



Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of and in tune with the vision and mission of the institution.

Response:

Principal is the Head of the institution who looks after the Academic and Administration of the institution with the co-operation and assistance of staff members. The institution practices decentralization and participative management by constituting various committees, entrusting responsibilities and involves all the stakeholders to contribute for the administration and governance. Apart from constituting various committees, certain authorities and responsibilities are delegated to the Head Of Department who is the most senior faculty in the institute.. Apart from faculty, student office bearers are also involved in many activities like organizing meetings, functions and celebration of Significant Days.

The Principal reports to Director Academics who then reports to top management. The Director oversees not only the functioning of off other institutes falling under the LR Group.

The LR group is headed by a trust.

VISION:

To be a premier institution shaping future leaders in culinary arts & hospitality

MISSION:

To equip students with the skills, creativity & professionalism needed for success in the culinary & hospitality industries



L .R Institute of Hotel Management & Catering Technology

Affiliated to Himachal Pradesh Technical University Hamirpur. Himachal Pradesh
Village JAbli-Qyar near zero Point Rajgarh Road Solan.

OBJECTIVES:

- Boost Student Satisfaction
- Enhance industry partnership
- To provide conducive environment to students for achieving academic excellence to face the global challenges
- To bring together the best global practices, corporate thinking and accountability
- To ensure education based on Scientific, moral and value based to meet the challenges of global environment.
- To enhance alumni engagement



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6.1.2 The effective leadership is visible in various institutional practices such as decentralization and participative management

Response:

LR Institute is run by a Trust (**Lala Lilu Ram Educational Trust**) and it provides all infrastructural facilities and equipment required for the Institution. However decentralization and participative management is visible in delegation of power to the Principal who is assisted by HOD, staff members and various other committees to conduct Teaching-Learning and evaluation in accordance with the requirements of present day society and global competence and guidelines laid down by Himachal Pradesh Technical University. Regular meetings are scheduled and conducted as per the plan throughout the academic year and decisions taken are implemented effectively.

The functioning of the Institute is monitored at three levels as follows:

Management:

The overall functioning of LR Group including LR Institute of Hotel Management & Catering Technology is overseen by The Lala Lilu Ram Trust who has appointed Directors and who with assistance of Principals keep a close watch on day-to-day working of college administration. The Management participates in policy making and strategic decision making.

Institute:

Principal is the academic and administrative head of the Institute. He is assisted by HOD, staff and various other committees in planning and execution of various programs being organized in the Institute.

Department:

The Head of the Department is responsible for day-to-day management of the department.

The following committees monitor the issues related to Students Welfare and Support:

Anti-Ragging Committee:

It makes sure that there is no incident of ragging in the campus and complaints if any are resolved through discussions with various members and student representatives.

Women's Cell:

It looks in to issues of women and also makes sure that the necessary infrastructural facilities are provided.



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6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

The Institution, since its inception in 2018 has witnessed visible growth in the past years in the areas of academic initiatives and infrastructural development. To accelerate and accomplish the growth the institution has a perspective strategic plan and deployment plan in place and we are in the process of constructing a new building with state of the art infrastructure and equipment in a phased manner.



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6.2.2 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules and procedures, etc.

Response: LR Institute of Hotel Management is run by Lala Lilu Ram Trust. The trust plays a major role in setting up organizational Structure and in decision making process of the institution. The overall supervision of the college comes under their purview. The Principal is the Head of the Institution. The principal is assisted by HOD.HOD andStaff act as an advisory body to the principal. The principal monitors and manages the day -to - day academic and administrative functions of the college with the assistance of HOD &staff. The principal constitute committees for various academic activities. The coordinators of co-curricular and extra-curricular activities prepare annual plans and execute the same and the approval of the principal. They recruitment and promotion policies are followed as per the guidelines of UGC, State and affiliating University regulations and the management. The office administrative staff take care the implementation of the promotions, leaves, pay and service related issues.



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6.2.3 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. **Student Admission and Support**
4. Examination

Response:

(E) None of the above

We are in the process of implementing a modular Enterprises Resource Planning. Software in phased manner which will eventually help us with e-governance in all spheres of the institute.



