

**POST GRADUATE DIPLOMA IN FORESTRY
MANAGEMENT (PGDFM)/M.PHIL. (NRM)**

HAND BOOK

**ACADEMIC YEAR
2018 - 2019**

**INDIAN INSTITUTE OF FOREST MANAGEMENT
NEHRU NAGAR, BHOPAL 462 003 (M.P.)
Phone: 2775716, 2773799, 2765125 (PBX)
Fax: (0755) 2772878**

1. **ACADEMIC CALENDAR 2018-2019 : PFM (Tentative)**

PFM 2018-2020 Batch (FIRST YEAR)	
Term I	From July 02 to September 17, 2018
Term II	September 18 to December 14, 2018
Vacation	November 05 to 12, 2018
Field Work-I	December 17, 2018 to January 04, 2019 (Including presentation)
Term III	January 07 to March 29, 2019
Summer Internship*	April 01 to June 07, 2019
SI Report*	June 10 to 14, 2019
Term-IV* (2018-2020 Batch)	From June 17, 2019 onwards
PFM 2017-2019 batch (SECOND YEAR)	
Term IV	June 19 to August 31, 2018
Term V**	September 03 to December 07, 2018
Vacation	November 05 to 12, 2018
Specialized Fieldwork Module for Major Specialization	December 10 to December 21, 2018 (Including presentation)
Term VI**	From December 24, 2018 to March 22, 2019
Convocation	

* For PFM only

** The period of Term-V, VI and Specialized Field Work module may change depending upon number of elective courses run during Term-V & VI.

2. ACADEMIC CALENDAR 2018-2019 : M.Phil. (NRM) (Tentative)

Trimester-I	July 04 to September 28, 2018 (Trimester-I : Examination from September 14 – 28, 2018)
Field Study Tour preparation/onward Journey	October 01, 2018
Two Weeks Field Study tour	October 03 to 17, 2018
October 18 - 22, 2018 - Term Break	
Trimester-II	October 22, 2018 to January 25, 2019 (Trimester-II : Examination from January 14 – 25, 2019)
November 5 – 9, 2018 - Vacation	
Two weeks Dissertation Problem Formulation	January 28 to February 08, 2019
Date of Synopsis Submission	February 11, 2019
Synopsis Presentation	February 14 - 18, 2019
Trimester-III	February 19 to June 30, 2019
Dissertation	February 25 to 7 June 2019
Dissertation Submission	June 11, 2019
Dissertation Viva-Voce	June 20, 2019 Onwards.

3.0 CLASS ROOM SESSION SCHEDULE (Monday to Friday) : PFM

A. Classroom Session Schedule

I Session	-	09.30 to 10.30 am
		Break
II Session	-	10.40 to 11.40 am
		Break
III Session	-	11.50 to 12.50 pm
		Lunch Break
IV Session	-	02.00 to 03.00 pm
		Break
V Session	-	03.10 to 04.10 pm

- B. Session after 4.10 pm are kept for Library/Computer/other academic activities

Saturdays are earmarked for field visits / assignments / Guest Lectures. The concerned CRs have to coordinate the field visit requirements of various courses/Guest Lectures.

4.0 CLASS ROOM SESSION SCHEDULE (Monday to Friday) : M.PHIL. (NRM)

A. Classroom Session Schedule

I Session	-	09.30 to 10.30 am
		Break
II Session	-	10.40 to 11.40 am
		Break
III Session	-	11.50 to 12.50 pm
		Lunch Break
IV Session	-	01.30 to 02.30 pm
		Break
V Session	-	02.40 to 03.40 pm

- B.** Sessions after 03.40 pm are kept for Library/Computer/other academic activities

Saturdays are earmarked for field visits / assignments / Guest Lectures. The concerned CRs have to coordinate the field visit requirements of various courses/Guest Lectures.



5.0 RESIDENTIAL SERVICES

5.1 RULES & REGULATIONS FOR HOSTEL

- 01 The Post Graduate Diploma in Forestry Management (PGDFM) and M.Phil. (NRM) programmes are residential programmes and thus all students are required to stay in the campus hostel.
- 02 Upon joining the Institute, students are required to occupy the self- contained rooms assigned to them. The allotment of rooms is planned with a view to achieving heterogeneity in-groups occupying each block in relation to their academic background, language(s) spoken, work experience, etc. The rooms are provided on double occupancy basis only.
- 03 On being allotted a room, the students occupying the room should take charge of the facilities provided and submit the Room Inventory Form to the Hostel Assistant within a day of occupying the room. Any damages, items missing, repairs needed, etc., should be communicated to Hostel Assistant in writing. All subsequent damages and losses may be charged to the student(s), individually or collectively as the case may be. Loss of key issued to the students for Almirah, Rooms etc. should be immediately reported to the Hostel Office in writing and replacement of key will be done on chargeable basis.
- 04 Students are permitted to occupy their rooms for the duration of the course. However, to facilitate effective utilization of hostel facilities, students would be required to vacate their rooms during term-breaks, fieldwork and Summer Internship. There may be shifting of student luggage during these periods but the institute will not be responsible for any damages. During FW/Summer Internship, if any student is required to use hostel facilities, he/she must take prior approval of the Hostel Warden duly endorsed by the Chairperson (Fieldwork/Summer Internship).
- 05 It will be the student's responsibility to hand over the keys and collect a clearance certificate on vacating his/her room during vacation, fieldwork and Summer Internship and on leaving the Institute. The clearance certificate may be obtained from Manager (SA)/Hostel Assistant.
- 06 Students will provide the Hostel Assistant and maintenance personnel access to their rooms at all reasonable times so that they may inspect the building, water supply and any other items, and carry out such normal repairs as may be considered necessary for maintenance.
- 07 Students are expected not to deface the walls and doors by writing on them and/or by hammering nails into the walls. Any cost involved in repair will be charged to the students.

