



*Karnataka*  
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Department of Tourism

# OPERATIONAL GUIDELINES FOR KARNATAKA TOURISM POLICY 2020-26 VOLUME 1 - SUBSIDIES



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## **Disclaimer**

Department of Tourism, Government of Karnataka, the nodal agency for implementation of the Karnataka Tourism Policy 2020-26, does hereby unequivocally and clearly states that;

The contents of the Karnataka Tourism Policy 2020-26 and the amendments thereof and the Operational Guidelines for implementation of Karnataka Tourism Policy 2020-26 enunciated therein may be read carefully by all the stakeholders and Tourism Projects and Tourism Service Providers intending to avail the incentives, subsidies, and concessions under the Policy. Accordingly, it is hereby clearly understood that the applicant Tourism Projects / Tourism Service Providers have carefully gone through the Karnataka Tourism Policy 2020-26 and its amendments as well as the, the Operational Guidelines for the Policy and the contents thereof and they fully understand the implications thereof.

The Tourism Projects / Tourism Service Providers are hereby informed that mere registration or in-principle approval for their Project / Applicant with the Department of Tourism does not ipso-facto guarantee extension of any financial or monetary benefit to the Project / Applicant. The applications made by the Tourism Project / Tourism Service Provider under the provisions of this policy shall be appraised and scrutinized under the extant provisions of the Policy and each case shall be evaluated purely based on its merits and the compliance with the Policy and Guidelines for availing incentives, subsidies and concessions, subject to the availability of requisite funds. It is also clearly understood that the Policy & Guidelines may undergo changes from time to time without any prior intimation to any stakeholder or constituent. Granting of Incentives / Subsidies / Concessions under this policy does not mean verification of the authenticity of quality of the products and services offered at the Tourism Project.

All Tourism Projects and Tourism Service Providers are solely liable for any liabilities or legal proceedings arising from their operations. Any approval given by the Department of Tourism towards incentives, subsidies or concessions under Karnataka Tourism Policy 2020-26 is not a substitute for any statutory approval. Sanction of approvals and / or disbursal of any incentives, subsidies, or concessions under Karnataka Tourism Policy 2020-26 shall not create any liability or obligation upon the Department of Tourism or the Government of Karnataka towards the operation and management of tourism projects. Granting incentives, subsidies or concessions under Karnataka Tourism Policy 2020-26 does not mean verification of the authenticity of products and services and shall not create any liability or responsibility upon the Department of Tourism towards means of acquisition of artefacts or items of display.

It is, therefore, advised that the applicant projects / entities may in their own interest carry out thorough business survey and necessary due diligence to ensure the techno-economic and commercial viability of their projects and compliance with the Policy & Guidelines. The prospective applicants are advised to prepare their project proposals regardless of the incentives, subsidies or concessions factor to ensure the financial viability and bankability of their projects.

Applications shall be assessed on the basis of information and representations submitted by the Applicants. Department of Tourism takes no responsibility for any consequences arising from fraudulent practices or corrupt practices of the Applicant.



## 1. Introduction

Government of Karnataka vide Government Order No. TOR 135 TDB 2020, dated 18.09.2020 has notified the Karnataka Tourism Policy 2020-25. The Policy vision is as follows –

*Position Karnataka as the **most preferred tourism destination** that provides a **safe and memorable experience** for tourists through **diverse high-quality tourism offerings** developed in **collaboration with tourism stakeholders and local communities** to create **sustainable and inclusive socio-economic development** for all.*

The Policy has been further amended vide Government Order No. TOR 135 TDB 2020, dated 28.09.2021 and renamed to **Karnataka Tourism Policy 2020-26**. The Government of Karnataka desires to achieve the vision for Karnataka's tourism sector through various policy measures and one amongst these is providing attractive package of incentives, subsidies and concessions to various categories of Tourism Projects and Tourism Service Providers. In this regard, the Department of Tourism has prepared the Operational Guidelines for Karnataka Tourism Policy to specify the requirements / criteria for tourism projects in the State and detail the procedures to be followed for availing of incentives, subsidies, and concessions offered under the Karnataka Tourism Policy 2020-26. The Operational Guidelines have been prepared to act as a useful guiding tool for government officials, investors and entrepreneurs.

The Operational Guidelines have been provided in 3 volumes to enable applicants to readily examine the requirements for the incentives, subsidies and concessions that they seek under Karnataka Tourism Policy 2020-26. The volumes of the Operational Guidelines are as follows –

1. *Operational Guidelines for Karnataka Tourism Policy 2020-26 Volume 1 – Subsidies*
2. *Operational Guidelines for Karnataka Tourism Policy 2020-26 Volume 2 – Incentives*
3. *Operational Guidelines for Karnataka Tourism Policy 2020-26 Volume 3 – Concessions*

The Karnataka Tourism Policy 2020-26 came into effect on 18<sup>th</sup> September 2020 and will have a span of six years, i.e., up to 17<sup>th</sup> September 2026 or till the further extended date approved by Government of Karnataka. Tourism Projects and Tourism Service Providers intending to avail incentives, subsidies and concessions under Karnataka Tourism Policy 2020-26 must submit their respective applications on or before 17<sup>th</sup> September 2026.

The earlier Tourism Policy 2015-20 which was stated to be in force till 26<sup>th</sup> March 2020 vide order no. TD 81 TTT 2014 Bangalore dated 26.03.2015 has ceased to have effect. Applications for concessions and investment subsidies under Karnataka Tourism Policy 2015-20 that have been received after 26<sup>th</sup> March 2020 shall not be considered by Department of Tourism. However, entities which have been sanctioned and have partly availed the concessions and investment subsidies under earlier policy shall continue to enjoy those benefits as per sanctioned orders.

## 2. Definitions

1. **Applicant** shall, unless repugnant to the context or meaning thereof, mean a legal entity under the relevant law that is seeking an incentive, a subsidy or a concession under the Karnataka Tourism Policy 2020-26.
2. **Corrupt practice** means the offering, giving, receiving or soliciting of anything of value to influence the action of the public official in the processes pertaining to Karnataka Tourism Policy 2020-26
3. **Date of Commercial Operation** means the date on which a New Tourism Project is open to tourists on a commercial basis after due testing, trials and commissioning under the relevant Government rules.
4. **Department of Tourism** shall mean Department of Tourism, Government of Karnataka, unless it be repugnant to the context or meaning thereof.

5. **Eligible Tourism Project** refers to the list of Tourism Projects identified by the Department of Tourism that shall be prioritized for development in Karnataka during the Policy Period. Eligible Tourism Projects shall be eligible for incentives, subsidies, and concessions under the Karnataka Tourism Policy 2020-26 as outlined in *Section 14 Incentives, Subsidies and Concessions* of the Policy document.
6. **Eligible Project Cost (EPC)** means investment in fixed assets for the purposes of developing Tourism Projects defined in Karnataka Tourism Policy 2020-26. EPC shall mean costs incurred towards civil construction (including toilets, access for differently abled, electrification) and for providing utilities such as water purification, DG sets, air conditioning, lifts, sewage treatment plant, rainwater harvesting, solar heating, solar lighting system, borewells, etc.

EPC shall also include costs towards vehicle / aircraft / watercraft necessary to specifically undertake tourism activities for the following Tourism Projects defined in Karnataka Tourism Policy 2020-26 –

- i. Adventure Tourism Project
- ii. Caravan Tourism Project
- iii. Houseboat Project
- iv. Mobile Toilet Van Project under Safety and Hygiene Tourism Project

The applicability of vehicle / aircraft / watercraft necessary to specifically undertake tourism activities towards the calculation of EPC shall be determined by the District Tourism Committee / Empowered Committee for Tourism, as applicable.

EPC does not include the following heads of investment with respect to the Tourism Project –

- i. Working Capital;
- ii. Pre-operative expenses and preliminary expenses;
- iii. Second-hand plant and machinery purchased or shifted from within or outside India;
- iv. Interest capitalised;
- v. Consumable stores;
- vi. Inventories for maintenance or repairs;
- vii. Investment on land required for setting up the Tourism Project, inclusive of the cost of the land;
- viii. Vehicles, except those permissible for certain Tourism Projects as specified above;
- ix. Furniture, fixtures, cutlery, crockery, utensils; and
- x. Any construction which in the nature of real estate transactions is meant for sale / lease / rent. This may include shops, flats, offices, etc.

Please refer to the Project Specifications for Eligible Tourism Projects for additional guidance on calculation of Eligible Project Cost. Unless otherwise specified, only the components necessary for meeting the Mandatory Specifications and Desirable Specifications for the respective Eligible Tourism Project shall be considered for calculation of Eligible Project Cost.

7. **Existing Tourism Project** shall mean an Eligible Tourism Project that has been established and operationalised before the operative period of Karnataka Tourism Policy 2020-26.
8. **Expansion Tourism Project** shall mean an Existing Tourism Project that is taking up an expansion of more than 50% of its existing capacity in terms of built-up area and/or EPC for the Project. Only one expansion project of an Existing Tourism Project will be eligible for incentives, subsidies and concessions during the operative period of Karnataka Tourism Policy 2020-26.
9. **Fixed capital investment** shall mean the investment in fixed assets for the purposes of developing Tourism Projects defined under Karnataka Tourism Policy 2020-26. The assessment of fixed capital investment shall be as per the guidance for assessment of Eligible Project Cost.
10. **Focus Tourism Destination** are destinations of Karnataka identified by the Department of Tourism for prioritized development.

The list of Focus Tourism Destinations has been provided in Section 11. However, as this list may be revised from time to time, Applicants should check the website of the Department of Tourism for the updated list of Focus Tourism Destinations.

11. **Fraudulent practice** means a misrepresentation of facts in order to influence processes under the Karnataka Tourism Policy 2020-26 or the execution of approvals / agreement / contract to the detriment of Government of Karnataka, and includes suppression of facts / materials pertaining to the application that are material to assessment of the application, activities to establish eligible project costs or project specifications at artificial levels, collusive practices by the Applicant either prior to or after application submission, and activities that may deprive free and open participation by all applicants for incentives, subsidies and concessions under Karnataka Tourism Policy 2020-26. Operation of a Tourism Project for purposes other than tourism-related business or hospitality-related business shall also be interpreted as a fraudulent practice.
12. **Mega Tourism Project** shall mean Tourism Project with an EPC of above INR 100 Crore.
13. **Ministry of Tourism** shall mean Ministry of Tourism, Government of India, unless it be repugnant to the context or meaning thereof.
14. **New Tourism Project** shall mean an Eligible Tourism Project that has been established and operationalised during the operative period of Karnataka Tourism Policy 2020-26.
15. **PMU Division** shall mean Program Management Division of the Department of Tourism, Government of Karnataka.
16. **Project Specifications** means the specifications for Eligible Tourism Project to be eligible for Capital Investment Subsidy, Interest Subsidy, Exemption of Stamp Duty, Concessional Registration Charges and Reimbursement of Land Conversion Fees under Karnataka Tourism Policy 2020-26. Project Specifications are divided into three sub-categories –
  - i. **Mandatory Specifications** means the project specifications that must be mandatorily provided or undertaken by the Eligible Tourism Project to be eligible for Capital Investment Subsidy, Interest Subsidy, Exemption of Stamp Duty, Concessional Registration Charges and Reimbursement of Land Conversion Fees. under Karnataka Tourism Policy 2020-26.
  - ii. **Operational Requirements** means the capabilities, operational performance measures and processes that an Eligible Tourism Project is expected to meet towards providing tourism products and services.
  - iii. **Desirable Specifications** means the optional project specifications that may be provided or undertaken by the Eligible Tourism Project, i.e., these specifications are optional but will be used for assessment of Eligible Project Cost.
17. **Scrutiny Committee** shall mean the committee created by the PMU Division for the purpose of site inspection and verification.
18. **Tourism Project** shall mean a legal entity under the relevant law that is engaged or to be engaged in providing any service related to tourism.
19. **Tourism Service Provider** shall mean any company, association, firm or any other legal entity under the relevant law who is engaged in providing any service related to tourism. This may include but is not limited to the entity responsible for operation and/or management of Tourism Projects as well as tour operators, travel agents, transport operators, ticketing agents, tourist guides amongst others.

### 3. Eligible Tourism Projects

The Eligible Tourism Projects listed below shall be eligible for incentives, subsidies and concessions under the Karnataka Tourism Policy 2020-26 –

1. Adventure Tourism Project



2. Agri Tourism Project
3. Amusement Park
4. Caravan Park Project
5. Caravan Tourism Project
6. Convention Centre
7. Cultural Tourism Project
8. Cultural Village
9. Eco Tourism Project
10. Heritage Hotel
11. Heritage Tourism Project
12. Heritage Walk
13. Homestay
14. Hotel Project – Budget
15. Hotel Project – Premium
16. Houseboat Project
17. Museum and Galleries
18. Ropeway
19. Safety and Hygiene Tourism Project
20. Sound & Light Show
21. Tented Accommodation
22. Theme Park
23. Tourist Interpretation Centre
24. Tourist Luxury Coach
25. Wellness Centre
26. Wayside Amenities

The list of Eligible Tourism Projects may be periodically reviewed by the Empowered Committee for Tourism constituted under the Policy and suitable inclusions / deletions / modifications may be made as per market demand and suggestions of the industry. The Department of Tourism shall issue necessary notifications from time to time.

The definitions and specifications for the Tourism Projects shall be as per the Operational Guidelines and related notifications issued by the Department of Tourism from time to time. To qualify for incentives, subsidies, and concessions under Karnataka Tourism Policy 2020-26, Eligible Tourism Projects must be registered with the Department and must meet the conditions as per the Operational Guidelines.

## **4. Benefits for Eligible Tourism Projects**

Tourism Projects shall be eligible for the following incentives, subsidies and concessions under the Karnataka Tourism Policy 2020-26 –

### **4.1. Eligibility for Subsidies**

The following Eligible Tourism Projects shall be eligible for subsidies under Karnataka Tourism Policy 2020-26 as follows. –

1. Capital Investment Subsidy as detailed in *Section 7.1*
  1. Adventure Tourism Project
  2. Caravan Park Project
  3. Caravan Tourism Project
  4. Hotel Project – Budget
  5. Hotel Project – Premium
  6. Houseboat Project
  7. Wayside Amenities
  8. Wellness Centre

2. Interest Subsidy as detailed in *Section 7.2*

1. Agri Tourism Project
2. Cultural Tourism Project
  - i. Cultural Village
  - ii. Museum & Galleries
3. Heritage Tourism Project
  - i. Heritage Hotel
  - ii. Sound & Light Show
4. Safety & Hygiene Tourism Project

#### **4.2. Eligibility for Incentives**

Eligible Tourism Projects shall be eligible for the following incentives under Karnataka Tourism Policy 2020-26 –

1. Registration under Department of Tourism
2. Facilitation Support
3. Marketing Support for Tourism
4. Special Recognition for Sustainability Measures
5. Assistance for Sustainability Initiatives
6. Tourism Excellence Awards
7. Support for Homestays

Details regarding the above-mentioned Incentives are available in *Operational Guidelines for Karnataka Tourism Policy 2020-26 Volume 2 – Incentives*

#### **4.3. Eligibility for Concessions**

Eligible Tourism Projects shall be eligible for the following concessions under Karnataka Tourism Policy 2020-26 –

1. Exemption on Stamp Duty
2. Concessional Registration Charges
3. Reimbursement of Land Conversion Fee
4. Exemption on Motor Vehicle Tax

Details regarding the above-mentioned Concessions are available in *Operational Guidelines for Karnataka Tourism Policy 2020-26 Volume 3 – Concessions*

### **5. Benefits for Tourism Service Providers**

Tourism Service Providers who are registered with the Department of Tourism shall be eligible for the following incentives and concessions under the Karnataka Tourism Policy 2020-26 –

#### **5.1. Eligibility for Incentives**

Tourism Service Providers registered with the Department of Tourism shall be eligible for the following incentives under Karnataka Tourism Policy 2020-26 –

1. Registration under Department of Tourism
2. Facilitation Support
3. Marketing Support for Tourism
4. Collaboration with Tourism Aggregators and Online Travel Agents
5. Marketing Development Assistance
6. Tourism Excellence Awards

Details regarding the above-mentioned Incentives are available in *Operational Guidelines for Karnataka Tourism Policy 2020-26 Volume 2 – Incentives*.

## 6. Project Specifications for Eligible Tourism Projects

**Note:** Only the projects that are eligible for availing Capital Investment Subsidy or Interest Subsidy have been listed here. Please refer to *Operational Guidelines for Karnataka Tourism Policy 2020-26 Volume 2 – Incentives* or *Operational Guidelines for Karnataka Tourism Policy 2020-26 Volume 3 – Concessions* for the specifications for other eligible Tourism Projects.

### 6.1. General Specifications for all Eligible Tourism Projects

All Eligible Tourism Projects shall adhere to the following Operational Requirements and may undertake the following Desirable Specifications. These specifications are to be read in conjunction with the project-specific Operational Requirements and Desirable Specifications.

#### 6.1.1. Operational Requirements

1. Staff shall be well-dressed, well-groomed and properly trained.
2. Staff shall preferably be trained local residents specialized in the respective fields of operation.
3. Staff shall be hospitable and capable to effectively respond to tourist requirements and should have a fair idea of the places of tourist interest in the State.
4. Properly equipped first aid kit should be available at the reception / front-desk and adequate first aid training should be provided to the staff.
5. A properly equipped first aid kit should be available at the reception. Adequate first aid training should be provided to the staff.
6. A well-defined mechanism should be available to handle a medical emergency. Management / operator of the project shall maintain effective coordination with local medical establishments.
7. Should prominently display directions and contact details of closest police station, fire station, and hospital / healthcare facility.
8. Information about nearby sites / activities / destinations of tourism interest should be displayed in the reception / front office area.
9. There should be sufficient signage in English and Kannada for facilities at the project.
10. The project must be operated in compliance with all applicable local acts, rules and regulations.

#### 6.1.2. Desirable Specifications

1. Client facing staff such as front-office staff, guides, trainers, etc. shall be conversant in English and Kannada.
2. A qualified medical doctor shall be available on call.
3. Project shall utilize solar power / renewable energy sources for tourism facilities
4. Projects may refer to the *Handbook on Barrier Free and Accessibility* issued by Central Public Works Department as reckoner to make the project barrier-free and accessible to all. A copy of the handbook is provided in Annexure 5
5. Should undertake measures for sustainability and responsible tourism

## 6.2. Adventure Tourism Project

### 6.2.1. Definitions

**“Adventure Tourism”** involves exploration or travel with perceived (and possibly actual) risk, and potentially requiring specialized skills and activities. Adventure Tourism activities may be classified under below mentioned three categories –

- i. Land-Based Adventure Tourism
- ii. Water-Based Adventure Tourism
- iii. Air-Based Adventure Tourism

**“Adventure Tourism Project”** is a tourism project offering adventure tourism activities. The activities offered under an adventure tourism project must be recognized by a competent authority such as Adventure Tour Operators Association of India (ATOAI), General Thimayya National Academy of Adventure (GETHNAA), Department of Youth Empowerment and Sports, Government of Karnataka (DYES), National Institute of Water Sports (NIWS), Directorate General of Civil Aviation (DGCA), Indian Mountaineering Foundation (IMF) and the Mountain schools recognized by the IMF and GOI (Nehru Institute of Mountaineering (NIM), Himalayan Mountaineering Institute (HMI), Atal Bihari Vajpayee Institute of Mountaineering and Allied Sports (ABVIMAS), Jawahar Institute of Mountaineering & Winter Sports (JIM), and National Institute of Mountaineering and Allied Sports (NIMAS) or equivalent as deemed suitable by the applicable committee.

### 6.2.2. Project Specifications

The following specifications provide a baseline for undertaking Adventure Tourism Projects. However, due to the diversity of adventure tourism activities, the specifications and requirements for each Adventure Tourism Projects shall be considered on a case-to-case basis. The Department of Tourism shall form an expert committee to determine the final list of specifications for sanction of relevant approvals for the respective Adventure Tourism Project. The said committee shall also determine the project components which shall be considered towards Eligible Project Cost for the Project.

#### 6.2.2.1. Adventure Tourism Activities eligible for Subsidies

Investments for undertaking only the following Adventure Tourism activities shall be considered for the calculation of Eligible Project Cost for Adventure Tourism Projects seeking Capital Investment Subsidy –

##### 1. Land-based Adventure Tourism:

1. All-Terrain Vehicle (ATV) Tours
2. Bungee Jumping
3. Rock Climbing / Artificial Wall Climbing / Sports Climbing & Abseiling
4. Zip Wires & High Ropes Courses

##### 2. Water-based Adventure Tourism

1. Kiteboarding
2. Kayaking
3. Rafting
4. River Cruising
5. SCUBA Diving
6. Snorkelling

##### 3. Air-based Adventure Tourism

1. Air Safaris
2. Hot Air Ballooning
3. Paragliding / Hang Gliding
4. Para Motoring
5. Parasailing

## 6. Skydiving

### 6.2.2.2. Mandatory Specifications

The following are the project specifications which are mandatory for an Adventure Tourism Project –

1. Adventure Tourism Projects must have the following project credentials –
  - a. All requisite permissions from necessary competent authorities will have to be obtained by the Adventure Tourism Project prior to commencement of operations
  - b. The entity operating the Adventure Tourism Project must have membership, accreditation, certification, or affiliation of a competent authority such as ATOAI, GETHNAA, NIWS, DGCA or equivalent.
  - c. All directors / managers / instructors / operators / guides of the Adventure Tourism Project who are involved in leisure / recreational / instructional jobs should be trained and should hold valid license / certification from a relevant competent authority such as ATOAI, GETHNAA, NIWS, DGCA or equivalent for a duly benchmarked course / training program.
2. The area of operation is usually demarcated and designated by the Authorities for different types of adventure tourism activities and it shall be binding on the Adventure Tourism Project to restrict the operations only in such areas.
3. Adventure Tourism Project shall under no circumstances violate any guidelines provided by National Green Tribunal.
4. There should be a reception area at the entrance to welcome the visitors. The reception area should have all the required information about the place and other services / activities being offered.
5. There should be easily accessible clean and well-maintained toilet facilities with separate toilets for men and women
6. There should be adequate parking facilities
7. Vehicle / aircraft / watercraft used for adventure tourism activities must be registered / recognised by the applicable government authorities.
8. The Adventure Tourism Project facilities must be inspected and certified by the relevant competent authority.
9. The Adventure Tourism Project must be operated under the supervision of a person to be designated as the Centre Manager. The said person should be adequately experienced in the operation of adventure tourism activities, and fully understand various risks and challenges of adventure sports leisure and recreation activities, weather, waves, tides, currents etc as applicable for the adventure tourism activity. Besides being certified in Life Saving Techniques he/she should also be sufficiently proficient in handling various types of emergencies.
10. The Adventure Tourism Project should have adequate number of operators / instructors / guides as well as technical and support staff depending on the scale of operations and that should be ensured.
11. There should be a minimum of 1 (one) duly certified and licensed instructor / operator / guide per vehicle / aircraft / watercraft. When the vehicle / aircraft / watercraft are more in numbers, proportionate increase in the number of instructors / operators / guides should be ensured for the smooth and safe handling of the operations.

The requirement of instructor / operator / guide and support staff per vehicle / aircraft / watercraft as prescribed by relevant competent authority must be strictly adhered to for the safety of operations.

12. All instructors / operators / guides involved in leisure / recreational / instructional jobs should be trained and holding valid license through a duly bench-marked course in Life Saving Techniques, which inter alia covers the topics such as identifying / locating distressed persons; rescue using



life-saving aids such as rescue tubes, rescue boards, any other useful aid available during critical moments; victim carriage, CPR, First Aid, Emergency Action Plan, Emergency Communication etc. They shall fulfil the required criteria for operating adventure tourism activities and shall carry out familiarization runs in the area of operation and equipment before being allowed to operate commercially.

13. Adventure Tourism Project should have the entire technical apparatus and arrangements for the proposed activities.
14. All equipment and gears should be procured from reputed manufacturer and must meet the safety norms for the respective adventure tourism activity. The Adventure Tourism Project should ensure that the equipment used for operations should be use-worthy and only such equipment put to use. All inspections as recommended by manufacturer must be carried out to ensure the equipment and gears are fit for use. A proper mechanism for the maintenance, storage, inspection, replacement, disposal of the equipment and criteria for quality purchase and replacement shall be implemented.
15. Adventure Tourism Project should ensure that stipulations on insurance – firm, operator, guest-participant, equipment and the like as prescribed by relevant competent authority are in place and valid, which should be renewed periodically and as per the conditions of the insurance policy.
16. Adventure Tourism Project shall ensure that a safety backup vehicle is available at all times during the operation of the activity. For undertaking Water Sports activities, rescue boat as prescribed by competent authority must be available. It should be anchored in the vicinity of the operational area throughout the period of operations. The boat should be rigid inflatable boat (RIB) or suitably designed one for this purpose and driven by a minimum 60 HP engine. The Boat Handler / driver should be certified in boat operations and Life Saving Techniques and in possession of valid license. Besides Boat Handler, a duly certified and experienced lifeguard and an assistant are required along with fully equipped boat - first aid kit, spine-board, rescue tube, lifebuoy, rope, oar, extra fuel in sufficient quantity and the like.
17. The instructors / operators / guides involved in any operation must carry or wear personal rescue equipment, along with all the required equipment for guiding/adventure trip, safety and rescue operations, including but not limited to whistle, flip lines, guiding and rescue knives, and rescue throw bags(in case of river activities)
18. Communication facilities such as mobile telephone / walkie – talkie, wireless, etc. wherever feasible shall be made available.
19. Adventure Tourism Project should have adequate safety gear for all participants for each of the activities offered by the project.
20. Surveillance cameras (CCTV) should be present at strategic locations for safety and security
21. The following information must be displayed for all guests –
  - a. Description of adventure tourism activity
  - b. Duration and rates for activities
  - c. Safety instructions including do's and don'ts
  - d. Applicable certifications of the operator
  - e. Medical limits and restrictions
  - f. Weather limits and restrictions
  - g. List of contact details for emergency services, including medical, fire and police services
  - h. Fire and emergency procedures
  - i. Public liability insurance of the operator
22. Fire extinguishers and fire-fighting equipment should be available in operational areas.
23. Should have fire exit signs and emergency / backup power for all guest areas

24. The Adventure Tourism Project must have all necessary licenses / no objection certificate (NOC) from the relevant local authorities and any other concerned authorities, as may be applicable for the respective project.

