

**COMMITTEE ON THE WELFARE OF  
SCHEDULED CASTES AND  
SCHEDULED TRIBES  
(1973-75)**

(FIFTH LOK SABHA)

**THIRTY-NINTH REPORT**

**MINISTRY OF TOURISM AND CIVIL AVIATION**

**Reservations for, and employment of, Scheduled  
Castes and Scheduled Tribes in the India  
Tourism Development Corporation**



**LOK SABHA SECRETARIAT  
NEW DELHI**

*September, 1975/Bhadra, 1897 (Saka)*

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COMMITTEE ON THE WELFARE OF SCHEDULED CASTES AND  
SCHEDULED TRIBES  
(1973—75)

Shri D. Basumatari—*Chairman*

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\* Elected on 7th March, 1975 *vice* Shri Partap Singh died.

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Shri J. R. Kapur—*Senior Legislative Committee Officer.*

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\*\*\*Elected to the Committee w.e.f. 9th May, 1974 *vice* Dr. Z. A. Ahmed resigned from the Committee w.e.f. 26th April, 1974.

## INTRODUCTION

I, the Chairman, Committee on the Welfare of Scheduled Castes and Scheduled Tribes, having been authorised by the Committee to submit the Report on their behalf, present this Thirty-ninth Report on the Ministry of Tourism and Civil Aviation—Reservations for, and employment of, Scheduled Castes and Scheduled Tribes in the India Tourism Development Corporation.

2. The Committee took the evidence of the representatives of the Ministry of Tourism and Civil Aviation and of the India Tourism Development Corporation on the 14th and 15th April, 1975. The Committee wish to express their thanks to the Officers of the Ministry of Tourism and Civil Aviation and of the India Tourism Development Corporation for placing before the Committee material and information they wanted in connection with the examination of the subject.

3. The Report was considered and adopted by the Committee on the 20th August, 1975.

4. A summary of conclusions/recommendations contained in the Report is appended (Appendix III).

NEW DELHI;

September 2, 1975.

Bhadra 11, 1897 (S).

*Chairman,*

D. BASUMATARI,  
*Committee on the Welfare of  
Scheduled Castes and  
Scheduled Tribes.*



## CHAPTER I

### A. Organisation and Functions

The India Tourism Development Corporation Limited was set up on the 1st October, 1966 by amalgamating three separate undertakings then in existence, namely, the India Tourism Transport Undertaking Limited, the Hotel Corporation of India Limited and the India Tourism Corporation Limited. The Ashoka Hotel Limited and Janpath Hotels Ltd. were amalgamated with India Tourism Development Corporation Limited on the 28th March, 1970.

1.2. The main objects of the India Tourism Development Corporation are:—

- (i) Construction and management of hotels, restaurants, tourist bungalows and guest houses at various places for tourists;
- (ii) Provision of transport facilities for tourists;
- (iii) Provision and sale of tourist publicity material;
- (iv) Provision of entertainment facilities for tourists; and
- (v) Provision of shopping facilities for tourists.

1.3. The India Tourism Development Corporation runs at present the following hotels, motels, cottages and travellers' lodges:—

#### (A) HOTELS

- (1) Ashoka Hotel, New Delhi
- (2) Hotel Ashoka, Bangalore
- (3) Akbar Hotel, New Delhi
- (4) Janpath Hotel, New Delhi
- (5) Ranjits Hotel, New Delhi
- (6) Lodhi Hotel, New Delhi
- (7) Kovalam Palace Hotel, Kovalam
- (8) L. V. P. Hotel, Udaipur
- (9) Khajuraho Hotel, Khajuraho
- (10) Aurangabad Hotel, Aurangabad
- (11) Qutab Hotel, New Delhi

- (12) Varanasi Hotel, Varanasi
- (13) Lalitha Mahal Palace Hotel, Mysore
- (14) Airport Hotel, Calcutta.

**(B) MOTELS**

- (1) Jammu Motel, Jammu
- (2) Hassan Motel, Hassan.

**(C) COTTAGES**

- (1) Kovalam Grove Cottages, Kovalam
- (2) Temple Bay, Mahabalipuram-Shore Cottages, Mahabalipuram.

**(D) TRAVELLERS' LODGES**

- (1) Ajanta Travellers' Lodge, Aurangabad
- (2) Bharatpur Travellers' Lodge, Bharatpur
- (3) Bhubaneswar Travellers' Lodge, Bhubaneswar
- (4) Bijapur Travellers' Lodge, Bijapur
- (5) Bodhgaya Travellers' Lodge, Bodhgaya
- (6) Kancheepuram Travellers' Lodge, Kancheepuram
- (7) Konarak Travellers' Lodge, Konarak
- (8) Kulu Travellers' Lodge, Kulu
- (9) Kushinagar Travellers' Lodge, Kushinagar
- (10) Madurai Travellers' Lodge, Madurai
- (11) Manali Travellers' Lodge, Manali
- (12) Mandu Travellers' Lodge, Mandu
- (13) Sanchi Travellers' Lodge, Sanchi
- (14) Thanjavur Travellers' Lodge, Thanjavur
- (15) Tiruchirapalli Travellers' Lodge, Tiruchirapalli.

**B. Rolt of the Ministry of Tourism and Civil Aviation**

1.4. The Committee enquired about the role played by the Ministry of Tourism and Civil Aviation in the matter of reservations for, and employment of, Scheduled Castes/Tribes in the services of the

India Tourism Development Corporation and the nature of liaison and coordination maintained by the Ministry of Tourism and Civil Aviation with the India Tourism Development Corporation in this regard. The Committee have been informed that the Ministry forwards all the Government instructions/orders regarding reservations for Scheduled Castes/Scheduled Tribes to the India Tourism Development Corporation and keeps a watch on the implementation of those instructions regarding reservations through periodical returns, reports etc.

1.5 When asked about the nature of machinery/checks devised by the Ministry to ensure that the reservations made in favour of Scheduled Castes/Tribes in the services of the India Tourism Development Corporation are actually fulfilled, the representative of the Ministry of Tourism and Civil Aviation has stated during evidence that periodic inspections are made by the Officers of the rank of Section Officer or Under Secretary in the Ministry and sometimes even by the Liaison Officer. The Officers of the Ministry go round the various organisations of the India Tourism Development Corporation and conduct periodic inspections. The deficiencies found by them during their inspections are brought to the notice of the India Tourism Development Corporation for taking remedial measures.

1.6 Asked whether a separate Cell has been constituted, each in the Ministry of Tourism and Civil Aviation and in the India Tourism Development Corporation to look after the proper implementation of the reservations for Scheduled Castes and Scheduled Tribes, the representative of the Ministry of Tourism and Civil Aviation has stated during evidence that so far as the Ministry of Tourism and Civil Aviation are concerned, a Cell has already been constituted in the Ministry since 1970. The Cell consists of an Assistant who is a Scheduled Caste. The work of the Cell is supervised by a Section Officer, Under Secretary and the Liaison Officer, who at present is of the rank of a Director. A decision has also since been taken to set up a separate Cell in the India Tourism Development Corporation which will start functioning very shortly.

1.7 Asked whether the present organisational set-ups in the Ministry of Tourism and Civil Aviation and in the India Tourism Development Corporation are adequate to ensure proper implementation of the reservation orders for Scheduled Castes and Scheduled Tribes in the services of the India Tourism Development Corporation, the representative of the Ministry of Tourism and Civil Aviation has stated during evidence that the present organisational set-ups in the Minis-

try of Tourism and Civil Aviation and in the India Tourism Development Corporation are considered generally satisfactory and that the staff is also adequate. He has further stated that Government will depute more staff when the situation so demands.

1.8. The Committee have noted that a separate Cell has been constituted in the Ministry of Tourism and Civil Aviation in 1970. The Committee are, however, unhappy that the Cell has not been adequately manned inasmuch as there is just one Assistant who looks after its work.

One of the functions of the Cell in the Ministry is to ensure due compliance of the orders of reservation issued from time to time in favour of Scheduled Castes and Scheduled Tribes, ensuring prompt disposal of the grievances of the employees of these classes and to scrutinise and consolidate the statistical data in respect of all Departments under their control in the prescribed forms circulated by the Ministry in this regard.

In view of the important role the Cell has to perform, the Committee desire that the strength of the Cell should be suitably augmented and the Liaison Officer should be made fully responsible for its proper functioning.

1.9. The Committee further desire that a note on the activities of the Cell in the Ministry of Tourism and Civil Aviation should be included in the Annual Report of the Ministry.

1.10. The Committee commend the decision to set up a separate Cell within the India Tourism Development Corporation. The Committee, however, desire that no time should be lost in constituting the Cell and giving it the necessary personnel to carry on the work. The India Tourism Development Corporation should appoint its Chief Personnel Officer as Liaison Officer to watch the implementation of the various orders pertaining to the Scheduled Caste/Tribe employees. The Committee need hardly emphasise that the Chief Personnel Officer of the India Tourism Development Corporation should maintain effective coordination with the Liaison Officer of the Ministry of Tourism and Civil Aviation.

### C. Issue of directives

1.11. The Committee wanted to know whether the Ministry of Tourism and Civil Aviation have adequate powers to issue direc-

tives to the India Tourism Development Corporation for the enforcement of reservation orders for Scheduled Castes and Scheduled Tribes in the services of the India Tourism Development Corporation. The representative of the Ministry of Tourism and Civil Aviation has informed the Committee during evidence that the Corporation has been constituted under the Companies Act, 1956. There is no provision for the issue of directives to the Corporation under the Companies Act, 1956. In the Articles of Association of the India Tourism Development Corporation also there was no provision for the issue of any directive to enforce reservations for Scheduled Castes and Scheduled Tribes in the services of the India Tourism Development Corporation.

1.12. These Articles of Association of the Company have now been amended and a Government directive has been issued to the India Tourism Development Corporation in November, 1971 laying down reservations for Scheduled Castes and Scheduled Tribes in the services of the India Tourism Development Corporation.

1.13. The Committee drew the attention of the representative of the Ministry of Tourism and Civil Aviation to a O.M. No. 5/1/63-SCT(I) dated the 4th March, 1964 issued by the Ministry of Home Affairs directing reservations for Scheduled Castes and Scheduled Tribes in the services under the Public Sector Undertakings and desired to know why the directive could not be issued by the Ministry of Tourism and Civil Aviation to enforce reservations for Scheduled Castes/Tribes in the India Tourism Development Corporation in the year 1964 in terms of the Ministry of Home Affairs O.M. of the 4th March, 1964. The representative of the Ministry of Tourism and Civil Aviation has replied during evidence as follows:—

“Earlier to the amendment of the Articles, the Corporation has informally on their own, on receipt of the Government circulars, taking action for reservation of vacancies. But this was not regular and legal. So the Articles were amended in 1971 when it was brought to our notice that they were not obliged to follow these instructions. So the Articles of Association were amended and on the 8th November 1971, a directive was issued by the Ministry.”

1.14. Clarifying the position further, the representative of the India Tourism Development Corporation has stated as follows:—

“In fact, the letter which has been quoted by you is a Circular letter issued by the Ministry of Home Affairs in which

the Home Ministry urged the Ministries concerned to take up the matter with the public undertakings and ask them to make these reservations. In fact, if things were so automatic there would have been no need for the Ministry of Home Affairs to issue relevant instructions in regard to this kind of aspect. Now, the position is changed."

1.15. When asked to explain the action taken by the Ministry of Tourism and Civil Aviation on receipt of the Ministry of Home Affairs O.M. No. 5/1/63-SCT(I) dated the 4th March, 1964, the Ministry of Tourism and Civil Aviation, in a written note furnished to the Committee, have stated that the Ministry of Works and Housing, the then Controlling Ministry, had sent to the Public Undertakings under their charge, including the Ashoka Hotels Limited and the Janpath Hotels Limited, a copy of Ministry of Home Affairs O.M. No. 5/1/63-CTC(I) dated the 4th March, 1964 vide their letter No. 3/13/64-Est(HIII) dated the 2nd April, 1964 asking them to take necessary action and also to send the annual returns direct to the Ministry of Home Affairs endorsing copies thereof to the Commissioner for Scheduled Castes and Scheduled Tribes and to the Ministry of Works and Housing. On the 1st October, 1966, three Companies viz. the Hotel Corporation of India Limited, India Tourism Corporation Limited and the India Tourism Transport Undertaking Limited were merged into one Company under the name of India Tourism Development Corporation Limited. The employees of the erstwhile Companies were taken over by the India Tourism Development Corporation.

1.16. The Committee have noted that although the Ministry of Home Affairs issued a circular on the 4th March, 1964 to all the Ministries/Departments of the Government of India asking them to provide for reservations for Scheduled Castes and Scheduled Tribes in the services of Public Undertakings under their control, no effective action could be taken by the then Ministry of Works and Housing, which was the controlling Ministry, in respect of reservations for Scheduled Caste/Tribe candidates in the Public Undertakings under them. All that they did was to circulate the copy of the Ministry of Home Affairs letter dated the 4th March, 1964 to the Ashoka Hotels Ltd. and the Janpath Hotels Ltd. and ask them to take necessary action and also to send annual returns to the Ministry of Home Affairs. It is only when the Articles of Associations of the India Tourism Development Corporation were amended that the Governmental directive could be issued on 8th November,

1971, providing for reservations for Scheduled Caste/Tribe employees.

1.17. The Committee are unhappy that for seven years, the Ministry allowed things to drift and take their own course. The Committee desire that now that the governmental directive to the India Tourism Development Corporation has been issued, the Ministry of Tourism and Civil Aviation should lose no further time in ensuring that all the instructions contained in the Presidential Directive and other orders pertaining to Scheduled Castes and Scheduled Tribes which are issued by the Government of India from time to time are promptly and fully implemented and enforced in the India Tourism Development Corporation.

## CHAPTER II

### RESERVATIONS

#### A. Reservation Orders

2.1. The Committee have been informed that the India Tourism Development Corporation started making reservations for Scheduled Castes and Scheduled Tribes with effect from the 1st January, 1972 after a directive to that effect was issued to the Corporation by Government on 8th November, 1971. Percentages of reservations made are indicated below:—

	<i>Sch. Castes</i>	<i>Sch. Tribes</i>
(i) Posts filled by direct recruitment on all India basis . . . . .	16.2/3 %	7.1/2 %
(ii) Posts filled by recruitment on regional basis . . . . .		Recruitment in ITDC in all categories is made on all India basis as such the percentages indicated at (i) above are followed.
(iii) Posts filled by promotion . . . . .	15%	7.1/2%
(iv) Posts filled by temporary appointments	16.2/3%	7.1/2%

2.2. When asked to state the reasons for not adopting the reservation orders in the ITDC from its very inception, the Ministry of Tourism and Civil Aviation, in a note furnished to the Committee, have stated that even before the issue of the Government of India Directive dated the 8th November, 1971, rules relating to the representation of Scheduled Castes and Scheduled Tribes were being observed in the India Tourism Development Corporation, as far as possible consistent with the maintenance of the standard of efficiency required in accordance with the instructions contained in the Ministry of Home Affairs O.M. No. 5/1/63-SCT(I) dated the 4th March, 1964.

2.3. When asked whether reservations for Scheduled Castes and Scheduled Tribes had been made on the total strength of each category of posts, including the posts which had already been filled up, the representative of the India Tourism Development Corporation



has stated during evidence "How can that be done? It is only in the case of vacancies. We are only concerned now with vacancies which have arisen after 1st January, 1972".

2.4. The Committee note that prior to November, 1971 when the Directive was issued by the Government to the India Tourism Development Corporation, the rules relating to the representation of Scheduled Castes and Scheduled Tribes were being observed in the Corporation as far as possible consistent with 'Maintenance of the Standard of Efficiency' in accordance with the Ministry of Home Affairs's instructions of March, 1964. The Committee are of the view that the plea of 'Maintenance of the Standard of Efficiency' has debarred a number of Scheduled Castes and Scheduled Tribes from entering into the services of the Corporation. Now that the Government have already issued a Directive to the Corporation for adopting the Reservation Orders, the Ministry of Tourism and Civil Aviation should ensure that the number of vacancies for Scheduled Castes and Scheduled Tribes arising in the Corporation are computed from 1964 and efforts are made to give due representation to Scheduled Castes and Scheduled Tribes according to their quota.

