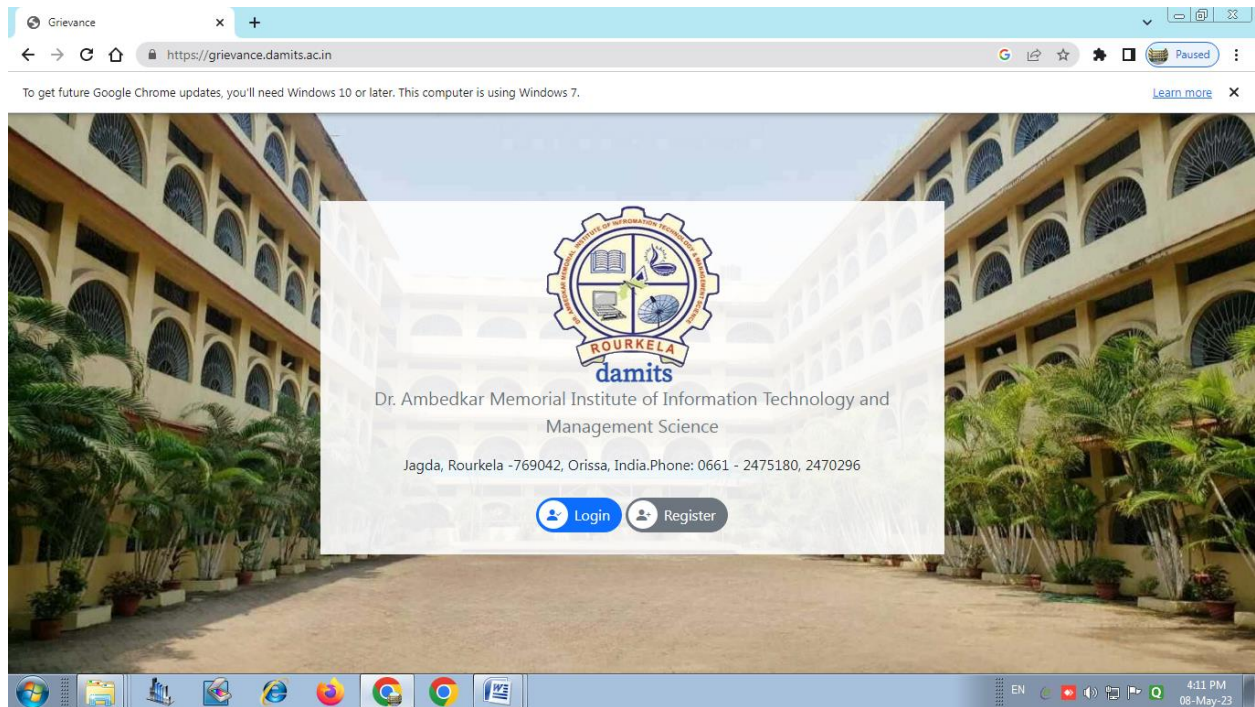


**DR. AMBEDKAR MEMORIAL INSTITUTE OF INFORMATION  
TECHNOLOGY AND MANAGEMENT SCIENCE  
JAGDA, ROURKELA, 769042, ODISHA**

**Establishment of online Grievance Redressal Mechanism**

<https://grievance.damits.ac.in/>



**JATINDRA  
NAYAK** Digitally signed by  
JATINDRA NAYAK  
Date: 2024.02.07  
16:07:31 +05'30'

## Office of the Principal

### Dr. Ambedkar Memorial Institute of Information Tech. & Management Science, Jagda, Rourkela -769042

Ref: DAMITS/051/2023

Date: 26.07.2023

#### NOTICE

An **Anti Ragging Committee** is hereby formed with the following Members .The Anti Ragging Committee is hereby advised to receive complaints on Ragging, to take necessary action as deemed fit & proper in each case also to meet from time to time to discuss & promote measures for prevention of Ragging in the Institute.

