

FORMAT FOR MANDATORY DISCLOSURE

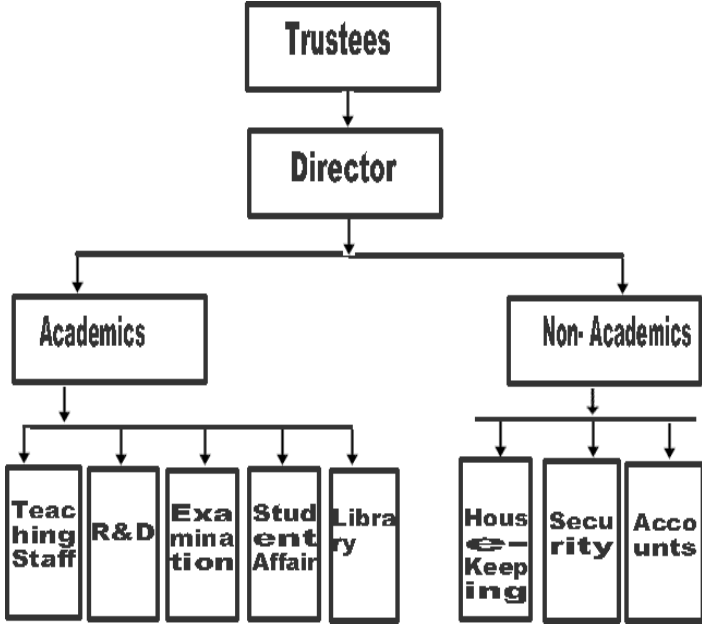
Mandatory Disclosure Updated on 1st March 2022

Mandatory Disclosure		Updated on 1st March 2022
10.1	AICTE ID	Eastern /2021-22/1-9467537441
	Date & Period of last approval	15-07-2021 for the period 2021-2022
10.2	Name of the Institution	BHUBANESWAR INSTITUTE OF MANAGEMENT STUDIES (BIMS)
	Site Map	
	Address of the Institution	PLOT NO-4, INFO VALLEY, HARAPUR, KHURDA, BHUBANESWAR – 752054, ODISHA
	City & Pin Code	BHUBANESWAR - 752054
	State /UT	ODISHA
	Longitude & Latitude	85.70.95° N, 20.23.95° E
	Phone Number with STD Code	+91-7847040520

The information has been provided by the concerned institution and the onus of authenticity lies with the institution and not on AICTE.

	FAX number with STD Code	+91-7847040520
	Office Hours at the Institution	10.00 A.M. TO 6 P.M.
	Academic Hours at the Institution	8 HOURS
	E-Mail	info@bimsbbsr.in,
	Website	http://www.bimsbbsr.in
	Nearest Railway Station (dist in Km)	Bhubaneswar Railway Station (20 Km.)
	Nearest Airport (dist in Km)	Bijupattnaik International Airport(15 Km.)
10.3	Type of Institution	Private- Self Financed
	Category (1) of the Institution	Non Minority(√) / Minority specify minority:
	Category (2) of the Institution	Co-Ed(√) / Women only
10.4	Name of the organization running the Institution	BHUBANESWAR INSTITUTE OF MANAGEMENT STUDIES
	Type of the Organization	TRUST, INDIAN TRUST ACT – 1882 (DOCUMENT NO-4108193943)
	Address of the Organization	PLOT NO-4, INFO VALLEY, HARAPUR, KHURDA, BHUBANESWAR – 752054, ODISHA
	Registered with	TRUST ACT DOCUMENT NO-4108193943, INDIAN TRUST ACT – 1882
	Registration Date	13/12/2019
	Website of the Organization	www.bimsbbsr.in
10.5	Name of the Affiliating university	AICTE
	Address	EASTERN REGION, BLOCK LB, SECTOR – III, SALT LAKE CITY, KOLKATA- 700091
	Website	www.aicte-india.org
	Latest affiliation period	ACADEMIC YEAR 2021-2022 (APPROVED)