#### B. Reservations in Promotion

2.5. The Committee desired to know the procedure followed by the India Tourism Development Corporation in the matter of promotions. The Ministry of Tourism and Civil Aviation, in a note furnished to the Committee, have stated that the Departmental Promotion Committees are constituted to consider cases of promotion. The Committees so constituted are vested with recommendatory powers and the recommendations are submitted to the competent authority for approval.

2.6. When asked whether Government orders for reservations in promotions have been adopted by the India Tourism Development Corporation, the Committee have been informed that the relevant orders for reservations in promotions in Class II and Class III posts as in the Presidential Directive effective from the 1st January, 1972 have been circulated to all the Units of India Tourism Development Corporation for implementation. The Government orders for reservations in promotions for other posts have also been circulated to all concerned for implementation with effect from the 1st October, 1974.

2.7. The number of employees promoted by the India Tourism Development Corporation, categorywise, during the years 1972,

1973 and 1974 and numbers of Scheduled Castes|Scheduled Tribes amongst them are given as under:—

	1972			1973			1974		
	Total	Sc	ST	Total	SC	ST	Total	SC	ST
I . . . . .	..			6			26		
II . . . . .	15	..		10	..	..	21		
III . . . . .	281	38		278	48	1	83	5	2
IV . . . . .	2	..		5	..	..	7	1	..
	298	38		299	48	1	137	6	2

2.8. The Committee referred to the Annual Report of the India Tourism Development Corporation for the year 1972-73 (p. 19) and enquired whether the agreements stated to have been reached with the Employees' Associations|Unions of the India Tourism Development Corporation in regard to recruitment, promotions, etc., are in any way hampering the implementation of reservation orders for Scheduled Castes and Scheduled Tribes, particularly in the matter of promotions. The representative of the India Tourism Development Corporation informed the Committee during evidence as follows:—

“As far as I know, we have not touched on promotion rights at all but, nevertheless.....and I shall examine whether there is any implication.”

2.9. In reply to a question, he has further stated:

“I understand your reaction. In fact, it is very necessary for us to implement these things very correctly and any misunderstanding on the part of the Staff or Officers has to be corrected and it is our duty and I fully agree with you that a lot of lecturing will have to be done by us, and I assure you that we will do that.”

2.10. Item 5(c) of the agreement reached with the Employees' Unions of the Ashoka Hotel, New Delhi, reads as follows:—

“(c) *Promotion and Recruitment Rules*: It has been agreed that revised promotion Rules including the question of

channel of promotion will be worked out with reference to Government guidelines on the subject and in consultation with the Unions."

2.11. In regard to the agreement entered into with the Employees' Unions of the Ashoka Hotel, New Delhi, the Ministry of Tourism and Civil Aviation, in a note furnished to the Committee, have stated that the revised promotion rules are still under preparation and a copy of the same will be submitted when finalised.

2.12. The Committee note that the India Tourism Development Corporation has agreed in principle to apply the Government of India orders for reservations for Scheduled Castes and Scheduled Tribes in promotions and the Corporation has circulated those orders to all its Units for implementation. The Committee feel that mere circulation of the orders to the various Units of the India Tourism Development Corporation is not enough. The Committee would like the India Tourism Development Corporation to ensure that all its Units strictly comply with those orders and they should be made accountable for any lapse or non-compliance of those orders on their part. The Committee would like the Liaison Officer in the India Tourism Development Corporation to be more vigilant and exercise proper check in this regard.

2.13. The Committee have been informed that the India Tourism Development Corporation has yet to formulate the revised promotion rules in consultation with the Employees' Unions. The Committee would like to make it abundantly clear that the representation of Scheduled Castes and Scheduled Tribes in the services is not a matter negotiable with the Employees' Unions. The Committee desire that the India Tourism Development Corporation should finalise the promotion rules expeditiously keeping in view the Government of India orders regarding reservations for Scheduled Castes and Scheduled Tribes employees in promotion.

### C. Reservations in posts filled by deputation

2.14. The Commissioner for Scheduled Castes and Scheduled Tribes in his Fourteenth Report (1964-65), after observing that if posts, recruitment to which is made on deputation basis, are excluded from the purview of the reservation orders, the very purpose of securing adequate representation of Scheduled Castes and Scheduled Tribes in services would be defeated since a very large number of

posts, especially the higher cadre, are now-a-days filled on deputation basis, has recommended as follows:—

“The question of applying reservation orders to *ex cadre* posts should be reconsidered and fresh orders issued requiring **the appointing authorities** to apply the reservation orders to posts which are, according to the Recruitment Rules, filled on deputation basis.”

2.15. The Committee wanted to know whether the Ministry of Tourism and Civil Aviation, in view of the above recommendation of the Commissioner for Scheduled Castes and Scheduled Tribes, have provided reservations for Scheduled Castes and Scheduled Tribes in the posts filled in the India Tourism Development Corporation by deputation. The Ministry of Tourism and Civil Aviation, in a note furnished to the Committee, have stated that the Ministry of Home Affairs, who had considered the matter, have since issued instructions *vide* their O.M. No. 16|2|67-EST(C), dated the 27th September, 1967 directing all Ministries that while no reservation ought to be made in posts filled by deputation, wherever a Ministry/Department etc., propose to depute in the public interest an Officer serving in or under them to a post in or under another Ministry/Department etc., the Scheduled Caste/Scheduled Tribe employees serving in or under the Ministry/Department concerned who are eligible to be sent on deputation are also to be considered, along with other eligible employees, for such deputation.

2.16. When asked to state the number of posts filled by deputation in the India Tourism Development Corporation and the number of Scheduled Castes and Scheduled Tribes amongst them, the representative of the India Tourism Development Corporation has informed the Committee during evidence that there are only five Officers on deputation in the India Tourism Development Corporation and none of them belongs to the Scheduled Castes or Scheduled Tribes.

2.17. **The Committee suggest that the India Tourism Development Corporation while approaching other Departments/organisations for loan of officers on deputation in the India Tourism Development Corporation, should specifically ask for Scheduled Caste/Scheduled Tribe officers, keeping in view the reservations for Scheduled Castes and Scheduled Tribes and the shortfalls of such officers in the India Tourism Development Corporation.**

#### D. Grouping of Posts

2.18. The Committee wanted to know whether isolated individual posts and small cadres in which vacancies may not occur with reasonable frequency and posts carrying identical status, emoluments and qualifications are grouped together in the India Tourism Development Corporation to facilitate application of the reservation orders and to ensure adequate representation of Scheduled Castes and Scheduled Tribes in those posts. The representative of the India Tourism Development Corporation has stated before the Committee during his evidence that this grouping is done according to the category-wise strength at the recruitment centres. As an example, he stated that in the Ashoka Hotel, New Delhi, there are 90 waiters. This category itself can form a group. In small units, like the Taj Restaurant at Agra or Kosi Restaurant at Kosi, there are very few attendants and waiters, who are working on the food side. Their qualifications, salary, status, etc. are more or less the same. Those posts have been grouped together and reservation orders made applicable thereto.

2.19. The Committee referred to the following figures furnished to them in connection with the staff strength in the India Tourism Development Corporation as on the 1st January, 1972:—

Grade & Category of posts.	Total No. of employees	No. of employees		Percentage		Shortfall		
		S.C.	S.T.	S.C.	S.T.	S.C.	S.T.	
<b>I.T.D.C. HEADQUARTERS</b>								
<b>GRADE : RS. 400—900</b>								
Assistant Engineer . . . . .	10	Nil	1	Nil	10%	16-2/3%	Nil	
Asstt. Distribution Officer . . . . .	1	Nil	Nil	Nil	Nil	Nil	Nil	
Manager (Duty Free Shop) . . . . .	4	Nil	Nil	Nil	Nil	16-2/3%	7½%	
Managers (Motels) . . . . .	3	Nil	Nil	Nil	Nil	16-2/3%	Nil	
Assistant Manager . . . . .	4	Nil	Nil	Nil	Nil	16-2/3%	7½%	
Security Officer . . . . .	2	Nil	Nil	Nil	Nil	16-2/3%	Nil	
Sales Officer . . . . .	1	Nil	Nil	Nil	Nil	Nil	Nil	
Material Manager . . . . .	1	Nil	Nil	Nil	Nil	Nil	Nil	
Public Relations Officer . . . . .	1	Nil	Nil	Nil	Nil	Nil	Nil	
P.S. to C & MD. . . . .	1	Nil	Nil	Nil	Nil	Nil	Nil	
Asstt. Secy. . . . .	1	Nil	Nil	Nil	Nil	Nil	Nil	
Asstt. Accountant Officer . . . . .	3	Nil	Nil	Nil	Nil	16-2/3%	Nil	
Asstt. Controller (S & P) . . . . .	1	Nil	Nil	Nil	Nil	Nil	Nil	
Asstt. Divisional Manager (Hotels) . . . . .	1	Nil	Nil	Nil	Nil	Nil	Nil	
Medical Officer . . . . .	2	Nil	Nil	Nil	Nil	16-2/3%	Nil	

**ASHOKA HOTEL GRADE: Rs. 400—800**

Asstt. Manager . . . . .	2	Nil	Nil	Nil	Nil	16-2/3%	Nil
Labour Officer . . . . .	1	Nil	Nil	Nil	Nil	Nil	Nil
Orchestra Player . . . . .	1	Nil	Nil	Nil	Nil	Nil	Nil

**JANPATH HOTEL  
GRADE : Rs. 400—900**

Finance Officer . . . . .	1	Nil	Nil	Nil	Nil	Nil	Nil
Medical Officer . . . . .	1	Nil	Nil	Nil	Nil	Nil	Nil
Administrative Officer . . . . .	1	Nil	Nil	Nil	Nil	Nil	Nil
Welfare Officer . . . . .	1	Nil	Nil	Nil	Nil	Nil	Nil
Material Controller . . . . .	1	Nil	Nil	Nil	Nil	Nil	Nil
Assistant Manager . . . . .	1	Nil	Nil	Nil	Nil	Nil	Nil
Revenue Officer . . . . .	1	Nil	Nil	Nil	Nil	Nil	Nil
Engineer . . . . .	1	Nil	Nil	Nil	Nil	Nil	Nil
Chef . . . . .	1	Nil	Nil	Nil	Nil	Nil	Nil
Telephone Supervisor . . . . .	1	Nil	Nil	Nil	Nil	Nil	Nil

**LODHI HOTEL**

**GRADE : Rs. 400—900**

Finance Officer . . . . .	1	Nil	Nil	Nil	Nil	Nil	Nil
Maintenance Engineer . . . . .	1	Nil	Nil	Nil	Nil	Nil	Nil

2.20. The Committee enquired how the India Tourism Development Corporation has shown 16.2/3 per cent and 7½ per cent shortfalls in the quota of Scheduled Castes and Scheduled Tribes respectively, against all those isolated and individual posts having the same grade and whether those posts are not grouped together for purposes of reservation orders. The Deputy Personnel Manager of the India Tourism Development Corporation informed the Committee during evidence that there were full shortfalls in the quotas of the Scheduled Castes and Scheduled Tribes in the services of the India Tourism Development Corporation in respect of those categories against which they had shown the shortfalls as 16.2/3 per cent for Scheduled Castes and 7½ per cent. for Scheduled Tribes. He further stated in this respect as follows:—

“The statement indicates the position before the directive was strictly enforced. We made a survey of the exact position in different Units and showed the shortfalls. 16.2/3 per cent prescribed percentage should be the reservation. Formerly, before the directive, it was only 12½ per cent. It was decided in 1970 or so that it should be 16.2/3 per cent. So we calculated that it must be 16.2/3 per cent.”

2.21. He added:

“As you know, it is not exactly 16.2/3 per cent. In case there are 20 posts, then 25 per cent reservation has to be done, 1 is Scheduled Caste, 7 is Scheduled Caste, 13 is Scheduled Caste and 20 is Scheduled Caste. So this 16.2/3 per cent is the overall representation. If four posts are there; one is reserved for Scheduled Castes. Still the overall shortage is 16.2/3 per cent. But if we take one man, we comply with that.”

2.22. The Committee regret to note that the India Tourism Development Corporation has failed to follow a proper or uniform procedure for grouping of isolated or small cadre posts for the purposes of application of the reservation orders for Scheduled Castes and Scheduled Tribes. The Committee urge that the Government of India orders in this respect vide the Ministry of Home Affairs O.M. No. 42/21/49-NGS, dated the 28th January, 1952 and Department of Personnel and Administrative Reforms O. M. No. 1/4/70-Est(SCT), dated the 11th November, 1971, should be scrupulously followed.

#### E. Dereservations and carry-forward of reserved vacancies

2.23. In his evidence before the Committee, the representative of the Ministry of Tourism and Civil Aviation has stated that in their



field organisations, the procedure of dereservation and other formalities is not properly understood. When his attention was drawn to the instructions contained in Chapter X of the "Brochure on Reservations for Scheduled Castes and Scheduled Tribes in Services" issued by the Cabinet Secretariat (Department of Personnel and Administrative Reforms), the Deputy Personnel Manager, India Tourism Development Corporation, informed the Committee that the procedure laid down in Chapter X of the Brochure in question applies to the Government Departments. He also informed the Committee that similar provisions had been made in the Directives issued to the India Tourism Development Corporation by the Ministry of Tourism and Civil Aviation. According to those Directives, in the India Tourism Development Corporation, they have to take the approval of the Board of Directors and the Chairman, India Tourism Development Corporation who are the competent authorities for dereservation of Class I and Class II vacancies. He further stated:—

"We have got to approach and satisfy the authority by giving sufficient justification as to why it becomes necessary to have dereservation, how the work is suffering and what efforts we have made in finding Scheduled Caste and Scheduled Tribe candidates and all that and then only we get the posts dereserved."

2.24. The Chairman, India Tourism Development Corporation, has, in this regard stated before the Committee as follows:—

"I had a proposal for dereservation of two kinds of posts: six posts of Junior Stenographers and six posts of Accountants. They had explained that they attempted to make the recruitment in the first year and then in the second year also. They had followed the prescribed procedure and then I approved their de-reservation proposal."

2.25. In reply to a question, the Ministry of Tourism and Civil Aviation have furnished the following information to the Committee regarding the number of vacancies dereserved by the India Tourism Development Corporation during each of the last three years:

1972-73	NIL
1973-74	NIL
1974-75	12

2.26. The number of reserved vacancies carried forward by the India Tourism Development Corporation from the first year of recruitment since the adoption of the Directives on reservations for

Scheduled Caste and Scheduled Tribes i.e. since 1972 is given below:—

Year of recruitment	No. of reserved vacancies carried forward		
	S.C.	S.T.	Total
1972 .	Nil	Nil	Nil
1973 .	54	37	91
1974 . . . . .	8	31	39

2.27. At the instance of the Committee, Class-wise break-up of the number of vacancies carried forward has been given as under:—

Year of recruitment	S.C.					S.T.					Total
	Cl. I	Cl. II	Cl. III	Cl. IV	Total	Cl. I	Cl. II	Cl. III	Cl. IV	Total	
1972	..	..	..	..	..	..	..	..	..	..	..
1973	3	5	46	..	54	2	1	28	6	37	
1974 . . . . .	3	5	..	..	8	2	1	28	..	31	

2.28. The Committee drew the attention of the representative of the India Tourism Development Corporation to the Statement showing 91 reserved vacancies carried forward during 1973. The Committee enquired whether proper procedure was followed in regard to all those 91 vacancies which were carried forward and for which dereservation had taken place. The Chairman, India Tourism Development Corporation, explained to the Committee during evidence that those reserved vacancies had been kept vacant and not filled by general candidates. Those vacancies have not been dereserved but carried forward to be filled in the next recruitment year by Scheduled Caste and Scheduled Tribe candidates. He added:

“You can see it yourself in the statement that of the vacancies which were carried forward in 1973, some of them were filled in 1974 by Scheduled Caste and Scheduled Tribe candidates. That is the reason why this number, that is 54, has come down to 8 and for this year 62 posts have been filled. So, what we are saying here is that the vacant posts are kept vacant and we show them as reserved and still therefore not filled up by Scheduled Caste candidates.”

2.29. When asked to explain why a large number of vacancies had been carried forward during the recruitment years 1973 and 1974, the representative of the India Tourism Development Corporation has stated during his evidence as follows:—

“To the extent to which we can offset those vacancies by direct recruitment we shall certainly wipe out the arrears.”