Sl No	Name	Designation	Membership Status
01	Dr. Bhabani Shankar Dash	Principal	Chairman
02	Prof. Swaha Roy	Vice Principal	Member Secretary
03	Prof. Usha Mishra	Associate Professor	Member
04	Dr. Singdha Mishra	Associate Professor	Member
05	Prof. Ipsita Parhi	Asst. Professor	Member
06	Prof. Arjun Haripal	Asst. Professor	Member
08	Prof. Seema Rani Giri	Asst. Professor	Member
09	Mr. Gatikrushna Mohanta	Accounts Officer	Member
10	Er. Umesh Kumar Sahu	T&P Officer	Member
11	Mr. Tankadhara Rout	Maintenance Officer	Member
12	Ms. Anuradha Panda	Student	Member
13	Ms. Susmita Suna	Student	Member
14	Mr. Rajan Bag	Parent	Member
15	Sj. Jagannath Hanuman, OAS	BDO, Bisra, Rourkela	Member
16	Mrs. Debjani Naik	IIC, Jhirpani PS	Member
17	Mrs. Basumati Mohanty	President, (Ekta -NGO)	Member
18	Mr. Pratap kumar Rout	Reporter, The Samaj	Member

JATINDRA NAYAK  
Digitally signed by  
JATINDRA NAYAK  
Date: 2024.02.07  
15:51:18 +05'30'

Principal

**PRINCIPAL**  
Dr. Ambedkar Memorial Institute of  
I. T. & Management Science  
Jagda, Rourkela-42



**Office of the Principal**  
**Dr. Ambedkar Memorial Institute of Information Tech. & Management**  
**Science, Jagda, Rourkela -769042**

Ref: DAMITS/053/2023

Date: 02.08.2023

**NOTICE**

A Grievance Redressal Committee is hereby formed with the following members . The Grievance Redressal Committee is hereby advised to receive Grievance of students, to hear & discuss such Grievances & Redress the grievance within the broad frame work of Rules & Regulations of the College as deemed fit & proper in each case.

Sl No	Name	Designation	Membership Status
01	Dr. Bhabani Shankar Dash	Principal	Chairman
02	Prof. Swaha Roy	Vice Principal	Member Secretary
03	Dr. Snigdha Mishra	Associate Professor	Member
04	Prof. Arjun Haripal	Asst. Professor	Member
05	Prof. Ipsita Parhi	Asst. Professor	Member
06	Er. Umesh Ku Sahu	T & P Officer	Member

**JATINDRA  
NAYAK**

Digitally signed by  
JATINDRA NAYAK  
Date: 2024.02.07  
15:49:45 +05'30'

Principal

**PRINCIPAL**  
**Dr. Ambedkar Memorial Institute of**  
**I. T. & Management Science**  
**Jagda, Rourkela-42**

DR. AMBEDKAR MEMORIAL INSTITUTE OF INFORMATION  
TECHNOLOGY AND MANAGEMENT SCIENCE JAGDA, ROURKELA,  
769042, ODISHA

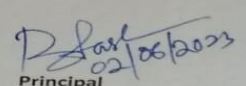
**Establishment of Internal Committee(IC): (along with Annual Report)**

**OFFICE OF THE PRINCIPAL  
DR AMBEDKAR MEMORIAL INSTITUTE OF IT & MGMT. SCIENCE (DAMITS)  
JAGDA, ROURKELA, 769042**

Ref: DAMITS/3919/2023 Date: 02.06.2023

This is to inform all concerned that the INTERNAL COMMITTEE of the institute is hereby formed with the following Members with immediate effect.

Sl. No	Name	Designation	Membership Status
1	Prof. Swaha Roy	Associate Professor	Chair Person
2	Dr. Usha Mishra	Associate Professor	Member
3	Prof. Seema Rani Giri	Asst. Prof.	Member
4	Ms. Prangyasinee Bark	Off. Asst.	Member
5	Ms. Jyotiprava Mishra	Off. Asst.	Member
6	Ms. Kalpalata Gouda	Student	Member
7	Ms. Rajnandani Toppo	Student	Member
8	Ms. Ankita Gop	Student	Member

  
Principal  
02/06/2023

PRINCIPAL  
Dr. Ambedkar Memorial Institute of  
I. T. & Management Science  
Jagda, Rourkela-42

Copy to: Prof. Swaha Roy, Vice –Principal, HOD- IT/HOD (Mgt.)/ AO/GF NOTICE/ACCOUNTS/  
LIBRARY/GFSCR/ Concerned file for information, action and record.

