

# Accelerate Your Career PROSPECTUS



Approved By  
All India Council For Technical Education  
AICTE (NEW DELHI)

## Indian Institute of Materials Management

### Programmes - PGDMM / PGDSCM & L



## Indian Institute of Materials Management

### MISSION

- To promote professional excellence in Materials Management towards National Prosperity through sustainable development.

### OBJECTIVE

- To secure a wider recognition of and promote the importance of efficient materials management in commercial and industrial undertakings.
- To safe guard and elevate the professional status of individuals engaged in materials management faculty.
- To constantly impart advanced professional knowledge and thus improve the skill of the person engaged in the materials management function.
- Propagate and promote among the members strict adherence to IIMM code and ethics.

### CODE OF ETHICS

- To consider first the total interest of one's organisation in all transactions without impairing the dignity and responsibility of one's office :
- To buy without prejudice, seeking to obtain the maximum ultimate value for each rupee of expenditure.
- To subscribe and work for honesty and truth in buying and selling; to denounce all forms and manifestations of commercial bribery and to eschew anti-social practices.
- To accord a prompt and courteous reception so far as conditions will permit, to all who call up on legitimate business mission.
- To respect one's obligations and those of one's organisation consistent with good business practices.

## Prospectus

The following pages provide information and guidelines on the courses. If you need further Clarification on any aspect, please refer to help desk.

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**INDIAN INSTITUTE OF MATERIALS MANAGEMENT  
BOARD OF STUDEIS - 2017-19**

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Omnipotent Global Trust

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Head - IICM  
**Indian Institute of Coal Management**  
Ranchi**Mr. P K Purang**  
Head Supply Chain  
**Jindal Steel & Power Ltd,**  
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Asst. Secretary General  
**ASSOCHAM**  
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DG - Confederation of Indian Industry  
**New Delhi-110003, Email: cb@cii.in**

## **REPRESENTATION FROM INTERNATIONAL BODIES**

### **Mr. Shankar Lal**

Senior Procurement Specialist  
**WORLD BANK**, Hindustan Times Building,  
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## **REPRESENTATION FROM GOVT.BODIES**

### **Mr. Dinesh Nijhawan**

DDG, Min.of Skill Development &  
Entrepreneurship, New Delhi

### **Mr. Sambhav Srivastava**

Association of Indian Universities  
New Delhi.

## **IIMM & OTHER REPRESENTATIVE**

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## **NATIONAL HEADQUARTER**

### **Indian Institute of Materials Management Education Wing**

Plot No-102&104, Sector-15, Institutional  
Area, CBD Belapur, Navi Mumbai-400614  
Ph. 0222 757 1022,  
Email:nhqde.iimm@gmail.com

# **PART 1 - ABOUT IIMM**

## **Foreword**

The Indian Institute of Materials Management (IIMM) has emerged as an **All India Professional Body in the year 1975** with merger of three professional associations, the National Association of Materials Management, the Materials Management Association of India and the Materials Management Association of Hyderabad and is recognized as a Professional Body by **Indian Society for Technical Education (ISTE) a body under Govt. of India Ministry of HRD**. The institute represents a wide spectrum of professionals engaged in various facets of materials management, through its wide network of **52 branches & 19 chapters** spread over the length & breadth of the country. IIMM is dedicated to the profession of materials management through its multifarious activities including various Education Courses, Executive Development programmes, Seminars, Workshops, In-house Training Programmes & Consultancy. To have an effective global interaction on the subject, IIMM is a **Charter Member of International Federation of Purchasing and Supply Management (IFPSM)**, having its registered office at **Bristol, UK** which has 43 country association as its members. The institute has established its Research Centre Center for Research in Materials Management (CRIMM) in association with Techno India University at Kolkata. The Institute is also registered under the Societies Registration Act (XXI of 1860) and the Bombay Public Trust Act 1950.

## **IIMMs Objectives**

- To secure a wide recognition of and promote the importance of efficient Materials Management in commercial and industrial undertakings.
- To Safeguard and elevate the professional status of individuals engaged in the Materials Management function.
- To constantly impart advanced professional knowledge and thus improve the skills of the Persons engaged in the Materials Management function.
- To propagare and promote among the members strict adherence to IIMM Code of Conduct and Ethics.

## **IIMM Mission statement**

- To promote professional excellence in Material Management towards national prosperity through sustainable development.

## **National Executive Committee (NEC)**

- The activities of IIMM are governed by the NEC (Refer Board of Studies)

## **Board of Studies**

The Educational activities of the Institute are controlled by Board of Studies. The Board consists of eminent academicians, professionals with vast knowledge and experience in various facets of Management. The Board is responsible for all matters related to curriculum planning, educational delivery system, teaching-methodology, assessment procedures, and other matters relating to education.

## **Educational Activities**

**The Institute conducts the following educational courses:**

- a) Post Graduate Diploma in Materials Management (PGDMM)
- b) Post Graduate Diploma in Supply Chain Management& Logistics (PGDSCM & L)

## **Reservation Policy in admissions**

While admitting students in IIMM Courses, reservations in SC, ST, OBC and PH categories is made as per norms of Government of India as applicable from time to time.

## **Professional Activities**

IIMM organizes the world congress, National Convention & Regional Conferences besides Signature Events. Various Professional Activities are conducted during the National Convention (NATCOM). Few of them are

- Award Distribution for a) Distinguished Membership b) Young Materials Manager c) CEO of the Year d) Meritorious Students Award
- Technical papers are presented by eminent personalities during the convention.
- Buyer Seller Meet

## **Consultancy**

IIMM provides consultancy services to organisations in both Public and Private sector.