2.30. The representative of the Ministry of Tourism and Civil Aviation, in his evidence before the Committee, has stated that for the future, Government would not encourage the carry forward but would appoint the best Scheduled Caste or Scheduled Tribe candidates among the lot and give them in-service training.

2.31. Asked whether the Scheduled Caste candidates were considered for appointment against a vacancy reserved for Scheduled Tribes, where such a vacancy could not be filled by a Scheduled Tribe candidate even in the third year of recruitment, to which the vacancy was carried forward, and vice versa, the Ministry of Tourism and Civil Aviation, in a note furnished to the Committee, have replied in the affirmative. When asked to state the number of Scheduled Castes appointed in the vacancies reserved for Scheduled Tribes and vice versa in the various categories of posts in the India Tourism Development Corporation so far, the Ministry have stated that the India Tourism Development Corporation is experiencing difficulty in the matter of recruitment of Scheduled Tribes to the vacancies reserved.

2.32. The Committee are unhappy to note that a large number of vacancies reserved for Scheduled Castes/Tribes in Class III have been carried forward by the India Tourism Development Corporation during the years 1973 and 1974. In the opinion of the Committee, a vacancy reserved for Scheduled Castes/Tribes, as soon as it is carried forward to the subsequent recruitment year, is as good as a vacancy dereserved. The Committee, therefore, recommend that before a vacancy reserved for a Scheduled Caste/Tribe candidate is carried forward to the subsequent recruitment years, the following essential steps as contained in the Presidential Directive to the India Tourism Development Corporation, should be meticulously followed:—

- (i) The vacancies in posts and services recruitment to which is made on all India basis should be advertised in newspapers.

- (ii) Vacancies in Class III or Class IV recruitment to which normally attracts candidates from a locality or a region should be advertised in such newspapers as the appointing authority may consider suitable for the purpose if candidates are not likely to be available through the employment exchanges.
- (iii) All vacancies should be simultaneously notified to the local or the regional employment exchange in the form prescribed for the purpose.
- (iv) Copies of advertisement should also be endorsed to the regional or local employment exchange.
- (v) When a local employment exchange is unable to nominate any suitable candidate, it will refer the vacancy or vacancies to the Director General of Employment Exchanges who maintains all India List of Scheduled Castes and Scheduled Tribes registered with Employment Exchanges.
- (vi) Where direct recruitment (otherwise than through examination) is to be made to a vacancy or vacancies reserved for Scheduled Castes or Scheduled Tribes only (and not to any unreserved vacancy/vacancies as well), advertisement will be issued inviting applications only from the candidates belonging to the Scheduled Castes, and/or the Scheduled Tribes, as the case may be, and not from general candidates.

2.33. The Committee also desire that the Board of Directors and the Chairman, India Tourism Development Corporation, who are the competent authorities for India Tourism Development Corporation to approve de-reservation of reserved vacancies, should be more strict in agreeing to de-reservation proposals where the above-mentioned instructions have not been followed properly.

## CHAPTER III

### STAFF STRENGTH

#### A. Staff Strength and Shortfalls

3.1. The total staff strength in the India Tourism Development Corporation, as on 1-1-1972 and 1-6-1974, Classwise, and the number of Scheduled Caste and Scheduled Tribe employees among them and their respective percentages to the total strength, as furnished by the Ministry of Tourism and Civil Aviation, is as follows:—

Year	Class	Total	SC	ST	Percentage	
					SC	ST
1-1-1972	I	74	..	..	..	..
	II	170	..	1	..	0.6
	III	3470	688	13	19.5	0.4
	IV	109	19		18	
	Sweepers	12	12		100	
1-6-1974	I	152	..		..	
	II	414	6	1	1.2	0.2
	III	4111	874	20	20	0.5
	IV	274	59	1	21	0.4
	Sweepers	33	33		100	

3.2. In reply to a question, the total staff strength in the India Tourism Development Corporation, as on 1-12-1974, has been given as under:—

	Total No.	S.C.	S.T.
Class I	155	1	..
Class II	439	5	1
Class III	4387	949	35
Class IV	61	17	

3.3. The Committee pointed out that while the non-Scheduled Caste/Tribe staff strength of Class I and Class II Officers in the India Tourism Development Corporation had risen from 74 and 170 in 1972 to 152 and 414 respectively in 1974, there had been an increase of only three in the number of Scheduled Caste Officers and no increase in the case of Scheduled Tribe Officers in these Classes. The Com-

mittee enquired the reasons for not recruiting the desired number of Scheduled Caste and Scheduled Tribe Officers in these Classes during the recruitment years 1972 to 1974. The Chairman, India Tourism Development Corporation, has stated during his evidence before the Committee that the growth of India Tourism Development Corporation has been in hotels only. These Class I and Class II posts are largely in the hotels on the professional side. These are isolated posts. Explaining further, he has stated:—

“The difficulty is that sufficient number of persons belonging to Scheduled Castes and Scheduled Tribes have not been forthcoming. About these professional posts of Class I and Class II, if we have a large number of people to draw upon from the lower categories, then we could have been able to fill up these posts. We should have people who are trained in this profession. When they are recruited directly as officers, they must have some experience of about three or four years at least. Our difficulty is that we have not been able to find Scheduled Castes and Scheduled Tribes people with this kind of experience.”

3.4. He has further added:

“Actually, we have been finding a shortage of people in this hotel management not only belonging to Scheduled Castes and Scheduled Tribes but even otherwise also. We have been having a great deal of difficulty in filling up posts of officers. Let me give you an example. We have got a General Manager's post in the Corporation for Calcutta hotel. We have recently advertised the post. The salary that we pay is Rs. 2000 a month. I regret to tell you that we have not been able to locate even one person. Same is the position in the case of Kovalam Hotel. A big hotel is coming up there. Half the project is completed. We have not been able to get a Manager for that hotel. In the hotel industry, there is a shortage of technically-qualified persons, particularly at the managerial level. Naturally, this is reflected in an unfortunate situation of Scheduled Castes and Scheduled Tribes also.”

3.5. In regard to the poor representation of Scheduled Caste and Scheduled Tribe employees in the Ashoka and Janpath Hotels, New Delhi, the Chairman, India Tourism Development Corporation, during evidence before the Committee has stated:—

“The Ashoka and Janpath group of hotels were big units with lots of staff, but these instructions were not scrupulously

followed there. There was only some kind of wishy-washy approach. The total number of employees in the erstwhile ITDC was not even 300, out of which nearly 200 were from the department. The real growth is only from 1970. So, for our purpose we should start with the situation as it was on 1-1-1972 and from there onwards see that as much recruitment as possible is made to conform to the percentages which have been laid down."

3.6. When asked to explain the unsatisfactory position of Scheduled Caste and Scheduled Tribe employees even in the Akbar Hotel, which was opened in 1972 after the Presidential Directives had been received by the India Tourism Development Corporation, the Chairman, India Tourism Development Corporation has stated during evidence as follows:—

"The Akbar Hotel came into being on 27th January, 1972 but the recruitment had all been completed in June/July, 1971 and they were all under training. We would have even opened it three months earlier but for the war in 1971."

3.7. In reply to another question, the Chairman, India Tourism Development Corporation, has stated before the Committee that when the Akbar Hotel was started, they had put in advertisements for different categories of posts. They had followed the procedure of notifying the vacancies to the concerned authorities and only then they had started the recruitment. Whether the Scheduled Castes and Scheduled Tribes were available or not, the Hotel had to start, he said.

3.8. At the instance of the Committee, the Ministry of Tourism and Civil Aviation have given the following statement showing the total number of vacancies that occurred in the India Tourism Development Corporation from 1st January, 1972, number of vacancies reserved for Scheduled Castes/Tribes and the number of vacancies actually filled by Scheduled Caste/Tribe candidates:

Category	Total No. of vacancies Occurred	Vacancies Actually filled		
		S.Cs.	S.Ts.	Total
Class I	32	Nil	Nil	Nil
Class II	81	Nil	1	1
Class III	1225	172	9	181

3.9. Detailed information showing the grade-wise and category-wise recruitment figures is at Appendix I.

3.10. The Committee pointed out that 84 vacancies of drivers occurred in the India Tourism Development Corporation from 1-1-1972. Out of this 15 were reserved for Scheduled Castes and four for Scheduled Tribes. But actually only two were filled by Scheduled Caste candidates and none by Scheduled Tribes. The Committee desired to know the reasons for not recruiting the Scheduled Caste and Scheduled Tribe candidates even in Class III and Class IV posts such as drivers etc. as per the quota reserved for them. The Ministry of Tourism and Civil Aviation, in a note furnished to the Committee, have stated that out of the 84 vacancies of the drivers, 15 were reserved for the Scheduled Castes and four for Scheduled Tribes. These vacancies could not be filled up as tourist car drivers have to possess a special tourist car driving licences in addition to the public service vehicle endorsement. Further, the tourist cars drivers have to be fluent in conversational English as they have to deal with foreign tourists and VIPs mainly. The response from the Scheduled Caste/Scheduled Tribe candidates fulfilling these minimum requirements was almost negligible. Therefore, these posts could not be filled up but are being treated as reserved still.

3.11. In his evidence before the Committee, the Chairman, India Tourism Development Corporation, has stated in this regard that the Ashoka and Janpath Hotels were commissioned in a hurry. They recruited thousands of people and at that time they did not pay any heed to the orders for reservations for Scheduled Castes and Scheduled Tribes.

3.12. He has added:

"I know how these hotels have been functioning. They take casual labour, and the casual labour acquire experience and they are gradually regularised. That is how Class III and Class IV posts have been filled. In the case of hotels which are coming up after 1972, there is no reason why we should not be able to get the proper percentage at the initial level. I would like to assure you that, in the new establishments which are coming up, we will pay increasing attention to this fact. I will issue instructions that, whenever any new person is to be taken in Class IV category, as far as possible, even if the percentage is more



than 20 or 30, we must give preference to Scheduled Castes and Scheduled Tribes.”

3.13. The new Hotels/Lodges set up by India Tourism Development Corporation from the year 1972 i.e. after the receipt of Government directives, are given below:—

Sl. No.	Name of the Unit	Date of Commissioning
1.	Akbar Hotel, New Delhi . . . . .	27-1-1972
2.	Qutab Hotel, New Delhi . . . . .	4-11-1973
3.	Hassan Motel, Hassan . . . . .	27-7-1972
4.	Kovalam Project, Kovalam . . . . .	17-12-1972
5.	Aurangabad Hotel, Aurangabad . . . . .	1-10-1972
6.	Khajuraho Hotel, Khajuraho . . . . .	19-11-1972
7.	Laxmi Vilas Palace Hotel, Udaipur . . . . .	26-1-1973
8.	Varanasi Hotel, Varanasi . . . . .	14-9-1973
9.	Lalitha Mahal Palace, Mysore . . . . .	13-9-1974
10.	Jammu Motel, Jammu . . . . .	9-9-1972

3.14. The following statement shows the number of persons recruited by the new hotels/lodges set up by the India Tourism Development Corporation from 1972, the number of Scheduled Castes and Scheduled Tribes among them and their respective percentages to the total recruitment made:

UNITS

UNITS	Total Recrt.	Reserved for		Recruited		Percentages		Remarks
		S.C.	S.T.	S.C.	S.T.	S.C.	S.T.	

1. *AKBAR HOTEL*

Class I	.	.	.	.	.	.	.	.
Class II	.	.	.	.	.	.	.	.
Class III	313	52	23	32	4	10%	1.2%	

2. *QUTAB HOTEL*

Class I	.	.	.	.	.	.	.	.
Class II	5	.	.	.	.	.	.	Transferred
Class III	105	17	8	32	2	30%	2%	from other units.

3. *HASSAN MOTEL*

Class I	.	.	.	.	.	.	.	.
Class II	1	.	.	.	.	.	.	.
Class III	12	2	1	2		16.5%		

4. *KOVALAM PROJECT*

Class I	.	.	.	.	.	.	.	.
Class II	3	.	.	.	.	.	.	Transferred from other units.

Class III	.	.	.	.	91	14	6	12	13.2%
Class IV	.	.	.	.	20	5	5	5	25%
*5. Atrangabad Hotel									
Khajuraho Hotel									
Varanasi Hotel									
Jammu Hotel									
Laxmi Vilas Palace									
Lalitha Mahal Palace									
Class I	.	.	.	.	..				
Class II	.	.	.	.	13				
Class III.	.	.	.	.	200	33	15	58	29%
									1.5%
									Transferred from other units.

N.B.—There are no Class IV in Hotels.

\* A combined Roster is being maintained for these Hotels in Hotel Div. of ITDC where recruitment/promotions matters are dealt with centrally for these Hotels.

3.15. Asked to state the procedure followed by the India Tourism Development Corporation and by the controlling Ministry of Tourism and Civil Aviation to assess the manpower requirements of the India Tourism Development Corporation and of the projects under its control, the Ministry of Tourism and Civil Aviation, in a note furnished to the Committee, have stated that the staffing pattern and manpower requirements of any project are determined at the time of assessment of economic feasibility of such projects. The \*FFC/PIB Memos incorporating such studies are scrutinised by the Ministry of Tourism and Civil Aviation at the time of their approval.

3.16. When asked whether these requirements, as a part of the planning of manpower needs, are indicated to the National Employment Service so that Scheduled Caste and Scheduled Tribe candidates could be given training to meet the demands, the Ministry have replied in the negative and have stated in a note that this suggestion cannot be implemented as the undertaking of the project and commissioning of the unit is dependent upon multiple factors like availability of resources, change in the scope of the project during the implementation stage etc. Besides economic functioning of the new units demand inter-unit staff adjustments also. Further the Apprenticeship Adviser to the Government of India also provides apprenticeship training in different trades including hotel industry keeping in view the overall manpower requirements through out the country.

3.17. The Committee desired to know how the India Tourism Development Corporation proposes to fulfil these shortfalls. In a written note furnished to the Committee, the Ministry of Tourism and Civil Aviation have stated that with a view to fulfil the shortfalls, some steps have already been initiated by the India Tourism Development Corporation like giving intensive training to Scheduled Caste and Scheduled Tribe employees already in employment. This would, however, take some more time for these persons being trained for Officers' posts.

3.18. The following special steps have also been taken by the India Tourism Development Corporation for augmenting/filling up the posts reserved for Scheduled Castes and Scheduled Tribes:

- (1) Personal contacts are maintained with the Employment Exchanges for getting Scheduled Caste and Scheduled

Tribe candidates being sponsored in the event of sufficient number of these candidates being not available.

- (2) Requests are also made to Scheduled Caste and Scheduled Tribe Associations, besides the Chairman, Parliamentary Committee on the Welfare of Scheduled Castes and Scheduled Tribes for suitable candidates.
- (3) General Employment Exchange is also contacted to sponsor only Scheduled Caste and Scheduled Tribe candidates for the posts.
- (4) Where reserved posts are still not filled up by Scheduled Castes and Scheduled Tribes, even after taking the above-noted steps, the unfilled posts are grouped together and specific advertisements are released on an annual basis inviting applications for these posts exclusively from Scheduled Caste and Scheduled Tribe candidates and selections made from amongst these applicants.
- (5) In the matter of selection, the question of relaxed standards etc. is also kept in view.

3.19. The Committee have been informed that with these special steps, it has been possible for the India Tourism Development Corporation to fill up a few of the reserved posts by Scheduled Caste candidates.

3.20. In his evidence before the Committee, the Chairman, India Tourism Development Corporation, has stated:—

“In 1974 we issued general advertisement. This is both for non-officers’ and officers’ posts. Mass selection was there. We will do this for current year too. We are going to lump all vacancies and advertise for special recruitment.”

3.21. The Committee regret to note the meagre representation of Scheduled Castes and almost nil representation of Scheduled Tribes in the services of the India Tourism Development Corporation. From the Statement showing the number of vacancies that occurred in the India Tourism Development Corporation from the 1st January, 1972, after the issue of the Presidential Directive for reservations for Scheduled Castes and Scheduled Tribes, the Committee are distressed to find that against 32 vacancies in Class I and 81 vacancies in Class II, not a single Scheduled Caste and only one Sche-

duled Tribe in Class II has been recruited by the India Tourism Development Corporation. In Class III, 172 Scheduled Castes and nine Scheduled Tribes have been recruited against 1225 vacancies, which is much below the quota reserved for them. The Committee regret that the Presidential Directive regarding reservations for Scheduled Castes and Scheduled Tribes in the services of the India Tourism Development Corporation, has not been given the serious attention it deserved and that there has been laxity on the part of the India Tourism Development Corporation in the compliance of the Directive.