10.6	Name of the Principal / Director	DR. ALOK DASH		
	Exact Designation	DIRECTOR		
	Phone No. with STD Code	+91-7847040520		
	Fax No. with STD Code	0674-2974069		
	Email	director@bimsbbsr.in		
	Highest Degree	Ph.D.(FINANCE)		
	Field of Specialization	FINANCE		
10.7	Governing Board Members	Sr. No.	Name of Governing Body	Designation
		1.	Mr. Amit Kumar Mishra	Chairman
		2.	Dr. Alok Dash	Director
		3.	Dr. Payodhar Padhi	Director R& D
		4.	Mr. Pritish Nanda	Member
		5.	Mr. Pradeep Panda	Member
		6.	Dr. Prashant Kumar Dash	Member
		7.	Mr. Pranavananda Mishra	Member
	Frequency of meetings & date of last meeting	Minimum 4 meetings in a year		
	Date of Last Meeting	08/02/2022		
10.8	Academic Advisory Council	Sr. No.	Academic Advisory Council	Designation
		1.	Mr. Amit Kumar Mishra	Chairman
		2.	Dr. Alok Dash	Director
		3.	Mr. Pranavananda Mishra	Faculty (Finance)
		4.	Prof. Ram Kumar	Faculty (Finance & Marketing)
		5.	Prof. Sasmita Padhi	Faculty (HR)
		6.	Mrs. Deepa Kacker	Faculty (Business Management)
		7.	Prof. Gopal Mohanty	Faculty (Tourism Management)

		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%; text-align: center;">8.</td> <td style="width: 40%;">Mr. Bikram Kumar Moharana</td> <td style="width: 50%;">Faculty (Finance & Marketing)</td> </tr> </table>	8.	Mr. Bikram Kumar Moharana	Faculty (Finance & Marketing)
8.	Mr. Bikram Kumar Moharana	Faculty (Finance & Marketing)			
	Frequency of meetings & date of last meeting	Four times in a year			
10.9	Organizational Chart	 <pre> graph TD Trustees[Trustees] --> Director[Director] Director --> Academics[Academics] Director --> NonAcademics[Non-Academics] Academics --> TeachingStaff[Teaching Staff] Academics --> RnD[R&D] Academics --> Examination[Examination] Academics --> StudentAffair[Student Affairs] Academics --> Library[Library] NonAcademics --> HouseKeeping[House Keeping] NonAcademics --> Security[Security] NonAcademics --> Accounts[Accounts] </pre>			
10.10	Student feedback mechanism on Institutional Governance/faculty/performance	<p>We have a healthy, professional, transparent and unbiased system on the subject. The system helps us in identification of our strengths and weaknesses which further makes our strengths more strong and helps us in converting our weaknesses into strengths. We maintain suitable Registers are maintained wherein the students are free to give their comments/ remarks on various non-academic operations. The comments/remarks are reviewed periodically by the Administrative Officer and the Coordinator who, in consultation with the Director, take remedial measures for overcoming the weaknesses. In addition, students can give their feedback on institutional governance in a prescribed format through Academic Automation System (AIS). The feedback so collected in every term is reviewed at regular intervals by the Management to ensure better governance to the stakeholders.</p> <p>We have well devised forms for obtaining feedback in respect of performance of faculty. The students are not required to disclose their identity while giving the feedback. The feedback covers 8 questions related to faculty's academic performance as felt by a student. The analytical study of the feedback, collected from the students, is shared with the faculty member so as to apprise them of their strengths and weaknesses. Periodic counseling is also organised by the respective Area Chairs.</p>			

		<p><u>Student Feedback on Faculty Performance</u></p> <ol style="list-style-type: none"> 1. Knowledge Base 2. Ability Explain 3. Pedagogy/Methodology 4. Creating Interest in the Subject 5. Handling Class Discipline 6. Response to Queries 7. Faculty Effort on Value Addition 8. Attitude towards Students <p><u>Student Feedback on Institutional Governance</u></p> <ol style="list-style-type: none"> 1. Relevance of the Courses Offered 2. Consistency in Efforts towards Academic Development 3. Transparency in Student related Policies (Academic & Non-Academic) 4. Adequacy in Infrastructural Support and Amenities 5. Confidence in the Management
10. 11	Grievance redressal mechanism for faculty, staff and students	<p>Appointment Order No. BIMS/2022/53 dated 5.02.2022 OMBUDSMAN: Mr. Chandravanu Mallick Appointment Order No. BIMS/2022/54 dated 5.02.2022 Grievance Redressal Committee Members:</p> <ol style="list-style-type: none"> 1. Dr. Alok Dash 3. Prof. Pranavananda Mishra <p>The grievance redressal mechanism for faculty, staff and students is well defined and operates as follows:</p> <p>Members of BIMS Family including students have to put forth their Grievances through AIS system. The concerned person has to address the same at the earliest. All grievances and their redressal can be viewed through AIS (Automated Information System) at any time. Any aggrieved person may write to the Director, BIMS, Bhubaneswar for further course of action.</p> <ol style="list-style-type: none"> 1. For Faculty – <p>Faculty members bring their grievances to the notice of the Director through the Dean. Director inquires about the grievances and if needed brings it also to the notice of the Chairman of the Board of Governors.</p>

2. For Staff –

The grievance is referred through the sectional heads to the Administrative Officer. The matter is sometimes referred to the Director.

