

AMENDED RECRUITMENT AND PROMOTION RULES OF IHM GWALIOR AS PER MINISTRY'S LETTER NO. 1 (11)RR/2000-HRD VOL (IV) DATED 20.02.2013 IN RESPECT OF ACADEMIC STAFF (PRINCIPAL AND ALL ACADEMIC/TEACHING STAFF)

ANNEXURE - I

S.No.	Item	Existing Provision	Amended Provision
1	Name of the Post	Principal	Principal
2	Scale of Pay	Rs. 37,400-67,000 (PB 4) + Grade Pay Rs. 8700	Rs. 37,400-67,000 (PB 4) + Grade Pay Rs. 8700
3	Method of recruitment	Direct Recruitment	Direct Recruitment
4	Whether post is Selection/Non-Selection	Selection	Not applicable
5	Age limit for direct recruits	Not exceeding 52 years. Upper age limit is Relaxable upto 5 years in case of SC, ST and departmental candidates and as specified for other categories by Government of India from time to time. Under no circumstances the age should exceed 57 years.	Not exceeding 52 years. Upper age limit is Relaxable upto 5 years in case of SC, ST and departmental candidates and as specified for other categories by Government of India from time to time. Under no circumstances the age should exceed 57 years.
6	Education and other qualifications for direct recruits	<p>Educational Qualifications:</p> <ul style="list-style-type: none"> i. Graduation from a recognized 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 aggregate in Degree/Diploma in Hotel Management. For Graduates in Hotel Management, item No. (i) is not necessary. <p>Experience : Atleast 3 years experience in hotel related subject (s) as head of Department in an Institute of Hotel Management affiliated to National Council for Hotel Management & Catering Technology,</p>	<p>Educational Qualification :</p> <ul style="list-style-type: none"> i. Graduation from a recognized university ii. Full time Degree/ 3 year diploma in Hotel Management from National council for Hotel Management & Catering Technology/ State Board of Technical Education/ Recognized University securing not less than 50% marks in aggregate. For Graduates in Hotel Management item No. (i) is not necessary. <p>Experience : At least 25 years of experience in teaching and/ or hotel industry including minimum 10 years as Head of Department in hotel operations related subject (s) in an institute of Hotel Management affiliated to National Council for Hotel Management & Catering Technology/ State Board of Technical Education / Recognized University.</p>

		<p style="text-align: center;">OR</p> <p>Atleast 20 years of experience in teaching and/or hotel industry including minimum 3 years of hotel operations related subjects (s) as Head of department in an Institute of Hotel Management affiliated to State Board of Technical Education/Recognized University</p> <p style="text-align: center;">OR</p> <p>Atleast 20 years of experience in teaching and /or hotel industry including 3 years as Principal in a Food Craft Institute affiliated to National Council for Hotel Management and Catering Technology,</p> <p style="text-align: center;">OR</p> <p>Minimum 20 years Hotel industry experience including minimum 5 years in Managerial capacity in 4 star/ Heritage or above category approved hotel. <i>*Hotel operations related subjects are: Food Production, Food and Beverage Service, Accommodation Operation/House Keeping and Front Office.</i></p>	<p style="text-align: center;">OR</p> <p>At least 25 years of experience in teaching and /or hotel industry including minimum 10 years as Principal in a Food Craft Institute affiliated to National Council for Hotel Management & Catering Technology.</p> <p style="text-align: center;">OR</p> <p>Minimum 25 years Hotel industry experience including minimum 15 years in Managerial capacity in 4 star/ Heritage or above category approved hotel.</p> <p>Note: <i>Hotel operations related subjects are: Food Production, Food and Beverage Service, Accommodation Operations/ House Keeping and Front Office.</i></p>
7	Appointing Authority	Board of Governors	Board of Governors

