

PROCEDURE FOR SEEKING APPROVAL OF TOURISM RELATED PROJECTS

The Promoter should submit an application In the prescribed proforma addressed to the Director, Tourism, Orissa through the Tourist Officer concerned with the following documents.

- a) Site Plan with the details of the land schedules
- b) Copy of the Sale deed/Lease agreement to establish ownership over the land or copy of the permission to make use of the premises as the case may be.
- c) Project report prepared according to the prescribed guidelines.
- d) Plan and' estimate conforming to the prescribed specifications/guidelines.

(2) The Tourist Officer concerned will forward the application with the documents and his/ her views about the suitability of the site from tourism point of view on the basis of its locational advantage after inspection to the Director, Tourism.

(3) On getting the application along with the required documents Director, Tourism will consider - the same for approval, keeping in view the availability of similar facilities at the place on one hand and requirement of tourists on the other.

(4) The Projects with the minimum investment limits as stipulated in the Industrial Policy, 1996 Paragraph - 16 (Part - II) will only qualify for consideration, extracts of the same are appended.

PARAGRAPH 16 (PART -II) OF THE INDUSTRIAL POLICY 1996

DEVELOPMENT OF TOURISM INDUSTRY

The following tourism related activities will be treated as Industrial activity and will be entitled to incentives applicable to new Industrial units, except for exemption/deferment of sales tax and exemption of octroi on raw materials and packing materials.

- I. Hotels/Motels/Golf Courses/Ropeways and wayside amenity centres satisfying the norms/conditions stipulated by the State Government.
- II. Transport facility with air-conditioned car/coaches with minimum capital investment of RS.15 lakh operating in travel circuits identified/certified by the Department of Tourism..
- III. Motor launches operating in tourism centres identified/certified by the Tourism Department with minimum of Investment of Rs.1 0 lakh.

- IV. Aero sports Centres developed at places identified by the Department of Tourism with minimum investment of Rs.1 0 lakh and meant for promotion of adventure tourism.
- V. Water Sports Complexes and Amusement Parks with minimum Investment of As.10 Lakh and operated in Tourism Centres identified by the Department of Tourism.
- VI. Health resorts established at places like Hill Stations, Sea Beaches, Hot Springs, etc. identified by the Department of Tourism with a minimum Investment of Rs.10 lakh.
- VII. Tourism camps and camping sites having minimum capacity of accommodating not less than 30 tourists in the camp to beset up at places determined by the Department of Tourism.

Such Tourism related activities (existing and new), will be entitled to have power at industrial and not commercial rates of tariff.

GUIDELINES FOR ESTABLISHMENT OF 1 TO 5 STAR CATEGORY OF HOTELS

- 1 The carpet area of the rooms and the areas of the bath-room should by and large adhere to the following specifications:-

Category of Hotel	Area Standard for Bedroom/ Bathroom
5-Star & 5-Star. Deluxe Hotel	
Single	180 sq. ft.
Double	200 sq.ft.
Bathroom	45 sq.ft.
4-Star & 3-Star Hotels	
Single A/C and Single Non A/C	120 sq. ft.
Double A/C and Double Non A/C	140 sq. ft.
Bathroom	36 sq.ft.
2-Star & 1-Star Hotels	
Single A/C and Single Non A/C	100 sq. ft.
Double A/C and Double Non A/C	120 sq.ft. (All rooms should have proper ventilation and ceiling fans.)
Bathroom	30 sq. ft.

2. In gauging the carpet area of the room, walls and other areas like entry, passage, etc. should be excluded.
3. The rooms as well as bathrooms should be so designed to conform to the specified area that the length and breadth should be in reasonable proportion.

4. The general feature, facilities and services expected in hotels of different categories should be broadly as below:

Five Star Category:

General Features:

The facade, architectural features and general construction of the building should have the distinctive qualities of a luxury hotel of this category. The locality including the immediate approach and environs should be suitable for a luxury hotel of this category and there should be adequate parking space for cars. The hotel should have at least 251 comfortable bedrooms, all with well appointed attached bath rooms with long baths or the most modern shower chambers with 24 hours service of hot and cold running water. All public rooms and private rooms should be fully air-conditioned (except in hill stations, where there should be heating arrangements) and should be well appointed with superior quality carpets, curtains, furniture, fittings, etc. in good taste. It would be advisable to employ the services of professionally and experienced interior designers of repute for this purpose. There should be an adequate number of efficient lifts in buildings of more than 2 storeys including the ground floor with 24 hours service. There should be a well designed and properly equipped swimming pool (except in hill stations). There should be a well appointed lobby and ladies and gentlemen's cloak rooms equipped with fittings and furniture of highest standards.

