



होटल प्रबंध, खान-पान प्रौद्योगिकी एवं अनुप्रयुक्त पोषण
विज्ञान संस्थान, आल्ट परवरी, गोवा - 403 521.

Institute of Hotel Management, Catering Technology
and Applied Nutrition, Alto-Porvorim, Goa-403 521

वार्षिक प्रतिवेदन

2016-17

ANNUAL REPORT

2016 - 2017

ANNUAL REPORT FOR THE YEAR 2016-2017.

I Introduction

This Institute was registered in 1967 as a Society in the name of Food Craft Institute (Goa), under the Societies Registration Act of 1860, bearing Registration No. RS/DCA/SK/36. It was later upgraded to an Institute level and the name has been changed to ***“INSTITUTE OF HOTEL MANAGEMENT, CATERING TECHNOLOGY & APPLIED NUTRITION (GOA) SOCIETY.”***

The Institute is autonomous in character and has Board of Governors consisting of eminent persons from the Government, Industry and Management fields. It is under the administrative and financial control of the Ministry of Tourism, Government of India.

The Institute started its activities in July 1968 and the following courses were offered:-

- 1) Craftsmanship Course in Cookery
 - 2) Craftsmanship Course in Bakery & Confectionery
 - 3) Craftsmanship Course in Restaurant & Counter Service
 - 4) Craftsmanship Course in Hotel Reception & Book -keeping
 - 5) Trade Course in Canning & Food Preservation
- In the initial years, the examinations was conducted by the Directorate of Education, Government of Goa, Daman & Diu and subsequently, the Institute was affiliated to the Board of Technical Examinations, Mumbai, Maharashtra State.

The Institute is now affiliated to National Council for Hotel Management & Catering Technology, Noida. The 3-Year Diploma

in Hotel Management & Catering Technology commenced from 1984 by National Council.

With effect from the academic year 2002-03, National Council for Hotel Management has introduced a Degree Programme called “3-Year B.Sc. in Hospitality and Hotel Administration”. The Semester System for the 3-Year B.Sc. commenced from the academic year 2009-10.

II. Main Aims and Objectives

As indicated in the **Memorandum of Association**:

- i. To establish and to carry on the Administration and Management of the Institute.
 - (a) i) To provide instructions and training in all 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 catering establishments of all skills, as well as institutional feeding programmes in schools, industrial establishments and similar organizations.
 - ii) To impart instruction and training in modern and Scientific techniques of management of modern hotels.
- (b) To undertake and to associate itself with nutritional extension and developmental work.
- (c) To propagate economy in the handling and utilization of foodstuffs.
- (d) To assist and associate itself with the efforts of the Central and State Governments to popularize wholesome non-cereal foods, particularly protective foods, with a view to the diversification of the ordinary Indian diet and the enrichment of its nutritional contents.

(e) To assist and associate itself with the attempts of Food Research Institutions, food scientists and food technologist to find effective and acceptable means of presenting nutritional ideas through development of suitable recipes and the planning of menus.

(f) In accordance with the general policy laid down by the Central Government, to prescribe courses of instructions, hold examinations and grant certificates, diplomas and other awards to persons.

(g) To fix and demand such fees and other charges as may be laid down in the bye-laws.

(h) To establish, maintain and manage halls and hostels for the residence of students and members of the staff.

(i) To supervise and control the residence, to regulate the discipline of students of the institute and to make arrangements for promoting their health, general welfare, cultural and corporate life.

(j) To institute teaching in administrative, technical, ministerial and such other works as may be necessary and to make appointments to the posts created therefore in accordance with Rules and Bye-laws.

(k) To institute and award fellowships, scholarships, exhibitions, loans, monetary assistance, prizes and medals in accordance with the Rules and Bye-laws.

(l) to seek affiliations with universities or other appropriate academic government bodies or institutions and obtain the recognition of its courses of instructions, its examinations, its diplomas, certificates and other awards by the appropriate educational authorities.

(ii) To build, construct, maintain houses, hostels, schools or other buildings and alter, extend, improve, repair, enlarge or modify the same including any existing building and to provide and equip the same with light water drainage, furniture, fittings, instruments, apparatus, and appliances and other things for the use to which such buildings is to be put up or held.

- iii) To create and maintain a fund to which shall be credited;
- (a) All moneys provided by the Central & State Govt.
 - (b) All fees and other charges received by the Society.
 - (c) All moneys received by the Society by way of grants, gifts, donations, benefactions, bequests or transfers and
 - (d) All moneys received by the Society in any other manner or from any other sources.
- iv) To all such lawful acts, deeds or things as may be necessary incidental or conducive to the attainment of all or any of the objects of the Society.

III. Facilities

The Institute is one of the pioneer bodies in the country which enjoys maximum facilities and has well qualified faculty.

Campus Location

The Institute is situated at Alto Porvorim, Bardez, Goa. Pin Code – 403 521, on the National Highway NH 17 between Mapusa and Panjim. From Panjim to the Institute it is 3 km and from Mapusa to the Institute it is 8 km.

Space available

The total area is 4.8 acres.

Classrooms

The Classrooms are well furnished for imparting theory knowledge to the young minds to prepare them for the Industry in which they are about to enter. Large and accommodating, they are equipped with teaching aids and LCD Projectors which bring the latest information to the discerning students.

Laboratories

The **Housekeeping Laboratory** is well equipped to train the students in the finer aspects of laundry and stain removal, make-up of rooms, as well as operational aspects i.e. uniform designing, lost and found, etc.

The Computer Laboratory - Computers of latest technology are provided so as to impart the desired training to equip the students to meet the need of the hospitality industry.

The Front Office Lab - The 3-Year B.Sc. in H. & H. A. students are trained in basics of Reception and Reservations Sections, Checking-in and out, Situation handling and Room Reservations.

The **Bakery and Confectionery** are the training labs where the students of the 1st, 2nd, 5th and 6th Semesters of the 3-Year B.Sc. in H. & H. A. and Craftsmanship Course in Food Production are taught to transform ordinary ingredients into delectable cakes, bread and confections that are a treat to the eye as well as the palate. Here intensive training is given to Students. The Products of the practical classes are displayed and sold fresh from the oven in the Snackateria.

The **Basic Training Kitchens** are designed to introduce the basic principles of cooking to students of Craftsmanship Course in Food Production & Patisserie Course and Semesters I & II of the 3-Year B.Sc. in Hospitality & Hotel Administration Course. They are taught fundamentals of major cuisines, cuts of meat, fish, vegetables, poultry, stocks, sauces and masala. The Kitchen is well planned, taking into consideration the inexperienced students as well as the level of attention needed to avoid accidents and ensure safety of young chefs.

The **Quantity Food Kitchen** is designed to cater for large numbers. As part of the Curriculum, students of the 3rd & 4th Semester of the 3-Year B.Sc. in H. & H.A. are trained in bulk food preparation in this Kitchen. On a daily basis, lunch for staff and students enrolled for various courses at the Institute, is prepared

here. The Kitchen is equipped with the latest equipment. It is well laid out, ensuring maximum efficiency.

Safety being a prime concern, students are provided training in a well-lit, ventilated environment.

The Advanced Training Kitchen is the platform from where the students of the Vth and VIth Semester of the 3-Year B.Sc. in H. & H.A. Course launch their careers. They are taught to prepare and present Menus from all over the world for Theme Buffets and various functions that are being held at the Institute.

The Training Restaurant is the facility where students are trained to lay a table, serve Food and Beverages. Gueridon Service and Bartending are also introduced to these students. Theme Buffet is held here and the important industry personnel, who are invited, view and acknowledge the efforts of the staff and students.

The Library is the spring of knowledge, where ideas are born and dreams generated. Well-stocked cabinets house volumes from all over the world. Books, periodicals, journals and magazines are purchased in order to enable the students to keep abreast of the Industry happenings and world events.

The Student Dining Hall is provided for easy comfortable dining. Here, the students can also satisfy their voracious appetites with snacks from the Snackateria.

Hostel

The Institute provides excellent hostel facility for the Boys as well as the Girl students. They are provided with wholesome food (Breakfast/Lunch/Dinner). All hostel rooms are equipped with individual cot, mattress and chair, built-in cupboard and a study-table. All facilities such as 24 hours hot and cold water, recreation facilities, Table Tennis, Basketball, T.V., laundry, facilities, gym, Shoe-shine Machine, Water coolers etc. are available. The Girls' hostel is provided with Washing Machines, Refrigerator, Microwave Oven and Air Conditioners for the Final year students.

A high standard of discipline and certain restrictions such as timings, attendance, etc. are maintained. The atmosphere in the hostels is extremely congenial. Safety is ensured to the hostellites.

The **Amphitheatre** is used by the hostellites to organize their Cultural Programmes.

Staff Quarters are provided for the Staff to avail accommodation in the Campus.

IV. Management

Our Mission Statement – “To be the undisputed leader in Hospitality Education.”

The Constitution of the Board, incumbents as on 31/3/2017, whether ex-officio or nominated, in case of nominated members the tenure of each.

SR. NO	NAME / DESIGNATION / ADDRESS	EX-OFFICIO / NOMINATED	TENURE
1.	MR. DHARMENDRA SHARMA (IAS) Chief Secretary (T), Government of Goa, Secretariat, Porvorim, Goa.	CHAIRMAN (EX-OFFICIO)	Not Specified
2.	MS. MEENAKSHI SHARMA, Additional Director General (Tourism), Ministry of Tourism, Government of India, Transport Bhavan, No.1, Parliament Street, New Delhi -110 001.	MEMBER (EX-OFFICIO)	Not Specified
3.	MR. SANJEEV RANJAN (IAS) Additional Secretary & Financial Advisor, MINISTRY OF TOURISM (HRD Division) C-I, Hutments, Dalhousie Road, NEW DELHI – 110 001	MEMBER (EX-OFFICIO)	Not Specified

4.	MR. L.K. GANGULI Director (A&F) & Secretary, NATIONAL COUNCIL FOR HOTEL MANAGEMENT & CATERING TECHNOLOGY Plot No. A-34, Sector 62, Institutional Area, NOIDA – 201309	MEMBER (EX-OFFICIO)	Not Specified
5.	MR. VIKAS RUSTAGI Regional Director (Western & Central Region) India tourism, Mumbai, Ministry of Tourism, Govt. of India, 123 M. Karve Road, Opp. Churchgate, MUMBAI – 400 020	MEMBER (EX-OFFICIO)	Not Specified
6.	MR. A. K. SINGH Principal, Institute of Hotel Management, Catering Technology & Applied Nutrition, Veer Sawarkar Marg, Dadar, Mumbai – 400 028	CATERING EXPERT (NOMINATED)	From 05.09.2014 Till new nomination is approved by the competent Authority in MOT
7.	MR. MENINO D'SOUZA Director of Tourism, DIRECTORATE OF TOURISM, Government of Goa, Panaji – GOA – 403 001.	MEMBER (EX-OFFICIO)	Not Specified
8.	MR. GAJANAN P. BHAT Director of Education, DIRECTORATE OF EDUCATION, Government of Goa, Alto Porvorim, GOA – 403 521.	MEMBER (EX-OFFICIO)	Not Specified
9.	MR. NIKHIL DESAI Managing Director, THE GOA TOURISM DEV. CORPN., Trionora Apartments, Dr. Alvares Costa Road, Panaji – GOA.	MEMBER (EX-OFFICIO)	Not Specified
10.	MR. S.K. MUKERJIE H.No.62, Opp. M.P.T. Institute, Swatantra Path, Vasco-da-Gama, Goa.	MEMBER (NOMINATED)	From 05.09.2014 Till new nomination is approved by the competent Authority in MOT

11	MR. RALPH DE SOUSA Chairman, de Souza Group G-5, Monalisa, Naikawaddo, Calangute, Bardez, GOA.	MEMBER (NOMINATED)	From 05.09.2014 Till new nomination is approved by the competent Authority in MOT
12	MRS. DONNA D'SOUZA Principal / Secretary, Institute of Hotel Management, C.T & A.N., Alto Porvorim, GOA.	SECRETARY (EX-OFFICIO)	Not Specified

V. FACULTY AND STAFF POSITION.

The faculty and staff in position on 31/03/2017

Sanctioned Posts as per Order No.2(OBC)/2008-HRD(18) dated 9th June 2009.

Sr. No	Name of the Sanctioned Post	Level in Pay Matrix	No. of Posts		No of Vacancies
			Sanctioned	Filled	
1	Principal	Level 13	1	1	Nil
2	Head of Department	Level 11	3	3	Nil
3	Sr. Lecturer	Level 10	5	5	Nil
4	Lecturer	Level 7	8	6	2
5	Asst. Lecturer	Level 6	15	8	7 *
6	Administrative Officer	Level 10	1	1	Nil
7	Office Superintendent	Level 6	1	1	Nil
8	Accountant	Level 7	1	1	Nil
9	UDC / Store Keeper/Cashier	Level 5	5	1	4
10	L.D.C.	Level 2	7	7	Nil
11	Librarian	Level 7	1	1	Nil
12	P.A. to Principal	Level 5	1	1	Nil

13	Steno	Level 4	1	1	Nil
14	Foreman	Level 7	1	1	Nil
15	Driver-cum-Mechanic	Level 3	1	1	Nil
16	Attendants	Level 3	10	3	7
17	Peons	Level 3	2	1	1
			64	43	21

*

20% of the total teaching faculty posts i.e. 7 nos. have been earmarked for engagement on contract basis for teaching regular courses and for Capacity Building Service Providers Programme.