- 08 **As per IIFM anti-ragging Policy, Ragging in any form is strictly prohibited in IIFM Premises.**
- 09 Playing cricket, football or similar other field games in the hostel premises is strictly prohibited. Students found playing will be liable for disciplinary action including financial penalties for any damage.
- 10 Students are advised to minimise wastage by turning off taps and switching off the lights, fans and other electrical implements when leaving the hostel, or while not using the rooms. Geysers should be switched off after use. For damages caused due to negligence, the student(s) will be charged for the repair cost and the geyser facility may be discontinued.
- 11 Students staying in the hostel will register air cooler, electric kettles and induction plates of specified wattage and inform about the same in writing to the Hostel Warden. The students will have to deposit monthly charges in advance for using such gadgets.
- 12 Students are expected not to play/operate any musical or any kind of audio instruments too loudly or cause disturbance to other students.
- 13 In view of the workload demand of the students, they are required to be in Bhopal throughout the classroom session terms of the course. No weekend out station visit should be undertaken unless there is some emergency. For the outstation visits all the students are required to take necessary permission from the hostel warden in the designated form available with the hostel attendant. The duly filled in form forwarded by concerned faculty advisor must be submitted to the warden's office at least three days in advance. No students shall be permitted to leave the campus on outstation visit without the permission of the Hostel Warden.
- 14 The students who go out of the campus are required to return by 10.00 PM. Any student(s) found absent after 10.00 pm and whose movement details are not entered in the movement register, would be treated as unauthorised absence and is/are liable for severe disciplinary action including a fine of Rs.500/- in each case. **Students are advised to carry their identity cards issued by the Institute with them. On demand they are required to show the ID card to the security personnel. Security personnel are authorised to check the students for possession of any banned items within the institute premises or while entering the main gate. Students are expected to cooperate with the security personnel in case of any such request. Any violation and unwanted response is subject to disciplinary action.**
- 15 If a student does not turn up in the hostel at the designated time, the matter should be reported to the Hostel Warden/Manager (SA)/ Hostel Assistant by his/her room partner without fail. Any lapse on the part of the room partner in reporting the matter will be viewed seriously and he/she will be penalised.

- 16 There are separate wings for male & female students in the hostel. Students are required to confine themselves to their allotted wings. To facilitate academic discussions, the Common Places (library, computer lab or hostel lawn but not hostel common room) may be used. Violation of this rule will attract disciplinary action.
- 17 Visiting hours for non-residents including relatives are only from 17.00 hours to 21.00 hours. Guests of students are not allowed to stay with them in the hostel. In case of defaulter, disciplinary action would be taken including fine of Rs.500/- in each such case. Accommodation to the parents may be provided against payment, on prior written request, for short duration depending upon availability of accommodation. Guest charges may be ascertained and necessary permission be obtained from Hostel Warden. Without prior permission nobody will be allowed to stay in the hostel.
- 18 If the registration of a student is cancelled, he/she has to vacate the hostel within 24 hours of such intimation.
- 19 Substance abuse is strictly prohibited in IIFM. Students shall not be permitted to keep or use any alcoholic beverages, drugs, intoxicating substances in the rooms or in the Institute's premises. Smoking is prohibited in all public places in the hostel premises. Students are forbidden to keep firearms or weapons of any kind in hostel or IIFM premises. Violation of this rule will attract strict disciplinary action including suspension from the course/programme.
- 20 Gambling in the hostel and Institute premises are prohibited.
- 21 Students are not permitted to employ private servants in the hostel. Cleaning of common areas like corridors, courtyards and toilets is taken up on daily basis, sweeping of student rooms will be done on alternate days. Students should be present when the cleaning is undertaken in the rooms and must not handover keys to anyone.
- 22 Keeping of pets in the hostel is not allowed.
- 23 Keys of rooms, payments, etc. should be routed through the Hostel Assistant.
- 24 The rules and regulations regarding use of common room in the hostel & mess shall be applicable as and when revised by the Hostel Warden.
- 25 The students are advised to lock their rooms whenever they leave the room. They are also advised to get their room cleaned in their presence only.
- 26 Any incidence of infectious diseases must be brought to the notice of the Hostel Warden/ authorities immediately. Prolonged medical conditions (e.g. diabetes, epilepsy, etc.) should also be brought to the notice of the Hostel Warden.

- 27 Sisters/brothers accompanying with parents of the students may be allowed to stay in the hostel (not with the student) for short period on Payment basis, subject to availability of rooms and with prior permission from the Hostel Warden.
- 28 Students are advised not to celebrate any party/function without proper permission from Hostel Warden. In no case, celebrations will be permitted to continue after 01.00 am and care should be taken to keep the noise level to the minimum.
- 29 Individual / Group visits other than regular course schedule should not be undertaken without proper permission from Chairperson-PFM/M.PHIL. (NRM) Hostel Warden.
- 30 Hostel courtyard should not be used for car parking. Vehicles must be parked in designated areas.
- 31 The internet facilities provided to the students in their hostel rooms should be used for academic work and communication and should not be misused to download things such as movies, music, pornographic and vulgar material or running torrent downloads. Usage should not contravene provisions of the IT Act of India. Any contravention of this rule will attract disciplinary action.
- 32 Students are forbidden to touch or tamper computer networking hardware like switches, hubs or Wi-Fi access points installed in the hostel premises. Complaints if any with respect to networking problems / loss of connectivity must be lodged with the computer centre directly for resolution by authorized personnel.
- 33 Students are advised to wear helmets while driving two wheelers.
- 34 The institute has made arrangement for medical emergency duty of a driver with a vehicle in case any student fell sick or met with accident in the hostel after office hours. The mobile number of the driver on emergency duty is available on the hostel notice board or the help of hostel attendant on duty may be taken in this regard.

Any violation of the hostel rule will be viewed seriously and may attract disciplinary action including fine as decided by institute authorities and expulsion from the Institute.

