



भारतीय प्रबंधन संस्थान मुंबई

INDIAN INSTITUTE OF MANAGEMENT MUMBAI

No. CAO/Transfer/2025

Dated: 01.01.2025

OFFICE ORDER

SUB: INTERNAL TRANSFER ORDER

In the interest of efficient administration and operational requirements, the following employees of this Institute are hereby transferred to the sections mentioned against their name w.e.f. 03.01.2025:

Ser	Name	Designation	Current Section	Transfer To
1.	Shri Devendra Sawant	Assistant	Stores	Library
2.	Shri M. Lachiram	Junior Assistant	Library	Students Affairs
3.	Shri Abhijeet V. Pathade	LDC	S&T	Library

Additionally, the transfer of Shri LV Varthe, Assistant from Stores (now IPSS) to Administration department, as per Transfer Order No. RO/Transfer/2022 dated 08.09.2022, is hereby cancelled.

Furthermore, Shri Sayan Sarbajna, Junior Executive, is hereby assigned the additional duties of handling the Security and Transport Section, in addition to his current responsibilities in the Admin Section.

The individual under transfer to submit handing-taking over report to the undersigned by 1500 hrs on 03.01.2025. In addition, they are required to submit a report on work done by them in their current section for the duration of their posting, till the effective date of this order.

All section in-charges shall ensure proper handing over and taking over of duties, documents, and materials. Section Heads shall verify and take possession of all items, including email credentials or access details, as applicable.

This is issued with the approval of the Competent Authority.


Chief Administrative Officer

E-Distribution:

All Concerned above

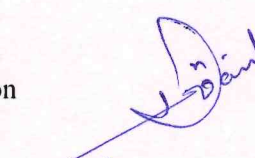
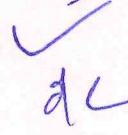
All Deans

All Officers/Department / Section Head

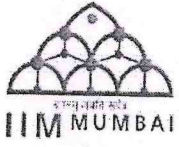
SEO (Admin & HR) for necessary action

Personal File

CC : Director Office } for information
CAO Office }


dc  21/1/25

 21/1/25



भारतीय प्रबंधन संस्थान मुंबई

INDIAN INSTITUTE OF MANAGEMENT MUMBAI

No. CAO/Transfer/2025

Dated: 08.01.2025

OFFICE ORDER

SUB: INTERNAL TRANSFER ORDER

In the interest of efficient administration and operational requirements, the undermentioned employee of this Institute is hereby transferred to the sections mentioned against their name w.e.f. 20.01.2025:

<u>Ser</u>	<u>Name</u>	<u>Designation</u>	<u>Current Section</u>	<u>Transfer To</u>
1.	Ms. Vandana Parkhal	Junior Administrative Officer	IPSS (Earlier know as Stores Section)	Hindi Cell

The individual under transfer to submit handing-taking over report to the undersigned by 1500 hrs on 20.01.2025. In addition, they are required to submit a report on work done by them in their current section for the duration of their posting, till the effective date of this order.

The Section shall ensure proper handing-over and taking-over, including the transfer of duties, documents, and materials. All items, including email credentials or access details, must be verified and appropriately handed over.

This order is issued with the approval of the Competent Authority.

Chief Administrative Officer

To,

Ms. Vandana Parkhal, JAO

E-Distribution:

All Deans

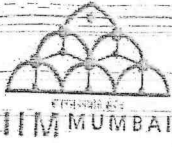
All Officers/Department / Section Head

SEO (Admin & HR) for necessary action

Personal File

CC: Director Office } for information
CAO Office }

o/c 08/01/25



भारतीय प्रबंधन संस्थान मुंबई

INDIAN INSTITUTE OF MANAGEMENT MUMBAI

No. Admin/109

Dated: 08.04.2025

OFFICE ORDER

SUB: INTERNAL TRANSFER OF EMPLOYEES OF IIM MUMBAI

In the interest of efficient administration and operational requirements, the following employees of this Institute are hereby transferred with immediate effect to the sections mentioned against their names:

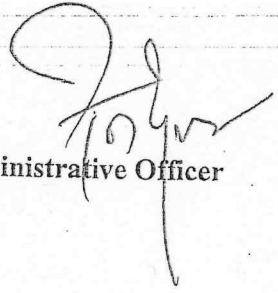
<u>Ser</u>	<u>Name</u>	<u>Designation</u>	<u>Current Section</u>	<u>Transfer To</u>
1.	Shri Rajesh V Lad	Junior Assistant Grade I	Accounts Section	IPSS

Furthermore, Shri Ramotar Kumawat, Assistant Administrative Officer, is hereby relieved from the additional responsibilities of the Security & Transport Section. He is directed to hand over all related duties and responsibilities to Shri Jayprakash Roy, Deputy Security Officer, with immediate effect.