## **Training programmes**

- Training programmes are conducted at All India levels as well as the branches. Executive Development Programmes are conducted at the branch levels on various aspects of Materials Management.
- The technical sessions are conducted with highly qualified and experienced faculty and practicing executives.
- Advanced Materials Management programme is conducted at the All India level.
- National and Regional seminars are conducted at all zones.
- Customised in-house training programmes are conducted as per the requirements of Industries / Organisations.

## **Publications**

- THE MATERIALS MANAGEMENT REVIEW (MMR) (Monthly journal of IIMM). All members receive a copy of the MMR, free of cost which is currently edited and printed by chief editor Dr. M. K. Bhardwaj at New Delhi.
- Students should become member of IIMM at the nearest IIMM branch, so that they can continuously enrich their knowledge by attending seminars, symposiums, workshops, factory visits, evening lectures and through monthly Journal-MMR

## **International Tie-ups**

### **IFPSM**

IIMM is a charter member of the International Federation of Purchasing and Supply Management (IFPSM), having registered office at Bristol, UK.

### **ISM, USA**

IIMM in association with Institute for Supply management (ISM), USA offers regularly the C.P.S.M. Certification course in India.

### **ITC, Geneva**

IIMM has entered in to an agreement with International Trade center (ITC - WTO/UNCTAD) offering the Modular Learning System on International Purchasing andSupply Management in India.



## **PART 2 - ABOUT THE EDUCATIONAL COURSES**

### **1. Post Graduate Diploma in Materials Management - PGDMM**

#### **Objective**

This prestigious professional course aims at preparing students for shouldering key responsibilities in organisations, especially in the areas of Materials Management and related disciplines.

#### **Designed for**

- Individuals who are working in Materials Management or related Disciplines and wish to enhance their knowledge and skills in Materials/Supply Chain Management.

#### **Mode of Conduct of Program**

The program will be conducted through Distance Mode only.

#### **Course Duration**

**DISTANCE MODE** The course is divided into 4 Semesters spread over 2 years.

#### **Admission Eligibility**

**Academic:** Graduate in any discipline

#### **Aptitude Test**

Eligible candidates are required to pass an Aptitude Test and Viva Voce. Minimum marks for a pass will be 50%.

#### **Recognition:**

Approval is granted to IIMM (Permanent ID No. 1-3898338621) by AICTE letter dated 24<sup>th</sup> May 2018.

#### **SELF STUDY PROJECT REPORT**

The candidate is required to submit a self-study project report as part of fulfillment of the programme within the course duration of two years.

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#### **Fee Structure**

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<b>Sr. No</b>	<b>Courses</b>	<b>Registration Fees</b>	<b>Course Fees</b>	<b>Exam Fees / Re-exam Fee</b>	<b>Certification Fees</b>
1	PGDMM	Rs 1000/-	Rs. 16000/- Per Semester	Rs. 3500/- Per Semester	Rs. 1000/-

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## 2. Post Graduate Diploma in Supply Chain Management & Logistics - PGDSCM & L

### COURSE OBJECTIVE

The objective of the course is to provide contemporary state of art inputs in the area of Supply Chain and Logistics Management. The explosion of Information Technology & the emergence of E-commerce have provided the organizations to feel the importance of Supply Chain & Logistics as a strategic weapon for competing at the market place to provide value added services to customer and at the same time reduce the total cost.

### DESIGNED FOR

This is an advanced course designed specifically for the SCM/MM professionals who are engaged / planning to pursue a career in the area of Logistics and Supply Chain Management and related field.

**Mode of Conduct of Program :** The program will be conducted through Distance Mode only.

**Course Duration :** The course is divided into four modules spread over two years.

**Admission Eligibility :** Academic: Bachelors Degree in any discipline from any recognized University.

**Aptitude Test :** Eligible candidates are required to pass an Aptitude Test and Viva Voce. Minimum marks for a pass will be 50%.

**Recognition :** Approval is granted to IIMM (Permanent ID No. 1-3898338621) by AICTE letter dated 24<sup>th</sup> May 2018.

### SELF STUDY PROJECT REPORT

The candidate is required to submit a self-study project report as part of fulfillment of the programme within the course duration of two years.

### Fee Structure

Sr.No	Courses	Registration Fees	Course Fees	Exam Fees / Re-exam Fee	Certification Fees
1	PGDSCM& L	Rs 1000/-	Rs 16000/- Per Semester	Rs 3500/- Per Semester	Rs. 1000/-

## Part 3 Other Instructions

**Method of Payment :** All payments will be made by **D. D. in favour of IIMM NHQ Collection Account payable at Mumbai or through NEFT/RTGS to the Bank details mentioned here.**

**ICICI Bank,A/C Holder IIMM NHQ Collection Account**

**Account No. 015101027881**

**IFSC Code ICIC0000151**

**After NEFT/RTGS, transaction receipt can be transferred through mail.**

### **Note**

- Registration Fees, Course fee (first installment) and Examination fee must be paid at the time of admission.
- Course fee for subsequent semesters should be paid by 15th July and 15th January for the respective sessions.
- Exam/ re-examination fees should be paid by 15th April and 15th October to appear for the June and December examinations respectively.
- Re-examination fees with late fees will be accepted between 15th April and 15th May will be **Rs.800/- per paper**, for June examination and between 15th Oct to 15th Nov for December Examination.
- The fees structure is subject to change from time to time at the discretion of IIMM.
- Late assignment fee @Rs.200/- per paper is to be paid by the students who submit assignments after 30 April/31 October for June/Dec exams, respectively.
- **The fees once paid will not be refunded or adjusted to other courses offered by the Institute for any reason.**