3. For Students –

Students refer the grievances linked to Academic and Non-Academic to Dean (Academics) and Dean (Student Welfare) respectively. The grievances related to the area activities are represented to the concerned Area Chairs. In case of major grievances, students may also approach the Director for necessary action.

Sample Format Grievance by Students

Name.....

Program

Roll No.

Kindly indicate the type of grievance(s) by putting a tick mark in the appropriate box.

Type of Grievance

1. Academic

... Faculty

... Course

... Evaluation

... Library

... Computer Cell

... Any Other (Specify)

2. Non-Academic

... Infrastructural Support inside Class Rooms

... Hostel

... Mess

... Non-teaching Staff

... Transport Facilities

- ... Medical Facilities
- ... Recreational Facilities
- ... Cleanliness inside Washrooms/Toilets
- ... Common Rooms
- ... Sexual Harassment
- ... Any Other (Specify)

Grievance Details -

.....

DATE

SIGNATURE

Sample Format Grievance by Faculty Members

Name

Designation

Area

Kindly indicate the type of grievance(s) by putting a tick mark in the appropriate box.

Type of Grievance

- ... Salary & Compensatory Benefits
- ... Timing
- ... Leave Provision
- ... Teaching Load
- ... Career Enhancement Support
- ... Infrastructural Support
- ... Messing Facilities
- ... Accommodation
- ... Recreational Facilities
- ... Cleanliness inside Washrooms/Toilets
- ... Difference in the Peer Group/with Seniors
- ... Behavioral issues with Support Staff
- ... Sexual Harassment
- ... Any Other (Specify)

Grievance Details

.....

ALL INDIA COUNCIL FOR TECHNICAL EDUCATION

New Delhi

NOTIFICATION

Dated 01-07-2009

Sub: Prevention and prohibition of Ragging in technical Institutions, Universities including Deemed to be Universities imparting technical education.

F.No.37-3/Legal/AICTE/2009 – In exercise of the powers conferred under Section 23 read with Section 10 (b), (g), (p) and (q) of AICTE Act, 1987, the All India Council for Technical Education, hereby makes the following Regulations:-

1. Short title and commencement

These Regulations may be called the All India Council for Technical Education (Prevention and Prohibition of Ragging in Technical Institutions, Universities including Deemed to be Universities imparting technical education) Regulations 2009

They shall come into force on the date of the notification.

2. Objectives

In view of the directions of the Hon'ble Supreme Court in SLP No. 24295 of 2006 dated 16-05-2007 and in Civil Appeal number 887 of 2009, dated 08-05-2009 to prohibit, prevent and eliminate the scourge of ragging including any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student, or indulging in rowdy or undisciplined activities by any student or students which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in any fresher or any other student or asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of

such fresher or any other student, with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student, in all higher education institutions in the country, and thereby, to provide for the healthy development, physically and psychologically, of all students, the All India Council for Technical Education, (AICTE) brings forth these Regulations.

Appointment Order No. BIMS/2022/55 dated 06.02.2022

Anti Ragging Committee In-charge
Prof. Dr. Alok Dash
+91-7847040520

Anti Ragging Squad Members

Prof. Biswajit Brahma - +91-9937867337
Prof. Manisha Mohanty - +91-9853420440
Deepak Kumar Behera - +91-8280156071
Padmanabha Rout - +91-9937568403
Prof.Sasmita Padhy - +91-9437158116

INTERNAL COMPLAINTS COMMITTEE AGAINST SEXUAL HARASSMENT AT WORKPLACE

Sexual Harassment is a punishable offence. To provide protection against sexual harassment of women at workplace and for prevention and redressal of complaints of sexual harassment, an Internal Complaints Committee has been constituted as per the provisions of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, In case of any such complaints, contact the following members.

Members of Internal Sexual Harassment Complaints Committee

Name	E-mail	Phone
Prof. Deepa Kacker		7735581621
Prof. Pranavananda Mishra		
Mrs. Narendra Patel		
Mr. Taslim Ali Saha		
Dr. Alok Dash	info@bimsbbsr.in	7847040520

ESTABLISHMENT OF COMMITTEE FOR SC & ST :