The following posts were sanctioned vide D.O.No. 9(15)/87 dated 17.08.1987

Sr. No	Name of the Post	Level in Pay Matrix	No. of Posts		No of Vacancies
			Sanctioned	Filled	
1	Laboratory Attendant	Level 4	14	1	13 abolished
2	Watchman	Level 4	3	2	1 abolished
3	Gardener		1	1	Nil
			18	4	14 abolished

VI Meetings of the Board

- i. 51st Meeting of the Board of Governors was held on 26th August 2016.
- iv. 52nd Meeting of the Board of Governors was held on 14th February 2017.

VII Courses Offered

Sr. No.	NAME OF THE COURSE	DURATION	ACTUAL INTAKE
1.	B.Sc. in Hospitality & Hotel Administration a) 1st Year – Ist Semester II nd Semester	1 year	306 302

	b) 2nd Year – III rd Semester IV th Semester	1 year	227
	c) 3rd Year – V th Semester VI th Semester	1 year	221 232 230
2.	Diploma in Food Production	1 ½ year	40
3.	Diploma in Food & Beverage Service	1 ½ year	40
4.	Craftsmanship Course in Food Production & Patisserie	1 ½ year	100
5.	Craftsmanship Course in Food & Beverage Service	22 weeks 1st Batch 2nd Batch	35

VIII Admission Procedure

a. 3-Year B.Sc. in Hospitality & Hotel Administration Course (Degree)

i. Eligibility Qualification :

The candidate should have passed Class XII of 10+2 system.

OR

Equivalent examination in any academic or vocational stream with English as a compulsory subject.

ii. Age:

As on 1st July : 22 years for General Category and
25 years for SC / ST candidates

Admission through National Council for Hotel Management & Catering Technology, Noida.

b. Diploma Courses in:

- 1. Food Production**
- 2. Food & Beverage Service**

i. Minimum Qualification:

Successful completion of 12th of 10+2 pattern.

OR

Equivalent qualification with English as one of the subjects in the School Examination.

ii. Age : 25 years as on 1st June/28 years as on 1st June

iii. Selection & Total No. of Seats:

- (1) 40 seats in Food Production
- (2) 40 seats in Food & Beverage Service

Admission for both the courses is done on first come first serve basis by the Institute

c. Craftsmanship Courses in:

1. Food Production and Patisserie

2. Food and Beverage Service

i. Minimum Qualification:

Successful completion of 10th of 10+2 pattern.

OR

Equivalent qualification with English as one of the subjects in the School Examination.

ii. Age:

Maximum up to 25 years, as on 1st June of each year, relaxable upto 3-years in the case of Scheduled Caste and Scheduled Tribe candidate.

iii. Selection & Total No. of Seats :

- (3) 100 seats in Food Production and Patisserie
 - (4) 80 seats in Food & Beverage Service
- [BI-ANNUAL (40 seats + 40 seats)]

Admission for both the courses is done purely on Merit basis by the Institute.

IX Examinations

SR NO	NAME OF THE COURSE	DURATION	INTAKE	ADMIT- TED	APPEAR- ED	NO.OF STUDENTS PASSED/ PASS %	
1	B.SC. IN HOSPITALITY & HOTEL ADMN.	3 Years					
	a) 1st Year						
	I st Semester II nd Semester		340 302	306 302	291 241	Results awaited 93%	
	b) 2 nd Year						
	III rd Semester IV th Semester		227 221	227 221	216 110	100% 95%	
	c) 3 rd Year						
	V th Semester VI th Semester		232 230	232 230	227 218	Results awaited 98%	
2.	DIPLOMA IN FOOD PRODUCTION		1 ½ year	40	40	39	Results awaited
3.	DIPLOMA IN FOOD & BEVERAGE SERVICE		1 ½ year	40	15	14	Results awaited
4.	CRAFTSMANSHIP COURSE IN FOOD PRODUCTION & PATISSERIE		1 Year				
	I st Semester	100		100	97	Results awaited	
	II nd Semester	98		98	87		
5.	CRAFTSMANSHIP COURSE IN FOOD & BEVERAGE SERVICE	22 weeks					
	1 st Batch (July to Nov. 2016)		40	35	35	Results awaited	
	2 nd Batch (Dec. to May 2017)		--	--	--	--	

X Reservations

- i. Reservation for Candidates belonging to :

Scheduled Caste	:	15 % seats
Scheduled Tribe	:	7.5% seats
OBC Category (non-creamy layer)	:	27 % seats

- ii. Reservation for Physically Handicapped Candidates:

As specified by the Government of India 3% seats are reserved.

- iii. Reservation for Kashmiri Migrant (*Subject to notification from Ministry of HRD for the academic session*).

One seat (Supernumerary) in each affiliated IHM is provided for Registered Kashmiri Migrants.

NAME OF THE COURSE	ACTUAL INTAKE	SC	ST	OBC	PH	KM
		15%	7.5%	27%	3%	One Seat
I st Semester of the 3-Year B.Sc. in H. & H.A.	306	43	9	90	6	--
II nd Semester of the 3-Year B.Sc. in H.& H.A.	302	44	9	88	6	--
III rd Semester of the 3-Year B.Sc. in H. & H.A.	227	26	6	49	--	--
IV th Semester of the 3-Year B.Sc. in H. & H.A.	221	26	5	49	--	--
V th Semester of the 3-Year B.Sc. in H. & H.A.	232	24	7	47	--	--
VI th Semester of the 3-Year B.Sc. in H.& H.A.	230	33	7	50	--	--
Diploma in Food Production	40	1	2	5	--	--

Diploma in Food & Beverage Service	40	0	2	5	--	--
Craftsmanship Course in Food Production & Patisserie						
I st Semester	100	2	1	9	--	--
II nd Semester	98	3	1	9	--	--
Craftsmanship Course in Food & Beverage Service						
Batch-I : July to Nov. 2016	35	1	1	3	--	--
Batch-II: Dec. 2016 to May 2017	--	--	--	--	--	--

XI Placements

During this year, 23 enthusiastic groups/hotels as mentioned below have conducted campus interviews to recruit students from IHM-GOA.

1. OBEROI GROUP OF HOTELS
2. THE PARK HOTELS
3. ZONE BY THE PARK
4. ITC
5. HIRO
6. TAJ GOA
7. FOUR SEASONS
8. ACCOR GROUP
9. LEMON TREE
10. HYATT GOA
11. LE MEREDIAN
12. ALILA GOA
13. C. C. D.
14. Mc DONALD'S

15. TATA STARBUCKS
16. PIZZA HUT
17. CYGNETT CELETIAL CANDOLIM
18. DONA SYLVIA
19. VALCUM GROUP (RETAIL)
20. LIB (RETAIL)
21. FUTURE GROUP (RETAIL)
22. CALIFORNIA WALNUT (RETAIL)
23. JUBILANT FOOD WORKS (RETAIL)

XII Short duration Craftmanship Courses/customized trainings conducted (not more than 6 months)

TITLE OF THE COURSE	DATE	DURATION	NO. OF PARTICIPANTS	EXPENDITURE	HOW MET
Hunar Se Rozgar Tak (Industrial)	01.04.16 to 31.03.17	8 Weeks - FPP (Cooks)	86 students	Rs. 9,32,604/-	Through Funds received from GOI
		6 Weeks F & B (Waiters)	27 students	Rs. 2,47,236/-	
		8 Weeks – Bakery & Patisserie	117 students	Rs. 12,76,955/-	
		6 months (Food Production)	26 students	As per rule payment will be effected after one year.	

XIII Research / Consultancy / Training

Research Projects

In compliance with syllabus as laid down by the National Council for Hotel Management & Catering Technology, prominent Research Projects were undertaken and some of the noteworthy

projects of the 3rd Year of the 3-Year B.Sc. students are mentioned below :

1. Permanent Accommodation For Contractors (Pac)
2. Food Laws In India – Implementation & Their Effectiveness In Small Establishment
3. Digital Marketing – New Trends
4. Secrets Of Malabari Cuisine.
5. Free Ranges Of Eggs & Organic Milk Of Indian Breed Cows.
6. Portuguese Era Guest House In Goa
7. Food Tour – Business Ventures
8. Olive Oil
9. Karbi Cuisine
10. Edible Cutlery
11. Loyalty Programs.

XIV Training

Competent Staff is one of the main strength of the Institute. Staff Members are provided opportunities for growth and realization of their potential and for this purpose the below mentioned staff were deputed for various Workshops/ Seminars.

Sr. No.	Training Period	Name of the Workshop/Seminar	Staff Member attended Workshop / Seminar
1.	24 th & 25 th June 2016	Two-day training program on Domestic Enquiry, Disciplinary action & discipline at Hotel Vivanta By Taj, New Delhi.	Mr. S. V. Parastekar, Administrative Officer
2.	14 th July 2016	Principal Leadership Seminar “Maximizing Educational Leadership Competencies” at ‘The Crown Goa’ Panaji.	Mr. S. Kadkade, HOD I.

3.	July to November 2016	'Parangat', at Aayakar Bhavan, Panaji, Goa.	Ms. Bianca Casseres, LDC
4.	25 th August 2016	Seminar on TDS held at TOLIC, Panaji.	Mr. S.V. Parastekar, A.O.
5.	27 th August 2016	'Run against drug abuse' workshop held at Mapusa Residency.	Mr. Vishal R. Suvarna, Asst. Lecturer & students
6.	12 th to 16 th September 2016	6 th Batch Qualified Learning Facilitator (QLF) Training programme at NCHMCT, Noida	Mrs. Donna D'Souza, Principal
7.	21 st to 25 th September 2016	QLF Training Programme at Ecole Hoteliere de Lausanne, Switzerland.	Mrs. Donna D'Souza, Principal
8.	22 nd September 2016	'Faculty Knowledge Program' held at Hotel Fidalgo, Panaji.	Mrs. Liza N. E Dias, HOD II
9.	23 th September 2016	"Hasya Kavi Sammelan" held at S.Z. Qasim Auditorium (Condium) Dona Paula, Panaji.	Mr. S. Kadekade, HOD I.
10.	7 th October 2016	Promote Child Friendly Tourism' organised by Children Rights in Goa, held at Goa Chamber of Commerce & Industry, Panaji.	1. Mrs. Donna D'Souza, Principal & 2. Mrs. Liza Norton e Dias, HOD II & students.
11.	23 rd October 2016	Food Safety Workshop conducted by FDA Goa, at Hotel Cidade de Goa, Panaji.	Mr. Pankaj K. Singh, Sr. Lecturer.
12.	23 rd to 25 th November 2016	Training Program 'RTI Act 2005' and its importance in transparency in governance, organized by Parsam Institute of Statutory Rules, Bangalore, held at Hotel Fidalgo, Panaji.	1. Mrs. Liza Norton e Dias, HOD II & 2. Mrs. Maria F. Da Cunha, O.S.
13.	7 th to 8 th November 2016	'Responsible Alcohol Service' workshop held at Institute of Hotel Management, Bangalore.	Mrs. Quintina Fernandes, Sr. Lecturer
14.	5 th & 6 th December 2016	2 day workshop on Writing of Reservation register & reservation roster registers	Mr. S. V. Parastekar, A.O.

15.	January 2017 to May 2017	Hindi Training 'Parangat' held at Aayakar Bhavan, Panaji.	Ms. Vienna M. Mendes, L.D.C.
16.	9 th to 13 th January 2017	Basic computer training program for working in Hindi, held at Dona Paula, Goa.	Smt. Pooja Shetgaonkar, P.A. to Principal
17.	11 th & 12 th January 2017	Hindi Workshop held at Indian Audit & Accts. Dept. Porvorim, Goa.	1.Ms. Lorraine D'Souza , U.D.C. & 2. Ms. Yesada Bohra, L.D.C.
18.	18 th January 2017	RTI Training Program for Public Authorities by Dept. of Personnel & Trg, held at N. Delhi	Shri Sanjeev Kadkade, HOD I
19.	23 rd February 2017	One-day seminar "Emerging Vegetarian Food Trends by 2022", held at IHM, Ahmedabad.	Shri Pankaj Kumar Singh, Sr. Lecturer
20.	8 th to 11 th February 2017	"Faculty Development Program" held at IHM, Bangalore.	Shri Dion Fernandes, Sr. Lecturer
21.	22 nd & 23 rd February 2017	Training on modules of PFMS conducted by PFMS office of Controller, Gen. of Accts., held at Central Library, Panaji	1. Smt. Pooja Shetgaonkar, P.A. to Principal & 2. Shri Govind Mhamal, L.D.C.

XV Innovations / Good Practices

Technological improvements

- ❖ Laptops are given to all faculties.
- ❖ LCD Projectors are mounted in the Classrooms.
- ❖ Installation of On-line UPS and Server Machine.
- ❖ IT infrastructure
 - Latest Desktops with i5 and i7 Processors respectively which has latest operating system Microsoft Windows 8 are installed in the Administrative Office.
 - 10 Desktops are installed in the Library for the students to access Internet for Research Project.
- ❖ Library Management Software 'NewGen Lib' is installed in the Library, which has the data base of all the books available in the Library. This software is accessible via Web

where the students and faculties can refer and reserve books.