ANNEXURE - II

S.No.	Item	Existing Provision	Amended Provision
1	Name of the Post	Head of Department	Head of Department
2	Scale of Pay	Rs. 15,600-39,100 (PB3) + Grade Pay Rs.6600	Rs. 15,600-39,100 (PB3) + Grade Pay Rs.6600
3	Method of recruitment	Promotion from amongst the Senior Lecture –cum- Senior Instructors working in the Institute, failing which by direct recruitment.	100% Promotion
4	Whether post is Selection/Non-Selection	Promotion /Selection	Selection
5	Age limit for direct recruits	Not exceeding 45 years. Upper age limit is Relaxable upto 5 years in case of SC, ST and departmental candidates and as specified for other categories by Government of India from time to time.	Not exceeding 45 years. Upper age limit is Relaxable upto 5 years in case of SC, ST and departmental candidates and as specified for other categories by Government of India from time to time.
6	Education and other qualifications for direct recruits	<p>Educational Qualifications:</p> <p>i. Graduation from a recognized university.</p> <p>iii. 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.</p> <p>Experience : Atleast 5 years experience as Sr. Lecturer-cum-Sr. Instructor in an Institute of Hotel Management affiliated to National Council for Hotel Management & Catering Technology,</p>	<p><u>Educational Qualification :</u></p> <p>i. Graduation from a recognized university</p> <p>ii. Full time Degree/ 3 year diploma in Hotel Management from National council for Hotel Management & Catering Technology/ State Board of Technical Education/ Recognized University securing not less than 50% marks in aggregate. For Graduates in Hotel Management item No. (i) is not necessary.</p> <p><u>Experience :</u></p> <p>At least 15 years of experience in teaching and/ or hotel industry including minimum 5 years of regular service after appointment in the grade of Senior Lecturer-cum-Senior Instructor in an Institute affiliated to National Council for Hotel Management & Catering Technology State Board of Technical Education / Recognized University.</p>

		<p style="text-align: center;">OR</p> <p>Atleast 17 year experience in teaching and /or hotel Industry including 5 years teaching experience as Senior Lecturer-cum-Senior Instructor in an Institute Hotel Management affiliated to a State Board of Technical Education/ Recognized University;</p> <p style="text-align: center;">OR</p> <p>Atleast 17 years of experience in teaching and/ or hotel industry including 5 years teaching experience as Senior Lecturer-cum-Senior Instructor in a Food Craft Institute affiliated to National Council for Hotel Management and Catering Technology;</p> <p style="text-align: center;">OR</p> <p>Atleast 17 years Hotel industry experience including minimum 5 years in Managerial capacity in 4 star/ Heritage or above category approved hotel.</p>	<p style="text-align: center;">OR</p> <p>At least 15 years Hotel industry experience including minimum 5 years in Managerial capacity in 4 star Heritage or above category approved hotel.</p>
7	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	-	Age: Not applicable Educational qualifications: Applicable
8	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 otherwise eligible in terms of length of	At least 5 years of service in the grade of Senior Lecture-cum-Senior Instructor rendered after appointment there to on regular basis failing which by direct recruitment.

		<p>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 lonely 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 at least 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.</p>	
9	Appointing Authority	Board of Governors	Board of Governors

S.No.	Item	Existing Provision	Amended Provision
1	Name of the Post	Senior Lecturer-cum-Senior Instructor	Senior Lecturer-cum-Senior Instructor
2	Scale of Pay	Rs. 15,600-39,100 (PB3) + Grade Pay Rs.5400	Rs. 15,600-39,100 (PB3) + Grade Pay Rs.5400
3	Method of recruitment	Promotion from amongst the Lecture-cum-Instructors working in the Institute, failing which by direct recruitment.	50% by Promotion/deputation/transfer and 50% by Direct Recruitment
4	Whether post is Selection/Non-Selection	Promotion /Selection	Selection
5	Age limit for direct recruits	Not exceeding 40 years. Upper age limit is Relaxable up to 5 years in case of SC, ST and departmental candidates and as specified for other categories by Government of India from time to time.	Not exceeding 40 years. Upper age limit is Relaxable upto 5 years in case of SC, ST and departmental candidates and as specified for other categories by Government of India from time to time.
6	Education and other qualifications for direct recruits	<p>Educational Qualifications for Direct Recruitment:</p> <p>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.</p> <p>Experience :</p> <p>Atleast 5 years experience as Lecturer-cum-Instructor in an Institute of Hotel Management affiliated to National Council for Hotel Management & Catering Technology;</p> <p style="text-align: center;">OR</p>	<p><u>Educational Qualification :</u></p> <p>Full time Bachelor's Degree in Hospitality & Hotel Administration/Hotel Management after 10+2 from a Recognized University securing not less than 50% marks in aggregate.</p> <p><u>Experience :</u></p> <p>At least 10 years of experience in teaching and/ or hotel industry including minimum 3 years teaching experience as Lecturer-cum-Instructor in an Institute affiliated to National Council for Hotel Management & Catering Technology/State Board of Technical Education/Recognized University.</p> <p style="text-align: center;">OR</p>