### **2 Examinations**

<b>Courses</b>	<b>Conduct of Exam</b>	<b>Exam Details</b>
<b>PGDMM PGDSCM &amp; L</b>	<b>2nd week of June &amp; December</b>	<ul style="list-style-type: none"><li>● The duration of examination will be 3 hours per paper and timings will be 10.00 a.m. to 1.00 p.m. and 2.00 p.m. to 5.00 p.m.</li><li>● At present examinations are conducted by way of paper and pen. If IIMM switch over to online examination or E-Examinations system, then the students are required to take online exams.</li><li>● If the examinations are cancelled for any reason, beyond the control of the Board of studies, say for example, Civil disturbances, natural calamities etc., students will have to write the examinations along with the next semester examinations. In such case, students are exempted from paying any re-examination fee for the particular paper/ semester.</li></ul>

## 2A. Announcement of Results

Course	Details
PGDMM / PGDSCM & L	Results will be announced by 15th March and 15th September respectively from NHQ Education wing

## 4. Study Material

Exhaustive and comprehensive study material will be supplied to students within 20 days from the date of receipt of Module (course & exam) fees. The study material will be sent by **Registered Book Post** only to the mailing address of the students. If the students are not available at the address given, arrangements have to be made by the students themselves to receive the same at their mailing address. IIMM is not responsible for any loss in transit or non-receipt of study material.

## 5. Training Methodology

Distance Education	<ul style="list-style-type: none"><li>● Study material will be provided for the subjects. In addition students are advised to refer other reference books from libraries for preparing for the examination</li></ul>
PGDMM /PGDSCM & L	<ul style="list-style-type: none"><li>● Semester wise midterm assignments will be displayed in IIMM website / circulated to all the students and answers to the same are <b>invariably</b> required to be submitted by the students for evaluation. Assignments will be evaluated and will be given 20% weightage in the subject of respective semester exams.</li><li>● It is compulsory to pass separately in assignment as well as theory.</li><li>● Contact Classes will provide the students an opportunity to interact with senior faculty members. Faculty will clarify or elaborate upon any point on which the student may have doubt. They will also deliberate certain cases with the students related to the subjects.</li><li>● These classes will help the students to interact with other students in the batch and get a better understanding of the subjects.</li></ul>

## 6. Qualifying Marks

Course	Details
PGDMM/PGDSCM & L	<ul style="list-style-type: none"><li>● Theory papers will carry a maximum of 100 marks. (However weightage will be given as 70% for Theory out of 100 marks and 30% marks for assignment)</li><li>● Project report &amp; Viva Voce (4th sem.) will carry 100 marks</li></ul>

## **7. a) Project work for PGDMM / PGDSCM& L Distance Education Course students**

**IIMM NHQ Education Wing will issue Project Guidelines by January or July to the eligible students in the last semester for Project/ work on payment of fees. Rs.800/- late exam fee will be accepted after 15th April/15th October for the semesters ending June/December respectively.**

**Synopsis:** Students are required to prepare the synopsis based on the guidelines and submit the same to IIMM NHQ Education Wing for necessary approval. Synopsis may also be sent through e-mail. It is advisable to submit the synopsis well in advance so that sufficient time will be available for collection of data, analysis and report writing.

The project report completed in all respects must be submitted as follows.

- One copy along with soft copy (CD) to be submitted to IIMM NHQ Education Wing, for evaluation. And one copy to be submitted to IIMM Branch.
- One copy must be retained by the student for his/her record.
- **Last week of May and Last week of November is the last date for submission of Project Reports. Rs.500/- late project submission fees payable after 31st May/30th November for the semester ending June/December respectively.**

**Note: Project report once submitted will not be returned to the student for any reason.**

### **b) Viva Voce Exam**

Students are required to appear for the Viva Voce exam.

### **c) Failure to qualify**

Students failing in Project / Viva Voce Tests will have to rewrite a fresh Project Report and once again submit the Project report for evaluation.

## **8. Other / Miscellaneous Terms**

### **a) Modification of Syllabus**

IIMM, through its Board of Studies, reserves the right to modify the syllabus at any time.

### **c) Retention of Answer Papers**

The answer papers of students will be retained at the NHQ Education Wing as per the rules.

### **d) Ranking / Classes**

The following criteria will determine classes in the examination.

- 70% and above - Passes with distinction
- 60% to 69.99% - Passes with First Class
- 50% to 59.99% - Pass
- Less than 50% - Fail
- The above percentage should be obtained in aggregate including Project Report, and Viva Test to qualify for the class.

#### e) Award of Certificate/Diplomas

- **All students completing the courses successfully, will be awarded PG Diplomas & Mark sheets from NHQ Education Wing. Diplomas are issued quarterly only. Provisional certificate will be provided to students on request to NHQ Education Wing, Mumbai on receipt of Rs.1000/- DD towards certificate fee along with duly filled certificate form.**
- **Issues of Duplicate Diplomas / Mark sheets: Students who have lost/ misplaced Diploma/ Mark sheet may apply in writing citing valid reasons/ explanations for issue of Duplicate. The same is priced at Rs.1000/-**

#### f) Announcement of Awards

- IIMM will announce the Presidents Awards - Gold, Silver and Bronze to meritorious students of the PGDMM and PGDSCM& L courses.
- The awards will be given away during the National Convention.
- The rank holders names will be hosted in the IIMM web page.