- ❖ Shawman's Material Management System (MMS) package is installed for the Stores. It is linked to all departments where indenting and issue of items are taken care of.
- ❖ Tally ERP 9 has been installed in the Accounts Department.
- ❖ All data in the Examination Department is computerized. Admission Instructions, Attendance, Examination Notices, etc. are available on the Institute's Website (www.ihmgoa.nic.in)
- ❖ Details about the Institute are available on the Website (www.ihmgoa.gov.in)
- ❖ Alumni Association details are also hosted on the Website (www.ihmgoa.gov.in/alumni)

Power Saving Measures

- ❖ Installed 30 Nos. Solar Street Lights in the whole campus.
- ❖ Solar connection given to Garden Lights.
- ❖ Solar Water Heating System is mounted on the Girls Hostel Terrace and Institute, which provides hot water throughout the day to the whole building.
- ❖ An awareness is created among the students on Power saving & Energy conservation.

Green Globe – Vermiculture/Vermi Compositing Waste Water - Sewage Treatment Plant

This Institute has developed an unique Waste Management Segregation System. The Waste Management System works as an effective segmentation tool for storing different types of

waste such as dry garbage, plastic waste, wet garbage. All Kitchens are provided with colour coded Dust Bins for Wet and Dry Waste.

IHM-Goa plays a proactive role in transmitting the need to preserve ecology and care for the environment.

- ❖ Bio-gas Sewage Treatment Plant of 1,00,000 litres capacity has been set up.
- ❖ The treated water is used for gardening.
- ❖ Bio-gas Wet Garbage Treatment Plant of 300 kg capacity.
- ❖ Use of Bio-gas for water heating in the Boys Hostel.
- ❖ Use of Bore-Well.
- ❖ Water Filtration Plant for treating Bore-Well water.
- ❖ Growing of herbs such as curry leaves, bay leaves etc.
- ❖ Growing fruits such as Mangoes, Bananas, Papayas, Coconuts, Chickoos, Love Apples etc.
- ❖ The staff of the Institute encourages students to participate in various activities and competitions organized on “World Environment Day”.

FUTURE PLANS

- Smart Classrooms – 2nos.
- False ceiling/Air Conditioning/Sound System – for New Wing A.V. Room.
- Demo/studio kitchen
- Digital Library.

XVI Events and Activities

SWACHH BHARAT

This Institute, following the footsteps of our Prime Minister’s vision towards “Swachh Bharat” organized a Cleanliness Drive in IHM Campus from 28th March 2016 to 01st April 2016.

A sense of pride and belongingness was seen amongst the students as they actively participated with zeal and enthusiasm for a cause.

YOGA DAY

International Yoga Day was celebrated on 21st June 2016 at IHM, Goa. Dr. Aditya Barve was invited as “Resource person” to deliver “Lecture-cum-Demonstration.”

FRESHER’S PARTY

Fresher’s party was conducted for First Year students on 22nd July, 2016. The party began at 10:00 a.m. sharp and ended by 04:30 p.m. The freshers were welcomed by the seniors. The party began with students’ performance and a DJ was a part of the event.

Mr. and Ms. Fresher was announced by our Principal Mrs. Donna D’Souza as under :

Mr. Fresher – Varun Rajput, 1st Year student

Ms. Fresher – Ciloni D’Costa, 1st Year student

GOAN CHEF AWARD

The Goan Chef Award was held in IHM Goa from 25th July to 30th July 2016. It was the first time that the students of the Institute witnessed an event where the best of the chefs from the industry participated and exhibited their innovative culinary skills. These chefs, all from the most renowned hotels and restaurants of Goa battled it out for an entry into the Indian Masters.

Six challenges were put forth by the judges for the chef contestants. Day 1, 2, 3 & 4 were all about traditional Goan preparations using fish, meat and sausages, day 5 & 6 were reserved for International vegetarian dishes and desserts respectively.

POSTER COMPETITION

On 29th July 2016, the Institute following the footsteps of the Prime Minister's vision towards "Swachh Bharat", organized Poster Competition - Change Your Mind Set, in IHM campus. Students of 1st year, 2nd year & 3rd year B.Sc. in H. & H.A., Craft FPP & Craft F&B service students participated in the completion.

INDEPENDENCE DAY CELEBRATION

On the occasion of Independence Day, an ethnic fashion show as organized by the Institute on 12th August 2016.

The Judge of the function was Mr. Monty Sally

Winners were announced as under :

1st Place - Ms. Heena Ghogalia, student of 3rd year
Shri Akhil Cyriac Punnoose, student of 3rd year

2nd Place - Ms. Rumni Ray, student of 1st year
Shri Siddharth Raythatha – student of 1st year

3rd Place - Ms. Zebin Hussain, student of 3rd year
Shri Aditya Joshi – student of 3rd year

Consolation Prize :

Ms. G. Nivedita, student of 3rd year
Shri Shahrukh Shaikh, student of 3rd year.

SWACHH BHARAT

IHM Goa organized a function on 22nd August 2016 to sensitize the students and staff of the Institute about Swachh Bharat Abhiyan. The Governor of Goa, her Excellency, Dr. (Smt.) Mridula Sinha consented to grace the occasion and deliver key note address.

The Governor in her address exhorted the youth to work to develop the culture of cleanliness. She also said that the Swachh Bharat Campaign which was launched a couple of years ago requires participation of every citizen to make it a reality and she further appealed all those present to shoulder this task.

Dr. (Smt.) Sinha further said that cleanliness should be part of our life as a ritual and we should enjoy doing it like we do other things in our life. Cleanliness, she said, is important for healthy living,

therefore, one should not litter and should not allow others to litter.

Thereafter Dr. (Smt.) Sinha administered oath of cleanliness.

Smt. Lisa Norton Dias, HOD II, Shri Suryakant Parastekar, Administrative Officer, staff of IHM and students attended the function.

Smt. Donna D'Souza, Principal, welcomed the guests. Shri Pankaj Kumar Singh, Lecturer, organized and compered the function, while Shri Sanjeev Kadkade, HOD I, proposed the Vote of Thanks.

FOUNDATION DAY

Foundation Day was held on 11th August, 2016.

- i. Quran Reading : It was done in the Library of the Institute with few verses of Quran. Students and faculties were involved in prayer. Sweets were then distributed.
- ii Mass : Mass was held in new wing A.V. Room. After mass tea with snacks was served to all participants.
- iii Puja : Puja was held in one of the Lecture Hall set up especially for it. Bhajan was organized.

At 1:00 p.m. vegetarian lunch was served in the Basic Training Restaurant.

ONAM

Onam was celebrated on 16th September 2016.

Onam is an important harvest festival of Kerala, ranging from 4 to 10 days. All the activities during this season are centered on worshipping, music, dances, sports, boat race and good food.

According to a popular legend, the festival is celebrated to welcome King Mahabali, whose spirit is said to visit Kerala at the time of Onam.

WORLD TOURISM DAY

Taking into consideration this year's theme "Tourism for All – Promoting Universal Accessibility", World Tourism Day was observed in the Institute on 28th September 2016, by undertaking various activities to highlight the theme. The activities held in the Institute were as follows :

- a) Essay competition based on the theme was held for 2nd year B.Sc. students of this Institute.
- b) Presentations and poster competitions were held for 3rd year B.Sc. students.
- c) Special theme lunch buffet based on regional cuisine of India was organized by 1st& 2nd year students with special décor, menu and ambience was created for the theme.
- d) Extempore speeches for B.Sc. students were conducted as part of Tourism Day celebration.
- e) The Institute also participated in competitions held in State of Goa and secured 2nd place at St. Xavier's College, Mapusa, in the events like Treasure Hunt, case studies on Tourism related topics.

BLOOD DONATION

Blood Donation Camp was organized by the Institute on 5th December 2016, in which large number of students donated their blood. The students were also made aware on the importance of donating blood.

COMMUNAL HARMONY DAY

Communal Harmony day was celebrated on 14th December 2016 by the students of 2nd year.

Communal harmony refers to the harmony, acceptance and love among the people of various communities belonging to different castes, races and religion. It is the most important precondition for feeling of unity and national integration in India.

HINDI WORKSHOP

Hindi Workshop was held on 15th December 2016 in the old A.V. room of the Institute, wherein the administrative staff of this Institute and employees of All India Radio and Audit Bhavan participated. The workshop was conducted on official Hindi letter writing and was organized by Shri Pankaj Kumar Singh, Sr. Lecturer of this Institute.

BUDDING CHEF COMPETITION

The Hotel industry recognizes the contribution of chefs for their role in promoting hospitality and tourism. In order to encourage young aspiring professionals to make cooking and baking their career, the Institute, in collaboration with Amul and Navhind Times, organized a Budding Chef Competition on 13th January 2017.

A total of 12 colleges, including IHM Goa, participated in the competition. Mr. Vincent Ramos, General Manager at Taj Exotica, Goa, was the Chief Guest. The judges for the competition were:

- a) Mr. Bhaskar Kargeti – Executive Chef, Taj Exotica
- b) Ms. Aakritee – Chef & owner of a Restaurant
- c) Mr. Prasad Metrani – Executive Sous Chef, Grand Hyatt, Goa.

The winners were students of IHM Goa i.e.

1. Ms. Sonia Patil, student of 3rd year

2. Shri Rutwik Pandit, student of 3rd year.
3. Shri Mohit Ramrakhyani, student of 3rd year.

NEW YEAR PARTY

New Year Party was organized on 17th January 2017. The theme for the party was “Eclipse” the dress code being black. Students performed a group dance and a fashion show was also held.

PUNJABI THEME BUFFET

The Institute organized Punjabi Theme buffet on 21st February 2017. Various delicious Punjabi dishes were prepared by the students with beautiful ambience and décor.

GOAN THEME LUNCH

Goan Theme Buffet was held on 3rd March 2017. Goan folk songs and dance was performed by the students.

AWADH THEME BUFFET

Awadh Theme Buffet was held on 9th March 2017. There was dance performance by Ms. Rumni Ray, 1st year student. The venue decoration was done correlating to the theme.

HINDI WEEK – 2016

It was held from 1st September to 14th September 2016.

HINDI ESSAY WRITING COMPETITION

It was held on 7th September 2016. There were 29 students who participated in this competition.

The winners were :

1st Prize – Shri Suraj Rawat, 2nd year student of B.Sc. in H&H.A.

2nd Prize – Shri Ankit Kumar, 1st year student of B.Sc. in H&H.A.

3rd Prize - Shri Anagh Soni, 1st year student of B.Sc. in H&H.A.

POSTER COMPETITION :

Poster competition was held on 8th September 2017 and 8 students participated in the competition.

The winners were :

1st Prize – Ms. G. Nivedita, 3rd Year student of B.Sc. in H&H.A.

2nd Prize – Ms. Pooja Sharma, 2nd year student & Shri Dinesh
Sonawane, 2nd year student of B.Sc. in H&H.A.

3rd Prize - Shri Anuvrat Saini, 1st year student of B.Sc. in H&H.A.

OFFICIAL LETTER WRITING COMPETITION :

Official Letter writing competition was held for the administrative staff on 9th September 2016 and 12 participants took part in the competition.

The winners were :

1st Prize – Ms. Yesada Bohra, LDC

2nd Prize – Ms. Bianca Casseres, LDC

3rd Prize – Smt.. Sangeeta Bude, LDC.

HINDI DANCE COMPETITION :

Hindi Dance Competition was held on 10th September 2016 for the hostel students. Five participants took part in the competition.

The winners were :

1st Prize – Shri Tushar Mahendra Kamble, 3rd Year student &
Shri Hitesh Vijay Rajak, 2nd Year student of B.Sc. in
H&H.A.

2nd Prize –Ms. Pragati Purushottam Verma, 1st Year student of

B.Sc. in H&H.A.

3rd Prize – Ms. Snehal Arun Redij, 1st year student of B.Sc. in H&H.A.

HINDI POETRY RECITAL PROGRAMME :

Hindi Poetry Recital programme was held on 11th September 2016 for the hostel students. 8 students participated in the same.

The winners were :

1st Prize – Shri Rohit Kumar, 1st year student

2nd Prize – Ms. Kshitija Dilip Santavlekar, 1st year student

3rd Prize – Ms. Madhura Sanjiv Pawar, 1st year student

INTER OFFICIAL QUIZ COMPETITION

This competition was held on 4th October 2016 Central Government Offices under North Goa City Official Language Implementation Committee participated in this quiz, which was conducted by the Senior Lecturer of the Institute, Mr. Pankaj Kumar Singh and Smt. Mohini Khadji, Lecturer-cum-Instructor. A total of 06 Central government centers participated in this competition and the following winners received the prize:

First Prize - Indian Audit and Accounts Department, Goa

1. Shri Shrikant Singh, Sr. Auditor
2. Shri Bijay Kumar Sinha, Asst. Auditor

Second Prize - Electronics Testing and Development Center, Goa

1. Shri Dinesh Kumar, Scientist - C
2. Shri Arun Kumar Agrahari, Scientist - B
- 3.

Third Prize - National Institute of Oceanography, Goa

1. Dr. Rakesh Sharma, Hindi officer
2. Shri Manoranjan Singh, Technical Officer

HINDI SHER-O-SHAYARI COMPETITION

Hindi Sher-o-shayari competition was held on 13th September 2016 for the hostel students. Many students participated in the competition.

