

# **ANNUAL REPORT**

**2016-17**

**INSTITUTE OF HOTEL MANAGEMENT  
MUMBAI**

# **INSTITUTE OF HOTEL MANAGEMENT, CATERING TECHNOLOGY & APPLIED NUTRITION, MUMBAI**

## **Introduction**

62 years back in 1954 a long journey started with the initiative of an organization called All India Women's Central Food Council which was then spearheaded by Late Mrs.Lilawati Munshi alongwith other likeminded persons including Late Mrs.Homi Taleyarkhan and Late Mrs.Leela Jog. The Council was well supported by the husband of Mrs.Lilawati Munshi Late K.M.Munshi who was Union Minister for Food and Agriculture from 1950-1952 and Governor of Uttar Pradesh from 1952-1957 and also the founder of the world famous Bhartiya Vidya Bhawan which he established in 1938. AIWCFC, with an objective of changing the food habits of our people established Annapoorna outlets all over the country which served non-cereal, nutritive, wholesome food at low prices. This gave rise to the establishment of the College of Catering & Institutional Management later named Institute of Hotel Management, Catering Technology & Applied Nutrition, first of its kind in South East Asia at Andheri in the army barracks. Mrs.Lilawati Munshi influenced and managed to get United Nations Food & Agriculture Organisation assistance in the form of equipment and expertise. Mr.Cyril Belfield Smith, FAO Expert and Advisor to the Government of India from 1955 to 1972, was instrumental in growth of the Institute as Principal. Padmashree Ms.Thangam E.Philip took over the reigns and through her dynamic leadership as Principal for 23 years brought the Institute International recognition.

Today IHM, Mumbai is reckoned to be the number ONE Institute in Hospitality Education in the country. Institute has the honour of being awarded several times the Award of Excellence for the Best Tourism Educational Institute from the Ministry of Tourism, Government of India.

Since ages India has been eye-catching centre for the widely travelled people and hotels have been instrumental not only to facilitate their stay but also to spread our rich culture and heritage. At present there is an increase in the influx of tourists on national and international level and the facilities and amenities provided to them in the hotels are also changing. Hotels form the nucleus of the Tourism Industry and have helped to make India's presence felt in the global tourist market. The Government of India is doing its maximum to boost this industry, as it is the best way to earn foreign exchange. In order to provide trained manpower to the hotel industry, Government of India has established Institutes of Hotel Management, Catering Technology and Applied Nutrition in major cities of India.

Institute of Hotel Management, Catering Technology & Applied Nutrition, Mumbai, was the first in the country to start Diploma in Hotel Management course. In August 1979, it was taken over by Government of India, Ministry of Tourism as an autonomous body. It now conducts a Three Year's Degree in Hospitality & Hotel Administration course and various Craft Courses. The entire expenses were borne in the past by the Government of India; however, the Institute is now self-reliant.

## **i) Aims & Objectives**

The aims and objectives of the Institute are to conduct various courses and training programmes not only to provide suitable manpower to Hotel Industry to fill in its various posts but also to equip the trainees with adequate practical knowledge of the trade so as to enable them to start their own business according to their capacity.

The main objectives as stated in the Memorandum of Association of the Society are as follows:

1. To provide instructions and training in all the crafts and skills, all the branches of knowledge both theoretical and applied, and all the organizational and management techniques, which are required for the efficient functioning of hotel and catering establishments of all kinds, as well as institutional feeding programmes in schools, industrial establishment and similar organizations;
2. To impart instruction and training in modern and scientific techniques of management of modern hotels and hostels

In this way, the Institute plays a significant role in providing job opportunities to the trainees. To fulfill the aforesaid aims and objectives, the Institute runs Degree and Craft Courses thereby meeting the qualitative and quantitative requirements of man-power in various sectors of Hotel Industry and equip the trainees with adequate expertise to enable them to make an earning through self-employment, if they so desire. To cater to the needs of tourism industry and other organizations requiring high standard or operations and services, the Institute conducts all level service training programmes. In this way, the Institute besides providing trained personnel to the Hotel Industry plays a vital role in eradicating unemployment.

## **ii) Facilities**

Campus is located in heart of the city, very close to Shivaji Park and Siddhi Vinayak temple over an area of approx three acres (location map on [http://www.ihmctan.edu/contact\\_us.html](http://www.ihmctan.edu/contact_us.html)) and has three building blocks with enough parking place, Institute has all the modern facilities which are prominently displayed in our website [http://www.ihmctan.edu/our\\_campus.html](http://www.ihmctan.edu/our_campus.html) and includes International hostel, training hotel, well equipped laboratories, classrooms, locker rooms etc.