The individual under transfer to submit handing-taking over report to the undersigned by 1500 hrs on 01.05.2025. In addition, they are required to submit a report on the work done by them in their current section for the duration of their posting, till the effective date of this order.

All section in-charges shall ensure proper handing over and taking over of duties, documents, and materials. Section Heads shall verify and take possession of all items, including email credentials or access details, as applicable.

This is issued with the approval of the Competent Authority.


Chief Administrative Officer

To,

All Concerned above

Copy to:

SEO (F&A)

SEO (Admin & HR) – for necessary action

Personal File

CC : Director Office } for information
CAO Office }



भारतीय प्रबंधन संस्थान मुंबई

INDIAN INSTITUTE OF MANAGEMENT MUMBAI

No. CAO/Transfer/2026

Dated: 18.05.2026

OFFICE ORDER

SUB: INTERNAL TRANSFER ORDER

In the interest of administrative requirements and optimal utilisation of manpower, the undermentioned staff member is hereby transferred from their present section to the section mentioned against their name with effect from **18.05.2026**:

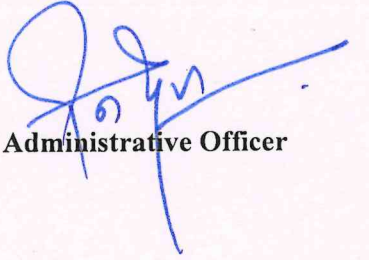
<u>Ser</u>	<u>Name</u>	<u>Designation</u>	<u>Current Section</u>	<u>Transfer To</u>
1	Shri Rajesh V Lad	Assistant	IPSS	SRIC
2	Shri Shailesh R Pawar	Mech -B	Estate	New Infra Division
3	Shri Anand K Ware	LDC	SRIC	IPSS

The individual under transfer to submit handing-taking over report to the undersigned by **1700 hrs** on **21.05.2026**. In addition, they are required to submit a report on work done by them in their current section for the duration of their posting, till the effective date of this order.

The section in-charge shall ensure proper handing over and taking over of duties, documents, and materials. Section Heads shall verify and take possession of all items, including email credentials or access details, as applicable, and shall ensure that the assigned duties to the above staff are properly distributed among the available staff in the respective section.

Further, the Administration Section is required to update the biometric attendance of the above employees to their respective workplaces.

This is issued with the approval of the Competent Authority.


Chief Administrative Officer

To,
Shri Rajesh V Lad, Assistant
Shri Shailesh R Pawar, Mech -B
Shri Anand K Ware, LDC

Copy to:

Senior Manager (Programs)
Executive Engineer
AO (IPSS)

Distribution:

Institute Executive Committee
SEO (Admin & HR) for necessary action
All Officers/Department / Section Head
Personal File



भारतीय प्रबंधन संस्थान मुंबई

INDIAN INSTITUTE OF MANAGEMENT MUMBAI

No. Admin/109

Dated: 20.05.2025

OFFICE ORDER

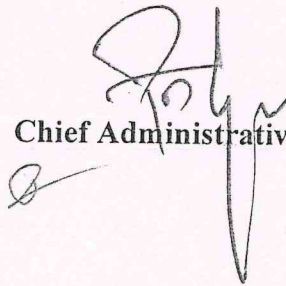
SUB: INTERNAL TRANSFER - MS. SAYALI PATHAK,
JUNIOR ASSISTANT MANAGER

In the interest of efficient administration and to meet operational requirements, Ms. Sayali Pathak, Junior Assistant Manager, is hereby transferred to the Accounts Section to assume the responsibilities of Junior Administrative Officer (Accounts) with immediate effect.

The individual under transfer to submit handing-taking over report to the undersigned by 1700 hrs on 21.05.2025. In addition, they are required to submit a report on the work done by them in their current section for the duration of their posting, till the effective date of this order.

All section in-charges shall ensure proper handing over and taking over of duties, documents, and materials. Section Heads shall verify and take possession of all items, including email credentials or access details, as applicable.

This is issued with the approval of the Competent Authority.