The winners were :

First : Shri Prateek Guru, 1st Year student of B.Sc. in H&H.A.

Second: Shri Vishwas Prajapati, 2nd Year student of B.Sc. in H & H.A.

Third : Ms. Madhura Sharma, 3rd Year student of B.Sc. in H & H.A.

HINDI WORKSHOP

Hindi workshop was organized on 14th September 2016, being celebrated as Hindi Day all over the nation.

The topic of the workshop was “Word & Picture hypothesis”. The workshop was organized by Shri Pankaj Kumar Singh, Sr. Lecturer, IHM Goa. All Central Govt. office employees from Panjim & Porvorim were invited, of which 3 offices participated. Altogether, 18 participants attended the workshop.

HINDI WEEK CLOSING & PRIZE DISTRIBUTION CEREMONY

Was held on 6th October 2016. On this occasion, Chief Guest Shri Barun Kumar Kha, Sr. Divisional Manager, LIC Goa and Special Guest Shri Chandrahas Devsekar, Branch Manager, LIC Panaji Branch, officiated this ceremony.

Smt. Donna D’Souza, Principal, felicitated the guests with presentation of flower pots. Shri S. V. Parastekar, Co-coordinator, presented the report of the Hindi Week.

VALEDICTORY FUNCTION 2016-17

The annual Valedictory Function was held on 27th March, 2017 for final year students of 3 year B.Sc. batch 2014-17 and on 28th March 2017 for students of Craft FPP, Dip. FP & Dip. F&B.

Mr. Nikhil Dessai, Managing Director, GTDC was the guest of honor for 27th March and Mr. Brahmanand Sankhwalkar, Arjun awardee and eminent sports person was the guest of honour for 28th March 2017.

Academic Toppers were awarded Trophies, Cash prizes and Certificates for their excellence.

The Best Outgoing student of the year was awarded to Ms. Shivangi Sharma, 3rd Yr. B.Sc. in H. & H.A.

The Best Outgoing student for Craft FPP was bagged by Mr. Calvin Almeida.

The Best Outgoing student for Dip. FP was awarded to Mr. Weslee Rufino Dias and the Best Outgoing student for Dip. F&B was awarded to Mr. Sankesh Sadanand.

XVII Measures taken / System in place to prevent ragging

Anti-Ragging Committee and Anti Ragging Squad are formed. Posters and Notices have been displayed on the Notice Board etc. The Notices were also read-out in the Classroom of the 2nd& 3rd Year B.Sc. in H. & H. A., by the Faculty /Class Counsellor. Letters to the Parents of the 2nd and 3rd Year students have been forwarded. Affidavits by both Student and Parent have been taken at the time of Admission. Students are strictly warned to hold discipline in and outside the Institute premises and not to indulge in any form of activities which will constitute as Ragging.

Undertaking is obtained from students and parents.

Students residing outside are advised to return to their dwelling places latest by 10:00 p.m.

Help Line has been introduced. Two Lecturers and the Wardens of Girls and Boys Hostels, are communicated of any information which is related to Ragging or indecent behavior. Their Mobile Numbers are displayed on all the Notice Boards in both the Institute as well as in the Hostels and these numbers are also available with the students.

There are adequate Security Guards on duty for 24 hours in the Campus and Hostels

All staff and workmen have also signed an Undertaking that they would promptly report to the Anti- Ragging Committee of the Institute, any case of ragging which comes to their notice.

XVIII Utilization of Central Assistance (As on 31st March 2016)

Name of the Project	:	IHM-Goa Expansion
GOI's reference Number & Date	:	9(1)/2008-HR dated 8.10.2008;
Total Cost of the Project	:	Rs.973.16 lakhs Rs.532.70 lakhs
Amount sanctioned	:	Rs.973.16 lakhs Rs.532.70 lakhs
Amount released	:	Rs.973.15 lakhs Rs.532.70 lakhs
Executing Agency	:	State P.W.D.
Physical Progress	:	The Project is complete and is awaiting Completion Certificate and Final Bill from PWD.
Expenditure incurred	:	Rs. 14,37,45,491/-
Reasons for time over-run if any:	:	N.A.
Reasons for cost over-run if any :	:	N.A.

XIX. Status relating to Court Cases

Sr. No	Case Title OA/WP No.	Subject matter of the case (in not more than 100 words)	Stage of the case	Whether any delay in filing papers	If reply to (5) is yes, the reasons therefore	Whether any interim order passed	If yes, the stage of implementation (specify if there is any delay)	Whether final order passed	If yes, the brief summary thereof and stage of implementation	Whether the MoT appraised of the final implementation	In case, the order is appealed against, whether MoT's approval thereof is obtained
1.	W. P. NO. 1781 of 2007 of R. E. Fernandes v/s UOI and ORS (Mumbai High Court)	Mr. Reis Fernandes, L.D.C. Writ Petition regarding promotion to the post of storekeeper. The post has been abolished as per the Recruitment Rules-2003	Petition admitted Pending trial	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	Yes	N.A.
2.	Regular Civil Suit No. 244/2014/F Mandovi Steel Furniture v/s Institute of Hotel Management, Catering Technology & Applied Nutrition (In the Court of the Civil Judge Junior Division 'F' Court at Mapusa	Breach of Contract	Petition admitted Pending trial	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	YES	N.A.

Sr. No	Case Title OA/WP No.	Subject mater of the case (in not more than 100 words)	Stage of the case	Whether any delay in filing papers	If reply to (5) is yes, the reasons therefore	Whether any interim order passed	If yes, the stage of implementation (specify if there is any delay)	Whether final order passed	If yes, the brief summary thereof and stage of implementation	Whether the MoT appraised of the final implementation	In case, the order is appealed against, whether MoT's approval thereof is obtained
3.	F.A. No. 286/2005 with XOB No. 7/2006 with F.A. No. 287/2005 with XOB No. 9/2006 Institute of Hotel Management, Catering Technology & Applied Nutrition v/s Shri Subhash Vasudev Xet Tilve (In the High Court Legal Services Committee – 'National Lok Adalat'	Construction of Boys Hostel for Institute of Hotel Management, Catering Technology & Applied Nutrition	In the National Lok Adalat for amicable settlement	N.A.	N.A.	N.A.	N.A.	NA.	N.A.	YES	N.A.

XX Implementation of the Right to Information Act 2005

This Institute has implemented the Right to Information Act 2005 in full since 5th July 2006.

a) The particulars of Appellate Authority, Central Public Information Officer & Central Assistant Public Information Officer, etc;

i) Appellate Authority

Name	Designation	STD Code	Phone No Office / Residence	Fax	E-Mail	Address
Smt. Donna D'Souza	Principal	0832	(Off.) 2417252 (Res.) 2465252	0832 2417209	donnagoa@yahoo.com	Mafalda Ville, St. Mary's Colony, Miramar, Panjim-Goa

ii) Central Public Information Officer

Name	Designation	STD Code	Phone No Office / Residence	Fax	E-Mail	Address
Mr. Sanjeev Kade	H.O.D - I	0832	(Off.) 2417252 (Res.) 2416194	0832 2417209	sanjeev.kade@ihmgoa.gov.in	F-2, Green Valley Apts, Kamat Nagar Road, Socorro, Bardez, Goa.

iii) Link Public Information Officer

Name	Designation	STD Code	Phone No Office / Residence	Fax	E-Mail	Address
Smt. Liza Norton Dias	H.O.D.-III	0832	(Off.) 2417252	0832 2417209	Lisanorton@rediffmail.com	Flat No. A-1, Riviera Residency, Alto - Porvorim, Goa - 403 521.

iv) Central Assistant Public Information Officer

Name	Designation	STD Code	Phone No Office / Residence	Fax	E-Mail	Address
Mr. Suryakant V. Parastekar	A.O.	0832	(Off.) 2417379 (Res.) 2416194	0832 2417209	sv.parastekar@ihmgoa.gov.in	Staff Quarter no. B -7, IHM C.T. & A.N. Porvorim,

						Bardez, Goa.
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v) Link Assistant Public Information Officer

Name	Designation	STD Code	Phone No Office / Residence	Fax	E-Mail	Address
Smt. Maria Da Cunha	O.S.	0832	(Off.) 2417379	0832 2417209	maria.dacunha@ihmgoa.gov.in	St. Anton Waddo, Guirim, Bardez, Goa

b) The number of applications / appeals received, fee collected, etc.

1. Number of applications/appeals received : 3 nos
2. Fees collected : Rs.30/-
3. No. of Cases where disciplinary action : Nil.
taken against any Officer

XXI Status of Audit Paras

1. Office of the Director General Audit (Central), Mumbai, had raised 3 paras for the period 2013-15 for which this Institute has furnished the para-wise compliance report vide Letter Nos: IHM/2016-2017/AO/CAG13-15/439 dated 08.06.2016.
2. Office of the Director General Audit (Central), Mumbai, had raised 4 paras for the period 2013-2015 and 6 paras for the period 2015-16 for which this Institute is in the process of furnishing the para-wise compliance report.
3. Ministry of Civil Aviation and Tourism, Government of India – Principal Accounts Office, New Delhi, had raised one para for the period 2009-2010 and one for the period from 2010-2011 and 2011-2012 for which this Institute has furnished the para-wise compliance report vide letter Nos: IHM/2014-2015/ACCT-58/1045 dated 30.06.2014 and IHM/2015-2016/ACCT-58/241 dated 30.04.2015.

XXII Progressive use of Hindi

This Institute is an autonomous body in the 'C' region established by Ministry of Tourism, Government of India, affiliated to National Council for Hotel Management and Catering Technology, Noida. The main function of the Institute is to provide education in Hospitality and Hotel Administration.

The Institute's official correspondence in the 'A' region is with National Council for Hotel Management and Catering Technology, IGNOU; in the 'B' region with Principal Director of Audit, IHM-Mumbai, India Tourism and in the 'C' regions with Income Tax Department, LIC, BSNL, etc. Also, since the students of this Institute are from various states of India, there is exchange of correspondence with them too.

Quarterly and Yearly Reports are being forwarded, Meetings and Workshops are being attended.

The Institute is taking utmost efforts for implementing Official Language in its office work. With this aim the Institute had decided that all the Officers/Employees will write notings in Hindi/Bilingual. Also, all the correspondence will be made only in Hindi/Bilingual and the result of the said decision was that the Institute has achieved much higher percentage for correspondence and notings than as given in the annual programme.

As per the directives of National Council for Hotel Management and Catering Technology, Noida the Institute has started conducting classes of LILA Prabodh, Praveen and Pragya syllabus for students. The Institute has its own bilingual Intercom Directory.

Two staff members were sent for the Hindi Parangath Training in the year 2016-17.

With an aim to develop interest and the importance of working in Official Language Hindi in the employees of this Institute, the Institute has

conducted Hindi Workshops with the offices of Central Government Organizations from North Goa, on 09.06.2016 & 10.06.2016, 14.09.2016, 15.12.2016 & 17/02/2017 on various topics for its employees.

The Institute's Hindi Magazine 'Aaroh' was released by Dr. (Mrs.) Mridula Sinha, Honourable Governor of Goa on the occasion of Swachh Bharat Abhiyan Programme held in the Institute.

Besides this to encourage the staff and also the students of the Institute, 'Hindi Week' was organized from 07.09.2016 to 14.09.2016, during which various competitions like Essay Writing competition, poster competition, official letter writing competition, Hindi dance competition, Hindi Poetry Recitation, Hindi Sher-O-Shayari were held in the Institute for the students and the staff. Inter-official Quiz Competition was held on 04.10.2016 for the Central Government Organizations of North Goa wherein many organizations participated. During the programme a lot of enthusiasm was noticed in the organization. The 'Hindi Week' ended with prize distribution programme. The Chief Guests for the programme were Shri Barun Kumar Kha, Divisional Manager, LIC Goa, and Shri Chandrahas Devsekar, Branch Manager, LIC Panaji, Goa.

Hindi Parliamentary Committee

The respected Second Sub-Committee of the Committee of the Parliament on official language inspected the use of Hindi in this Institute on 16.01.2017 and found the work satisfactory.

AUDITED FINAL STATEMENT OF ACCOUNTS FOR THE YEAR 2016-17.

INDEPENDENT AUDITOR'S REPORT

To the Members of **Institute of Hotel Management, Catering Technology and Applied Nutrition, Goa.**

A. Report on the Financial Statements

We have audited the accompanying financial statements of **Institute of Hotel Management, Catering Technology and Applied Nutrition Goa**, a society registered under the Societies Registration Act, 1860, which comprise the Balance Sheet as at March 31 2017, and the Income and Expenditure Account for the year then ended, and a summary of significant accounting policies. .

Management's Responsibility for the Financial Statements

Management is responsible for the preparation of these financial statements in accordance with The Societies Registration Act 1860 and the Rules framed there under and the accounting principles generally accepted in India. This responsibility includes the design, implementation and maintenance of internal control relevant to the preparation of the financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with the Standards on Auditing issued by the Institute of Chartered Accountants of India. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Society's preparation and fair presentation of the financial statements in order to design audit procedures that are

appropriate in the circumstances. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of the accounting estimates made by management, as well as evaluating the overall presentation of the financial statement.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion and to the best of our information and according to the explanations given to us, the financial statements give the information required by the Act in the manner so required and give a true and fair view in conformity with the accounting principles generally accepted in India.