5.2 RULES & REGULATIONS FOR MESS FACILITIES

- 01 The Institute provides mess infrastructure facilities for the students.
- 02 As PGDFM/M.Phil. (NRM) are residential programmes, all students are

required to eat at the IIFM student mess. No student is permitted to eat outside or get meals from outside via any arrangement.

- 03 The mess is managed by students on cooperative basis. The student mess will be run by the student mess committee in conformance to IIFM Student Mess Guidelines issued by IIFM hostel authorities. Mess accounts will be audited by a student mess committee.
- 04 A mess committee will be formed consisting of 6 student members nominated by the student body. The tenure of the mess committee will be for three months (one term). All decisions regarding mess affairs should be jointly made by the mess committee ensuring total transparency.
- 05 It will be the responsibility of the mess committee to run the mess uninterruptedly.
- 06 The mess committee should meet every month to review functioning of the mess and keep Chairperson SAAC informed.
- 07 The mess committee is required to keep detailed account of expenditure including original bills. At the end of every month, expenditure incurred should be prominently displayed on mess notice board and communicated by email to all students. Accounts of mess have to be submitted to the Treasurer, Students' Council who will audit the same and present it to the Students' Council for ratification.
- 08 The Mess Bank Account will be jointly operated by mess secretary and the treasurer of the students mess or student council as decided by IIFM authorities.
- 09 Mess accounts should be settled before starting of academic session.,.
- 10 The present monthly expenses of the students' mess work out to approximately Rs.2500 and each student has to deposit the mess fee for 10months in advance at the beginning of academic session. All students joining IIFM should bring a demand draft of Rs.25000/- drawn in favour of students' mess account no. 30815829778 payable at Bhopal. The receipt of depositing the fee in SBI, IIFM, Bhopal should be handed over to Mess Secretary / Treasurer / Mess Committee members for accounting purpose. The change in mess fee if any, due to unavoidable circumstance during the academic session will be communicated by Mess Secretary to all students after consulting Chairperson SAAC.
- 11 The students are expected to take their meals only in the mess dining area.
12. The mess shall remain open during the following hours for service:

Mess Services	Week days	Holidays
Breakfast	7.15-8.15 AM	8.30-9.30 AM
Lunch	12.50–02.00 PM	12.50-2.00 PM
Dinner	8.00-9.30 PM	8.00-9.30 PM

13. The mess will be closed at 9.30 P.M.
14. No breakfast will be served during class-room sessions or tea breaks.
15. Mess timings must be strictly adhered to. Food will not be served beyond the officially communicated timings except under special circumstances as decided by IIFM authorities; permission for the same should be sought from the hostel warden.
16. Mess utensils cannot be taken to the hostel rooms except with the permission of the Mess authorities.
17. Meals will not be served in the hostel rooms. However, this facility may be available to the students who are sick.
18. Mess staff will not perform any personal work for students.
19. The notice board in the mess is for official communications only.
20. Students except the mess committee members are prohibited from entering the kitchen. If need be, permission of the Mess Assistant is essential.
21. Under no circumstances, meals will be eaten inside the kitchen. Eating inside kitchen is strictly prohibited.
22. Mess committee responsibilities are on voluntary basis and do not entitle members of the mess committee to any special privileges.
23. IIFM student community will make all efforts to minimize wastage of food.
24. Consumption of alcoholic beverages and intoxicating substances is strictly prohibited in mess premises.
25. Students should take utmost care to ensure that no damage is done to mess amenities/ infrastructure.
26. Unless otherwise officially permitted by the Chairperson SAAC, the IIFM student mess is meant for the exclusive use of bonafide IIFM students.
27. The students should not litter mess premises & help maintain cleanliness.

28. Students leaving the institute for summer-internship or discontinuing the course should obtain no-dues clearance from designated mess authorities.
29. Prior permission should be taken for organizing on campus and off campus parties/get together from the hostel warden.
30. The mess committee will follow established procedures of financial propriety in all purchase matters.
31. As a matter of policy, involvement of any staff member employed by IIFM should not be encouraged to directly or indirectly supply provisions/produce to the students' cooperative mess.
32. Mess timings and regulations are subject to change from time to time as decided by Institute authorities.

6.0 **VIDYA BHARATI LIBRARY**

The IIFM Library has developed a sizeable collection of books and journals in related subject fields. The library has over 41700 volumes and subscribes to 209 periodicals, including magazines, news papers and 06 foreign journals. It has more than 402 films with audio-visual facility. The library has subscribed to online databases Emerald Marketing e-journal collection, Prowess, J-gate (Social and Management Sciences) EBSCO (Business Source Elite and Environment Complete), Science Direct (Business Management and Accounting & Environmental Science) and Indiastat database. These databases can be accessed online. Library services are provided to faculty, staff, PFM Students, MDP participants and also to researchers from outside.

6.1 **Library Timings**

The library shall observe the following timings.

9.00 A.M to 11.00 P.M.	:	Monday through Friday
9.30 A.M to 6.00 P.M.	:	Saturdays and Sundays

6.2 **Membership and General Rules**

- a. Each student will get a bar coded library membership card against an undertaking that they shall strictly abide by the rules of library. Five books will be issued to students for seven days, exclusive of date of issue.
- b. Overdue charges @ ₹1.00 per book per day for first 15 days and ₹2.00 per book per day from 16th day onwards will be levied.

- c. Reference books, journals, OT/SI reports and out of print books will be restricted for reference only and will not be issued.
- d. The lending (issue – return) and Xerox facilities will be available between 9.30 a.m. to 6.00 p.m. on working days only.
- e. The library services during extended hours and Saturdays and Sundays will be restricted to reference and consultation only.
- f. For accessing on-line databases and e-resources, the required information is directly mailed to users and the same may be obtained from the Library.
- g. Photocopy of the documents is provided @ `1.00 per exposure. The photocopy will usually be provided on next day from the date of submitting requisition.
- h. Eating, drinking and smoking strictly prohibited inside the library.

