RIGHT TO INFORMATION ACT, 2005

INFORMATION UNDER SECTION 4(1)(b) OF THE ACT

4 (1)b

(I) The particulars of its organization, functions and duties:

The Institute of Mathematical Sciences (**IMSc**), founded by Alladi Ramakrishnan in 1962, is a national institution for fundamental research in the mathematical and physical sciences. The Institute is governed by a Board and an Executive Council (Annexure I). The present Director of the institute is Prof. R. Balasubramanian. The Institute has an active graduate research program to which a select group of students are admitted every year to work towards a Ph.D. degree. **IMSc** hosts a large number of scientists at the post-doctoral level and supports a vibrant Visiting Scientist Scheme. More information is available under Academic Programmes at IMSc. A new, centrally air-conditioned office and lecture-hall complex houses academic members of **IMSc**. A 200 seat auditorium, the Ramanujan auditorium, is used for large scientific meetings while smaller lecture halls and classrooms accommodate more modest gatherings. Most public areas in the Institute, including seminar and discussion rooms, lounges and the auditorium are Wi-Fi enabled. Research at **IMSc** is supported by the Department of Atomic Energy of the Government of India and by the Government of Tamil Nadu. Institute members work primarily in the areas of Mathematics, Theoretical Computer Science and Theoretical Physics.

IMSc has an outstanding scientific library, a computing facility which contains the fastest academic computer in India (as of mid 2004) and a dedicated high-speed network. The Institute hosts several national and international scientific meetings every year. The Institute Annual Reports summarize past and ongoing research. Located in South Chennai, in the Adyar-Taramani area, the Institute is based in the verdant surroundings of the Central Institutes of Technology (CIT) Campus. The Institute campus also contains a student hostel, flatlets for long-term visitors, married students and post-doctoral fellows, and the Institute Guest-House. **IMSc** has its own faculty housing in Tiruvanmiyur near the seashore. Director is the Executive Head of the organisation. He is assisted by the faculty members in respect of all Academic matters, and by the Registrar in all other administration and financial matters. The administrative and management of the Institute shall be under the supervision of an Executive Council.

(II) The powers and duties of its officers and employees:

The Director, being the Executive Head of the Institute, will organise the working of the Institute in accordance with the rules, regulations and byelaws and also act under the general directions and control of the Executive Council. Powers of Director and his officers are defined in the Constitution & Byelaws (Annexure II).

(III) The procedure followed in the decision making process, including channels of supervision and accountability:

Please refer to the organisation chart at Annexure III

(IV) The norms set by it for the discharge of its functions:

As per the Constitution & Byelaws (Annexure II)

(V) The rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions:

Constitution and byelaws (Annexure II), Delegation of financial powers (Annexure IV), leave rules of the Institute (Annexure V), quarters allotment rules of the Institute (Annexure VI), Purchase procedures (Annexure VII),Conduct Rules (Annexure VIII).

(VI) A statement of the categories of documents that are held by it or under its control:

As in the previous paragraphs

(VII) The particulars of any arrangement that exists for consultation with, or representation by, the members of the public in relation to the formulation of its policy or implementation thereof;

Being purely a research oriented Academic Institution, the research activities are carried by the individual academicians. The nature of activities limits public interference in relation to formulations and implementation of its policy.

(VIII) A statement of the Boards, Councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice, and as to whether meetings of those Boards, Councils, committees and other bodies are open to the public, or the minutes of such meetings are accessible for public:

Please click here for Board members and Executive Council members

As per the Constitution and Byelaws (Annexure II) the members of the Board of Governors and Executive Council are Ex-officio and in some cases, nominated by Government of Tamil Nadu or by the Department of Atomic Energy as the case may be. The meetings of Boards and Councils are not open to Public.

(IX) A directory of its officers and employees:

Details in Annexure IX

(X) The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations:

Details vide Annexure X

(XI) The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made:

Details vide Annexure XI

(XII) The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes:

There are no subsidy programmes undertaken by the Institute.

(XIII) Particulars of recipients of concessions, permits or authorisations granted by it:

In the matter of recruitment, the concessions in age/standard of passing examinations are allowed as per the Government policy to SC / ST candidates.

(XIV) Details in respect of the information, available to or held by it, reduced in an electronic form

(XV) The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use:

From this website or by making a request to the Public Information Officer by post or by e-mail, the information can be obtained.