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Biometrics



Administration Area



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Admission Cell



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Accounts and Finance



6.3 Faculty Empowerment Strategies

6.3.1 The institution has effective welfare measures for teaching and non-teaching staff

Response – Currently we do not have any specific welfare measures for staff.

6.3.2 Average percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the last five years

6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years

Response:

6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five year

2024-23	2023-22	2021-22	2020-21	2019-20	2018-19

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response:0

6.3.3.1 Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five year



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2024- 23	2023- 22	2021- 22	2020- 21	2019- 20	2018- 19

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP) during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response:

6.3.4.1 Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course year-wise during the last five years

2024- 23	2023- 22	2021- 22	2020- 21	2019- 20	2018- 19

6.3.5 Institutions Performance Appraisal System for teaching and non-teaching staff

The Institution conducts a performance appraisal of Teaching and Non-Teaching staff regularly which enhances teaching quality and performance. Assessment of teaching learning process and student satisfaction are carried out by collecting feedback from the students. Student's feedback forms are provided to the students at the end of each academic year. The feedback form is designed so as to find teachers expertise, commitment and enthusiasm over a subject being in thought, effectiveness of engaging classes and professional interaction with the students within and beyond the classroom. Anonymity of students is suggested in order to ensure fair and transparent evaluation.



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The filled in forms thus collected are analyzed, based on which the principal provides counsel to the faculty members confidentially if necessary

The Institution has another Performance Based Self-Appraisal system (PBSA). Professional development, research contributions and involvement in co-curricular activities are self-assessed by each teacher at the end of every academic year in the prescribed PBSA format. The filled in form is verified and assessed by the HOD and it is forwarded to the Principal. The Self - Assessed forms submitted are critically assessed and the Principal provides suggestions to improve the performance of teachers and the entire department. More importantly future promotions of teachers are based on this Self - Assessment report.

Title	Name of Teacher attended	Designation	Duration	Conducted By	
Managing Business Start UP for making self-Reliant India	Dr. Suresh Chauhan	Associate Professor	25/11/2024 to 29/11/2024 (One Week)	NITTTR Chandigarh	
	Mr. Vinayak Sharma	Assistant Professor			
	Mr Naveen Kumar	Assistant Professor			
	Mr Vikas Rana	Assistant Professor			
	Mr. Suriender Kumar	Assistant Professor			
Emerging Trends in Hospitality Industry: Implications for Teaching for Teaching &Curriculum Design	Mr. Vinayak Sharma	Assistant Professor	6 January 2025, to 10 January 2025	DeshBhagat University Gobindgarh Punjab	
	Mr Vikas Rana	Assistant Professor			
	Mr. Suriender Kumar	Assistant Professor			



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6.4.1 Institution conducts internal and external financial audits regularly

Institution conducts internal and external financial audits regularly Which are observed every year w.e.f. 1ST April to 31ST March. Institution conducts internal audits on its official level and the external audit is conducted by charter accountant. They observe and examine the balance sheet and the profit and loss account for the said year which is in agreement with the books of account maintained by the trust or institution. The audit takes place under section 12A(b) of the Income-tax Act, 1961, in the case of charitable or religious trusts or institutions. Institute provides all the information and explanations which is to the best of institute knowledge and belief is necessary for the purpose of the audit.

FORM NO. 80B
[See rule 17B]
Audit report under section 82A(c) of the Income-tax Act, 1961, in the case of charitable or religious trusts or institutions

We have examined the balance sheet of LALA LILU RAM EDUCATIONAL TRUST - AAAD14255G [name and PAN of the trust or institution] as at 31/03/2020 and the Profit and loss account for the year ended on that date which are in agreement with the books of account maintained by the said trust or institution.

We have obtained all the information and explanations which to the best of our knowledge and belief were necessary for the above-stated purpose and as far as appears from our examination of the books, and proper returns submitted for the purposes of audit have been received from individuals not named by us, subject to the comments given below.

In our opinion and to the best of our information, and according to information given to us, the said accounts give a true and fair view-

(i) in the case of the balance sheet, of the state of affairs of the above named trust as at 31/03/2020 and

(ii) in the case of the profit and loss account, of the profit or loss of its accounting year ending on 31/03/2020

The prescribed particulars are attached hereto.