6.3 In case of loss of library books by the users the following rules will be followed:

- a. The defaulter will have to replace the book, if available in print. In case one fails to replace the book, he/she may be required to deposit the current cost with additional 25 percent charges to cover the price escalation and other handling charges.
- b. In case the original edition issued to a reader is not available, the defaulter will have to either make replacement with the latest available edition of the book or pay the current cost of the same with 25 per cent administrative charges.
- c. In case of loss of rare book(s) and in case if the book(s) is/are not available in print/market, the individual cases will be referred to the Library Advisory Committee. The decision of the Committee will be binding on the defaulter.
- d. The students are expected to observe all the Library's disciplinary norms. The Institute attaches utmost importance to strict integrity and honesty in library. Penalty for breach of any Library discipline may amount to expulsion from the Institute.

7.0 COMPUTER SERVICES

The Computer Centre has excellent Hardware and Software resources, which are capable of providing, support for diverse computing requirements. Major facilities at the Computer Centre are listed below:

The Computer Centre has **Operating Systems**, such as windows 10/8/7. The **Software and Development Platforms** available to the students include: Office 2016/2007, SPSS 20.0, Visual Studio, Tally 9.0. The **Server** facilities available at IIFM computer Centre includes: HP Proliant ML 350 Server G8, Web server, and Tally/Antivirus Server, Web Based CMIE Prowess Database. The IIFM Computer Centre has a well established **Computer Lab** with 60 computers, 30 each in Lab-I & Lab-II. Internet accessibility is provided through dedicated NKN Leased line of 100 MBPS & BSNL Leased Line of 4 MBPS. Computers are network ready for internet and mail access. Peripherals: Scanner, Printers. Local Area Network with i-5/Pentium-IV Dual Core/ v Pro machines, Laser printers, 24 hour computing support and net connectivity to students through shared computer lab and 24 hours Internet connectivity through wire and wireless network in the Students' Hostel. The campus is Wi-Fi enabled at major areas and guest house. All students are provided with an email and internet account.

7.1 **Rules and Regulations for Computer & Internet Use**

1. As a responsible user of the computer centre users are required to follow proper procedure for shutting client computers during office hours and beyond office hours.
2. Students should not tamper with any desktop icons on client computers. Any tampering of this nature may result in inconvenience to other users. Likewise, tampering with the computer hardware (opening computer cases or moving computers from one location to another, etc.,) in any form is strictly prohibited and may invite action.
3. Email and internet facilities provided to students are primarily for their academic work. Use of these services for leisure (like downloading large files, music, chatting, etc.) is not encouraged.
4. As a matter of policy, IIFM strongly prohibits the use of its computers for its material from the internet or via email or through any media like CDs, DVDs, Pen Drives, EHDD etc. Intimidation of any form or indulgence in any form of criminal activity using IIFM computing infrastructure and facilities is strictly prohibited. Use of offensive/threatening language for mails destined for internal/external users is strictly prohibited. If any user is found to be involved in any such activity, his/her account will be immediately terminated and suitable disciplinary action will be initiated.
5. All users should be aware that they are governed by the provision of the Information Technology and Cyber Act and should acquaint themselves with the provisions. No action prohibited in the Act should be indulged into using IIFM computing infrastructure.

6. Use of food and drinks inside the Computer Centre and Computer Lab is not permitted.
7. Conserve, recycle stationery and conserve power by switching off machines when not in use.
8. Chairs should be neatly placed such that the work place appears clean and tidy. Students are expected to adhere to this sincerely.
9. Acquisition of unauthorised passwords of other users, disclosing own passwords to other users and trying access to other users' accounts of the computer centre is strictly prohibited.
10. The computer centre will not be responsible for any loss of information that users keep on local or server hard disks. keep regular backups of critical information.
11. Any danger to security to illegal activity noticed by computer centre user (like presence of outsider, etc.) should be immediately reported to the CAO or the Computer Centre staff.
12. It is the endeavour of the computer centre that reliable and continuous services are made available to the academic community without any difficulty. It is, therefore, the collective responsibility of every user to ensure and enable that facility of computer centre to all users.

8.0 **GENERAL INSTRUCTION**

Students are advised to be dressed appropriately at all times.

9.0 **PREVENTION OF RAGGING IN TECHNICAL INSTITUTIONS**

As per directions of the Hon'ble Supreme Court, ragging in technical institutions is unacceptable activity and deserves severe punishment. Hence all the students of IIFM are expected not to indulge in any form/way of ragging activities. Strict vigilance and random checking will be undertaken by the anti-ragging committee/squad, and severe punishment will be imposed, including expulsion from the institute, whenever a student is found to be violating the Hon'ble Supreme Court's directions by indulging himself/herself in the act of ragging.

10.0 **VALUABLES**

All the students are advised not to keep valuables (such as jewellery items) either in the hostel or carry them during field visits/summer internship for their safety point of view. **Institute is not responsible for loss of such valuable items during their stay in the Hostel.**

11.0 OFFICIAL FUNCTIONS

It is expected that all the students must attend official functions of the Institute. The students while attending the official functions must maintain formal/proper dress code. Students must abstain from indulging in any behavior or making unwanted remarks/comments which may tarnish the image and expectations of the Institute at such functions. Contravention of the above norms may invite disciplinary action as decided by the PFM/M.Phil(NRM)committee.

12.0 STUDENTS'EXTRA CURRICULAR ACTIVITIES

12.1 Student Affairs and Alumni Committee

Student Affairs and Alumni Committee (SAAC) is a body that has President, Treasurer and Secretary as office bearers besides Club Coordinators for carrying out different activities relating to students. Various clubs namely, Adventure club, Cultural club, Literary club, Movie club, Natural Club, Sports Club etc. are formed as a part of SAAC. These club coordinators duly elected form a part of the SAAC. This council is constituted every year through election of the office bearers as per the Constitution of the SAAC. The responsibility of the SAAC is to organize cultural, literary, sports activities and also represent IIFM in management fest of different All India Institutions. The SAAC has a budget allocated for carrying out various activities that is managed by the office bearers. The Chairperson, SAAC and Manager SAAC facilitates the conduct of the SAAC. Every student is expected to actively participate in various activities planned and executed by the SAAC.

