

## **Chapter 2**

### **Particulars of Organisations, Functions and Duties**

#### **The Organisation**

Dr. Ambedkar Institute of Hotel Management, Catering & Nutrition, Chandigarh a registered Society set up in the year 1990 is one of the Premier Institutes under the aegis of Ministry of Tourism, Govt. of India. The Institute has been set up with an objective to impart theoretical and practical training to the students in Hospitality Administration and Hotel Management, to provide trained manpower to the Hotel & Allied Industry and to organize training programmes for the staff /workforce engaged in the organized and un-organized sectors of Tourism & Hospitality industry. The building of the Institute is situated in Sector 42D among lush green surroundings of the Le Corbusier's city beautiful.

#### **Vision**

To be a Centre of Excellence in Innovative Interdisciplinary and Qualitative Hospitality Education. To create environment for Experiential learning and applied research. To prepare professionals to thrive in and contribute to an ever changing global society.

#### **Mission Statement**

To impart Hospitality education to students for becoming successful professionals at Global level.

#### **Aims and Functions of AIHM**

“Commitment to excellence” are the three words that best describe the ethos of the Dr. Ambedkar Institute of Hotel Management. Excellence in teaching, excellence in professional practice and excellence in providing knowledge, skill and attitude for future business managers are the foundations upon which the main focus of the Institute lies.

Aims & Functions of AIHM and its role as premier hospitality educational Institute in the country are elaborated in its Memorandum of Association which among other things mandates Institute to effectively discharge functions such as:-

- a) to provide instruction and training in all the crafts and skills, all the branches of knowledge both theoretical and applied, and all the organisational and management techniques, which are required for the efficient functioning of hotel and catering

establishments of all kinds, as well as institutional fooding programmes in schools, industrial establishment and similar organsiations.

- b) to impart instruction and training in modern and scientific techniques of management of modern hotels and hostels;
- c) to undertake and to associate itself with nutritional extension and developmental work.
- d) to propose economy in the handling and utilisation of foodstuffs.
- e) to assist in and associate itself with the efforts of the central and State Governments to popularise wholesome non-cercal foods, particularly protective foods, with a view to the diversification of the ordinary Indian diet and the enrichment of its nutritional content.
- f) to assist in and associate itself with the attempts of food research institutions, food scientist and food technologists to find effective and acceptable means of presenting their nutritional ideas through the development of suitable recipes and the planning of menus.
- g) In accordance with the general policy laid down by the Central Government, to prescribe courses of instructions, hold examinations and grant certificate diplomas and other awards to persons.
- h) To fix and demand such fees and other charges as may be laid down in the bye-laws.
- i) To establish, maintain and manage halls and hostels for the residence of students and members of the state.
- j) To supervise and control and residence, to regulate the discipline of students of the Institute and to make arrangements for promoting their health, general welfare and cultural and cooperate life.
- k) To institute teaching, administrative, technical, ministerial and such other posts as may be necessary and to make appointments thereto in accordance with rules, bye-laws and any instructions/orders and guidelines issued by the Central Government, from time to time.
- l) To institute and award fellowships, scholarships, exhibitions, loans, monetary assistance, prizes and medals in accordance with the rules and bye-laws and

- i. Within the broad framework of the policy laid down the Central Government, to seek affiliation with Universities or other appropriate academic or governmental bodies or institutions and obtain the recognition of its courses of instruction, its examinations, its diplomas, certificates and other awards by the appropriate educational authorities.
- ii. To make rules and bye-laws for the conduct of the affairs of the Institute and Society and to add to amend, vary or rescind them time to time,
- iii. To give pensions, gratuities or charitable aid to the teachers, staff and other employees or ex-employees of the society, or to their wives, children or other dependents; subject to orders/instructions issued by the Central Government in this regard from time to time.
- iv. To make payments towards insurance and form and contribute to provident and benefit funds for the benefit of any person employed by the Society or the wives, children or other relatives or dependents of such persons;
- v. To acquire, hold and dispose of property in any manner whatsoever provided that the prior approval of the Central Government is obtained in the case of acquisition or disposal of immovable property;
- vi. To deal with any property belonging to or vested in the society in such manner as the society may deem fit for advancing the functions of the Institute;
- vii. To borrow and raise moneys with or without security or on the security of any Mortgage, charge or Hypothecation or pledge over all or any of the immovable properties belonging to the society or in any other manner whatever; subject to the approval of the Central Government;
- viii. To build, construct and 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.
- ix. To construct or otherwise acquire, layout, repair,

extend, alter, enlarge, improve and use any land, recreation or playgrounds, parks and any other immovable property belonging to or held by the society;

- x. To start, conduct, print, publish and exhibit any magazines, periodicals, newspapers, books, pamphlets, or posters that may be considered desirable for the promotion of the objects of the Society;
- xi. To maintain a fund to which shall be credited
  - a) All moneys provided by the Central Government;
  - b) All fees and other charges received by the Society;
  - c) All money 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
- xii. To deposit all moneys credited to the fund in such banks or to invest them in such manner as the society may, with the approval of the Central Government decides;
- xiii. To draw, make, accept, endorse, and discount cheques, notes or other negotiable instruments, and for these purposes to sign, execute and deliver such assurances and deals as may be necessary;
- xiv. To pay out of the funds belonging to the Society or out of any particular part of such funds the expenses incurred by the Society from time to time including all expenses incidental to the formation of the Society and management and administration of any of the foregoing objects including all rent, rates, taxes outgoings and the salaries of the employees;
- xv. to maintain proper accounts and other relevant records and prepare an annual statement of accounts including the balance sheet in such form as may be prescribed by the Central Government.

**Name of the H.O.D. (Principal) of AIHM since inception**

| <b>Sl. No.</b> | <b>Name</b>          | <b>From</b> | <b>To</b>  |
|----------------|----------------------|-------------|------------|
| 1.             | Sh. P.I. Kaul        | 23-11-1990  | 23-09-1996 |
| 2.             | Sh. N.S. Bhui        | 23-09-1996  | 08-08-1997 |
| 3.             | Sh. C.M. Bhan        | 08-08-1997  | 22-10-1997 |
| 4.             | Sh. Alok Shivpuri    | 22-10-1997  | 18-02-1998 |
| 5.             | Sh. N.K. Nanchahal   | 18-02-1998  | 31-10-2011 |
| 6.             | Smt. Bharti Tyagi    | 31-10-2011  | 28-02-2018 |
| 7.             | Sh. Arvind Varma     | 28-02-2018  | 03-07-2019 |
| 8.             | Sh. Sitesh Srivastav | 03-07-2019  | Till date  |