		<p>BIMS constituted a committee for SC/ST with the following members :</p> <table border="1"> <thead> <tr> <th>Name</th> <th>E-mail</th> <th>Phone</th> </tr> </thead> <tbody> <tr> <td>Prof. Bikram Kumar Maharana</td> <td></td> <td>8249398668</td> </tr> <tr> <td>Prof. Tapun Behera</td> <td></td> <td>8280156162</td> </tr> <tr> <td>Prof. Bighnesh Ranjan Behera</td> <td></td> <td>8280154869</td> </tr> <tr> <td>Mr. Padmanabha Rout</td> <td>info@bimsbbsr.in</td> <td>9937568403</td> </tr> </tbody> </table> <p>The quality assurance cell of BIMS plays a vital role for regular assessment and development of quality education, training & placement. It's a continuous process to assess various quality related activities round the year and bring regular changes to achieve the best in all fronts. This cell is headed by Prof. (Dr.) Alok Dash with other members.</p>	Name	E-mail	Phone	Prof. Bikram Kumar Maharana		8249398668	Prof. Tapun Behera		8280156162	Prof. Bighnesh Ranjan Behera		8280154869	Mr. Padmanabha Rout	info@bimsbbsr.in	9937568403
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10. 12	Name of Department	MANAGEMENT															
	Course	Post Graduate Diploma In Management															
	Level	Post Graduate															
	1 st Yearofapprovalbythe Council	2021															
	Year wise sanctioned Intake	<table border="1"> <thead> <tr> <th>Year</th> <th>Year Wise Selection Intake</th> </tr> </thead> <tbody> <tr> <td>2021</td> <td>180</td> </tr> </tbody> </table>	Year	Year Wise Selection Intake	2021	180											
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	Cut off marks-General quota	50%															
	%Students passed with Distinction Class	NA															
	% Students passed with First Class	NA															
	Student Placed	100%															
	Average Pay Packagers./Year	2.5L P/A															
	Students opted for Higher Studies	NA															
	Accreditation Status of the Course	Not Accredited. BIMS got equivalence of PGDM program to MBA by AICTE vide its letter no. – F.No. Eqvi./AB/Gen.Corr.(44)/2006-07, Dt. : 30.05.2007															
	Doctoral Courses	NA															

	Foreign Collaboration, if any	NA																																				
	Professional Society Membership	NAD, NPTEL,NDL																																				
	Professional Activities	CSR Activities																																				
	Consultancy Activities	YES																																				
	Grants fetched	NA																																				
	Departmental Achievements	YES																																				
	Distinguished Alumni	1.																																				
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10.14	Admission quota	No quota																																				
	Entrance test/ admission criteria	50%in graduationwithrankholderofJEE,MAT/CAT/ATMA																																				
	Cutoff/lastcandidateadmitted	As per AICTE norms																																				
	Fees in rupees	PGDM : 1,70,000/- For 2 years to be paid in Four installments such as (a) During Admission (b) In the Month of September (c) In the Month of December (d) In the Month of April Next Year.																																				
	Number of Fee Waivers offered	2																																				

	Scholarships	Candidates securing 65% and above in aggregate marks throughout the career will get scholarship of Rs.20,000/- for the Programme.
	Criteria for Fee Waivers	Merit-cum-Poor Financial Background
	Refund Policy	All fees paid may be claimed for refund on application to the Admission Coordinator as per latest AICTE Regulations.
	Admission Calendar	<u>ADMISSION PROCEDURE</u> <ol style="list-style-type: none"> 1. For CAT – Written Test conducted by IIM. 2. For XAT – Written Test conducted by XLRI. 3. For CMAT – Written Test conducted by AICTE. 4. For MAT – Written Test conducted by AIMA. 5. GD & PI conducted by the Bhubaneswar Institute of Management Studies – From 1st February – 31st March in different places of the Country. 6. Publication of Result within 15 days from the date of GD / PI. 7. Admission Date from 2nd April to 30th June.
	Criteria and Weightages for Admission	<ol style="list-style-type: none"> 1. National Test – 100 Marks, Group Discussion – 50 Marks and Personal Interaction – 50 Marks, Total – 200 Marks. 2. No minimum level 3. CAT=59%, MAT=67%, CMAT=65%, XAT=45%
	PIO quota	Not Applicable
	Best Practices Adopted	BIMS, Bhubaneswar has completed 01 year since its inception and approval from AICTE in 2021. This Institution was started by a group of professors of Management Education with their exposure in IIM and XLRI. Amit Kumar Mishra was the Chairman of its Advisory Board as well as Governing Body in 2021. The BIMS Board consists of both Academicians and Industry People in order to bridge a gap between theory and corporate practices. The Pedagogy of BIMS is mostly application oriented which includes Case Study Method, Simulations, Assignments, Presentations, Field Projects, Live Projects, Industry Institute Interface, Regular visit of Business Leaders and High Profile Alumni etc.
10. 15	Infrastructural Information	
	Classroom/Tutorial Room Facilities/ Laboratory details/ Computer Centre facilities/ Library facilities/Auditorium/ seminar Halls/Amphi/ Cafeteria/Indoor Sports facilities/Outdoor Sports facilities/Gymnasium facilities/Facilities for disabled/Any other	<ul style="list-style-type: none"> • No. of Class Rooms – 08 (Size : 66 sqm.) • No. of Tutorials Rooms – 03 (Size : 33 sqm.) • No. of Computer Labs – 03 (Size : 298.6 sqm., 102.3 sqm., 102.3 sqm.) <p>(A)•Central Examination Facility – Yes</p> <ul style="list-style-type: none"> • Barrier Free Environment – Yes • Occupancy Certificate – Yes • Fire & Safety Certificate – Yes • Hostel Facilities – Yes for both Boys and Girls – 100% capacity • No. of Library Books – 2557 • No. of Titles – 170 <p>(B) •No. of International Journals – 06</p> <ul style="list-style-type: none"> • No. of National Journals – 06

