

## AICTE Mandatory Disclosure

Mandatory Disclosure : Updated on 30/04/2022  
**1. AICTE Application No.** : **South-West / 1-10969897964**  
Date & Period of Last approval : 25.06.2021 – for 2021-22

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### 2. NAME OF THE INSTITUTION

Name of the Institution : MUNNAR CATERING COLLEGE (SELF- FINANCING)  
Address of the Institution : Thachankary Hills, Sooryanelli , Munnar Idukki  
City & Pin code : Munnar- 685618  
State/UT : Kerala  
Phone number with STD code : 04868 – 249900  
Fax number with STD code : 04868 – 249009  
Office hours at the Institution : 9.00 A.M. to 5.30 P.M.  
Academic hours at the Institution : 9.30 A.M. to. 4.30 P.M.  
Email : mnrcateringcollege@gmail.com  
Website : [www.munnarcateringcollege.edu.in](http://www.munnarcateringcollege.edu.in)  
Nearest Railway Station (dist in Km) : Ernakulam Junction , 150 KM  
Nearest Airport (dist in Km) : Cochin International Airport, 150 KM

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### 3. Type of Institution

Type of Institution : Private-Self Financed  
Category (1) of the Institution : Non Minority  
Category (2) of the Institution : Co-Ed

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### 4. Name of the organization running the Institution

Name of the organization running the Institution : Thachankary Foundation  
Type of the organization : Trust  
Address of the organization : 2<sup>nd</sup> Floor, Chandrika Building, M.G. Road, Ernakulam - 682017  
Registered with : SRO, Rajakumari  
Registration Date : 02.05.2003  
Website of the Organization : [www.royalindian.com](http://www.royalindian.com)

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## 5. Name of the Affiliating University / Department

Name of the affiliating University/ Department	:	Directorate of Technical Education, Kerala
Address	:	Trivandrum
Website	:	<a href="http://www.dtekerala.gov.in">www.dtekerala.gov.in</a>
Latest affiliation period	:	2021-22

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## 6. Name of Principal / Director

Name of Principal / Director	:	Rajesh Kumar
Exact Designation	:	Principal
Phone number with STD code	:	04868 – 249900
FAX number with STD code	:	04868 – 249009
Email	:	<a href="mailto:principal@munnarcateringcollege.edu.in">principal@munnarcateringcollege.edu.in</a>
Highest Degree	:	Phd, M.A, BTS, DHMCT
Field of specialization	:	F & B Service

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## 7. Governing Board Members

S.No.	Name	Category	Designation
1	Mr.Tissan J.Thachankary	Management	Chairman
2	Mrs. Mary Tissan	Management	Director

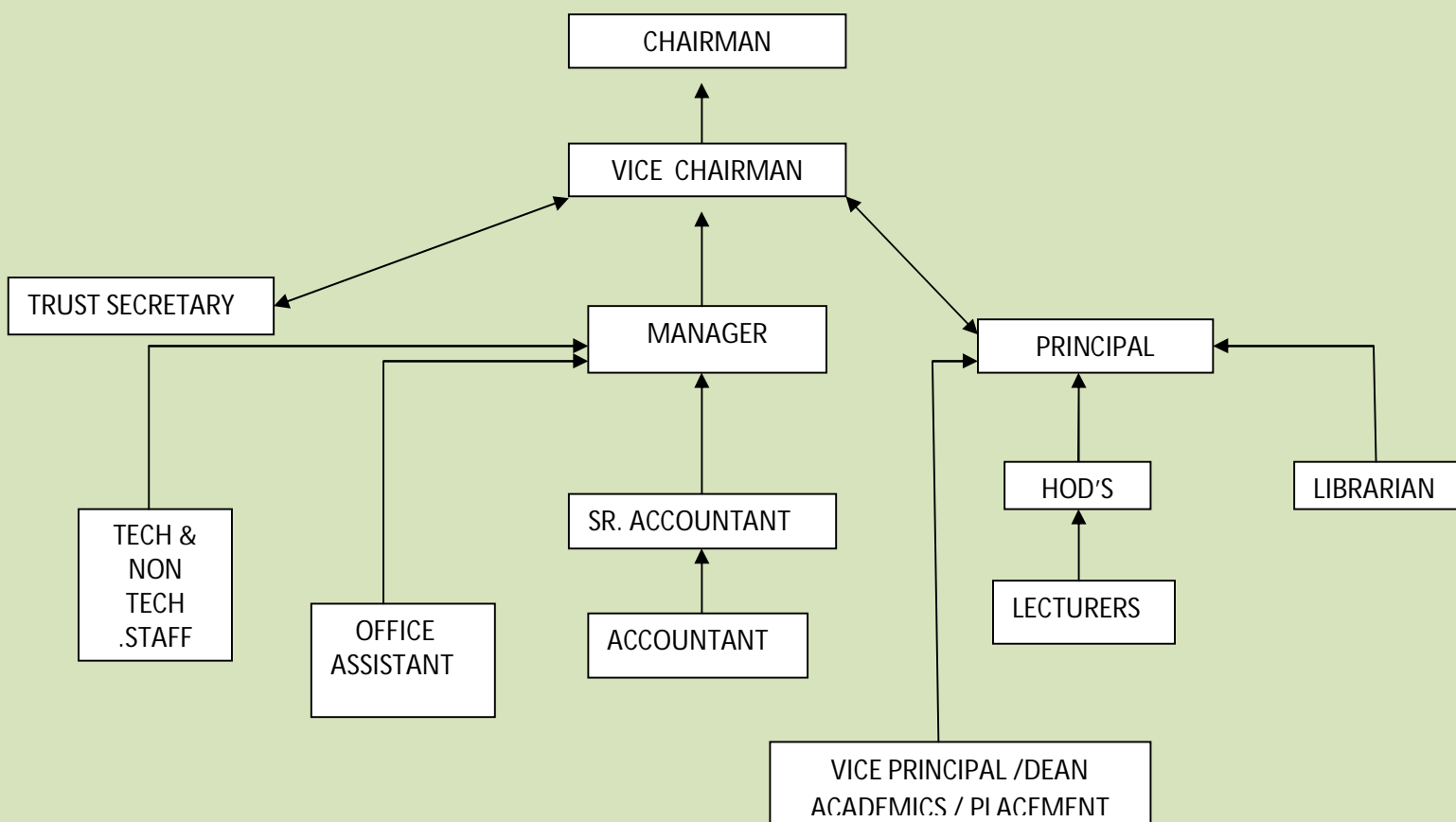
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## 8. Academic Council Members