Chief Administrative Officer

To,

All Concerned above

Copy to:

Chairperson (CDS)
SEO (Admin & HR) – for necessary action
SEO (F&A)
Personal File

CC: Director Office } for information
CAO Office }



भारतीय प्रबंधन संस्थान, मुंबई
Indian Institute of Management, Mumbai

IIM Mumbai – 400 087

IOM

From: Senior Executive Officer (Admin & HR)	Subject: Internal Transfer	No. Admin/Trf/2025
To: All Concerns		Dated: 18.06.2026

In the interest of administrative requirements, the undermentioned staff member is hereby transferred from their present section to the section mentioned against their name with immediate effect:

Sr No	Name of employee	Present Section	Transferred to
1	Shri M K Pawar , MTS	Admin Section	Hindi Cell

CL/RH particulars will be intimated to Hindi Cell by Admin Section. The AAO, Hindi Grade-I, is requested to relieve the BVG staff to the SNT Department immediately.

It is further informed that the services of Shri M. K. Pawar may be utilized in the Admin Section as and when required, particularly during recruitment and other incidental works.


Senior Executive Officer (Admin & HR)

Copy to:

✓ AAO Grade- I Hindi 18/6/26
✓ CPSSO
The official concern

✓ Director Office
✓ CAO Office
P/F 18/06/26
For information 18/6/2026

MPAWAR
18/6/2026

O/C
18/06/26

OFFICE ORDER

SUB: INTERNAL TRANSFER ORDER

In the interest of efficient administration and operational requirements, the following employees of this Institute are hereby transferred to the sections mentioned against their name w.e.f. **11.08.2025**:

<u>Ser</u>	<u>Name</u>	<u>Designation</u>	<u>Current Section</u>	<u>Transfer To</u>
1.	Mrs Jalaja Ramachandran	Assistant Administrative Officer	Academic	Student Affairs
2.	Shri D G Solanki	Junior Assistant	Hostel	IPSS

Shri D G Solanki, Junior Assistant, shall hand over all duties and responsibilities to Shri M Lachiram, Junior Assistant.

The individual under transfer to submit handing-taking over report to the undersigned by **1500 hrs** on **11.08.2025**. In addition, they are required to submit a report on work done by them in their current section for the duration of their posting, till the effective date of this order.

All section in-charges shall ensure proper handing over and taking over of duties, documents, and materials. Section Heads shall verify and take possession of all items, including email credentials or access details, as applicable.

This is issued with the approval of the Competent Authority.

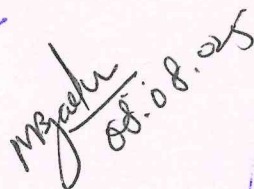

Chief Administrative Officer

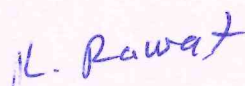
E-Distribution:

All Concerned above
All Deans
All Officers/Department / Section Head
SEO (Admin & HR) for necessary action
Personal File

CC ✓ Director Office } for information
✓ CAO Office }




08.08.25


L. Rawat




09/08/25


08/08/25

OFFICE ORDER

SUB: INTERNAL TRANSFER ORDER

In the interest of efficient administration and operational requirements, the following employees of this Institute are hereby transferred to the sections mentioned against their name w.e.f. 03.09.2025:

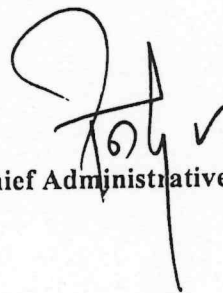
<u>Ser</u>	<u>Name</u>	<u>Designation</u>	<u>Current Section</u>	<u>Transfer To</u>
1.	Shri Y N Thombare	Assistant	SRIC	CAO Office to assist Facility Manager
2.	Mrs. Archana S. Padman	TOCR	SRIC	Admin for ALB reception duties
3.	Smt Ratnakumary S Nair	LDC	SRIC	Dispensary for Administrative work
4.	Shri Shankar N Saibanna	MTS (Attendant)	DISC	CAO Office to assist Facility Manager

The individual under transfer to submit handing-taking over report to the undersigned by 1500 hrs on 03.09.2025. In addition, they are required to submit a report on work done by them in their current section for the duration of their posting, till the effective date of this order.

All section in-charges shall ensure proper handing over and taking over of duties, documents, and materials. Section Heads shall verify and take possession of all items, including email credentials or access details, as applicable.

Further, the Administration Section is required to update the biometric attendance of the above employees to their respective workplaces.

This is issued with the approval of the Competent Authority.