Place: LUCKNOW
Date: 14/01/2021

Name: ROHIT BHALLA
Membership Number: 82367
FRN (Firm Registration Number): 090622C
Address: 2023 MUREL BHAWAN 1B-AS HOK MARG ASHOK MARG LUCKNOW, UTTAR PRADESH

ANNEXURE
Statement of particulars
I. APPLICATION OF INCOME FOR CHARITABLE OR RELIGIOUS PURPOSES

1. Amount of income of the previous year applied to charitable or religious purposes in India during that year (₹)		5540318
2. Whether the trust has approved the option under clause (2) of the Explanation to section 11(1A) if so, the details of the amount of income deemed to have been applied to charitable or religious purposes in India during the previous year (₹)	Yes	3412944
3. Amount of income finally set apart for application to charitable or religious purposes, to the extent it does not exceed 15 per cent of the income derived from property held under trust in part made for such purposes (₹)	Not Applicable	
4. Amount of income eligible for exemption under section 11(1)(c) (Give details)	No	
5. Amount of income, in addition to the amount referred to in item 3 above, accumulated or set apart for specified purposes under section 11(2) (₹)		
6. Whether the amount of income mentioned in item 5 above has been invested or deposited in the manner laid down in section 11(2)(b) ? If so, the details thereof.	No	
7. Whether any part of the income in respect of which an option was exercised under clause (2) of the Explanation to section 11(1) in any earlier year is deemed to be income of the previous year under section 11(1B) ? If so, the details thereof (₹)	No	
8. Whether, during the previous year, any part of income accumulated or set apart for specified purposes under section 11(2) in any earlier year-		
(a) has been applied for purposes other than charitable or religious purposes or has ceased to be accumulated or set apart for application therein, or	No	
(b) has ceased to remain invested in any security referred to in section 11(2)(b)(i) or deposited in any account referred to in section 11(2)(b)(ii) or section 11(2)(b)(iii), or	No	
(c) has not been utilized for purposes for which it was accumulated or set apart during the period for which	No	

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It was to be accumulated or set apart, or in the year immediately following the expiry thereof? If so, the details thereof?

II. APPLICATION OR USE OF INCOME OR PROPERTY FOR THE BENEFIT OF PERSONS REFERRED TO IN SECTION 13(b)

1. Whether any part of the income or property of the trust was lent, or otherwise to be lent, in the previous year to any person referred to in section 13(b) (individually referred to in this Annexure as such person)? If so, give details of the amount, rate of interest charged and the nature of security, if any.	No
2. Whether any part of the income or property of the trust was made, or continued to be made, available for the use of any such person during the previous year? If so, give details of the property and the amount of rent or compensation charged, if any.	No
3. Whether any payment was made to any such person during the previous year by way of salary, allowance or otherwise? If so, give details.	No
4. Whether the services of the trust were made available to any such person during the previous year? If so, give details thereof together with remuneration or compensation received, if any.	No
5. Whether any share, security or other property was purchased by or on behalf of the trust during the previous year from any such person? If so, give details thereof together with the consideration paid.	No
6. Whether any share, security or other property was sold by or on behalf of the trust during the previous year to any such person? If so, give details thereof together with the consideration received.	No
7. Whether any income or property of the trust was benefited during the previous year in favour of any such person? If so, give details thereof together with the amount of income or value of property so diverted.	No
8. Whether the income or property of the trust was used or applied during the previous year for the benefit of any such person in any other manner? If so, give details.	No

III. INVESTMENTS HELD AT ANY TIME DURING THE PREVIOUS YEAR(s) IN CONCERN IN WHICH PERSONS REFERRED TO IN SECTION 13(b) HAVE A SUBSTANTIAL INTEREST

5. Name and address of the concern	Where the concern is a company, embedded class of shares held	Nominal value of the investment (₹)	Amount from the investment (₹)	Whether the amount held, if exceeded 5 per cent of the capital of the concern during the previous year-00, Yes/No
Total				

Place: LUCKNOW
Date: 14/01/2021

Name: ROHIT BHALLA
Membership Number: 82367
FRN (Firm Registration Number): 090622C
Address: 2023 MUREL BHAWAN 1B-AS HOK MARG ASHOK MARG LUCKNOW, UTTAR PRADESH

Form Filing Details
Form No./Original: Original

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