12.2 Sports & Recreation facilities

Indoor game facilities like, Badminton, Carrom, Table Tennis, and Chess are available in the Sport's Complex. There is a ground available for Outdoor sports like Tennis, Cricket, Volley Ball, Basket Ball and Football. Other than this, a full-fledged gym is available in the Sport's complex for maintaining physical health of the students. Since the Institute campus is vast and having a good landscape it is also suitable for trekking and long walks.

The timing of sports activities is as follows:

	Morning	Evening
Monday-Friday	06.30 am – 08.00 am	05.00 pm – 08.00 pm
Weekday/Holidays	06.00 am – 09.00 am	05.00 pm – 09.00 pm

Apart from the scheduled time, the complex will be closed and only made available after permission of SAAC Chairperson. An Assistant is available to provide administrative support at the complex. Late night game will only be permitted during Kalapataru events.

Institute regularly participates in the All India Forest Sports Meet and has won many medals in various events. Faculty, Staff and students participate in this sport meet after selection trials at IIFM.

12.3 Cultural Activities

Institute arranges newspapers and weeklies, which are kept in the Students Common Room at Hostel, earmarked for this purpose. Institute also organises SPICMACAY and other cultural activities from time to time whenever such occasion arises. Institute also organises a get-together on national festivals and other festivals amongst IIFM family. Students are encouraged to participate and organise cultural programmes on these events. SAAC also organizes annually alumni meet and management fest.

12.4 Annual Function Celebration

KALPATARU, the annual function of the Institute is held usually in the month of February each year. This is an important occasion when students, faculty, officers, staff and their families get together to participate in various sports, cultural and literary events.

13.0 ALUMNI NETWORK

Student Affairs and Alumni Committee (SAAC) also networks with the alumni of IIFM. The main function is to facilitate interaction and networking among the institute alumni and current students so as to build a strong network which can function in a mutually beneficial way. This is ensured through continuous alumni talks, interaction on social media sites such as facebook, city chapter meets during Summer Internship and annual alumni meet at IIFM campus.

14.0 OTHER FACILITIES

14.1 Banking Facility

A branch of the State Bank of India is located in the Institute. The students are required to open an account for all transactions with the Institute. The Account number should be duly communicated to the PFM/M.Phil(NRM) Cell. The SBI also operates an ATM at the entrance of the institute.

14.2 Telecom Facilities

A telephone has been provided in the hostel. All calls are directed to the hostel automatically after office hours with automatic extension wise call receiving facility.

14.3 Medical Facilities

A panel of doctors empanelled by the Institute will be visiting the Institute as per the schedule, the services of whom can be availed by the students free of cost. The doctors are visiting IIFM on all days and will be available at the earmarked place. However, the expenditure for medicines, tests, etc., should be borne by the student. **In case of any emergency medical need, the students should contact the Hostel Warden/Hostel Assistant.**

**

FACULTY PROFILE

Pankaj Srivastava (Director)

An officer of Indian Forest Service of 1987 batch from M.P. cadre. Working in M.P. for last 3 decades. Having done his graduation as well as post-graduation both with University Gold medal, accomplished doctorate in Forestry from Devi Ahilaya University, Indore.

Apart from vast field experience in the field of forestry and wildlife management worked in World Bank aided M.P. Forestry Project and the unique LokVaniki Mission launched in the state of M.P. to facilitate scientific management of private forests. Played crucial role in institutionalizing participatory forest management in Madhya Pradesh both at policy as well as implementation level.

Holds diploma in Journalism and Mass Communication from P.D. Tondon University, Allahabad. Authored several books out of which one on forest hydrology of river Narmada titled "Jungle RaheTaki Narmada Bahe !" has been honoured with Medini Award by Government of India. Another book on rich fossil wealth of Narmada valley has been felicitated by BirbalSahni Institute of Palaeobotany, Lucknow.

AdvaitEdgaonkar

Ph.D (Wildlife Ecology and Conservation) University of Florida, Gainesville; M.Sc (Wildlife Science) Wildlife Institute of India, Dehradun; PGDFM, Indian Institute of Forest Management, Bhopal.

Areas of academic interest: Ecosystem Services, Wildlife Conservation, Research Design in Ecology, Wildlife Population Estimation, Carnivore Ecology.

Amitabh Pandey

Ph.D (Anthropology) University of Hyderabad, M.Phil (Anthropology), University of Hyderabad, M.A (Anthropology), University of Hyderabad, UGC Research Fellow 1991.

Areas of academic interest: Public Policy systems and Policy Analysis, Climate Change &Adaptation, Adaptive Management, Management of Common Property Resources, Sustainable livelihood in NRM, Water and Agriculture Management, Participatory Irrigation Management, Conflict Resolution, Corporate Social Responsibility, Development & Economic Anthropology, Public Private Partnership (PPP), Sacred Groves.

Anup Prakash Upadhyay

M.Sc. (Agricultural Extension & Communication), Ph.D. Major: Agricultural Extension & Communication, Minor: Social Sciences, ICAR-ARS-NET, UGC-NET

Areas of academic interest: Training, Adult Education, Development Communication, Speech Communication, ICT in Agricultural Extension, Media mix strategy for effective Communication, Development of Extension strategy for effective TOT.

Arvind Bijalwan (On Leave)

Asha Khanna

M.Sc. (Mathematics), Post B.Sc. Diploma in Computer Science and Applications, Pursuing Doctorate in Application area of Data Mining.

Areas of academic interest: Classification & Clustering for Data Mining, Database Management System, Numerical Analysis and Mathematical Modeling.

Ashish David

Ph.D. Humanities and Social Sciences, IIT, Bombay (2003), MA TISS, Mumbai (1992).