#### **6.2.2.3. Operational Requirements**

In addition to Operational Requirements specified in Section 6.1, Tourism Projects should meet the following capabilities, operational performance measures and processes –

1. All instructors / operators / guides should be conversant in English and Kannada.
2. Adventure Tourism Project shall engage only duly certified / licensed instructors for training / instructional purpose. Under no circumstances should it engage the guide / operator to handle the training / instructional activities.
3. Adventure Tourism Project shall ensure that under no circumstances, non-licensed / non-certified person is permitted to handle the vehicle / aircraft / watercraft operations.
4. All required permissions should be obtained every year from respective authorities or as per the timeline prescribed by the said authority before launch of operations.
5. Adventure Tourism Project shall maintain the following minimum documentation –
  - a. Details of all guides and instructors, including copies of certification for adventure tourism activities, safety certifications and experience record
  - b. Feedback from guests
  - c. Safety audit record
  - d. Copies of all applicable permits and permissions
  - e. Installation, service, maintenance, user manual and inspection checklist for all equipment / gear / vehicle / aircraft / watercraft
  - f. Record of purchase, use, maintenance, replacement and discarding of all equipment / gear / vehicle / aircraft / watercraft. This shall include equipment / gear / vehicle / aircraft / watercraft for adventure tourism activities as well as equipment / gear / vehicle / aircraft / watercraft for rescue, safety, and security. Maintenance log shall cover preventative maintenance as well as breakdown maintenance
  - g. Current inspection reports
  - h. Details of guests including identification documents where applicable
  - i. Indemnity form signed by participants
  - j. Necessary Insurance cover, including personal insurance for staff and public liability insurance
  - k. Log of daily operations including daily operation sheets, relevant events, and number of guests per activity for each day of operations
  - l. List of emergency contact numbers
  - m. Risk Assessment and Risk Management Plan
  - n. Rescue Plan and Emergency Action Plan
6. All instructors / operators / guides must undergo a physical and mental evaluation by competent medical personnel before the beginning of each season, and the certification of the same must be documented and medical fitness certificate shall be maintained in the records of the Adventure Tourism Project.
7. The clothing of the guiding team must be uniform, easily identifiable/distinguishable from the participants and specifically made for guiding and rescue work of relevant adventure activities.
8. The equipment and gears should be serviced regularly and as per the maintenance schedule provided by the manufacturer. The repairs, if any, also must be carried promptly and as when needed. The equipment should be taken out of operations as per the manufacturer's prescription or if it is found unfit even after the repair.

9. Adventure Tourism Project should diligently maintain pre-activity and post-activity checklist on daily basis separately for all activities it offers and with the countersign of the Centre Manager.
10. It must be ensured that the participants and operators wear right cloths as needed for a particular activity. Loose, uncomfortable attire should not be allowed as it would have adverse impact on their safety and during rescue in the event of any eventuality. All participants should be wearing necessary safety gear at all times during the Adventure Tourism activity.
11. It must be ensured that everyone venturing into the water for any type of activity is permitted only after ensuring that they all wear personal floatation device (PFD) of appropriate size and cloth.
12. Adventure Tourism Project shall ensure they undertake any operation only during the operating season for activity type and only under safe and stable weather conditions during the season.
13. All Adventure Tourism operations shall be undertaken only during the availability of daylight and no operation shall be conducted in the dark. All operations shall be undertaken strictly at least post-sunrise and ideally must have ended at least 1 (one) hour before sunset. In case of overnight stay in Camping/Tented accommodation it has to be done in designated spot/site and pre-approved location only.
14. A briefing to all the participants shall be made before the start of the adventure trip, the emergency plan and the safety guidelines for the adventure activity, including details of the duration of the trip, route options, and distance; along with its objectives and inherent risks indicative of expected hazards and obtain their consent of participation in writing.
15. A qualified medical doctor shall be available on call. First aid shall be available at site with qualified first aid instructors (having additional knowledge of related accidents), with arrangements from a nearby hospital for quick emergency services.
16. The Adventure Tourism Project shall have a comprehensive and exhaustive list of all the latest contact details of all the emergency services including medical, fire, and police services among others.
17. Adventure Tourism Projects should operate in accordance with 'Leave No Trace' principles.

#### **6.2.2.4. Desirable Specifications**

In addition to Desirable Specifications specified in Section 6.1, the following optional project specifications may be provided or undertaken by the Tourism Project –

1. Adventure Tourism Project may provide opportunities for guests and staff for training / certification in adventure tourism activities through duly certified / licensed instructors.
2. Use of package wastewater treatment plant shall be encouraged for recycling wastewater for making the Adventure Tourism Project a zero-discharge facility.
3. The vehicle / aircraft / watercraft used should have arrangements for storage of the discharge and wastages which could then be removed upon return to the Adventure Tourism Project.

### **6.3. Agri Tourism Project**

#### **6.3.1. Definitions**

**“Agri Tourism”** is a form of niche tourism that includes active involvement in any agriculture-based operation or activity. There are a wide range of services and activities that may be offered under Agri Tourism including guided tours, participation in agricultural activities, knowledge session, animal rides, local cuisine among others for the purpose of tourists visiting a farm for leisure or education.

**“Farm Stay”** is a type of accommodation on a working farm / agricultural property provided to tourists visiting a farm

**“Agri Tourism Project”** means setting up a working farm or an agricultural property for the purpose of experiential tourism. Agri Tourism Project must include at least one of the following components –

- a. Agricultural farm
- b. Horticulture orchard / garden
- c. Fish pond
- d. Sericulture unit
- e. Apiculture unit
- f. Dairy farm
- g. Animal husbandry unit
- h. Plantation

### 6.3.2. Project Specifications

#### 6.3.2.1. Mandatory Specifications

The following are the mandatory project specifications for an Agri Tourism Project –

1. Agri Tourism Project shall be set up within the land owned by farmer or farmer producer organization or farmer producer society.
2. The minimum farm area should be 5 acres (2,17,800 sq. ft.). A maximum of up to 10% of the total land available under the farm area should be undertaken for Agri Tourism related activities; the rest of the land in the farm should be reserved for cultivation and agricultural activities.
3. The areas for Agri Tourism activities should be clearly demarcated.
4. The Agri Tourism project should be easily accessible by motor vehicle to the public.
5. Agri Tourism Project must be involved in undertaking at least one of the following –

Sl. No	Type of Farm / Agricultural Unit	Specifications / Activities Undertaken
1.	Agriculture farm	One or more of the following – <ul style="list-style-type: none"> <li>• Mono or multi crop garden of agriculture crops</li> <li>• Crops that are a mix of regional or seasonal specialty shall be cultivated</li> </ul>
2.	Horticulture orchard / garden	One or more of the following – <ul style="list-style-type: none"> <li>• Mono or multi crop garden of horticulture crops</li> <li>• Organic Farming</li> <li>• Flower gardens</li> <li>• Vegetable farms</li> <li>• Crops that are a mix of regional or seasonal specialty shall be cultivated</li> </ul>
3.	Fish pond	<ul style="list-style-type: none"> <li>• Water storage farm pond with an approximate volume of 20,000 cum.</li> </ul>
4.	Sericulture unit	<ul style="list-style-type: none"> <li>• Mulberry farm with rearing facility</li> </ul>
5.	Apiculture unit	<ul style="list-style-type: none"> <li>• Apiaries with honey collection, processing and bottling facility</li> </ul>
6.	Dairy Farm	<ul style="list-style-type: none"> <li>• Dairy farm with a minimum of 10 milch animals (buffaloes, cows, camels, goats and other milk producing animals) and a proportionate fodder cultivation and grazing area</li> </ul>
7.	Animal Husbandry unit	<ul style="list-style-type: none"> <li>• Raising, breeding, farming and care of domesticated animals</li> </ul>
8.	Plantation	<ul style="list-style-type: none"> <li>• Large-scale estate meant for farming that specializes in cash crops such as cotton, coffee, tea, cocoa, sugarcane, rubber, vineyard, etc.</li> </ul>

6. The entry area for the farm should be developed to provide an encouraging experience for visitors. Gate, compound wall, name boards, etc. should be present at the entrance area.

7. There should be a reception area at the entrance to welcome the visitors. The reception area should have all the required information about the place and other services/ activities being offered
8. Cafeteria / Eating area with adequate seating arrangement for visitors. Local home cooked food or local cuisines should be the main cuisine served to visitors, but other options may also be provided.
9. There should be adequate parking facilities
10. Walkways should be clearly marked within the farm
11. There should be adequate signage within the farm
12. Complimentary purified drinking water should be provided for the visitors
13. There should be easily accessible clean and well-maintained toilet facilities with separate toilets for men and women
14. The Agri Tourism Project must have all necessary licenses / no objection certificate (NOC) from the relevant local authorities and any other concerned authorities, as may be applicable for the respective project.

#### **6.3.2.1.1. Mandatory Activities at Agri Tourism Project**

Agri Tourism Project **must offer three or more of the following activities** in the farm that shall enhance the visitors' experience:

1. *Farm Day Tour including farmer interaction:* Visitors can be taken on a guided tour around the farm on designated farm trails. The tour shall also include interaction with farmers on farming process or operations. Camping may also be organized within the Agri Tourism Project in a shaded area near water source.
2. *Hands-on farming including picking fruits / vegetables:* Visitors can be given an opportunity to participate in farming activities such as tractor ploughing, sowing, de-weeding, harvesting watering etc for a short duration. Visitors can be given an opportunity to experience picking / harvesting ripen fruits and vegetables from the farms.
3. *Interaction with domesticated farm animals:* Visitors get to interact with domesticated farm animals in the farm and understand their routine and experience feeding the animals.
4. *Rides and Games:* Tractor ride / Cart ride / Rural games to be organized for the visitors
5. *Showcase of Rural Life and Heritage:* Rural life and heritage within Agri Tourism Project and neighbouring areas to be showcased to the visitors. Provision for organizing folk dance, music, stories during the evening entertainment program and showcasing the local art forms and cultural heritage.
6. *Demonstration and Sale of Produce and Local Arts and Crafts:* Demonstration and sale of Agri produce and local art and crafts within the Agri Tourism Project facilities.
7. *Workshops on Innovative Farming Practices:* Conduct workshops for innovative farming practices by hosting experts and successful farmers at the Agri Tourism Project
8. *Traditional Meals:* Traditional meal prepared with vegetables and grains grown on the farm to be provided to the visitors

#### **6.3.2.2. Operational Requirements**

As per Operational Requirements specified in Section 6.1.

#### **6.3.2.3. Desirable Specifications**

In addition to Desirable Specifications specified in Section 6.1, the following optional project specifications may be provided or undertaken by the Tourism Project –

1. The following facilities may optionally be provided in the Agri Tourism Project –



1. **Farm Stay Facilities:** If provided, the farm stay facilities at an Agri Tourism Project must meet the below-mentioned specifications –
    - i. Should have a rural feel and comply with eco-friendly accommodation measures i.e. built with locally available material, made from renewable resources and adopt ecological sustainable solutions.
    - ii. Have minimum 3 lettable rooms and maximum up to 6 rooms only.
    - iii. Well maintained and well-equipped guest rooms with good standard furnishing and equipment
    - iv. Rooms should have clean beds and proper ventilation through windows.
    - v. Measures must be taken for pest control and dampness.
    - vi. Comfortable bed with good quality linen & bedding preferably of rural style
    - vii. Wardrobe with at least 4 clothes hangers in the guest room.
    - viii. Complimentary purified drinking water / RO water / mineral water.
    - ix. Good quality chairs, working table and other necessary furniture
    - x. Attached private bathroom with every room along with toiletries. Toilet may be Indian or Western style
    - xi. Adequate common bathrooms and toilets for dormitory type of accommodation
    - xii. Hot water should be provided for bathing
    - xiii. Well maintained smoke free, clean, hygienic, odour free, pest free kitchen
    - xiv. Dining area serving fresh traditional Indian breakfast, and meals with vegetables and grains grown on this farm
    - xv. Good quality cutlery and crockery.
    - xvi. Name, address and telephone number of doctors, pharmacy and police station should be displayed in all rooms and common areas.
    - xvii. Owner / operator of the Agri Tourism Project will be liable to provide immediate medical and transportation assistance or any other emergency assistance in case of any casualty, which may occur during the stay of the visitors.
    - xviii. Security guard facilities to be provided
    - xix. Maintenance of register for guest check-in and check-out records including passport details in case of foreign tourists.
  2. **Farm Store:** Agri Tourism Project may have shops selling farm produce, local products and value-added products to supplement their income opportunities. A farm store shall sell fresh farm produce including planting material and organic produce.
  3. **Souvenir Shop:** Agri Tourism Project may have a Souvenir Shop that shall sell locally produced handicrafts.
  4. **Nursery:** Agri Tourism Project may have a nursery for flower plants and other potted ornamental plants that can be purchased by tourists
  5. **Pottery:** Agri Tourism Project may have an area where tourists can experience pottery making and purchase pottery products. However, this facility should not be utilized for manufacturing purposes.
  6. **Training Hall:** Agri Tourism Project may have a well-equipped training hall to conduct interactive sessions for minimum 20 participants / school children / tourists on subjects related to agriculture and allied sectors including experience sharing. Visitors can also participate in these sessions if interested.
2. Organization of weekend cultural show of at least one hour in the project premises during the tourist season through live performance by local artistes to showcase the local language, local dance, theatre and music forms
  3. Provision of permanent workspace in project premises for live demonstration for at least one or two local art / craft forms and allowing marketing of the same.
  4. Should have fire exit signs and emergency / backup power for all guest areas

## 6.4. Caravan Tourism Project

### 6.4.1. Definitions

“**Caravan**” are specially built vehicles being used for the purpose of travel, leisure and accommodation is termed as ‘Caravan’ and include vehicles viz. Recreational Vehicle (RV), Campervans, Motor Homes etc.

“**Caravan Tourism**” is a unique tourism product which promotes family-oriented tours through the provision of basic facilities for stay and travel, including bedrooms and kitchen and can be used to reach places at tourist circuits / destinations where adequate hotel accommodations may not be available.

“**Caravan Tourism Project**” is a Tourism Project which provides Caravan Tourism activities through rental and/or operation of Caravan vehicles.

### 6.4.2. Project Specifications

#### 6.4.2.1. Mandatory Specifications

The following are the project specifications which are mandatory for Caravan Tourism Project –

1. Caravan Tourism Project must have the following project credentials –
  - a. Must be registered with the Transport Department, Government of Karnataka or any applicable appropriate authority for carrying on the business of operating tourist transport vehicles.
  - b. Must be in compliance with *Automotive Industry Standards AIS-124-Procedure for Type Approval and Certification of Motor Caravans for compliance to Central Motor Vehicles Rules*, issued by Ministry of Road Transport and Highways, Government of India
2. Caravan vehicle must have the following specifications –
  - i. Sofa cum bed for 2 pax.
  - ii. Kitchenette with fridge and microwave oven.
  - iii. Toilet cubicle with hand shower and sufficient freshwater storage.
  - iv. Partition behind driver.
  - v. Communication between passenger and driver.
  - vi. Air- condition (desirable).
  - vii. Eating table.
  - viii. Audio / video facility.
  - ix. Complete charging system – external and internal.
  - x. GPS – (desirable). Caravan would enable themselves with GPS facility as and when it becomes available.
  - xi. Vehicle to be Bharat Stage II compliant.
  - xii. Hygiene, Responsible Standards, Environment Friendly Practices
3. If an assembly point / pickup point is operated by the Tourism Service Provider for the Caravan Tourism Project, it must have facilities for guests such as waiting lounge, drinking water facility, and clean working toilets
4. Tourism Service Provider for the Caravan Tourism Project must have a fleet of at least 2 Caravan vehicles
5. Caravan Tourism Project must have all necessary licenses / no objection certificate (NOC) from the relevant local authorities and any other concerned authorities, as may be applicable for the respective project.

#### 6.4.2.2. Operational Requirements

As per Operational Requirements specified in Section 6.1.

#### 6.4.2.3. Desirable Specifications

1. Client facing staff such as front-office staff, guides, trainers, etc. shall be conversant in English and Kannada.
2. Caravan tours may be supplemented with information, educational and communication (IEC) material such as brochures, hand-outs, etc

### 6.5. Caravan Park Project

#### 6.5.1. Definitions

“**Caravan**” are specially built vehicles being used for the purpose of travel, leisure and accommodation is termed as ‘Caravan’ and include vehicles viz. Recreational Vehicle (RV), Campervans, Motor Homes etc.

“**Caravan Tourism**” is a unique tourism product which promotes family-oriented tours through the provision of basic facilities for stay and travel, including bedrooms and kitchen and can be used to reach places at tourist circuits / destinations where adequate hotel accommodations may not be available.

“**Caravan Park**” is a place where Caravan vehicles can stay overnight in allotted spaces providing amenities and facilities.

“**Caravan Park Project**” is one where a Caravan Park is set up and operated for tourism purposes.

#### 6.5.2. Project Specifications

##### 6.5.2.1. Mandatory Specifications

The following are the project specifications which are mandatory for a Caravan Park Project –

#### 1. Land Requirement

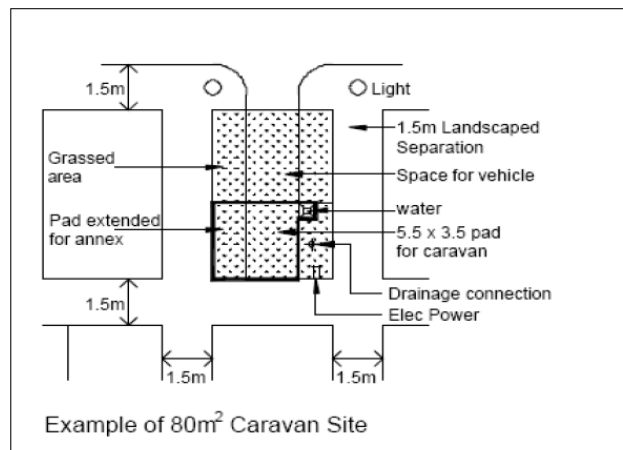
Caravan Park should be developed in an area of at least half an acre (~21,800 sq. ft.) with a minimum of 5 parking bays. The density of Parking Bays shall not be more than 60 Parking Bays per hectare.

#### 2. Parking Bay

##### A. Development of Parking Bay

- i. The Parking Bays are to be provided in the Caravan Park with a minimum size of 7.5 m x 5 m
- ii. Each parking bay should be clearly defined and should have direct access to a metal/ cemented service road. The parking bay should be raised minimum 6 inches from the ground. Construction of the parking bay should ideally be of brick & mortar.
- iii. A minimum gap of 5 metres between caravans is required.
- iv. Each parking bay should be provided with electricity and water connections, sewerage outlets in strict adherence to the international / Indian environmental norms / best eco practices.
- v. A proper exclusive landscaped area attached to each Parking Bay for the recreational facilities for tourists must be provided.

An illustrative layout of a Parking Bay in the Caravan Park is provided below. Kindly note that the below diagram is for illustration purpose only



*Illustrative layout of a Parking Bay.*

## B. Service to be provided at Parking Bay

### i. Water

The Caravan Park should be provided with a constant supply of water including a constant supply of potable water. Each parking bay should be provided with a standpipe designed in such a way so that there is unhindered vehicular movement and approved tap fitting capable of having a hose attached thereto.

### ii. Electricity and lighting

Electricity supply and distribution throughout the Caravan Park should comply with the supply authorities' codes and standards applicable. Each site should be provided with an outlet. All areas of the Caravan Park especially the parking and basic facilities areas should be well lit with provision of a generator for back up.

### iii. Laundry facilities

Laundry facilities should be provided in a separate building or may form part of an amenities complex, provided the laundry facilities are separate with an internal access.

Each laundry should have –

- A separate designated area for washroom
- Minimum 1 washing machine and 1 automatic dryer for every 5 parking bays or part thereof
- An iron and an iron board to be provided on request

## 3. Park Design and Location

Caravan Park should be designed in a way so to that they are compatible with its surroundings (natural and manmade) and shall cause the least possible disturbance to the surroundings. The open space area in the Caravan Park should be of adequate dimensions and should be designed for its intended purpose and landscaped to a standard that visually and physically separates the Caravan Parking Bay from surrounding uses and where desirable, separates uses within the park. Adequate opportunities for safe active recreation for children and picnic tables would be desirable. There should be a provision of proper sewage disposal & waste management system.

The park layout should be capable of achieving adequate separation of different occupancies and activities and should be constructed to a standard suitable for use in all weather conditions.

## 4. Landscaping & Plantation

Caravan Park should ensure the following landscaping specifications –

- a. Landscaping should be planned in a way to achieve privacy, screening and security.
- b. Plantations and green cover should be in accordance / line with local indigenous species.
- c. Landscaped areas should be located and designed to alleviate prevailing winds, dust and to some extent, noise.
- d. Proper water harvesting structures should be put into place and wherever practical, surface water should be used for irrigating the landscaped areas.

#### **5. Open space recreation**

In addition to the buffer zone and separation strips between Caravan Park and road, space for the purpose of recreation may be provided within the park at a rate not less than 5% of the total site area. This space should be strategically located in relation to the Caravan Park and roads to ensure safe conditions for children with respect to vehicular movement.

#### **6. Internal Roadways**

All internal roadways should be designed to provide for convenient vehicular movement within the Caravan Park. They should be of adequate width, provided with an approved surface and be adapted to the topography of the park area. The design should provide adequate drainage and the elimination of excessive grades and cut. Road levels should facilitate site drainage.

#### **7. Differently Abled Friendly**

The project should be designed to ensure proper access to all people, including differently abled and elderly users. Measures should be taken such that all users can approach, enter, or leave the facility independently and can reach and use its facilities without undue difficulties. The project should have facilities / infrastructure such as wheelchair accessibility, ramps with anti-slip floors, way finding signage, handrails on staircases, barrier free public washrooms, accessibility to public areas, accessible car park, information available in braille, etc. to make the project barrier-free and accessible to all.

#### **8. Toilet Facilities**

1. The toilet building should have separate screened access for male and female section earmarked for the guests of the Caravan Park and these sections shall be suitably separated, soundproofed and have an adequate supply of hot and cold water. Separate Water Closets (WCs) for drivers should be provided.
2. Female section in respect to every 10 bays should have the following –
  - a. 2 water closets (WC's)
  - b. 2 wash hand basins & mirrors
  - c. 2 showers and dressing areas
  - d. Baby care facility
3. Male section in respect to every 10 bays should have the following –
  - a. 1 urinal (2 stalls)
  - b. 2 water closets (WC's)
  - c. 2 wash hand basins & mirrors
  - d. 2 showers and dressing areas
4. There should be separate toilet facilities for the differently abled persons in the Caravan park.
5. *Note:* In case the Caravan Park has more than 10 Parking Bays, then the toilet facilities for Female and male section would increase as a multiple of these configurations for every 10 Parking Bays or part thereof.

#### **9. Water Waste disposal**

Waste disposal in the parks should be carried out in a hygienic manner, adhering to standards, hygiene, and environment friendly practices.



## **10. Movement and Parking**

A drive-in area and forecourt must be provided of sufficient dimensions for the parking of caravans. Turning circles must be designed to ensure that a caravan and towing vehicle can turn in the space without disrupting the general Caravan Park area.

## **11. Hygiene, Responsible Standards, Environment Friendly Practices**

1. Responsible tourism friendly policy should be adopted for sustainable growth which also benefits the local community and does not adversely affect the local environment. Use of eco-friendly practices and local products should be encouraged.
2. There should be a provision of facility for segregation of garbage into biodegradable (kitchen waste etc), non-bio-degradable (thermo coal products, aluminium foil, cigarette butts etc) & recyclable (newspapers, bottles, cans etc). Composting should be encouraged for the disposal of kitchen garbage. Solid waste and sewage disposal should be carried out in an orderly and eco-friendly manner.
3. Each Caravan Park should be provided with a system for the reception, storage and disposal of all refuse and waste matter originating from the park. All such materials should be handled in a manner so as not to create any offence, hazard to health, harbourage for vermin nor fly/mosquito breeding.
4. Two standard pattern garbage covered receptacles / bins for bio-degradable and non-degradable waste should be provided for each parking bay which should be cleaned at least twice a day.
5. The Caravan Park should be provided with an adequate and safe method of sewerage collection treatment and disposal. The sewerage system should be installed in accordance with the requirements of the concerned authorities.
6. Each Caravan Park should be provided with an approved sewer connection point for wastewater originating from the caravan.

## **12. Safety & Security**

The Caravan Park have to be safe and secure zones, so that the visitors have a hassle free and stress-free environment. For this following mandatory requirements will need to be fulfilled –

1. A boundary wall with limited entry and lockable gates around the Caravan Park area to avoid unnecessary trespassing and unauthorized entry is mandatory.
  2. Adequate security and safety arrangements should be made at the Caravan Park viz. deployment of security guards with a system of patrolling.
  3. Fire and emergency procedure notices should be displayed
  4. Fire extinguishers should be available in each parking bay as well as public areas
  5. CCTV should be installed at important points for security monitoring
13. The Caravan Park shall have public liability insurance
  14. Standardization of electricity, water and sewage connections to ensure total compatibility with Caravan specifications as set by Government of India.
  15. Caravan Park must have all necessary licenses / no objection certificate (NOC) from the relevant local authorities and any other concerned authorities, as may be applicable for the respective project.

### **6.5.2.2. Operational Requirements**

In addition to Operational Requirements specified in Section 6.1, Tourism Projects should meet the following capabilities, operational performance measures and processes –

1. Caravan Park to be operational 24 x 7 during season
2. Caravan Park to be connected by fair-weather road from the main road
3. The supervisory staff and other workers should be trained in Disaster Management to face disasters like fire, road accidents, earthquakes, floods, landslides (in hilly areas) etc.
4. Directions and contact details of the closest police station, fire station and hospital / healthcare facility should be prominently displayed in all parking bays.
5. Police authorities should be kept informed about the tourists / campers using the Caravan Park

#### **6.5.2.3. Desirable Specifications**

In addition to Desirable Specifications specified in Section 6.1, the following optional project specifications may be provided or undertaken by the Tourism Project –

##### **1. Tourist Facilitation Centre (TFC)**

1. Tourist Facilitation Centre may be constructed providing appropriate facilities and infrastructure for tourists / campers. The architecture in hilly and ecologically fragile areas should incorporate creative architecture keeping in mind sustainability and energy efficiency and as far as possible in conformity with local art and architecture with use of local materials. The TFC building preferably should be restricted to ground level only.
2. The amenities and services that may be provided in the Tourist Facilitation Centre for a Caravan Park Project are as follows –
  - a. A comprehensive list of Do's and Don'ts should be displayed in all prominent areas and guest compliance to be politely requested for.
  - b. There should be either an in-house arrangement or a tie-up with mechanic, tyre shop and fuel station for vehicular requirements and emergencies.
  - c. At least one personnel (handyman), electrician, plumber, sweeper etc. to be available for general service and maintenance 24 hrs.
  - d. The Caravan Park should be well lit and in addition to the use of energy efficient lighting (e.g. CFL), the use of solar energy should be encouraged. Other non-conventional eco-friendly energy resources could be used.
  - e. Power back up system
  - f. Local maps / brochures containing necessary information.
  - g. Clean restrooms, clothes washing area.
  - h. Waiting room, utility shop, and Food & Beverage outlet could be an additional facility.
  - i. Dedicated visitor parking area to be provided.

## **6.6. Cultural Tourism Project**

### **6.6.1. Definitions**

**“Cultural Tourism”** is a type of tourism activity in which the tourist's essential motivation is to learn, discover, experience and consume the tangible and intangible cultural attractions / products / knowledge / practices in a tourism destination. These attractions/products relate to a set of distinctive material, intellectual, spiritual and emotional features of a society / destination that encompasses arts and architecture, historical and cultural heritage, culinary heritage, literature, music, creative industries and the living cultures with their lifestyles, value systems, beliefs and traditions

**“Cultural Tourism Project”** is a tourism project set up for cultural tourism to showcase the culture, rural life, art, craft, cuisine and heritage of rural locations in the State of Karnataka and promotes indigenous art and crafts. Eligible Tourism Projects classified as Cultural Tourism Projects are as below –

#### **i. Cultural Village**

Refer to Section 6.7 for detailed project specifications for availing incentives, subsidies & concessions for **Cultural Village** under Cultural Tourism Project

**ii. Museum and Gallery**

Refer to Section 6.13 for detailed project specifications for availing incentives, subsidies & concessions for **Museum and Gallery** under Cultural Tourism Project

## **6.7. Cultural Village**

### **6.7.1. Definitions**

A “**Cultural Village**” showcases the culture, rural life, art, craft, cuisine and heritage of rural locations in the State of Karnataka and promotes indigenous art and crafts.