3.22. The Committee, however, have noted the special steps which the India Tourism Development Corporation now propose to take to augment/fill the reserved posts. The Committee hope that the India Tourism Development Corporation will make all out and sincere efforts to recruit Scheduled Castes and Scheduled Tribes candidates so as to wipe out the backlog within a period of three years. As far as possible, all future vacancies arising in the India Tourism Development Corporation should be filled by the Scheduled Caste and Scheduled Tribe candidates only till their quota in the services is completed.

#### B. In-Service Training

3.23. Asked whether Scheduled Caste/Tribe employees in the India Tourism Development Corporation are given in-service training to make them proficient in their work, the representative of the Ministry of Tourism and Civil Aviation in his evidence before the Committee has stated that in the public sector undertakings they are giving this in-service training so that Scheduled Castes and Scheduled Tribes can come up to occupy the higher position. They are organising that in the India Tourism Development Corporation also.

3.34. In a written note furnished to the Committee by the Ministry of Tourism and Civil Aviation, it has been stated that in the India Tourism Development Corporation the best among the available candidates belonging to Scheduled Castes and Scheduled Tribes are appointed to non-technical and quasi-technical posts and are given opportunities to make them proficient in their work. The India Tourism Development Corporation has a Training Cell under the charge of a Manager (Training) where the employees are given training according to the training needs irrespective of the candidates being from reserved or non-reserved communities. However, at the time of the selection of trainees, Scheduled Castes and Scheduled Tribes are being given preference.

3.25. The representative of the India Tourism Development Corporation explained to the Committee during evidence that in the India Tourism Development Corporation hotels, there are posts like room bearers. The India Tourism Development Corporation is filling those posts by sweepers. The posts require some skill. For that purpose the India Tourism Development Corporation give them training in English so that they can go upto the level of the house-keepers. There is a ladder for them to go up. The India Tourism Development Corporation picks the best out of the lot and sends them to the training Cell where they are given the necessary training so that they could be considered for promotion.

3.26. When asked to state the total number of Scheduled Castes and Scheduled Tribes employed by the India Tourism Development Corporation with relaxed standards and given-in-service training since the practice to employ the best among the available Scheduled Caste and Scheduled Tribe candidates is in vogue in the India Tourism Development Corporation, the Ministry of Tourism and Civil Aviation, in a written note, have informed the Committee that all those Scheduled Caste and Scheduled Tribe candidates who have been recruited with relaxed-standards have been given in-service on-the-job training in different units of the India Tourism Development Corporation.

3.27 It has further been stated that this practice of giving in-service on-the-job training is also there for non-Scheduled Caste and non-Scheduled Tribe candidates. As a matter of fact, all the employees appointed in the India Tourism Development Corporation are allowed a probation period within which period they are expected to come up to the mark, if not, their services are dispensed with. Scheduled Caste and Scheduled Tribe candidates, if they do not come up to the mark within the prescribed probation period, are given further chance by way of extension of period to come up to the required standard.

3.28. The Committee desired to know the number of Training Centres in the India Tourism Development Corporation and the type of training those Centres are imparting to the staff of the India Tourism Development Corporation. The Ministry of Tourism and Civil Aviation, in a note furnished to the Committee, have stated that there are two main Training Centres, one at Lodhi Hotel, New Delhi, and the other at Hotel Ashoka, Mangalore. The training includes practical training and related instructions. While the related instructions

are given in the Training Centres referred to above, practical training which is 'on the job training' is given in various catering units of the Corporation.

3.29. The training Schemes and the method of recruitment there-to are as under:

I. *Junior Executive Trainees*:—

- (a) *Minimum Qualifications*: Three years diploma in Hotel Management, Catering & Nutrition.
- (b) *Method of Recruitment*: Written tests to assess technical knowledge and aptitude followed by an interview. The candidates to be selected for Junior Executive Training must obtain minimum 60 per cent marks in the written test which is relaxable by 10 per cent for S.C./S.T. candidates.

II. *Hotel Operation Trainees*: (This covers the operational areas of kitchen, Food & Beverage services, Front Office and House keeping).

- (a) *Minimum Qualifications*: Three years diploma in Hotel Management, catering & Nutrition.
- (b) *Method of Recruitment*: Campus recruitment is done. Written test to assess technical knowledge and aptitude followed by an interview. The candidates to be selected for this Scheme must obtain 45 per cent to 60 per cent marks, which is relaxable by 10 per cent for SC/ST candidates.

3.30. The number of Scheduled Caste and Scheduled Tribe candidates and general candidates taking training at present in different trades in the India Tourism Development Corporation Training Centres, has been given as under:—

Sl. No.	Trades	S.C. & S.T.	Others	Total
*1	CTs/JET	..	13	13
2	F & D (Food & Beverage)	2	23	25
3	Front Office	2	8	10
4	Kitchen	4	22	26
5	Restaurant	..	10	10
6	Bakery	1	2	3
7	House keeping	..	9	9
		9	87	96

\*Central Training Scheme/Junior Executive Trainees.



3.31. The Committee note that the India Tourism Development Corporation is imparting in-service on-the-job training to all its employees irrespective of the fact whether they come from Scheduled Castes/Tribes or other communities. The Committee are, however, surprised to find that the number of Scheduled Caste/Tribe employees under-going training in the India Tourism Development Corporation at present is negligible as compared to other employees. It is hardly 9 per cent as against 23 per cent (16 2/3 per cent for Scheduled Castes and 7½ per cent for Scheduled Tribes), the quota reserved for them. The Committee feel that unless a special drive is made by the India Tourism Development Corporation to recruit more and more Scheduled Caste and Scheduled Tribe candidates at the base with relaxed standards and to give them in-service on-the-job training to make them proficient in their work to take up higher jobs, it may be difficult for the India Tourism Development Corporation to meet its obligation to fill the quota reserved for Scheduled Castes and Scheduled Tribes. The Committee would like to see a better performance in future.

### C. Pre-Recruitment Training

3.32. In a note furnished to the Committee by the Ministry of Tourism and Civil Aviation, it has been stated that the maximum number of Class I and Class II Officers in the India Tourism Development Corporation is in the Hotel Division and in the Hotels. For employment of Officers in these posts, the Corporation is recruiting only those who have obtained a diploma from an Institute of Hotel Management either in India or abroad or have substantial experience of work in Hotels. The Corporation has also a scheme by which candidates from these Institutes are recruited and trained for supervisory management positions. Unfortunately, there is no provision for reservation of seats for Scheduled Castes and Scheduled Tribes in these Institutes and as a result the number of trained diploma holders from the Scheduled Caste and Scheduled Tribe communities from these Institutes is negligible. Similarly, persons belonging to Scheduled Caste and Scheduled Tribe communities and having substantial experience of work in hotels are also not available.

3.33. The Committee desired to know whether there are any training scheme with the ITDC itself for imparting training to the candidates in 'food and beverages' and 'hotel management', and other allied technical posts. The Chairman, India Tourism Development Corporation, in his evidence before the Committee has stated that the India Tourism Development Corporation has training programmes. They give craft training. They are taking persons who are

graduates and give them intensive training in specialised items of hotel management, like that of front-office management, that is, Receptionists. They are also taking people and training them in food and beverage; some in house-keeping, etc. That is called craft training. He has further informed the Committee that the India Tourism Development Corporation has been having these craft training courses for the last three years.

3.34. The representative of the India Tourism Development Corporation has added:—

“We have recently recruited, for craft training, about thirty people and I am glad to tell you that, out of them, nine people are from Scheduled Castes and Scheduled Tribes. But so far as the catering institutions are concerned, those are under the control of the Ministry of Food and Agriculture. I shall be grateful if you can give a directive to the Institutions that they must give reservation at the initial stage. This is something which is most essential. If you do that, we have the raw material on which we can build a future.”

3.35. As the instance of the Committee, the Ministry of Agriculture, Department of Food, in a note have stated that at present thirteen Institutes as listed below are engaged in imparting training in the field of Hotel Management, Catering Technology and Applied Nutrition and connected trades like Cookery, Bakery and Confectionery, Restaurant and Counter Service, Hotel Reception and Book-Keeping, House-Keeping and Canning & Food Preservation etc. All these Institutes have been advised to make suitable reservations for enrolment of Scheduled Caste and Scheduled Tribe candidates in the various training courses. The extent of reservation made for Scheduled Castes and Scheduled Tribes in the various Institutes is as shown against each:—

Sl. No.	Name of Institute	Extent of Reservation			
		S. C.	S.T.	Other Backward Classes	Total
1	2	3	4	5	6
1	Institute of Hotel Management, Catering & Nutrition, New Delhi				20 %
2	Institute of Catering Technology, Applied Nutrition, Bombay	13	7	14	34 %
3	Institute of Catering Technology, Applied Nutrition, Madras	15	5	..	20 %

1	2	3	4	5	6
4	Institute of Catering Technology, Applied Nutrition, Calcutta .	15	5		20 %
5	Food Craft Institute, Kalamessery .	15	5		20 %
6	Food Craft Institute, Bangalore .	15	5		20 %
7	Food Craft Institute, Goa .	15	5		20 %
8	Food Craft Institute, Lucknow	15	5		20 %
9	Food Craft Institute, Poona@ .			..	..
10	Hyderabad, Food Craft Institute .	15	5		20 %
11	Food Craft Institute, Ahmedabad	15	5		20 %
12	Food Craft Institute, Bhubaneswar	15	5		20 %
13	Food Craft Institute, Chandigarh*				

@Will be made 20 % as indicated by the Institute.

\*No formal reservation but advised to make reservation.

3.36. Eligibility conditions for admission to the Institutes of Hotel Management etc. and the number of Scheduled Castes and Scheduled Tribes given training by these Institutes during the last five years and the trades in which they have been trained is given at Appendix II.

3.37. Asked whether any liaison is maintained with the Indian Hoteliering Management, Catering and Nutrition Institutes or other Institutes giving training in the trades handled by the India Tourism Development Corporation to get the required number of trained Scheduled Caste/Tribe candidates, the Ministry of Tourism and Civil Aviation, in a written note have informed the Committee that liaison is being maintained with the catering Institutes etc. by the India Tourism Development Corporation. Admission of students to these are regulated by their own rules and regulations. The India Tourism Development Corporation has, however, its own Training Centres also to train up the personnel to meet its requirements.

3.38. The Chairman, India Tourism Development Corporation in his evidence before the Committee, has stated that under the Apprenticeship Act, there is a statutory liability on the part of hotels to train certain number of apprentices and to give them some stipend. The India Tourism Development Corporation has, even today, without any promise of jobs after completion of stipendiary training, a large number of such staff under training in each establishment. If it is

possible to get a large number of Scheduled Castes sponsored under the Apprenticeship Scheme, it would be helpful.

3.39. In reply to a question, it has been stated that minimum qualification for admission to the Apprenticeship Scheme in the India Tourism Development Corporation is matriculation. Applications for the same are invited through notification to Employment Exchanges and advertisements in regional newspapers. Candidates are called for an interview and, depending upon their suitability and aptitude for the trade, they are selected under the various Apprenticeship Schemes.

3.40. An advertisement which has appeared in *The Hindu* dated the 1st July 1975, inviting applications for Apprenticeship Training Scheme in the Hotel Ashoka, Bangalore, reads as follows:

“Make a career in the Hotel Industry. Here is an opportunity to learn and earn.

If you have completed 16 years of age and have passed the SSLC examination, you are eligible to apply for our Apprenticeship Training Scheme.

Girls and boys are trained under the National Apprenticeship Scheme to professionally qualify for the following posts:—

1. Receptionists
2. House Keepers
3. Stewards
4. Cooks (General)
5. Bakers & Confectioners

If selected you will have to undergo training for a period of 3 to 4 years. At the end of the training period, you will have to appear for the trade examinations conducted by the Ministry of Labour, Employment and Training, Government of India. Successful students will be awarded certificates of competency in the trade. You will be paid a stipend ranging from Rs. 90/- to Rs. 144/- per month during the period of training.

Necessary reservations exist for Scheduled Caste and Scheduled Tribe candidates.

Send your application giving details of Name, Address, Age and Qualifications along with a recent passport size photograph and with 2 references within 10 days to:—

The Manager,

Hotel Ashoka

Post Box No. 5095

Bangalore-560001.

India Tourism Development Corporation."

3.41. Section 3A of the Apprentices Act, 1961, as amended, provides that in every designated trade training places shall be reserved by the employer for the Scheduled Castes and Scheduled Tribes and that the number of training places to be reserved for the Scheduled Castes and the Scheduled Tribes shall be such as may be prescribed, having regard to the population of the Scheduled Castes and Scheduled Tribes in the State concerned.

3.42. Asked whether seats for Scheduled Castes and Scheduled Tribes are reserved under the Apprenticeship Training by the India Tourism Development Corporation, the Ministry of Tourism and Civil Aviation, in a written note have informed the Committee that the reservation of seats for Scheduled Castes/Scheduled Tribes is being as per the Government directives i.e. 16-2/3 per cent for Scheduled Castes and 7½ per cent for Scheduled Tribes.

3.43. When asked to state the total number of apprentices and number of Scheduled Castes and Scheduled Tribes among them, given training so far, year-wise, the Ministry of Tourism and Civil Aviation have given the following information:—

Year	Total seats	No. in position		Vacant
		General	SC/ST	
1972	60	40	Nil	20
1973	84	48	2	34
1974	105	55	2	48

3.44. So far two Scheduled Castes/Scheduled Tribes apprentices have been given training and efforts are being made to recruit more

Scheduled Caste/Scheduled Tribe apprentices against the unfilled reserved posts for them.

3.45. The Committee suggest that the India Tourism Development Corporation should maintain a closer liaison with the Institutes of Hotel Management, catering Technology and Applied Nutrition and Food Craft Institutes and inform them well in advance the types of special knowledge or skills required for the various skilled and semi-skilled jobs in the India Tourism Development Corporation so that the Institutes may be in a position to train and sponsor sufficient number of Scheduled Caste and Scheduled Tribe candidates to fill the reserved vacancies in the India Tourism Development Corporation and, if necessary, they may reorientate their courses to suit the requirements of the Hotel Industry.

3.46. The Committee are also distressed to note that the number of Scheduled Caste and Scheduled Tribe candidates selected under the various Apprenticeship schemes by the India Tourism Development Corporation is admittedly very low. It was zero per cent in the year 1972, 2.38 per cent in the year 1973 and 1.90 per cent in 1974. On top of it, some seats have been allowed, during these years, to go vacant. The Committee note that in 1972, 1973 and 1974, against 60, 84 and 105 training places available in the India Tourism Development Corporation, only 40, 48 and 55, respectively, could be filled up. The Committee consider this to be a case of national wastage. When there is a crying need for trained personnel, seats should not have been allowed to lapse. The Committee hope that in future all the seats would be filled up and the representation of Scheduled Castes and Scheduled Tribes be strictly according to the quotas reserved for them.

3.47. The Committee also note that the advertisement which has been issued by the India Tourism Development Corporation in the Hindu dated the 1st July, 1975 inviting applications from candidates for training under the Apprenticeship Training Scheme in the Hotel Ashoka, Bangalore, is wanting in many respects e.g.:—

- (i) it does not indicate the total number of training places available and the number of training places reserved for Scheduled Caste and Scheduled Tribe candidates;
- (ii) the time of 10 days given for submitting applications is too short;
- (iii) the stipend ranging from Rs. 90/- to Rs. 144/- per month during the period of training is on the low side;

- (iv) it does not indicate the concessions/relaxations available in favour of Scheduled Caste and Scheduled Tribe candidates at the time of admission and during the course of training etc.; and
- (v) it does not speak about the boarding and lodging arrangements of the apprentices during the course of training.