Areas of academic interest: Human-Wildlife Conflicts, Social Impact Assessment, Management Effectiveness Evaluation of Protected Areas, System Views of Household Economies, Community Based Ecotourism.

AshutoshVerma

FCA, FCS, Ph. D.

Bal Krishna Upadhyay

Post Graduate and Doctorate in Psychology from BarkatullahVishwavidyalaya, Bhopal, MBA (HRM) from MKU, Madurai, PG Diploma in Human Resource Development, and PG Diploma in Guidance and Counselling.

Areas of academic interest: Application of Principals of OB & Applied Social Psychology in Forestry and allied Sector, Conflict resolution and Management, group dynamics, Leadership and team building, Environmental

and conservation Psychology, Understanding Human Interaction with Environment & Forest, and Stress, Wellbeing and happiness.

Bhaskar Sinha

Ph.D., M.Phil. and M.Sc. in Environmental Sciences from Jawaharlal Nehru University (JNU), New Delhi.

Areas of academic interest: Impact Assessment of formal and informal institutional arrangements linked to conservation of natural resources, interdisciplinary research on forest based livelihood enhancement, conservation planning and sustainable forest management, ecological sustainability and poverty alleviation, climate change and rural adaptation, CDM, energy and development.

Chandra Prakash Kala

Ph.D. (Forestry; Forest Research Institute, Dehradun; 1998), M.Sc. (Botany; HNB Garhwal University, Srinagar; 1992).

Areas of academic interest: Biodiversity Conservation, Plant Ecology, Alpine Ecosystem and Management, Natural Resource Management, Protected Area Management, Ethnobotany, Medicinal and Aromatic Plants.

C.S. Rathore

Ph.D. (Environmental Science), M.Sc. (Environmental Science), M.Sc. (Environmental Remote Sensing), Aberdeen, U.K.

Areas of academic interest: GIS, Remote Sensing, Environmental Computing, Artificial Intelligence & Expert Systems, E-governance, Computer Programming, and Information Systems.

CVRS Vijaya Kumar

Ph.D. (Statistics) (with emphasis in Queuing Theory), M.Sc. (Statistics).

Areas of academic interest: Operations Research, Stochastic Modelling, and Environmental Statistics.

Debnath, D

Obtained B.sc (Hons.) in Anthropology with first class and M.Sc. in Anthropology (with specialization in Social Anthropology) with first class from Calcutta University. Awarded Ph. D degree in 1992 from Calcutta University on the topic " Tribal Religiosity: A Micro-study in Common Ecological setting". Awarded Mouat (Gold) medal for successful completion of the PremchandRoychand Scholarship in 2000, a coveted scholarship in Calcutta

University. Worked as Research Associate in Anthropological Survey of India , Govt. of India from 1988 to 1994 and then became faculty of this institute in 1994. Author of two books, 68 research papers and 9 popular articles. Attended number of International and National Seminars. Organized number of training programmes at National and regional levels. Undertook number of consultancy Projects at the National and State levels.

Areas of academic interest: Indigenous Knowledge System, Forest Governance, Corporate Social Responsibility, Climate Change and Community well-being ; Tribal women empowerment, Rural Environment and Strategic Development Management.

G. Ananda Vadivelu

Assistant Professor in the Environment and Development Economics Faculty Area. Ph.D from Institute for Social and Economic Change, Bangalore and his thesis examined institutional dimensions of watershed development in Karnataka, Masters in Development Economics from Pondicherry University and M.Phil in Planning and Development from Indian Institute of Technology, Bombay.

Areas of academic interest: areas of research interest are broadly in the rural development and natural resource management arena, specific interest pertains to issues related to forest and groundwater governance. Teaching interests are broadly in the economics discipline with specific interest pertaining to Institutional Economics, Agrarian Studies. Worked in various research institutes and also with donor and Non-Governmental Organizations. Published papers on watershed development, common property resources, agricultural marketing and crop productivity.

Jayashree Dubey

Ph.D. in Marketing Management, UGC- NET, MBA, BE (Electrical).

Areas of academic interest: Social Marketing, Brand Management, Marketing for SMEs, Rural Marketing, Sales Promotion. Other areas of interest are Supply Chain Management, Entrepreneurship, Project Management and Innovation Management.

Jigyasa Bisaria

PhD. (Mathematics) Maulana Azad National Institute of Technology Bhopal. Specialization: Predictive Data mining (2000) Masters of Statistics (1998) Barkatullah University. Recipient of "Young Scientist Award" at International Conference and symposium and of Gwalior Academy of Mathematical Sciences and computational Biology in the Computer and Information subject group (2009).

Areas of Academic interest: Statistical methods in data mining, Computational algorithms, data science and machine learning applications in development, climate change etc., Big data applications in Governance and policy.

K.K. Jha

M.Sc. and M Phil in Botany, PG Diploma in Forestry and Allied Subjects, Ph. D. in Forestry, Certificate in Forest Genetics and Tree Improvement, Advance Diploma in French language, European Masters in Sustainable Tropical Forestry. Has the experience of inter-cultural and multidisciplinary team working in the Tropical; Mediterranean; and Temperate Forests of Thailand, Costa Rica, Guyana; France; Copenhagen, Finland, and USA.

Areas of academic interest: Sustainable Tropical Forestry: Environment and Ecology, Wetland biodiversity: Freshwater plants and avian fauna, Forest Ecology: Structure and Functioning, Silviculture: Tree Improvement, Agroforestry: Alley cropping and Home gardens.

Madhur Raj Jain

Ph.D (Finance) Kurukshetra University, MBA from Guru Jambheshwar University, Hisar, M.Sc.(Statistics) from Kurukshetra University and Post Graduate Diploma in Computer Application from Kurukshetra University.

Areas of academic interest: International Finance, Financial Management, Management Control System, Security Analysis and Portfolio Management, Management and Cost Accounting, Application of finance in Forestry, Microfinance.