**g) Library Facilities :** IIMM NHQs and branch Libraries are well equipped with latest books, Journal, Magazines etc. **Registered students may use this facility at NHQ and Branches. Students are encouraged to utilize the Library facilities extensively.**

**h) Mailing Address :** All Students are requested to inform the changes in their Correspondence address when the change takes place. Incorrect address will result in non-delivery of mails, Study Materials etc. IIMM will not be responsible for such loss / non delivery due to change of address without notice.

**i) Web site :** The students are required to utilize IIMM Website and E-mail for obtaining the clarifications. URL - <http://www.iimm.org>

**j) E-Mail & Contact No. :** All Students are advised to use the E-mail facility for quick response and must provide their e-mail address and mobile No. in all correspondence. Please periodically update your E-mail address, contact nos. and intimate if any change. IIMM Education E-Mail: [iimmedu@iimm.co.in](mailto:iimmedu@iimm.co.in).

**k) Issue of Duplicate ID Cards :** In case ID card is lost duplicate ID card will be issued on application with valid reasons and fees of Rs.100/-

**l) Re-totaling of Answer Sheets :** Request for re-totaling of answer sheets should be received within 30 days from the date of declaration of result. Charges for re-totaling of answer sheets per paper are Rs.200/-.

**m) Re-evaluation - Rs.500/- (Add Clause)**

**n) Additional information about the course completion**

#### **Course Completion Period**

**PGDMM - Correspondence 4 years from admission**

**PGDSCM& L - Correspondence 4 years from admission**

**-registration :** Students should complete the course within the Maximum Duration of the programs failing which, students are required to Re-Register themselves by paying Re-Registration charges for Rs 5000/-, which will be valid for another 2 years.

## **Part 4 - Quick Glance**

### **PROCEDURE FOR APPLYING TO THE COURSES**

#### **1. Admission to the courses**

##### **a) PGDMM /PGDSCM & L Courses**

- Twice a year (i.e., July / January)
- Prospective candidates must submit application (duly filled) along with the necessary enclosures to the nearest IIMM branch by before the due date.
- Applications received after the due date may not be considered.
- Candidates applying for the course, must meet the eligibility criteria mentioned.

##### **b) Aptitude Test**

- Aptitude test followed by Viva Voce will generally be held on the 2nd Sunday of July and January each year.

#### **2) Submission of Application forms**

- Duly completed application must be accompanied with attested copies of testimonials.
- Educational Certificates - Degree certificate/Marksheets issued by the University.
- Photographs of size 25x32 (mm should be pasted on the form duly signed across),
- one additional stamp size photograph also to be attached for ID card
- Demand Draft of Rs. 400/- favouring IIMM as Aptitude Charges

**Note:** Concession in admission test is given to SC/ST/OBC/PH candidates as per the existing Government norms.

## **HELP DESK**

Please visit our website: [www.iimm.org](http://www.iimm.org) for details of IIMM Courses.

For further enquiry please contact following

1. PGDMM / PGDSCM & L students can contact NHQ/branch office for any clarification / information. The address is given in the prospectus.
2. For Course, Examination Fee, Mid Term Assignments, Marks-sheets, Result status. (By students already enrolled with IIMM). Email: [iimmedu@iimm.co.in](mailto:iimmedu@iimm.co.in)
3. For Eligibility / Admission / change of admission / Viva query and all related queries by aspiring new students / iimm branches. Email: [nhqde.iimm@gmail.com](mailto:nhqde.iimm@gmail.com), [iimmedu@iimm.co.in](mailto:iimmedu@iimm.co.in)
4. For Project Synopsis approval and Placement. Email : [iimmlsb@gmail.com](mailto:iimmlsb@gmail.com)
5. For Membership fee / status. Email : [members@iimm.co.in](mailto:members@iimm.co.in)
6. For issues with respect to Material Management Review (MMR) IIMMs in-house publication, please contact:Email: [iimmdelhimmr@gmail.com](mailto:iimmdelhimmr@gmail.com)

## **FREQUENTLY ASKED QUESTIONS**

	<b>Queries</b>		<b>Reply to Queries</b>
1)	When will I receive my study material	1)	The study material is sent by Regd.Book post to your address upon receipt of Module / Course fees at NHQ, Navi Mumbai
2)	I have appeared June/Dec. examinations when will the results be announced	2)	3rd week of Sept / March each year
3)	I have submitted my project, when will I get the intimation to appear for viva examination	3)	Evaluation takes about 4 weeks after submission of Project report. After successful evaluation Viva will be conducted at the branch you belong to.
4)	When will the contact classes be held? Is it compulsory?	4)	Contact the branch you are attached to. It is optional. (30 days prior to commencement of exam)
5)	I have completed the course, when will I get the diploma certificate?	5)	On completion of all theory papers, Project/ reports and viva voce exams, the student may send a convocation form to NHQ. Provisional passing and original mark sheets will be sent within 1 or 2 months and diploma certificate within 6 months
6)	I would like to re-register for the course. Please let me know the details	6)	Re-registration is available only when Maximum duration of the course is lapsed. For further details contact NHQ Education Wing at Navi Mumbai.

### **STUDENT GRIEVANCE CELL**

Student Grievance Cell is established at IIMM, NHQ. For the queries if any please address to IIMM, NHQ via email or Hard Copy.



