No. 1(11)/RR-2000-HRD (Pt-III)

Government of India
Ministry of Tourism
(HRD Division)

OC
26/8/11

C-1 Hutments, Dalhousie Road,
New Delhi, dated the ~~5th~~ 10th August, 2011.

OFFICE MEMORANDUM

Subject : **Amendment of "Recruitment & Promotion Rules,2003".**

The undersigned is directed to refer to this Ministry's letter of even number dated 11th June, 2003 circulating the R&P Rules, 2003 for various posts in the Institutes of Hotel Management. Although these Recruitment Rules have by and large served their purpose, but a few of the provisions thereof have come to notice which impinge adversely upon the career advancement prospects of the teaching faculty

2. It has, therefore, been decided to amend specific provisions of the R&P Rules, 2003, bearing in mind the direct impact the RRs have on the quality of teaching faculty. The amendments to the specific provisions of the R&P Rules, 2003 are given in the statement enclosed as Annexure-I to Annexure-V. These rules will come into force with immediate effect.

3. All Assistant Lecturers presently working on contract basis would be redesignated as TEACHING ASSOCIATES.

5. It is requested that these rules may be placed before the Board of Governors of the respective Institutes for adoption.

6. This issues with the approval of Hon'ble Minister (Tourism).

(S.K.Chakrabarty)
Deputy Secretary to the Government of India

Encl : Annexure-I to V.

To

1. Principals of all Central Institutes of Hotel Management.
2. Director (A&F)/Director (S), NCHMCT, NOIDA
3. R&P Rules Folder.

Copy to ADG(T) for information.

(S.K.Chakrabarty)
Deputy Secretary to the Government of India

ANNEXURE-I

AMENDMENTS TO R&P RULES, 2003

(The amendments, wherever they occur, have been written in bold and underlined)

PRINCIPAL

EXISTING PROVISION	AMENDED PROVISION
The existing portion of para 13.2 of the R&P Rules, 2003 (copy at Flag "P") "It shall be mandatory for the concerned Institute of Hotel Management to advertise the post of Principal at least six months prior to the superannuation/retirement of incumbent, for which NCHMCT will maintain a record"	The existing portion of para 13.2 of the R&P Rules, 2003 may be amended as under : **"It shall be mandatory for the concerned Institute of Hotel Management to advertise the post of Principal at least six months prior to the superannuation/retirement of the incumbent, for which NCHMCT will maintain a record. The concerned Institute of Hotel Management may, however, make a formal request to the National Council for Hotel Management & Catering Technology to handle the entire process of selection on its behalf. In case the concerned Institute of Hotel Management fails to initiate the process of selection of Principal at least six months prior to the superannuation/retirement of incumbent, the National Council for Hotel Management**

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	<u>& Catering Technology will *suo moto* take over the entire process of selection of the Principal</u>.
3. Method of Recruitment : Direct	**3. Method of Recruitment : Direct Recruitment**** **** <u>Except as provided otherwise, when it is concluded by the BOG of an Institute of Hotel Management that the Principal's performance/ behaviour/attitude has created an irresolvable situation threatening the normal functioning of the Institute and no serious charges could be brought against him, the BOG may transfer the Principal from one IHM to another provided the BOG of the IHM where the Principal is proposed to be transferred also agrees to the same. Such transfer will be permissible only after obtaining the prior approval of the Central Government.</u>**

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HEAD OF DEPTT.

ANNEXURE

EXISTING PROVISION	AMENDED PROVISION
5. Qualification and Experience required : **Essential Qualifications:** (i) Graduation from a recognised university. (ii) Degree/3 year diploma in Hotel Management from an Institute affiliated to National Council for Hotel Management/State Board of Technical Education/Recognized University. The candidate must have secured not less than 50% marks in degree/diploma in Hotel Management. For Graduates in Hotel Management, item No. (i) is not necessary. **For specific subjects:** Management Subjects: MBA/Post Graduate Diploma in Business Management with 50 % marks. Computer Science: Graduate with 50% marks in Computer Science or MCA. Accounts & Law: M.Com with 50% marks.	**5. Qualification and Experience required :** **Essential Qualifications:** **For Core hospitality subjects:** (i) Graduation from a recognised university. (ii) Degree/3 year diploma in Hotel Management from an Institute affiliated to National Council for Hotel Management/State Board of Technical Education/ Recognized University. **The candidate must have secured not less than 60% aggregate marks in degree/diploma in Hotel Management.** For Graduates in Hotel Management, item No. (i) is not necessary. **For specific subjects:** Management Subjects: MBA/Post Graduate Diploma in Business Management **with 60 % aggregate marks.** Computer Science: Graduate **with 60% aggregate marks** in Computer Science or MCA. Accounts & Law: M.Com **with 60% aggregate marks.**