### iii. Management

#### Present Board of Governors Constitution

The Institute is an autonomous body registered under Societies Registration Act, 1860 managed by the Board of Governors and an Executive Committee. The day-to-day administration of the Institute is vested with the Principal who is assisted by a team of qualified and experienced members of the faculty and administrative staff. The present composition of the Board of Governors is as under:

<b>Board of Governors</b>	<b>Department</b>	<b>Under Rule/Order</b>
Principal Secretary (Tourism) <b>CHAIRPERSON</b>	Government of Maharashtra	4(i) (a) of Memorandum of Association (vide order No.1(5)/95-HMC dated 04.12.2003)
Two Representatives of Government of Maharashtra	1.Director Technical Education 2.Joint Secretary, Higher & Technical Education	4(i) (b) of Memorandum of Association (vide order No.WBP 1095/(6071)/VE.5 dated 23.11.1995)
Four Representatives of Central Government	1.Financial Advisor 2.Additional Director (General (T)) 3.Regional Director, India Tourism, Mumbai 4.Director (A&F), NCHMCT, Noida	4(i) (c) of Memorandum of Association 1. (vide order No.1(5)/99-HMC dated 09.12.2003) 2. (vide order No.1(5)/99-HMC dated 12.12.2004) 3. (vide order No.1(5)/95-HMC dated 18.01.2008) 4. (vide order No.1(5)/99-HMC dated 02.02.2000)
One Catering Expert	President, HRA (Western India)	4(i)(d) of Memorandum of Association (vide order No.1(5)/99-HMC dated 10.12.2003)
Two persons from Industry	1. Mr.Param Kannampilly Executive Chairman Concept Hospitality Ltd 2.Mr.D.K.Beri, Vice President, Indian Hotels Co. Ltd	4(i) (e) of Memorandum of Association (vide order No.4(1)/2001-HMC dated 14.11.2005)
Central Government nominee	Principal Secretary (Tourism), Government of Maharashtra	4(ii) of Memorandum of Association (vide order No.4(1)/2001-HMC dated 31.05.2006)
Member/ Secretary	Principal, IHM, Mumbai	4(i) (g) of Memorandum of Association

### **Present Executive Committee Constitution**

Regional Director (Tourism), Western India	Convener
President, Hotel & Restaurant Association (Western India)	Member
Director (Administration & Finance) NCHMCT, Noida	Member
Director (Technical Education), Government of Maharashtra	Member
Principal, IHM, Mumbai	Member/Secretary

### **Present Staff Strength 31<sup>st</sup> March, 2017**

<b>S.No.</b>	<b>Post</b>	<b>In Place</b>
1.	Principal	1
2.	H.O.D.	3
3.	Sr. Lecturer	6
4.	Lecturer	9
5.	Assistant Lecturer	20
6.	A.O.	1
7.	O.S.	1
8.	Accountant	-
9.	UDC	6
10.	LDC	9
11.	Librarian	1
12.	PA to Principal	1
13.	Steno	1
14.	Foreman	1
15.	Driver	1
16.	Electrician	1
17.	Attendant	41
	<b>Total Staff</b>	<b>103</b>

**iv) Courses offered**

The Institute conducts a number of regular courses and trains over a thousand young people every year. The courses vary from a Three-Year Degree Course in Hospitality and Hotel Administration of NCHMCT in affiliation with IGNOU. We also conduct the Diploma course in Food Production of one and half-year duration.

**A. REGULAR COURSES : (INTAKE)**

1. **B.Sc.** in Hospitality and Hotel Administration – (362+ 10 NRI) Three Year duration
2. Diploma Course in **Food Production** – (40) one and half year duration

**B. SKILL DEVELOPMENT/SKILL CERTIFICATION COURSES**

**1. Manpower trained (April 2016 to March 2017)**

Name of the course	Certificate	
HSRT	FP (8 weeks)	188
	B&P (8 Weeks)	177
	<b>Total</b>	<b>365</b>
Skill Testing and Certification Programme (6 days)		
	Annual Target	400
	Women	114
	<b>Cumulative Trained</b>	<b>326</b>
HSRT through hotels	Cooks/waiters	<b>953</b>