“**Cultural Village Project**” is a Cultural Village set up and operated as a tourism project which also consists of features such as souvenir shops and live demonstration areas among others but shall exclude manufacturing in any form.

### **6.7.2. Project Specifications**

#### **6.7.2.1. Mandatory Specifications**

The following are the project specifications which are mandatory for a Cultural Village Project –

1. The Cultural Village Project should showcase the culture, rural life, art, craft, cuisine and heritage of rural locations in the State of Karnataka.
2. The Cultural Village Project should be set up on a minimum one acre (~43,500 sq. ft.) land.
3. The project should have space to work for at least 5 artisans.
4. The project should have an exhibition area of not less than 1,000 sq ft, to display different crafts, a multipurpose hall for live demonstrations, folk shows, performing arts and film screening etc.
5. The project should have minimum one souvenir shop that sells locally produced handicrafts and promotes indigenous art and crafts. The shops will exclude manufacturing in any form.
6. The project should have an information centre and a sales outlet
7. There should be minimum one restaurant in the Cultural Village with a capacity of minimum 30 seats. The food served in the restaurant should be fresh and hygienically prepared. The restaurant shall endeavour to be compliant with FSSAI standards.
8. The project should have village tours to exhibit the rural lifestyle, culture and infrastructure and have arts and crafts demonstrations – such as stone carving, sandalwood carving, wood carving, pottery, wall paintings, and other crafts of Karnataka.
9. The project should have public amenities services like drinking water facility, separate male and female restrooms/ washrooms for the benefit of tourists/ visitors.
10. The project should have adequate parking spaces for the benefit of visitors/ tourists.
11. Details such as timings, entry fee, weekly holiday/ holidays (if any), etc. must be displayed in a conspicuous area outside at the project site.
12. Should have fire exit signs and emergency / backup power for all guest areas
13. The Cultural Village Project must have all necessary licenses / no objection certificate (NOC) from the relevant local authorities and any other concerned authorities, as may be applicable for the respective project.

#### **6.7.2.2. Operational Requirements**

In addition to Operational Requirements specified in Section 6.1, Tourism Projects should meet the following capabilities, operational performance measures and processes –

1. The Cultural Village should benefit the local community economically and socially and enable interaction between the tourists and the locals for a more enriching tourism experience.
2. The Cultural Village shall not be used for hosting of private functions or as a convention centre.

#### **6.7.2.3. Desirable Specifications**

In addition to Desirable Specifications specified in Section 6.1, the following optional project specifications may be provided or undertaken by the Tourism Project –

1. The project should be designed to ensure proper access to all people, including differently abled and elderly users. Measures should be taken such that all users can approach, enter, or leave the facility independently and can reach and use its facilities without undue difficulties. The project should have facilities / infrastructure such as wheelchair accessibility, ramps with anti-slip floors, way finding signage, handrails on staircases, barrier free public washrooms, accessibility to public areas, accessible car park, information available in braille, etc. to make the project barrier-free and accessible to all.
2. Organization of weekend cultural show of at least one hour in the project premises during the tourist season through live performance by local artistes to showcase the local language, local dance, theatre and music forms
3. Provision of permanent workspace in project premises for live demonstration for at least one or two local art / craft forms and allowing marketing of the same.
4. Organizing a local cuisine day at least once a week during the tourist season showcasing the culinary variety of Karnataka
5. Cultural Village Project may have a well-equipped training hall to conduct interactive sessions for minimum 20 participants / school children / tourists on subjects related to local culture and rural life including experience sharing. Visitors can also participate in these sessions if interested.

### **6.8. Heritage Hotel**

#### **6.8.1. Definitions**

“**Hotel**” is an establishment providing accommodation, meals, and other services for travellers and tourists.

“**Resort**” is a hotel used for relaxation, recreation, attracting visitors for vacations and/or tourism.

“**Heritage Hotel**” is a Hotel / Resort established in Palaces / Castles / Forts / Havelis / Hunting Lodges / Residence of any size built prior to 01 January 1950. The architectural features and general construction should have the distinctive qualities and ambience in keeping with the traditional way of life of the area.

“**Heritage Hotel Project**” means a Heritage Hotel classified as Heritage / Heritage Classic / Heritage Grand in accordance with the guidelines classification for Heritage Hotels issued by Ministry of Tourism. The detailed checklist of requirements for classification of Heritage Hotels is provided in Annexure 4

#### **6.8.2. Project Specifications**

##### **6.8.2.1. Mandatory Specifications**

The following are the project specifications which are mandatory for a Heritage Hotel Project –

1. The establishment of a Heritage Hotel should be as per the guidelines issued by Ministry of Tourism, Government of India.
2. The Heritage Hotel Project should have a minimum of 5 lettable rooms (10 beds).
3. The minimum project site area for the Heritage Hotel Project shall be 6,000 sq. ft. Land conversion required for the purpose of construction and operation of the Hotel / Resort must be done.

4. The new construction or expansion or alteration in the premises should not disturb the aesthetic appearance of existing heritage building / structures.
5. Any extension, improvement, renovation, change in the existing structures should be in keeping with the traditional architectural styles and constructional techniques harmonizing the new with the old.
6. General features and ambience should conform to the overall concept of heritage and architectural distinctiveness. The architectural features of the heritage building should be retained as far as possible. If need arises, any extension/improvement/renovation/change/maintenance in the building should be keeping with the original architectural features and in harmony with it.
7. The imminent surroundings of the heritage building and especially, approaches to the heritage value properties should be in consonance with the architectural features of the heritage hotel.
8. The Hotel / Resort should offer traditional cuisine of the area.
9. The Hotel / Resort should have adequate parking space for cars.
10. All public rooms and areas and the guest rooms should be well maintained and well equipped with quality carpets/area rugs/good quality furniture, fittings etc. in good taste and in keeping with the traditional lifestyle. If carpeting is not provided, the quality of flooring should be very good (This is not to suggest that old and original flooring whether in stone or any other material should be replaced unnecessarily).
11. 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 (e.g. flush commodes, wash basins, running hot and cold water, etc.). No room or bathroom size is prescribed; however, general ambience, comfort and imaginative re-adaptation is recommended.
12. There should be a well-appointed lobby and/or lounge equipped with furniture of high standard with separate ladies and gents cloak rooms with good fittings.
13. The project shall ensure that any part of the building that is being used for the commercial purpose may not be weak or damaged and if any, immediately the area shall be demarcated as no use. Also, ensure periodic strength checks are being done.
14. A reception, cash and information counter, left luggage room, attended by trained and experienced personnel.
15. There should be money changing facilities, left luggage room and arrangements for first aid.
16. There should be a well-equipped, well-furnished and well-maintained dining room on the premises and, wherever permissible by law, there may be an elegant, well equipped bar/permit room.
17. The kitchen and pantry should be professionally designed to ensure efficiency of operation and should be well equipped. Crockery, cutlery, glassware should be of high standard and in sufficient quantity, keeping in view the lifestyle and commensurate with the number of guests to be served.
18. The kitchen must be clean, airy, well lighted and protected from pests. Drinking water must be bacteria free and there must be a filtration/purification plant for drinking water.
19. There must be three tier washing system with running hot and cold water; hygienic garbage disposal arrangements; and frost-free deep freezer and refrigerator (where the arrangement is for fresh food for each meal, standby generator will not be insisted upon).
20. 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.
21. Places which have telephone lines must have at least one phone in the office with call bells in each guest room.
22. Arrangements for medical assistance must be there in case of need.



23. The staff/room ratio must be in keeping with the number of guest room in each property. The hotels must be run on a professional basis without compromising on their ambience and services.
24. The hotel should be environment friendly. The gardens and grounds should be very well maintained. There should be an efficient system of disposal of garbage and treatment of wastes and effluents.
25. The Hotel / Resort should be designed to ensure proper access to all people, including differently abled and elderly users. Measures should be taken such that all users can approach, enter, or leave the facility independently and can reach and use its facilities without undue difficulties. The Hotel / Resort should have facilities / infrastructure such as wheelchair accessibility, ramps with anti-slip floors, way finding signage, handrails on staircases, barrier free public washrooms, accessibility to public areas, accessible car park, information available in braille, etc. to make the Hotel / Resort barrier-free and accessible to all.
26. Should have fire exit signs and emergency / backup power for all guest areas
27. The Hotel / Resort must have all necessary licenses / no objection certificate (NOC) from the relevant local authorities and any other concerned authorities, as may be applicable for the respective project.
28. The Hotel / Resort must be classified as a Heritage or Heritage Classic or Heritage Grand as per '*Guidelines for Classification of Heritage Hotels*' issued by the Ministry of Tourism, Government of India. The detailed checklist of requirements for classification of hotel / resort as Heritage, Heritage Classic or Heritage Grand is provided in Annexure 4
29. In the case of Expansion Tourism Project, the newly built up area added should not exceed 50% of the total built up (plinth) area including the old and new structures. For this purpose, facilities such as swimming pools, lawns etc. will be excluded.

#### **6.8.2.2. Operational Requirements**

In addition to Operational Requirements specified in Section 6.1, Tourism Projects should meet the following capabilities, operational performance measures and processes –

1. The Heritage Hotel should offer good quality cuisine and the food and beverage service should be of good standard.
2. Housekeeping at these hotels should be of the highest possible standard and there should be a plentiful supply of linen, blankets, towels, etc. which of the highest possible standard and should be a plentiful be of high quality.

#### **6.8.2.3. Desirable Specifications**

In addition to Desirable Specifications specified in Section 6.1, the following optional project specifications may be provided or undertaken by the Tourism Project –

1. Purchase of vegetables, fruits, dairy, poultry, fish, etc from local self-help groups / farmers / farmer groups / fishermen / fishermen groups.
2. Organization of weekend cultural show of at least one hour in the project premises during the tourist season through live performance by local artistes to showcase the local language, local dance, theatre and music forms
3. Provision of permanent workspace in project premises for live demonstration for at least one or two local art / craft forms and allowing marketing of the same.
4. Organizing a local cuisine day at least once a week during the tourist season showcasing the culinary variety of Karnataka

## 6.9. Heritage Tourism Project

### 6.9.1. Definitions

**“Heritage Tourism Project”** is a project engaged in tourism related activities and located within a Heritage building and built prior to 01 January 1950. Eligible Tourism Projects classified as Heritage Tourism Projects are as below –

#### i. Heritage Hotel

Refer to Section 6.8 for detailed guidelines and minimum project requirements for availing incentives, subsidies & concessions for **Heritage Hotel** under Heritage Tourism Project

#### ii. Sound & Light Show

Refer to Section 6.15 for detailed guidelines and minimum project requirements for availing incentives, subsidies & concessions for **Sound & Light Show** under Heritage Tourism Project

## 6.10. Hotel Project – Budget

### 6.10.1. Definitions

**“Hotel”** is an establishment providing accommodation, meals, and other services for travellers and tourists.

**“Resort”** is a hotel used for relaxation, recreation, attracting visitors for vacations and/or tourism.

**“Hotel Project – Budget”** means Hotel or Resort classified under 1 star or 2 star classification of hotels as per the guidelines of Ministry of Tourism, Government of India.

### 6.10.2. Project Specifications

#### 6.10.2.1. Mandatory Specifications

The following are the Project specifications which are mandatory for a Hotel Project - Budget –

1. The minimum project site area shall be 6,000 sq. ft. Land conversion required for the purpose of construction and operation of the Hotel / Resort must be done.
2. The Hotel / Resort must have minimum 20 lettable rooms, all rooms with outside windows / ventilation.
3. The minimum size of each room should be 130 sq. ft.
4. The minimum size of attached toilet for each room should be 40 sq. ft.
5. The Hotel / Resort must have lounge or seating area in the lobby. The lobby shall have furniture and fixtures which shall include chairs / arm chairs, sofa, tables and fresh floral display
6. The Hotel / Resort must have a clean and hygienic kitchen
7. The Hotel / Resort must have minimum one dining room serving all meals.
8. The Hotel / Resort should be designed to ensure proper access to all people, including differently abled and elderly users. Measures should be taken such that all users can approach, enter, or leave the facility independently and can reach and use its facilities without undue difficulties. The Hotel / Resort should have facilities / infrastructure such as wheelchair accessibility, ramps with anti-slip floors, way finding signage, handrails on staircases, barrier free public washrooms, accessibility to public areas, accessible car park, information available in braille, etc. to make the Hotel / Resort barrier-free and accessible to all.
9. The Hotel / Resort must provide adequate parking facilities in relation to the number of rooms and banquet / convention hall capacity. There should be exclusively earmarked accessible parking nearest to the entrance for differently abled guest.
10. The Hotel / Resort should provide stay facilities / dormitories for drivers

11. The Hotel / Resort must adopt eco-friendly practices –
    - a. Must have sewage treatment plant
    - b. Must have waste management system.
    - c. Must adopt rainwater harvesting measures
    - d. Must adopt pollution control methods for air, water and light
    - e. Must use non-CFC equipment for refrigeration and air conditioning
  12. The Hotel / Resort must have all necessary licenses / no objection certificate (NOC) from the relevant local authorities and any other concerned authorities, as may be applicable for the respective project.
  13. The Hotel / Resort must be classified under 1-star or 2-star classification of hotels as per the latest guidelines issued by Ministry of Tourism, Government of India. The detailed checklist of requirements for classification of hotels under 1 star or 2 star category is provided in Annexure 3
- Note:** The Mandatory Specifications as listed in this section shall take precedence in case of any conflict / ambiguity with respect to the guidelines issued by Ministry of Tourism, Government of India.

#### 6.10.2.2. Operational Requirements

As per Operational Requirements specified in Section 6.1.

#### 6.10.2.3. Desirable Specifications

In addition to Desirable Specifications specified in Section 6.1, the following optional project specifications may be provided or undertaken by the Tourism Project –

1. **Responsible Tourism**
  1. Purchase of vegetables, fruits, dairy, poultry, fish, etc from local self-help groups / farmers / farmer groups / fishermen / fishermen groups.
  2. Ensuring art group performance and local festival experience for guests
  3. Ensuring experiential tour packages for guests
  4. Conducting programs for medical awareness, medical camps or other activities with NGOs or self-help groups for local people
2. Organization of weekend cultural show of at least one hour in the project premises during the tourist season through live performance by local artistes to showcase the local language, local dance, theatre and music forms
3. Provision of permanent workspace in project premises for live demonstration for at least one or two local art / craft forms and allowing marketing of the same.
4. Organizing a local cuisine day at least once a week during the tourist season showcasing the culinary variety of Karnataka

### 6.11. Hotel Project – Premium

#### 6.11.1. Definitions

“**Hotel**” is an establishment providing accommodation, meals, and other services for travellers and tourists.

“**Resort**” is a hotel used for relaxation, recreation, attracting visitors for vacations and/or tourism.

“**Hotel Project – Premium**” means Hotel or Resort classified under 3 star or above classification of hotels as per the guidelines of Ministry of Tourism, Government of India.

### 6.11.2. Project Specifications

#### 6.11.2.1. Mandatory Specifications

The following are the project specifications which are mandatory for a Hotel Project - Premium –

1. The minimum project site area shall be 10,000 sq. ft. Land conversion required for the purpose of construction and operation of the Hotel / Resort must be done.
2. The Hotel / Resort must have minimum 30 lettable rooms, all rooms with outside windows / ventilation.
3. The minimum size of each room should be 150 sq. ft.
4. The minimum size of attached toilet for each room should be 40 sq. ft.
5. The Hotel / Resort must have lounge or seating area in the lobby. The lobby shall have furniture and fixtures which shall include chairs / arm chairs, sofa, tables and fresh floral display
6. The Hotel / Resort must have a clean and hygienic kitchen
7. The Hotel / Resort must have at least one multi-cuisine restaurant cum coffee shop
8. All 4-star and above category hotel/resorts must have at least one suite, in-room safe, bar (where bar license is not prohibited under state law), in-room tea/coffee making facility, under-belly screening for vehicles, business centre, etc. as part of the facilities and services
9. The Hotel / Resort should be designed to ensure proper access to all people, including differently abled and elderly users. Measures should be taken such that all users can approach, enter, or leave the facility independently and can reach and use its facilities without undue difficulties. The Hotel / Resort should have facilities / infrastructure such as wheelchair accessibility, ramps with anti-slip floors, way finding signage, handrails on staircases, barrier free public washrooms, accessibility to public areas, accessible car park, information available in braille, etc. to make the Hotel / Resort barrier-free and accessible to all.
10. The Hotel / Resort must provide adequate parking facilities in relation to the number of rooms and banquet / convention hall capacity. There should be exclusively earmarked accessible parking nearest to the entrance for differently abled guest.
11. The Hotel / Resort must provide stay facilities / dormitories for drivers.
12. The Hotel / Resort must adopt eco-friendly practices –
  - a. Must have sewage treatment plant
  - b. Must have waste management system.
  - c. Must adopt rainwater harvesting measures
  - d. Must adopt pollution control methods for air, water and light
  - e. Must use non-CFC equipment for refrigeration and air conditioning
13. The Hotel / Resort must have all necessary licenses / no objection certificate (NOC) from the relevant local authorities and any other concerned authorities, as may be applicable for the respective project.
14. The Hotel Project – Premium must be classified under 3-star or above classification of hotels as per the latest guidelines issued by Ministry of Tourism, Government of India. The detailed checklist of requirements for classification of hotels under 3 star or above category is provided in Annexure 3

**Note:** The Mandatory Specifications as listed in this section shall take precedence in case of any conflict / ambiguity with respect to the guidelines issued by Ministry of Tourism, Government of India.

#### 6.11.2.2. Operational Requirements

As per Operational Requirements specified in Section 6.1.

### 6.11.2.3. Desirable Specifications

In addition to Desirable Specifications specified in Section 6.1, the following optional project specifications may be provided or undertaken by the Tourism Project –

#### 1. Responsible Tourism

1. Purchase of vegetables, fruits, dairy, poultry, fish, etc from local self-help groups / farmers / farmer groups / fishermen / fishermen groups.
2. Ensuring art group performance and local festival experience for guests
3. Ensuring experiential tour packages for guests
4. Conducting programs for medical awareness, medical camps or other activities with NGOs or self-help groups for local people
2. Organization of weekend cultural show of at least one hour in the project premises during the tourist season through live performance by local artistes to showcase the local language, local dance, theatre and music forms
3. Provision of permanent workspace in project premises for live demonstration for at least one or two local art / craft forms and allowing marketing of the same.
4. Organizing a local cuisine day at least once a week during the tourist season showcasing the culinary variety of Karnataka

## 6.12. Houseboat

### 6.12.1. Definitions

“**Houseboat**” is a boat that has been designed or modified to be used as a floating accommodation facility offered to tourists. A Houseboat can be set up at backwater, lakeside, reservoir, or riverside location. Houseboat may or may not be motorised, as in the latter case the Houseboat is moored and kept stationery at a fixed point.

“**Houseboat Project**” is a Tourism Project offering Houseboat based tourism activities.

### 6.12.2. Project Specifications

#### 6.12.2.1. Mandatory Specifications

The following are the project specifications which are mandatory for a Houseboat Project –

1. The boat should have obtained a valid license from the appropriate authority for plying in the backwaters / lakeside / reservoir / riverside location in Karnataka.
2. The design and construction standards of the Houseboat vessel should be in accordance with the specification issued by Indian Register of Shipping or equivalent authorized certification body that is acceptable to the Central / State Government
3. The project must have all necessary licenses / no objection certificate (NOC) from the relevant local authorities and any other concerned authorities, as may be applicable for the respective project.
4. The project should be designed to ensure proper access to all people, including differently abled and elderly users. Measures should be taken such that all users can approach, enter, or leave the facility independently and can reach and use its facilities without undue difficulties. The project should have facilities / infrastructure such as wheelchair accessibility, ramps with anti-slip floors, handrails on staircases, barrier free washrooms, information available in braille, etc. to make the project barrier-free and accessible to all.

#### 5. General

1. Furniture provided in the houseboat should be of good quality.

2. A common toilet for the staff of the houseboat should also be provided.
3. Provision for 24 hour electricity on board the houseboat for lights and fans
4. Provision should be made for 24 hour electricity in the living and service areas.
5. LED lamps should be used
6. Provision should be made for 24 hour running water for bathrooms

## **6. Rooms**

1. The Houseboat should have minimum 2 Bedrooms with attached bath and toilet.
2. Size of rooms in the houseboat should not be lesser than the specifications mentioned below:
  - Bedrooms: 80 sq. ft. (minimum width – 7 ft.)
  - Living/dining: 80 sq. ft.
  - Kitchen: 20 sq. ft.
  - Attached toilet: 20 sq. ft. (minimum width – 3 ft.)
  - Common toilet: 10 sq. ft.
  - Passages: 3 ft. wide
3. Bedrooms should be provided with an attached toilet. Toilets for guests should be of western style and should be cleanly maintained.
4. Clean and good quality linen and toiletries should be used.
5. Each bedroom should have at least 2 cots, wardrobe, table, chairs, side lamps, mattress, pillows etc.
6. Bedrooms should be provided with electric fans ceiling/wall mounted, mosquito screens and nets.

## **7. Kitchen and Dining**

1. A separate dining area with an adequate facilities for in-house guests must be provided
2. The kitchen must have provisions for protection from hazards by
  - Using fire-proof materials
  - Having at least two fire extinguishers
3. Storage hold in the kitchen must be hygienic. Food materials on board should be packed properly and stored in a clean environment.
4. Crockery and glassware should be of good quality.
5. Provision should be made for 24 hour running water for kitchen
6. Purified water / hot water should be available for cooking and drinking.

## **8. Waste Management**

1. Arrangements such as scientifically designed septic tanks and bio toilets for managing solid waste, liquid waste, septic waste and sewage
2. Bio-degradable waste management practices such as composting, aero bins, biogas plants, etc should be followed
3. Collection and scientific disposal of non-biodegradable waste should be followed
4. No discharge of any waste in the backwaters / lakeside / reservoir / riverside location in Karnataka where the Houseboat is operating

## **9. Safety and Security**

1. Fuel storage should not be near the kitchen.

2. At least 2 lifebuoys for a minimum one bedroom houseboat. This should be increased in a ratio of 2:1, i.e., two life buoy for 1 bed room ratio.
3. Minimum 5 fire buckets must be available in one houseboat
4. First aid kit must be available
5. GPS system must be available
6. Hand rails in front and back of boats must be present
7. Cross bars must be present if boat has an upper deck
8. Smoke alarm must be present in the engine room
9. Security and safety amenities as prescribed by the regulatory authority shall be maintained by the operator.

#### **10. Display**

1. Name and approval numbers must be permanently displayed on both sides of the houseboat.
2. Route of the trip, time of cruise, night halt point must be displayed
3. Permitted number of staff and Passengers, awareness, demo posters about life jacket and its usage, style of wearing life jacket and Emergency numbers (Police, Fire, and Ambulance) must be displayed
4. Do's and don'ts on board the Houseboat must be displayed
5. Vessel number must be painted on the life jacket, life buoy, fire extinguisher and fire bucket

#### **6.12.2.2. Operational Requirements**

In addition to Operational Requirements specified in Section 6.1, Tourism Projects should meet the following capabilities, operational performance measures and processes –

1. The houseboat shall maintain reservation register, occupancy register and log book and regularly updated tourist records
2. Code of conduct for guest & staff which represents the necessity to honour the privacy of local people must be displayed
3. All staff should have swimming knowledge

#### **6.12.2.3. Desirable Specifications**

In addition to Desirable Specifications specified in Section 6.1, the following optional project specifications may be provided or undertaken by the Tourism Project –

##### **1. General**

1. The general construction of the houseboat should show distinctive qualities of luxury.
2. The houseboat should be furnished with superior quality carpets, curtains, furniture etc.
3. Alternate sources of energy for fuel, like solar power, to be used for heating, lighting etc.

##### **2. Rooms**

1. A/C facility may be provided in bedrooms
2. 24 hours A/C facility may be provided

##### **3. Kitchen and Dining**

1. Provision of a refrigerator on board.
2. Arrangement for providing guests a menu of their choice.

##### **4. Staff**

1. Staff should be trained at a government approved agency

#### 5. Responsible Tourism

1. Purchase of vegetables, fruits, dairy, poultry, fish, etc from local self-help groups / farmers / farmer groups / fishermen / fishermen groups.
2. Ensuring art group performance and local festival experience for guests
3. Ensuring village life experience tour packages for long-stay guests
4. Conducting programs for medical awareness, medical camps or other activities with NGOs or self-help groups for local people
6. Organizing a local cuisine day at least once a week during the tourist season showcasing the culinary variety of Karnataka

### 6.13. Museum and Galleries

#### 6.13.1. Definitions

**“Museum”** is an institution that conserves a collection of artifacts, objects of scientific, artistic, historical and cultural importance, displays and makes them available for tourists viewing through exhibits.

**“Gallery”** includes permanent building in which paintings, sculptures and other art forms are exhibited for purposes of information dissemination/ sale and is accessible by the tourists.

**“Museum & Gallery Project”** is a tourism project that comprises of either a Museum or a Gallery or both in a project site and is engaged in tourism related activities.

#### 6.13.2. Project Specifications

##### 6.13.2.1. Mandatory Specifications

The following project specifications are mandatory for a Museum & Gallery Project –

1. The Museum / Gallery should adhere to guidelines / rules / regulations of the competent State / Central Authority and address the various aspects of Museum and / or Gallery such as acquisition, extension and resetting of galleries, classification and documentation of collections, modernization of displays, setting up of conservation laboratory etc giving a holistic or composite vision of the Museum and Gallery , projecting its concept and design.
2. The Museum / Gallery should be a structure that conserves and/ or exhibits work of art, science, history and heritage on a permanent basis.
3. The Museum / Gallery should have a minimum area of 5,000 sq. ft. of exhibition / display area. Land conversion required for the purpose of construction and operation of the Museum / Gallery must be done.
4. The Museum / Gallery should have a good number of collected items, reflecting the theme of the Museum / Gallery. All items exhibited and conserved in the Museum / Gallery should display adequate information about such items, in at least two languages (one being English) for the benefit of tourists / visitors.
5. The project should be designed to ensure proper access to all people, including differently abled and elderly users. Measures should be taken such that all users can approach, enter, or leave the facility independently and can reach and use its facilities without undue difficulties. The project should have facilities / infrastructure such as wheelchair accessibility, ramps with anti-slip floors, way finding signage, handrails on staircases, barrier free public washrooms, accessibility to public areas, accessible car park, information available in braille, etc. to make the project barrier-free and accessible to all.



6. The Museum / Gallery should have adequate parking spaces in relation to the project capacity for the benefit of visitors/ tourists. There should be exclusively earmarked accessible parking nearest to the entrance for differently abled guest.
7. Details such as timings, entry fee, weekly holiday/ holidays (if any), etc. should be displayed in a conspicuous area outside at the project site.
8. The management of the Museum / Gallery shall be solely responsible for dispute that arises out of authenticity or claim raised against the products or artefacts or items that are conserved / exhibited / for sale either at the Museum / Gallery.
9. The Museum / Gallery shall ensure that artefacts / items of an objectionable nature shall not be conserved / exhibited.
10. The owner / operator of the Museum / Gallery should ensure that the facility is well preserved and maintained as per good industry practice.
11. The products or artefacts or items of the Museum / Gallery should always be safeguarded by the owner / operator with installation of effective security systems.
12. Fire and emergency procedure notices should be displayed
13. The Museum / Gallery should have drinking water facility, restrooms/ washrooms and cafeteria annexed to it for the benefit of tourists/ visitors.
14. Should have emergency / backup power for all guest areas
15. The Museum / Gallery must have all necessary licenses / no objection certificate (NOC) from the relevant local authorities and any other concerned authorities, as may be applicable for the respective project.