- a) In the case of the Balance Sheet, of the state of affairs of the society as at March 31, 2017;
- b) In the case of the Income and Expenditure Account, of the **excess of expenditure over income** for the year ended on that date.

B. Report on Other Legal and Regulatory Requirements

As required by the Societies Registration (Goa, Daman and Diu) Rules 1980, we enclose in the annexure a statement on the matters specified in rules 10(1).

For S. G. USGAONKAR & Co.
Chartered Accountants
Firm Registration No. 113999W
sd/-

(S. G. Usgaonkar)
Proprietor
Membership No. 44552

Place : Panaji, Goa
Date : 23.08.2017

ANNEXURE REFERRED TO UNDER SUB TITLE B OF OUR INDEPENDENT AUDITOR'S REPORT OF
EVEN DATE
STATEMENT ON MATTERS SPECIFIED IN RULE 10(1) OF THE SOCIETIES REGISTRATION (GOA
DAMAN & DIU) RULES 1980

- a) The accounts of the Institute are maintained regularly and in accordance with the provisions of the Act and these rules.
- b) Receipts and disbursements are properly and correctly shown in the accounts.
- c) The vouchers in the custody of the accountant of the Secretary of the Society on the date of the audit were in agreement with the accounts.
- d) All books, deeds, accounts, vouchers, or other documents or records required by us were produced.
- e) The Society has maintained inventory of the movables duly certified.
- f) The Secretary, treasurer or accountant or other persons required to appear before us did so and furnished the necessary information required.
- g) Property and the funds of the Institute were not applied for any object or purpose other than the object or purpose of the Institute.
- h) As per the information furnished , no amount was outstanding for more than one year as at the year end.
- i) All expenditure incurred on behalf of the society has been sanctioned from time to time by the governing body or any other person or persons authorized to do so under the Rules and Regulations of the Society.
- j) There was no incidence of expenditure on new contracts for construction or repairs exceeding Rs. 5000.
- k) Minutes of the meetings of the general body, governing body and other bodies or committees are maintained regularly. The minutes are authenticated by the chairman of the meeting and signed by the members.
- l) List of members is maintained.
- m) Name and Address of the present Secretary of the Society with whom the communication is to be made :

Smt. Donna D'Souza
Institute of Hotel Management, Catering Technology & Applied Nutrition (Goa), Alto-
Porvorim, Goa – 403521.
- n) The rules of the society do not prescribe any mode of investments.

For S. G. USGAONKAR & Co.
Chartered Accountant
F.R. No. 113999W
sd/-
S.G. USGAONKAR
(PROPRIETOR) M.No. 44552
Place : Panaji, Goa.
Date : 23.08.2017

INSTITUTE OF HOTEL MANAGEMENT, CATERING TECHNOLOGY & APPLIED NUTRITION – GOA
REGISTRATION NO : 175 dated 24.4.1967
BALANCE SHEET AS AT 31ST MARCH 2017

Corpus / Capital Fund and Liabilities	Schedule	(Amount)	(Amount)
		Current Year	Previous Year
Corpus / Capital Fund	1	2391,74,208.39	24,71,74,319.86
Reserves and Surplus	2	NIL	NIL
Earmarked / Endowment Fund	3	1642,94,194.43	1580,16,263.94
Secured Loans and Borrowings	4	NIL	NIL
Unsecured Loan and Borrowings	5	NIL	NIL
Deferred Credit Liabilities	6	NIL	NIL
Current Liabilities & Provisions	7	158,47,185.65	159,54,134.85
Total		4193,15,588.47	42,11,44,718.65
Assets			
Fixed Assets	8	1992,91,442.88	21,65,28,054.15
Investments - Earmarked / Endowment Funds	9	1079,13,420.56	10,79,99,230.55
Investments - Others	10	773,33,695.86	6,42,70,015.62
Current Assets, Loans & Advances	11	347,77,029.17	3,23,47,418.33
Miscellaneous Expenditure(to the extent not written off or adjusted)		NIL	NIL
Total		4193,15,588.47	42,11,44,718.65
Significant Accounting Policies			
Contingent Liabilities and Notes on Accounts	24	AS PER OUR REPORT OF EVEN DATE	
Place : Panaji - Goa.		For S. G. Usgaonkar & CO.	
Date : 23.08.2017		Chartered Accountants	
		F.R. NO. 113999W	
Sd/-	Sd/-	Sd/-	
(S. V. Parastekar)	(Donna D'Souza)	(S. G. Usgaonkar)	
Administrative Cum Accounts Officer	Principal/Secretary	Proprietor	
		M. No.44552	

INSTITUTE OF HOTEL MANAGEMENT, CATERING TECHNOLOGY & APPLIED NUTRITION - GOA

REGISTRATION NO. :- 175 dated 24.4.1967

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2017

<u>INCOME</u>	Schedule	Current Year (Amount ₹)	Previous Year (Amount ₹)
Income from Sales / Services	12	14,588.00	1,20,491.00
Grants / Subsidies	13	NIL	NIL
Fees / Subscriptions	14	7,75,10,812.00	6,71,77,359.91
Income from Investment (Income on invest, from Earmarked/Endowment Funds Trf. To Fund)	15	NIL	NIL
Income from Royalty, Publication, etc.	16	NIL	NIL
Interest Earned	17	40,40,743.68	39,81,045.54
Other Income	18	18,19,793.27	65,38,669.00
Increase / (Decrease) in stock of Finished goods and works-in-progress	19	NIL	NIL
TOTAL (A)		8,33,85,936.95	7,78,17,565.45
<u>EXPENDITURE</u>			
Establishment Expenses	20	3,20,13,760.00	2,99,76,318.00
Administrative Expenses etc.	21	3,85,16,579.93	3,50,91,602.89
Expenditure on Grants, Subsidies etc.	22	NIL	NIL
Interest	23	NIL	NIL
TOTAL (B)		7,05,30,339.93	6,50,67,920.89
Surplus Before Depreciation		1,28,55,597.02	1,27,49,644.56
Less:- Depreciation (Net Total at the year-end - corresponding to Schedule 8)	8	220,88,812.00	88,44,606.00
Add:- Depreciation excess written off in earlier years now written back		NIL	NIL
Add:- Excess provision on pension scheme written back		NIL	93,70,000.00
Balance being excess of Expenditure over Income		(92, 33,214.98)	1,32,75,038.56
BALANCE BEING DEFICIT CARRIED TO CORPUS / CAPITAL FUND		(92, 33,214.98)	1,32,75,038.56
SIGNIFICANT ACCOUNTING POLICIES			
CONTINGENT LIABILITIES AND NOTES ON ACCOUNTS	24		

Place : Panaji - Goa
Date 23.08.2017

Sd/-
(S. V. Parastekar)
Administrative Cum Accounts Officer

Sd/-
(Donna D'Souza)
Principal / Secretary

AS PER OUR REPORT OF EVEN DATE
For S. G. USGAONKAR & CO.
Chartered Accountants
F.R. No. 113999W
Sd/-
(S. G. USGAONKAR)
Proprietor

INSTITUTE OF HOTEL MANAGEMENT, CATERING TECHNOLOGY & APPLIED NUTRITION – GOA

REGISTRATION NO : 175 DATED 24.04.1967

SCHEDULE FORMING PART OF BALANCE SHEET AS ON 31ST MARCH 2017

Schedule 1 - CORPUS/ CAPITAL FUND	Current Year (Amount)		Previous Year (Amount)	
Balance at the beginning of the year	(7,08,33,456.35)		(8,41,08,494.91)	
Add:- Deficit transferred from the Income and Expenditure account	(92,33,214.98)	(8,00,66,671.33)	1,32,75,038.56	(7,08,33,456.35)
Add:-Grants from UGC, Govt. of India, State Govt. utilized for capital expenditure				
a) Land - Free of Cost - Transferred by Govt. of Goa - Directorate of Education	1,27,50,000.00		1,27,50,000.00	
b) Grant-In-Aid for Capital Expenditure	6,06,65,304.74		6,06,65,304.74	
c) Capital Grants-in-Aid IHM Goa Expansion	15,97,16,622.55		15,84,48,389.86	
d) Grant-in-Aid equipment for OBC quota	0.00		35,129.18	
e)Grant-in-Aid for DG Set & Bituminus Road	50,06,368.43	23,81,38,295.72	54,32,888.63	23,73,31,712.41
<u>Add:- Assets acquired out of Grant-In-Aid, Govt. of India</u>				
a) Asset created out of Grant-In-Aid Purchase of Equipment / Furniture	16,70,884.00		16,70,884.00	
b) Assets created out of Grant-In-Aid Garbage Disposal plant	6,70,000.00		6,70,000.00	

INSTITUTE OF HOTEL MANAGEMENT, CATERING TECHNOLOGY & APPLIED NUTRITION – GOA
REGISTRATION NO : 175 DATED 24.04.1967

Schedule 1 - CORPUS/ CAPITAL FUND	Current Year		Previous Year	
c) Asset created out of Grant-In-Aid repairs/renovation of existing building	1,04,38,000.00		1,04,38,000.00	
d) Assets created out of Grant-In-Aid-Capital Nature Lab. Equipment, Renovation & Rectification	69,12,507.00		69,12,507.00	
e) Asset Created out of Grant-In-Aid Equipment for OBC Quota	4,47,24,643.00		4,47,24,643.00	
f) Asset created out of Grant-In-Aid DG set & Bituminous Road	41,38,269.20	6,85,54,303.20	37,11,749.00	6,81,27,783.00
<u>Add:- Assets acquired out of Institute Fund</u>				
a) Assets created out of Institutional Development Fund	1,04,16,852.80		1,04,16,852.80	
b) Assets created out of Hostel Fund	21,31,428.00	1,25,48,280.80	21,31,428.00	1,25,48,280.80
TOTAL		23,91,74,208.39		24,71,74,319.86

SCHEDULE FORMING PART OF BALANCE SHEET AS ON 31ST MARCH 2017

Schedule 3 : EARMARKED / ENDOWMENT FUNDS	Current Year (Amount ₹)	Previous Year (Amount ₹)
a) Opening balance		
- Gratuity Fund	1,70,15,344.30	1,56,33,531.98
- Scholarship Fund (means basis)	3,74,314.00	3,74,314.00
- Hostel Fund	24,28,282.88	24,63,282.88
- GSCA Pension Scheme Fund	3,93,57,527.47	4,35,42,130.47
- House Building / Conveyance Grant Received & Interest earned on advances	31,22,302.05	28,59,309.40
- Encashment of Leave	22,19,771.24	13,54,927.41
- Grant in Aid Event Facilitators (HTP)	2,36,877.00	0.00
- Provision for Gratuity	154,24,019.00	143,25,234.00
- Provision for Leave Encashment	65,37,826.00	69,48,436.00
- Provision for Pension	713,00,000.00	713,00,000.00
b) Additions during the year		
i) Donations / grants /endowments	0.00	0.00
ii) Income from investments made of the funds	0.00	0.00
iii) Other additions		
- GSCA Pension Scheme Fund	59,86,517.00	61,38,047.00
- Gratuity Fund	14,52,224.25	15,30,033.82
- House Building / Conveyance Grant Received & Interest earned on advances	0.00	2,62,992.65
- Encashment of Leave	8,22,149.84	8,64,843.83
- Grant In Aid Event Facilitators (HTP)	15,732.00	2,36,877.00
- Provision for Gratuity	57,84,030.00	20,98,785.00
Schedule 3 : EARMARKED / ENDOWMENT FUNDS	Current Year (Amount ₹)	Previous Year (Amount ₹)

-	Provision for Leave Encashment	16,52,955.00	9,94,144.00
	Total {(a) + (b)}	17,37,29,872.03	17,09,26,889.44
c)	Utilisation/Expenditure towards objectives of funds		
i)	Capital expenditure		
-	Fixed Assets	0.00	0.00
-	Others	0.00	0.00
ii)	Revenue expenditure		
-	Salaries, wages & allowances	0.00	0000
-	Scholarships & prizes	0.00	0.00
-	Others		
-	GSCA Pension Scheme Fund	0.00	1,03,22,650.00
-	Hostel Fund	0.00	35,000.00
-	Gratuity fund	1,65,128.60	1,48,221.50
-	Provision for Gratuity	21,35,711.00	10,00,000.00
-	Provision for Leave Encashment	9,33,439.00	14,04,754.00
-	Provision for Pension	62,01,399.00	0.00
	Total (c)	94,35,677.60	1,29,10,625.50
	Closing balance at the year end (a +b – c)	16,42,94,194.43	15,80,16,263.94

