

होटल प्रबन्ध और खानपान प्रौद्योगिकी संस्थान  
कोवलमतिरुवनन्तपुरम,  
**INSTITUTE OF HOTEL MANAGEMENT  
AND CATERING TECHNOLOGY**  
KOVALAM, THIRUVANANTHAPURAM

**MINUTES OF THE SCREENING COMMITTEE HELD AT 11:00 A.M ON 18<sup>th</sup>  
JULY 2024 AT THE INSTITUTE TO SCRUTINISE THE APPLICATIONS  
RECEIVED FOR THE POST OF PRINCIPAL**

In response to the advertisement for inviting applications for the post of principal, which was published by Employment News on all India basis on 19-15 March 2024 period, total 5 applications were received by the Institute. Out of this one application rejected as it was received after the due date.

The Screening Committee for Scrutinization of application received for the post of Principal as per Recruitment Rules 2003 shall consist of the following members.

1.	<b>Regional Director, India Tourism, Chennai</b>	<b>Chairman</b>
2.	<b>Nominee of the Ministry of Tourism, Government of India</b>	<b>Member</b>
3.	<b>BOGs, Chairman Nominee</b>	<b>Member</b>
4.	<b>Administrative Officer of the Institute</b>	<b>Member/Secretary</b>

The following members of the screening committee were present in the said meeting held on 18<sup>th</sup> July, 2024 at 11.00 AM at the Institute.

<b>Shri.D.Venketesan, Regional Director, India Tourism, Chennai</b>	<b>Chairman</b>
<b>Mrs.Lakshmi Murali, Administrative Cum Accounts Officer, IHMCT &amp; AN, Chennai (Representing Economic Advisor, Ministry of Tourism, Government of India)</b>	<b>Member</b>
<b>Dr.Indulal.S Deputy Director, Department of Technical Education, Government of Kerala,</b>	<b>Member</b>
<b>Mr.Satheesh.K.B. Accountant &amp; AAO i/c IHMCT, Kovalam.</b>	<b>Member</b>

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The new Recruitment rule has three categories of eligibility and the candidate has to fulfill the eligibility of any one category as under:

Category -A	Category -B	Category -C
<p><u>Essential &amp; Desirable Educational Qualification:</u></p> <p>Post Graduation from a recognized University (Central/State/ Deemed to be/AIU equivalent PG from foreign Institution)</p> <p>And (+)</p> <p>Full Time Degree/Full Time Three Years Diploma in Hotel Administration / Hospitality Management / Hotel Management / Hospitality Administration / Culinary Arts / Culinary Science with minimum of 55% marks in aggregate or its equivalent grade from:</p> <p>i) NCHMCT or NCHMCT affiliated Institute; OR</p> <p>ii) An Institute approved by AICTE; OR</p> <p>iii) An Institute approved by the State Board of Technical Education; OR</p> <p>iv) An Institute affiliated to University duly recognized by UGC; OR</p> <p>v) Central/State/Deemed to be University recognized by UGC; OR</p> <p>vi) Equivalent degree/diploma of foreign university/institution recognized by AIU.</p> <p>Desirable Qualification: Ph.D. Degree.</p> <p><u>Essential Work Experience:</u></p> <p>In addition to essential educational qualification, at least (twenty) years of experience in:</p> <p>i) Teaching (20 years) with minimum 3 years as Head of</p>	<p><u>Essential &amp; Desirable Educational Qualification :</u></p> <p>Two Year full time Post Graduate Degree / Post Graduate Diploma in Management/Tourism from a recognized University under UGC or approved by AICTE / Equivalent degree/diploma of foreign university/institution recognized by AIU with minimum of 60% marks in aggregate or its equivalent grade.</p> <p>Desirable Qualification: Ph.D. Degree.</p> <p><u>Essential Work Experience :</u></p> <p>For Private Sector: Candidate with proven track record with at least 17 years of experience from reputed organization in executive capacity in hospitality/tourism industry plus with minimum 3 years teaching/training experience shall also be essential (total 20 years), out of which minimum 7 years should be in managerial experience (out of which at least 5 years as GM) in private sector companies/firms having turnover of not less than Rs.100 crore per annum in each of the last three years.</p> <p>OR</p> <p>For Government / PSUs /</p>	<p><u>Essential &amp; Desirable Educational Qualification :</u></p> <p>Two Year full time Post Graduate Degree / Master Degree / Post Graduate Diploma in Management/Tourism from a recognized University.</p> <p>Desirable Qualification: Ph.D. Degree.</p> <p><u>Essential Work Experience:</u></p> <p>a) Government / PSUs/ Autonomous Bodies officers with proven track record in a leadership role working in the pay level 13 or its equivalent in PSUs/Autonomous Bodies OR working experience of minimum 5 years in pay level 12 or its equivalent in PSUs/Autonomous Bodies.</p> <p>b) Terms &amp; Conditions of deputation shall be governed as per DOPT guidelines. Normal deputation period will be initially of 3 years.</p>