		<p>Atleast 12 year experience in teaching and /or hotel Industry including 5 years teaching experience as Lecturer-cum-Instructor in an Institute of Hotel Management affiliated to a State Board of Technical Education/ Recognized University;</p> <p style="text-align: center;">OR</p> <p>Atleast 12 years of experience in teaching and/ or hotel industry including 5 years teaching experience as Lecturer-cum-Instructor in a Food Craft Institute affiliated to National Council for Hotel Management and Catering Technology;</p> <p style="text-align: center;">OR</p> <p>Atleast 12 years Hotel industry experience including minimum 5 years Supervisory capacity in 3 star/ Heritage or above category approved hotel.</p>	At least 10 years Hotel industry experience including minimum 3 years in Supervisory capacity in 3 star/ Heritage or above category approved hotel.
7	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	-	No
8	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 Lectures 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.	At least 3 years of service in the grade of Lecturer- cum- Instructor rendered after appointment there to on regular basis failing which by direct recruitment.
9	Appointing Authority	Board of Governors	Board of Governors

ANNEXURE - IV

S.No.	Item	Existing Provision	Amended Provision
1	Name of the Post	Lecturer-cum-Instructor	Lecturer-cum-Instructor
2	Scale of Pay	Rs. 9300-34800 (PB2) + Grade Pay Rs.4600	Rs. 9300-34800 (PB2) + Grade Pay Rs.4600
3	Method of recruitment	Promotion from amongst the Asstt. Lecturer-cum-Asstt. Instructors working in the Institute, failing which by direct recruitment.	50% by Promotion/deputation/transfer and 50% by Direct Recruitment
4	Whether post is Selection/Non-Selection	Promotion /Selection	Selection
5	Age limit for direct recruits	Not exceeding 35 years. Upper age limit is Relaxable up to 5 years in case of SC, ST and departmental candidates and as specified for other categories by Government of India from time to time.	Not exceeding 35 years. Upper age limit is Relaxable upto 5 years in case of SC, ST and departmental candidates and as specified for other categories by Government of India from time to time.
6	Education and other qualifications for direct recruits	<p>Educational Qualifications for Direct Recruitment:</p> <p>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% aggregate marks in Degree/Diploma in Hotel Management.</p> <p>Experience : Atleast 5 years experience Asstt. Lecture –cum-Asstt. Instructors in an Institute of Hotel Management affiliated to National Council for Hotel Management & Catering Technology;</p> <p style="text-align: center;">OR</p> <p>Atleast 7 year experience in teaching and /or hotel Industry including 5 years teaching experience as Asstt. Lecture –cum-Asstt. Instructors in an Institute</p>	<p>Full time Bachelor’s Degree in Hospitality & Hotel Administration/Hotel Management after 10+2 from a Recognized University and full time Master’s degree in Hospitality & Hotel Administration/ Hotel Management securing not less than 60% marks in aggregate either in bachelor’s or master’s degree and at least 5 (five) years teaching experience in an institute affiliated to National Council for Hotel Management & Catering Technology/ State Board of Technical Education/ Recognized University and/or hotel & catering industry.</p> <p style="text-align: center;">OR</p> <p>Full time Bachelor’s Degree in Hospitality & Hotel Administration/Hotel Management after 10+2 from a Recognized University securing not less than 60% marks in aggregate and at least 7 (seven) years teaching experience in an institute affiliated to National Council for Hotel Management & Catering Technology/ State Board of Technical Education/ Recognized University and /or</p>

		<p>of Hotel Management affiliated to a State Board of Technical Education/ Recognized University;</p> <p style="text-align: center;">OR</p> <p>Atleast 7 years of experience in teaching and/ or hotel industry including 5 years teaching experience as Asstt. Lecture –cum-Asstt. Instructors in a Food Craft Institute affiliated to National Council for Hotel Management and Catering Technology;</p> <p style="text-align: center;">OR</p> <p>Atleast 7 years Hotel industry experience including minimum 3 years Supervisory capacity in 3 star/ Heritage or above category approved hotel.</p>	hotel and catering industry.
7	Eligibility for promotion	<p>Candidate should have at least 5 years of service in the grade of Asstt. Lecturer-cum-Asstt. Instructors. Promotion to selection posts shall be made on the basis of merit with due regard to seniority where 3 senior most eligible candidates would be considered, failing which the next three who fulfil the above promotion criteria would be considered till exhaustion of the empanelled list. The recourse to direct recruitment can be made.</p>	At least 5 years of service in the grade of Assistant Lecturer-cum-Assistant Instructor rendered after appointment thereto on a regular basis.
8	Appointing Authority	Executive Committee	Board of Governors