INSTITUTE OF HOTEL MANAGEMENT, CATERING TECHNOLOGY & APPLIED NUTRITION – GOA

REGISTRATION NO. :- 175 DATED 24.04.1967

SCHEDULE FORMING PART OF BALANCE SHEET AS ON 31ST MARCH 2017

Schedule 7 - CURRENT LIABILITIES & PROVISIONS	Current Year (Amount ₹)		Previous Year (Amount ₹)	
A. CURRENT LIABILITIES				
(I) Sundry Creditors :				
a) For goods	25,48,282.80		38,50,604.00	
b) Others				
1 Dues towards Public Work Division (Goa)	0.00	25,48,282.80	0.00	38,50,604.00
(II) Advances received		0.00		0.00
(III) Deposits (EMD, Security from contractors, college caution fee, Hostel caution fee, Locker deposit)				
1 Caution Money Deposits	34,51,888.00		24,60,160.00	
2 Security Deposits	12,65,761.00		14,51,871.00	
3 Students Extra Fees Refundable	17,408.00		4,695.00	
4 Deposit against Equip. for dining Hall	3,53,570.50		3,25,670.50	
5 Deposits against missing Library books	28,290.35		28,290.35	
6 Earnest Money Deposits	24,337.00		44,436.00	
7 Staff Honorarium Payable	600.00	51,41,854.85	4,201.00	43,19,323.85
(IV) Statutory Liabilities (GIS, GPF, ESIC, EPF)				
a. Overdue	0.00		0.00	
b. Others(GPF& NPS)	2,17,143.00	2,17,143.00	2,08,903.00	2,08,903.00

Schedule 7 - CURRENT LIABILITIES & PROVISIONS		Current Year (Amount ₹)		Previous Year (Amount ₹)	
(V)	Other current liabilities (Salary, expenses, scholarships payable)				
1	Student's Scholarship / Welfare Fund	8,80,367.00		10,74,660.00	
2	State Govt. Freeship/Scholarship Payable	2,72,705.00		70,775.00	
3	TDS on contract payable	678.00		1,247.00	
4	Stale cheques	60,761.00		1,81,966.00	
5	Audit fees payable	25,000.00		17,250.00	
6	Recovered & to be paid against Advances	44,071.00		49,025.00	
7	Unclaimed under GIA Hunar Se Rozgar	12,98,888.00		8,69,438.00	
8	Unclaimed under GIA Skill Testing	4,25,600.00		3,71,300.00	
9	IGNOU fee (2015-2016)	0.00		1,33,470.00	
10	Unclaimed under GIA Star Classified	7,48,500.00		7,48,500.00	
11	Certification fee skill testing NCHMCT	3,31,250.00		3,31,250.00	
12	Provision made out of Admin Charges skill testing (NASVI)	50,000.00		50,000.00	
13	Bank loan Recovery	0.00		2,800.00	
14	IGNOU Exam Fee	0.00		91,309.00	
15	JEE Form 2016 (NCHMCT, New Delhi)	0.00		1,22,850.00	
16	IGNOU fee (2016-2017)	0.00		22,18,500.00	
17	NCHMCT Enrolment Fee	0.00		85,000.00	
18	IGNOU Exam Fee	4,200.00		0.00	
19	External Examiner remuneration payable	0.00		18,360.00	
20	Student Fee Suspense	0.00		11,09,210.00	
21	Postal Life Insurance	29,650.00		28,394.00	
22	Cess 1% towards building workers welfare	516.00		0.00	
23	PWD (BLD) for IHM Expansion Goa	8,21,379.00		0.00	

Schedule 7 - CURRENT LIABILITIES & PROVISIONS	Current Year (Amount ₹)		Previous Year (Amount ₹)	
24. IGNOU Fee (2017-18)	28,26,640.00		0.00	
25. Jee Form 2017 (NCHMCT, New Delhi)	1,19,700.00	79,39,905.00	0.00	75,75,304.00
(VI) Book overdraft in Bank Account	0.00	0.00		0.00
Total (A)		1,58,47,185.65		1,59,54,134.85
B. PROVISIONS		0.00		0.00
Total (B)		0.00		0.00
Total (A+B)		158,47,185.65		159,54,134.85

**INSTITUTE OF HOTEL MANAGEMENT CATERING TECHNOLOGY & A. N.
ALTO PORVORIM - GOA**

**REGISTRATION NO.: -175 DATED 24.04.1967
SCHEDULE FORMING PART OF BALANCE SHEET AS ON 31ST MARCH, 2017**

SCHEDULE 8 : FIXED ASSETS											
		GROSS BLOCK				DEPRECIATION				NET BLOCK	
Sr. No.	Assets	Balance as on 01-04-2016 at Cost	Acquired during the year	Disposed during the Year	Gross Block as on 31-03-2017	upto Last Year	For the Year	Depreciation W/ Back	Total	W.D.V. as on 31-03-2017	W.D.V. as on 31-03-2016
1	LAND	1,27,50,000.00	-	-	1,27,50,000.00	-	-	-	-	1,27,50,000.00	1,27,50,000.00
2	BUILDING	2064,56,844.09	33,66,702.53	-	2098,23,546.62	3,30,37,977.09	169,73,984.00	-	500,11,961.09	1598,11,585.53	1734,18,867.00
3	PLANT MACHINERY & EQUIPMENT *	4,78,73,395.34	5,70,916.00	-	4,84,44,311.34	286,83,910.19	29,79,153.00	-	3,16,63,063.19	1,67,81,248.15	1,91,89,485.15
4	VEHICLES	3,73,395.00	-	-	3,73,395.00	3,69,380.00	602.00	-	3,69,982.00	3,413.00	4,015.00
5	FURNITURE, FIXTURES	1,17,02,057.38	39,994.00	-	1,17,42,051.38	64,68,347.38	7,91,056.00	-	72,59,403.38	44,82,648.00	52,33,710.00
6	OFFICE EQUIPMENTS	20,10,053.97	5,850.00	-	20,15,903.97	18,31,809.97	27,615.00	-	18,59,424.97	1,56,479.00	1,78,244.00
7	COMPUTERS/ PERIPHERALS	1,17,20,394.80	99,180.00	-	1,18,19,574.80	1,13,46,343.80	2,83,939.00	-	1,16,30,282.80	1,89,292.00	3,74,051.00
8	COMPUTER SOFTWARE	12,02,697.00	53,550.00	-	12,56,247.00	10,85,617.00	1,02,378.00	-	11,87,995.00	68,252.00	1,17,080.00
9	ELECTRIC INSTALLATION	57,00,714.33	4,26,520.00	-	61,27,234.53	23,79,920.33	4,87,097.00	-	33,67,017.33	27,60,217.20	28,20,794.00
10	LIBRARY BOOKS	17,87,471.10	92,738.00	-	18,81,209.10	17,34,337.10	88,123.00	-	18,22,460.10	58,749.00	53,134.00

Sr. No.	Assets	Balance as on 01-04-2016 at Cost	Acquired during the year	Disposed during the Year	Gross Block as on 31-03-2017	upto Last Year	For the Year	Depreciation W/Back	Total	W.D.V. as on 31-03-2017	W.D.V. as on 31-03-2016
11	TUBE WELLS & W. SUPPLY	6,77,026.00	1,08,750.00	-	7,85,776.00	3,43,749.00	44,202.00	-	3,87,951.00	3,97,825.00	3,33,277.00
12	OTHER FIXED ASSETS	5,16,753.00	-	-	5,16,753.00	1,54,866.00	36,189.00	-	1,91,055.00	3,25,698.00	3,61,887.00
13	INSTALLATION OF EDUSAT	1,02,860.00	-	-	1,02,860.00	1,02,775.00	13.00	-	1,02,788.00	72.00	85.00
14	HOSTEL ASSETS	58,69,139.00	87,000.00	-	59,56,139.00	45,83,329.00	1,92,938.00	-	47,76,267.00	11,79,872.00	12,85,810.00
15	LANDSCAPING	12,10,383.00	-	-	12,10,383.00	8,02,768.00	81,523.00	-	8,84,291.00	3,26,092.00	4,07,615.00
CURRENT YEAR		3099,53,184.01	48,52,200.73	-	3148,05,384.74	934,25,129.86	220,88,812.00	-	1155,13,941.86	1992,91,442.88	2165,28,054.15
PREVIOUS YEAR		3055,60,012.01	43,93,172.00	-	3099,53,184.01	845,80,523.86	88,44,606.00	-	934,25,129.86	2165,28,054.15	2209,79,488.15

NOTE:-

- 1) Fixed Assets are stated at Net Value with effect from 2009-2010.
- 2) Depreciation rates are as per Income Tax Act, 1961.
- 3) Landscaping Expenditure of Rs.12,10,383.00 is amortized from Financial Year 2011-12.
- 4) 'Library books' includes 'Journals & Standard Reference Books' and 'Hindi & Other Books'.
- 5) The figures of Building Block reflects capital works in progress of the previous year completed during the year.

INSTITUTE OF HOTEL MANAGEMENT, CATERING TECHNOLOGY & APPLIED NUTRITION – GOA

REGISTRATION NO : 175 DATED 24.04.1967

SCHEDULE FORMING PART OF BALANCE SHEET AS ON 31ST MARCH 2017

Schedule 9 : INVESTMENTS FROM EARMARKED / ENDOWMENT FUNDS		Current Year (Amount ₹)		Previous Year (Amount ₹)	
I	Earmarked Investment				
a)	Investment with LIC under Group Gratuity Investment	177,49,412.49		1,85,38,161.84	
b)	Investment with LIC under Pension Scheme(GSCA)	757,88,250.00		7,60,03,132.00	
c)	Fixed Deposit Receipts -Syndicate Bank - IHMCT&AN, Goa (Society) House building/Conveyance adv.	28,62,002.99		28,15,078.96	
d)	Fixed Deposit Receipt - Syndicate bank - IHMCT&AN, Goa(Society)(Leave Encashment)	109,27,619.12	1073,27,284.60	1,01,53,959.16	10,75,10,331.96
II	House building/ Conveyance/ Computer advances				
a)	Accrued interest on FDR-Syndicate Bank- (House building & conv.)	80,103.65		76,699.96	
b)	Balance with Syndicate bank - IHMCT&AN, Goa (Society) House building/Conveyance advance	1,27,089.62	2,07,193.27	55,073.13	1,31,773.09
III	Leave Encashment				
a)	Syndicate Bank -Accrued interest on FDR (Leave Encashment)	3,78,942.69	3,78,942.69	3,57,125.50	3,57,125.50
Total			1079,13,420.56		10,79,99,230.55

INSTITUTE OF HOTEL MANAGEMENT, CATERING TECHNOLOGY & APPLIED NUTRITION - GOA

REGISTRATION NO.:- 175 DATED 24.04.1967

SCHEDULE FORMING PART OF BALANCE SHEET AS ON 31ST MARCH 2017

Schedule 10 : INVESTMENTS - OTHERS		Current Year (Amount ₹)	Previous Year (Amount ₹)
I	Investment		
a)	On Fixed Deposits		
1.	Syndicate Bank - IHMCT & AN, Goa (Society)(Other)	366,04,700.80	2,63,03,920.31
2.	Syndicate Bank - IHMCT & AN, Goa (Society)(Capital Grant-In-Aid IHM-Goa Expansion)	175,30,641.49	1,63,10,212.04
3.	Syndicate Bank- Depreciation A/c	229,48,014.57	2,14,21,508.27
4.	State Bank of India – Event Facilitators HTP	2,50,339.00	2,34,375.00
Total		773,33,695.86	6,42,70,015.62

INSTITUTE OF HOTEL MANAGEMENT, CATERING TECHNOLOGY & APPLIED NUTRITION – GOA

REGISTRATION NO.:- 175 DATED 24.04.1967

SCHEDULE FORMING PART OF BALANCE SHEET AS ON 31ST MARCH 2017

Schedule 11 : CURRENT ASSETS, LOANS, ADVANCES ETC.		CURRENT YEAR (Amount ₹)		PREVIOUS YEAR (Amount ₹)	
A	Current Assets :				
	I Inventories				
1	Journals	15,30,766.00		2,78,506.00	
2.	Printing and Stationery	4,20,067.00		3,71,812.00	
3.	Cleaning Material	92,394.00		1,58,929.00	
4.	Fuel, Gas, Coal & Oil	1,15,621.00		1,08,244.00	
5.	First Aid	390.00		447.00	
6.	Contingencies	29,580.00		32,993.00	
7.	General Stores	3,82,419.00		4,10,369.00	
8.	Tool Kit Bag	1,24,845.00	26,96,082.00	18,360.00	13,79,660.00
2.	Sundry Debtors				
	Debts Outstanding for a period				
A	exceeding six months	0.00		0.00	
B	Others	0.00	0.00	0.00	0.00
3	Cash Balances (including stamps, imprest cash and cheques/ Drafts)				
	IHMCT & AN, Goa (Scty)(Institute &				
1.	Hostel)		779.00		9,872.00

Schedule 11 : CURRENT ASSETS, LOANS, ADVANCES ETC.		CURRENT YEAR (Amount ₹)		PREVIOUS YEAR (Amount ₹)	
4	Bank Balances				
a	With Scheduled Banks				
a)	On Current Accounts				
	SBI – IHMCT & AN, Goa (Scty)				
1	(Institute/Hostel)	10,82,453.04		3,67,234.83	
	Syndicate Bank – IHMCT & AN, Goa(
2	Scty) (Institute/ Hostel)	21,53,394.14		11,13,650.36	
	Syndicate Bank – Group Gratuity				
3	(72212200022056)	22,442.69		17,137.76	
	Syndicate Bank - E-payment of tax				
4	(72213070002574)	1,45,421.00		64,647.00	
	Syndicate Bank – Depreciation Fund				
5	(72212200022037)	9,142.26		8,785.60	
	Syndicate Bank – E-payment of tax				
6	(72212200022060)	1,117.12	34,13,970.25	1,073.59	15,72,529.14
5	Post Office – Saving Accounts		0.00		0.00
Total (A)			61,10,831.25		29,62,061.14
B	Loans, Advances and Other Assets				
1	Loans				
A	Staff	0.00	0.00	0.00	0.00
1	Recoverable Adv. Against Conveyance Advance	2,49,050.00		85,550.00	
2	Recoverable adv. Against Computer	45,200.00		89,900.00	
B	Others (specify)	0.00	2,94,250.00	0.00	1,75,450.00
2	Advances and other amounts recoverable in cash or in kind or for value to be received				
1	Prepaid Expenses	48,188.00		56,366.00	