Chief Administrative Officer

E-Distribution:

All Concerned above
All Deans
Manager (System & Software)
AO (SRIC)
All Officers/Department / Section Head
SEO (Admin & HR) for necessary action
Personal File

CC : Director Office } for information
CAO Office }

ADMIN OFFICE IIM MUMBAI
DISPATCH NO. 4603
DATE 02/09/2025
FOR ADMIN
FOR ADMN
FOR ADMN
ACTION BY Desaiji

OFFICE ORDER

SUB: INTERNAL TRANSFER ORDER

In the interest of administrative requirements and optimal utilisation of manpower, the following staff members are hereby transferred from their present section to the section mentioned against their name(s) with effect from **22.09.2025**:

<u>Ser</u>	<u>Name</u>	<u>Designation</u>	<u>Current Section</u>	<u>Transfer To</u>
1.	Ms. Lakshmi N	AAO	Accounts	SRIC
2.	Ms. Sushma Bele	JAO	Accounts	Estate Section to provide administrative support to E.E. Civil and J.E. Electrical

The individual under transfer to submit handing-taking over report to the undersigned by **1500 hrs** on **22.09.2025**. In addition, they are required to submit a report on work done by them in their current section for the duration of their posting, till the effective date of this order.

Respective section in-charge(s) shall ensure proper handing over and taking over of duties, documents, and materials. Section Heads shall verify and take possession of all items, including email credentials or access details, as applicable, and shall ensure that the assigned duties to the above staff are properly distributed among the available staff in the respective section.

Further, the Administration Section is required to update the biometric attendance of the above employees to their respective workplaces.

Note: The duties and responsibilities along with associated activities, for the staff being transferred at Sr No 1 above, will be communicated separately.

This is issued with the approval of the Competent Authority.


Chief Administrative Officer

E-Distribution:

All Concerned above

All Deans

SEO (F&A)

Sr. Manager (System & Software) 1/c

AO (SRIC)

All Officers/Department / Section Head

SEO (Admin & HR) for necessary action

Personal File

OFFICE ORDER

SUB: INTERNAL TRANSFER ORDER

In the interest of administrative requirements and optimal utilisation of manpower, the following staff members are hereby transferred from their present section to the section mentioned against their name(s) with effect from **22.09.2025**:

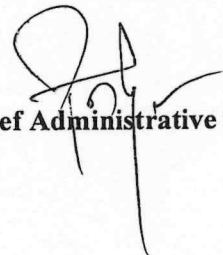
<u>Ser</u>	<u>Name</u>	<u>Designation</u>	<u>Current Section</u>	<u>Transfer To</u>
1.	Mr. Mahesh Kumar M	Junior Administrative Officer	Academic	IPSS

The individuals under transfer shall submit a handing/taking-over report to the undersigned by **1500 hrs** on **10.10.2025**. In addition, they are required to submit a report on the work carried out by them in their current section during their tenure, up to the effective date of this order.

The Section In-charge shall ensure proper handing over and taking over of all duties, documents, and materials. The Section Head shall verify and take possession of all items, including email credentials or access details, wherever applicable, and shall ensure appropriate redistribution of the duties of the transferred staff among the available personnel in the respective section.

Further, the Administration Section is required to update the biometric attendance of the above employees to their respective workplaces.

This is issued with the approval of the Competent Authority.


Chief Administrative Officer

To,

Shir Mahesh Kumar M, JAO

E-Distribution:

All Deans / All Officers/Department / Section Head
AO(IPSS)
AO (Academic)
Personal File

OFFICE ORDER

SUB: INTERNAL TRANSFER ORDER

In the interest of administrative requirements and optimal utilisation of manpower, the undermentioned staff member is hereby transferred from their present section to the section mentioned against their name with effect from **15.12.2025**:

<u>Ser</u>	<u>Name</u>	<u>Designation</u>	<u>Current Section</u>	<u>Transfer To</u>
1.	Ms. Sushma Bele	JAO	Estate	Academic

The individual under transfer to submit handing-taking over report to the undersigned by **1500 hrs** on **15.12.2025**. In addition, they are required to submit a report on work done by them in their current section for the duration of their posting, till the effective date of this order.

The section in-charge shall ensure proper handing over and taking over of duties, documents, and materials. Section Heads shall verify and take possession of all items, including email credentials or access details, as applicable, and shall ensure that the assigned duties to the above staff are properly distributed among the available staff in the respective section.

Further, the Administration Section is required to update the biometric attendance of the above employees to their respective workplaces.

This is issued with the approval of the Competent Authority.



Chief Administrative Officer

E-Distribution:

Official Concerned

All Deans

SEO (F&A)

Senior Manager (System & Software) I/c

All Officers/Department / Section Head

SEO (Admin & HR) for necessary action

Personal File

O/C *Shake*
12.12.2025