## STUDENTS CHECK LIST

<b>Name:</b>	<b>Roll.No:</b>	
<b>Course</b>		
	<b>Particulars</b>	<b>Record</b>
1.	Have I received Admission letter and ID card.	Yes / No
2.	Has the 1st semester study material received by me	Yes / No
3.	Have I received the eligibility letter for the 1st semester.	Yes / No
4.	Course fees paid details (sent to NHQ) Membership fees  1st Module 2nd Module 3rd Module 4th Module paid / not paid	DD No. Amt. DD Date Paid / Not Paid
5.	Mid term assignments submitted by due date / with late fee (PGDMM / PGDSCM & L) 1st Module 2nd Module 3rd Module 4th Module	Yes / No
6.	Contact Classes intimation	Received/ Not received
7	Examination Eligibility letter & Timetable 1st Module 2nd Module 3rd Module 4th Module	Received/ Not received
8	Marks sheets received	Yes / No
9	Project synopsis submitted	Yes / No
10	Project submitted	Yes / No Date :
12	Viva intimation received	Yes / No
13	Diploma Awarded	Have I contacted the branch Yes / No

## **CALENDAR OF EVENTS**

The following Calendar of Event will be followed

### **PGDMM / PGDSCM & L COURSES**

<b>Sr. No</b>	<b>ACTIVITIES</b>	<b>SEMESTER July-Dec</b>	<b>SEMESTER Jan-Jun</b>
1	Last Date for receipt of course fees	31st July	31st January
2	Last Date for receipt of Exam/re-exams fees	15th October	15th April
3	Last Date for sending for Midterm assignments' (for PGDMM / PGDSCM & L only)	31st October	30th April
4	Contact classes	2nd week of Nov.	2nd week of May
5	Date of commencement of semester exams	2nd Saturday of Dec.	2nd Saturday of June
6	Announcement of Results	15th March	15th September
7	Last date for receiving Re-totaling	15th April	15th October
8	Last date for submission of Project' synopsis	1st week of Sept.	1st week of Mar.
9	Last date of submission of Project	30th Nov.	31st May



# All India Council for Technical Education

(A Statutory body under Ministry of HRD, Govt. of India)

Nelson Mandela Marg VasantKunj, New Delhi-110067

PHONE: 23724151/52/53/54/55/56/57 FAX: 011-23724183 www.aicte-India.org

F.No.

Date: 24-May-2018

To,

**The Principal / Director,**  
Indian Institute of Materials Management (IIMM),  
Maharashtra

**Sub: Letter of Approval to Standalone Institutions to conduct Courses through ODL Mode- 2018-19 - Corrigendum**

Sir/Madam,

Approval is granted to the following Institution with the approval of the Council

Permanent Id	1-3898338621	Application Id	1-3898338621
Name of the Institution	Indian Institute of Materials Management (IIMM)	Institution Address	Plot No.102 & 104, Sector-15, Institutional Area, CBD, Belapur, Navi Mumbai-400614
Institution Type	Unaided – Private	Region	Western

to conduct following Courses through ODL Mode with the intake indicated below for the academic year 2018-2019.

Sr. No	Level	Specialization	Course Duration in years	Intake Approved 2018-19
1	PG	Post Graduate Diploma in Materials Management (PGDMM)	2	250
2	PG	Post Graduate Diploma in Supply Chain Management & Logistics (PGDSCM&L)	2	550

The Applicant Society/ Trust/ Institution shall send information about commencement of the above courses to AICTE including the number of candidates admitted in each course latest by 30/08/2018.

The Institution shall fulfill the following general conditions:

1. The Institution shall publish details regarding the Institution, courses / programs being conducted, eligibility criteria for admission, academic calendar, fees charged, details of infrastructural facilities, faculty members, mode of examination/ examination Centres and the last date of admission in the form of mandatory disclosure and shall be displayed on the Institution's website. The information shall be revised every year with updated information about all aspects of the Institution and the whole process shall be made in accordance with the same.
2. No capitation fee shall be charged from the students/ guardians of students in any form. If found so, appropriate action, as per the norms of AICTE, shall be initiated against the Institution.
3. In the event of a student / candidate cancelling admission before the last date of admissions, the entire fee collected from the student, after a deduction of the processing fee of not more than Rs. 1000/- (Rupees one thousand only) shall be refunded and returned by the Institution to the student / candidate withdrawing from the program. It would not be permissible for the Institution to retain the School / Institution Leaving Certificates in original to force retention of admitted students and not to charge fees for the remaining period if a student cancels the admission at any point of time.

Page 1 of 3

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PHONE: 23724151/52/53/54/55/56/57 FAX: 011-23724183 www.aicte-india.org

4. The Institution shall constitute an Academic Council/Board to decide on curriculum and examination. The curriculum of the course, the procedure for evaluation / assessment of students shall be in accordance with the Model Curriculum and Examination Reforms prescribed by the AICTE from time to time.
5. The management of the Institution shall not discontinue any course(s) or start any new course(s) or alter intake capacity of seats without the prior approval of the Council.
6. No excess admission shall be made by the Institution over and above the approved intake under any circumstances. In case any excess admission is reported to the Council, appropriate action as per the norms of AICTE shall be initiated against the Institution.
7. The accounts of the Institution should get audited annually by a certified Chartered Accountant by the Institution and shall be open for inspection by the Council or persons authorized by it.
8. If the Institution fails to disclose the information or suppresses and / or misrepresents the information, appropriate action as per the norms of AICTE shall be initiated against the Institution.
9. Institution shall become a member of National Academic Depository (NAD) and shall submit details of certification of all candidates on NAD. This information shall also be shared with AICTE every year.
10. All financial transactions shall be effected only through digital means.
11. The Institution shall establish a grievance redressal committee and shall have an online mechanism to address the grievances of students and stakeholders.
12. AICTE may also conduct inspections with or without notifying the dates to verify specific complaints, to verify adherence to AICTE norms & standards, and to verify any misrepresentation, violation of norms & standards, mal-practices etc.
13. The Institution by virtue of the approval given by Council shall not automatically become claimant to any grant-in-aid from the Central or State Government.
14. The Institution shall take appropriate measures for prevention of ragging in any form, in the light of AICTE regulation "Prevention and Prohibition of Ragging in Technical Institutions, Universities including Deemed to Universities imparting technical education" Regulation 2009 (F.No. 37-3/Legal/AICTE/2009 dated 01/07/2009). In case of failure to prevent the instances of ragging by the Institution, the Council shall take appropriate action as per the norms.