Facilities

There should be a reception, cash and information counter attended by highly qualified, trained and experienced personnel and conference facilities in the form of one each or more of conference rooms, banquet halls and private dining rooms. There should be a book stall, beauty parlour, barber shop, recognised travel agency, money changing and safe deposit facilities, lost luggage rooms, florist and a shop for toilet requisites and medicines on the premises. There should be a telephone in each room and telephone for the use of guests and visitors and provisions for a radio or relayed music in each room. There should be a well equipped, well furnished and well maintained dining room, restaurant on the premises and wherever permissible by law, there should be an elegant well equipped bar/permit room. The kitchen, pantry and cold storage should be professionally designed to ensure efficiency of operation and should be well equipped.

Services:

The hotel should offer both international and Indian cuisine and the food and beverage service should be the highest standards. There should be professionally qualified, highly trained, experienced, efficient and courteous staff in smart clean uniforms and the staff coming in contact with guests should understand English. The supervisory and senior staff should possess a good knowledge of English. It will be desirable for some of the staff to have a knowledge of foreign languages and staff knowing at least one continental language should be rotated on duty at all times. There should be 24 hours service for reception, information and telephones. There should be provision for reliable laundry and dry-cleaning services. Housekeeping at the hotel should be

of the highest possible standard and there should be a plentiful supply of all linens, blankets, towels, etc. which should be of the highest quality available. Similarly the crockery, cutlery and glassware should be of the best quality available. Each bedroom should be provided with a vacuum jug/the room flask with ice cold, boiled drinking water except where centrally chilled purified drinking water is provided. There should be a special restaurant/dining room where room where facilities for dancing and an orchestra are provided.

Four Star Category:

General Features:

The facade, architectural features and general construction of the building should be distinctive and the locality including the immediate approach and the environs should be suitable for a hotel of this category. There should be adequate parking facilities for cars. The hotel should have at least 25 lettable bedrooms, all with attached bathrooms. At least 50 percent of the bathroom must have long baths or the most modern shower chambers with 24 hours service of hot and cold running water. All public rooms and private rooms should be fully air-conditioned (except in hill stations where there should be heating arrangement) and should be well furnished with carpets, curtains, furniture, fittings, etc, in good taste. It would be advisable to employ the services of professionally qualified and experienced interior designers of repute for this purpose. There should be an adequate number of efficient lifts in buildings of more than 2 storeys including the ground floor. There should be a well appointed lobby and ladies gentlemen's cloak room equipped with fittings of a standard befitting a hotel of this category.

Facilities:

There should be a reception, cash and information counter attended by trained and experienced personnel. There should be a special room for conference/banquet purposes. There should be a book stall, recognised travel agency, money changing and safe deposit facilities and a left luggage room on the premises. There should be a telephone in each room and a radio or relayed music in each room. There should be well equipped, well furnished and well maintained dining room/restaurant on the premises and wherever permissible by law, there should be an elegant, well equipped bar/permit room. The kitchen, pantry and cold storage should be professionally designed to ensure efficiency of operation and should be well equipped.

Services:

The hotel should offer both international and Indian cuisine and the food and beverage service should be the highest standards. There should be professionally qualified, highly trained, experienced, efficient and courteous staff in smart clean uniforms and the staff coming in contact with guests should understand English. The supervisory and senior staff should possess a good knowledge of English. It will be desirable for some of the staff to have a knowledge of foreign languages and staff knowing at least one continental language, should be rotated on duty at all times. There should be 24 hours service for reception, information and telephones. There should be provision for

reliable laundry and dry-cleaning services. Housekeeping at the hotel should be of the highest possible standard and there should be a plentiful supply of all linens, blankets, towels, etc. which should be of the highest quality available. Similarly the crockery, cutlery and glassware should be of the best quality available. Each bedroom should be provided with a vacuum jug/the room flask with ice cold, boiled drinking water. There should be a special restaurant/dining room where facilities for dancing and an orchestra are provided.

Three Star Category:

General Features:

The architectural features and general construction of the building should be of a very good standard and the locality including the immediate approach environs should be suitable for a very good hotel and there should be adequate parking facilities for cars. The hotel should have at least 20 lettable bedrooms, all with attached bathrooms with bath tubs and/or showers and should be modern in design and equipped with fittings of a good standard, with hot and cold running water. At least 50 percent of the rooms should be air-conditioned (except in hill stations where there should be heating arrangements in all the bedrooms, dining rooms, restaurant and lounge) and the furniture and furnishing such as carpets, curtains, etc. should be of a very good standard and design. There should be adequate number of lifts in building with more than two storeys including the ground floor. There should be a well appointed lounge and separate ladies and gentlemen's cloak rooms equipped with fittings of a good standard.