MadhuVerma

Ph.D. (Economics) Bhopal University; Post-Doctoral Research at the University of Massachusetts (UMASS), Amherst and at the University of California (UCL) Berkeley, USA; Lead Fellow, Cohort 12, LEAD International, London, UK; Trainer-Member, Al Gore's The Climate Change Project- India Chapter; "Fulbright Nehru Environmental Leadership Program Fellow", 2011-12, associated with Dr. Robert Costanza, University Professor of Sustainability Portland State University, Portland, USA. Awarded Zayed Intl. Prize for the Environment, Dubai – United Arab Emirates for contribution to the Millennium Ecosystem Assessment (MA) Exercise. Contributed to 'The Economics of Ecosystem and Biodiversity'(TEEB) Reports. Currently Member, Expert Group, Intergovernmental Platform on Biodiversity and Ecosystem Services (IPBES) of UNEP.

Areas of academic interest: Economic Valuation, Green Accounting, Payment for Ecosystem Services, Economy-Ecosystem Modelling, Law & Economics, Livelihoods Economics and Conservation Finance.

Manmohan Yadav

Ph.D. (International Marketing), M.B.A (Marketing), B.Sc. (Dairy Technology)

Areas of interest: Marketing & Branding of Forestry / Eco Services / Rural Products, Value Chains of People's Brands, International Business & Global Marketing, Sustainability & Green Marketing, Forest Certification and Sustainable Natural Resource Management.

Omprakash Madguni

Ph.D. in Applied Geology (application of Remote Sensing and GIS) from Barkatullah University, Bhopal; M.Sc. (Applied Geology) from Karnataka University, Dharwad.

Areas of academic interest: Application of Geo-informatics and spatial analysis in the field of Environment and Natural resource management; Water Resources Development and Management including Watershed Management; Climate change and Sustainable Development, including Disaster Management and Renewable Energy Management; Criteria and Indicators for Sustainable Forest Management.

Parul Rishi

Ph.D. Psychology (1992), Recipient of OT Med-France Fellowship for Climate Change Research -2015. Indian Commerce Association's National Award in Business Management ,2012, M.P Govt.'s Hari Singh Gour State Award in Social Sciences ,2010. Editor in Chief of " Journal of Organization and Human Behaviour". Published 85 papers in national and International Journals and book chapters. Author and Editor of the books "Changing Climate -Changing Behaviour' (2012) and Environmental Issues: Behavioural Insights (2009).

Areas of academic interest: Environment and Human Behaviour, Climate Change, Corporate Social Responsibility and Business Ethics, Soft Skills- Personality Development, Stress Management, Assertiveness, Time Management, Leadership, Emotional Intelligence and Motivational Issues.

Pradeep Chaudhry

Indian Forest Service officer with more than 32 years of field knowledge and experience. Ph.D. (Forest Management) from FRI University Dehradun, P.G Diploma in Forestry from Indira Gandhi National Forest Academy Dehradun equivalent to M. Sc.(Forestry), M. Tech. (Environmental Management of

Rivers and Lakes) from IIT Roorkee, B.E. (Mechanical Engineering) from NIT Kurukshetra, Haryana.

Areas of academic interest: Urban Forestry & Urban Greening, Environmental Economics, Valuation of non-market priced goods & services, Forest Management and Bio-diversity conservation.

RekhaSinghal

D.Phil. (Psychology) Allahabad University, 1986, Course on Design of Community Forestry (1992, IAC, The Netherlands), Recipient of Young Scientist Award from Indian Science Congress Association, 1985. IDPAD Fellow 1999 & 2006. Netherlands Government Fellowship 1992. Has a number of national and international publications to her credit.

Areas of academic interest: Organizational Effectiveness and performance, Leadership, Motivation and Group Dynamics, Training Need Assessment, Gender and natural resource management, Human Resource Management & Development, people's participation, Livelihood, Institutionalization, Climate Change and adaptation.

Sandeep Tambe

B. Tech, M.Sc. (Forestry), Ph.D. (Forest Management)

Areas of academic interest: Understanding the linkages between forest institutions, forest health and forest dependent livelihoods. Developing a unified livelihood framework to better predict the pathways of rural households and exploring innovative institutional arrangements to increase the uptake of science in decision making.

Sharadindu Pandey

Ph.D. from Indian Institute of Technology Kanpur, UGC (NET), MBA from CCS University Meerut, Certificate in 'Evaluating Social Programs' from Massachusetts Institute of Technology.

Areas of academic interest: Strategic Management, Metrics and Reporting of Business Responsibility, Managing Change, Business Structures and Compliance Management, Marketing Research.

Suprava Patnaik

Ph.D. (Botany), North Eastern Hill University, Shillong.

Areas of academic interest: Ecosystem Management, Climate Change, Energy Management, Conservation and Livelihood.

S. P. Singh

D.Litt. (Economics) ongoing, Ph.D. (Economics), M.Phil (1989), Specialization in Regional Planning and Economic Growth) Barkatullah University, Bhopal. Recipient of Three prestigious Awards : Bharat Jyoti Award, Best Citizens of India, Shiksha Rattan Puraskar, Mahatma Gandhi EktaSamman, Rajeev Gandhi Excellence Award, Uttar Pradesh Rattan Award , Indira Gandhi Siromani Award, Distinguished Scientist Award -Economics(2015)

Areas of academic interest: Regional Planning, Socio-economic, Ecological and Environment and Developmental Economics.

Ujjal Kumar Sarma

Ph.D. in Anthropology from University of Delhi, M.Sc. in Anthropology from University of Delhi, UGC-NET and ICSSR Doctoral Fellowship.

Areas of academic interest: Natural Resource Management, Environmentalism, People-Parks and Wildlife, Human-Wildlife Conflict, Livelihoods and Biodiversity Conservation, Village Relocation, Indigenous Knowledge and Biodiversity Conservation, Social Change in Indian Society, NGO Management.