**2. Grant Position: (April 2016 to March 2017)**

S.No.	HEAD	OPENING BALANCE	GRANT RECEIVED	EXPENSES In 2016-17	BALANCES As on 31.03.2017
1	HSR-Institute	(-) 61,40,492	-	52,74,048	(-) 1,14,14,540
2	Skill Testing	(-) 15,10,560	-	11,31,688	(-) 26,42,248
3	HSR-Hotels	(-) 22,25,960	-	41,20,664	(-) 63,46,623
<b>TOTAL EXPENDITURE</b>					<b>(-)2,04,03,411</b>

### C. OTHER SHORT TERM CUSTOMISED COURSES

In addition to the full time NCHMCT courses, we also conduct short term Certificate course in Cookery and Bakery which are of three months duration. Certificates are awarded by the Institute for the three months part time courses in Cookery and Bakery. Entire expenditure incurred on these courses was met through the fees collection.

<u>Name of the course</u>	<u>Dates from To</u>	<u>No.of candidates</u>
3 Months Cookery- Course 1	July – October 2016	39
3 Months Cookery- Course 2	January – April 2017	41
3 Months Bakery- Course 1	July – October 2016	39
3 Months Bakery- Course 2	January – April 2017	43

#### v) **Admission procedure:**

The National Council for Hotel Management & Catering Technology, the apex body advertises in various leading newspapers in India for the B.Sc in Hospitality and Hotel Administration course admissions. Required qualification for the B.Sc course is 10+2 or equivalent and maximum age 22 years with relaxation in age for reserved category as per rules. After which there is an entrance exam on an All India basis. Once the results of the entrance exams are out, the selected candidates have to attend an online counseling session at the opted centre. After this is done, the candidates are allotted an Institute, depending on the rank they have secured at the entrance exam and their choice of Institute.

For other Craftmanship courses the admissions are done by the Institute in accordance with the procedure laid down by National Council for Hotel Management & Catering Technology.

For Hunar Se Rozgar/Skill Certification courses, the admission was granted on first-come-first served basis.

**vi) Degree / Diploma / Certificates awarded**

IGNOU Degree is awarded to students of B.Sc. in Hospitality and Hotel Administration after completing the three year programme. This is jointly conducted by National Council for Hotel Management and Indira Gandhi National Open University.

For Craft level course i.e. Diploma in Food Production, students are awarded a Certificate on completion of the course by the National Council for Hotel Management & Catering Technology.

**vii) Examinations/Academic Results/Achievements**

All the regular courses from 1 to 2 are affiliated to National Council for Hotel Management & Catering Technology under Ministry of Tourism, Government of India.

**viii) Reservations:**

The reservation quota as per Government of India rules for all courses is as follows: ST – 7.5%, SC – 15%, OBC – 27%, 3% seats in each category are reserved for Physically Handicapped and one seat is for Kashmiri Migrants.

**ix) Results – Year 2016-17**

<u>Name of the course</u>	<u>Appeared</u>	<u>Passed</u>	<u>Pass %</u>
First Year <b>B.Sc in H&amp;HA</b>	389	372	95.62
Second Year <b>B.Sc in H&amp;HA</b>	374	357	95.45
Third Year <b>B.Sc in H&amp;HA</b>	302	293	97%
<b>Diploa Course in Food Production</b>	RESULT NOT YET DECLARED		