Facilities:

There should be a reception and information counter attended by qualified and experienced staff and a book stall, recognised travel agency, money changing and safe. Deposit facilities on the premises. There should be a telephone in each room (except in seasonal hotels where there should be a call bell in each room and a telephone on each floor for the use of hotel guests) and a telephone for the use of guests and visitors to the hotel. There should be a well equipped and well maintained air-conditioned dining room/restaurant and wherever permissible by law there should be a bar/permit room. The kitchen, pantry and cold storage should be clean and organised for orderliness and efficiency.

Services:

The hotel should offer good quality cuisine both Indian as well as continental and the food and beverage service should be a good standard. There should be qualified, trained, experienced, efficient and courteous staff in smart and clean uniforms and the supervisory staff coming in contact with the guests should understand English and the senior staff should possess a good knowledge of English. There should be provision for laundry and dry-cleaning service. Housekeeping at the hotel should be of a very good standard and there should be adequate supply of linens, blankets, towels, etc. of good quality. Similarly, cutlery, crockery, glassware should be of a good quality. Each bed room should be provided with a vacuum jug/thermos flask with cold, boiled drinking water. The hotel should provide orchestra and ball room facilities and

should attempt to present specially choreographed Indian cabaret. Two Star Category:

Two Star Category

General Features:

The building should be well constructed and the locality and environs including the approach should be suitable for a good hotel. The hotel should have atleast 10 lettable bedrooms with showers and bathroom for every 4 of the remaining rooms and should be with modern sanitation and running cold water with an adequate supply of hot water, soap and toilet paper. 25% of the rooms should be airconditioned (except in hill stations where there should be heating arrangements in all the rooms) and all rooms must be properly ventilated, clean and comfortable with all the necessary items of furniture. There should be a well furnished lounge.

Facilities:

There should be a reception counter with a telephone. There should be a telephone or call bell in each room and there should be a telephone on each floor unless each room has a separate telephone. There should be a well maintained and well equipped dining room/restaurant serving good, clean, wholesome food, and a clean, hygienic and well equipped kitchen and pantry.

Services:

There should be experienced, courteous and efficient staff in smart and clean uniforms. The supervisory staff coming in contact with guests should understand English. There should be provision for laundry and dry-cleaning services. Housekeeping at the hotel should be of a good standard and clean and good quality linens, blankets, towels, etc, should be provided, Similarly crockery, cutlery and glassware should be of a good quality.

One Star Category:

General Features:

The general construction of the building should be good and the locality and environs including Immediate approach should be suitable. The hotel should have atleast 10 lettable bedrooms of which atleast 25% should have attached bathrooms and a bath room for every 4 of the remaining rooms. Atleast 25% of the bathrooms should have western style WGS. All bathrooms should have modern sanitation and running cold water with adequate supply of hot water, soap and toilet paper. The rooms should be properly ventilated and should have clean and comfortable bed and furniture.

Facilities:

There should be a reception counter with telephone and a telephone for the use of guests and visitors. There should be a clean and moderately well equipped dining room/restaurant serving clean wholesome food, and there should be a clean, well equipped kitchen and pantry.

Services:

There should be experienced, courteous and efficient staff in 'smart and clean uniforms' and the senior staff coming in contact with guests should possess a working knowledge of English. Housekeeping at the hotel should be of a good standard and clean and good quality linens, blankets, towels, etc. would be supplied. Similar crockery, cutlery and glassware should be of good quality.

**GUIDELINES FOR ESTABLISHMENT OF
JANATA HOTELS**

Construction of a Chain of Janata Hotels:

1. The main objective of the above scheme is to provide clean accommodation at as low prices as possible for budget tourists, both domestic and international, with emphasis on services rather than the commercial economics of it. To cut down cost on transportation, it will be essential for the hotels to be located centrally.
2. The hotel building will have to be built keeping in view the functional aspect of the scheme and also to ensure that the maintenance cost are kept as low as possible. The facilities should be very basic, but the rooms should be provided with minimum essential furniture (bed, chairs, tables and shelves/ cupboard space), furnishing, ceiling fans and suitable lighting. The bathrooms should have running cold water and running hot water during fixed hours, wash basin and a mirror.
3. The following specifications should be followed in the construction of Janata Hotels

Guest Rooms:

There should be at least 10 lettable bedrooms with provision of single bed/double beds/four beds. The carpet area of the rooms should not be less than the following:

Single Room	120 sft
Double Room	150 sft
Four bedded Room	225 sft.

All the rooms should be properly ventilated and should have ceiling fans and other basic furniture like bed side table, dressing table, multipurpose table with chair, etc.