The Management of the Institution shall strictly follow further conditions as may be specified by the Council from time to time. The Council may withdraw the approval, in case it observes any violation of the above conditions and/or non-adherence to the norms and standards prescribed by the Council, mis-representation of facts and submitting factually incorrect information to it.

**Prof. Alok Prakash Mittal**  
Member Secretary, AICTE



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Nelson Mandela Marg Vasant Kunj, New Delhi-110067

PHONE: 23724151/52/53/54/55/56/57 FAX: 011-23724183 www.aicte-India.org

Copy to:

1. **The Regional Officer,**  
All India Council for Technical Education  
2<sup>nd</sup> Floor, Industrial assurance Building,  
Veer Nariman Road, Church Gate,  
Mumbai-400020
2. **The Principal Secretary (Technical),**  
4<sup>th</sup> floor, Mantralaya, Mumbai
3. **Guard File(AICTE)**

**Note: \*\*-Approval letter copy will not be communicated through post/email. However, provision is made in the portal for downloading Approval letter through Authorized login credentials allotted to concerned.**

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Page 3 of 3



Phone : 011-26131577 - 78, 80

011-29581000

Website : www.aicte-india.org



सत्यमेव जयते

अखिल भारतीय तकनीकी शिक्षा परिषद्

(भारत सरकार का एक संविधिक निकाय)

(मानव संसाधन विकास मंत्रालय, भारत सरकार)

नेल्सन मंडेला मार्ग, वसंत कुंज, नई दिल्ली-110070

ALL INDIA COUNCIL FOR TECHNICAL EDUCATION

(A Statutory Body of the Govt. of India)

(Ministry of Human Resource Development, Govt. of India)

Nelson Mandela Marg, Vasant Kunj, New Delhi-110070

25.06.2018

To

**The Director / Principal,**

Indian Institute of Materials Management (IIMM),

Plot No. 102 & 104, Sector-15, Industrial Area,

CBD, Belapur, Navi Mumbai-40614, Maharashtra

**Subject: LOA for Stand Alone Institutes to conduct courses through ODL-Mode A. Y. 2018-19 – Indian Institute of Materials Management (IIMM), Mumbai, Maharashtra-reg.**

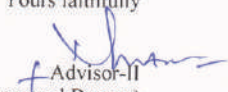
Sir,

This has reference to LOA issued on 15.05.2018 with reference to your application ID no. 1-3898338621

With regard to approval granted for conduct of courses through ODL-Mode for A. Y. 2018-19, the following points are conveyed to you for compliance: -

1. Data of enrolled students shall be submitted to AICTE in every six months by August 31 and January 31 respectively.
2. The minimum eligibility criteria of 50% score in graduation is not applicable for programs conducted through Distance Learning Mode.
3. The Jurisdiction for Distance Learning Program will be across the country and across the globe.
4. The certificate issued to students should carry the mode as Distance Education Mode.

Yours faithfully

  
Advisor-II  
(Approval Bureau)

Copy to: -

1. The Regional Officer,  
AICTE-Western Regional Office,  
2<sup>nd</sup> Floor, Industrial Assurance Building,  
V.N. Road, Opp. Church Gate Rly. Station,  
Churchgate, Mumbai – 400020
2. The Principal Secretary  
The Secretary,  
Tech. & Higher Education Deptt.,  
Govt. of Maharashtra, Mantralaya Annexe Building,  
Mumbai – 400032





# All India Council for Technical Education

(A Statutory body under Ministry of HRD, Govt. of India)

Nelson Mandela Marg Vasant Kunj, New Delhi-110067

PHONE: 23724151/52/53/54/55/56/57 FAX: 011-23724183 www.aicte-India.org

Date: 30-April-2019

To,  
The Principal / Director,  
Indian Institute of Materials Management (IIMM),  
Maharashtra

## Sub: Extension of Approval for the Academic Year 2019-20

Sir/Madam,

In terms of the norms, standards, procedures and conditions prescribed by the Council from time to time, I am directed to convey the approval to

Permanent Id	1-3898338621	Application Id	1-3898338621
Name of the Institution	Indian Institute of Materials Management (IIMM)	Institution Address	Plot No.102 & 104, Sector-15, Institutional Area, CBD, Belapur, Navi Mumbai-400614
Institution Type	Unaided – Private	Region	Western

to conduct following Courses through ODL Mode with the intake indicated below for the academic year 2019-2020.

Sr. No	Level	Specialization	Course Duration in years	Intake Approved 2018-19
1	PG	Post Graduate Diploma in Materials Management (PGDMM)	2	250
2	PG	Post Graduate Diploma in Supply Chain Management & Logistics (PGDSCM&L)	2	550

The Applicant Society/ Trust/ Institution shall send information about commencement of the above courses to AICTE including the number of candidates admitted in each course latest by 30/08/2019.