**The Committee would like the India Tourism Development Corporation to keep the above points in view while issuing advertisements in future.**

## CHAPTER IV RECRUITMENT

### A. Method of Recruitment

4.1. In a note furnished to the Committee by the Ministry of Tourism and Civil Aviation, it has been stated that all the posts in the India Tourism Development Corporation, which are filled by direct recruitment, are filled on all-India basis and the method of recruitment followed therefor is as under:—

#### **Notification of vacancies:**

Normally, vacancies of unskilled workers and even skilled workers, clerks and other non-technical staff whose scales are comparatively low, are notified to the local Employment Exchanges in the prescribed proforma as per Employment Exchanges (Compulsory Notification of vacancies) Act, 1959. Vacancies in the posts with higher scales of pay are advertised in newspapers. In both the cases, reservation of posts for Scheduled Caste/Scheduled Tribes are indicated. Copies of these advertisements are also sent to the Chairman, Parliamentary Committee on the Welfare of Scheduled Castes and Scheduled Tribes. Requests are also made to Scheduled Castes/Scheduled Tribes Associations for their sponsoring candidates to the posts.

#### **Screening of Applications:**

Applications received in response to advertisements or through Employment Exchanges/through Scheduled Castes/Scheduled Tribes Associations or direct are screened carefully, by appointing authority or his nominee.

#### **Selection:**

Selection Committees consisting of three or more departmental Officers of appropriate status and background and an outside expert, whenever necessary, are formed. As far as possible, it is also endeavoured to nominate a Scheduled Caste/Scheduled Tribe Officer while constituting the Selection Committee/Board. The candidates who have been screened are called for interview/trade tests, where applicable. The posts for which technical know-how is a require-



ment, a practical test is also conducted in addition to interview. The proceedings of the Selection Committee/Board are put up to the concerned appointing authorities for approval. Offers of appointment are issued in accordance with the recommendations of the Selection Committee/Board and in, doing so, the roster points indicating whether the post is reserved for Scheduled Caste/Scheduled Tribe or otherwise is kept in view.

4.2. In reply to a question, the Ministry of Tourism and Civil Aviation have informed the Committee that there are in all thirteen Recruitment Centres in the India Tourism Development Corporation. Their names and locations are given below:—

Sl. No.	Posts	Unit	Recruitment Centres
1. Non-officers posts	Ashoka Hotel, New Delhi	Ashoka Hotel, New Delhi	Ashoka Hotel, New Delhi
2. Non-officers posts	. Hotel, Janpath, New Delhi	Hotel Janpath, New Delhi	Hotel Janpath, New Delhi
3. Non-officers posts	. Hotel Ranjit, New Delhi	Hotel Ranjit, New Delhi	Hotel Ranjit, New Delhi
4. Non-officers posts	Lodhi Hotel, New Delhi	Lodhi Hotel, New Delhi	Lodhi Hotel, New Delhi
5. Non-officers posts	. Akbar Hotel, New Delhi	Akbar Hotel, New Delhi	Akbar Hotel, New Delhi
6. Non-officers posts	. Qutab Hotel, New Delhi	Qutab Hotel, New Delhi	Qutab Hotel, New Delhi
7. Non-officers posts	. Hotel Ashoka, Bangalore	Hotel Ashoka, Bangalore	Hotel Ashoka, Bangalore
8. Non-officers posts	. Kovalam Project	Kovalam Project Office	Kovalam Project Office
9. Non-officers posts	. Laxmi Vilas Palace	Hotel Division, ITDC	HQRS.
	Hotel, Udaipur/Aurangabad		
	Hotel/Varanasi Hotel/		
	Khajuraho		
	Hotel/Airport		
	Hotel, Calcutta/Lalit Mahal		
	Palace Hotel, Mysore/		
	Jammu Motel/Travellers'		
	Lodges and Restaurants/		
	Hassan Motel.		
10. Non-officers posts	. Transport Units, Duty Free Shop, Madras etc. in Southern Region.	Transport Units, Duty Free Shop, Madras etc. in Southern Region.	Regional Office, South Madras
11. Non-officers posts	. Transport Units, Duty Free Shop, Bombay etc. in Western Region.	Transport Units, Duty Free Shop, Bombay etc. in Western Region.	Regional Manager (Bombay)
12. Non-officers posts	. In all Transport Units in North and East.	In all Transport Units in North and East.	Regional Manager (Transport)'s Office, Delhi.
13. Non-officers post	. In Personnel, Hotel Division, Administration, Accounts, Production and Publicity, Duty Free Shop, Engineering etc.	In Personnel, Hotel Division, Administration, Accounts, Production and Publicity, Duty Free Shop, Engineering etc.	I.T.D.C. Headquarters.
Officers posts	. In all the Units of all over India	ITDC	

4.3. Asked whether, with a view to improve the chances of Scheduled Castes and Scheduled Tribes to enter the services of the India Tourism Development Corporation, recruitment rules, indicating the specific proportion of posts to be filled by direct recruitment and promotions/transfers have been framed by the India Tourism Development Corporation as laid down in the Ministry of Home Affairs O.M. No. 2552/54-RPS dated the 8th January, 1955 and the Cabinet Secretariat, Department of Personnel, O.M. No. 2/66/72-Estt.(D) dated the 6th October, 1972, the Ministry of Tourism and Civil Aviation, in a written note furnished to the Committee, have stated that the India Tourism Development Corporation was formed in 1966 by merger of three separate companies and by amalgamation of two companies viz., M/s. Ashoka-Hotels Ltd., and Janpath Hotels in 1970. Prior to the merger/amalgamation of those erstwhile companies, there were procedures/rules regarding recruitment, promotions and transfers in these units. However, the question of codification of these procedures is under consideration.

**4.4. The Committee feel that one of the reasons for shortfalls in the intake of Scheduled Castes and Scheduled Tribes in the services of the India Tourism Development Corporation is that the India Tourism Development Corporation has not so far codified its recruitment rules, with the result that the various Recruitment Authorities in the India Tourism Development Corporation have recruited persons without strictly applying the reservation orders in favour of Scheduled Castes and Scheduled Tribes.**

**The Committee would like the India Tourism Development Corporation to codify its recruitment rules immediately.**

#### **B. Advertisements and Notifications to Employment Exchanges**

4.5. The Committee desired to know the total number of demands placed by the India Tourism Development Corporation with the Employment Exchanges during the past three recruitment years, year-wise and the total number of vacancies, the number of reserved vacancies and the number of reserved vacancies carried forward notified to the Employment Exchanges, separately. The Ministry of Tourism and Civil Aviation, in a note furnished to the Committee, have stated that the India Tourism Development Corporation recruitment sources are not only the Employment Exchanges but other sources also, and a combined selection from candidates from all sources is undertaken. Therefore, the information in the manner asked for is not being maintained. The total number of demands

placed with the Employment Exchanges during the years 1972, 1973 and 1974 are as under:—

Year	Demands placed with Employment Exchanges
1972	273
1973	323
1974	469

4.6. When asked whether precise reasons for the rejection of Scheduled Caste and Scheduled Tribe candidates sponsored by the Employment Exchanges are communicated to the Employment Exchanges, the Ministry of Tourism and Civil Aviation have informed the Committee that as provided in the Supplementary Presidential Directive dated the 3rd June, 1974, all the Units of the India Tourism Development Corporation have been advised to intimate to the Employment Exchanges the precise reasons for rejection of applications from Scheduled Caste/Scheduled Tribe candidates sponsored by the concerned Employment Exchanges and also to maintain information about the progress of recruitment of Scheduled Castes and Scheduled Tribes, notification-wise.

4.7. The Committee wanted to know whether the specific numbers of vacancies reserved for Scheduled Castes and Scheduled Tribes are clearly indicated in the demands placed with the Employment Exchanges or in the recruitment advertisements published in newspapers. The Ministry of Tourism and Civil Aviation, in a written note furnished to the Committee, have stated that in most of the cases specific number of vacancies reserved for Scheduled Castes and Scheduled Tribes are indicated in the demands placed with the Employment Exchanges and other agencies. In some cases, in advertisements for a group of posts etc., it is being indicated that appropriate number of vacancies are reserved for Scheduled Caste and Scheduled Tribe candidates.

4.8. The representative of the India Tourism Development Corporation has stated during evidence as follows:—

“We have two purposes in issuing an advertisement. We give a display advertisement indicating that such and such a hotel is coming up in the town and we give the names of . .

the posts and say that for those categories, we require personnel, we also indicate therein that in every category appropriate number of vacancies as per reservation orders are reserved for the community."

4.9. Asked what action is taken if the local Employment Exchanges are unable to sponsor the required number of Scheduled Caste and Scheduled Tribe candidates for recruitment, the Ministry of Tourism and Civil Aviation, in a note submitted to the Committee, have stated that in such an event other agencies like Scheduled Caste/Scheduled Tribe organisations are tapped. Besides, direct applications otherwise received from Scheduled Caste/Scheduled Tribe candidates are also considered.

4.10. In their O.M. No. 1/1/70-EST(SCT) dated the 31st July, 1970, the Ministry of Home Affairs have issued orders that where direct recruitment (otherwise through an examination) is to be made to vacancies reserved for Scheduled Castes/Tribes, an advertisement will be issued inviting applications from the candidates belonging to Scheduled Castes/Tribes only and not from general candidates; if, however, the reserved vacancies could not be filled as a result of this advertisement, those vacancies will have to be readvertised but, on this occasion, general candidates would also be eligible to apply. Thus, the provision is for advertising the reserved vacancies twice.

4.11. Asked whether the procedure laid down in the Ministry of Home Affairs O.M. No. 1/1/70-Est. (SCT) dated the 31st July, 1970 regarding reserved vacancies to be filled by direct recruitment by issuing an advertisement inviting applications from candidates belonging to Scheduled Castes and Scheduled Tribes only is followed by the India Tourism Development Corporation, the Ministry of Tourism and Civil Aviation, in a written note furnished to the Committee, have stated that in cases in which by normal channel of notification/advertisement of vacancies, sufficient number of applications from Scheduled Caste/Scheduled Tribe candidates are not received, a separate press advertisement for them is released. One such advertisement for a number of posts in different categories was released by the India Tourism Development Corporation in February, 1974, and recruitment could be made from amongst the applicants in Officers and Junior Grades as per the rosters.

4.12. Asked whether the Liaison Officer concerned in the India Tourism Development Corporation is also associated in screening of applications to ensure that applications from the Scheduled Caste and Scheduled Tribe candidates are not rejected unreasonably, the

Ministry of Tourism and Civil Aviation in a note furnished to the Committee, have stated that applications are screened by the appointing authority or his nominee, who are required to ensure that sufficient number of applications have been received from Scheduled Caste and Scheduled Tribe candidates and that they are considered fully in the light of relaxations and concessions admissible for such candidates.

4.13. The Committee recommend that the India Tourism Development Corporation should invariably mention the specific numbers of vacancies reserved for Scheduled Castes and Scheduled Tribes respectively while notifying the same to the Employment Exchanges or while advertising them in the newspapers.

4.14. The Committee also suggest that the Liaison Officer in the India Tourism Development Corporation should always be associated in screening of applications from Scheduled Caste and Scheduled Tribe candidates and he should be made personally responsible to ensure that sufficient number of applications have been received from Scheduled Caste and Scheduled Tribe candidates and that the prescribed relaxations and concessions are actually applied in the case of each such applicant. Where sufficient number of applications are not received from Scheduled Caste and Scheduled Tribe candidates, the action to advertise and re-advertise the reserved vacancies, as laid down in the Ministry of Home Affairs O.M. No. 1|1|70-Est. (SCT), dated the 31st July, 1970 should invariably be taken.

4.15. The Committee note that the India Tourism Development Corporation, on receipt of the Supplementary Presidential Directive on the 3rd June, 1974, has advised at its Units to intimate to Employment Exchanges the reasons for rejection of Scheduled Caste and Scheduled Tribe candidates sponsored by them and also to maintain complete statistics about the progress of recruitment of Scheduled Castes and Scheduled Tribes. The Committee trust that the Chief Personnel Officer of the India Tourism Development Corporation in his capacity as the Liaison Officer will collect and collate these statistics, examine them critically and pass on the same to the respective Employment Exchanges and also to the Director General, Employment and Training, Government of India, New Delhi, so that schemes for overcoming the deficiencies noticed may be devised.

### C. Concessions/Relaxations

4.16. The Committee have been informed that the Scheduled Castes/Scheduled Tribes candidates are given all facilities/concessions as prescribed in the Government directives such as—

- (i) Relaxation of prescribed experience and standard at the time of interview/test;
- (ii) Payment of travelling expenses to out station candidates.
- (iii) Holding of exclusive interview/tests etc. for Scheduled Caste/Tribe candidates.
- (iv) Concessional fee for application, where fees for applications are prescribed.

4.17. Asked whether these facilities/concessions are specifically mentioned in the notifications to Employment Exchanges and advertisements of vacancies issued for recruitments by the India Tourism Development Corporation, the Ministry of Tourism and Civil Aviation, in a written note submitted to the Committee, have stated that concessions regarding applications fees are notified.

4.18. When asked to state the concessions/relaxations given to the Scheduled Caste and Scheduled Tribe candidates at the time of interview/test, the representative of the India Tourism Development Corporation, in his evidence before the Committee, has stated that there cannot be any relaxation in categories like cooks. In categories like typists, some relaxation has been given. For typists, the speed prescribed is 30 words per minute but in the case of Scheduled Castes and Scheduled Tribes, a candidate with a speed of 25 words per minute is appointed. Scheduled Caste/Tribe candidates recruited as typists with relaxed standards are also given one or two hours off to pick up speed quickly. Again, if the required qualification for a post in the India Tourism Development Corporation is graduation, a Scheduled Caste or Scheduled Tribe candidate with a Higher Secondary pass is considered.

4.19. Upper age limit relaxation upto three to five years is also given to the candidates belonging to Scheduled Caste and Scheduled Tribe communities.

4.20. The Committee recommend that all the concessions/relaxations for Scheduled Castes and Scheduled Tribes should be mentioned in

all the notifications sent to the Employment Exchanges and in the recruitment advertisements published in newspapers so that the Scheduled Caste and Scheduled Tribe candidates, who become eligible because of these concessions, could also apply.

#### D. Selection Committees/Boards

4.21. The Committee enquired whether a member of Scheduled Caste/Tribe communities is associate with the Selection Committees/Boards formed by the India Tourism Development Corporation for the selection and appointment of candidates. The Ministry of Tourism and Civil Aviation, in a written note furnished to the Committee, have stated that it has been the Corporation's endeavour to have a Scheduled Caste member in the Selection Board while conducting the interviews of the candidates belonging to Scheduled Castes and Scheduled Tribes for various categories of posts. But there is a practical difficulty for the India Tourism Development Corporation in associating representatives of the Scheduled Caste and Scheduled Tribe communities for highly specialised hoteliering and other professional/technical services.

4.22. The representative of the India Tourism Development Corporation in his evidence before the Committee has stated that in five occasions in the past, the India Tourism Development Corporation has associated Scheduled Caste and Scheduled Tribe members on the Selection Committees formed for the selection and appointment of candidates for clerical, accountants' and Officers' posts. He has added:—

“We have collected names of Scheduled Caste Officers here in the Government of India offices whom we could request to be present. We have got that list.

On one or two occasions we have used them. In this connection, I want to suggest that for effective implementation of this procedure it may be worthwhile that the Commissioner for Scheduled Castes and Scheduled Tribes issue a directory of officials with different disciplines so that we could associate them in our Selection Board.”

4.23. The Committee note that the India Tourism Development Corporation has, on five occasions in the past, associated Scheduled

Caste/Tribe members with the Selection Committees formed for the selection and appointment of candidates for clerical, accountants' and Officers' posts. The Committee are, however, not convinced with the arguments advanced by the Ministry of Tourism and Civil Aviation that there is a practical difficulty for the India Tourism Development Corporation in associating representatives of Scheduled Caste/Tribe communities for highly specialised hoteliering and other professional and technical services. There is no dearth of technically qualified Scheduled Castes and Scheduled Tribes these days. The Committee, therefore, urge the India Tourism Development Corporation to take positive steps to include a Scheduled Caste or Scheduled Tribe member in every Selection Committee formed by it for selection and appointment of candidates to ensure that the Scheduled Caste and Scheduled Tribe candidates get a fair deal in the employment opportunities in the India Tourism Development Corporation.



## CHAPTER V

### ADMINISTRATION AND GENERAL MATTERS

#### A. Maintenance of Rosters

5.1. The Committee have been informed that instructions have been issued by the India Tourism Development Corporation to all the Units of the Corporation for maintenance of rosters as per the Government directives and these are being maintained by each Unit of the Corporation.