Bath Rooms:

At least 25% of the rooms should have attached bath while there should be one bathroom for every 6 pax. The minimum size of each bathroom should be 30 sft. Wash basin, shower and mirror and pegs/rails to hang clothes, flush toilet and running cold water are to be provided in the bathrooms. During a fixed hours hot water is to be provided.

Other Facilities:

A Cafeteria-cum-Restaurant for the larger hotels more than one restaurant to be provided. A multipurpose hall. Passenger lifts In all buildings more than four storeyed high are to be provided.

Telephone:

Necessary telephone connections for the efficient operation of hotel must be provided. In addition, public telephone booths should be provided for the convenience of the guests.

Optional Facilities:

To Improve the economic viability as also for the convenience of guests a Shopping Arcade may be included.

Landscaping and Designing:

The designing of the building and landscaping of the surrounding area should be done aesthetically keeping in view the functional aspect. In the building all electrical wiring must be concealed.

Kitchen and Pantry:

The planning of the kitchen, pantry and the cafeteria must be done to adhere to very strict hygienic standards. There must be a washing up area with adequate hot and cold water and drying facilities, separately for crockery as well as for kitchen utensils. Both the kitchen and the pantry must be mosquito and fly proofed. In the kitchen adequate outlets for fumes and exhaust fans must be provided. The cooking fuel must be selected with great care to higher cleanliness standards.

House Keeping:

The cleanliness in the hotel would be prime importance. At the time of construction, architects must pay adequate attention to this aspect, housekeepers will have to ensure the highest standards of cleanliness.

Bed Linens:

Mattresses, blanket sheets and towels to be provided on extra payment.

**GUIDELINES FOR ESTABLISHMENT OF
MOTELS/WAYSIDE AMENITIES CENTRES**

A. General Features:

- i. The Motels/Wayside amenities Centres must be located on the Highways preferably on the outskirts of the township.
- ii. The approach should be suitable and convenient for movement of all categories of vehicular traffic.
- iii. The architectural features, general construction and decor and ambience of the buildings should be in keeping with the local environment.

B. Facilities:

The Motel/Wayside Amenities, Centres must have atleast the following facilities:

- i. Six double rooms (carpet area of 100 sft.) and one or two dormitories for 10 pax, fully furnished, well ventilated with required modern appliances like fans, calling bells, etc.
- ii. 50% of the rooms with attached barhroom with modern sanitary ware one bathroom for every 6 pax for the remaining 50% rooms (bathroom size 30 sft.)
- iii. Four common toilets (2 for gents 2 for ladies)
- iv. 25% of the batt1rooms with western style commodes.
- v. All the bathrooms with running hot and cold water or with geysers
- vi. A kitchen with dining hall to serve 50 pax at a time.
- vii. Reception counter/office with a telephone.
- viii. A spacious 10Linge.
- ix. A parking yard to accommodate 10-15 vehicles at a time.
- x. 2-4 water taps with pipes in the parking yard for washing and cleaning of vehicles.
- xi. A barrack with a toilet for drivers/helpers.
- xii. A snack bar/coffee shop
- xiii. First Aid
- xiv. A compound wall round the site.
- xv. A garden.

It is also expected that the Motels/Wayside Amenities Centres will have arrangements to provide other required facilities like petrol pump, garage, pay phones, medical aid, etc. either in the premises or in the adjacent area.

C. Services:

The Motels/Wayside Amenities Centres should be operated by trained, experienced, courteous and efficient staff in clean uniforms. They should preferably possess working 'knowledge of English. Housekeeping should be of good standard and good quality linen should be supplied. Similarly crockery, cutlery and. glassware should be of good quality. Hygienically prepared food should be served from the kitchen which should be equipped with modern cooking aids and utensils.

GUIDELINES FOR ESTABLISHMENT OF HERITAGE HOTELS

Definition:

Heritage hotels should cover running hotels in palaces/ castles/ forts/ havelies/ residence of any size which were built prior to 1950.

General Features:

The facade, architectural features and general construction should have the distinctive qualities, ambience and decor in keeping with traditional way of the palaces. There should be adequate parking space for cars. All public rooms and

areas and the guest rooms should be well maintained and well equipped with quality carpets/area rugs, furniture, fittings, etc. in good taste and in keeping with the traditional life style. The guest rooms should be clean, airy, pest free, without dampness and musty odour, and of reasonably large size, with attached bathrooms with modern facilities Le. flush commodes, wash' basing, running hot and cold water, etc. There should be well appointed lobby or lounge equipped with, furniture of high standard, with separate ladies and gents cloak rooms with good fittings.