#### **6.13.2.2. Operational Requirements**

In addition to Operational Requirements specified in Section 6.1, Tourism Projects should meet the following capabilities, operational performance measures and processes –

1. The Museum / Gallery shall record the number of people who visit the Museum / Gallery on every day of operation.

#### **6.13.2.3. Desirable Specifications**

In addition to Desirable Specifications specified in Section 6.1, the following optional project specifications may be provided or undertaken by the Tourism Project –

1. The Museum / Gallery may have arrangements for tour guides, video / audio guides, other literature, etc. on items that have been exhibited and / or conserved.
2. The Museum / Gallery shall arrange for adequate information on the items displayed in the form of brochure, hand-outs, etc whichever is applicable.
3. Organization of weekend cultural show of at least one hour in the project premises during the tourist season through live performance by local artistes to showcase the local language, local dance, theatre and music forms
4. Provision of permanent workspace in project premises for live demonstration for at least one or two local art / craft forms and allowing marketing of the same.

### **6.14. Safety and Hygiene Tourism Project**

#### **6.14.1. Definitions**

“**Safety and Hygiene Tourism Project**” is a tourism project that provides facilities for the purpose of ensuring Safety and Hygiene of the tourists/ visitors in a tourist destination.

The following projects shall be considered as Safety and Hygiene Tourism Project under the Policy –

i. Mobile Toilet Van Project

**“Mobile Toilet Van”** is a facility with temporary toilets / urinals (5-10 WCs/urinals) mounted on wheels to provide hygienic and healthy public toilet facilities. There is one sludge tank of required volume below the WCs and on chassis of the van.

**“Mobile Toilet Van Project”** is a tourism project that includes Mobile Toilet Van that provides hygienic and healthy public toilet facility at a tourist destination.

**6.14.2. Project Specifications – Mobile Toilet Van Project**

The following specifications provide a baseline for Mobile Toilet Van Project. However, due to the diversity of facilities that may be offered, the specifications and requirements for each Mobile Toilet Van Project shall be considered on a case-to-case basis. The Department of Tourism shall form an expert committee to determine the final list of specifications for sanction of relevant approvals for the respective Mobile Toilet Van Project. The said committee shall also determine the project components which shall be considered towards Eligible Project Cost for the Project.

**6.14.2.1. Mandatory Specifications**

The following are the project specifications which are mandatory for a Mobile Toilet Van Project –

1. Mobile Toilet Van should provide clean, safe, accessible, convenient, and hygienic facilities to the public at a tourist destination at a level of privacy adequate to perform necessary personal sanitary functions.
2. The Mobile Toilet Van Project and the management / operator for the Mobile Toilet Van Project should be licensed and approved by the relevant competent authority at the State and the local level of the project site.
3. Location of the Mobile Toilet Van should be at a tourist destination and should be aimed at ensuring that toilet facilities are accessible and maximizes opportunities for utilization.
4. Infrastructure and design of the project and facilities provided by the project should comply with the standards laid down by Ministry of Housing & Urban Affairs Advisory on Public and Community Toilets.
5. In addition to the requirements/ specifications provided by Ministry of Housing & Urban Affairs Advisory on Public and Community Toilets., Mobile Toilet Van Project should ensure the below mentioned parameters –
  1. Clean and usable toilet seats
  2. Wash basin with tap
  3. Availability of water in all the cubicles
  4. Proper ventilation
  5. Proper light points
  6. Proper Bolting arrangements
  7. Safe disposal system
  8. Dry and clean floor
  9. Availability of mirror
  10. Availability of dustbin
  11. Soap dispenser availability
  12. Usable taps with no leakage
  13. Gender segregated entrance
  14. Accessible entrance
  15. Proper signage availability
  16. Availability of consumables, cleaning equipment, and protective gear and inventory
  17. Availability of hand dryer or paper napkin
  18. Availability of sanitary napkin vending machine or loose napkin
  19. Incinerator or dustbin with a tag of Sanitary napkin disposal

- 20. Functional floodlight / Halogen vapor lamps outside the toilet
- 21. SMS/ICT based feedback mechanism
- 22. Structural Audit Report

- 6. Availability of adequate water, adequate lighting and proper cleaning are the crucial facilities along with the provision of adequate number of WCs and urinal units provided under the project. The Mobile Toilet Van should be equipped with water storage and wash hand facilities.
- 7. Mobile Toilet Van should have one sludge tank of required volume below the WCs and on chassis of the van. After the sludge tank is filled or is about to fill, it should be moved to the site where sludge is disposed. Normally sludge is removed at manhole of nearby sewer network. After removing sludge, it is put again at the site.
- 8. The design of the project should allow for universal access and ease of use. The design must adequately address the different sanitation needs of special user groups including, women, children, old, infirm and the differently abled. The project should provide gender-wise toilet seats (men / women / transgender) and should also cater to children and differently abled.
- 9. Number of WCs, urinals and standard sizes of WCs, bathrooms, urinals and washing area in a public toilet facility should be as per the prescribed standards provided by Ministry of Housing & Urban Affairs Advisory on Public and Community Toilets
- 10. The project should maintain a feedback register placed at the counter/ entrance of Mobile Toilet Van, easily available to users of toilets. Operators of toilet facility should make request to users for providing comments on the kind of service they received in the toilet and any suggestion for improvement.

#### **6.14.2.2. Operational Requirements**

In addition to Operational Requirements specified in Section 6.1, Tourism Projects should meet the following capabilities, operational performance measures and processes –

- 1. For cleaning purpose, at least one cleaning person should be attached with the Mobile Toilet Van with all essential cleaning materials. Depending on the size of the toilet facilities, a suitable number of cleaning personnel may be engaged by the operator.
- 2. There should be a regular meeting by competent authorizing local body to review comments received from users and action taken to rectify.
- 3. Toilet facilities should be usable throughout the duration of the operating hours of the destination / tourist spot in the vicinity of the toilet
- 4. CCTV should be installed at important points such as entry and exit for security monitoring as well as identification of lapses in maintenance of the toilet.

#### **6.14.2.3. Desirable Specifications**

- 1. Wall and floor should be stain and graffiti free
- 2. Toilets should have low floor seats
- 3. Toilet facilities are operational 24 x 7
- 4. Plants and shrubs may be provided in the vicinity of the toilet
- 5. Project shall utilize solar power / renewable energy sources for tourism facilities

### **6.15. Sound & Light Show**

#### **6.15.1. Definitions**

“**Sound & Light Show**” is a spectacle / performance at a destination / site / place of historical or cultural heritage, that involves illumination of a building / historic site and is usually at presented at night-time to familiarize tourists with the rich heritage of the place. Sound & Light shows are imparted

to spectators by means of narration, sound effects, and music through audio-visual, digital or electronic medium. The format usually involves no active participation by actors but a recorded narrative of the history of the building concerned by one or a cast of voices. The scope of Sound & Light Show includes other types of illumination-based performance such as Laser Shows and 3D Projection Mapping.

“**Sound & Light Show Project**” is one where a Sound & Light Show is conducted for tourism related purpose within a heritage building or adjacent to a heritage monument.

#### **6.15.2. Project Specifications**

##### **6.15.2.1. Mandatory Specifications**

The following are the project specifications which are mandatory for a Sound & Light Show Project –

1. Provision for proper seating arrangements for minimum 50 tourists.
2. Should have sufficient technical components including lighting fixtures, automation system and software, projectors, panels, cables, computer system, audio system, enclosures, stands, poles, mounting brackets and other accessories. A log book of the technical components should be maintained.
3. Should maintain and adhere to the layout plan and technical drawings which provides specifications for the following aspects of the project –
  - Spectator's gallery
  - Control room
  - Power source
  - Cable routing, cable laying
  - Lighting fixtures / projectors
  - Enclosures, stands and mounting poles
  - Visitor amenities
  - Visitor movement
4. Should use latest instrument, equipment and devices used as per industry standards.
5. Should have system for controlling lighting and sound as per industry standards
6. Adequate power arrangements should be available
7. Technology proposed and software to be used shall be of the latest version of reputed brand with the proper license
8. Appropriate licenses should have been taken for broadcast / use of copyrighted works
9. Public amenities like facilities for drinking water, clean toilets with separate toilets for male and female
10. Facilities for waste management should be provided
11. The project should be designed to ensure proper access to all people, including differently abled and elderly users. Measures should be taken such that all users can approach, enter, or leave the facility independently and can reach and use its facilities without undue difficulties. The project should have facilities / infrastructure such as wheelchair accessibility, ramps with anti-slip floors, way finding signage, handrails on staircases, barrier free public washrooms, accessibility to public areas, accessible car park, information available in braille, etc. to make the project barrier-free and accessible to all.
12. Adequate parking facilities should be provided
13. Should have fire exit signs and emergency / backup power for all guest areas

14. The Sound & Light Show Project must have all necessary licenses / no objection certificate (NOC) from the relevant local authorities and any other concerned authorities, as may be applicable for the respective project.

#### 6.15.2.2. Operational Requirements

In addition to Operational Requirements specified in Section 6.1, Tourism Projects should meet the following capabilities, operational performance measures and processes –

1. The Sound and Light Show Project should offer the show in English and Kannada.
2. The storyline for the Sound and Light Show Project should be authentic. For this, a reputed historian who is an authority on the history associated with the site may be consulted. The basic storyline for the Sound and Light Show Project shall be vetted by ASI / State Archaeology Department or equivalent competent authority.

#### 6.15.2.3. Desirable Specifications

1. The show should be of a duration of minimum 30 minutes.
2. Provision of permanent workspace in project premises for live demonstration for at least one or two local art / craft forms and allowing marketing of the same.

### 6.16. Wellness Centre

#### 6.16.1. Definitions

**“Wellness Tourism”** means travelling for the primary purpose of achieving, promoting and maintaining maximum health and a sense of well-being. The following health systems are considered under the purview of Wellness Tourism for Karnataka Tourism Policy 2020-26 –

1. Ayurveda
2. Yoga & Naturopathy
3. Unani
4. Siddha
5. Homeopathy

**“Wellness Tourism Service Provider” (WTSP)** is the operator for the Wellness Facility. The WTSP must be accredited under the applicable law.

**“Wellness Centre”** is a facility where an accredited wellness tourism service provider (WTSP) provides services for Wellness Tourism.

#### 6.16.2. Project Specifications

##### 6.16.2.1. Mandatory Specifications

The following are the project specifications which are mandatory for a Wellness Centre –

1. The Wellness Centre must have the following credentials –
  - a. The WTSP for the Wellness Centre should be registered under registered under the Karnataka Private Medical Establishments Act (KPME) 2009 or Department of AYUSH, Government of Karnataka or licensed by the State Government under the applicable law.
  - b. The Wellness Centre can offer services only for the health systems for which it has at least 1 (one) qualified Doctor. The Wellness centre should have qualified doctor / doctors who shall meet the following qualification criteria for the respective health systems–

Sl. No.	Health System	Minimum Qualification	Desirable Qualification	Comments
1	Ayurveda	BAMS (Bachelor of Ayurveda Medical and Surgery) from a government approved institute	MD (Ayurveda) or MS (Ayurveda) from a government approved institute	Can be in either Panchakarma or Kaya Chikitsa, recommended to have both

2	Yoga & Naturopathy	BNYS (Bachelor of Naturopathy and Yogic Sciences) from a government approved institute	MD (Naturopathy) or MD (Yoga) from a government approved institute	-
3	Unani	BUMS (Bachelor of Unani Medicine and Surgery) from a government approved institute	MD (Unani) from a government approved institute	-
4	Siddha	BSMS (Bachelor of Siddha Medicine and Surgery) from a government approved institute	MD (Siddha) from a government approved institute	-
5	Homeopathy	BHMS (Bachelor of Homeopathic Medicine & Surgery) from a government approved institute	MD (Homeopathy) from a government approved institute	-

- c. If providing massage treatment, at least one government-approved male masseur and at least one government-approved female masseur should be on the payroll of the Wellness Centre facility.
  - d. All paramedical staff including teachers, practitioners, masseur, nutritionist, nurses, etc. for AYUSH services should be well trained and should hold relevant certifications and qualifications from competent authorities.
2. Wellness Centre should have a team of certified staff and practitioners / licensed medicinal facilities with at least 10 well-trained staff on payroll.

### 3. Guest Rooms

1. Wellness Centre should have minimum 10 guest rooms with proper ventilation
2. Minimum floor area (including sleeping, living, bathing, cooking & dining) –

Sl. No.	Room Type	Floor Area	Other Specifications
1	Studio	250 sq. ft	-
2	One Bedroom	450 sq. ft	Living, dining, bedroom and kitchen areas are separate with doors
3	Two Bedroom	650 sq. ft	Living, dining, bedroom and kitchen areas are separate with doors
4	Three Bedroom	1000 sq. ft	Living, dining, bedroom and kitchen areas are separate with doors

3. For Wellness Centre at location less than 2000 ft, air-conditioning needs to be provided. Air-conditioning/ heating depends on climatic conditions & architecture. Room temp. should be between 20 & 28 Degrees Celsius. About 50% of the rooms should be air-conditioned as applicable. Should be available on request.
4. Furniture including sofa, chairs and other necessary furniture should be provided.
5. All types of guest rooms should have the following amenities –
  - i. Iron with iron board
  - ii. 15 amp earthed power socket
  - iii. Internet Connection
  - iv. Telephone in the room
  - v. Ward robe with clothes hangers
  - vi. Shelves or drawer space

6. Water saving taps and showers should be provided in the guest rooms.
7. All rooms should have an attached bathroom. The minimum size of each bathroom is 36 sq ft. Bathroom floor and walls should have non-porous surfaces.
8. All bathrooms should have the following amenities –
  - i. Western WC toilet to have a seat and lid, Toilet paper
  - ii. Water saving taps/shower
  - iii. Floors and walls to have non-porous surfaces
  - iv. Hot and cold running water available 24 hours
  - v. Guest toiletries to be provided. Minimum 1 new soap per guest
  - vi. 1 bath towel and 1 hand towel to be provided per guest
  - vii. Sanitary bin
9. Dining area should have separate dining table and chairs to accommodate maximum bedding for the room type.
10. Kitchen / kitchenettes should have the following facilities and amenities –
  - i. Refrigerator with deep freezer
  - ii. Good quality cooking vessels / utensils
  - iii. Drinking water
  - iv. Microwave oven or OTG
  - v. Ventilation system
11. Garbage should be segregated as per local laws.
12. Safekeeping facilities must be available

#### **4. Public Area**

1. Lobby / reception area with a minimum size of 100 sq. ft. with facilities for keeping luggage.
2. Waiting chairs must be available in adequate numbers for patients
3. Landline / mobile telephone facility must be available
4. Internet facility must be available
5. Purified drinking water facility must be available

#### **5. Treatment Room**

1. Minimum 2 (two) treatment rooms having a minimum size of 100 sq. ft with width not less than 8 ft. There should be at least one treatment room for male and one treatment room for female. Proper signage for male and female treatment room
2. Table in each treatment room should be minimum 7 ft x 3 ft. Table should be made of good quality wood / fibre glass.
3. Gas / electric stove should be present in treatment room. Cylinder for gas stove should be kept outside the treatment room.
4. Medicated hot water facility should be available for bathing and other purpose.
5. Treatment rooms should not be air conditioned and exhaust fan should be attached.
6. Bathrooms with toilet should be adjacent/attached to the treatment rooms separately for male and female
7. Wall clock should be available inside the treatment room

#### **6. Auditorium**

1. Auditorium or well-covered open with minimum capacity of 50 people must be present

#### **7. Restaurant / Dining Facilities**

1. Restaurant/dining room that services multi cuisine food for all 3 meals must be present

## **8. Kitchen**

1. Exclusive kitchen & service area with FSSAI certificate must be present

## **9. Other Facilities**

1. Steam bath facility must be provided
2. One consultation room with a minimum size of 100 sq. ft with width not less than 8 ft. The room should be well equipped with medical instruments, like blood pressure apparatus, stethoscope, examination couch, weighing machine etc.
3. Minimum one wheelchair / trolley with safety beds should be available in the Wellness Centre
4. Sterilisation and disinfection facilities should be available
5. Separate staff room must be present
6. Separate housekeeping department with minimum one housekeeper must be present
7. System for periodic pest control must be present
8. Arrangements must be available for laundry / dry cleaning services.

## **10. Waste Management**

1. There should be a proper waste disposal system
2. Facilities for eco-friendly and scientific disposal of solid, liquid, human waste and garbage should be provided

## **11. Facilities for differently abled Guests**

1. The project should be designed to ensure proper access to all people, including differently abled and elderly users. Measures should be taken such that all users can approach, enter, or leave the facility independently and can reach and use its facilities without undue difficulties. The project should have facilities / infrastructure such as wheelchair accessibility, ramps with anti-slip floors, way finding signage, handrails on staircases, barrier free public washrooms, accessibility to public areas, accessible car park, information available in braille, etc. to make the project barrier-free and accessible to all.
2. Designated toilet at lobby level
3. At least one dedicated guest room with attached bathroom
4. At least one dedicated treatment room with necessary facilities
5. Exclusively earmarked accessible parking nearest to the entrance for differently abled guest.
6. Ramps with anti-slip floors at the entrance.
7. Free accessibility in public areas and to at least one restaurant

## **12. General**

1. Parking should be adequate in relation to the capacity of the guest rooms and auditorium.
2. 24 hour lifts for buildings higher than ground plus two floors. Local laws shall apply and may require relaxation of this condition.
3. Wellness program / services details with duration and rate should be well exhibited
4. Various departments, names of doctors available, timing of OP and services should be well displayed
5. The rights and responsibilities of patients in the prescribed format should be displayed

## **13. Safety and Security**

1. Surveillance cameras (CCTV) at strategic locations for safety and security
2. Security arrangements for all Wellness Centre entrances.



3. Fire and emergency procedure notices should be displayed
4. Fire extinguishers should be available in the treatment rooms as well as other areas
5. Fire and emergency alarms should have visual & audible signals.
6. First aid kit with over the counter medicines at the front desk
7. Metal detectors (door frame or handheld)
14. Should have fire exit signs and emergency / backup power for all guest areas
15. Land conversion required for the purpose of construction and operation of the Wellness Centre must be done.
16. Wellness Centre must have all necessary licenses / no objection certificate (NOC) from the relevant local authorities, applicable statutory bodies, and any other concerned authorities, as may be applicable for the respective project.

#### **6.16.2.2. Operational Requirements**

In addition to Operational Requirements specified in Section 6.1, Tourism Projects should meet the following capabilities, operational performance measures and processes –

##### **1. General**

1. The Wellness Centre and premises should be kept clean and hygienic
2. Gloves, masks, soaps and disinfectant should be available and used properly
3. Reception must be manned for minimum 16 hours with 24 hour call services available.
4. Complaint and suggestion box should be available in the waiting area
5. Feedback register should be available
6. Multiple means of payment including common credit cards should be accepted
7. Facility for messages for guests to be recorded and delivered should be available

##### **2. Wellness Facilities, Treatment Areas and Medicines**

1. Privacy of patients should be ensured during patient examination and treatment
2. Case records [OP ticket, patient register, case sheets, treatment register, discharge card] should be filed in a systematic manner
3. Prescriptions should be written in specified location in the case sheet by the treatment doctor
4. Medication orders should be clear, legible, dated, timed and signed
5. Intake medicines used should be GMP certified
6. Adequate amount of emergency medicines and first aid should be stocked at all time
7. Medicines should be stored in clean, well lit and ventilated environments as specified by the manufacturer

##### **3. Staff**

1. Staff should wear name badges.
2. Attendance register for all staff should be maintained in a systematic manner
3. Staff record containing qualification, training, appointment order should be maintained

#### **6.16.2.3. Desirable Specifications**

In addition to Desirable Specifications specified in Section 6.1, the following optional project specifications may be provided or undertaken by the Tourism Project –

1. The Wellness Centre should conduct health programmes health camp, awareness programmes for the guests twice in a year and details should properly recorded

2. The following additional facilities may be provided –
  - i. Meditation / Yoga centre
  - ii. Indoor Games / Activity room
  - iii. Utility shop
  - iv. Gift Shop
3. 24 hour doctor facility should be available
4. Energy saving lighting systems such as solar/CFL/LED alone should be used
5. There should be a Herbal Garden attached to the centre having plant names neatly and permanently labelled
6. **Responsible Tourism**
  1. Purchase of vegetables, fruits, dairy, poultry, fish, etc from local self-help groups / farmers / farmer groups / fishermen / fishermen groups.
  2. Ensuring art group performance and local festival experience for guests
  3. Conducting programs for medical awareness, medical camps or other activities with NGOs or self-help groups for local people
7. Organization of weekend cultural show of at least one hour in the project premises during the tourist season through live performance by local artistes to showcase the local language, local dance, theatre and music forms
8. Provision of permanent workspace in project premises for live demonstration for at least one or two local art / craft forms and allowing marketing of the same.
9. Organizing a local cuisine day at least once a week during the tourist season showcasing the culinary variety of Karnataka

## 6.17. Wayside Amenities

### 6.17.1. Definitions

“**Wayside Amenities**” (WSAs) also commonly referred to as Highway Rest Areas are passenger-oriented complexes located along National Highways and State Highways that are set up for the benefit of travellers and tourists.

“**Wayside Amenities Project**” is a tourism project comprising of a Wayside Amenities complex.

### 6.17.2. Project Specifications

#### 6.17.2.1. Mandatory Specifications

The following are the project specifications which are mandatory for a Wayside Amenities Project –

1. Wayside Amenities Project should be undertaken on road stretches of national highways and state highways where Wayside Amenities facilities catering to tourists are currently lacking, i.e., no or very few such facilities exist. A list of road stretches of Karnataka where development of Wayside Amenities is not eligible for capital investment subsidy under Karnataka Tourism Policy 2020-26 has been provided in Annexure 6 .
2. The Project site should be next to a National Highway or State Highway and should be easily accessible from the Highway.
3. The project site area shall be minimum of half an acre (~21,800 sq. ft.). Land conversion required for the purpose of construction and operation of Wayside Amenities must be done.
4. The Wayside Amenities Project must have sewage treatment plant and waste management system.
5. The Wayside Amenities Project must adopt rainwater harvesting measures.

6. The Wayside Amenities Project must adopt pollution control methods for air, water and light
7. The Wayside Amenities Project must prominently display directions and contact details of closest police station, fire station, and hospital / healthcare facility.
8. The project should be designed to ensure proper access to all people, including differently abled and elderly users. Measures should be taken such that all users can approach, enter, or leave the facility independently and can reach and use its facilities without undue difficulties. The project should have facilities / infrastructure such as wheelchair accessibility, ramps with anti-slip floors, way finding signage, handrails on staircases, barrier free public washrooms, accessibility to public areas, accessible car park, information available in braille, etc. to make the project barrier-free and accessible to all.
9. The following are the list of mandatory facilities for Wayside Amenities Project. All the following facilities must be operated in the Wayside Amenities Project on a mandatory basis after taking clearances / approvals / licenses from the appropriate statutory authority as applicable –

**1. Food Court / Restaurants**

- i. There should be minimum one Restaurant or a Food court. The Restaurant / Food court should have a capacity of minimum 30 seats.
- ii. The food served should be fresh and hygienically prepared
- iii. The restaurant / food court must be compliant with FSSAI standards
- iv. It is desirable that at least one restaurant services local food characteristic of the region

**2. Retail Arcade (Convenience Store, Pharmacy, Shops)**

- i. The Retail Arcade should have a minimum area of 200 sq. ft.
- ii. It is desirable that the shops sell souvenirs, art, handicrafts, and other heritage and cultural products characteristic of the region.
- iii. Relevant clearances / approvals / licenses from appropriate statutory authority must be obtained, if required

**3. Tourist Information Kiosk**

- i. Tourist Information Kiosk that shall provide details regarding the tourist destinations in Karnataka.
- ii. Promotional materials such as brochures, leaflets, maps, etc. will be provided by the Department of Tourism, Government of Karnataka

**4. Toilet facilities**

- i. Separate toilets for male and female
- ii. Separate toilet with accessibility for differently abled
- iii. At least one baby care room
- iv. No rent shall be charged from customers / passengers for usage of the facility
- v. The toilet building should have separate screened access for male and female section earmarked for the guests of the Wayside Amenities and these sections shall be suitably separated, soundproofed and have an adequate supply of hot and cold water.
- vi. Separate Water Closets (WCs) for drivers should be provided.
- vii. Female section in respect to every 10-car parking space should have the following:
  - a. 2 water closets (WC's)
  - b. 2 wash hand basins & mirrors
  - c. Baby care facility
- viii. Male section in respect to every 10-car parking space should have the following:
  - a. 1 urinal (2 stalls)
  - b. 2 water closets (WC's)
  - c. 2 wash hand basins & mirrors

**5. Drinking Water**

- i. The water provided for drinking purposes should be cooled and fit for drinking as per WHO / BIS standards
- ii. No rents shall be charged from customers / passengers for usage of the free drinking water facility
- iii. May sell branded packaged drinking water in addition to providing free water

#### 6. Car Parking

- i. There shall be minimum 25 parking lots for parking of taxis/ private cars
- ii. The Car parking space shall be developed as per industry standards
- iii. Shall be segregated from parking of heavy vehicles
- iv. Dimensions for standard parking spaces –

Type of Parking Space	Length (ft)	Width (ft)	Minimum headroom (ft)
Private cars and taxis	16.4	8.2	7.9

Minimum headroom means the clearance between the floor and the lowest projection from the ceiling, including any lighting units, ventilation duct, conduits or similar installations.

#### 7. Resting Area

- i. There should be a Resting Area with a minimum area of 500 sq. ft with comfortable and spacious seats for travellers

#### 8. Facility for charging of mobile phones and small electronics

- i. Shall be as per industry standards

#### 9. CCTV in public areas with data backup

- i. Shall be as per industry standards

#### 10. Entry and Exit Points

- i. Entry and exit road of good quality built as per National Highway / State Highway standards for easy access into the facility
- ii. Traffic from both directions must have separate access roads.

10. Should have fire exit signs and emergency / backup power for all guest areas

11. The Wayside Amenities Project must have all necessary licenses / no objection certificate (NOC) from the relevant local authorities and any other concerned authorities, as may be applicable for the respective project.