**Annual Report 22-23(01/07/2022 to 30/06/2024)**

**Meetings are conducted quarterly basis . There are no such cases found for the academic year 2022-2023, and neither any pending cases at present.**

JATINDRA NAYAK  Digitally signed by JATINDRA NAYAK  
Date: 2024.03.09 16:27:51 +05'30'

**OFFICE OF THE PRINCIPAL**  
**DR AMBEDKAR MEMORIAL INSTITUTE OF IT & MGMT. SCIENCE (DAMITS)**  
**JAGDA, ROURKELA, 769042**

Ref: DAMITS/048 (a)/2023

Date :22.06.2023

This is to inform all concerned that the SC/ST Committee of the institute is hereby formed with the following Members with immediate effect. The SC/ST Committee is hereby advised to receive Grievance of students, to hear & discuss the grievance within the broad frame work of Rules & Regulations of the College as deemed fit & proper in each case.

SI No	Name	Designation	Membership Status
01	Dr. Bhabani Shankar Dash	Principal	Chairman
02	Prof. Swaha Roy	Vice Principal	Convener
03	Prof. Pramila Hembram	Asst. Prof	Member
04	Prof. Arjun Haripal	Asst. Prof	Member
05	Prof. Debendra Tanty	Asst. Prof	Member

**JATINDR**  
Digitally signed  
by JATINDRA  
NAYAK  
**A NAYAK**  
Date: 2024.02.07  
15:47:20 +05'30'

*D. Dash*  
22/06/2023  
Principal  
PRINCIPAL  
Dr. Ambedkar Memorial Institute of  
I. T. & Management Science  
Jagda, Rourkela-42



**Office of the Principal**  
**Dr. Ambedkar Memorial Institute of Information Tech. & Management**  
**Science, Jagda, Rourkela -769042**

Ref: DAMITS/048(a)/2023

Date .10.07.2023

**CIRCULAR**

The Internal Quality Assurance Cell (IQAC) is hereby reconstituted with the following members:  
The IQAC may meet from time to time to discuss & promote measures for Quality enhancement of different aspects of the Institute. The IQAC cell shall start functioning with immediate effect.

Sl No	Name	Designation	Membership Status
01	Dr. Bhabani Shankar Dash	Principal	Chairperson
02	Prof. Swaha Roy	Vice Principal	Co-ordinator
03	Prof. Usha Mishra	HOD(Mgmt.)	Member
04	Dr. Snigdha Mishra	Associate Professor	Member
05	Prof. Ipsita Parhi	Asst. Professor	Member
07	Prof. Seema Rani Giri	Asst.Professor	Member
08	Prof. Pramila Hembram	Asst.Professor	Member
09	Mr. Gatikrushna Mohanta	Accounts Officer	Member
10	Mr. Tankadhara Rout	Maintenance Officer	Member
11	Mr. Madhusmita Behera	Alumni	Member
12	Er. Hardeep Singh	Industrialist	Member
13	Mr. Arnav Nayak	Student	Member
14	Mr. Surjamani Nayak	Parent	Member

**JATINDR**  
**A NAYAK**

Digitally signed by  
JATINDRA NAYAK  
Date: 2024.02.07  
15:47:57 +05'30'

*P. Dash*  
10/07/2023  
Principal  
**PRINCIPAL**  
Dr. Ambedkar Memorial Institute of  
I. T. & Management Science  
Jagda, Rourkela-42



**damits**

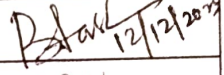
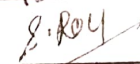
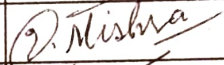


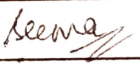
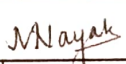
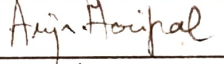
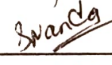


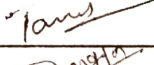

School of IT & Mgt. Sc.

# Dr. Ambedkar Memorial Institute of Information Technology & Management Science

Approved by All India Council for Technical Education, New Delhi  
Affiliated to Biju Patnaik University of Technology, Rourkela.

NAAC Accredited

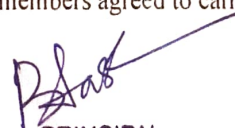
The second council meeting of Institution's Innovation Council (IIC) 2023-24, Dr. Ambedkar Memorial Institute of Information Technology & Management Science was called by IIC President Dr. Bhabani Shankar Dash to discuss upon the formulation and function of IIC & shared roles and responsibility among newly joined council members as per the guidelines of MHRD's Innovation cell.