Facilities:

There should be reception, cash and information counter attended by trained and experienced personnel. There should be money changing facilities and left luggage room. There should be a well I equipped, well furnished and well maintained dining room on the premises and wherever permissible by law, there should be an elegant, well equipped bar/permit room. The kitchen and pantry should be professionally designed to ensure efficiency of operation and should be of high standard and in sufficient I quantity, keeping in view the life style and commensurate with the number of guests to be served. Drinking water must be bacteria free, the kitchen must be clean, airy, well lighted and protected from pests. There must be the three tier washing system with running hot and cold water, hygienic garbage disposal arrangements; and pest free deep freezer and refrigerator (where the arrangements is for fresh food for each meal, stand by generator will not be insisted upon). The gardens/grounds must be very well maintained.

Services:

The hotel should offer good quality cuisine and the food and beverage service should be of good standard. There should be qualified, trained, experienced, efficient and courteous staff in smart and clean uniforms and the staff coming in contact with the guests should understand English. Housekeeping at, these hotels should be of the highest possible standard and there should be a plentiful supply of linen, blankets, towels, etc. which should be of high quality. Each guest room should be provided with a vacuum jug/ flask with bacteria free drinking water. Arrangements for heating/cooling must be provided for the guest rooms in seasons. Places which have telephone lines must have at least one phone in' the office with call bells in each guest rooms. Arrangements for medical assistance must be there in case of need.

Apart from the above points, it was felt that the architecture of the properties to be considered in the category of "Heritage Hotels" should not be interfered with; any extension/improvements/ change must be In keeping with the traditional life style. The staff/room ratio must be in keeping with the number of guest room in each property. It was also stressed that these hotels must be run on a professional basis while losing none of their ambience and services.

The heritage hotels must present a distinctive and traditional life style of the area and should be of very high quality in terms of service, ambinece and cuisine.

GUIDELINES FOR OPERATION OF AIR-CONDITIONED TRANSPORT SERVICES

A. General Feature:

- I. Air-Conditioned cars and coaches should be operated to provide luxury and exclusive transport services to the tourists for visiting different tourist centres in the State.
- II. These services should be operated in specified Travel Circuits covering places of tourist interest.
- III. The service should offer either package tours inclusive of accommodation, food, transport, sightseeing, etc. or conducted tours providing transport and sightseeing.
- IV. Depending on demand and without disturbing the announced schedule .for conducted/ package tours, contract service can also be operated to the places of tourist interest.
- V. The vehicles should be exclusively used for tourism purposes.

B. Facilities:

The following facilities should be provided in the minimum.

- I. The body of the coaches should be so built that they are comfortable and conform to the norms as prescribed by prevalent Transport Act like M.V. Act.
- II. The coaches should have luxurious 2/2 reclining seats with arms and adequate leg space.
- III. The windows should be wide enough to provide proper light and ventilation in case of failure of A/C system.
- IV. Curtains preferably made of local hand-loom should be used.
- V. There should be provision of P.A. system, Video and Tape Recorders.
- VI. There should be provision of cold drinking water and first-aid.
- VII. There should be provision of adequate space for luggages besides hand baggages.
- VIII. For cars, similar facilities should be provided.

C. Services:

- I. The cars/coaches should be driven by licensed drivers. There should be atleast one helper for each coach.
- II. Each tour should be conducted by knowledgeable guides who are trained/certified by the Tourism Department, Government of Orissa/ India or ASI. The guide should be at least able to speak in English/Hindi. As far as possible arrangement should be made to provided, foreign language guides to conduct the visit of foreign tourists if necessary.
- III. There should be one guide for a group of maximum 35 tourists.

- IV. All the staff conducting the tours must be in clean uniform.
- V. The vehicles should be properly maintained as per the service manual of the manufacturers and always kept in tip-top condition.

GUIDELINES FOR OPERATION OF MOTOR LAUNCH SERVICES

A. General Features:

- I. Motor Launch Services should be operated to provide pleasure cruising in Lakes, Lagoons, Rivers, Back Waters, Large Ponds as well as Sea wherever feasible.
- II. The services should be operated by such boats/crafts with required draft which are comfortable for pleasure cruising.
- III. The boats/crafts should be fitted with either outboard or in board engines.
- IV. The horsepower of the engine should be commensurate with the seating capacity of the boats/ crafts to be operated at a comfortable speed.
- V. The services should be operated on pre-determined route/specified schedule of operation in addition to contract service to suit the requirements of the tourists.
- VI. The boats/crafts should be used exclusively for tourism purposes.