x) **Placements:**

**PLACEMENT DETAILS 2016-17**

<b>Date</b>	<b>Name of the Organization</b>	<b>Package in Rupees</b>	<b>No of Students Selected</b>
16 <sup>TH</sup> AUGUST 2016	THE PARK	20,000	20
17 <sup>TH</sup> AUGUST 2016	HILTON	25,000	6
31 <sup>ST</sup> AUGUST 2016	THOMAS COOK	18,000	25
6 <sup>TH</sup> SEPTEMBER 2016	OCLD	18,000	10
6 <sup>TH</sup> SEPTEMBER 2016	OCER	15,000	37
16 <sup>TH</sup> & 17 <sup>TH</sup> SEPTEMBER 2016	FAIRMONT	22,000	6
19 <sup>TH</sup> SEPTEMBER 2016	IHG I GRAD	27,000	2
19 <sup>TH</sup> SEPTEMBER 2016	IHG I GRAD	18,000	15
20 <sup>TH</sup> & 21 <sup>ST</sup> SEPTEMBER 2016	ITC	18,000	5
27 <sup>TH</sup> SEPTEMBER 2016	CCD RETAIL OUTLET	30,000	15
29 <sup>TH</sup> & 30 <sup>TH</sup> SEPTEMBER 2016	TAJ	26,000	10
28 <sup>TH</sup> OCTOBER 2016	FAASOS	18,000	11
9 <sup>TH</sup> DECEMBER 2016	CINEPOLIS	30,000	3
13 <sup>TH</sup> & 14 <sup>TH</sup> DECEMBER 2016	MCDONALDS	18,000	13
15 <sup>TH</sup> & 16 <sup>TH</sup> DECEMBER 2016	DOMINOS	20,000	8
20 <sup>TH</sup> JANUARY 2017	SOFITEL	30,000	12
23 <sup>RD</sup> JANUARY 2017	CLEARTRIP	20,000	5
24 <sup>TH</sup> JANUARY 2017	STARBUCKS	25,000	1
25 <sup>TH</sup> JANUARY 2017	SITA TRAVELS	18,000	2
4 <sup>TH</sup> FEBRUARY 2017	LEMON TREE	15,000	7
7 <sup>TH</sup> MARCH 2017	HYATT	32,000	2
10 <sup>TH</sup> APRIL 2017	TRIP NAVIGATOR	18,000	5
MAY,2017	MELHUA THE FERN	24,000	1
MAY 2017	THE RED BRICKS	25,000	4

**xi) Scholarships**

HRAWI awarded scholarships of Rs.20,000 each to 13 of our students. This is besides the 20 scholarships offered by Maharashtra Government, 9 by Top Class Social Welfare and 24 scholarships offered by other organizations and state governments.

**xii) Research / Consultancy / Training**

As a part of the syllabus students of the final year B.Sc. in Hospitality and Hotel Administration are required to do a Research project. More than 100 Research Projects were undertaken by the students of this course.

**xiii) Faculty/staff training and development:**

Staff/faculty attended following workshops/seminars:

1. Mrs. E. Saroja, PA to Principal attended 5 days “Translation Training Program organized by Rajbhasha Department, Ministry of Home Affairs (Kendriya Anuvadh Bureau) at Rajbhasha Anuvadh Prashikshan Kendra, Government of India, CBD Belapur, Mumbai, from 11<sup>th</sup> April to 16<sup>th</sup> April, 2016.
2. Mrs. Aileen Sequeira, HOD, Rooms Division, Dr. Francis Thomas and Mrs. Deepika Reddy attended CONCLAVE from 11<sup>th</sup> April to 12<sup>th</sup> April, 2016 at National Council for Hotel Management & Catering Technology, Noida.
3. Ms. Albina Ger, Ms Sneha and Mrs.Rithu M K attended Training program on New Pension Scheme with Uploading of SCF Files organized by Regional Training Center of Institute of Government Accounts & Finance on 19<sup>th</sup> and 20<sup>th</sup> May, 2016.
4. Mrs. E Saroja and Mrs. Rithu M K attended program on Collegium on Official Language organized by Government of India, Ministry of Home Affairs, Department of Official Languages, Regional Implementation Office (W.R) on 6<sup>th</sup> and 7<sup>th</sup> June, 2016.
5. Mr. Nandakumar Gaikwad attended training program on Food & Beverage Control at Taj Land’s End from 18<sup>th</sup> May to 25<sup>th</sup> May, 2016.
6. Ms. Asmita Powar, Assistant Lecturer, attended training in Bakery Skills at Hotel Trident from 13<sup>th</sup> to 27<sup>th</sup> June, 2016.
7. Ms. Albina Ger and Ms. Sneha Kambli attended Training program on TA & LTC organized by Regional Training Center of Institute of Government Accounts & Finance from 13<sup>th</sup> July to 14<sup>th</sup> July, 2016.