Schedule 11 : CURRENT ASSETS, LOANS, ADVANCES ETC.		CURRENT YEAR (Amount ₹)		PREVIOUS YEAR (Amount ₹)	
2	National Council for Hotel Management	0.00		1,10,956.00	
3	Deposits against Gas Cylinders	2,16,565.00		2,16,565.00	
4	Deposit against Water Connection	46,041.00		46,041.00	
5	Deposit against Electricity	35,010.00		35,010.00	
6	Deposit against Telephone	13,656.00		13,656.00	
7	Deposits with High Court towards Legal matters of Boys Hostel & Phase II	6,47,640.00		24,54,085.99	
8	Deposit with PWD Div IV (Elec.) for IHM Goa Expansion	5,15,339.00		17,67,938.00	
9	Deposit with PWD Div (Bldg.) for IHM Goa Expansion	0.00		3,55,626.00	
10	Advance against Festivals	33,750.00		31,950.00	
11	Fees receivable	7,18,780.00		14,09,540.00	
12	Claims Recoverable – TDS	3,26,944.06		26,731.00	
13	Staff Advance	335.00		11,870.00	
14	Deposit for Bottles – Selwell F & B Pvt. Ltd.	1,800.00		1,800.00	
15	Deposit with PWD DG Set	1,114.80		4,27,635.00	
16	Advance against TA/DA	30,000.00		50,000.00	
17	Syndicate Bank – House building/conveyance advance	1,000.00		1,000.00	
18	Grant in Aid Overspent				
-	Grant in Aid Skill Testing & certification	48,20,126.00		46,47,902.00	

Schedule 11 : CURRENT ASSETS, LOANS, ADVANCES ETC.	CURRENT YEAR (Amount ₹)		PREVIOUS YEAR (Amount ₹)	
- Mid Day Meal Scheme Ministry of Tourism under	1,82,188.00		1,82,188.00	
- GIA HTP 6 Months Course	36,54,272.00		36,54,272.00	
- Grant in Aid – HTP Star Classified	15,63,935.00		28,63,985.00	
- Grant in Aid-Hospitality Training Programme	72,22,994.00		49,31,472.00	
19 Amount receivable from suppliers	160.00		4,210.00	
20 IGNOU Centre	44,526.00		40,038.00	
21 Deposit with PWD Repair of Internal Road	39,42,923.00		39,42,923.00	
22 Employees Contribution Tier I NPS	0.00		26.00	
23 Advance against LTC	2,08,700.00		40,100.00	
24 Everest Masala Excellent in Culinary Arts	0.00		9,000.00	
25 Ministry of Tourism, New Delhi	0.00		9,091.00	
26 Syndicate Bank Suspense	1,660.00		1,660.00	
27 LTC Recovery	5,459.00		71,063.00	
28 Adv. Against Atithya 2017 competition	16,442.00		0.00	
29 Advance against Valedictory function 2017	10,998.00		0.00	
30 Goa Detective & Security Services	678.00		0.00	
31 Group Insurance Scheme	6,600.00		0.00	

Schedule 11 : CURRENT ASSETS, LOANS, ADVANCES ETC.		CURRENT YEAR (Amount ₹)		PREVIOUS YEAR (Amount ₹)	
32	M/s Nisha Construction Co.	22,861.00		0.00	
33	Advance for Onam Festival	60.00		0.00	
34	Student Fees Suspense	5,93,300.00		0.00	
35	GIA Equip for OBC Quota – Ministry of Tourism, Govt. Of India	14,55,602.18	263,89,647.04	0.00	2,74,14,699.99
3	Income Accrued				
A	On investment from Earmarked/ Endowment funds	0.00		0.00	
B	On investments – others				
1	Syndicate Bank – Accrued interest on FDR (Depreciation)	3,04,912.51		3,41,647.88	
2	Syndicate Bank – Accrued interest on FDR (Institute other)	13,00,023.76		10,72,414.27	
3	Syndicate Bank – Accrued interest on FDR (Capital GIA IHM Goa Expansion)	3,75,094.61		3,78,643.05	
4	State Bank of India – Accrued interest on FDR (Event Facilitators HTP)	2,270.00		2,502.00	
C	On loans and advances				
1.	Accrued and due	0.00		0.00	
2.	Accrued but not due	0.00		0.00	
D	Others (includes income due unrealized Rs.)	0.00	19,82,300.88	0.00	17,95,207.20
4	Claims Receivable		0.00		0.00
Total (B)			2,86,66,197.92		2,93,85,357.19
Total (A + B)			3,47,77,029.17		3,23,47,418.33

INSTITUTE OF HOTEL MANAGEMENT, CATERING TECHNOLOGY & APPLIED NUTRITION – GOA

REGISTRATION NO.:- 175 DATED 24.04.1967

SCHEDULE FORMING PART OF INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2017

Schedule 12 : INCOME FROM SALES / SERVICES		Current Year (Amount ₹)	Previous Year (Amount ₹)
1	Income from Sales		
-	Sale of food / Snackataria	588.00	515.00
2	Income from Services		
-	Functions & Short Term Courses	14,000.00	1,19,976.00
	Total	14,588.00	1,20,491.00

INSTITUTE OF HOTEL MANAGEMENT, CATERING TECHNOLOGY & APPLIED NUTRITION – GOA

REGISTRATION NO.:- 175 DATED 24.04.1967

SCHEDULE FORMING PART OF INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2017

Schedule 14 : FEES / SUBSCRIPTION		Current Year (Amount ₹)	Previous Year (Amount ₹)
1	Registration Fees	44,000.00	16,800.00
2	Tuition Fees	6,24,38,735.00	5,54,46,434.00
3	Admission Fees	4,73,971.00	3,77,530.00
4	Hostel Accommodation Fees	16,81,133.00	14,41,800.00
5	Examination Fees	16,85,274.00	13,50,758.00
6	Hostel Mess charges from students	58,10,460.00	49,71,146.00
7	Miscellaneous Charges (additional minor charges)	41,03,815.00	33,28,000.00
8	Fees from NRI Students	9,00,686.00	2,28,168.91
9	Hostel Student Activities	28,166.00	16,723.00
10	Lab Fee/Other Operational Fee	3,44,572.00	0.00
TOTAL		7,75,10,812.00	6,71,77,359.91

INSTITUTE OF HOTEL MANAGEMENT, CATERING TECHNOLOGY & APPLIED NUTRITION – GOA

REGISTRATION NO.:- 175 DATED 24.04.1967

SCHEDULE FORMING PART OF INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2017

Schedule 17 : INTEREST EARNED	Current Year (Amount ₹)	Previous Year (Amount ₹)
1 On Term Deposits :		
a) With Scheduled Banks		
ii) Interest on Fixed Deposits	40,02,555.09	39,76,686.43
b) With Non-Scheduled Banks	0.00	0.00
c) With Institutions	0.00	0.00
d) Others		
i) Interest earned on Income Tax Refund	0.00	2,555.89
2 On Savings Accounts :		
a) With Scheduled Banks	11,588.59	1,803.22
b) With Non-Scheduled Banks	0.00	0.00
c) With Institutions	0.00	0.00
d) Others	0.00	0.00
3 On Loans		
a) Employees / Staff	26,600.00	0.00
b) Others	0.00	0.00
4 Interest on Debtors and Other Receivable	0.00	0.00
TOTAL	40,40,743.68	39,81,045.54

INSTITUTE OF HOTEL MANAGEMENT, CATERING TECHNOLOGY & APPLIED NUTRITION – GOA

REGISTRATION NO : 175 DATED 24.04.1967

SCHEDULE FORMING PART OF INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR
ENDED 31ST MARCH 2017

Schedule 18 - OTHER INCOME		Current Year (Amount ₹)	Previous Year (Amount ₹)
1	Profit on sale / disposal of Assets		
	a. Owned assets	0.00	0.00
	i) Sale of Scrap	2,570.00	0.00
	b. Assets acquired out of grants or received free of cost	0.00	0.00
2	Export Incentives realized	0.00	0.00
3	Fees for Miscellaneous Services	0.00	0.00
4	Miscellaneous Income	8,26,624.27	15,17,505.00
5	Surplus from sale of Prospectus/E-Prospectus charges	1,17,300.00	92,090.00
6	Locker Rent	1,29,700.00	39,900.00
7	Surplus from sale of Journals	99,520.00	1,43,036.00
8	Surplus from sale of Tool Bags	33,945.00	27,580.00
9	Library fines	20,033.00	33,370.00
10	Income from Right to Information Act fees	116.00	10.00
11	Income from skill testing & HTP courses	5,81,247.00	46,85,178.00
12	Leave Encashment under LTC	8,738.00	0.00
	TOTAL	18,19,793.27	65,38,669.00

INSTITUTE OF HOTEL MANAGEMENT, CATERING TECHNOLOGY & APPLIED NUTRITION – GOA

REGISTRATION NO : 175 DATED 24.04.1967

SCHEDULE FORMING PART OF INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR
ENDED 31ST MARCH 2017

Schedule 20 - ESTABLISHMENT EXPENSES	Current Year (Amount ₹)	Previous Year (Amount ₹)
a) Salaries, wages and allowances	2,73,93,221.00	2,57,49,143.00
b) Allowances and Bonus		
i) Bonus	3,48,442.00	1,21,141.00
c) Contribution to Provident Fund	0.00	0.00
d) Contribution to other funds (specify)		
- Contribution to New Pension Scheme tier- I	8,40,714.00	7,51,651.00
e) Staff welfare expenses		
i) Travelling Allowances & Honorarium	1,93,680.00	2,43,072.00
ii) Medical Allowances	4,81,802.00	3,65,491.00
iii) Children Educational Allowance	2,43,400.00	1,41,526.00
iv) Leave Travel Concession	2,85,141.00	3,33,482.00
iv) Leave Encashment under LTC	0.00	49,416.00
v) Prevention Medical Expenses	0.00	25,200.00
f) Expenses on Employees Retirement and Terminal Benefits (Gratuity, leave encashment)	22,12,360.00	21,19,376.00
g. Others		
i) Uniforms & Aprons	15,000.00	76,820.00
TOTAL	3,20,13,760.00	2,99,76,318.00

INSTITUTE OF HOTEL MANAGEMENT, CATERING TECHNOLOGY & APPLIED NUTRITION – GOA

REGISTRATION NO : 175 DATED 24.04.1967

SCHEDULE FORMING PART OF INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR
ENDED 31ST MARCH 2017

Schedule 21 – OTHER ADMINISTRATIVE EXPENSES ETC.	Current Year (Amount ₹)	Previous Year (Amount ₹)
1 Purchases		
- Consumption of fuel and gas	5,08,279.00	5,98,236.00
- Consumption of training material (food)	96,26,007.00	89,38,882.94
- Consumption of glass ware crockery	1,46,620.00	20,197.00
- Fuel for Generator	91,032.00	51,550.00
- Cleaning material	10,15,555.00	7,18,473.27
2 Electricity and Power	30,95,587.00	30,48,559.00
3 Water charges	3,17,717.00	2,22,315.00
4 Insurance	50,604.00	31,056.00
5 Repairs & Maintenance		
- Building	1,34,906.00	10,07,457.00
- Equipment	11,95,129.00	9,32,675.00
- Garden	4,79,971.00	4,08,332.00
- Furniture & Fixtures	32,805.00	2,250.00

Schedule 21 - ADMINISTRATIVE EXPENSES ETC.	Current Year (Amount ₹)	Previous Year (Amount ₹)
- Library	5,200.00	5,995.00
6 Rent, Rates and Taxes		
- Licence fees (water & air consent fee to Goa State Pollution Board)	1,450.00	48,030.00
7 Vehicles Running and Maintenance	17,466.00	1,02,438.00
8 Postage, Telephone and Communication Charges		
- Postage Expenses	75,728.00	83,377.34
- Telephone Expenses	1,69,445.68	1,60,316.10
9 Printing and Stationery	3,05,659.00	1,94,402.00
10 Travelling and Conveyance Expenses		
- Conveyance, Cartage & petrol	87,890.00	80,270.00
11 Expenses for Seminars / Workshops & Training	3,01,099.00	1,39,509.00
12 Subscription Expenses		
- Membership of societies subscription	15,461.00	12,989.00
- Newspapers & periodicals	55,721.00	42,913.00
13 Audit Fee	25,000.00	17,250.00
14 Professional charges		
- Legal and Professional Charges	92,200.00	8,000.00
15 Advertisement and Publicity	1,33,079.00	73,549.00
16 Others (Specify)		
Pest Control Service Charges	2,58,039.00	97,307.00