		<ul style="list-style-type: none"> • E-Library Facilities – Yes, 5,000 e-books available • Internet Bandwidth –100 • No. and configuration of systems – 180 – Core 2duo, 2GB RAM, 160GB HDD • Total No. of System connected by LAN – 120 • Total No. of Systems connected by WAN - 60 • Major Software Packages available - Windows 7, 10, Ubuntu, cent OS, MS-Office, Visual Studio, MS SQL Server, SPSS, Tally-7.2, Adobe Photoshop, In-Design, Corel Draw, Page Maker, Quick Heal AV. • Special purpose facilities available – Language Lab, E-Library, Automated Information Systems (AIS), Automated Examination System, Grievance Online System, E-Notice Board, Digital Library, Digital Payment System. • Innovation Cell – Yes <p>(C) • Social Media Cell – Yes</p> <ul style="list-style-type: none"> • Compliance of the NAD – Yes • Games & Sports Facilities – Yes (Indoor & Outdoor) <p>(D) •Extra Curricular Activities – Yes Round the Year</p> <ul style="list-style-type: none"> •Soft Skills Development Facilities – Yes <p>Teaching Learning Process –</p> <ul style="list-style-type: none"> • Curricular & Syllabus for PGDM Program – Review done in every three months and changes made accordingly. •Academic Calendar for the Students – Yes Given on the date of reporting •Academic Time Table – Given in the beginning of the Trimester <p>(E) •Internal Continues Evaluation System – Yes Mentioned in the Student Manual</p> <ul style="list-style-type: none"> •Students’ Assessment of Faculty and System – Yes, Done in each and every Term before the End Term Examination. • Title of the Course – PGDM •Curricular & Syllabi – Dedicated Committee to Finalized •Laboratory Facilities – Available for all students’ from 8.00 AM to 8.00 PM. <p>(F) • Teaching Pedagogy – Mostly Application, Project and Case Study oriented</p>
10.16	Boys Hostel	Available for 150 students
	Girls Hostel	Available for 100 students
	Medical & other Facilities at Hostel	Yes
10.17	Academic Sessions	Every year in the month of July or as per instruction of AICTE.
	Examination system, year/Sem	Trimester (6) with One SIP
	Period of declaration of results	Result declared within 15 days of each trimester

10.18	Counseling/Mentoring	Mentorship System
	Career Counseling	Group of Students have been allocated to 2 Counselors
	Medical Facilities	Available
	Student Insurance	Accident Insurance Available
10.19	Students Activity Body	Constituted by each faculty
	Cultural activities	Commenced
	Sports activities	Commenced
	Literary activities	Commenced
	Magazine/Newsletter	Newsletter published
	Technical activities/ Tech Fest	Commenced
	Industrial Visits/Tours	Regular Industrial & Port Visits
	Alumi activities	Commenced
10.20	Name of the Information officer for RTI	Mr. Padmanabha Rout, Officer in charge RTI
	Designation	Administrative Officer
	Phone number with STD code	+91 – 9937568403
	Fax number with STD code	0674 – 2974069
	Email	admin@bimsbbsr.in
10.21	NBA Accreditation Status	
1	Name/ List of Programmes/ Courses Accredited	PGDM (180) / yet to be Applied
2	Applied for Accreditation	Under Process
	A. Applied but Visit not happened	
	B. Visit happened but result awaited	
3	List of programmes/ courses Not Applied	PGDM
10.22	NAAC Accreditation Status	

1	Accredited	
2	Applied for Accreditation	Under Process
	A. Applied but Visit not happened	
	B. Visit happened but result awaited	
3	Not Applied	