B. Facilities:

The following facilities should be provided in the minimum:

- I. The (3 boats/ crafts should be so built that they are comfortable as well as suitable for pleasure cruising and in conformity with the norms prescribed by the prevalent Water Transport Authorities like I.W.T., M.M.D., Indian Kayaking and Canoeing Association, etc.
- II. The seats should be provided with arms and adequate leg space and arranged in such a way that the tourists are not constrained to see the sight around them.
- III. There should be a provision for storing sufficient drinking water and first aid as well as space for keeping hand baggages.
- IV. There should be adequate safety measures to rescue the tourists from drowning. Life Jackets for each tourist must be provided.
- V. There should be a canopy In all the boats having a seating capacity of 20 or more. In the boats with less seating capacity, arrangement should be made for folding umbrellas to be used as and when necessary as far as possible.

- VI. There should be toilet facilities In all the boats with seating capacity of 20 or more. In the boats with less seating capacity possibility of providing a closed space atleast for urinal should be explored.
- VII. There should be a provision for mooring the boats to the bank either by punting or rowing in case of engine failure. .It will be appropriate to have a spare engine of adequate horse power to meet such exigencies.
- VIII. There may be a need of a jetty to operate any motor launch service. Arrangement should also be made to carry the tourists up to the motor launch from the jetty whenever necessary.

C. Services:

- I. The boats/crafts with engines should be driven by licensed drivers/sarangs duly certified by the appropriate authorities like I.W.T., M.M.D., etc.
- II. There should be atleast one Khalasi for each boat.
- III. There should be a knowledgeable guide duly trained/certified by the Tourism Department to conduct the visit of the tourists. The guide should be atleast able to speak in English/Hindi. As far as possible arrangement should be made to provide foreign language guides to" conduct the visits of the foreign tourists if necessary.
- IV. All the staff should know swimming and have adequate knowledge in rescue operation and firstaid. They should be in proper uniform. "
- V. The boats/crafts should be properly maintained in accordance with the service manual" of the manufacturers and always kept in tip-top condition.
- VI. There should be a speed boat for rescue operations.
- VII. There should be at least a cafeteria and toilet attached to the complex.

GUIDELINES FOR ESTABLISHMENT OF AEROSPORTSCENTRES

A. General Features:

- I. Aero Sports Centres should be established at such places which are suitable for the purpose. Proper survey about suitability of the sites by technical expert must be made before Introduction of the sports.
- II. The activities may include para gliding. hang gliding, power hang gliding, etc.
- III. Location of the Centres should be good and approach convenient.

B. Facilities:

- I. Quality equipments from reputed firms should only be provided for use.
- II. The following equipments are recommended for each centre:
 - a. Para glider 'SIRIUS' type beginner
 - b. Hang glider 'GYGNUS' type basic
 - c. Hang glider 'JAVELIN' (Std) type intermediate
 - d. Hand glider 'JAVELIN' (XC) type top of intermediate
 - e. Power Hang Glider (PULSAR0II) type single seater, 350 CC.
 1. Powered Hang Glider (QUASAR) type double seater 350 CC.
 - g. Parachute Free-flight
 - h. Parachute power hang glider
 - i. Harness bar type
 - j. Harness pod type
 - k. Helmet free-flight
 - l. Helmet powered hang gliding
 - m. Tool kit for free flight power hang gliding & para gliding.
- III. Instruments required for operating the equipments properly are ~m altimeter, a vario metre Indicating sinks and lifts by way of different beeps' and a speedo meter. Lighter walki-talkl sets are also necessary.

C. Services:

- I. The equipments should be operated under supervision of properly trained/experienced personnel.
- II. Staff In-charge of the Centre should be able to atleast speak in English/Hindi and be in proper uniform and should posses adequate knowledge of first-aid and rescue operation.
- III. Equipments should be properly maintained in accordance with the service manual of the manufacturers.
- IV. There should be a Cafeteria and toilet facilities attached to the Centre.

GUIDELINES FOR ESTABLISHMENT OF WATER SPORTS COMPLEX

A. General Features:

- I. Water Sports Facilities should be provided in lakes, lagoons, rivers, backwaters, large ponds as well as sea wherever feasible for activities like Kayaking, Canoeing, Water Skiing, Water-Scooter, Surfing, Parasailing, Scuba diving, Snorkelling, Sailing, Jetsking, Dingi Sailing, etc.
- II. Such boats and crafts which are suitable for the particular type of sports should only be used. They should be fitted with engines of adequate horse power wherever applicable.

- III. The activities should be undertaken on predetermined routes/specified schedule of operation in addition to contract service to suit the requirement of tourists.