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<p>Department / equivalent teaching in an Institute of Hotel Management affiliated with NCHMCT OR Institute approved by AICTE OR Institute approved by the State Board of Technical Education OR Institute affiliated to University, recognized by UGC OR Central/State/Deemed to be University recognized by UGC OR Equivalent degree/diploma of foreign university/institution recognized by AIU and possessing at least 3 years of administrative experience within the minimum total experience of 20 years. Experience as Principal of recognized Food Craft Institute will be treated at par with HOD.</p> <p>OR</p> <p>ii) Teaching and hotel industry together (20 years) with minimum 3 years teaching experience in an Institute as mentioned above in (i) with 5 years experience in GM level in a Ministry of Tourism certified 4-star or above category hotel.</p>	<p><b>Autonomous Bodies:</b></p> <p>a) Officers should have at least 20 years of working experience with demonstrated capability including minimum three years teaching/training experience.</p> <p>b) Holding the post in the pay level 13 or its equivalent in PSUs/Autonomous Bodies OR minimum 5 years experience in pay level 12 or its equivalent in PSUs/Autonomous Bodies.</p>	
<p>Period of Probation, if any : As per the provision in the rules of the concerned Institute</p>		

After screening of all applications as per Recruitment & Promotion Rules 2003 amendment dt. 24.05.2019 of the Institute visa-a vis bio-data and documents submitted by the applicants, it is found that all the 4 applicants are within the prescribed age limit i.e, 53 years. Screening committee finding on each application is as indicated be below:

S.No.	Name of applicant	Applied under Category	Findings of the Screening Committee
1	Mr.Kalyan Mukherjee	A	Eligible

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S.No.	Name of applicant	Applied under Category	Findings of the Screening Committee
2	Dr.Biju M. Mathew	A	Eligible
3	Dr.J.Suresh Kumar	A	Eligible
4	Dr.P.Anantha Krishnan	A	Provisionally Eligible Subject to submission of proof of status of approval of Sree Balaji College of Hotel Management, Srirangam, Trichy, by AICTE at the time of his service in the Institute.
<b>APPLICATION RECEIVED AFTER THE CLOSING DATE</b>			
1.	Mr.Neelendra Prasad Srivastava	The Scrutiny Committee decided to reject the application as the Advance Copy of application bears stamp of 16.04.2024 at Aligarh which itself is after the closing date. In view of the same, the Screening Committee decided to reject the application as "Late Receipt".	

Accordingly, the screening committee found that candidate at Sl.No. 1 to 3 are fulfilling the eligibility criteria. Sl.No. 4 is provisionally eligible, subject to submission of proof of status of approval of Sree Balaji College of Hotel Management, Srirangam, Trichy, by AICTE. Committee suggest, that "Vigilance Clearance" for the candidates applied from other Govt. Department may be obtained, which calling them for personal interview.

*Venketesan*  
**(D.Venketesan)**  
Regional Director,  
India Tourism,  
Chennai

*L.P.*  
**(Mrs.Lakshmi Murali)**  
Admn.Cum Accounts Officer  
(Representing Economic Advisor,  
Ministry of Tourism,  
Govt. of India)

*18/07/24*  
**(Dr.Indulal.S)**  
Deputy Director,  
Department of  
Technical Edn.,  
Govt. of Kerala

*Sathyam*  
**Mr.Satheesh.K.B.**  
Accountant & AAO i/c  
IHMCT, Kovalam