#### 6.17.2.2. Operational Requirements

As per Operational Requirements specified in Section 6.1

#### 6.17.2.3. Desirable Specifications

In addition to Desirable Specifications specified in Section 6.1, the following optional project specifications may be provided or undertaken by the Tourism Project –

1. The following listed facilities may be operated in the Wayside Amenities Project after taking clearances / approvals / licenses from the appropriate statutory authority, as applicable –

##### 1. 24-hour uninterrupted supply of hot water and cold water

- i. Shall be as per industry standards

##### 2. Open Air Rest Area with Benches and Tables

- i. Shall be as per industry standards

##### 3. Village Haat

- i. Designated area for local artisans and craftsmen to display their wares
- ii. May also feature artisans creating the wares on site

- iii. May include performance area to showcase local performers

#### **4. Booth / Stall / Outlet operated by tourism service providers and operators**

- i. Shall be as per industry standards

#### **5. Bus Parking**

- i. There shall be minimum 10 parking lots for parking of tourist coaches/ buses.
- ii. Bus Parking shall be segregated from regular car parking
- iii. Dimensions for standard parking spaces –

<b>Type of Parking Space</b>	<b>Length (ft)</b>	<b>Width (ft)</b>	<b>Minimum headroom (ft)</b>
Coaches and buses	39.4	11.5	12.5
Light buses	26.2	9.9	10.8

- Buses mean a motor vehicle constructed or adapted for the carriage of more than 16 passengers and their personal effects.
- Light buses mean a motor vehicle having permitted gross vehicle weight not exceeding 4 tonnes which is constructed or adapted for use solely for the carriage of not more than 16 passengers and their personal effects, but does not include an invalid carriage, motorcycle, motor tricycle, private car & taxi.
- Minimum headroom means the clearance between the floor and the lowest projection from the ceiling, including any lighting units, ventilation duct, conduits or similar installations.

#### **6. Dormitory for Drivers**

- i. Shall be as per industry standards

#### **7. Vehicle Service Station (air filling station, puncture repair, pollution check, etc.)**

- i. Shall be as per industry standards

#### **8. Spare Parts Shop**

- i. Shall be as per industry standards

#### **9. Children's play area**

- i. Shall be as per industry standards

#### **10. Self-laundry facility**

- i. Shall be as per industry standards

#### **11. Doctor on call**

- i. Shall be as per industry standards

#### **12. Medical clinic**

- i. Shall be as per industry standards
- ii. Must secure relevant clearances / approvals / licenses from appropriate statutory authority

#### **13. Vending machine**

- i. Shall be as per industry standards

#### **14. Cyber cafe**

- i. Provide facilities such as internet-connected computers, printer, and scanner

#### **15. ATM**

- i. Shall be as per industry standards
- ii. Must secure relevant clearances / approvals / licenses from appropriate authority

#### **16. Smoking Zone**

- i. Shall be as per industry standards

### 17. Telephone Tower

- i. Must secure relevant clearances / approvals / licenses from appropriate statutory authority
2. Organization of weekend cultural show of at least one hour in the project premises during the tourist season through live performance by local artistes to showcase the local language, local dance, theatre and music forms
3. Provision of permanent workspace in project premises for live demonstration for at least one or two local art / craft forms and allowing marketing of the same.
4. Organizing a local cuisine day at least once a week during the tourist season showcasing the culinary variety of Karnataka
5. Additional facilities catering to the requirements of the highway commuter that are not listed above in Mandatory Specifications or Desirable Specifications may be developed by the Applicant in consultation with the Department of Tourism, Government of Karnataka. However, these shall not be considered towards assessment of Eligible Project Cost.

## 7. Standard Operating Procedure for Claiming Subsidies

The Applicant for the Tourism Project shall place the application for subsidies before the Committee concerned for their review. The Committees concerned for their review and sanction of subsidies based on the Eligible Project Cost of Tourism Projects are provided in the table below –

Eligible Project Cost	Authority for Sanction of In-Principle Approval and Final Approval for Subsidies for Tourism Projects
Up to INR 5 Crore	District Tourism Committee, under the Chairmanship of Deputy Commissioner of the respective district
More than INR 5 Crore	Empowered Committee for Tourism, under the Chairmanship of Hon'ble Minister of Tourism

### 7.1. Capital Investment Subsidy

#### 7.1.1. Policy Provision

As per Section 14.2.1 of the Karnataka Tourism Policy 2020-26 –

New Tourism Projects and Expansion Tourism Projects for only the following Eligible Tourism Projects shall be eligible for availing Capital Investment Subsidy under the Policy –

1. Adventure Tourism Project
2. Caravan Park Project
3. Caravan Tourism Project
4. Hotel Project – Budget (1-star or 2-star classification hotels / resorts)
5. Hotel Project – Premium (3-star or above classification hotels / resorts)
6. Houseboat Project
7. Wayside Amenities
8. Wellness Centre

The Capital Investment Subsidy for each Tourism Project shall be a percentage of the Eligible Project Cost (EPC) of the Tourism Project. The following table summarizes the Capital Investment Subsidy offered to Tourism Project under the Policy –

Sl. No.	Tourism Project	Minimum EPC Investment for Project (INR)	Percentage of Subsidy against EPC (%)	Maximum Ceiling Amount of Capital Investment Subsidy	Locations where Subsidy shall be Provided
1.	<b>Adventure Tourism Project</b>	INR 25 Lakh	25%	INR 2 Crore	Focus Tourism Destinations
2.	<b>Caravan Park Project</b>	INR 25 Lakh	25%	INR 2 Crore	All of Karnataka
3.	<b>Caravan Tourism Project</b>	INR 25 Lakh	25%	INR 1 Crore	All of Karnataka
4.	<b>Hotel Project – Budget</b>	INR 5 Crore	15%	INR 2 Crore	Focus Tourism Destinations (excluding Municipal Corporation limits of Bengaluru, Hubli-Dharwad, Mangaluru, and Mysuru)
5.	<b>Hotel Project – Premium</b>	INR 10 Crore	15%	INR 5 Crore	Focus Tourism Destinations (excluding Municipal Corporation limits of Bengaluru, Hubli-Dharwad, Mangaluru, and Mysuru)
6.	<b>Houseboat Project</b>	INR 1 Crore	25%	INR 1 Crore	All of Karnataka
7.	<b>Wayside Amenities<sup>1</sup></b>	INR 2 Crore	25%	INR 2 Crore	All of Karnataka
8.	<b>Wellness Centre</b>	INR 2 Crore	25%	INR 2 Crore	Focus Tourism Destinations

#### Additional Capital Investment Subsidy

In addition to the Capital Investment Subsidies outlined above, New Tourism Projects and Expansion Tourism Projects may be eligible to claim additional investment subsidy if they meet any of the following criteria –

Sl. No.	Criteria for Additional Subsidy	Additional Percentage Subsidy against EPC of the Tourism Project
1.	Tourism Project is undertaken by Women, SC, ST, or differently abled Entrepreneur	5%
2.	Project is a Hotel Project – Premium undertaken at a Focus Tourism Destination within districts of Kalyan Karnataka region viz. Ballari, Bidar, Kalaburagi, Koppal, Raichur, Vijayanagara and Yadgir	5%

The maximum ceiling amount of Capital Investment Subsidy for the respective Tourism Project shall remain unchanged when claiming additional capital investment subsidy. Applicants may claim additional capital investment subsidy under only one of the above-mentioned criteria, not both.

<sup>1</sup> Only for New Wayside Amenities developed on Greenfield Model or Franchisee Model

### 7.1.2. Eligibility

1. New Tourism Projects and Expansion Tourism Projects for the following Eligible Tourism Projects shall be eligible for availing Capital Investment Subsidy under Karnataka Tourism Policy 2020-26 –
  1. Adventure Tourism Project
  2. Caravan Park Project
  3. Caravan Tourism Project
  4. Hotel Project – Budget
  5. Hotel Project – Premium
  6. Houseboat Project
  7. Wayside Amenities
  8. Wellness Centre
2. The above list of Tourism Projects eligible for Capital Investment Subsidy may be reviewed and revised from time to time by the Department of Tourism, and suitable inclusions / deletions / modifications may be made as per market demand and suggestions of the industry.
3. Tourism Project must be undertaken on land owned by the Applicant to be eligible for Capital Investment Subsidy. However, Adventure Tourism Project and Wayside Amenities may be undertaken on leased land as well to be eligible for Capital Investment Subsidy. The term of the lease must be for a minimum of 10 years as on the date of application for In-Principle Approval.
4. Land details must be provided for all applicable Eligible Tourism Projects except Caravan Tourism Project and Houseboat
5. A Tourism Project availing Capital Investment Subsidy shall not be entitled to claim Interest Subsidy and vice-versa.
6. No tourism project is eligible for Capital Investment Subsidy within Bengaluru Urban district
7. To be eligible for the Additional Capital Investment Subsidy where Tourism Project is undertaken by Women, SC, ST or differently abled entrepreneur, the Project must be established exclusively by an entrepreneur from one of these categories. Hence, depending on the type of legal entity that is applying for the subsidy, the proprietor of the sole proprietorship or all the partners or all the directors of the partnership / LLP / company / society or any other type of legal entity should belong to one of the special categories viz. Women, SC, ST or differently abled entrepreneur.

### 7.1.3. Procedure

#### 7.1.3.1. Phase 1 – In-Principle Approval for Tourism Project

Tourism Projects intending to avail subsidies shall have to obtain in-principle approval prior to commencement of construction work pertaining to establishment of a New Tourism Project or expansion of an Expansion Tourism Project. Tourism Projects that have commenced construction work pertaining to establishment of a New Tourism Project or expansion of an Expansion Tourism Project before sanction of In-Principle Approval shall not be eligible for subsidies under Karnataka Tourism Policy 2020-26.

After the sanction of the in-principle approval, the Tourism Project must commence operation as per the following timelines –

Eligible Project Cost	Timeline for Commencement of Operation for Tourism Project after Sanction of In-Principle Approval
Up to INR 5 Crore	2 years
More than INR 5 Crore	3 years

1. The Applicant for the Tourism Project intending to obtain In-Principle Approval for an Eligible Tourism Project shall apply to the Convener of the District Tourism Committee (in case the EPC of the Eligible Tourism Project is up to INR 5 Crore) or the Empowered Committee for Tourism (in



case the EPC of the Eligible Tourism Project is above INR 5 Crore). The application form shall be submitted along with relevant documents as specified in Section 7.1.4.

2. The Applicant shall apply online through the Department of Tourism website along with the required documents as per the checklist mentioned in Section 7.1.4. Till the time the necessary services are ready and operational on the Department of Tourism website, hard copy of the application along with the required documents shall be submitted to the Convener of the District Tourism Committee or the Empowered Committee for Tourism as the case may be.
3. A. *If the Eligible Project Cost of the Tourism Project is up to INR 5 Crore –*

The proposal received by the District Tourism Committee shall be forwarded to the District Tourism In-Charge Officer for project appraisal. The District Tourism In-Charge Officer shall constitute a suitable committee to support in carrying out the project appraisal. The District Tourism In-Charge Officer will verify the documents submitted.

Any deficiencies in the documents submitted shall be notified to the Applicant for necessary action. Applications that are incomplete in any respect shall be given a time of **10 (ten) days** to correct deficiencies in the application. However, if corrections are not made within time limits prescribed, the incomplete applications are liable to be summarily rejected. The District Tourism In-Charge Officer may ask for clarifications up to a **maximum of 2 (two) times**, after which applications that are deficient in any respect are liable to be summarily rejected. The decision to reject the Application shall be conveyed by the District Tourism In-Charge Officer to the District Tourism Committee.

The District Tourism In-Charge Officer shall inspect the project site and undertake necessary verifications for the Tourism Project. Based on the verification of documents and site inspection report, the District Tourism In-Charge Officer shall prepare an In-Principle Approval Appraisal Report conveying whether the Tourism Project is eligible for the applicable subsidy under Karnataka Tourism Policy 2020-26 and submit the report to the District Tourism Committee for further action. The District Tourism In-Charge Officer shall consult with the Program Management Unit (PMU) Division of the Department of Tourism for any clarifications with regards to the preparation of the In-Principle Approval Appraisal Report.

The In-Principle Approval Appraisal Report shall be submitted to the District Tourism Committee by the District Tourism In-Charge Officer within **45 days** from the receipt of the proposal from the District Tourism Committee, excluding the time taken by the Applicant to submit information pertaining to deficiencies in the application.

- B. *If the Eligible Project Cost of the Tourism Project is up to INR 5 Crore –*

The proposal received by the Empowered Committee shall be forwarded to the Program Management Unit (PMU) Division of the Department of Tourism for project appraisal. The PMU Division shall constitute a suitable committee to support in carrying out the project appraisal. The PMU Division will verify the documents submitted.

Any deficiencies in the documents submitted shall be notified by the PMU Division to the Applicant for necessary action. Applications that are incomplete in any respect shall be given a time of **10 (ten) days** to correct deficiencies in the application. However, if corrections are not made within time limits prescribed, the incomplete applications are liable to be summarily rejected. The PMU Division may ask for clarifications up to a **maximum of 2 (two) times**, after which applications that are deficient in any respect are liable to be summarily rejected. The decision to reject the application shall be conveyed by the PMU Division to the Empowered Committee.

The PMU Division shall inspect the project site and undertake necessary verifications for the Tourism Project. Based on the verification of documents and site inspection report, the PMU Division shall prepare an In-Principle Approval Appraisal Report conveying whether the

Tourism Project is eligible for the applicable subsidy under Karnataka Tourism Policy 2020-26 and submit the report to the Empowered Committee.

The In-Principle Approval Appraisal Report shall be submitted to the Empowered Committee by the PMU Division within **45 days** from the receipt of the proposal from the relevant Committee, excluding the time taken by the Applicant to submit information pertaining to deficiencies in the application.

The District Tourism Committee / Empowered Committee, as applicable, shall review the In-Principle Approval Appraisal Report and accord their In-Principle Approval after which the Applicant may commence work on establishment of a New Tourism Project or expansion of an Expansion Tourism Project. The sanction order shall be issued by the Chairperson of the District Tourism Committee in case of approval by District Tourism Committee and by Director, Department of Tourism, in case of approval by Empowered Committee for Tourism. The pro forma for the sanction order for in-principle approval for a tourism project is provided in Section 20.3.1.

The Committee may ask for clarifications on any aspect of In-Principle Approval Appraisal Report up to a **maximum of 2 (two) times**, after which applications that are deficient in any respect are liable to be summarily rejected.

In case the application is not eligible for subsidy under Karnataka Tourism Policy 2020-26 as per the In-Principle Approval Appraisal Report, the Committee shall convey that the application for In-Principle Approval for the Tourism Project under Karnataka Tourism Policy 2020-26 has been rejected. Rejected Applicants may submit a new application seeking In-Principle Approval for the Tourism Project. However, this shall be considered as a fresh application and the date of submission of the rejected application shall have no bearing on this new application.

The sanction / rejection of in-principle approval shall be done within **45 days** of the receipt of the appraisal report by the applicable Committee, excluding the time taken by the District-In-Charge Officer / PMU Division, as applicable, to submit clarifications pertaining to the In-Principle Approval Appraisal Report.

4. After the sanction of the in-principle approval, the Tourism Project must commence operations as per the timeline described above.
5. If further time is required due to reasons beyond the control of the applicant, a request for one-time extension may be submitted to the District Tourism Committee / Empowered Committee, as applicable.

The Committee shall review the request for one-time extension and on a case-to-case basis may then sanction the extension of In-Principle Approval. The application for one-time extension is provided in Section 20.2.2.

6. If there is any modification to the project plan that was sanctioned In-Principle Approval, the Applicant must inform the applicable Committee of the modification in the project plan for the tourism project and seek an amendment of the In-Principle Approval from the Committee. The application for Amendment of In-Principle Approval due to Modification in Project Plan for Tourism Project is provided in Section 20.2.3.

#### **7.1.3.2. Phase 2 – Final Approval of Capital Investment Subsidy**

1. After completion of the construction work pertaining to establishment of a New Tourism Project or expansion of an Expansion Tourism Project and commencement of commercial operation for the Tourism Project, the Applicant for the Tourism Project shall register the Tourism Project with the Department of Tourism.
2. After successful registration of the Tourism Project, the Applicant shall apply to the Convener of the District Tourism Committee (in case the EPC of the Eligible Tourism Project is up to INR 5 Crore) or the Empowered Committee (in case the EPC of the Eligible Tourism Project is above

INR 5 Crore) for the Final Approval of Capital Investment Subsidy. The application form shall be submitted along with relevant documents as specified in Section 7.1.4.

3. The Applicant shall apply online through the Department of Tourism website along with the required document as per the checklist mentioned below in Section 7.1.4. Till the time necessary services are ready and operational on the Department of Tourism website, hard copy of the application along with the required documents shall be submitted to the Convener of the District Tourism Committee or the Empowered Committee as the case may be.
4. The proposal received by the Committee shall be forwarded to the Program Management Unit (PMU) Division of the Department of Tourism for project appraisal. The PMU Division will verify the documents submitted.

Any deficiencies in the documents submitted shall be notified by the PMU Division to the Applicant for necessary action. Applications that are incomplete in any respect shall be given **a time of 10 (ten) days** to correct deficiencies in the application. However, if corrections are not made within time limits prescribed by the, the incomplete applications are liable to be summarily rejected. The PMU Division may ask for clarifications up to a maximum of **2 (two) times**, after which applications that are deficient in any respect are liable to be summarily rejected. The decision to reject the Application shall be conveyed by the PMU Division to the applicable Committee.

The PMU Division will also form a Scrutiny Committee to inspect the project site and undertake necessary verifications for the Tourism Project. The Scrutiny Committee shall submit their site inspection and project verification report to the PMU Division.

Based on the verification of documents and site inspection report, the PMU Division shall prepare the Final Approval Appraisal Report conveying whether the Tourism Project is eligible or not for the Capital Investment Subsidy under Karnataka Tourism Policy 2020-26 and submit the report to the District Tourism Committee / Empowered Committee, as applicable.

The Final Approval Appraisal Report shall be submitted by the PMU Division within **60 days** from the receipt of the proposal from the Committee, excluding the time taken by the Applicant to submit information pertaining to deficiencies in the application

5. The District Tourism Committee / Empowered Committee, as applicable, shall review the Final Approval Appraisal Report. If the proposal is found to be in compliance with Karnataka Tourism Policy 2020-26 and its Operational Guidelines, the Committee will sanction the Final Approval of the Capital Investment Subsidy under Karnataka Tourism Policy 2020-26. The sanction order shall be issued by the Chairperson of the District Tourism Committee in case of approval by District Tourism Committee and by Director, Department of Tourism, in case of approval by Empowered Committee for Tourism. The pro forma for the sanction order is provided at Section 20.3.4.

The Committee may ask for clarifications on any aspect of Final Approval Appraisal Report up to a **maximum of 2 (two) times**, after which applications that are deficient in any respect are liable to be summarily rejected.

In case the application is not eligible for final approval of the subsidy under Karnataka Tourism Policy 2020-26 as per the Final Approval Appraisal Report, the Committee shall convey that application for Final Approval of Capital Investment Subsidy for the Tourism Project under Karnataka Tourism Policy 2020-26 has been rejected. Applications rejected at this stage cannot apply for Final Approval for Capital Investment Subsidy again.

The sanctioning of Final Approval of Capital Investment Subsidy shall be done within **45 days** of the receipt of the Appraisal Report from the PMU Division, excluding the time taken by the PMU Division to submit clarifications pertaining to the Final Approval Appraisal Report.

**Note:** The approved subsidy amount for a Project shall be in accordance with the Karnataka Tourism Policy 2020-26 and shall be calculated based on EPC determined during assessment of Final Approval of Capital Investment Subsidy. However, if the EPC determined during assessment of Final Approval of Capital Investment Subsidy is higher than the EPC stated by the applicant at

the time sanction of In-Principle Approval or amendments thereof, then the EPC stated at the time of sanction / amendment of In-Principle Approval shall be considered for determination of subsidy.

#### 7.1.3.3. Phase 3 – Disbursal of Subsidy

1. After Final Approval of Capital Investment Subsidy, the PMU Division shall provide the Applicant with the draft Subsidy Agreement specifying the terms and conditions for disbursal of the Subsidy. The Agreement shall be between the Applicant and Director, Department of Tourism. The Applicant shall execute the agreement on appropriate value bond paper and submit the agreement to the PMU Division, Department of Tourism. Through the Subsidy Agreement, the Applicant shall undertake compliance to the following terms and conditions –
  - The Applicant shall continue to be in compliance with all the Mandatory Specifications for the Project
  - The Applicant shall operate the Project in accordance with the Operational Requirements
  - The Applicant shall continue to maintain the Desirable Specifications for the Project that were provisioned prior sanction of final approval of the subsidy
  - The Tourism Project shall not go out of commercial operation for a period exceeding 6 months at a time during the Policy Period for any reason other than events that are beyond the control of entrepreneur / management
  - The Tourism Project shall operate for at least 3 years after receiving the first instalment of the subsidy.
  - The Applicant, the Applicant Entity and any of their subsidiaries / affiliates / parent entities who have received capital investment subsidy / interest subsidy under Karnataka Tourism Policy 2020-26 shall not be eligible to apply for any further subsidy for the same type of Tourism Project. They may however apply for capital investment subsidy / interest subsidy for other types of Eligible Tourism Projects.
2. Upon submission of the signed Subsidy Agreement by the Applicant, the Director, Department of Tourism shall transfer the entire sanctioned subsidy amount to the bank account of the Applicant for the concerned Tourism Project.
3. Subsidies shall be disbursed on first-come-first-serve basis as per the date of sanction of Final Approval for the project. Disbursal of subsidy shall be subject to availability of budget.

#### 7.1.4. Documents to be Submitted

##### 7.1.4.1. Phase 1 – In-Principle Approval

Sl. No.	Document
1.	Duly filled in prescribed form for General Details of the Applicant at Section 20.1.1 along with supporting documents
2.	Duly filled in prescribed form for In-Principle Approval for Tourism Project at Section 20.2.1 along with supporting documents
3.	Draft Project Report in the format suggested at Annexure 2
4.	If Expansion Tourism Project, CA Certificate for existing investment in Tourism Project in format at Section 20.4.2

##### 7.1.4.2. Phase 2 – Final Approval of Capital Investment Subsidy

Sl. No.	Document
1.	Duly updated and filled in prescribed form for General Details of the Applicant at Section 20.1.1 along with supporting documents
2.	Duly filled in prescribed form for Final Approval of Capital Investment Subsidy for Tourism Project at Section 20.2.4 along with supporting documents
3.	If New Tourism Project, CA Certificate for New Tourism Project in the format at Section 20.4.1

4.	If Expansion Tourism Project, CA Certificate for Expansion Tourism Project in the format at Section 20.4.3
5.	If Adventure Tourism Project, Caravan Tourism Project or Houseboat Project, CA Certificate for Purchase of Vehicle / Aircraft / Watercraft for Tourism Activities in the format at Section 20.4.4
6.	Chartered Engineer / Valuer Certificate for Project Cost in the format at Section 20.4.5
7.	If applicable, Sanction Order for Extension as specified in Section 20.3.2

#### 7.1.4.3. Phase 3 – Disbursal of Subsidy

Sl. No.	Document
1.	Duly executed Subsidy Agreement in the format shared by the relevant Committee.

#### 7.1.5. Time Frame for Filing Application

- Phase 1 – In-Principle Approval for Tourism Project:** The Applicant shall apply for the in-principle approval before commencement of the construction work pertaining to establishment of a New Tourism Project or expansion of an Expansion Tourism Project. Applications received after starting the works for establishment of a New Tourism Project or expansion of an Expansion Tourism Project shall be liable to be summarily rejected.
- Phase 2 – Sanction of Capital Investment Subsidy:** The Applicant shall apply for the sanction of Capital Investment Subsidy after within one year from the date of starting commercial operation.

### 7.2. Interest Subsidy

#### 7.2.1. Policy Provision

As per Section 14.2.2 of Karnataka Tourism Policy 2020-26 –

New Tourism Projects and Expansion Tourism Projects shall be eligible to get interest subsidy at 5% per annum on the term loan taken<sup>2</sup> on the fixed capital investment for the Tourism Project, subject to a maximum of INR 25 Lakh for a period of five years. The interest subsidy shall not exceed INR 7.5 Lakh per annum for the Tourism Project and shall be provided only for timely repayment of loan instalment along with interest.

#### 7.2.2. Eligibility

- Interest Subsidy shall be applicable only for loans taken from Banks, State Financial Corporations, State Industrial Development Corporations and equivalent State-level financial institutions.
- A Tourism Project availing Interest Subsidy shall not be entitled to claim Capital Investment Subsidy and vice-versa.
- Components considered under Eligible Project Cost for the respective Tourism Project shall only be considered for the interest subsidy.
- Interest Subsidy shall be reimbursed only after timely payment of loan instalment along with interest.
- New Tourism Projects and Expansion Tourism Projects for only the following Eligible Tourism Projects shall be eligible for availing Interest Subsidy under the Policy –
  - Agri Tourism Project
  - Cultural Tourism Project
    - Cultural Village
    - Museum & Gallery

<sup>2</sup> For example, if the loan amount taken for the tourism project is INR 10 lakhs @ Interest Rate of 11% per annum, the Department shall subsidize 5% Interest per annum amounting to INR 55,000/- of the total Interest paid of INR 1,10,000/-.

3. Heritage Tourism Project
  - i. Heritage Hotel
  - ii. Sound & Light Show
4. Safety and Hygiene Tourism Project
  - i. Mobile Toilet Van Project
6. Tourism Project must be undertaken on land owned by the Applicant to be eligible for Interest Subsidy.
7. The above list of Tourism Projects eligible for Interest Subsidy may be reviewed and revised from time to time by the Department of Tourism, and suitable inclusions / deletions / modifications may be made as per market demand and suggestions of the industry.
8. The Interest Subsidy shall be reimbursed to the Tourism Project who pays regular loan instalments and interest thereof. If the Applicant / Tourism Project defaults for any period, it will not be eligible for reimbursement of interest subsidy for that default period. The default period will be deducted from the eligible period of 5 years.

### 7.2.3. Procedure

#### 7.2.3.1. Phase 1 – In-Principle Approval for Tourism Project

Tourism Projects intending to avail subsidies shall have to obtain in-principle approval prior to commencement of construction work pertaining to establishment of a New Tourism Project or expansion of an Expansion Tourism Project. Tourism Projects that have commenced construction work pertaining to establishment of a New Tourism Project or expansion of an Expansion Tourism Project before sanction of In-Principle Approval shall not be eligible for subsidies under Karnataka Tourism Policy 2020-26.

After the sanction of the in-principle approval, the Tourism Project must commence operation as per the following timelines –

Eligible Project Cost	Timeline for Commencement of Operation for Tourism Project after Sanction of In-Principle Approval
Up to INR 5 Crore	2 years
More than INR 5 Crore	3 years

1. The Applicant for the Tourism Project intending to obtain In-Principle Approval for an Eligible Tourism Project shall apply to the Convener of the District Tourism Committee (in case the EPC of the Eligible Tourism Project is up to INR 5 Crore) or the Empowered Committee for Tourism (in case the EPC of the Eligible Tourism Project is above INR 5 Crore). The application form shall be submitted along with relevant documents as specified in Section 7.2.4.
2. The Applicant shall apply online through the Department of Tourism website along with the required documents as per the checklist mentioned below in Section 7.2.4. Till the time the necessary services are ready and operational on the Department of Tourism website, hard copy of the application along with the required documents shall be submitted to the Convener of the District Tourism Committee or the Empowered Committee for Tourism as the case may be.
3. A. If the Eligible Project Cost of the Tourism Project is up to INR 5 Crore –

The proposal received by the District Tourism Committee shall be forwarded to the District Tourism In-Charge Officer for project appraisal. The District Tourism In-Charge Officer shall constitute a suitable committee to support in carrying out the project appraisal. The District Tourism In-Charge Officer will verify the documents submitted.