S.NO	CATEGORY	DESIGNATION	NAME
1	Chairman	Chairman	Tissan J. Thachankary
2	Academics	Director	Mary Tissan
	Principi	Principal	Rajesh Kumar C.
3	Industry connect	Operation Manager Hotel Fort Munnar	Prasad
4	Dean, Heads and Faculty of the Departments	1. Dean	Kiran Kumar
5		2. HOD	Sunil George
6		3. HOD	Kumaravelu N
7		4. HOD	Jothis K.A.
8		5. Faculty	
9		6. Faculty	

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9. Executive Component : Organisation chart and Process



10. Student Feedback on Institutional Governance/faculty performance

A student feedback mechanism is available in the institution. Once in a semester, the students provide the feedback of staff in the prescribed format.

**MUNNAR CATERING COLLEGE, MUNNAR – 685 618.  
STUDENTS EVALUATION FORM**

Year :	Semester:	Dept.	Date:		
SI No	Name of the Subject	Name of the staff member	Good	Satisfactory	Not satisfactory
1					
2					
3					
4					
5					

## 11. Grievance redressal mechanism for faculty, staff and students

- System for Redressal of grievances of faculty, staff and students
  - The management of the college follows an open system of administration and grievances from staff and students are given the utmost attention.
  - Complaints and suggestion boxes are kept at a number of places in the campus and also in the hostels.
  - The suggestions and complaints are carefully looked into and remedial measures undertaken. Responses are also publicized through notice boards.
  - In case of indiscipline, a committee appointed by the principal enquires into the matter by calling witnesses and recommendations are made about the action to be taken by the management.
  - Grievances regarding the staff in terms of salary, promotions etc., are carefully looked into by the HR department in consultation with the Principal and remedial measures taken.
  - Class Committee meetings are held in which grievances of students are taken note of and remedial measures taken.
  - A student welfare officer looks into the welfare of the students and advises the management for necessary action.
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## 12. Department wise Details

- Food & Beverage
  - House Keeping
  - Front Office
  - Food Production
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## 13. Admission Quota

Admission Quota	:	<b>Hotel Management &amp; Catering Technology</b>
Entrance Test/ Admission Criteria	:	No Entrance Test in Kerala. Admission based on the marks obtained in +2 Examinations (Physics + Chemistry + Mathematics)
Lowest cutoff marks in Previous year	:	
Fees in rupees	:	Rs. 75,000/-
Admission Calendar	:	May to June
PIO Quota	:	Nil

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## 14. Academic Sessions

Academic Sessions	:	<b>Hotel Management &amp; Catering Technology</b>
Examination System, Year /Semester	:	Annual
Period of declaration of results	:	within 1 – 2 months after closure of examinations

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## 15. Counselling / Monitoring

Counseling / Monitoring	- Regular Counseling for students by faculty advisors once every week
Career Counseling	- Done during faculty advising regularly and also by department Placement coordinators
Medical facilities	- A Medical Room is provided in the Institute and Hostel.
Student Insurance	- All Students are covered under Insurance Scheme.
Sum assured	- As per the Scheme.

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## 16. Students Activity Body

### Cultural activities -

- Students at Munnar Catering College exhibit their talents in an astounding manner through the Cultural Activities.
- Annual Day, a cultural festival, which is conducted every Year , is an expression of their solidarity and team spirit.
- Every Year , there is an amazing number of participants

**Sports activities** - Facilities available in the Sports are

### 1. Outdoor Games

Football Field	Cricket Ground	Basket ball Court
Volleyball Courts	Badminton Courts	

### 2. Indoor Games

Shuttlel	Carrom	Chess
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### Literary activities -

- The Oxford English Club aims at developing the students' overall personality with the main focus on communication skills.
- The following activities are conducted under the auspices of the Club :
  - Group Discussion
  - Debates
  - Oral Presentations
  - Role plays
  - Interview techniques
  - Poetry Writing

in order to develop the students talent.

Participation in these programmes gives them a face lift to take on the ever challenging world of productive activity.

### Souvenir/Magazine/Newsletter -

- ROYAL LAURELS, an annual souvenir published every year.
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