8. Mrs. Rithu M K and Ms. Sneha Kambli attended Training program on Pension & Retirement Benefits organized by Regional Training Center of Institute of Government Accounts & Finance from 4<sup>th</sup> August to 5<sup>th</sup> August, 2016.
9. Mr. R.R.Prabhudesai, Ms. Pramila Shetty, Mrs. Rithu M K, Ms.Albina Ger and Ms Sneha Kambli attended a training programme on Pay Fixation as per 7<sup>th</sup> CPC organized by Regional Training Center of Institute of Government Accounts and Finance, Mumbai, on 16<sup>th</sup> & 18<sup>th</sup> August, 2016.
10. Mrs. Deepika Reddy attended Master Training program of 3<sup>rd</sup> CLF from 29<sup>th</sup> August to 7<sup>th</sup> September, 2016 at National Council for Hotel Management & Catering Technology, Noida.
11. Mrs. Aileen Sequeira attended Master Training program of 3<sup>rd</sup> CLF from 7<sup>th</sup> to 16<sup>th</sup> November, 2016 at National Council for Hotel Management & Catering Technology, Noida.
12. Mr.Jayant Kathe attended workshop on 18<sup>th</sup> & 19<sup>th</sup> November, 2016 at National Council for Hotel Management & Catering Technology, Noida.
13. Ms. Sneha Kambli attended Hindi Workshop ECIL from 3<sup>rd</sup> January to 6<sup>th</sup> January, 2017 in Mumbai.
14. Ms. Pramila Shetty and Ms. Sneha Kambli attended PFMS organized by Regional Training Center of Institute of Government Accounts & Finance on 11<sup>th</sup> and 12<sup>th</sup> January, 2017
15. Mrs. Pooja Naik, Librarian, attended Digital Library workshop from 28<sup>th</sup> February to 3<sup>rd</sup> March, 2017 at National Council for Hotel Management & Catering Technology, Noida.

**xiv) Events & Activities**

The traditional events were conducted throughout the year. These included culinary competitions, flower arrangement competition, Bartender of the year competition, traditional dress day, welcome party, Return party, many sports events, Onam, Gokulashtmi, Ganesh Chaturthi, Durga Pooja, Christmas, Holi, Lodhi festival celebrations and recently concluded cultural week.

Details of Chef Competitions and Cultural Activities:

1. Won 1<sup>st</sup> Prize by Karuna Banerjee in McDonald Chef Competition to create a new patty, dips and salad.

2. In collaboration with Nehru Science Centre a Cookery Competition FEATURING PULSES was held at the Institute and 206 was declared as the International Year of the pulses by UN&FAO.
3. Two final year students participated in “Student Chef of the Year” Competition held by WICA (Western India Culinary Association), The was traditional curries using coconut milk powder. Diganta won the FIRST Prize.
4. Ashutosh Padwal participated and won 3<sup>rd</sup> Prize in Mocktail making competition held by YMCA.
5. 2 Groups attended FRENCH CUISINE Demo by Chef Brenard – each group 25 students.
6. Final Year students participated in the Bombay Canteen Class, at the Bombay Canteen, which was an interactive platform with Sameer Seth, founder & CEO, Floyd Cardoz, Alumni of IHM, Mumbai, Culinary Director & Executive Chef Thomas Zacharias.
7. Also participated in Kaleidoscope 2016, DRISHTI, Inter-college programs – Sports.
8. Flower Arrangement Competition was held at the Institute and various Trophies, Certificates and Cash Prizes were awarded to the students.
9. Wine tasting session was held in the month of March 2017 in the Food & Beverage Service Department of the Institute.
10. Various Tropies and Certificates were given to Sports event held at the Institute.
11. This year too Blood Donation drive has been launched. Various students, staff donated blood.

**xv) Measures taken / System in place to prevent ragging**

Suitable measures have been taken to prevent ragging. No ragging cases have been reported.

**xvi) Status relating to court cases**

There are no court cases.

**xvii) Implementation of Right to information Act, 2005**

The system has been put in place and is displayed prominently on the website of the institute. The authorities under the act are:

1. Public Information Officer – Administrative Officer Tel. no 022-24457241/2  
Extn 215 E-mail : [admin@ihmctan.edu](mailto:admin@ihmctan.edu)
2. Assistant Public Information Officer – P.A. to Principal Tel.no.022-24457241/2  
Extn 212 E-mail : [os@ihmctan.edu](mailto:os@ihmctan.edu)
3. Number of applications received : 18
4. Number of appeals received : NIL

**xviii) Status of Audit Paras**

Para-wise reply was sent to the PAO for all the paras.

**xix) Progressive use of Hindi**

Institute has made efforts to ensure maximum use of Hindi in its official formats, signatures and day – to – day work wherever possible. Hindi reports are also being sent online regularly.

Staff are also being sent for Hindi Translation training programs held by Rajbhasha Department, Ministry of Tourism, Government of India.