The Institution shall fulfill the following general conditions:

1. The Institution shall publish details regarding the Institution, courses / programs being conducted, eligibility criteria for admission, academic calendar, fees charged, details of infrastructural facilities, faculty members, mode of examination/ examination Centers and the last date of admission in the form of mandatory disclosure and shall be displayed on the Institution's website. The information shall be revised every year with updated information about all aspects of the Institution and the whole process shall be made in accordance with the same.
2. No capitation fee shall be charged from the students/ guardians of students in any form. If found so, appropriate action, as per the norms of AICTE, shall be initiated against the Institution.
3. In the event of a student / candidate cancelling admission before the last date of admissions, the entire fee collected from the student, after a deduction of the processing fee of not more than Rs. 1000/- (Rupees one thousand only) shall be refunded and returned by the Institution to the student / candidate withdrawing from the program. It would not be permissible for the Institution to retain the School / Institution Leaving Certificates in original to force retention of admitted students and not to charge fees for the remaining period if a student cancels the admission at any point of time.

Page 1 of 3

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4. The Institution shall constitute an Academic Council/Board to decide on curriculum and examination. The curriculum of the course, the procedure for evaluation / assessment of students shall be in accordance with the Model Curriculum and Examination Reforms prescribed by the AICTE from time to time.
5. The management of the Institution shall not discontinue any course(s) or start any new course(s) or alter intake capacity of seats without the prior approval of the Council.
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**Prof. Alok Prakash Mittal**  
Member Secretary, AICTE

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## All India Council for Technical Education

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PHONE: 23724151/52/53/54/55/56/57 FAX: 011-23724183 www.aicte-India.org

Copy to:

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Mumbai-400020
2. **The Principal Secretary (Technical),**  
4<sup>th</sup> floor, Mantralaya, Mumbai
3. **Guard File(AICTE)**

Note: \*\* -Approval letter copy will not be communicated through post/email. However, provision is made in the portal for downloading Approval letter through Authorized login credentials allotted to concerned.

**No. DGET-2 (1) / 2003-AP  
Government of India  
Ministry of Labour  
Director General of Employment Training  
New Delhi, Dated: October 1,2003**

To,  
Shri. MK Bhardwaj,  
Senior Vice President, IIMM  
Veer Sadan, 44239 A/2, 1, Ansari Road,  
Darya Ganj, New Delhi - 110002.

**Subject: Apprenticeship Training of Graduate, Technician & Technical (Vocational) Apprentices under the Apprentices Act, 1961.**

Sir,

I am directed to refer your communication dated 24 th April 2003 addressed to Union Minister of Labour on the above subject & to forward herewith a copy of notification S.O.2492 dated 14th August 2003 published in Management as a subject field in engineering and technology for Graduate & Technician Apprentices under the Apprenticeship Training scheme.

your's faithfully,

Encl. Above

your's faithfully,  
(N K Mangal)  
(Director of apprenticeship Training)  
011-23715008

**EXTRACT FROM THE GAZETTEE OF INDIA : PART II, SEC. 3, SUB-SEC. (II)**

Appearing on Page No. 6059

Dated 30.8.2003

**श्रम मंत्रालय**

**Ministry of labour**

**नियोजन और प्रशिक्षण महानिदेशालय**

**अधिसूचना**

**नई दिल्ली, १४ अगस्त, २००३**

का. आ. २४९२-केन्द्रीय सरकार, शिक्षा अधिनियम, १०६१ (१९६१ का ५२) की धारा २ के खंड (इ) द्वारा प्रदत्त शक्तियों का प्रयोग करते हुए और केन्द्रीय शिक्षा परिषद् से परामर्श करने के पश्चात् उक्त अधिनियम के प्रयोजन के लिए स्नातक और तकनीकी शिक्षाओं के लिए इंजीनियरिंग और प्रौद्योगिकी के क्षेत्र में निम्न लिखित विषय को अधिहित व्यवसाय के रूप में विनिर्दिष्ट करती है, अर्थात् :

**१ मेटेरिअल्स मैनेजमेंट**

**(का. सं. डी. जी. इ. टी. - २ (१)ब २००३ एपी)**

**एन. लंका, सप सचिव**

**DIRECTORATE GENERAL OF EMPLOYMENT AND TRAINING  
NOTIFICATION**

New Delhi, the 14th August, 2003

S.O. 2492 - In exercise of the powers conferred by clause (c) of Section 2 of the Apprentices Act, 1961 (52 of 1961), and after consultation with the Central Apprenticeship Council, the Central Government hereby specifies the following subject field in engineering and technology as designated trade for Graduate and Technician Apprentices for the purpose of the said Act, namely :-

i. Materials Management

(F. No. DGET-2 (I) / 2003-AP  
N.LANKA. Dy. Secy.



# भारतीय तकनीकी शिक्षा संस्था INDIAN SOCIETY FOR TECHNICAL EDUCATION

(Under the Societies' Registration Act XXI of 1860)

**RANJIT SINGH**

Executive Secretary, ISTE

ISTE/Misc./2008

June 24, 2008

To

Shri M.K. Bhardwaj  
Immediate Past President,  
Chairman, Govt. Liaisoning Committee  
Indian Institute of Materials Management  
Veer Sadan : 4239-A/2, 1, Ansari Road  
Darya Ganj, New Delhi – 110 002

Sir,

**Sub : List of Professional Societies & Associations inclusion of  
Indian Institute of Materials Management – regarding.**

Indian Institute of Materials Management (IIMM) has been included in the list of professional bodies in the ISTE Handbook 2007-2008 published by ISTE as approved by Ministry of Human Resource Development. Now IIMM like other professional bodies as an associate of Indian Society for Technical Education (sponsored Body of Ministry of HRD) is entitled for all the privileges/benefits given to professional bodies by AICTE, UGC, Ministry of HRD & Research Institutions etc.