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Languages: Graduate in concerned language from recognised University. Food Science and Nutrition: Post Graduate from recognised University with 50% marks. **7. Eligibility for Promotion :** "Candidate for being considered for promotion as HOD should have passed 3 year Diploma/Degree course or should have passed a bridge course as prescribed by NCHMCT. Candidate should have at least 5 years experience in the grade of Senior Lecturer-cum-Senior Instructor."	Languages: Graduate in concerned language from recognised University **with 60% aggregate marks.** Food Science and Nutrition: Post Graduate from recognised University **with 60% aggregate marks.** **7. Eligibility for Promotion :** "Candidate for being considered for promotion as HOD should have passed 3 year Diploma/Degree **in Hotel Management** or should have passed a bridge course as prescribed by NCHMCT. **Senior Lecturers, who are other wise eligible in terms of length of service for promotion as Head of Deptt. and possessing educational qualifications as prescribed for specific subjects as provided under Column 5(ii) of these R&P Rules for the post of Head of Deptt., shall be considered for promotion only for the fourth post of Head of Deptt., if any. Atleast 5 years of service in the grade of Senior Lecturer-cum-Senior Instructor rendered after appointment thereto on a regular basis, failing which from amongst Senior Lecturers having atleast 10 years combined regular service in the grades of Senior lecturer and Lecturer with atleast one year regular service in the grade of Senior lecturer. Failing which, by direct recruitment.**

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ANNEXURE-I

SR. LECTURER

EXISTING PROVISION	AMENDED PROVISION
5. Qualification and Experience required : **Essential Qualification for Direct Recruitment**: Degree/3 year Diploma in Hotel Management from an Institute affiliated to National Council for Hotel Management/State Board of Technical Education/Recognized University. The candidate must have secured at least 55% marks in degree/diploma in Hotel Management. **For specific subjects**: Management Subjects: MBA/Post Graduate Diploma in Business Management with 50 % marks. Computer Science: Graduate with 50% marks in Computer Science or MCA. Accounts & Law: M.Com with 50% marks. Languages: Graduate in concerned language from recognised University.	**5. Qualification and Experience required :** **For Core hospitality subjects:** **Essential Qualification for Direct Recruitment**: Degree/3 year Diploma in Hotel Management from an Institute affiliated to National Council for Hotel Management/State Board of Technical Education/Recognized University. The candidate must have secured at least **60% aggregate marks** in degree/diploma in Hotel Management. **For specific subjects**: Management Subjects: MBA/Post Graduate Diploma in Business Management **with 60 % aggregate marks.** Computer Science: Graduate **with 60% aggregate marks** in Computer Science or MCA. Accounts & Law: M.Com **with 60% aggregate marks.** Languages: Graduate in concerned language from recognised University **with 60% aggregate marks**.. Food Science and Nutrition: Post Graduate from recognised

Food Science and Nutrition: Post Graduate from recognised University with 50% marks.	University **with 60% aggregate marks**.
7. Eligibility for Promotion : "Candidate should have at least 5 years experience in the grade of Lecturer-cum-Instructor.	**7. Eligibility for Promotion :** Candidate should have at least 5 years of service in the grade of Lecturer-cum-Instructor **rendered after appointment thereto on a regular basis failing which from amongst Lecturer having atleast 10 years combined regular service in the grades of Lecturer and Assistant Lecturer with atleast one year regular service in the grade of Lecturer. Failing which, by direct recruitment.**

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ANNEXURE-I

TEACHING ASSOCIATE

EXISTING PROVISION	AMENDED PROVISION
No R.Rs exist for the post of Teaching Associate. As per the SIU norms approved by the Ministry of Finance, 20% of the sanctioned posts are to be mandatorily filled on contract basis. All Asstt. Lecturers presently working on contract basis would be re-designated as TEACHING ASSOCIATES to teach Short-term Craft and 'Hunar Se Rozgaar' courses.	5. Qualification and Experience required : For Core hospitality subjects: Full time Bachelors Degree in Hospitality & Hotel Admn/Hotel Management after 10+2 from an Institute affiliated to National Council for Hotel Management/Recognized University with 60% aggregate marks AND Certified Hospitality Trainer's Certificate OR Full time Bachelors Degree in Hospitality & Hotel Admn./Hotel Management after 10+2 from an Institute affiliated to National Council for Hotel Management/Recognized University and M.Sc. in Hotel Management, securing not less than 60% marks in aggregate at either Bachelor's or Master's degree level. # The period of service rendered as a teacher on contract basis shall be reckoned as valid teaching experience.

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ANNEXURE

ADMINISTRATIVE-CUM-ACCOUNTS OFFICER

EXISTING PROVISION	AMENDED PROVISION
5. Educational & other Qualifications and experience for direct recruitment "Graduation from a recognised University with 8 years experience in administration and accounts of which 4 years in recognised Hotel Management Institute of not less than diploma level. **6. Age limit for direct recruitment & deputation** - 30 Years.	**5. Educational & other Qualifications and experience for direct recruitment** "Graduation from a recognised University with 8 years experience in administration and accounts of which 4 years in **<u>any Central/State Government Institute</u> of Hotel Management or Food Craft Institute.** **6. Age limit for direct recruitment & deputation - <u>45 Years.</u>**

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