5.2. The Committee wanted to know how the rosters were being maintained by the India Tourism Development Corporation and enquired whether each appointing authority in the India Tourism Development Corporation was maintaining separate rosters for each grade of posts or for groups of posts. The Deputy Personnel Manager, India Tourism Development Corporation, has stated during evidence that a roster is maintained for each individual category and not Unit-wise. Explaining further, he has stated that there are 22 Receptionists in the Ashoka Hotel, New Delhi, and there is one roster for them. Similarly, for Stewards, there is one roster. In the Ashoka Hotel, New Delhi, there are a number of categories and there may be 80 or 90 rosters. A Unit may have 20 rosters. A small Unit like the Taj Hotel, Agra, may have about 25 persons who are clubbed with the other staff in smaller Units. He has added:—

“For instance, there may be four Waiters and two Attendants in the Taj Hotel, Agra and in another smaller Unit there may be like number of posts but both the categories of both the Units are clubbed together—total comes to 12--and a roster is prepared.”

5.3. Asked whether the rosters are checked periodically to see that the same are being maintained properly and recruitment against reserved vacancies is made strictly as per the points in the rosters, the Ministry of Tourism and Civil Aviation, in a written note furnished to the Committee, have stated that the Deputy Personnel Manager (HQRS), India Tourism Development Corporation, or his nominee at his discretion, inspects the rosters in various Units of

the India Tourism Development Corporation. An officer of the Ministry of Tourism and Civil Aviation also checks the rosters occasionally. The rosters of the Hotel Ashoka, Bangalore, were last inspected in December, 1974 and those of the Janpath and the Akbar Hotels, New Delhi, were last checked in February, 1975.

5.4. The representative of the India Tourism Development Corporation in his evidence before the Committee has stated that so far as the India Tourism Development Corporation is concerned, its Liaison Officer had conducted six inspections and his Assistant had conducted two or three inspections.

5.5 When asked to state the defects found by the inspecting authorities in the maintenance of rosters and the corrective measures taken in regard thereto, the Ministry of Tourism and Civil Aviation, in a written note furnished to the Committee, have stated that the following deficiencies were found in the rosters and corrective measures as shown against each were taken:

Units	Deficiencies noticed	Corrective measures taken
Hotel Ashoka, Bangalore.	1. Grouping of posts 2. Carry forward & brought forward of reserved vacancies. 3. Point No. 4 of roster wrongly reserved for Scheduled Castes as against Scheduled Tribes. 4. Singning of rosters.	The deficiencies pointed out by the inspecting authorities have since been rectified.
Hotel Janpath, New Delhi.	1. Grouping of posts 2. Carry forward and brought forward of reserved vacancies.	
Hotel Akbar, New Delhi.	3. Signing of rosters. 4. De-reservation not approved by competent authority.	

5.6. The Committee feel that rosters are not being maintained properly by the concerned appointing authorities in the India Tourism Development Corporation. The Committee would like the India Tourism Development Corporation to ensure that the instructions regarding the maintenance of rosters are meticulously followed by all the appointing authorities in the India Tourism Development

**Corporation. There should also be more frequent inspections of the rosters.**

### **B. Annual Statements**

5.7. In a note furnished to the Committee, the Ministry of Tourism and Civil Aviation have stated that the annual returns relating to the representation of Scheduled Castes and Scheduled Tribes in the India Tourism Development Corporation are being compiled by the India Tourism Development Corporation since 1971. Copies of those statements are being sent to the Bureau of Public Enterprises, Cabinet Secretariat, Department of Personnel and Administrative Reforms, and the Ministry of Tourism and Civil Aviation.

5.8. The Ministry of Tourism and Civil Aviation are receiving from the India Tourism Development Corporation (i) quarterly reports regarding de-reservation of reserved vacancies; (ii) half-yearly progress reports on recruitment of Scheduled Castes/Tribes and (iii) annual returns showing the particulars of recruitments made during the calendar year and the numbers filled by the Scheduled Castes/Scheduled Tribes.

5.9. Asked whether those statements are critically examined by the Ministry of Tourism and Civil Aviation and whether the figures showing the representation of Scheduled Castes and Scheduled Tribes in the India Tourism Development Corporation are published in the annual reports of the Ministry of Tourism and Civil Aviation or of the India Tourism Development Corporation, the Ministry of Tourism and Civil Aviation, in a note furnished to the Committee, have stated that those figures are not being published in the Annual Reports of the Ministry of Tourism and Civil Aviation or of the India Tourism Development Corporation.

5.10. The Committee, recommend that a copy each of the annual statements regarding the representation of Scheduled Castes and Scheduled Tribes in the services of the India Tourism Development Corporation should be sent to the Commissioner for Scheduled Castes and Scheduled Tribes, simultaneously when the India Tourism Development Corporation sends the same to the Bureau of Public Enterprises etc.

5.11. The Committee also desire that the Liaison Officers in the India Tourism Development Corporation and in the Ministry of Tourism and Civil Aviation should make an analytical study of the

annual statements furnished by the India Tourism Development Corporation regarding the representation of Scheduled Castes and Scheduled Tribes in its services and take effective steps to ensure that the shortfalls noticed therein are made good without any delay.

5.12. The Committee would also like the India Tourism Development Corporation to publish the statistics regarding the representation of Scheduled Castes and Scheduled Tribes in the services of the India Tourism Development Corporation and the measures taken to increase their representation in the services of the Corporation in its annual reports.

### C. Housing Facilities

5.13. The Ministry of Works and Housing (Directorate of Estates) vide their Office Memoranda No. 12035(5)-69-Pol.(II) dated the 6th November, 1969 and No. 12035(3)/73-Pol(II) dated the 24th September, 1973 have provided 10 per cent reservation for Scheduled Caste and Scheduled Tribe Government employees in allotment of accommodation, particularly for the lower category of employees.

5.14. Asked whether the India Tourism Development Corporation provides housing accommodation to its employees and whether any reservations are made for Scheduled Caste and Scheduled Tribe employees in the matter of allotment of housing accommodation, the Ministry of Tourism and Civil Aviation, in a written note furnished to the Committee, have stated that the India Tourism Development Corporation does not provide housing accommodation to all its employees. However, in Hotels, Motels and Travellers' Lodges, limited accommodation is available for its essential operative staff, who by their nature of duties (such as shift or broken duties) and in the best interest of the functioning of the hotel, are required to live in these accommodations which are located within or near the hotel unit. The Scheduled Castes/Scheduled Tribes personnel coming within the purview of such essential operative staff are also provided with such accommodation. In respect of employees not provided with accommodation, house rent allowance at enhanced rates are being paid. In view of the limited accommodation available for the purpose, no specific reservation for Scheduled Castes and Scheduled Tribes is possible to be made at present in this respect.

5.15. The Committee recommend that out of the housing accommodation available with the India Tourism Development Corporation

**for allotment to its staff, 10 per cent of the accommodation should be reserved for allotment to the Corporation's Scheduled Caste and Scheduled Tribe employees, as has been done by the Ministry of Works & Housing (Directorate of Estates) for the Government of India employees.**

NEW DELHI;

September 2, 1975.

*Bhadra 11, 1897 (Saka).*

D. BASUMATARI,

*Chairman,*

*Committee on the Welfare of  
Scheduled Castes and  
Scheduled Tribes.*

## APPENDIX I

(Vide para 3.9 of the Report)

### INDIA TOURISM DEVELOPMENT CORPORATION

(Vacancies occurred from 1-1-1972)

Sl. No.	Grade & Category of Posts	Total No. of vacancies occurred	No. of vacancies reserved for		Vacancies actually filled by	
			S.C.	S.T.	S.C.	S.T.
1	2	3	4	5	6	7
<b>CLASS—I</b>						
<i>Grade—Rs. 1800—2250</i>						
1.	Project Administrator . . .	1	Nil	Nil	Nil	Nil
<i>Grade—Rs. 1600—2000</i>						
2.	Public Relation Manager	1	Nil	Nil	Nil	Nil
<i>Grade—Rs. 1100—1400</i>						
3.	Regional Manager	1	Nil	Nil	Nil	Nil
4.	Statistical Officer	1	Nil	Nil	Nil	Nil
<i>Grade—Rs. 700—1250</i>						
5.	Managers . . .	3	1	Nil	Nil	Nil
6.	Products Sales Manager	1	Nil	Nil	Nil	Nil
7.	Sr. Engineer . . .	5	1	1	Nil	Nil
8.	Asstt. Manager . . .	4	1	1	Nil	Nil
9.	Management Trainee . . .	1	Nil	Nil	Nil	Nil
10.	Project Manager (Hoteliering)	1	Nil	Nil	Nil	Nil
11.	Middle Managerial Cadre	1	Nil	Nil	Nil	Nil
<i>Grade—Rs. 400—950</i>						
12.	Accounts Officer . . .	10	2	1	Nil	Nil
13.	Assistant Controller (S&P)	2	1	Nil	Nil	Nil

1	2	3	4	5	6	7
<b>CLASS—II</b>						
<i>Grade—Rs. 325—575</i>						
1.	Asstt. Engineers . . .	18	3	2	Nil	1
2.	Training Officer . . .	2	1	Nil	Nil	Nil
3.	Publicity Asstt. . . .	2	1	Nil	Nil	Nil
4.	Public Relation Officer/ Sales Officer . . .	4	1	1	Nil	Nil
5.	Part Time-Doctor . . .	3	1	Nil	Nil	Nil
6.	Accountant . . . . .	1	Nil	Nil	Nil	Nil
7.	Front Office I/C . . .	1	Nil	Nil	Nil	Nil
8.	Technical Asstt. . . .	3	1	Nil	Nil	Nil
9.	Asstt. Designer . . . .	2	1	Nil	Nil	Nil
10.	Asstt. Managers . . . .	13	3	1	Nil	Nil
11.	Stores Officer . . . . .	1	Nil	Nil	Nil	Nil
12.	Security Officer . . . .	1	Nil	Nil	Nil	Nil
13.	Reporter . . . . .	1	Nil	Nil	Nil	Nil
14.	Traffic Supervisor . . .	1	Nil	Nil	Nil	Nil
<i>Grade—Rs. 350—705</i>						
15.	S. G. Asstt. . . . .	1	Nil	Nil	Nil	Nil
16.	Receptionist . . . . .	1	Nil	Nil	Nil	Nil
17.	Chief Steward . . . . .	1	Nil	Nil	Nil	Nil
18.	Asstt. Security Officer .	1	Nil	Nil	Nil	Nil
19.	P.A. to Executive Director	1	Nil	Nil	Nil	Nil
<i>Grade—Rs. 300—615/300—650/350—650</i>						
20.	I/C Welfare Centre . . .	1	Nil	Nil	Nil	Nil
21.	Jr. House-Keeper . . . .	6	2	1	Nil	Nil
22.	Steward . . . . .	1	Nil	Nil	Nil	Nil
23.	Asstt. Kitchen Supervisor	1	Nil	Nil	Nil	Nil
24.	Cook . . . . .	9	3	1	Nil	Nil
25.	Sous Chef . . . . .	3	1	Nil	Nil	Nil
26.	Relief Chef . . . . .	1	Nil	Nil	Nil	Nil
27.	Sales Girl . . . . .	1	Nil	Nil	Nil	Nil

1	2	3	4	5	6	7
<b>CLASS—III</b>						
<i>Grade—Rs. 250—470</i>						
1.	Housekeepers/Floor-Keepers/ Jr. Housekeepers . . . . .	39	7	3	1	Nil
<i>Grade—Rs. 220—425.</i>						
2.	Telephone Operator . . . . .	12	2	1	1	Nil
3.	Cook . . . . .	61	11	5	2	1
4.	Receptionist . . . . .	34	6	3	Nil	Nil
5.	Stewards/Order Taker . . . . .	5	1	1	Nil	Nil
6.	Clerks/Typist/Steno Ca- shiers . . . . .	87	16	7	1	Nil
7.	Maintenance Supervisor/ Room Service Super- visor/Cafeteria Su- pervisor/Assistant Tra- ffic Supervisor/ Tele- phone Supervisor . . . . .	14	3	1	Nil	Nil
8.	Baker/Confectioner . . . . .	2	1	Nil	Nil	1
9.	A.S.O./Time Keeper . . . . .	6	1	1	Nil	Nil
10.	Reporters . . . . .	1	Nil	Nil	Nil	Nil
11.	Commis/Chef de Rang/ Demi Chef . . . . .	93	16	7	4	1
12.	Storekeepers/Linen Kee- per . . . . .	13	2	1	Nil	Nil
13.	Maitre d' Hotel . . . . .	11	2	1	Nil	Nil
<i>Grade Rs. 180—350.</i>						
14.	Technicians . . . . .	17	3	2	Nil	Nil
15.	Masson . . . . .	4	1	1	1	Nil
16.	Electrician Operator A. C. Mechanic- Operator/Radio Mec- Operator . . . . .	50	9	4	2	Nil
<i>Grade Rs. 170—325</i>						
17.	Barber/Shampoo Boy Hair Dresser . . . . .	6	1	1	Nil	Nil
18.	Daftry . . . . .	1	Nil	Nil	Nil	Nil
19.	Pantryman . . . . .	7	2	1	1	Nil



1	2	3	4	5	6	7
20.	Asstt. Barman/Barman/ Head Barman .	20	4	2	1	Nil
21.	Polisher/Painter .	8	2	1	1	Nil
	<i>Grade Rs. 150—280</i>					
22.	Upholster/Cleaner/Dhobi Tailor . . . .	33	6	3	3	Nil
23.	Mali/Gardener/Head Gardener/ Plumber/Fitter/ Floor Grinder .	42	8	3	14	Nil
24.	Peons/Messenger/Ushers	25	5	2	6	Nil
25.	Housemar/Roombearer/ Room attendant/ Porter Page Boy/ Boil Boy/Door Boy/ Glass Boy/Helpers .	205	34	16	72	1
26.	Waiters . . . .	72	13	6	16	Nil
	<i>Grade Rs. 130—300</i>					
27.	P. A. to Manager/ Asstt. Accountants .	100	16	7	14	Nil
28.	Draftsman . . . .	1	Nil	Nil	Nil	Nil
	<i>Grade Rs. 140—260</i>					
29.	Marker/Tenniscourt .	2	1	Nil	Nil	Nil
30.	Masalchi/Utility Worker/ Cook Helpers/ Packers . . . .	93	15	7	21	2
31.	Chowkidar/Watchmen/ Darban/Guards .	59	10	5	9	1
	<i>Grade Rs. 110—180</i>					
	Carpenter . . . .	9	2	1	Nil	2
	Divers . . . .	84	15	4	2	Nil
	Denter . . . .	1	Nil	Nil	Nil	Nil
	Jr. Despatcher . . . .	1	Nil	Nil	Nil	Nil
	Tyreman Volcaniser/ Petrol Pump At- tendant . . . .	6	1	1	Nil	Nil
	<i>Grade Rs. 80—110</i>					
	Tin Smith . . . .	1	Nil	Nil	Nil	Nil

1	2	3	4	5	6	7
<i>Class—IV</i>						
<i>Grade Rs. 70—85/70—105/80—110</i>						
32.	Packer/Petrol Pump Attendant/Cleaner Peon/Usher/ Helper Watchman / Farash/ Daftri/Roneo Oper- ator Mali/Waiter/ Tyreman Assistant Dispatcher .	129	23	10	33	1
<i>Class IV.—(Sweepers)</i>						
<i>Grade Rs. 70—85</i>						
33.	Sweeper . . .	41	8	3	41	Nil

## APPENDIX II

(Vide para 3.36 of the Report)

*Eligibility conditions and the number of Scheduled Castes and Scheduled Tribes candidates given training at the Institutes of Hotel Management, Catering Technology and Applied Nutrition and Food Craft Institutes.*

### I. Institute of Hotel Management Catering & Nutrition, Bombay,

#### 1. Eligibility conditions of admission:

(a) *Three Year Diploma Course*.—Pass in S.S.C. Examination of Maharashtra State or its equivalent Examination with and in (1) English, (2) Elementary Mathematics or Algebra & Geometry, and (3) General Science or Physics & Chemistry; with a minimum aggregate of 45 per cent in the case of general candidates and 40 per cent in the case of backward class candidates; selection to be done on merit basis.

(b) *Post Diploma in Specialised Hotel Management*.—The candidate must have passed the three years Diploma in Hotel Management and Catering Technology.