Any deficiencies in the documents submitted shall be notified to the Applicant for necessary action. Applications that are incomplete in any respect shall be given a time of **10 (ten) days** to correct deficiencies in the application. However, if corrections are not made within time limits prescribed, the incomplete applications are liable to be summarily rejected. The District Tourism

In-Charge Officer may ask for clarifications up to a maximum of **2 (two) times**, after which applications that are deficient in any respect are liable to be summarily rejected. The decision to reject the Application shall be conveyed by the District Tourism In-Charge Officer to the District Tourism Committee.

The District Tourism In-Charge Officer shall inspect the project site and undertake necessary verifications for the Tourism Project. Based on the verification of documents and site inspection report, the District Tourism In-Charge Officer shall prepare an In-Principle Approval Appraisal Report conveying whether the Tourism Project is eligible for the applicable subsidy under Karnataka Tourism Policy 2020-26 and submit the report to the District Tourism Committee for further action. If required, the District Tourism In-Charge Officer may consult with the Program Management Unit (PMU) Division of the Department of Tourism for any clarifications with regards to the preparation of the In-Principle Approval Appraisal Report.

The In-Principle Approval Appraisal Report shall be submitted to the District Tourism Committee by the District Tourism In-Charge Officer within **45 days** from the receipt of the proposal from the District Tourism Committee, excluding the time taken by the Applicant to submit information pertaining to deficiencies in the application.

*B. If the Eligible Project Cost of the Tourism Project is above INR 5 Crore –*

The proposal received by the Empowered Committee shall be forwarded to the Program Management Unit (PMU) Division of the Department of Tourism for project appraisal. The PMU Division shall constitute a suitable committee to support in carrying out the project appraisal. The PMU Division will verify the documents submitted.

Any deficiencies in the documents submitted shall be notified by the PMU Division to the Applicant for necessary action. Applications that are incomplete in any respect shall be given a time of **10 (ten) days** to correct deficiencies in the application. However, if corrections are not made within time limits prescribed, the incomplete applications are liable to be summarily rejected.

The PMU Division shall inspect the project site and undertake necessary verifications for the Tourism Project. Based on the verification of documents and site inspection report, the PMU Division shall prepare an In-Principle Approval Appraisal Report conveying whether the Tourism Project is eligible for the applicable subsidy under Karnataka Tourism Policy 2020-26 and submit the report to the Empowered Committee. The PMU Division may ask for clarifications up to a maximum of **2 (two) times**, after which applications that are deficient in any respect are liable to be summarily rejected. The decision to reject the application shall be conveyed by the PMU Division to the Empowered Committee.

The In-Principle Approval Appraisal Report shall be submitted to the Empowered Committee by the PMU Division within **45 days** from the receipt of the proposal from the relevant Committee, excluding the time taken by the Applicant to submit information pertaining to deficiencies in the application.

The District Tourism Committee / Empowered Committee, as applicable, shall review the In-Principle Approval Appraisal Report and accord their In-Principle Approval after which the Applicant may commence work on establishment of a New Tourism Project or expansion of an Expansion Tourism Project. The sanction order shall be issued by the Chairperson of the District Tourism Committee in case of approval by District Tourism Committee and by Director, Department of Tourism, in case of approval by Empowered Committee for Tourism. The pro forma for the sanction order for in-principle approval for a tourism project is provided in Section 20.3.1.

The Committee may ask for clarifications on any aspect of In-Principle Approval Appraisal Report up to a **maximum of 2 (two) times**, after which applications that are deficient in any respect are liable to be summarily rejected.

In case the application is not eligible for subsidy under Karnataka Tourism Policy 2020-26 as per the In-Principle Approval Appraisal Report, the Committee shall convey that application for In-Principle Approval for the Tourism Project under Karnataka Tourism Policy 2020-26 has been rejected. Rejected Applicants may submit a new application seeking In-Principle Approval for the Tourism Project. However, this shall be considered as a fresh application and the date of submission of the rejected application shall have no bearing on this new application.

The sanction / rejection of in-principle approval shall be done within **45 days** of the receipt of the appraisal report by the applicable Committee, excluding the time taken by the District-In-Charge Officer / PMU Division, as applicable, to submit clarifications pertaining to the In-Principle Approval Appraisal Report.

4. After the sanction of the in-principle approval, the Tourism Project must commence operations as per the timeline described above.
5. If further time is required due to reasons beyond the control of the Applicant, a request for one-time extension may be submitted to the District Tourism Committee / Empowered Committee, as applicable.

The Committee shall review the request for one-time extension and on a case-to-case basis may then sanction the extension of In-Principle Approval. The application for one-time extension is provided in Section 20.2.2.

6. If there is any modification to the project plan that was sanctioned In-Principle Approval, the Applicant must inform the applicable Committee of the modification in the project plan for the tourism project and seek an amendment of the In-Principle Approval from the Committee. The application for Amendment of In-Principle Approval due to Modification in Project Plan for Tourism Project is provided in Section 20.2.3.

#### **7.2.3.2. Phase 2 – Final Approval of Interest Subsidy**

1. After completion of the construction work pertaining to establishment of a New Tourism Project or expansion of an Expansion Tourism Project and commencement of commercial operation for the Tourism Project, the Applicant for the Tourism Project shall register the Tourism Project with the Department of Tourism.
2. After successful registration of the Tourism Project, the Applicant shall apply to the Convener of the District Tourism Committee (in case the EPC of the Eligible Tourism Project is up to INR 5 Crore) or the Empowered Committee (in case the EPC of the Eligible Tourism Project is above INR 5 Crore) for the final approval of Interest Subsidy. The application form shall be submitted along with relevant documents as specified in Section 7.2.4.
3. The Applicant shall apply online through the Department of Tourism website along with the required document as per the checklist mentioned in Section 7.2.4. Till the time necessary services are ready and operational on the Department of Tourism website, hard copy of the application along with the required documents shall be submitted to the Convener of the District Tourism Committee or the Empowered Committee as the case may be.
4. The proposal received by the Committee shall be forwarded to the Program Management Unit (PMU) Division of the Department of Tourism for project appraisal. The PMU Division will verify the documents submitted.

Any deficiencies in the documents submitted shall be notified by the PMU Division to the Applicant for necessary action. Applications that are incomplete in any respect shall be given a time of **10 (ten) days** to correct deficiencies in the application. However, if corrections are not made within time limits prescribed, the incomplete applications are liable to be summarily rejected. The PMU Division may ask for clarifications up to a maximum of **2 (two) times**, after which applications that are deficient in any respect are liable to be summarily rejected. The decision to reject the application shall be conveyed by the PMU Division to the Empowered Committee.



The PMU Division will also form a Scrutiny Committee to inspect the project site and undertake necessary verifications for the Tourism Project. The Scrutiny Committee shall submit their site inspection and project verification report to the PMU Division.

5. Based on the verification of documents and site inspection report, the PMU Division shall prepare the Final Approval Appraisal Report conveying whether the Tourism Project is eligible or not for Interest Subsidy under Karnataka Tourism Policy 2020-26 and submit the report to the District Tourism Committee / Empowered Committee, as applicable.

The Final Approval Appraisal Report shall be submitted by the PMU Division within **60 days** from the receipt of the proposal from the Committee, excluding the time taken by the Applicant to submit information pertaining to deficiencies in the application.

6. The District Tourism Committee / Empowered Committee, as applicable, shall review the Final Approval Appraisal Report. If the proposal is found to be in compliance with Karnataka Tourism Policy 2020-26 and its Operational Guidelines, the Committee will sanction the Final Approval of Interest Subsidy under Karnataka Tourism Policy 2020-26. The sanction order shall be issued by the Chairperson of the District Tourism Committee in case of approval by District Tourism Committee and by Director, Department of Tourism, in case of approval by Empowered Committee for Tourism. The pro forma for the sanction order is provided at Section 20.3.5.

The Committee may ask for clarifications on any aspect of Final Approval Appraisal Report up to a **maximum of 2 (two) times**, after which applications that are deficient in any respect are liable to be summarily rejected

In case the application is not eligible for final approval of the subsidy under Karnataka Tourism Policy 2020-26 as per the Final Approval Appraisal Report, the Committee shall convey that application for Final Approval of Interest Subsidy for the Tourism Project under Karnataka Tourism Policy 2020-26 has been rejected. Applications rejected at this stage cannot apply for Final Approval for Interest Subsidy again.

The sanctioning of Final Approval of Interest Subsidy shall be done within **45 days** of the receipt of the Appraisal Report from the PMU Division, excluding the time taken by the PMU Division to submit clarifications pertaining to the Final Approval Appraisal Report.

**Note:** The approved subsidy amount for a Project shall be in accordance with the Karnataka Tourism Policy 2020-26 and shall be calculated based on fixed capital investment determined during assessment of Final Approval of Interest Subsidy. However, if the fixed capital investment determined during assessment of Final Approval of Interest Subsidy is higher than the fixed capital stated by the applicant at the time sanction of In-Principle Approval or amendments thereof, then the fixed capital investment stated at the time of sanction / amendment of In-Principle Approval shall be considered for determination of subsidy.

#### 7.2.3.3. Phase 3 – Disbursal of Subsidy

1. After Final Approval of Capital Investment Subsidy, the PMU Division shall provide the Applicant with the draft Subsidy Agreement specifying the terms and conditions for disbursal of the Subsidy. The Agreement shall be between the Applicant and Director, Department of Tourism. The Applicant shall execute the agreement on appropriate value bond paper and submit the agreement to the PMU Division, Department of Tourism. Through the Subsidy Agreement, the Applicant shall undertake compliance to the following terms and conditions –
  - The Applicant shall continue to be in compliance with all the Mandatory Specifications for the Project
  - The Applicant shall operate the Project in accordance with the Operational Requirements
  - The Applicant shall continue to maintain the Desirable Specifications for the Project that were provisioned prior sanction of final approval for the subsidy

- The Tourism Project shall not go out of commercial operation for a period exceeding 6 months at a time during the Policy Period for any reason other than events that are beyond the control of entrepreneur / management
  - The Tourism Project shall operate for at least 3 years after receiving the first instalment of the subsidy
  - The Applicant, the Applicant Entity and any of their subsidiaries / affiliates / parent entities who have received capital investment subsidy / interest subsidy under Karnataka Tourism Policy 2020-26 shall not be eligible to apply for any further subsidy for the same type of Tourism Project. They may however apply for capital investment subsidy / interest subsidy for other types of Eligible Tourism Projects.
2. The applicant may submit their application for the disbursement of interest subsidy after completion of 12 months from the date of commencement of operations for the Tourism Project and anniversary thereof for disbursement of the Interest Subsidy applicable for the last 12 months. The Applicant shall submit their application to the Convener of the District Tourism Committee (in case the EPC of the Eligible Tourism Project is up to INR 5 Crore) or the Empowered Committee (in case the EPC of the Eligible Tourism Project is above INR 5 Crore). The application form shall be submitted along with relevant documents as specified in Section 7.2.4.
3. The Applicant shall apply online through the Department of Tourism website along with the required document as per the checklist mentioned below in Section 7.2.4. Till the time necessary services are ready and operational on the Department of Tourism website, hard copy of the application along with the required documents shall be submitted to the Convener of the District Tourism Committee or the Empowered Committee as the case may be.
4. A. *If the Eligible Project Cost of the Tourism Project is up to INR 5 Crore –*

The proposal received by the District Tourism Committee shall be forwarded to the District Tourism In-Charge Officer for verification of documents. The District Tourism In-Charge Officer shall constitute a suitable committee to support in carrying out the verifications. The District Tourism In-Charge Officer will verify the documents submitted.

Any deficiencies in the documents submitted shall be notified to the Applicant for necessary action. Applications that are incomplete in any respect shall be given a time of **10 (ten) days** to correct deficiencies in the application. However, if corrections are not made within time limits prescribed, the incomplete applications are liable to be summarily rejected. The District Tourism In-Charge Officer may ask for clarifications up to a maximum of **2 (two) times**, after which applications that are deficient in any respect are liable to be summarily rejected. The decision to reject the Application shall be conveyed by the District Tourism In-Charge Officer to the District Tourism Committee.

The District Tourism In-Charge Officer Division shall inspect the project site and undertake necessary verifications for the Tourism Project. Based on the verification of documents and site inspection report the District Tourism In-Charge Officer shall prepare an Interest Subsidy Appraisal Report conveying whether the Tourism Project is eligible for disbursement of applicable subsidy under Karnataka Tourism Policy 2020-26 as well as the amount of subsidy to be disbursed. The District Tourism In-Charge Officer shall submit the report to the District Tourism Committee for further action.

The Interest Subsidy Appraisal report shall be submitted to the District Tourism Committee by the District Tourism In-Charge Officer within **30 days** from the receipt of the proposal from the District Tourism Committee, excluding the time taken by the Applicant to submit information pertaining to deficiencies in the application.

- B. *If the Eligible Project Cost of the Tourism Project is above INR 5 Crore –*

The proposal received by the Empowered Committee shall be forwarded to the Program Management Unit (PMU) Division of the Department of Tourism for project appraisal. The PMU

Division shall constitute a suitable committee to support in carrying out the verifications. The PMU Division will verify the documents submitted.

Any deficiencies in the documents submitted shall be notified to the Applicant for necessary action. Applications that are incomplete in any respect shall be given a time of **10 (ten) days** to correct deficiencies in the application. However, if corrections are not made within time limits prescribed, the incomplete applications are liable to be summarily rejected. The PMU Division may ask for clarifications up to a maximum of 2 (two) times, after which applications that are deficient in any respect are liable to be summarily rejected. The decision to reject the Application shall be conveyed by the PMU Division to the Empowered Committee.

The PMU Division shall inspect the project site and undertake necessary verifications for the Tourism Project. Based on the verification of documents and site inspection report, the PMU Division shall prepare an Interest Subsidy Appraisal Report conveying whether the Tourism Project is eligible for disbursement of applicable subsidy under Karnataka Tourism Policy 2020-26 as well as the amount of subsidy to be disbursed. The PMU Division shall submit the report to the District Tourism Committee for further action.

The Interest Subsidy Appraisal Report shall be submitted to the Empowered Committee by the PMU Division within **30 days** from the receipt of the proposal from the Empowered Committee, excluding the time taken by the Applicant to submit information pertaining to deficiencies in the application.

5. Based on the Interest Subsidy Appraisal Report and if the application for disbursement is in compliance with the Policy, the District Tourism Committee / Empowered Committee for Tourism, as applicable, shall approve the disbursement of the subsidy.

The Committee may ask for clarifications on any aspect of Interest Subsidy Appraisal Report up to a **maximum of 2 (two) times**, after which applications that are deficient in any respect are liable to be summarily rejected.

After the approval of the applicable Committee, the Director, Department of Tourism shall transfer the sanctioned amount for the Interest Subsidy to the bank account of the Applicant.

6. Subsidies shall be disbursed on first-come-first-serve basis as per the date of approval of the Interest Subsidy Appraisal Report for the project. Disbursement of subsidy shall be subject to availability of budget.

#### 7.2.4. Documents to be Submitted

##### 7.2.4.1. Phase 1 – In-Principle Approval

Sl. No.	Document
1.	Duly filled in prescribed form for General Details of the Applicant at Section 20.1.1 along with supporting documents
2.	Duly filled in prescribed form for In-Principle Approval for Tourism Project at Section 20.2.1 along with supporting documents
3.	Draft Project Report in the format suggested at Annexure 2
4.	If Expansion Tourism Project, CA Certificate for existing investment in Tourism Project in format at Section 20.4.2
5.	Loan sanction letter issued by the Bank / State Financial Corporations / State Industrial Development Corporations / equivalent State-level financial institutions clearly mentioning the loan is for a Tourism Project as per eligibility

#### 7.2.4.2. Phase 2 – Final Approval of Interest Subsidy

Sl. No.	Document
1.	Duly updated and filled in prescribed form for General Details of the Applicant at Section 20.1.1 along with supporting documents
2.	Duly filled in prescribed form for Final Approval of Interest Subsidy for Tourism Project at Section 20.2.5 along with supporting documents
3.	Loan release letter issued by the Bank / State Financial Corporations / State Industrial Development Corporations / equivalent State-level financial institutions
4.	Fixed Investment Certificate from the Bank / State Financial Corporations / State Industrial Development Corporations / equivalent State-level financial institutions in the format at Section 20.4.6
5.	If applicable, Sanction Order for Extension as specified in Section 20.3.2

#### 7.2.4.3. Phase 3 – Disbursal of Subsidy

Sl. No.	Document
1.	Duly executed Subsidy Agreement in the format shared by the relevant Committee before disbursal of the first instalment of Interest Subsidy. For subsequent instalments, copy of duly executed Subsidy Agreement to be submitted.
2.	Duly filled in prescribed form for Disbursal of Interest Subsidy for Tourism Project at Section 20.2.6 along with supporting documents
3.	Copy of Sanction Order for Final Approval of Interest Subsidy
4.	Certificate for Payment of Loan Instalment along with Interest in the format at Section 20.4.7 to certify timely payment to the Bank / State Financial Corporations / State Industrial Development Corporations / equivalent State-level financial institutions for current financial year

#### 7.2.5. Time Frame for Filing Application

- Phase 1 – In-Principle Approval for Tourism Project:** The Applicant shall apply for the in-principle approval before commencement of the construction work pertaining to establishment of a New Tourism Project or expansion of an Expansion Tourism Project. Applications received after starting the works for establishment of a New Tourism Project or expansion of an Expansion Tourism Project shall be liable to be summarily rejected.
- Phase 2 – Final Approval of Interest Subsidy:** The Applicant shall apply for the sanction of Interest Subsidy within one year from the date of commencement of commercial operational.
- Phase 3 – Disbursal of Interest Subsidy:** The Applicant shall submit their application after completion of 12 months from the date of commencement of operations for the Tourism Project and anniversary thereof for the disbursal of the Interest Subsidy applicable for the last 12 months

### 8. Standard Operating Procedure for Claiming Incentives

Kindly refer to *Operational Guidelines for Karnataka Tourism Policy 2020-26 Volume 2 – Incentives* for the Standard Operating Procedures for Claiming Incentives under Karnataka Tourism Policy 2020-26

### 9. Standard Operating Procedure for Claiming Concessions

Kindly refer to *Operational Guidelines for Karnataka Tourism Policy 2020-26 Volume 3 – Concessions* for the Standard Operating Procedures for Claiming Concessions under Karnataka Tourism Policy 2020-26

## **10. Institutional Framework**

The Department of Tourism is committed to institute requisite mechanisms and to facilitate a conducive environment for the implementation of the Karnataka Tourism Policy 2020-26. Institutional arrangements have been put in place to provide facilitation support for approval and clearances, to address inter-departmental issues and monitor the development of Tourism Projects in the State. In this regard, committees have been set up to –

- Approve and monitor the operations of Tourism Projects;
- Approve incentives, subsidies, concessions and other support to projects;
- Improve inter-departmental coordination for timely clearances;
- Monitor the progress of policy implementation; and
- Provide recommendation to the Government to amend / update policy from time to time

These committees shall also accord priority to improving the Ease of Doing Business for Tourism Projects. These Committees shall take a decision in accordance with the current policy and the decision thus taken shall be final and binding on all concerned.

### **10.1. District Tourism Committee**

#### **10.1.1. Constitution of Committee**

The District Tourism Committee will be headed by the Deputy Commissioner and comprises the following members applicable to the respective districts –

- Deputy Commissioner (Chairperson)
- Chief Executive Officer, Zilla Panchayat
- The Commissioner or Chief Officer of City Municipal Corporation or Municipal Council
- Superintendent of Police / Commissioner of Police
- Deputy Conservator of Forest
- The Jurisdictional Executive Engineer, Electricity Supply Company Limited
- The Lead District Manager of the Lead Bank
- The Jurisdictional Joint or Deputy Commissioner of Commercial Taxes
- The Commissioner, Urban Development Authority
- The Assistant Director, Town Planning
- Joint Director, District Industries Centre
- Representative from the Regional Office of Karnataka State Pollution Control Board
- At least 3 representatives from travel, tourism and hospitality sector of the District
- Assistant Director – Tourism / Deputy Director – Tourism / Tourism-in-charge officer (Convener)
- Other invitees from the District as deemed necessary by Deputy Commissioner

#### **10.1.2. Roles and Responsibilities**

The District Tourism Committee shall perform the following functions for the effective implementation of the Policy –

- Receive applicable proposals for Tourism Projects where the Eligible Project Cost (EPC) is up to INR 5 Crore.
- Forward the received proposal for Tourism Project to the District Tourism In-charge Officer or the Program Management Unit (PMU) Division of Department of Tourism for project appraisal, as applicable. Further to the project appraisal, the District Tourism In-Charge Officer / PMU Division shall forward its Appraisal Report to District Tourism Committee. The Appraisal Report shall convey whether the project is eligible or not for the applicable incentives, subsidies or concessions under the Policy.
- Based on the Appraisal Report prepared by the District Tourism In-charge officer or the Program Management Unit (PMU) Division of Department of Tourism, as applicable, the District Tourism

Committee shall sanction approval for applicable incentives, subsidies and concessions for eligible Tourism Projects where the EPC is up to INR 5 Crore.

- Facilitate approvals and sanctions from other government agencies as may be required for the implementation of Tourism Project
- Monitor the progress of implementation of approved Tourism Projects
- Resolve issues related to project implementation to avoid delays in implementation of Tourism Projects where EPC is up to INR 5 Crore

#### **10.1.3. Meetings of the Committee**

The District Tourism Committee shall meet once every month or as per requirements during the Policy Period. There should be at least 2 non-governmental representatives from the travel, tourism and hospitality sector during each meeting of the District Tourism Committee.

### **10.2. Empowered Committee for Tourism**

#### **10.2.1. Constitution of Committee**

The Empowered Committee for Tourism will be headed by the Hon'ble Minister for Tourism, Government of Karnataka and comprises the following members –

- Hon'ble Minister for Tourism, Government of Karnataka (Chairperson)
- Additional Chief Secretary / Principal Secretary to Government, Department of Tourism
- Additional Chief Secretary / Principal Secretary to Government, Commerce & Industries Department
- Additional Chief Secretary / Principal Secretary to Government, Urban Development Department
- Additional Chief Secretary / Principal Secretary to Government, Rural Development and Panchayat Raj Department
- Principal Secretary to Government, Infrastructure Development Department
- Principal Secretary to Government, Finance Department
- Principal Secretary to Government, Department of Information & Public Relations
- Principal Secretary to Government, Department of Youth Empowerment & Sports
- Managing Director, Karnataka State Industrial & Infrastructure Development Corporation Limited
- Principal Chief Conservator of Forest, Forest Department
- Director, Commerce & Industries Department
- Commissioner / Director, Department of AYUSH
- Chairman, Karnataka Eco-Tourism Development Board
- Chief Executive Officer, Karnataka Maritime Board
- Managing Director, Jungle Lodges and Resorts
- Managing Director, Karnataka State Tourism Development Corporation
- Managing Director, Karnataka Tourism Infrastructure Limited
- Representative from Karnataka Tourism Society
- Representative from Indian Association of Tour Operators or equivalent national-level association from travel and tourism sector
- Representative from Federation of Hotel & Restaurant Associations of India or equivalent national-level association for hotels and hospitality sector
- Director, Department of Tourism (Convener)
- Other members as required on a case-to-case basis may be co-opted as special invitees

#### **10.2.2. Roles and Responsibilities**

The Empowered Committee for Tourism, chaired by Hon'ble Minister for Tourism, Government of Karnataka shall perform the following functions for the effective implementation of the Policy –

- Receive applicable proposals for Tourism Projects where the Eligible Project Cost (EPC) is INR 5 Crore or more.

- Forward the received proposal for Tourism Project to the Program Management Unit (PMU) Division of Department of Tourism for project appraisal, as applicable. Further to the project appraisal, the PMU Division shall forward its Appraisal Report to Empowered Committee. The Appraisal Report shall convey whether the project is eligible or not for the applicable incentives, subsidies or concessions under the Policy.
- Based on the Appraisal Report prepared by the Program Management Unit (PMU) Division of Department of Tourism, the Empowered Committee shall sanction approval for applicable incentives, subsidies or concessions for eligible Tourism Projects where the EPC is INR 5 Crore or more.
- Coordinate and ensure timely issue of Government Orders by various departments
- Be the authority to interpret the Policy and the incentives, subsidies and concessions offered under the Policy
- Recommend enabling mechanisms from time to time for smooth implementation of the Policy
- Resolve issues related to project implementation to avoid delays in implementation of Tourism Projects where EPC is INR 5 Crore or more.
- On a case-to-case basis, approve tailor-made support and benefits to be extended to Mega Tourism Projects.
- Resolve any issues related to pending clearances on account of non-resolution of inter-departmental issues
- Co-opt members and stakeholders whose consent or expertise is required for sanction of approval for incentives, subsidies, and concessions for projects
- Periodically review the list of Eligible Tourism Projects and suitable inclusions / deletions / modifications may be made as per market demand and suggestions of the industry.
- Provide grants or other fiscal assistance for high-potential start-ups in the tourism sector and sanction the Department of Tourism to collaborate with said start-ups

### 10.2.3. Meetings of the Committee

The Empowered Committee for Tourism shall meet once every month or as per requirements during the Policy Period. There should be at least 2 non-governmental representatives from the travel, tourism and hospitality sector during each meeting of the Empowered Committee for Tourism.

## 11. Focus Tourism Destinations

The list of Focus Tourism Destinations identified under Karnataka Tourism Policy 2020-26 is as follows -

Sl. No	District	Focus Tourism Destinations <sup>3</sup>
1.	Bagalkot	Aihole, Badami, Pattadakal, Kudala Sangama
2.	Ballari	Ballari, Sandur
3.	Belagavi	Belagavi, Gokak, Kittur, Saundatti
4.	Bengaluru Rural	Dobbaspeth, Doddaballapura
5.	Bengaluru Urban	N/A
6.	Bidar	Bidar, Basavakalyan
7.	Chamarajanagar	Entire District
8.	Chikkaballapur	Chikkaballapur, Gauribidanur, Muddenahalli, Nandi Hills
9.	Chikkamagaluru	Entire District
10.	Chitradurga	Chitradurga, Hiriyur

<sup>3</sup> Where the name of district and FTD is the same, the FTD refers to the city / town of the same name in the district



Sl. No	District	Focus Tourism Destinations <sup>3</sup>
11.	Dakshina Kannada	Entire District
12.	Davangere	Bagali, Davangere, Shanthisagar, Santhebennur
13.	Dharwad	Dharwad, Hubli, Mundgod
14.	Gadag	Dambal, Gadag, Lakkundi
15.	Hassan	Entire District
16.	Haveri	Entire District
17.	Kalaburagi	Chincholi, Gangapur, Kalaburagi, Malkhed, Sannathi
18.	Kodagu	Entire District
19.	Kolar	Avani, Kolar, Kolar Gold Fields
20.	Koppal	Anegundi, Itagi, Koppal, Munirabad
21.	Mandya	Adichunchunagari, Kokkarebellur, Melukote, Srirangapatna, Shivanasamudra
22.	Mysuru	Bylakuppe, Mysore, Nanjangud, Somanathapura
23.	Raichur	Hatti, Maski, Raichur
24.	Ramanagara	Entire District
25.	Shivamogga	Entire District
26.	Tumakuru	Devarayana Durga, Madhugiri, Tumkur
27.	Udupi	Entire District
28.	Uttara Kannada	Entire District
29.	Vijayanagara	Entire District
30.	Vijayapura	Almatty, Basavana Bagewadi, Vijayapura
31.	Yadgir	Shorapur, Yadgir

The list of Focus Tourism Destinations shall be as notified by the Department from time to time. The Department shall carry out regular assessments to update the list of Focus Tourism Destinations based on the goals of the Government of Karnataka for the tourism sector. As such amendments may be made from time to time, Applicants should refer to the Department of Tourism's website for the updated list of Focus Tourism Destinations.