B. Facilities:

- I. The following facilities should be provided in the minimum
- II. The boats and crafts should be so built that they are comfortable as well as suitable for the particular type of Water sports and are in conformity with the specifications prescribed by appropriate authorities like the I.W.T.; M.M.D., Indian Kayaking and Canoeing Association etc.
- III. Necessary out-fits for particular water sports should be made available with the boat on the spot (like a pair of ski! for water skiing).
- IV. Life Jackets for each tourist be provided.
- V. There should be adequate safety measure to rescue the tourists from drowning and injuries.
- VI. There may be need of Jetty for the sports activities. Arrangement should be made for a Jetty either owned or permission to use Jetty of others.

C. Services:

- I. The boats/crafts with engines should be driven by licenced Drivers/Sarangas duly certified by appropriate authorities like I.W.T., M.M.D., etc.
- II. The staff appointed to operate the Water Sports Complex should be able to speak at least English/ Hindi. They should be preferably trained in the Water Sports proposed to be operated, possess adequate knowledge in rescue operation and first-aid and be in proper uniform.
- III. The boats/crafts and other equipment should be properly maintained in accordance with service manual of the manufacturers and always kept in tip-top condition.
- IV. There should be Speed Boat for rescue operation.
- V. There should be change room with toilet facilities and a cafeteria attached to the complex.

GUIDELINES FOR ESTABLISHMENT OF HEALTH RESORTS

A. General Features:

- I. Health Resorts should have facilities like hotel accommodation of requisite standard, yoga centres, massage parlour, beauty parlour, gymnasium, indoor/outdoor game like badminton, table tennis, lawn tennis, nature cure centre, swimming pool, jogging paths etc., facilities for the indoor treatment.
- II. The Resorts should enjoy locational advantage with convenient approach suitable for movement of all categories of vehicular traffic.
- III. The architecture, general construction, decor and ambience of the buildings should be in keeping with the local environment.

B. Facilities:

The Health resorts must have at least the following facilities:

- I. 6 double rooms (carpet area-100sft.) and one or two dormitory for '10 pax, fully furnished, well ventilated with required modern appliances like fans, calling bells, etc.
- II. 50% of the rooms with attached bathroom with modern sanitary ware and one bathroom for every 6 pax for the remaining 50% rooms bathroom size-30 sit.)
- III. 4 common toilets (2 for gents & 2 for ladies)
- IV. 25% of the bathrooms with western style commodes.
- V. All the bathrooms with running hot and cold water or with geysers.
- VI. A kitchen with dining hall to serve 50 pax at a time.
- VII. Reception counter/office with a telephone.
- VIII. A spacious lounge.
- IX. A parking yard to accommodate 10 - 15 vehicles at a time.
- X. 2 - 4 Water taps with pipes in the parking yard for washing and cleaning of vehicles.
- XI. A barrack with a toilet for drivers/helpers.
- XII. A snack bar/coffee shop

XIII. A compound wall around the site.

XIV. A garden.

C. Services:

The Health Resorts should be operated by trained, experienced, courteous and efficient staff in clean uniforms. They should preferably possess working knowledge of English. Housekeeping should be of good standard and good quality linens should be supplied. Similarly crockery, cutlery and glassware should be of good quality. Hygienically prepared food should be served and the kitchen should be equipped with modern cooking aids and utensils.

GUIDELINES FOR PROMOTION OF CAMP TOURISM

A. General Features:

- I. Tourism camp should be established at or near any of the Tourist Centres Identified by the Tourism Department (copy enclosed).
- II. Location of the camp must be good and convenient.
- III. Approach should be suitable and convenient.
- IV. The facilities should be provided in tents or pre-fabricated units with folding systems for accommodation, dining, lounge, etc.
- V. Pitching of the tents/pre-fabricated units should be on raised platforms.
- VI. The whole area of the camp should be cleaned and no debris left when the camp closes for a period of more than two weeks.
- VII. The arrangements should be in keeping with the local environment and should not in any way disturb the ecology.

B. Facilities:

The following facilities should be provided in the minimum in each camping site.

- I. Accommodation for atleast 30 pax (8 double rooms and family room/dormitory for 14 pax).
- II. All the rooms be properly furnished with bed, chairs and tables, fans and lights.
- III. 50% of the rooms should be with attached bath and one bathroom for every 6 pax for the remaining 50%.
- IV. 25% of the bathroom should be with western style commode.

- V. A kitchen and dining facilities to serve at least 30 pax at a time, 2 toilets (one for ladies and one for gents) be attached to the dining hall.
- VI. Arrangement for supply of hot and cold water.
- VII. Parking space to accommodate about 10 vehicles at a time.
- VIII. First-aid facilities.
- IX. Trench around the site besides trenches for each accommodation units if necessary.
- X. Power supply be made either by electricity or solar system. In any case there should be provision of a Generator.