Thanking you,

Yours faithfully,

  
(RANJIT SINGH)

SHAHEED JEET SINGH MARG, NEAR KATWARIA SARAI, NEW DELHI-110 016

Phones : 91-11-26513542, 26963431, 26514234, Fax : 91-11-26852421, E-mail : istedhq@vsnl.net, Website : isteonline.in

# EXAMINATION CENTRES

(IIMM reserves the right to add/change/cancel any examination centre)

- 1 Mr. Anil Patil**  
Course Co-Ordinator  
Indian Institute of Materials Management  
C/o. SaRaa Group of Companies,  
406,Kalasagar Shopping Hub,  
Opp. to Saibaba Temple, Near Sun N Step  
Club, Sattadhar Cross Road, Ghatlodia,  
Ahmedabad-380 061  
Gujarat, INDIA.  
Mo.: 9374012684 / 9909996711  
E-mail : iimmedu.ahd@gmail.com
- 2 Mr. R.D. Jaulkar**  
Course Co-Ordinator, I I M M  
C/o Training & Placement Cell,  
JNEC campus, N-6, CIDCO,  
Aurangabad- 431003  
PH : 0240-2473339/ 09423455983  
E-mail :, iimmau@rediffmail.com
- 3 Mr. Lalit Raj Meena,**  
Indian Institute of Materials Management  
15, Shopping Centre, Shanti Kunj,  
Alwar: 301001 (Rajasthan)  
Mobile: 09731245655 / 07877745655  
Email:iimmalw@gmail.com
- 4 Mr. M.R. Achyuth Rao**  
Course Co-Ordinator, I I M M  
# 304,306 & 307, A Wing, III rd Floor,  
Mittal Tower, No.6, M.G.Road,  
Bangalore - 560001  
PH - 080-25327251/2  
email :iimmbg@airtelmail.in,  
mob: 9900862486
- 5 Mr. S.K. Biswal**  
COURSE CO-ORDINATOR, I I M M  
ROOM NO.356, 3RD FLOOR,  
ISPAT BHAVAN, BHILAI STEEL PLANT  
BHILAI - 490001  
PH - 09407982514/9407984081  
skbiswal@sail-bhilaisteel.com
- 6 Mr. Aditya Pal Singh**  
COURSE CO-ORDINATOR, I I M M  
Office Of CGM(MM)  
South Eastern Coalfields Limited  
Bilaspur CG - 495006  
Ph - 094255 31806  
E-mail : adityapalsecl@gmail.com
- 7 Mr Rajesh Vasayani**  
Course Co-Ordinator, I I M M  
B-3, Vishal Chambers,  
2nd, Floor, 34 Vishwas Colony,  
Behind Alkapuri Shopping Centre,  
Alkapuri, Baroda - 390007  
PH - 0265-2359060 ,7043959060  
Mob:-09426345612  
E-mail : iimbaroda@gmail.com
- 8 Dr. Sameer Sharma**  
Course Co-Ordinator, I I M M  
4/9B, Saket Nagar  
Bhopal (Mp) - 462024  
MOB : 08085856437  
E-mail : sameersharma3@rediffmail.com
- 9 Mr. Vinaykumar Mistry**  
3, Bhruhu Bunglows,  
GNFC Zadeshwar Link Road,  
Zadeshwar, BHARUCH 392 011.  
Mob : 99988 21120  
Email: vinay.mistry@gacl.co.in  
iimmbharuch@gmail.com
- 10 Mr. Rajeev Ranjan**  
Course Co-Ordinator, I I M M  
AGM (Purchase Department)  
BOKARO STEEL plant, Ispat Bhawan,  
Bokaro Steel City, JHARKHAND - 827001  
Mob: 08986873175/08986873151  
rajeevranjanbokarosteel@gmail.com
- 11 Mr. Randeep Dan**  
Course Co-Ordinator, I I M M  
Internal Audit Office, ED (Finance) Building  
SAIL-IISCO Steel Plant, Burnpur, Distt-  
Bardhaman, City Asansol,  
P.O. BURNPUR, W.B. - 713325  
Tel: 0341-2240523, Mob: 09434776390  
email: ranadip.dan@sailisp.com,  
sail.isp@gmail.com
- 12 Dr. A K Saihpal**  
Course Co-Ordinator, I I M M  
Sco 19-B, 2nd Floor,  
Swastik Vihar, Mansa Devi Complex,  
Sector- 5, (Haryana)  
Panchkula - 134113 Chandigarh  
PH- 0172-2556646  
Email : iimmchandigarh2@gmail.com

- 13 Mr. T.A.B. Barathi**  
Course Co-Ordinator, I I M M  
4TH FLOOR, CHATEAU DAMPA,  
110,(NEW NO.37),  
NELSON MANICKAM ROAD,  
AMINJIKARAI, CHENNAI - 600029  
PH - 044-23742195,2374 2750  
Mob: 09500093895  
Email: iimmchennai@gmail.com
- 14 Dr. David Moraise**  
COURSE CO-ORDINATOR - I I M M  
G.C.D.A. SHOPPING COMPLEX,  
GANDHINAGAR, COCHIN -682020  
PH - 0484-2203487 / 9400261874  
iimmkochi@bsnl.in
- 15 Mr.Rajender Raj**  
Course Co-Ordinator, I I M M  
O. N. G. C. Telbhavan, Trriple Shed,  
Kaulagarh Road,Dehradun - 248195  
Mob. No. 0135-2793111/09410397734  
email : rajenderraj.1238@rediffmail.com
- 16 Mr. Niraj Kumar**  
Course Coordinator, IIMM  
C/O OFFICE OF CGM(MM)  
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