The geographical demarcation of the Focus Tourism Destination shall be the boundary of the taluka within which the FTD is located where the FTD is a specific destination within a district or the boundary of the district where the FTD is the entire district. The decision of the District Tourism Committee / Empowered Committee for Tourism, as applicable, shall be final for determination of geographical demarcation for the Focus Tourism Destination.

## 12. Mega Tourism Projects

**Mega Tourism Project** shall mean Tourism Project with an EPC of above INR 100 Crore. The Empowered Committee has been authorized to on a case-to-case basis, approve tailor-made support and benefits to be extended to Mega Tourism Projects.

Applicants should contact Tourism Investment Facilitation Cell, Department of Tourism for any queries or support related to registration as a Tourism Project / Tourism Service Provider.



### **13. Expenses**

All expenses towards the preparation and submission of the application forms and supporting documents for availing the incentive, subsidy or concession shall be borne by the Applicant for the concerned Tourism Project or by the concerned Tourism Service Provider, as applicable.

### **14. Right to Modify / Amend**

1. Department of Tourism, Government of Karnataka reserves the right to add, modify or delete any part of the guidelines at any time in public interest or to ease the implementation of the policy.
2. Department of Tourism may, in appropriate cases after careful consideration of pros and cons, give relief as regard to application or non-application of any particular provision of these guidelines.
3. Department of Tourism may, if it so wishes, add any additional condition(s) or modify any existing conditions for availing of incentives, subsidies and concessions under the Karnataka Tourism Policy 2020-26.

### **15. Right to Issue Clarification**

Department of Tourism, Government of Karnataka shall have the authority to issue necessary clarifications in case any clarification is required regarding implementation of these guidelines.

### **16. Rectification of Mistake**

With a view to rectify any mistake apparent on the record in computation of amount of subsidy / financial assistance under the Karnataka Tourism Policy 2020-26, Department of Tourism may rectify its order and recover the excess amount, if any, along with simple interest @ 10% from such Tourism Project / Tourism Service Provider. In case of non-payment of the amount due, it will be recovered as under Karnataka Public Moneys (Recovery of Dues) Act or other applicable acts of the Government of Karnataka.

### **17. Recovery**

The amount disbursed towards any incentive, subsidy or concession shall be recoverable forth with penal interest as decided by the authority on the following events –

- a. The Applicant has engaged in corrupt practices or fraudulent practices.
- b. If the Tourism Project goes out of commercial operation for a period exceeding 6 months at a time during the Policy Period for any reason other than events that are beyond the control of entrepreneur / management such as earthquake, floods, landslide, pandemic, fire due to reasons not attributable to project entity, terrorism, action of government agency having material adverse effect, war, hostilities, act of foreign enemy, radioactive contamination, etc.
- c. If a Tourism Project has received Capital Investment Subsidy or Interest Subsidy, it shall be mandatory for the Tourism Project to operate for at least 3 years after receiving the first instalment of the subsidy.

If any of the above-mentioned events are to occur, the Applicant for the Tourism Project shall have to return the disbursed amount with a penal interest of 10% simple interest per annum to the Department of Tourism. In case of non-payment of the amount due, it will be recovered as under Karnataka Public Moneys (Recovery of Dues) Act or other applicable acts of the Government of Karnataka. Further, the Department of Tourism shall initiate legal proceedings against Applicants found to have engaged in corrupt practices or fraudulent practices.

### **18. Interpretation**

All matters of interpretation, dispute, contention under this Policy shall be referred to Additional Chief Secretary / Principal Secretary / Secretary Tourism, Government of Karnataka. The decision taken by the Additional Chief Secretary / Principal Secretary / Secretary Tourism shall be final and binding.

## 19. Miscellaneous

1. All Tourism Projects and Tourism Service Providers are solely liable for any liabilities or legal proceedings arising from their operations. Any approval given by the Department of Tourism towards incentives, subsidies or concessions under Karnataka Tourism Policy 2020-26 is not a substitute for any statutory approval. Sanction of approvals and / or disbursal of any incentives, subsidies, or concessions under Karnataka Tourism Policy 2020-26 shall not create any liability or obligation upon the Department of Tourism or the Government of Karnataka towards the operation and management of tourism projects. Granting incentives, subsidies or concessions under Karnataka Tourism Policy 2020-26 does not mean verification of the authenticity of products and services and shall not create any liability or responsibility upon the Department of Tourism towards means of acquisition of artefacts or items of display.
2. Applications shall be assessed on the basis of information and representations submitted by the Applicants. Department of Tourism takes no responsibility for any consequences arising from fraudulent practices or corrupt practices of the Applicant.
3. The Applicant, the Applicant Entity and any of their subsidiaries / affiliates / parent entities who have received capital investment subsidy / interest subsidy under Karnataka Tourism Policy 2020-26 shall not be eligible to apply for any further subsidy for the same type of Tourism Project. They may however apply for capital investment subsidy / interest subsidy for other types of Eligible Tourism Projects.
4. Tourism Projects and Tourism Service Providers can avail incentives, subsidies, and concessions under multiple policies of different departments of Government of Karnataka and / or Government of India. However, if the same component is claimed under different policies, the quantum is limited to the maximum of the component in any one of the Policy.
5. The total quantum of subsidies and concessions availed by a Tourism Project shall not exceed 30% of the EPC of the project.
6. Expansion Tourism Projects applying for capital investment subsidy or interest subsidy shall maintain separate books of accounts for the expansion.
7. A Tourism Project may avail of capital investment subsidy or interest subsidy only once during the Policy Period.

Hence, a Tourism Project which has claimed either capital investment subsidy or interest subsidy as a New Tourism Project during the operative period of this Policy cannot then apply for either capital investment subsidy or interest subsidy as an Expansion Tourism Project during the operative period of this Policy.

Additionally, a Tourism Project that has claimed either capital investment subsidy or interest subsidy as an Expansion Tourism Project during the operative period of this Policy cannot then apply for either capital investment subsidy or interest subsidy again as an Expansion Tourism Project during the operative period of this Policy.

8. Since Karnataka Tourism Policy 2020-26 has come into operation, the earlier Karnataka Tourism Policy 2015-20 has ceased to have effect. However, entities which have been sanctioned and have partly availed the subsidies and concessions under the previous Policy shall continue to enjoy those benefits as per sanctioned orders.

## 20. Formats for Applications, Certificates and Sanction Orders

### 20.1. Formats for Applications - General

#### 20.1.1. Form for General Details of the Applicant

##### General Details of the Applicant

Sl. No.	Particulars	Details
1.	Unique Application Number	(as provided by Department of Tourism Website)
2.	Purpose of application (select one as applicable)	Capital Investment Subsidy / Interest Subsidy
3.	Registration Number for Tourism Project / Tourism Service Provider (as applicable)	(as obtained from Department of Tourism, if available)
4.	Name of the Applicant Entity	
5.	Constitution of Applicant Entity	i. Type: _____ (Company / LLP / Partnership / Proprietorship / Trust / Association / Club / Society / HUF etc.) ii. Verification documents enclosed (as specified in Annexure 1 ): _____ (Specified documents to be enclosed)
6.	Authorized Person for Applicant Entity	i. Name: _____ ii. Designation: _____
7.	Photo of the Authorized Person	(To be enclosed)
8.	Name of Promoter(s) for Applicant Entity	
9.	Brief description of business background and experience of Applicant (up to 60 words)	
10.	Registered office address of the Applicant	Address Line 1: _____ Address Line 2: _____ Street: _____ City / Town / Village: _____ Taluka: _____ District: _____ Pin Code: _____ State: _____ Country: _____
11.	Full address for communication (if different from registered office address)	Address Line 1: _____ Address Line 2: _____ Street: _____ City / Town / Village: _____ Taluka: _____ District: _____ Pin Code: _____ State: _____ Country: _____
12.	Contact details for communication	Telephone Number: _____ Mobile Number: _____ Email Address: _____

Sl. No.	Particulars	Details
13.	Whether the Applicant belongs to any special category of entrepreneur viz. Women, SC, ST, or differently abled Entrepreneur  <i>Note: Verification documents have to be enclosed depending on the type of legal entity of the applicant, the proprietor of the sole proprietorship or all the partners or all the directors of the partnership / LLP / company / society or any other type of legal entity should belong to one of the special categories viz. Women, SC, ST or differently abled entrepreneur</i>	Yes / No (category to be specified) Category (if yes): Women / SC / ST / Differently abled Entrepreneur Verification documents to be enclosed (as applicable): i. If Woman entrepreneur(s), any one of the following – passport (first page and last page), PAN card, voter's identity card, valid permanent driving license or Aadhar card ii. If SC / ST entrepreneur(s), caste certificate from Tehsildar / Deputy Tehsildar iii. If Differently abled entrepreneur(s), certificate from District Health Officer
14.	Bank Details for Applicant	i. Bank Name: _____ ii. Branch Name: _____ iii. Branch Address: _____ iv. Branch IFSC Code: _____ v. Account Number (for NEFT): _____ vi. Name of Account Holder: _____ vii. Cancelled cheque (to be enclosed)
15.	Other relevant information	

**Note:**

1. All the supporting documents related to the details of particulars provided above should be enclosed.
2. All documents / authorizations / approvals / clearances / licenses / NOCs etc. should be in the name of the Applicant or the Applicant Entity

**Declaration by Applicant**

(to be provided on letterhead of applicant)

I/we, \_\_\_\_\_ (full name) at present \_\_\_\_\_ (designation) of M/s \_\_\_\_\_ (name of Applicant) for Tourism Project \_\_\_\_\_ (name of tourism project) at \_\_\_\_\_ (location) do hereby solemnly affirm and declare that the particulars stated above in the application to avail of [Capital Investment Subsidy / Interest Subsidy] are true and correct to the best of my knowledge, information and belief.

In case any of the statement / information furnished in the application or document are found to be wrong or incorrect or misleading, I do hereby bind myself and my applicant entity to pay to the Government on demand the full amount received as subsidy in respect of the above-mentioned purpose along with a penal interest of 10% simple interest per annum to the Department of Tourism within 7 (seven) days of the demand made to me in writing. Further, I/we understand that the Department of Tourism may initiate legal proceedings against applicants who are found to have engaged in corrupt practices or fraudulent practices.

I have read and understood all the terms and conditions mentioned in the Karnataka Tourism Policy 2020-26 and hereby agree to abide by them. I further confirm that I shall abide by the same and such other conditions as may be laid down time to time by the Department of Tourism under Karnataka Tourism Policy 2020-26.

Signature(s)

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

(With seal of Applicant)

Place: \_\_\_\_\_

Date: \_\_\_\_\_

## 20.2. Formats for Applications – Subsidy

### 20.2.1. Application Form for In-Principle Approval for Tourism Project

#### **Application for In-Principle Approval for Tourism Project under Karnataka Tourism Policy 2020-26**

Sl. No.	Particulars	Details
1.	Unique Application Number	(For office use, as provided by Department of Tourism Website, same as 20.1.1)
2.	Purpose of application (select one as applicable)	Capital Investment Subsidy / Interest Subsidy
3.	Registration Number for Tourism Project	(as obtained from Department of Tourism, if available)
4.	Name of the Tourism Project	
5.	Is this a New Tourism Project or an Expansion Tourism Project?	Type: New Tourism Project / Expansion Tourism Project
6.	Type of Tourism Project (Refer Section 3 for list of Eligible Tourism Projects)	
7.	Brief description about Project (up to 100 words)	
8.	If Expansion Tourism Project, brief description of proposed expansion (up to 100 words)	
9.	Details of Location of the Project	i. Address Line 1: _____ ii. Address Line 2: _____ iii. Street: _____ iv. City / Town / Village: _____ v. Hobli: _____ vi. Taluka: _____ vii. District: _____ viii. Pin Code: _____ ix. State: Karnataka x. Building Number / Ward Number of local body: _____ xi. Name of local body: _____ xii. Name of block: _____ xiii. Latitude: _____ xiv. Longitude: _____
10.	Is Project at a Focus Tourism Destination (Refer Section 11)	i. Yes / No ii. Focus Tourism Destination (if yes): _____
11.	Accessibility	i. Nearest airport and distance from the airport: _____ ii. Nearest railway station and distance from the railway station: _____

Sl. No.	Particulars	Details												
		iii. Nearest national highway / state highway and distance from the highway: _____ iv. Nearest bus stand and distance from the bus stand: _____ v. Nearest shopping centre and distance from the shopping centre: _____ vi. Nearest hospital / dispensary and distance from the hospital / dispensary: _____ vii. Nearest police station and distance from the police station: _____ viii. Nearest fire station and distance from the fire station: _____ ix. Type of approach road to project site: _____ x. Details of approach road to project site: _____ xi. (Only if Project is Wayside Amenities) Project is being not undertaken on road stretches where development of Wayside Amenities is not eligible for capital investment subsidy as per Annexure 6 : Yes / No												
12.	Nearby Tourist Spots	<table border="1"> <thead> <tr> <th>Sl. No.</th><th>Tourist Spots</th><th>Distance</th></tr> </thead> <tbody> <tr> <td>1</td><td></td><td></td></tr> <tr> <td>2</td><td></td><td></td></tr> <tr> <td>3</td><td></td><td></td></tr> </tbody> </table>	Sl. No.	Tourist Spots	Distance	1			2			3		
Sl. No.	Tourist Spots	Distance												
1														
2														
3														
13.	If Expansion Tourism Project, provide details of Existing Tourism Project	i. Total Project Cost before undertaking expansion: INR _____ ii. Date of Project Completion: _____ iii. Proof of Project Completion: _____ (documents to be specified and self-attested copy to be enclosed) iv. Has the project commenced commercial operation: Yes / No v. Date of commencement of commercial operation: _____ vi. Proof of commercial operation: (to be enclosed) a. Copy of first / latest utility bill (electricity bill, water bill, etc.) and proof of payment b. Copy of first / latest GST return c. Copy of first bill of facility / service provided pertaining to tourism and proof of payment <b>Note:</b> Date of document submitted must be on or after date of commencement vii. (If applicable) Details of Trade License a. Type of Trade License: _____ b. Name of issuing authority: _____ c. Date of issue of Trade License: _____ d. Validity period of Trade License: _____ e. Copy of Trade License (to be enclosed) viii. Capacity of project prior to expansion: _____ ix. Proposed capacity of project after expansion: _____												
14.	Estimated duration to complete construction for Tourism Project	___ years ___ months												
15.	Estimated duration to commence	___ years ___ months												

Sl. No.	Particulars	Details
	commercial operation for Tourism Project	
16.	Total Estimated Project Cost incurred in [establishment of a New Tourism Project / expansion of an Expansion Tourism Project]	i. Total Cost: INR _____ ii. Eligible Project Cost: INR _____ <i>(as per definition of Eligible Project Cost in Section 2)</i>
17.	Financial arrangement for Tourism Project <i>(should match Project Report)</i>	i. Self-Contribution / Promoter's Contribution: INR _____ ii. Any subsidy / grant availed for this project from any Department / Corporation / Agency of Government of Karnataka / Government of India / Any other State Governments: INR _____ iii. Loan from Bank / Financial Institution: INR _____ iv. Others (please specify): INR _____ <b>v. Total: INR _____</b>
18.	Detail of Term Loan Sanctioned <i>(if any)</i>	i. Name of the bank or the financial institution: _____ ii. Name of the branch: _____ iii. Branch address: _____ iv. Loan account number: _____ v. Amount of term loan sanctioned: _____ vi. Date of term loan sanctioned: _____ vii. Interest rate: _____ viii. Interest amount payable: _____ <i>(interest repayment schedule breakup to be provided)</i> ix. Total Disbursed Amount: _____ x. Outstanding Loan Amount, as on date: _____ xi. Tenure: _____ xii. Self-attested copy of Loan Sanction letter <i>(to be enclosed)</i> xiii. Additional Verification documents from Bank / Financial Institution: _____ <i>(verification documents to be listed here and copies to be enclosed)</i>
19.	Incentive, subsidy or concession or any other financial assistance previously availed for Tourism Project under any other scheme / policy of Government of Karnataka or Government of India	Total amount of financial assistance received to date: _____  Details of financial assistance received: <i>(particulars to be provided for every financial assistance from government sources)</i> i. Scheme / Policy: _____ ii. Amount of assistance received: _____ iii. Supporting documents: _____ <i>(documents to be listed here and copies to be enclosed)</i>
20.	Details of estimated Project Cost <i>(should match Project Report)</i>	i. Cost of Land: INR _____ ii. Working Capital: INR _____ iii. Cost of Building and Construction: INR _____ iv. Installation of Plant, Machinery, and Utilities: INR _____ v. Other Fixed Assets: INR _____ vi. Creation of Common Infrastructure (like road, power, water, sewerage, etc.) on land where ownership is with the tourism project: INR _____



Sl. No.	Particulars	Details										
		vii. Cost of Vehicle / Aircraft / Watercraft for Tourism Activities (for Adventure Tourism Project, Caravan Tourism Project, Houseboat Project, and Mobile Toilet Vans for Safety and Hygiene Tourism Project only): INR _____ viii. Other Expenditure: INR _____ ix. <b>Total: INR</b> _____										
21.	<b>Land Details</b> <i>Note:</i> 1. Land must be owned by Applicant, except where application is for Adventure Tourism Project and Wayside Amenities 2. Land details are not mandatory for the following Eligible Tourism Projects – <ul style="list-style-type: none"> <li>o Adventure Tourism Project</li> <li>o Caravan Tourism Project</li> <li>o Houseboat Project</li> </ul>	i. Type of Land: Own / Lease ( <i>leased land is permitted only for Adventure Tourism Project and Wayside Amenities</i> ) ii. Name of entity / individual to whom the land was allotted: _____ iii. Land Area (in square feet): _____ iv. Chain and Triangle Survey (C.T.S.) Number / Survey Number: _____ v. Khatha certificate: ( <i>to be enclosed</i> ) vi. Land Records: ( <i>attach copy of ownership documents</i> ) vii. Title Deed of the land / Record of Rights, Tenancy and Crops (RTC) document: ( <i>attach copy of registered sale deed or lease deed</i> ) viii. Latest Encumbrance Certificate (E.C.) Form 15: ( <i>attach copy of certificate</i> ) ix. Schedule of the Property: ( <i>to be enclosed</i> ) x. ( <i>If applicable</i> ) Copy of Lease / Rent Agreement: ( <i>to be enclosed</i> ) xi. ( <i>If applicable</i> ) Date of Expiry of Lease / Rent Agreement: _____ xii. ( <i>If applicable</i> ) Documents in support of conversion of land for commercial purpose: ( <i>to be enclosed</i> ) xiii. ( <i>If applicable</i> ) Amount paid as Land Conversion fee to convert the land from agricultural use to non-agricultural use for development of tourism projects: Rs _____ xiv. Other details: _____ ( <i>documents to be listed here and copies to be enclosed</i> )										
22.	<b>Supporting documents for Project Authorization by local authorities</b> <i>(If document is not applicable for project type, please specify that the document is not applicable)</i>	i. Date of building permit and name of approving authority: _____ ii. Approved Building Permit: ( <i>attach a copy of approved building permit</i> ) iii. Building construction approval / Permission from local bodies with land details: ( <i>attach copy of approval / permission document</i> ) iv. Map approved by approving authority: ( <i>attach a copy of approved map</i> ) v. Approved blueprint / site plan & floor plans: ( <i>attach a copy of approved blueprint / site plan &amp; floor plans</i> ) vi. Layout plan approved by competent planning authority: ( <i>attach copy of approved plan</i> ) vii. Other documents _____ ( <i>documents to be listed and self-attested copies to be enclosed</i> )										
23.	<b>Photos of the proposed land for the project from 3 different angles</b>	i. Details of Photos of Land ( <i>photos to be enclosed</i> ) <table border="1"> <thead> <tr> <th>Sl. No.</th><th>Photo Id</th><th>Particulars of Photo</th><th>Latitude</th><th>Longitude</th></tr> </thead> <tbody> <tr> <td>1</td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	Sl. No.	Photo Id	Particulars of Photo	Latitude	Longitude	1				
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Sl. No.	Particulars	Details																				
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2																						
3																						
24.	Photos of existing Tourism project from 3 different angles (for Expansion Tourism Project only)	i. Details of Photos ( <i>photos to be enclosed</i> ) <table border="1"> <thead> <tr> <th>Sl. No.</th><th>Photo Id</th><th>Particulars of Photo</th><th>Latitude</th><th>Longitude</th></tr> </thead> <tbody> <tr> <td>1</td><td></td><td></td><td></td><td></td></tr> <tr> <td>2</td><td></td><td></td><td></td><td></td></tr> <tr> <td>3</td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	Sl. No.	Photo Id	Particulars of Photo	Latitude	Longitude	1					2					3				
Sl. No.	Photo Id	Particulars of Photo	Latitude	Longitude																		
1																						
2																						
3																						
25.	If Project is <i>Hotel – Budget</i> or <i>Hotel – Premium</i> , details of proposed star classification	For New Tourism Project – i. Proposed star classification: _____  For Expansion Tourism Project – i. Current star classification (prior to expansion): _____ <i>(Classification to be specified and certificate from appropriate authority to be enclosed. Please put NA if no classification has been obtained)</i> ii. Proposed star classification after expansion: _____																				
26.	If Project is <i>Heritage Hotel Project</i> , details of proposed heritage hotel classification	For New Tourism Project – i. Proposed heritage hotel classification: _____  For Expansion Tourism Project – i. Current heritage hotel classification (prior to expansion): _____ <i>(Classification to be specified and certificate from appropriate authority to be enclosed. Please put NA if no classification has been obtained)</i> ii. Proposed heritage hotel classification after expansion: _____																				
27.	Vehicle / Aircraft / Watercraft for Tourism Activities ( <i>for Adventure Tourism Project, Caravan Tourism Project, Houseboat, and Mobile Toilet Vans for Safety and Hygiene Tourism Project only</i> )	<table border="1"> <thead> <tr> <th>Sl. No.</th><th>Type of Vehicle / Aircraft / Watercraft</th><th>Utilization Purpose</th><th>Capacity</th><th>Proposed Certification and Certifying Authority</th></tr> </thead> <tbody> <tr> <td></td><td></td><td></td><td></td><td></td></tr> <tr> <td></td><td></td><td></td><td></td><td></td></tr> <tr> <td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table> <p>(If more than one vehicle / aircraft / watercraft, details are required for each unit)</p>	Sl. No.	Type of Vehicle / Aircraft / Watercraft	Utilization Purpose	Capacity	Proposed Certification and Certifying Authority															
Sl. No.	Type of Vehicle / Aircraft / Watercraft	Utilization Purpose	Capacity	Proposed Certification and Certifying Authority																		
28.	Employment created / estimated to be created by Tourism Project	For New Tourism Project – i. Estimated number of people employed from district where the project is located: _____ ii. Estimated number of people employed from within Karnataka: _____ iii. Estimated number of people employed from outside Karnataka: _____  For Expansion Tourism Project – i. Number of people presently employed from district where the project is located: _____ ii. Number of people presently employed from within Karnataka: _____																				

Sl. No.	Particulars	Details
		iii. Number of people presently employed from outside Karnataka: _____ iv. Estimated Number of people employed from district where the project is located after expansion: _____ v. Estimated number of people employed from within Karnataka after expansion: _____ vi. Estimated number of people employed from outside Karnataka after expansion: _____
29.	Other relevant information	

**Note:**

1. All the supporting documents related to the details of particulars provided above should be enclosed.
2. All documents / authorizations / approvals / clearances / licenses / NOCs etc. should be in the name of the Applicant or the Applicant Entity

**Declaration by Applicant**

(to be provided on letterhead of applicant)

I, \_\_\_\_\_ (full name) at present \_\_\_\_\_ (designation) of M/s \_\_\_\_\_ (name of Applicant) hereby state that I/we intend to undertake the [establishment of a New Tourism Project / expansion of an Expansion Tourism Project] named \_\_\_\_\_ (name of tourism project) at \_\_\_\_\_ (location).

I/we do hereby solemnly affirm and declare that the particulars stated above in the application are true and correct to the best of my knowledge, information and belief. In case I / we have been found to be engaging in corrupt practices or fraudulent practices, I do hereby bind myself and my applicant entity to pay to the Government on demand the full amount received as subsidy in respect of the above-mentioned purpose along with a penal interest of 10% simple interest per annum to the Department of Tourism within 7 (seven) days of the demand made to me in writing. Further, I/we understand that the Department of Tourism may initiate legal proceedings against applicants who are found to have engaged in corrupt practices or fraudulent practices.

I have read and understood all the terms and conditions mentioned in the Karnataka Tourism Policy 2020-26 and hereby agree to abide by them. I further confirm that I shall abide by the same and such other conditions as may be laid down time to time by the Department of Tourism under Karnataka Tourism Policy 2020-26.

Signature(s)

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

(With seal of Applicant)

Place: \_\_\_\_\_

Date: \_\_\_\_\_

**20.2.2. Application Form for Extension of In-Principle Approval for Tourism Project****Application for Extension of In-Principle Approval for Tourism Project under Karnataka Tourism Policy 2020-26**

Sl. No.	Particulars	Details																				
1.	Unique Application Number	(For office use, as provided Department of Tourism Website)																				
2.	Purpose of In-Principle Approval (select one as applicable)	Capital Investment Subsidy / Interest Subsidy																				
3.	Registration Number for Tourism Project	(as obtained from Department of Tourism, if available)																				
4.	Name of the Tourism Project																					
5.	Duration of Extension Sought																					
6.	Reason for Extension	i. Reason: _____ ii. Supporting documents: _____ (documents to be listed and self-attested copies to be enclosed)																				
7.	Photos from 3 different angles showcasing current status of project	i. Details of Photos (photos to be enclosed) <table border="1"> <thead> <tr> <th>Sl. No.</th><th>Photo Id</th><th>Particulars of Photo</th><th>Latitude</th><th>Longitude</th></tr> </thead> <tbody> <tr> <td>1</td><td></td><td></td><td></td><td></td></tr> <tr> <td>2</td><td></td><td></td><td></td><td></td></tr> <tr> <td>3</td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	Sl. No.	Photo Id	Particulars of Photo	Latitude	Longitude	1					2					3				
Sl. No.	Photo Id	Particulars of Photo	Latitude	Longitude																		
1																						
2																						
3																						
8.	Other relevant information																					

**Note:**

1. All the supporting documents related to the details of particulars provided above should be enclosed.
2. All documents / authorizations / approvals / clearances / licenses / NOCs etc. should be in the name of the Applicant or the Applicant Entity

**Declaration by Applicant**

(to be provided on letterhead of applicant)

I, \_\_\_\_\_ (full name) at present \_\_\_\_\_ (designation) of M/s \_\_\_\_\_ (name of Applicant) hereby state that I/we have undertaken the [establishment of a New Tourism Project / expansion of an Expansion Tourism Project] named \_\_\_\_\_ (name of tourism project) at \_\_\_\_\_ (location). We were accorded In-Principle Approval for \_\_\_\_\_ (purpose). I/We are unable to commence operations for the Tourism Project within the timelines as defined in the operational guidelines for Karnataka Tourism Policy 2020-26 and hence seek extension of the In-Principle Approval.