#### (c) *One year Post Diploma Course in Dietetics*:

(i) Graduates in Home Science.

or

(ii) Graduates in Nutrition.

(iii) Graduates in Science who have passed with Chemistry as the main subject at the final examination for the degree.

(iv) Holder of Diploma in Home Science Nursing or Hotel Management and Catering Technology (3 Years) provided they satisfy the Committee that their previous education qualifies them to rank on the same as graduates for this purpose.

#### (d) *21 Week Diploma Course in Teachers Training*:

(i) Diploma in H.M.C.T. Diploma in Home Science with 1 year industrial or teaching experience.

- (ii) Post Diploma in Specialised Hotel Management (4 years)-
- (iii) M.Sc. (Home Science or Food Tech.).
- (iv) Diploma in Dietetics (1st or 2nd Class).
- (v) Degree holders with 2-3 years experience in the hotel & catering industry in the management cadre.

(e) 21 Weeks Certificate Course in Food Service Management:

- (i) Secondary School Certificate Examination passed or its equivalent with three years experience in management or supervisory capacity in a catering organisation of some repute.

or

- (ii) Graduates from recognised University (preference being given to Science graduates).
- (iii) Secondary School Certificate Examination Pass or its equivalent and pass in any of the Craftsmanship Courses viz. Cookery, Bakery, Canning, Restaurant & Counter Service, Reception and Book-Keeping from any of the four catering Institutions in Bombay, Madras, Calcutta or Delhi as well as from any recognized Craft Institutions.

(f) *Craft Course in Bakery and Confectionery, Canning and Food Preservation, Cookery, Hotel Reception, Book-Keeping and House-Keeping.*—S.S.C.E. Examination passed or equivalent.

(g) *Craft Course in Restaurant and Counter Service.*—VIIth Standard passed (A working knowledge of English is essential).

2. *Concession/Relaxation given to Scheduled Castes and Scheduled Tribes Candidates at the time of admission.*—34 per cent seats are reserved for Scheduled Castes and Scheduled Tribes candidates and other backward classes.

In the case of admission to the Three Year Diploma Courses where minimum percentage of marks has been prescribed as 45 per cent in the case of general candidates, a relaxation of 5 per cent has been allowed in the case of Scheduled Castes and Scheduled Tribes and other backward Classes.

3. *Number of Scheduled Castes and Scheduled Tribes Candidates Trained.*—It has been indicated by the Institute that during the period 1970—75, 21 Scheduled Castes and Scheduled Tribes candi-

dates have taken training. Details regarding specific courses in which training has been taken by these candidates are not available.

## II. Institute of Catering Technology and applied Nutrition, Calcutta

### 1. Eligibility conditions of admission:

(i) *3 Year Diploma Course*.—Passed Higher Secondary or equivalent with Science, Mathematics and English preferred.

(ii) *Craft Course in Bakery and Confectionery*.—Passed School Final with working knowledge of English or by selection.

(iii) *Craft course in Cookery*.—as above.

(iv) *Craft Course in Restaurant and Counter Service*.—School final passed or equivalent (with working knowledge of English).

(v) *Craft Course in Hotel reception and Book-keeping*.—School Final passed or its equivalent.

(vi) *Craft Course in Hotel House-keeping*.—Passed School final or its equivalent.

Admission to the Diploma Courses is based on a written test followed by an interview, while in the craft courses the admission is by interview only.

### 2. Concession|Relaxation given to the Scheduled Castes|Scheduled Tribes Candidates

20 per cent of the seats are reserved for students belonging to Scheduled Castes and Scheduled Tribes community. In case of Diploma Course where the admission is based on written test followed by an interview, 5 per cent grace marks are allowed to SC|ST candidates. In the case of Craft Courses, where the admission is by interview only, the Institute tries to accommodate all of the SC|ST candidates.

### 3. Number of Scheduled Castes and Scheduled Tribes Candidates Trained

During the period 1970—75, 9 SC|ST candidates have been trained in the Diploma Course.

## III. Institute of Hotel Management, Catering and Nutrition, New Delhi

**1. Eligibility conditions of admission:**

(a) *Three Year Diploma Course in Hotel Management, Catering and Nutrition.*—Higher Secondary or its equivalent.

(b) *One Year Post Diploma Course specialised in Hotel Management.*—This Course is open to students who have satisfactorily completed the three years Diploma Course.

(c) *One Year Diploma Course in Canning and Food Preservation.*—Higher Secondary or its equivalent with Chemistry and General Science, preference given to the students having a minimum of two years of experience in the Canning and Food Preservation industry and having good command on English.

(d) *One Year Trade Diploma Courses in Bakery and Confectionery; Cookery; Restaurant and Counter Service and House keeping.*—Higher Secondary or equivalent with knowledge of English.

(e) *One Year Trade Diploma Course in Hotel Reception and Book-keeping.*—Higher Secondary or equivalent with English and preferably Mathematics or History and Geography.

**2. Concession/Relaxation given to Scheduled Castes and Scheduled Tribes at the Time of Admission:**

20 per cent seats are reserved for Scheduled Castes and Scheduled Tribes candidates.

For Admission to the Three Year Diploma Course, the Institute conducts an entrance examination where the minimum pass marks have been laid-down as 35 per cent in each paper and 40 per cent in aggregate. The standard of qualifying the entrance examination for the SC & ST candidates has been fixed at 10 per cent less than the normal, i.e. 25 per cent in each paper and 30 per cent in aggregate. They are called for interview even if they are not in the general merit list provided they pass the entrance examination at the lower level.

In the case of One Year Trade Diploma courses as well, 20 per cent seats are reserved for SC and ST candidates. The admission to these courses is on the basis of an interview, the candidates belonging to Scheduled Castes and Scheduled Tribes are given a weightage of five additional marks in the interview.

A two Year relaxation in age limit is also given to the SC and ST candidates.

### 3. Number of Scheduled Castes and Scheduled Tribes Candidates Trained:

During the last five years 5 students have taken training in various one year diploma courses. Last year seven such students have taken admission in the first year of the Three Year Diploma Course in Hotel Management Catering and Nutrition.

### IV. Institute of Catering Technology and Applied Nutrition, Madras

#### 1. Eligibility conditions of admission:

Diploma in Hotel Management and Catering Technology (Full-time Three years) Minimum qualification for admission is pass in Pre-University Examination of Madras University or its equivalent.

#### Craft Courses.

- (i) Canning & Food Preservation  
(Full-time—1 year)
- (ii) Bakery and Confectionery  
(Full-time—1 year)
- (iii) Hotel Reception and Book-keeping  
(Full-time—6 months)
- (iv) Restaurant & Counter Service  
(Full-time—6 months)
- (v) Cookery  
(Full-time—6 months)

A pass in the S. S. L. C. Examination of the Government of Tamil Nadu or its equivalent.

#### 2. Concession/Relaxation given to the Scheduled Caste/Scheduled Tribes Candidates at the time of admission to different courses:

20 per cent of seats are reserved for SC/ST candidates. All candidates belonging to Scheduled Caste and Scheduled Tribe communities who apply, are given admission if they possess the minimum qualification.

#### 3. The number of Scheduled Castes/Scheduled Tribes Candidates given Training:

During 1970—75, 4 Scheduled Castes candidates have been trained in Hotel Management and 6 in other craft courses.

### V. Food Craft Institute, Kalamessery

#### 1. Eligibility conditions of admission:

(a) Craft courses in Hotel Reception, Book-keeping, Type-writing; Restaurant and Counter Service; Canning and Food Preservation.—Pre-Degree Pass.

(b) *Craft courses in Cookery and Bakery and Confectionery*:  
S.S.L.C. Pass.

2. *Concession/Relaxation given to Scheduled Castes and Scheduled Tribes Candidates at the time of admission:*

20 per cent seats are reserved for Scheduled Castes and Scheduled Tribes candidates. Where the admissions are restricted to candidates who have obtained a minimum percentage of marks and not merely the passing of a certain examination, a 5 per cent reduction is allowed to SC|ST candidates provided the lower percentage prescribed does not fall below the minimum required to pass the equivalent examination.

3. *Number of Scheduled Castes and Scheduled Tribes Candidates Trained:*

During 1971—75, 76 SC|ST candidates have been trained in the various courses as under:—

(i) Restaurant & Counter Service . . . . .	14
(ii) Hotel Reception, Book-Keeping & Typing . . . . .	16
(iii) Bakery & Confectionery . . . . .	17
(iv) Cookery . . . . .	22
(v) Canning & Food Preservation . . . . .	7
	76

## VI. Food Craft Institute, Bangalore

*Eligibility conditions of admission:*

(a) *Craft Course in Bakery and Confectionery*.—Upto S.S.L.C. and selection from among those with experience in the line. Working knowledge of English is essential.

(b) *Craft Course in Cookery*.—VII Standard pass and selection from among those with experience in the line. Working knowledge of English essential.

(c) *Craft Course in Restaurant and Counter Service, Hotel Reception and Book-keeping, and House-keeping*.—S.S.L.C. or equivalent Examination passed. Working knowledge of English essential.



(d) *Trade Course in Canning and Food Preservation.*—S.S.L.C. or equivalent Examination passed. Working knowledge of English essential—experience in a factory.

*Concession/Relaxation given to Scheduled Castes and Scheduled Tribes Candidates at the time of admission:*

20 per cent seats are reserved for Scheduled Castes and Scheduled Tribes candidates.

*Number of Scheduled Castes and Scheduled Tribes Candidates Trained:*

During the last five years, 23 candidates belonging to Scheduled Castes and Scheduled Tribes have taken training in the Institute. The Course-wise details are as under:—

a. Trade Course in Canning and Food Preservation	. . . . .	2
b. Craft Course in Hotel Reception & Book-keeping	. . . . .	11
c. Craft Course in Restaurant & Counter Service	. . . . .	7
d. Craft Course in Cookery	. . . . .	3

#### VII. Food Craft Institute, Lucknow

1. *Eligibility conditions of admission:*

All Craft Courses: High School (minimum).

2. *Concession/Relaxation given to Scheduled Castes and Scheduled Tribes Candidates at the time of admission:*

20 per cent seats are reserved for Scheduled Castes and Scheduled Tribes candidates.

3. *Number of Scheduled Castes and Scheduled Tribes candidates Trained:*

It has been indicated by the Institute that though specific reservation of seats has been made for SC and ST candidates and relaxation

In age limit and reduction in percentage of marks for admission to the various craft courses is allowed, no Scheduled Castes and Scheduled Tribes candidates have sought admission.

### VIII. Food Craft Institute, Goa

#### 1. Eligibility conditions of admission:

##### *Craft Courses*

##### *Standard of Admission*

- |                                    |   |
|------------------------------------|---|
| (a) Bakery & Confectionery         | . SSCE Pass or by selection from among these with experience in the line with working knowledge of English. |
| (b) Cookery . . . . .              | . SSCE Pass or by selection from among those with experience in the line with working knowledge of English. |
| (c) Hotel Reception & Book-keeping | . SSCE Pass or equivalent.  |
| (d) Restaurant & Counter Service   | . VII Standard pass (A working knowledge of English is essential).  |
| (e) Canning & Food Preservation    | . High School pass or experience in the Factory with working knowledge of English.                          |

#### 2. Concession/Relaxation given to Scheduled Castes and Scheduled Tribes Candidates at the time of admission:

20 per cent seats are reserved for Scheduled Castes and Scheduled Tribes candidates. The selection of the candidates in this course is based upon an interview. Scheduled Castes and Scheduled Tribes candidates are allowed a reduction of 5 per cent in the minimum marks prescribed for admission. A relaxation of three years in age limit is also given.

#### 3. Number of Scheduled Castes and Scheduled Tribes Candidates Trained:

No SC/ST candidate has been trained.

### IX. Food Craft Institute, Hyderabad

#### 1. Eligibility conditions of admission:

A pass in the High School standard for all the courses or by selection among those with experience in the line with working knowledge of English in respect of Cookery and Bakery Courses.

2. *Concession/Relaxation given to Scheduled Castes and Scheduled Tribes Candidates at the time of admission:*

20 per cent seats are reserved for Scheduled Castes and Scheduled Tribes candidates.

3. *Number of Scheduled Castes and Scheduled Tribes Candidates Trained:*

It has been indicated by the Institute that since the commencement of different courses from October 1972 only 2 SC candidates have been given training, one in Cookery and other in Bakery.

### X. Food Craft Institute, Bhubaneswar

1. *Eligibility conditions of admission:*

(i) *Craftsmanship Courses in Cookery|Bakery and Confectionery.—*Matriculation and S.S.L.C.

(ii) *Restaurant and Counter Service.—*Passed Middle English Standard.

2. *Concession/Relaxation given to Scheduled Castes and Scheduled Tribes Candidates at the time of admission:*

20 per cent seats are reserved for SC and ST candidates. Selection for admission to the various courses is made on the merit basis. However, the SC and ST candidates, who have the minimum qualification, are given preference.

3. *Number of Scheduled Castes and Scheduled Tribes Candidates Trained:*

The Institute started functioning in September, 1973. So far 2 candidates have been trained in Restaurant and Counter Service and three are presently under training.

### XI. Food Craft Institute, Ahmedabad

1. *Eligibility conditions of admission:*

(a) *Craftsmanship Courses in Bakery and Confectionery.—*X standard or selection from among those with one year experience in the line. Working knowledge of English essential.

(b) *Craftsmanship course in Cookery—*VIII standard passed or selection from among those with one year experience in the line. Working knowledge of English essential.

(c) *Craftsmanship courses in Restaurant and Counter Service, Hotel Reception and Book-keeping and House-keeping.*—S.S.L.C. or equivalent examinations passed. Working knowledge of English essential.

(d) *Trade Course in Canning and Food Preservation.*—S.S.L.C. or equivalent examination passed or experience in factory. Working knowledge of English essential.

2. *Concession/Relaxation given to Scheduled Castes and Scheduled Tribes Candidates at the time of admission:*

20 per cent seats are reserved for Scheduled Castes and Scheduled Tribes candidates.

3. *Number of Scheduled Castes and Scheduled Tribes Candidates Trained:*

The Institute started functioning only in 1973. So far one candidate has been trained in restaurant and counter service.

## XII. Food Craft Institute, Chandigarh

1. *Eligibility conditions of admission:*

(a) *Craft Courses in Cookery, Bakery and Confectionery, Hotel Reception and Book-keeping, Restaurant and Counter Service.*—Matriculation or equivalent.

(b) *Craft Course in Canning and Food Preservation.*—Higher Secondary with Science or equivalent.

2. *Concession/Relaxation given to Scheduled Castes and Scheduled Tribes Candidates at the time of admission:*

20 per cent seats are reserved for Scheduled Castes and Scheduled Tribes candidates.

3. *Number of Scheduled Castes and Scheduled Tribes Candidates Trained:*

The Institute started functioning in August 1974. Only one SC candidate is presently undergoing training at the Institute.

**XIII. Food Craft Institute, Poona****1. Eligibility conditions of admission:**

Details are still awaited from the Institute. However, the admission qualifications for the various Craft Courses are based upon those prescribed in the case of other Food Craft Institutes.

**2. Concession|Relaxation given to Scheduled Castes and Scheduled Tribes Candidates at the Time of Admission:**

20 per cent seats are reserved for Scheduled Castes and Scheduled Tribes candidates.

**3. Number of Scheduled Castes and Scheduled Tribes Candidates Trained:**

Two SC|ST candidates have taken training.

### APPENDIX III

[Vide para 4 of Introduction]

#### *Summary of conclusions/recommendations contained in the Report*

S. No.	Reference to Para number in the Report	Summary of Conclusions/Recommendations
1	2	3
1	1.8	<p>The Committee have noted that a separate Cell has been constituted in the Ministry of Tourism and Civil Aviation in 1970. The Committee are, however, unhappy that the Cell has not been adequately manned inasmuch as there is just one Assistant who looks after its work.</p> <p>One of the functions of the Cell in the Ministry is to ensure due compliance of the orders of reservation issued from time to time in favour of Scheduled Castes and Scheduled Tribes, ensuring prompt disposal of the grievances of the employees of these classes and to scrutinise and consolidate the statistical data in respect of all Departments under their control in the prescribed forms circulated by the Ministry in this regard.</p> <p>In view of the important role the Cell has to perform, the Committee desire that the strength of the Cell should be suitably augmented and the Liaison Officer should be made fully responsible for its proper functioning.</p>
2	1.9	<p>The Committee further desire that a note on the activities of the Cell in the Ministry of Tourism and Civil Aviation should be included in Annual Report of the Ministry.</p>
3	1.10	<p>The Committee commend the decision to set up a separate Cell within the India Tourism Development Corporation. The Committee, how-</p>

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ever, desire that no time should be lost in constituting the Cell and giving it the necessary personnel to carry on the work. The India Tourism Development Corporation should appoint its Chief Personnel Officer as Liaison Officer to watch the implementation of the various orders pertaining to the Scheduled Caste/Tribe employees. The Committee need hardly emphasise that the Chief Personnel Officer of the India Tourism Development Corporation should maintain effective coordination with the Liaison Officer of the Ministry of Tourism and Civil Aviation.