Vandita Singh Banerjee

Vandita Singh Banerjee: Pursuing Ph.D in Management from Delhi University, Diploma in Training & Development from Indian Society for Training and Development (ISTD), New Delhi. M.A (Psychology) from Devi Ahilya University, Indore. UGC-NET qualified.

Area of Academic interest: Environmental Behaviour in personal sphere and work place, Green Human Resource Management, Training and Development in Leadership, Team Building and other interpersonal Skills.

Yogesh Dubey

D.Phil. in Wildlife Management (1999), Forest Research Institute, Deemed University, M. Sc. In Wildlife Science (1993) from Aligarh Muslim University.

Areas of academic interest: Environmental & Ecological Impact Assessment, Environmental Auditing, Strategic Environment Assessment, Environmental Management Systems, Corporate Environmental Management, Environmental Policy and law, Wildlife Conservation planning & Management, Protected Area Management, Ecotourism and nature conservation.

Note: The rules quoted about other sections/cells are as provided by the respective

sections/cells and faculty profile as provided by the faculty.

Phone numbers and emails of IIFM Faculty

S. No.	Name of Faculty	Extn. No.	Residence No.	Email
1	Dr.Pankaj Srivastava	301	2763490	director@iifm.ac.in
2	Prof.AdvaitEdgaonkar	390	2770463	advait@iifm.ac.in
3	Prof. Amitabh Pandey	345	2770234	apandey@iifm.ac.in
4	Prof.Anup Prakash Upadhyay	304	9479895773	anupadhyay@iifm.ac.in
5	Ms. Asha Khanna	340	2600666	asha@iifm.ac.in
6	Prof. Ashish David	460	2671622	adavid@iifm.ac.in
7	Prof.AshutoshVerma	370	2774691	ashutosh@iifm.ac.in
8	Prof.Bhaskar Sinha	462	2776175	bsinha@iifm.ac.in
9	Prof. Bal Krishna Upadhyay	424	2770337	bkupadhyay@iifm.ac.in
10	Prof. C.P. Kala	461	2776180	cpkala@iifm.ac.in
11	Prof. C.S. Rathore	332	2761605	csr@iifm.ac.in
12	Prof. CVRS Vijaya Kumar	318	2766478	cvrs@iifm.ac.in
13	Prof. D. Debnath	337	2761092	ddebnath@iifm.ac.in
14	Prof. G. Ananda Vadivelu	316	2779036	gananda@iifm.ac.in
15	Prof.Jayashree Dubey	452	24929959	jayashree@iifm.ac.in
16	Prof.JigyasaBisaria	464	2461439	jigyasa@iifm.ac.in
17	Prof. K.K. Jha	443	9425609902	jhakk1959@iifm.ac.in
18	Prof. Manmohan Yadav	335	2761265	manmohan@iifm.ac.in
19	Prof.MadhuVerma	334	2480283	mverma@iifm.ac.in
20	Prof.Madhur Raj Jain	315	2773199	madhur@iifm.ac.in
21	Prof. M.D. Omprakash	324	2760462	prakash@iifm.ac.in
22	Prof.Parul Rishi	389	2421140	parul@iifm.ac.in
23	Prof. Pradeep Chaudhry	429	9436068389	pradeep@iifm.ac.in
24	Prof.RekhaSinghal	331	2494857	rekha@iifm.ac.in
25	Prof. Sandeep Tambe	463	9474059791	stambe@iifm.ac.in
26	Prof.Sharadindu Pandey	386	9560076525	spandey@iifm.ac.in
27	Prof. S.P. Singh	322	2774979	spsingh@iifm.ac.in
28	Prof. Suprava Patnaik	317	277046	spatnaik@iifm.ac.in
29	Prof. Ujjal Kumar Sharma	391	2779772	ujjal@iifm.ac.in
30	Ms. Vandita Singh Banerjee	479		vandita@iifm.ac.in
31	Prof.Yogesh Dubey	388	2767978	ydubey@iifm.ac.in

Phone numbers and emails of Research Associates, Research Assistants and Officers

RESEARCH ASSOCIATES				
S.No.	Name	Intercom No.	Residence Tel. No.	Email Id
1	Dr.Manish Mishra	352	2772212	manish@iifm.ac.in
2	Mr. V. Devadevan, Incharge Computer Centre	394		deva@iifm.ac.in
RESEARCH ASSISTANTS				
1	Dr. D. Dugaya	382		dugayad@iifm.ac.in
2	Dr. M.K. Singh	387		manojs@iifm.a.cin
3	Mr. D.K. Hota	439		dharmendrah@iifm.ac.in
OFFICERS				
1	Shri D.P. Singh Chief Administrative Officer	302	2671055	cao@iifm.ac.in
2	Shri R.S. Bhadoria Manager Maintenance	309	2778838	rsbhadoria@iifm.ac.in
3	Shri Kuriakose E. Manager (AA)	312	2416164	kuria@iifm.ac.in
4	Shri S. Nagchandi Assistant Finance Officer	310	2779766	snagchandi@iifm.ac.in
5	Ms. Seema Jain	456	2557046	seema@iifm.ac.in
6	Shri A.Y. Joseph Sr. PS to Director	303	2414586	psdirector@iifm.ac.in
7	Shri N S Jadon, Library & Information Officer	368	2492727	nsjadon@iifm.ac.in
8	Shri P.D. Robin Manager (Personnel)	323	2680731	pdrobin@iifm.ac.in
9	Shri N.S. Nair Assistant Manager , Purchase, Security and House Keeping Matters	353	2416575	nsnair@iifm.ac.in
10	Ms. Shampa Ghoshal Jr. Manager, Maintenance/MDP	351	2777662	shampa@iifm.ac.in
11	Mr. Anilesh Kumar Hindi Officer & OIC SA/Hostel/Mess	306	2770136	abhadauria@iifm.ac.in
12	Shri V. Srinivasan Junior Manager, Administration	421	2493391	srinivasan@iifm.ac.in
13	Shri Vikas Chahal Junior Manager, OIC Stores	311	9416956576	vchahal@iifm.ac.in