Schedule 21 - ADMINISTRATIVE EXPENSES ETC.	Current Year (Amount ₹)	Previous Year (Amount ₹)
- First Aid	7,386.00	15,618.00
- Light Equipment	1,96,677.00	11,443.00
- Linen	15,128.00	0.00
- Annual Maintenance Charges	1,15,406.00	1,67,432.00
- Hire Charges (Photocopy Machine)	--	40,938.00
- Bank charges	13,808.79	9,705.50
- Contingencies	1,60,308.00	2,41,725.00
- Service Contract (Housekeeping, skill & unskilled labour, clerical & security)	95,89,162.00	1,26,93,585.74
- Students Welfare/ Activities	2,04,067.00	1,69,652.00
- Gratuity (Provision)	57,84,030.00	20,98,785.00
- Leave Encashment (Provision)	16,52,955.00	9,94,144.00
- Examination Expenses	9,66,873.00	10,13,728.00
- Remuneration to Guest Faculty	91,500.00	69,800.00
- Cable TV Subscription Expenses	26,652.00	39,643.00
- Hindi Language Promotion Expenses	31,062.00	1,37,946.00
- Medclaim Premium for Retiring Staff & their Spouse	1,91,746.00	1,02,352.00
- Expenses towards Hindi Parliamentary Committee	2,35,805.00	0.00
- STP Water Testing Charges	45,970.00	41,017.00
- Expenses Parliamentary Committee Exp-Annual Report	0.00	19,500.00
- New Pension Scheme Quarterly service charges	6,470.00	6,257.00
- DG Stack Gas Monitoring Charges	4,600.00	4,580.00
- Cost of Printing Magazine	18,000.00	16,000.00
- Red Fort Theme Expenses	0.00	1,39,923.00

Schedule 21 - ADMINISTRATIVE EXPENSES ETC.	Current Year (Amount ₹)	Previous Year (Amount ₹)
- Cleaning of Septic Tank	51,000.00	11,500.00
- Delayed payment interest to PWD Contractor	8,69,347.00	0.00
- Written off library books	977.00	0.00
TOTAL	3,85,16,579.93	3,50,91,602.89

INSTITUTE OF HOTEL MANAGEMENT CATERING

TECHNOLOGY & APPLIED NUTRITION-GOA.

REGISTRATION NO. :- 175 DATED 24.04.1967

SCHEDULES FORMING PART OF THE ACCOUNTS FOR
THE YEAR ENDED **31-03-2017.**

SCHEDULE 24 – NOTES TO ACCOUNTS

A. SIGNIFICANT ACCOUNTING POLICIES.

1. ACCOUNTING CONVENTION

- 1.1 The financial statements of Institute of Hotel Management, Goa, are based on historical costs and has been prepared mainly on accrual basis in accordance with the generally accepted accounting principles in India and Accounting Standards issued by ICAI.

2. INVENTORY VALUATION

- 2.1 Inventories are valued at cost.

3. FIXED ASSETS

- 3.1 Fixed assets are stated at cost of acquisition (inclusive of freight duties, taxes and incidental expenses) related to acquisition and bringing the assets to the present state and location, less depreciation.

4. DEPRECIATION:

- 4.1 Depreciation is charged on **Written Down Value** of the Assets in accordance with rates specified in the Income Tax Rules, 1962. Fixed Assets and accumulated Depreciation thereon was shown under Assets and Liabilities in the Accounts till 2009-10. However w.e.f. 2010-11 the Assets are shown at its W.D.V.

Depreciation on additions is computed and charged at full rate as applicable in the year of purchase. No depreciation is charged on asset in the year of disposal.

5. GOVERNMENT GRANTS / SUBSIDIES

- 5.1 Grants in respect of **specific fixed assets** acquired are shown as part of Corpus Fund and not reduced from the cost of the related asset. However, to the extent of depreciation written off, Capital Grant Value is not written back to Income & Expenditure Account. Grants received for Revenue Expenses are credited to Income and Expenditure account.

5.2 Government **grants / subsidy** are accounted on accrual basis.

6. RETIREMENT BENEFITS

This Institute being the central autonomous body is governed by the Central Civil Services (Pension) Rules, 1972 as per the staff regulation of the society.

6.1 Pension:

The pension payable to the employees of this Institute as per the Central Civil Services (Pension) Rules, 1972 who joined on or before 31.12.2003 has been ascertained on actuarial basis by Life Insurance Corporation of India and provision has been made for the present value of past service benefits.

6.2 Gratuity:

Liability towards gratuity payable on death/retirement of employees is computed not on actuarial basis but in accordance with the provisions of the Central Civil Service Rules.

6.3 Encashment of Leave:

Provision for accumulated leave encashment benefit to the employees is accrued and computed on the assumption that employees are entitled to receive the benefit at the end of each year and the same has been calculated and provision is made in the books of accounts.

6.4 National Pension System (New Pension Scheme):

New Pension Scheme is made applicable to the employees who joined on or after 01.01.2004 and all the employees have to make mandatory contribution of 10% of (Basic Pay + D.A.) and the Institute makes an equal matching contribution for the same. The liability has been ascertained and has been fully paid.

B – CONTINGENT LIABILITIES AND NOTES ON ACCOUNTS.

I. CONTINGENT LIABILITIES

1 Land & Building

a. Construction of Boys Hostel :

Construction of Boys Hostel was carried out through State PWD. A claim has been lodged by the PWD Contractor claiming compensation.

The Institute has preferred an appeal against the arbitration award in the Honorable High Court which is pending disposal. A sum of ₹ 6,47,640.00 is deposited in the High Court as per its directions.

Presently the matter is before the High Court Legal Services Committee, Alto-Panaji, Goa (National Lok Adalat).

II. NOTES TO ACCOUNTS

1. Pension Fund

Employees' pension liability for employees joined on or before 31.12.2003 has been ascertained through Life Insurance Corporation towards past service benefits and current service cost on actuarial basis to the tune of ₹ 6.51 Crores and Institute has so far kept under the Group Superannuation Cash Accumulation Scheme an amount of ₹ 7.58 Crores.

2. General Provident Fund and New Pension Scheme

As the General Provident Fund Accounts are owned by the members of those funds and not by the Institute, this Account are separated from the Institute's Accounts. However, Income & Expenditure Account and Balance Sheet has been attached to the Institute's Account.

a. General Provident Fund:

Institute of Hotel Management, Catering Technology & Applied Nutrition is covered under the GPF-cum-Pension Scheme introduced with the direction of the Ministry of Tourism, Government of India. All rules and regulations and service conditions are governed and made applicable to the employee at par with the employees of the Government of India. As per the Government instructions and the rate of interest as declared every year the interest is payable on G.P.F. Accounts of the employees and the provision is not made for the same.

b. New Pension Scheme:

The New Pension Scheme has been introduced and made applicable to the employees of this Institution from 01.01.2004 as per the Government Instructions. The legacy fund has been remitted to New Pension Trust Account on 30.06.2013 as per the directives of Ministry of Tourism, Government of India in its letter dated 25.11.2011 and letter dated 10.09.2012 received from Pension Fund Regulatory & Development Authority.

3. Figures of the previous year have been regrouped/ rearranged, wherever necessary to make them comparable with those of the Current Years.

4. Schedules 1 to 24 are annexed to and form an integral part of the Balance Sheet as at 31.03.2017 and the Income and Expenditure Account for the year ended on that date.

5. No provision for Income Tax is made in view of exemption u/s 11.

6. Financial and Operational Highlights for the year 2016-2017

a. Investments

Institute has made investments under earmarked funds as under :

- | | |
|--|---|
| 1. Group Gratuity Scheme with LIC amounting to ₹ 1,77,49,412.49 | |
| 2. Pension Scheme (GSCA) with LIC amounting to ₹ 7,57,88,250.00 | |
| 3. Encashment of Leave Fund invested in Fixed Deposit with Syndicate Bank for 1,09,27,619.12 | ₹ |
| 4. HB/Conveyance Advance Fund invested in fixed deposit with Syndicate Bank 28,62,002.99 | ₹ |

The Institute has also invested in Fixed/Term Deposits with Banks amounting to ₹7,73,33,695.86 out of which ₹5,95,52,715.37 is towards Institute's main account and depreciation account on which the institute has earned interest of ₹ 37.93 Lakhs during the year.

Interest on Fixed Deposits

Bank has issued interest certificate for interest earned on fixed deposits as on 31.03.2017. On the basis of said certificate the interests has been accounted for in the books of accounts.

b. Government Grants/Financial Assistance

Details of Grants/Financial Assistance received during the year :

- | | |
|--|------------------|
| A) Grant-in-Aid | : Nil |
| B) Central Financial Assistance | |
| 1. CBSP Scheme – Hunar Se Rozgar Tak through Star Classified Hotels 36(20)/2013-PMUSD dated 27.09.2016 | : ₹ 17,33,550.00 |

However, the Institute has **overspent** the amount and Grant yet to be received for the following program :

- | | | |
|---|------------------|---|
| 1. Grant-in-Aid Hospitality Training Programme | : | ₹ |
| 72,22,994.00 | | |
| 2. Grant-in-Aid Skill Testing | : ₹ 48,20,126.00 | |
| 3. Grant-in-Aid Hunar Se Rozgaar Tak through Star Classified Hotels | : ₹ 15,63,935.00 | |
| 4. Grant-in-Aid HTP – 6 months | : | ₹ |
| 36,54,272.00 | | |
| 5. Grant-in-Aid Mid-Day Meal Scheme | : ₹ 1,82,188.00 | |

c. Gratuity

Provision for Gratuity as per the Central Civil Service (Pension) Rules, 1972 has been made for ₹ 1.90 Crores up to 31.03.2017 and against the same an amount of ₹ 1.77 Crores has been invested with LIC under Group Superannuation Cash Accumulation Scheme.

- d. The provision under Encashment of Leave of ₹72,57,342.00 up to 31.03.2017 has been made and against the same an amount of ₹1,09,27,619.12 Lakhs has been kept in Term Deposits with Syndicate Bank.

7. Investments include Term deposits with Public Sector Banks.

AS PER OUR REPORT OF EVEN DATE
FOR S.G. USGAONKAR & CO.
F.R.No. 113999W

Sd/-

Sd/-

Sd/-

(S. V. Parastekar)
Administrative-cum-Accounts Officer

(Donna D'Souza)
Principal/Secretary

S.G. USGAONKAR & CO.
Proprietor
M.No.44552

**INSTITUTE OF HOTEL MANAGEMENT, CATERING TECHNOLOGY & APPLIED
NUTRITION (GOA) Society General Provident Fund
Balance Sheet as on 31-03-2017**

LIABILITIES	CURRENT YEAR	PREVIOUS YEAR	ASSETS	CURRENT YEAR	PREVIOUS YEAR
Funds			Investments		
Subscription	74,86,341.20	81,28,171.20	Government Securities at face value	0.00	0.00
Contribution	3,20,185.00	3,20,185.00	Special Deposit Scheme	9,97,453.00	9,97,453.00
Interest credited	1,15,54,906.00	1,01,48,792.00			
			Recoverable		
Income and Expenditure			GPF Advance	5,41,790.00	8,70,110.00
Opening Balance (excess of income over expenditure)			Bank Charges – IHM Goa	172.50	2,854.00
8,58,263.13			CASH & BANK BALANCES		
Add : Excess of Income over expenditure transferred to			Balance with State Bank of India	2,70,034.51	2,57,128.01
Balance sheet 34,878.70	8,93,141. 83	8,58,263.13	Balance with Syndicate Bank	2,40,227.64	3,50,378.40
			Fixed Deposit Receipt – Syndicate Bank	1,82,04,896.38	1,69,77,487.92
Total ₹	2,02,54,574.03	1,94,55,411.33	Total ₹	2,02,54,574.03	1,94,55,411.33

Place : Panaji – Goa
Date : 23.08.2017

**AS PER OUR REPORT OF EVEN DATE
For S. G. USGAONKAR & CO.
Chartered Accountants
F.R. No. 113999W**

Sd/-
(S. V. Parastekar)
(Administrative Cum Accounts Officer)

Sd/-
Donna D'Souza
(Principal/Secretary)

Sd/-
S. G. USGAONKAR
(Proprietor)
M.No. 44552

INSTITUTE OF HOTEL MANAGEMENT, CATERING TECHNOLOGY & APPLIED

NUTRITION (GOA) Society General Provident Fund

Income and Expenditure Account as on 31-03-2017

EXPENDITURE	CURRENT YEAR	PREVIOUS YEAR		INCOME	CURRENT YEAR	PREVIOUS YEAR
To Interest Distributed	14,06,114.00	13,51,714.00	By Interest Received	14,40,992.70	14,05,148.85	
To Excess of Income over Expenditure transferred to Balance Sheet	34,878.70	53,434.85				
Total ₹	<u>14,40,992.70</u>	<u>14,05,148.85</u>		Total ₹	<u>14,40,992.70</u>	<u>14,05,148.85</u>

Place : Panaji – Goa

Date : 23.08.2017

AS PER OUR REPORT OF EVEN DATE

For S. G. USGAONKAR & CO.

Chartered Accountants

F.R. No. 113999W

Sd/-

(S. V. Parastekar)

(Administrative Cum Accounts Officer)

Sd/-

Donna D'Souza

(Principal/Secretary)

Sd/-

S. V. N. GAUNEKAR

(Proprietor)

M.No.44552

Note :- Interest on Fixed Deposits are accounted on Cash Basis.