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1.16

The Committee have noted that although the Ministry of Home Affairs issued a circular on the 4th March, 1964 to all the Ministries/Departments of the Government of India asking them to provide for reservations for Scheduled Castes and Scheduled Tribes in the services of Public Undertakings under their control, no effective action could be taken by the then Ministry of Works and Housing, which was the controlling Ministry, in respect of reservations for Scheduled Caste/Tribe candidates in the Public Undertakings under them. All that they did was to circulate the copy of the Ministry of Home Affairs' letter dated the 4th March 1964 to the Ashoka Hotels Ltd. and the Janpath Hotels Ltd. and ask them to take necessary action and also to send annual returns to the Ministry of Home Affairs. It is only when the Articles of Associations of the India Tourism Development Corporation were amended that the Governmental directive could be issued on 8th November, 1971, providing for reservations for Scheduled Caste/Tribe employees.

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1.17

The Committee are unhappy that for seven years, the Ministry allowed things to drift and take their own course. The Committee desire

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that now that the Governmental directive to the India Tourism Development Corporation has been issued, the Ministry of Tourism and Civil Aviation should lose no further time in ensuring that all the instructions contained in the Presidential Directive and other orders pertaining to Scheduled Castes and Scheduled Tribes which are issued by the Government of India from time to time, are promptly and fully implemented and enforced in the India Tourism Development Corporation.

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2.4

The Committee note that prior to November, 1971 when the Directive was issued by the Government to the India Tourism Development Corporation, the rules relating to the representation of Scheduled Castes and Scheduled Tribes were being observed in the Corporation as far as possible consistent with 'Maintenance of the Standard of Efficiency' in accordance with the Ministry of Home Affairs instructions of March, 1964. The Committee are of the view that the plea of 'Maintenance of the Standard of Efficiency' has debarred a number of Scheduled Castes and Scheduled Tribes from entering into the services of the Corporation. Now that the Government have already issued a Directive to the Corporation for adopting the Reservation Orders, the Ministry of Tourism and Civil Aviation should ensure that the number of vacancies for Scheduled Castes and Scheduled Tribes arising in the Corporation are computed from 1964 and efforts are made to give due representation to Scheduled Castes and Scheduled Tribes according to their quota.

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2.12

The Committee note that the India Tourism Development Corporation has agreed in principle to apply the Government of India orders for reservations for Scheduled Castes and Scheduled Tribes in promotions and the Corporation

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has circulated those orders to all its Units for implementation. The Committee feel that mere circulation of the orders to the various units of the India Tourism Development Corporation is not enough. The Committee would like the India Tourism Development Corporation to ensure that all its Units strictly comply with those orders and they should be made accountable for any lapse or non-compliance of those orders on their part. The Committee would also like the Liaison Officer in the India Tourism Development Corporation to be more vigilant and exercise proper check in this regard.

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2.13

The Committee have been informed that the India Tourism Development Corporation has yet to formulate the revised promotion rules in consultation with the Employees' Unions. The Committee would like to make it abundantly clear that the representation of Scheduled Castes and Scheduled Tribes in the services is not a matter negotiable with the Employees' Unions. The Committee desire that the India Tourism Development Corporation should finalise the promotion rules expeditiously keeping in view the Government of India orders regarding reservations for Scheduled Castes and Scheduled Tribes employees in promotion.

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2.17

The Committee suggest that the India Tourism Development Corporation while approaching other Departments/organisations for loan of officers on deputation in the India Tourism Development Corporation, should specifically ask for Scheduled Caste/Scheduled Tribe officers, keeping in view the reservations for Scheduled Castes and Scheduled Tribes and the shortfalls of such officers in the India Tourism Development Corporation.

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2.22

The Committee regret to note that the India Tourism Development Corporation has failed to follow a proper or uniform procedure for grouping of isolated or small cadre posts for the purposes of application of the reservation orders for Scheduled Castes and Scheduled Tribes. The Committee urge that the Government of India orders in this respect *vide* the Ministry of Home Affairs O.M. No. 42/21/49-NGS, dated the 28th January, 1952 and Department of Personnel and Administrative Reforms O.M. No. 1/4/70-Est. (SCT), dated the 11th November, 1971, should be scrupulously followed.

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2.32

The Committee are unhappy to note that a large number of vacancies reserved for Scheduled Castes/Tribes in Class III have been carried forward by the India Tourism Development Corporation during the years 1973 and 1974. In the opinion of the Committee, a vacancy reserved for Scheduled Castes/Tribes, as soon as it is carried forward to the subsequent recruitment year, is as good as a vacancy de-reserved. The Committee, therefore, recommend that before a vacancy reserved for a Scheduled Caste/Tribe candidate is carried forward to the subsequent recruitment years, the following essential steps as contained in the Presidential Directive to the India Tourism Development Corporation, should be meticulously followed:—

(i) The vacancies in posts and services recruitment to which is made on all India basis should be advertised in newspapers.

(ii) Vacancies in Class III or Class IV recruitment to which normally attracts candidates from a locality or a region should be advertised in such news-

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papers as the appointing authority may consider suitable for the purpose if candidates are not likely to be available through the employment exchanges.

- (iii) All vacancies should be simultaneously notified to the local or the regional employment exchange in the form prescribed for the purpose.
- (iv) Copies of advertisement should also be endorsed to the regional or local employment exchange.
- (v) When a local employment exchange is unable to nominate any suitable candidate, it will refer the vacancy or vacancies to the Director General of Employment Exchanges who maintains all India List of Scheduled Castes and Scheduled Tribes registered with Employment Exchanges.
- (vi) Where direct recruitment (otherwise than through examination) is to be made to a vacancy or vacancies reserved for Scheduled Castes or Scheduled Tribes *only*, (and not to any unreserved vacancy/vacancies as well), advertisement will be issued inviting applications only from the candidates belonging to the Scheduled Castes, and/or the Scheduled Tribes, as the case may be, and not from general candidates.

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2.33

The Committee also desire that the Board of Directors and the Chairman, India Tourism Development Corporation, who are the competent authorities for India Tourism Development Cor-

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poration to approve de-reservation of reserved vacancies, should be more strict in agreeing to de-reservation proposals where the above-mentioned instructions have not been followed properly.

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3.21

The Committee regret to note the meagre representation of Scheduled Castes and almost nil representation of Scheduled Tribes in the services of the India Tourism Development Corporation. From the Statement showing the number of vacancies that occurred in the India Tourism Development Corporation from the 1st January, 1972, after the issue of the Presidential Directive for reservations for Scheduled Castes and Scheduled Tribes, the Committee are distressed to find that against 32 vacancies in Class I and 81 vacancies in Class II, not a single Scheduled Caste and only one Scheduled Tribe in Class II has been recruited by the India Tourism Development Corporation. In Class III, 172 Scheduled Castes and nine Scheduled Tribes have been recruited against 1225 vacancies, which is much below the quota reserved for them. The Committee regret that the Presidential Directive regarding reservations for Scheduled Castes and Scheduled Tribes in the services of the India Tourism Development Corporation, has not been given the serious attention it deserved and that there has been laxity on the part of the India Tourism Development Corporation in the compliance of the Directive.

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3.22

The Committee, however, have noted the special steps which the India Tourism Development Corporation now propose to take to augment/fill the reserved posts. The Committee hope that the India Tourism Development Corporation will make all out and sincere efforts to recruit Scheduled Caste and Scheduled Tribe candidates so as to wipe out the backlog within a period of three years. As far as possible, all

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future vacancies arising in the India Tourism Development Corporation should be filled by the Scheduled Caste and Scheduled Tribe candidates only till their quota in the services is completed.

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3.31

The Committee note that the India Tourism Development Corporation is imparting in-service on-the-job training to all its employees irrespective of the fact whether they come from Scheduled Castes/Tribes or other communities. The Committee are, however, surprised to find that the number of Scheduled Caste/Tribe employees undergoing training in the India Tourism Development Corporation at present is negligible as compared to other employees. It is hardly 9 per cent as against 23 per cent (16-2/3 per cent for Scheduled Castes and 7½ per cent for Scheduled Tribes), the quota reserved for them. The Committee feel that unless a special drive is made by the India Tourism Development Corporation to recruit more and more Scheduled Caste and Scheduled Tribe candidates at the base with relaxed standards and to give them in-service on-the-job training to make them proficient in their work to take up higher jobs, it may be difficult for the India Tourism Development Corporation to meet its obligation to fill the quota reserved for Scheduled Castes and Scheduled Tribes. The Committee would like to see a better performance in future.

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3.45

The Committee suggest that the India Tourism Development Corporation should maintain a closer liaison with the Institutes of Hotel Management, Catering Technology and Applied Nutrition and Food Craft Institutes and inform them well in advance the types of special knowledge or skills required for the various skilled and semi-skilled jobs in the India Tourism Development Corporation so that the Institutes may be

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in a position to train and sponsor sufficient number of Scheduled Caste and Scheduled Tribe candidates to fill the reserved vacancies in the India Tourism Development Corporation and, if necessary, they may reorientate their courses to suit the requirements of the Hotel Industry.

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3.46

The Committee are also distressed to note that the number of Scheduled Caste and Scheduled Tribe candidates selected under the various Apprenticeship schemes by the India Tourism Development Corporation is admittedly very low. It was zero per cent in the year 1972, 2.38 per cent in the year 1973 and 1.90 per cent in 1974. On top of it, some seats have been allowed, during these years, to go vacant. The Committee note that in 1972, 1973 and 1974, against 60, 84 and 105 training places available in the India Tourism Development Corporation, only 40, 48 and 55, respectively, could be filled up. The Committee consider this to be a case of national wastage. When there is a crying need for trained personnel, seats should not have been allowed to lapse. The Committee hope that in future all the seats would be filled up and the representation of Scheduled Castes and Scheduled Tribes be strictly according to the quotas reserved for them.

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3.47

The Committee also note that the advertisement which has been issued by the India Tourism Development Corporation in the Hindu dated the 1st July, 1975 inviting applications from candidates for training under the Apprenticeship Training Scheme in the Hotel Ashoka, Bangalore, is wanting in many respects *e.g.*:—

- (i) it does not indicate the total number of training places available and the number of training places reserved for
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Scheduled Caste and Scheduled Tribe candidates;

(ii) the time of 10 days given for submitting applications is too short;

(iii) the stipend ranging from Rs. 90/- to Rs. 144/- per month during the period of training is on the low side;

(iv) it does not indicate the concessions/relaxations available in favour of Scheduled Caste and Scheduled Tribe candidates at the time of admission and during the course of training etc; and

(v) it does not speak about the boarding and lodging arrangements of the apprentices during the course of training.

The Committee would like the India Tourism Development Corporation to keep the above points in view while issuing advertisements in future.

19

4.4

The Committee feel that one of the reasons for shortfalls in the intake of Scheduled Castes and Scheduled Tribes in the services of the India Tourism Development Corporation is that the India Tourism Development Corporation has not so far codified its recruitment rules, with the result that the various Recruitment Authorities in the India Tourism Development Corporation have recruited persons without strictly applying the reservation orders in favour of Scheduled Castes and Scheduled Tribes.

The Committee would like the India Tourism Development Corporation to codify its recruitment rules immediately.

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- 20      4.13      The Committee recommend that the India Tourism Development Corporation should invariably mention the specific numbers of vacancies reserved for Scheduled Castes and Scheduled Tribes respectively while notifying the same to the Employment Exchanges or while advertising them in the newspapers.
- 21      4.14      The Committee also suggest that the Liaison Officer in the India Tourism Development Corporation should always be associated in screening of applications from Scheduled Caste and Scheduled Tribe candidates and he should be made personally responsible to ensure that sufficient number of applications have been received from Scheduled Caste and Scheduled Tribe candidates and that the prescribed relaxations and concessions are actually applied in the case of each such applicant. Where sufficient number of applications are not received from Scheduled Caste and Scheduled Tribe candidates, the action to advertise and re-advertise the reserved vacancies, as laid down in the Ministry of Home Affairs O.M. No. 1|1|70-Est(SCT), dated the 31st July, 1970 should invariably be taken.
- 22      4.15      The Committee note that the India Tourism Development Corporation, on receipt of the Supplementary Presidential Directive on the 3rd June, 1974, has advised all its Units to intimate to Employment Exchanges the reasons for rejection of Scheduled Caste and Scheduled Tribe candidates sponsored by them and also to maintain complete statistics about the progress of recruitment of Scheduled Castes and Scheduled Tribes. The Committee trust that the Chief Personnel Officer of the India Tourism Development Corporation in his capacity as the Liaison Officer will collect and collate these statistics, examine them critically and pass on
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the same to the respective Employment Exchanges and also to the Director General, Employment and Training, Government of India, New Delhi, so that schemes for overcoming the deficiencies noticed may be devised.

23 . 4.20

The Committee recommend that all the concessions/relaxations for Scheduled Castes and Scheduled Tribes should be mentioned in all the notifications sent to the Employment Exchanges and in the recruitment advertisements published in newspapers so that the Scheduled Caste and Scheduled Tribe candidates, who become eligible because of these concessions, could also apply.

24 . 4.23

The Committee note that the India Tourism Development Corporation has, on five occasions in the past, associated Scheduled Caste|Tribe members with the Selection Committees formed for the selection and appointment of candidates for clerical, accountants' and Officers' posts. The Committee are, however, not convinced with the arguments advanced by the Ministry of Tourism and Civil Aviation that there is a practical difficulty for the India Tourism Development Corporation in associating representatives of Scheduled Caste|Tribe communities for highly specialised hoteliering and other professional and technical services. There is no dearth of technically qualified Scheduled Castes and Scheduled Tribes these days. The Committee, therefore, urge the India Tourism Development Corporation to take positive steps to include a Scheduled Caste or Scheduled Tribe member in every Selection Committee formed by it for selection and appointment of candidates to ensure that the Scheduled Caste and Scheduled Tribe candidates get a fair deal in the employment opportunities in the India Tourism Development Corporation.

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5.6

The Committee feel that rosters are not being maintained properly by the concerned appointing authorities in the India Tourism Development Corporation. The Committee would like the India Tourism Development Corporation to ensure that the instructions regarding the maintenance of rosters are meticulously followed by all the appointing authorities in the India Tourism Development Corporation. There should also be more frequent inspections of the rosters.

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5.10

The Committee recommend that a copy each of the annual statements regarding the representation of Scheduled Castes and Scheduled Tribes in the services of the India Tourism Development Corporation should be sent to the Commissioner for Scheduled Castes and Scheduled Tribes, simultaneously when the India Tourism Development Corporation sends the same to the Bureau of Public Enterprises etc.

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5.11

The Committee also desire that the Liaison Officers in the India Tourism Development Corporation and in the Ministry of Tourism and Civil Aviation should make an analytical study of the annual statements furnished by the India Tourism Development Corporation regarding the representation of Scheduled Castes and Scheduled Tribes in its services and take effective steps to ensure that the shortfalls noticed therein are made good without any delay.

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5.12

The Committee would also like the India Tourism Development Corporation to publish the statistics regarding the representation of Scheduled Castes and Scheduled Tribes in the services of the India Tourism Development Corporation and the measures taken to increase their representation in the services of the Corporation in its annual reports.

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29	5.15	<p>The Committee recommend that out of the housing accommodation available with the India Tourism Development Corporation for allotment to its staff, 10 per cent of the accommodation should be reserved for allotment to the Corporation's Scheduled Caste and Scheduled Tribe employees, as has been done by the Ministry of Works &amp; Housing (Directorate of Estates) for the Government of India employees.</p>

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