Sl. No.	Name of Member	Member Type (Teaching/ Non teaching / External Expert)	Key Role/ Position assigned in IIC	Signature
1	Prof. Dr. Bhabani Shankar Dash	Principal	President	
2	Prof. Swaha Roy	Teaching	Vice President	
3	Prof. Dr Usha Mishra	Teaching	Start-up Coordinator	
4	Prof. Dr. Snigdha Mishra	Teaching	IPR Activity Coordinator	
5	Prof. Dr. Shakuntala Gupta	Teaching	IIC Convener	
6	Prof. Seema Rani Giri	Teaching	Internship coordinator	
7	Prof. Dr. Mamata Nayak	Teaching	Innovation coordinator	
8	Prof. Arjun Haripal	Teaching	Entrepreneurship Coordinator	
9	Prof. Sukanya Nanda	Teaching	Member	
10	Prof. Debendra Tanty	Teaching	Media Coordinator	
11	Prof. Subhashree Routray	Teaching	Member	
12	Mr.. Tankadhar Rout	Non Teaching	Member	
13	Ms. Pragyansinee Barik	Non Teaching	Member	

The council members met and discussed about the objective of IIC, type of activities (IIC calendar and Self-Driven), features of IIC portal for monthly report submission mechanism. The council members also discussed about collaborations with organizations to accelerate the activities of IIC. The council also deliberated on **quarterly action plan** in synchronization with activities and initiatives of other departments, centers and facilities in the Institute working towards promoting IPR, Innovation and Start up. The members agreed to carry on some self driven activity. The council has agreed to convene next meeting on 10/03/2024.

Date: 12/12/2023

Place: Rourkela

  
PRINCIPAL

Dr. Ambedkar Memorial Institute of  
I.T. & Management Science  
Jagda, Rourkela-42

  
12/12/2023

(IIC President or HOI)

Signature & Seal

Minutes of meeting to be attached \*\* Attendance sheet of all the members to be attached  
Dr. Ambedkar Memorial Institute of  
I.T. & Management Science  
Jagda, Rourkela-42



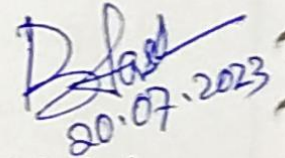
**OFFICE OF THE PRINCIPAL**  
**DR AMBEDKAR MEMORIAL INSTITUTE OF IT & MGMT. SCIENCE (DAMITS)**  
**JAGDA, ROURKELA, 769042**

Date: 20.07.2023

Ref: DAMITS/049(A)/2023

This is to inform all concerned that the Intellectual Property Right Cell of the institute is hereby formed with the following Members with immediate effect.

Sl. No	Name	Designation	Membership Status
1	Dr. Bhabani Shankar Dash	Principal	Chairman
2	Prof. Swaha Roy	Vice-Principal	Member Secretary
3	Prof. Snigdha Mishra	Asst. Prof.	Member
4	Prof. Puja Rani Nanda	Asst. Prof.	Member
5	Prof. Subhashree Routray	Asst. Prof.	Member

  
20.07.2023

**Principal**

**PRINCIPAL**

**Dr. Ambedkar Memorial Institute**  
**I. T. & Management Science**  
**Jagda, Rourkela-42**

Copy to: Prof. Swaha Roy, Vice –Principal, HOD- IT/HOD (Mgt.)// AO/GF NOTICE/ACCOUNTS/  
LIBRARY/GFSCR/ Concerned file for information, action and record.

JATINDRA NAYAK

Digitally signed by JATINDRA  
NAYAK  
Date: 2024.03.09 16:59:20 +05'30'



OFFICE OF THE PRINCIPAL

DR AMBEDKAR MEMORIAL INSTITUTE OF IT & MGMT.SCIENCE(DAMITS)

JAGDA, ROURKELA-769042

Ref:DAMITS/4009/2023

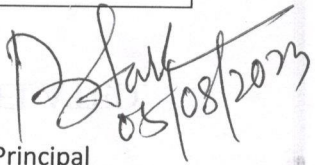
Date: 05.08.2023

This is to inform all concerned that Innovation Cell of the institute is hereby formed with the following members with immediate effect.