C. Services:

The facilities in the camping site should be operate by trained/experienced, courteous and efficient staff in clean uniforms. They should preferably possess working knowledge of English. Housekeeping should be of good standard and good quality linen should be supplied. Similarly crockery, cutlery and kitchen ware should be of good quality. Food should be prepared hygienically with modern cooking aids. Absolute provision of security & safety of the tourists must be ensured. Around the clock watch and ward staff should be deployed. There should be a transport facility to meet the emergent health need to the tourists.

GUIDELINES FOR ESTABLISHMENT OF AMUSEMENT PARKS

A. General Features:

- I. The amusement park should be ideally located with convenient approach.
- II. The architecture, layout, decor and general ambience of the park should be in keeping with local environment.
- III. The park should have provisions for fun and merriment to suit different tastes and age groups.
- IV. Care should be taken to preserve the ecology and environment and provide such facilities which are eco-friendly and pollution free.
- V. The park should be properly landscaped with well laid out gardens and lawns.

B. Facilities:

- I. The park should have the following minimum facilities:

- II. Provisions for fun like merri-go-rounds, swing rides, slides, toy trains, striking cars, moon-rakers, rafts, cable cars, crazy cycles, lazy rivers, paddle boats, kayaking and canoeing, rowing etc.
- III. One or more restaurants/fast food centres/snack bar/coffee shop
- IV. At least four common toilets (2 for gents & 2 for ladies.)
- V. A spacious parking yard with hailing system
- VI. First-Aid Centre
- VII. Adequate number of dustbins for garbage
- VIII. Reception counter/office with a spacious lounge and telephone. Adequate number of drinking water points.
- IX. A compound wall
- X. Fire fighting measures

C. Services:

The facilities In the park should be managed and operated by trained/experienced, efficient staff In clean uniforms and name plates. They should preferably possess working knowledge of Hindi and English. Absolute provision of security and safety of the visitors should be ensured. The equipments should be regularly and properly service and maintained. The crockery and cutleries used In the food counters should be of good quality. Food should be hygienically prepared with modern cooking aids. '

GUIDELINES FOR ALLOTMENT OF GOVERNMENT LAND FOR ESTABLISHMENT OF TOURISM RELATED PROJECTS

- I. Government land wherever available will be considered for allotment to such promoters who like to establish Tourism related projects as indicated in the paragraph 16 (Part - II) of the Industrial Policy 1996 at or near any of the Tourist Centres identified by the Department of Tourism.
- II. The promoter will identify the land and apply for allotment to the concerned authority which is empowered to allot the land through the Tourism Department. Director Tourism will be the authority to recommend allotment of land.
- III. The allotting authority will consider allotment of the required land within the frame work of relevant act/rules as may be applicable.
- IV. The maximum extent of land that will be considered for allotment will be Ac.10.00 while the minimum will be 1.00 Ac subject to availability. In case

the promoter will require more or less extent of land the request will be considered on case to case basis.

- V. Preference will be given to such promoters who have experience / expertise/ training in the concerned field.
- VI. Preference will also be given to such promoters who are financially sound to execute the project within a period of 2 years.
- VII. The land if allotted, must be used for the specified purpose only failing which the allotment will be cancelled.

GUIDELINES FOR ESTABLISHMENT OF GOLF COURSE

The Golf Course should be of international standard and located at or near any identified tourist centre.

(Further details may be prescribed later)

GUIDELINES FOR ESTABLISHMENT OF ROPE WAYS

The Rope Way should be of international standard and located at or near any identified tourist centre.

(Further details may be prescribed later)

APPLICATION

(For seeking approval of Tourism related projects)

1. Full name of the Promoter :
2. Complete postal address :
3. Permanent Home address :
4. Name of the Projects :
5. Name of the Place :
6. Brief details of the project :
7. Estimated Cost :
8. Source of finance :
9. Documents submitted :
 - i. Site plan with land Schedules :
 - ii. Sale deed/Lease agreement/
Permission Letter. :
 - iii. Project report. :
 - iv. Plan & estimate :
 - v. Any other :
10. Undertaking - Certified that :
 - (i) The information furnished in this application and the documents attached are true to the best of my knowledge and belief.
 - (ii) I will abide by prescribed rules and regulations in operation as well as the terms and conditions imposed from time to time.
 - (iii) The project will be opened to inspection by the Officers of the Tourism Department of the rank of Tourist Officer and above at any reasonable time with or without prior notice.

To

The Director, Tourism
Orissa, Bhubaneswar
Through the Tourist Officer)

Signature of the Promoter

Date: