



GOVERNMENT OF KERALA

General Administration (Tourism) Department

NOTIFICATION\*

G. O. (P) No. 363/95/GAD. Dated, Thiruvananthapuram, 29th September, 1995.

**S. R. O. No. 1165/95.**—In exercise of the powers conferred by sub-section (i) of section 2 of the Kerala Public Service Act, 1968 (19 of 1968) and in supersession of all the existing rules and orders on the subject, the Government of Kerala hereby make the following Special Rules for the Kerala Tourism Service, namely:—

RULES

1. *Short title and commencement.*—(i) These rules may be called the Special Rules for Kerala Tourism Service, 1995.

(ii) They shall come into force at once.

2. *Constitution.*—The service shall consist of the following categories of officers, namely:—

Category 1	Additional Director
Category 2	Joint Director
Category 3	Deputy Director
Category 4	Manager Grade I (Higher Grade)
Category 5	Tourist Information Officer
Category 6	Manager Grade I

3. *Appointment.*—Appointment to the several categories shall be made as follows:—

Category	Method of appointment
(1)	(2)
Additional Director, Department of Tourism	By promotion from the category of Joint Director, Department of Tourism.
Joint Director, Department of Tourism	By promotion from the category of Deputy Director, Department of Tourism.

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(1)	(2)
3. Deputy Director, Department of Tourism	By promotion from the categories of (i) Manager Grade I (Higher Grade) (ii) Tourist Information Officer and (iii) Senior Superintendent in Tourism Department. Appointment shall be made from the categories of Manager Grade I (Higher Grade), Tourist Information Officer and Senior Superintendent in the ratio (2:1:1)
4. Manager Grade I (Higher Grade)	By promotion from the category of Manager Grade I
5. Tourist Information Officer	(a) By transfer from the category of Information Assistant (b) By direct recruitment (3:1)
6. Manager Grade I	(a) By transfer from the Manager Grade II (b) In the absence of qualified hands in the department by direct recruitment

*Note:*—Appointment by promotion shall be made from select lists prepared from among eligible persons on the basis of merit and ability, seniority being considered only where merit and ability are approximately equal. Persons included in the select lists shall be ranked in the order of their seniority in the lower category or grade.

4. *Appointing authority.*—The appointing authority for categories 1 to 4 shall be the Government and for categories 5 and 6 shall be the Director, Department of Tourism.

5. *Reservation of appointment.*—General Rules 14 to 17 in Part II of the Kerala State Subordinate Service Rules, 1958 shall apply to the appointment by direct recruitment.

6. *Qualifications.*—(a) No person shall be eligible for appointment to the category specified in column (1) of the Table below by method specified in column (2), unless he/she possesses the qualification specified in the corresponding entry in column (3) thereof.

(b) The experience prescribed for direct recruitment to the various categories shall be the one gained after acquiring the basic academic or other qualifications specified for the respective posts. The Scheduled Castes and Scheduled Tribes candidates who are selected to the post shall acquire the experience qualification within the period of probation specified for respective posts.

TABLE

Category	Method of appointment	Qualifications
(1)	(2)	(3)
1. Additional Director	By promotion	Pass in P.D.C. Examination or equivalent examination
2. Joint Director	By promotion	Pass in P.D.C. Examination or its equivalent examination
Deputy Director	By promotion	(a) Pass in P. D. C. Examination or its equivalent examination (b) Three years experience in respective feeder categories
Manager Grade I (Higher Grade)	By promotion	(a) Pass in P. D. C. Examination or its equivalent qualification (b) One year diploma course in Hotel Management and Catering from any Government recognised Institute. OR One year Craft Course, Front Office Reception, Housekeeping etc., from Food Craft Institute or any equivalent qualification. OR (c) Three years Diploma in Hotel Management and Catering Technology and OR (d) Two years experience in Star Hotels in Supervisory capacity. Experience shall be two (2) years in the feeder category of Manager Grade I.

(1)	(2)	(3)
5. Tourist Information Officer	(a) By transfer	<p>(i) Pass in S.S.L.C. Examination or its equivalent qualification.</p> <p>(ii) Pass in guide training course conducted by the Kerala Institute of Tourism and Travel Studies or any other similar course/training under Government of India or any other similar higher training course recognised by Government of Kerala.</p> <p>(iii) Should have the ability to prepare Tourist Literature/Brochures etc.</p>
	(b) By direct recruitment	<p><i>Preferential</i></p> <p>Should have an attractive personality, should be resourceful and well informed, should be capable of moving with foreigners and should be able to speak English fluently. Knowledge of other language also will be considered desirable, should possess a good knowledge about Kerala in particular and India in general. These qualifications shall be within the meaning of G. O. (Ms.) No. 50/70/PD dated 12-2-1970 and G. O. (Ms.) No. 24670/PD dated 21-7-1970.</p> <p>(i) Bachelors Degree of University or its equivalent qualification.</p> <p>(ii) Successful completion (Pass) of the Certificate Course in Tourism Public Relation from a recognised University or Kerala Institute of Tourism and Travel Studies or Indian Institute of Tourism and Travel Management.</p>

OR

(1)	(2)	(3)
6. Manager Grade I	(a) By transfer	Pass in Guide Training Course conducted by the Kerala Institute of Tourism and Travel Studies or any other similar course training under the Government of India or any other similar/higher training course recognised by Government of Kerala
		(i) Pass in S.S.L.C. Examination or equivalent qualification. (ii) Three (3) year Diploma Course in Hotel Management and Catering Technology issued on behalf of Government of India or any State in India or any Institutions recognised by Government of Kerala or Government of India
		OR
		One year Craft Course, Front Office Reception, Housekeeping etc. from Food Craft Institutes or any equivalent qualification.
		<i>Note:</i> —In the absence of sufficient qualified hands the vacant post shall be filled up by direct recruitment.
	(b) By direct recruitment	(i) Pass in Pre-degree Course (ii) Three year Diploma in Hotel Management and Catering Technology issued on behalf of Government of India or Government of any State in India or by Institutions recognised by Government of Kerala or Government of India. (iii) Two years experience in Star Hotel in Supervisory capacity.

(1)	(2)	(3)
7. Age	No person shall be eligible for appointment by direct recruitment to the post of Tourist Information Officer, Manager Grade I if he/she has not completed the age of 20 years as on the 1st day of January of the year in which the applications for the appointment are invited. Relaxation of upper age limit envisaged in Rule 10 (c) of Part II of Kerala State and Subordinate Service Rules, 1958 shall be applicable for selection by direct recruitment under these rules.	
8. Probation	Every person appointed to any of the categories specified in Rule 2 shall, from the date on which he/she joins duty, be on probation.  (i) If appointed by direct recruitment or by transfer for a total period of two years on duty within a continuous period of three years, and  (ii) If appointed by promotion for a total period of one year on duty within a continuous period of two years.	
9. Test	Every person appointed shall within the period of probation pass Account Test (Lower) and Manual of Office Procedure unless he has already passed the same.	
10. Security	The post of Manager Grade I shall be security post and fidelity insurance cover for Rs. 1000 (Rupees one thousand only) shall be obtained from the State Insurance Department.	

By order of the Governor,

K. JAYAKUMAR,  
Secretary to Government.

**Explanatory Note**

(This does not form part of Notification, but is intended to indicate its general purport.)

The Special Rules for Kerala Tourism Service have not been issued so far; Government now propose to prescribe Special Rules for the same. This Notification is intended to achieve the above object.

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