Sl No.	Name	Designation	Membership Status
1	Dr.Bhabani Shankar Dash	Principal	Chairperson
2	Prof.Swaha Roy	Vice-Principal	Member Secretary
3	Dr.Shankuntala Gupta	Asst.Prof	Member
4	Prof.Sukanya Nanda	Asst.Prof	Member

**JATINDR**  
**A NAYAK**

Digitally signed by  
JATINDRA NAYAK  
Date: 2024.02.07  
15:49:06 +05'30'

  
05/08/2023

Principal  
PRINCIPAL  
Dr. Ambedkar Memorial Institute of  
I. T. & Management Science  
Jagda, Rourkela-42

OFFICE OF THE PRINCIPAL

DR AMBEDKAR MEMORIAL INSTITUTE OF IT & MGMT.SCIENCE(DAMITS)

JAGDA, ROURKELA-769042

Ref:DAMITS/3999/2023

Date: 26.07.23

This is to inform all concerned that Social Media Cell of the institute is hereby formed with the following members with immediate effect.

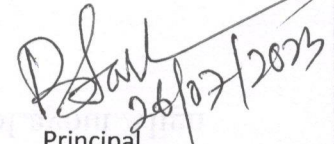
Sl No.	Name	Designation	Membership Status
1	Dr.Bhabani Shankar Dash	Principal	Chairperson
2	Prof.Swaha Roy	Vice-Principal	Member Secretary
3	Prof.Pramila Hembram	Asst.Prof	Member
4	Prof.Sukanya Nanda	Asst.Prof	Member

JATINDR

A NAYAK

Digitally signed  
by JATINDRA  
NAYAK

Date: 2024.02.07  
15:46:24 +05'30'

  
Principal  
PRINCIPAL

Dr. Ambedkar Memorial Institute of  
I. T. & Management Science  
Jagda, Rourkela-42



OFFICE OF THE PRINCIPAL

DR AMBEDKAR MEMORIAL INSTITUTE OF IT & MGMT.SCIENCE(DAMITS)

JAGDA, ROURKELA-769042

Ref:DAMITS/4009/2023

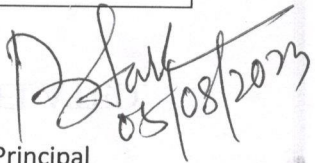
Date: 05.08.2023

This is to inform all concerned that Innovation Cell of the institute is hereby formed with the following members with immediate effect.

Sl No.	Name	Designation	Membership Status
1	Dr.Bhabani Shankar Dash	Principal	Chairperson
2	Prof.Swaha Roy	Vice-Principal	Member Secretary
3	Dr.Shankuntala Gupta	Asst.Prof	Member
4	Prof.Sukanya Nanda	Asst.Prof	Member

**JATINDR**  
**A NAYAK**

Digitally signed by  
JATINDRA NAYAK  
Date: 2024.02.07  
15:49:06 +05'30'

  
05/08/2023

Principal  
PRINCIPAL  
Dr. Ambedkar Memorial Institute of  
I. T. & Management Science  
Jagda, Rourkela-42

DR. AMBEDKAR MEMORIAL INSTITUTE OF INFORMATION  
TECHNOLOGY AND MANAGEMENT SCIENCE JAGDA, ROURKELA,  
769042, ODISHA

**Appointment of Student Counselor**

OFFICE OF THE PRINCIPAL  
DR AMBEDKAR MEMORIAL INSTITUTE OF IT & MGMT. SCIENCE (DAMITS)  
JAGDA, ROURKELA, 769042

Ref: DAMITS/3935/2023

Date: 04.07.2023

This is to inform all concerned that the Student Counselor Committee of the institute is hereby formed with the following Members with immediate effect.

Sl. No	Name	Designation	Membership Status
1	Prof. Swaha Roy	Vice Principal	Chair Person
2	Prof. Debendra Tanty	Ass. Professor	Member
3	Er. Umesh Ku Sahu	Training & Placement officer	Member
4	Mrs. Arti Surja	Librarian	Member

*Principal*  
04/07/2023

**Principal**

PRINCIPAL  
Dr. Ambedkar Memorial Institute of  
I. T. & Management Science  
Jagda, Rourkela-42

Copy to: Prof. Swaha Roy, Vice –Principal, HOD- IT/HOD (Mgt.)/ AO/GF NOTICE/ACCOUNTS/  
LIBRARY/GFSCR/ Concerned file for information, action and record.

JATINDRA  
NAYAK

Digitally signed by JATINDRA  
NAYAK  
Date: 2024.03.09 16:30:49  
+05'30'