FILE
22	IIMTCC/22	FACULTY APPROVAL / TEACHING APPROVAL
23	IIMTCC/23	CONVOCATION RELATED DOCUMENTS
24	IIMTCC/24	PLANNING OF ELECTIVES
25	IIMTCC/25	AMC FILE / MAINTENANCE (OFFICE EQUIPMENTS)
26	IIMTCC/26	ANNUAL REPORTS

27	IIMTCC/27	AUDIT
28	IIMTCC/28	STOCK VERIFICATION
29	IIMTCC/29	BREAK FROM THE PROGRAMME
30	IIMTCC/30	STAFF
31	IIMTCC/31	VISITING FACULTY TA/ HONORARIUM CLAIM (NOTE & IOM)
32	PGPBM2018-20	Term I to Term IX
33	PGPBM 2018-20	Industry project
34	PGPBM 2019-21	Term I to Term VI
35	PGPBM 2020-22	Term i & term ii
36	PGPBM 2020-22	Admission related file
37	PGPBM 2018-20	Students profile
38	PGPBM 2019-21	Students profile
39	PGPBM 2020-22	Applications

Purchase Section		
Sl.No	File No	File Name
1	IIMT/Pur./Acc	Accommodation
2	IIMT/Pur./Advt	Advertisement
3	IIMT/Pur./CS&HM	Catering Services at Hostel Mess
4	IIMT/Pur./C&O	Chemicals & Oils
5	IIMT/Pur./Civ	Civil Items
6	IIMT/Pur./CMC	CMC
7	IIMT/Pur./CS&GH	Comprehensive Services for Guest House, Canteen & Executive Dining
8	IIMT/Pur./Conv	Convocation
9	IIMT/Pur./Ele/	Electrical Materials
10	IIMT/Pur./EMD&SD	EMD & Security Deposit Details
11	IIMT/Pur./Firewall	Firewall
12	IIMT/Pur./Gen.Admin	General Admin
13	IIMT/Pur./GYM	GYM Equipment
14	IIMT/Pur./IT(1)	IT (1)
15	IIMT/Pur./IT(2)	IT (2)
16	IIMT/Pur./Lib	Library
17	IIMT/Pur./Man	Manpower Services
18	IIMT/Pur./Med	Medical Equipment
19	IIMT/Pur./Med	Medical Insurance
20	IIMT/Pur./PGPM	PGPM Office
21	IIMT/Pur./Plumbing	Plumbing Materials

22	IIMT/Pur./Print	Printing
23	IIMT/Pur./Print/AR	Printing of Annual Report
24	IIMT/Pur./Pro.Ser	Promotional Services
25	IIMT/Pur./Promo.Video	Promotional Video
27	IIMT/Pur./Proctoring	Remote Proctoring
28	IIMT/Pur./Stat	Stationery
29	IIMT/Pur./Hostel	Student Hostel
30	IIMT/Pur./Translation	Translation of Annual Report in Hindi
31	IIMT/Pur./Transport	Tender for Transport Services
32	IIMT/Pur./VS	Virtual Support (Online Class)

Hostel Office		
S. No	File No	File Name
1	IIMT/SAC - 01	General - Students Affairs
2	IIMT/SAC/Hostels - 01	General – Hostel Office

The file details will be updated in due course of time.