ANNEXURE - V

S.No.	Item	Existing Provision	Amended Provision
1	Name of the Post	Assistant Lecturer-cum-Assistant Instructor	Assistant Lecturer-cum-Assistant Instructor
2	Scale of Pay	Rs. 9300-34800 (PB2) + Grade Pay Rs.4200	Rs. 9300-34800 (PB2) + Grade Pay Rs.4200
3	Method of recruitment	Direct Recruitment	100% by Direct Recruitment
4	Whether post is Selection/Non-Selection	Selection	Not applicable
5	Age limit for direct recruits	Not exceeding 30 years. Upper age limit is Relaxable up to 5 years in case of SC, ST and departmental candidates and as specified for other categories by Government of India from time to time.	Not exceeding 30 years. Upper age limit is Relaxable upto 5 years in case of SC, ST and departmental candidates and as specified for other categories by Government of India from time to time.
6	Education and other qualifications for direct recruits	<p>Educational Qualifications:</p> <p>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.</p> <p>Experience :</p> <p>A minimum of 3 years practical experience in Hotel and Catering industry;</p> <p style="text-align: center;">OR</p> <p>Atleast 2 year of teaching experience in an Institute affiliated to National Council for Hotel Management and Catering Technology.</p>	<p>Educational Qualifications:</p> <p>Full time Bachelor's Degree in Hospitality & Hotel Administration/Hotel Management after 10+2 from a Recognized University and full time Master's degree in Hospitality & Hotel Administration/ Hotel Management securing not less than 60% marks in aggregate either in bachelor's or master's degree.</p> <p style="text-align: center;">OR</p> <p>Full time Bachelor's Degree in Hospitality & Hotel Administration/Hotel Management after 10+2 from a Recognized University securing not less than 60% marks in aggregate with atleast 2 years industry experience</p>
7	Appointing Authority	Executive Committee	Board of Governors

ANNEXURE - VI

S.No.	Item	Existing Provision	Amended Provision
1	Name of the Post	Teaching Associates	Teaching Associates
2	Scale of Pay	Rs. 18000/- Consolidated per month	Rs. 18000/- Consolidated per month (on contract basis)
3	Method of recruitment	Direct Recruitment	Direct Recruitment
4	Whether post is Selection/Non-Selection	Selection	Not applicable
5	Age limit for direct recruits	Not exceeding 30 years. Upper age limit is Relaxable up to 5 years in case of SC, ST and departmental candidates and as specified for other categories by Government of India from time to time.	Not exceeding 30 years. Upper age limit is Relaxable upto 5 years in case of SC, ST and departmental candidates and as specified for other categories by Government of India from time to time.
6	Education and other qualifications for direct recruits	<p>Educational Qualifications:</p> <p>Full time Bachelor's Degree in Hospitality & Hotel Administration/Hotel Management after 10+2 from an Institute affiliated to National Council for Hotel Management/Recognized University with 60% aggregate marks AND Certified Hospitality Trainers Certificate;</p> <p style="text-align: center;">OR</p> <p>Full time Bachelor's Degree in Hospitality & Hotel Administration/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 Bachelors or Masters degree level.</p> <p>Note: The period of service rendered as a teacher on contract basis shall be reckoned as valid teaching experience.</p>	<p>Educational Qualifications:</p> <p>Full time Bachelor's Degree in Hospitality & Hotel Administration/Hotel Management after 10+2 from a Recognized University and full time Master's degree in Hospitality & Hotel Administration/ Hotel Management securing not less than 60% marks in aggregate either in bachelor's or master's degree.</p> <p style="text-align: center;">OR</p> <p>Full time Bachelor's Degree in Hospitality & Hotel Administration/Hotel Management after 10+2 from a Recognized University securing not less than 60% marks in aggregate with atleast 2 years industry experience</p> <p>Note: The period of service rendered as a teacher on contract basis shall be reckoned as valid teaching experience.</p>
7		Executive Committee	Executive Committee