I/we do hereby solemnly affirm and declare that the particulars stated above in the application are true and correct to the best of my knowledge, information and belief. In case I / we have been found to be engaging in corrupt practices or fraudulent practices, I do hereby bind myself and my applicant entity to pay to the Government on demand the full amount received as subsidy in respect of the above-mentioned purpose along with a penal interest of 10% simple interest per annum to the Department of Tourism within 7 (seven) days of the demand made to me in writing. Further, I/we understand that the Department of Tourism may initiate legal proceedings against applicants who are found to have engaged in corrupt practices or fraudulent practices.

I have read and understood all the terms and conditions mentioned in the Karnataka Tourism Policy 2020-26 and hereby agree to abide by them. I further confirm that I shall abide by the same and such

other conditions as may be laid down time to time by the Department of Tourism under Karnataka Tourism Policy 2020-26.

Signature(s)

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

(With seal of Applicant)

Place: \_\_\_\_\_

Date: \_\_\_\_\_

### 20.2.3. Application Form for Amendment of In-Principle Approval due to Modification in Project Plan for Tourism Project

#### **Application for Amendment of In-Principle Approval under Karnataka Tourism Policy 2020-26 due to Modification in Project Plan for Tourism Project**

Sl. No.	Particulars	Details
1.	Unique Application Number	(For office use, as provided by Department of Tourism Website)
2.	Purpose of In-Principle Approval (select one as applicable)	Capital Investment Subsidy / Interest Subsidy
3.	Registration Number for Tourism Project	(as obtained from Department of Tourism, if available)
4.	Name of the Tourism Project	i. Original Total Project Cost: INR _____ ii. Revised Total Project Cost: INR _____ iii. Original Eligible Project Cost: INR _____ iv. Revised Eligible Project Cost: INR _____
5.	Brief Description of Amendments in Project Plan along with supporting documents	1. _____ 2. _____ 3. _____
6.	Enclosed updated documents submitted for sanction of In-Principle Approval	1. Duly filled in updated prescribed form for General Details of the Applicant at Section 20.1.1 along with supporting documents: [ ] Yes [ ] No 2. Duly filled in updated prescribed form for In-Principle Approval for Tourism Project at Section 20.2.1 along with supporting documents: [ ] Yes [ ] No 3. Updated Draft Project Report in the format suggested at Annexure 3: [ ] Yes [ ] No
7.	Other relevant information	

**Note:**

1. All the supporting documents related to the details of particulars provided above should be enclosed.
2. All documents / authorizations / approvals / clearances / licenses / NOCs etc. should be in the name of the Applicant or the Applicant Entity

#### **Declaration by Applicant**

(to be provided on letterhead of applicant)

I, \_\_\_\_\_ (full name) at present \_\_\_\_\_ (designation) of M/s \_\_\_\_\_ (name of Applicant) hereby state that I/we have undertaken the [establishment of a New Tourism Project / expansion of an Expansion Tourism Project] named \_\_\_\_\_ (name of tourism project) at \_\_\_\_\_ (location). We were accorded In-Principle Approval for \_\_\_\_\_ (purpose). I/We are amending the project plan that was submitted at the time of In-Principle Approval and hence seek amendment of the In-Principle Approval.

I/we do hereby solemnly affirm and declare that the particulars stated above in the application are true and correct to the best of my knowledge, information and belief. In case I / we have been found to be engaging in corrupt practices or fraudulent practices, I do hereby bind myself and my applicant entity to pay to the Government on demand the full amount received as subsidy in respect of the above-mentioned purpose along with a penal interest of 10% simple interest per annum to the Department of Tourism within 7 (seven) days of the demand made to me in writing. Further, I/we understand that the

Department of Tourism may initiate legal proceedings against applicants who are found to have engaged in corrupt practices or fraudulent practices.

I have read and understood all the terms and conditions mentioned in the Karnataka Tourism Policy 2020-26 and hereby agree to abide by them. I further confirm that I shall abide by the same and such other conditions as may be laid down time to time by the Department of Tourism under Karnataka Tourism Policy 2020-26.

Signature(s)

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

(With seal of Applicant)

Place: \_\_\_\_\_

Date: \_\_\_\_\_

**20.2.4. Application Form for Final Approval of Capital Investment Subsidy for Tourism Project****Application for Final Approval of Capital Investment Subsidy for Tourism Project under  
Karnataka Tourism Policy 2020-26**

Sl. No.	Particulars	Details
1.	Unique Application Number	(For office use, as provided by Department of Tourism Website)
2.	Registration Number for Tourism Project	(as obtained from Department of Tourism)
3.	Name of Tourism Project	
4.	Type of Tourism Project (Refer Section 3 for list of Eligible Tourism Projects)	
5.	Sanction Order for In-Principle Approval for Tourism Project	i. Order Number: _____ ii. Date of issue of order: _____ iii. Sanctioned Date for Completion of Project: _____
6.	Sanction Order for Amendment of In-Principle Approval for Tourism Project (if applicable)	i. Order Number: _____ ii. Date of issue of order: _____ iii. Sanctioned Date for Completion of Project: _____ (All orders to be enclosed)
7.	Sanction Order for Extension of In-Principle Approval (if applicable)	i. Order Number: _____ ii. Date of issue of order: _____ iii. Revised Date for Completion of Project: _____
8.	Is this a New Tourism Project or an Expansion Tourism Project?	Type: New Tourism Project / Expansion Tourism Project
9.	If New Tourism Project, Total Project Cost incurred in establishment of Tourism Project as certified by Chartered accountant and as on the date of commencement of commercial operation	i. Total Project Cost: INR _____
10.	If Expansion Tourism Project,	i. Total Project Cost before expansion: INR _____ ii. Total Project Cost after expansion: INR _____



Sl. No.	Particulars	Details
	Total Project Cost incurred in expansion of Tourism Project as certified by Chartered accountant and as on the date of commencement of commercial operation	
11.	(If Adventure Tourism Project, Caravan Tourism Project or Houseboat Project) Total Cost of Vehicle / Aircraft / Watercraft for Tourism Activities for the Project	i. Total Cost: INR _____
12.	Total Project Cost as certified by Chartered Engineer / Valuer and as on the date of commencement of commercial operation  <i>Note: Chartered Engineer / Valuer must have at least 3 years of experience</i>	i. Total Project Cost: INR _____ ii. Eligible Project Cost as per project category: INR _____ iii. Registration document for Chartered Engineer / Valuer: _____ (documents to be listed and self-attested copies to be enclosed)
13.	Total Eligible Project Cost (as defined in Section 2)	INR _____ (amount in words and figures)
14.	Total Capital Investment Subsidy Claimed (subject to terms and conditions as per Section 7.1)	INR _____ (amount in words and figures)
15.	If loan has been taken, details of term loan	i. Name of the bank or the financial institution: _____ ii. Name of the branch: _____ iii. Branch address: _____

Sl. No.	Particulars	Details
	sanction and bank certificate	iv. Loan account number: _____ v. Amount of term loan sanctioned: _____ vi. Date of term loan sanctioned: _____ vii. Interest rate: _____ viii. Interest amount payable: _____ ( <i>interest repayment schedule breakup to be provided</i> ) ix. Total Disbursed Amount: _____ x. Outstanding Loan Amount, as on date: _____ xi. Tenure: _____ xii. Self-attested copy of Loan Sanction letter ( <i>to be enclosed</i> ) xiii. Certificate from Bank / Financial Institution for Fixed Investment for Tourism Project in format at Section 20.4.6 ( <i>to be enclosed</i> ) xiv.
16.	Financial arrangement for Tourism Project	i. Self-Contribution / Promoter's Contribution: INR _____ ii. Any subsidy / grant availed for this project from any Department / Corporation / Agency of Government of Karnataka / Government of India / Any other State Governments: INR _____ iii. Loan from Bank / Financial Institution: INR _____ iv. Others (please specify): INR _____ v. Total: INR _____
17.	Project Completion Details	i. Is the project completed: Yes / No ii. Date of completion: _____ iii. Occupancy Certificate from local authorities ( <i>copy of approved certificate to be enclosed</i> ) iv. Inspection report by Assistant Director / Deputy Director and technical expert authorized by Deputy Commissioner ( <i>copy of inspection reports / joint inspection report to be enclosed</i> )
18.	Project Commencement details	i. Has the project commenced commercial operation: Yes / No ii. Date of commencement of commercial operation: _____ iii. Electric Power Connection RR No: _____ ( <i>may be omitted for Adventure Tourism Project, Houseboat Project, Caravan Park Project and Caravan Tourism Project if not available for the Project</i> ) iv. Power Connection Date: _____ ( <i>may be omitted for Adventure Tourism Project, Houseboat Project, Caravan Park Project and Caravan Tourism Project if not available for the Project</i> ) v. Proof of commencement of commercial operation ( <i>documents to be enclosed</i> ): a. Copy of first / latest utility bill (electricity bill, water bill, etc.) and proof of payment b. Copy of first / latest GST return c. Copy of first bill of facility / service provided pertaining to tourism and proof of payment <b>Note:</b> <i>Date of document submitted must be on or after date of commencement</i> vi. ( <i>If applicable</i> ) Details of Trade License a. Type of Trade License: _____ b. Name of issuing authority: _____ c. Date of issue of Trade License: _____ d. Validity period of Trade License: _____ e. Copy of Trade License ( <i>to be enclosed</i> ) vii. Other documents ( <i>Please specify and enclose specified documents</i> )

Sl. No.	Particulars	Details																								
19.	Permission / Clearance / NOC / Approval from other relevant Departments	i. Fire Department NOC, if applicable ( <i>to be enclosed</i> ) ii. Police Department NOC, if applicable ( <i>to be enclosed</i> ) iii. Pollution Control Board Certificate, if applicable ( <i>to be enclosed</i> ) iv. Other documents ( <i>Please specify and enclose specified documents</i> )																								
20.	Proof of Project Credentials (as specified under Mandatory Specifications for the Project Type)	<table border="1"> <thead> <tr> <th>Sl. No.</th><th>Credential</th><th>Date Received</th><th>Validity</th></tr> </thead> <tbody> <tr> <td>1</td><td></td><td></td><td></td></tr> <tr> <td>2</td><td></td><td></td><td></td></tr> <tr> <td>3</td><td></td><td></td><td></td></tr> </tbody> </table> (Relevant documents to be enclosed)	Sl. No.	Credential	Date Received	Validity	1				2				3											
Sl. No.	Credential	Date Received	Validity																							
1																										
2																										
3																										
21.	Photos of completed / expanded Tourism Project showing facilities as per project specifications	i. Details of Photos ( <i>photos to be enclosed</i> ) <table border="1"> <thead> <tr> <th>Sl. No.</th><th>Photo Id</th><th>Particulars of Photo</th><th>Latitude</th><th>Longitude</th></tr> </thead> <tbody> <tr> <td>1</td><td></td><td></td><td></td><td></td></tr> <tr> <td>2</td><td></td><td></td><td></td><td></td></tr> <tr> <td>3</td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	Sl. No.	Photo Id	Particulars of Photo	Latitude	Longitude	1					2					3								
Sl. No.	Photo Id	Particulars of Photo	Latitude	Longitude																						
1																										
2																										
3																										
22.	For Hotel – Budget or Hotel – Premium project, details of star classification	Star classification: _____ ( <i>Classification to be specified and relevant documents to be enclosed</i> )																								
23.	Vehicle / Aircraft / Watercraft for Tourism Activities ( <i>for Adventure Tourism Project, Caravan Tourism Project, and Houseboat only</i> )	<table border="1"> <thead> <tr> <th>Sl. No.</th><th>Type of Vehicle / Aircraft / Watercraft</th><th>Utilization Purpose</th><th>Capacity</th><th>Details of Certification</th><th>Details of Registration</th></tr> </thead> <tbody> <tr> <td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr> <td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr> <td></td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table> <p>Note:</p> i. Details of Certification should be as follows: Name of certification, Certifying authority, Date of issue of certification, Date of expiry of certification. ii. Details of registration should be as follows: Registration number, Registering authority, Date of registration, Date of expiry of registration iii. If more than one vehicle / aircraft / watercraft, details are required for each vehicle / aircraft / watercraft iv. Supporting documents are to be enclosed	Sl. No.	Type of Vehicle / Aircraft / Watercraft	Utilization Purpose	Capacity	Details of Certification	Details of Registration																		
Sl. No.	Type of Vehicle / Aircraft / Watercraft	Utilization Purpose	Capacity	Details of Certification	Details of Registration																					
24.	Employment created by Tourism Project	i. Number of people employed from district where the project is located: _____ ii. Number of people employed from within Karnataka: _____ iii. Number of people employed from outside Karnataka: _____																								
25.	Incentive, subsidy or concession or any other financial assistance	Total amount of financial assistance received to date: _____  Details of financial assistance received: ( <i>particulars to be provided for every financial assistance from government sources</i> ) i. Scheme / Policy: _____ ii. Amount of assistance received: _____																								

Sl. No.	Particulars	Details
	previously availed for Tourism Project under any other scheme / policy of Government of Karnataka or Government of India	iv. Supporting documents: _____ (documents to be listed here and copies to be enclosed)
26.	Other relevant information	

**Note:**

1. All the supporting documents related to the details of particulars provided above should be enclosed.
2. All documents / authorizations / approvals / clearances / licenses / NOCs etc. should be in the name of the Applicant or the Applicant Entity

**Declaration by Applicant**

(to be provided on letterhead of applicant)

I, \_\_\_\_\_ (full name) at present \_\_\_\_\_ (designation) of M/s \_\_\_\_\_ (name of Applicant) hereby state that I/we have undertaken the [establishment of a New Tourism Project / expansion of an Expansion Tourism Project] named \_\_\_\_\_ (name of tourism project) of type \_\_\_\_\_ at \_\_\_\_\_ (location) and the Tourism Project is registered with the Department of Tourism with the registration number \_\_\_\_\_.

I/we do hereby solemnly affirm and declare that the particulars stated above in the application are true and correct to the best of my knowledge, information and belief. In case I / we have been found to be engaging in corrupt practices or fraudulent practices, I do hereby bind myself and my applicant entity to pay to the Government on demand the full amount received as subsidy in respect of the above-mentioned purpose along with a penal interest of 10% simple interest per annum to the Department of Tourism within 7 (seven) days of the demand made to me in writing. Further, I/we understand that the Department of Tourism may initiate legal proceedings against applicants who are found to have engaged in corrupt practices or fraudulent practices.

I have read and understood all the terms and conditions mentioned in the Karnataka Tourism Policy 2020-26 and hereby agree to abide by them. I further confirm that I shall abide by the same and such other conditions as may be laid down time to time by the Department of Tourism under Karnataka Tourism Policy 2020-26.

Signature(s)

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

(With seal of Applicant)

Place: \_\_\_\_\_

Date: \_\_\_\_\_

**20.2.5. Application Form for Final Approval of Interest Subsidy for Tourism Project****Application for Final Approval of Interest Subsidy for Tourism Project under Karnataka Tourism Policy 2020-26**

Sl. No.	Particulars	Details
1.	Unique Application Number	(For office use, as provided Department of Tourism Website)
2.	Registration Number for Tourism Project	(as obtained from Department of Tourism)
3.	Name of Tourism Project	
4.	Type of Tourism Project (Refer Section 3 for list of Eligible Tourism Projects)	
5.	Sanction Order for In-Principle Approval for Tourism Project	i. Order Number: _____ ii. Date of issue of order: _____ iii. Sanctioned Date for Completion of Project: _____
6.	Sanction Order for Amendment of In-Principle Approval for Tourism Project(if applicable)	i. Order Number: _____ ii. Date of issue of order: _____ iii. Sanctioned Date for Completion of Project: _____ (All orders to be enclosed)
7.	Sanction Order for Extension of In-Principle Approval (if applicable)	i. Order Number: _____ ii. Date of issue of order: _____ iv. Revised Date for Completion of Project: _____
8.	Is this a New Tourism Project or an Expansion Tourism Project?	Type: New Tourism Project / Expansion Tourism Project
9.	Detail of Term Loan Sanctioned	i. Name of the bank or the financial institution: _____ ii. Name of the branch: _____ iii. Branch address: _____ iv. Loan account number: _____ v. Amount of term loan sanctioned: _____ vi. Date of term loan sanctioned: _____ vii. Interest rate: _____ viii. Interest amount payable: _____ ix. Total Loan Amount Disbursed: _____ x. Outstanding Loan Amount, as on date: _____ xi. Tenure: _____ xii. Self-attested copy of Loan Sanction letter (to be enclosed) xiii. Certificate from Bank / Financial Institution for Fixed Investment for Tourism Project in format at Section 20.4.6 (to be enclosed) xiv. Certificate from Bank / Financial Institution for Payment of Loan Instalment along with Interest in format at Section 20.4.7 (to be enclosed) xv. Verification documents from Bank / Financial Institution: _____ (documents to be listed and enclosed)

Sl. No.	Particulars	Details												
10.	Proof of Investment done for Tourism Project	Itemized statement and the related confirmation records/certificate from the Bank for the investment done after the announcement of policy and till the date of application. Statement must identify fixed capital investment items separately. (Refer Section 2 for guidance on identification and assessment of fixed capital investment)												
11.	Annual Interest Subsidy Claimed (subject to terms and conditions as per Section 7.2)	<table border="1"> <thead> <tr> <th>Year (please specify start date and end date)</th><th>Eligible Amount</th></tr> </thead> <tbody> <tr> <td>Year 1</td><td>INR _____</td></tr> <tr> <td>Year 2</td><td>INR _____</td></tr> <tr> <td>Year 3</td><td>INR _____</td></tr> <tr> <td>Year 4</td><td>INR _____</td></tr> <tr> <td>Year 5</td><td>INR _____</td></tr> </tbody> </table>	Year (please specify start date and end date)	Eligible Amount	Year 1	INR _____	Year 2	INR _____	Year 3	INR _____	Year 4	INR _____	Year 5	INR _____
Year (please specify start date and end date)	Eligible Amount													
Year 1	INR _____													
Year 2	INR _____													
Year 3	INR _____													
Year 4	INR _____													
Year 5	INR _____													
12.	Financial arrangement for Tourism Project	i. Self-Contribution / Promoter's Contribution: INR _____ ii. Any subsidy / grant availed for this project from any Department / Corporation / Agency of Government of Karnataka / Government of India / Any other State Governments: INR _____ iii. Loan from Bank / Financial Institution: INR _____ iv. Others (please specify): INR _____ v. Total: INR _____												
13.	Project Completion Details	i. Is the project completed: Yes / No ii. Date of completion: _____ iii. Occupancy Certificate from local authorities ( <i>to be enclosed</i> ) iv. Inspection report by Assistant Director / Deputy Director and technical expert authorized by Deputy Commissioner ( <i>copy of inspection reports / joint inspection report to be enclosed</i> )												
14.	Project Commencement details	i. Has the project commenced commercial operation: Yes / No ii. Date of commencement of commercial operation: _____ iii. Electric Power Connection RR No: _____ ( <i>not applicable only for Mobile Toilet Vans for Safety and Hygiene Tourism Project</i> ) iv. Power Connection Date: _____ ( <i>not applicable only for for Mobile Toilet Vans for Safety and Hygiene Tourism Project</i> ) v. Proof of commencement of commercial operation ( <i>documents to be enclosed</i> ): a. Copy of first / latest utility bill (electricity bill, water bill, etc.) and proof of payment b. Copy of first / latest GST return c. Copy of first bill of facility / service provided pertaining to tourism and proof of payment <b>Note:</b> Date of document submitted must be on or after date of commencement as per tourism project vi. ( <i>If applicable</i> ) Details of relevant Trade License a. Type of Trade License: _____ b. Name of issuing authority: _____ c. Date of issue of Trade License: _____ d. Validity period of Trade License: _____ e. Copy of Trade License ( <i>to be enclosed</i> ) vii. Other documents ( <i>Please specify and enclose specified documents</i> )												
15.	Permission / Clearance / NOC / Approval from other	i. Fire Department NOC, if applicable ( <i>to be enclosed</i> ) ii. Police Department NOC, if applicable ( <i>to be enclosed</i> ) iii. Pollution Control Board Certificate, if applicable ( <i>to be enclosed</i> )												

Sl. No.	Particulars	Details																								
	relevant Departments	iv. Other documents <i>(Please specify and enclose specified documents)</i>																								
16.	Proof of Project Credentials <i>(as specified under Project Specifications for the Project Type)</i>	<table border="1"> <thead> <tr> <th>Sl. No.</th><th>Credential</th><th>Date Received</th><th>Validity</th></tr> </thead> <tbody> <tr> <td>1</td><td></td><td></td><td></td></tr> <tr> <td>2</td><td></td><td></td><td></td></tr> <tr> <td>3</td><td></td><td></td><td></td></tr> </tbody> </table> <i>Relevant documents to be enclosed</i>	Sl. No.	Credential	Date Received	Validity	1				2				3											
Sl. No.	Credential	Date Received	Validity																							
1																										
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3																										
17.	Photos of completed / expanded Tourism Project showing facilities as per project specifications	i. Details of Photos <i>(photos to be enclosed)</i> <table border="1"> <thead> <tr> <th>Sl. No.</th><th>Photo Id</th><th>Particulars of Photo</th><th>Latitude</th><th>Longitude</th></tr> </thead> <tbody> <tr> <td>1</td><td></td><td></td><td></td><td></td></tr> <tr> <td>2</td><td></td><td></td><td></td><td></td></tr> <tr> <td>3</td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	Sl. No.	Photo Id	Particulars of Photo	Latitude	Longitude	1					2					3								
Sl. No.	Photo Id	Particulars of Photo	Latitude	Longitude																						
1																										
2																										
3																										
18.	For Heritage Hotel Project, details of heritage hotel classification	Heritage Hotel classification: _____ <i>(Classification to be specified and relevant documents to be enclosed)</i>																								
19.	Vehicle for Tourism Activities <i>(for Mobile Toilet Vans for Safety and Hygiene Tourism Project only)</i>	<table border="1"> <thead> <tr> <th>Sl. No.</th><th>Type of Vehicle</th><th>Utilization Purpose</th><th>Capacity</th><th>Details of Certification</th><th>Details of Registration</th></tr> </thead> <tbody> <tr> <td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr> <td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr> <td></td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table> <p>Note:</p> <p>i. Details of Certification should be as follows: Name of certification, Certifying authority, Date of issue of certification, Date of expiry of certification.</p> <p>ii. Details of registration should be as follows: Registration number, Registering authority, Date of registration, Date of expiry of registration</p> <p>iii. If more than one vehicle, details are required for each vehicle</p> <p>iv. Supporting documents are to be enclosed</p>	Sl. No.	Type of Vehicle	Utilization Purpose	Capacity	Details of Certification	Details of Registration																		
Sl. No.	Type of Vehicle	Utilization Purpose	Capacity	Details of Certification	Details of Registration																					
20.	Employment created by Tourism Project	<p>i. Number of people employed from district where the project is located: _____</p> <p>ii. Number of people employed from within Karnataka: _____</p> <p>iii. Number of people employed from outside Karnataka: _____</p>																								
21.	Incentive, subsidy or concession or any other financial assistance previously availed for Tourism Project under any other scheme / policy of Government of Karnataka or Government of India	<p>Total amount of financial assistance received to date: _____</p> <p>Details of financial assistance received: <i>(particulars to be provided for every financial assistance from government sources)</i></p> <p>i. Scheme / Policy: _____</p> <p>ii. Amount of assistance received: _____</p> <p>iii. Supporting documents: _____ <i>(documents to be listed here and copies to be enclosed)</i></p>																								

Sl. No.	Particulars	Details
22.	Other relevant information	

**Note:**

1. All the supporting documents related to the details of particulars provided above should be enclosed.
2. All documents / authorizations / approvals / clearances / licenses / NOCs etc. should be in the name of the Applicant or the Applicant Entity

**Declaration by Applicant**

(to be provided on letterhead of applicant)

I, \_\_\_\_\_ (full name) at present \_\_\_\_\_ (designation) of M/s \_\_\_\_\_ (name of Applicant) hereby state that I/we have undertaken the [establishment of a New Tourism Project / expansion of an Expansion Tourism Project] named \_\_\_\_\_ (name of tourism project) of type \_\_\_\_\_ at \_\_\_\_\_ (location) and the Tourism Project is registered with the Department of Tourism with the registration number \_\_\_\_\_.

I/we do hereby solemnly affirm and declare that the particulars stated above in the application are true and correct to the best of my knowledge, information and belief. In case I / we have been found to be engaging in corrupt practices or fraudulent practices, I do hereby bind myself and my applicant entity to pay to the Government on demand the full amount received as subsidy in respect of the above-mentioned purpose along with a penal interest of 10% simple interest per annum to the Department of Tourism within 7 (seven) days of the demand made to me in writing. Further, I/we understand that the Department of Tourism may initiate legal proceedings against applicants who are found to have engaged in corrupt practices or fraudulent practices.

I have read and understood all the terms and conditions mentioned in the Karnataka Tourism Policy 2020-26 and hereby agree to abide by them. I further confirm that I shall abide by the same and such other conditions as may be laid down time to time by the Department of Tourism under Karnataka Tourism Policy 2020-26.

Signature(s)

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

(With seal of Applicant)

Place: \_\_\_\_\_

Date: \_\_\_\_\_



**20.2.6. Application Form for Disbursal of Interest Subsidy for Tourism Project****Application for Disbursal of Interest Subsidy for Tourism Project under Karnataka Tourism Policy 2020-26**

Sl. No.	Particulars	Details												
1.	Unique Application Number	(For office use, as provided Department of Tourism Website)												
2.	Registration Number for Tourism Project	(as obtained from Department of Tourism)												
3.	Name of Tourism Project													
4.	Type of Tourism Project (Refer Section 3)													
5.	Order Number for Sanction of Interest Subsidy													
6.	Copy of Subsidy Agreement	(To be enclosed)												
7.	Detail of Term Loan Sanctioned	i. Name of the bank: _____ ii. Name of the branch: _____ iii. Branch address: _____ iv. Loan account number: _____ v. Amount of term loan sanctioned: _____ vi. Date of term loan sanctioned: _____ vii. Interest rate: _____ viii. Interest amount payable: _____ (breakup to be provided) ix. Total Disbursed Amount: _____ (breakup to be provided) x. Outstanding Loan Amount, as on date: _____ xi. Tenure: _____ xii. Certificate from Bank / Financial Institution for Payment of Loan Instalment along with Interest in format at Section 20.4.7 (to be enclosed) xiii. Verification documents from Bank: _____ (specified verification documents to be enclosed)												
8.	Annual Interest Subsidy Availed (subject to terms and conditions as per Section 7.2)	<table border="1"> <thead> <tr> <th>Year (please specify start date and end date)</th><th>Interest Subsidy Amount availed by Applicant</th></tr> </thead> <tbody> <tr> <td>Year 1</td><td>INR _____</td></tr> <tr> <td>Year 2</td><td>INR _____</td></tr> <tr> <td>Year 3</td><td>INR _____</td></tr> <tr> <td>Year 4</td><td>INR _____</td></tr> <tr> <td>Year 5</td><td>INR _____</td></tr> </tbody> </table>	Year (please specify start date and end date)	Interest Subsidy Amount availed by Applicant	Year 1	INR _____	Year 2	INR _____	Year 3	INR _____	Year 4	INR _____	Year 5	INR _____
Year (please specify start date and end date)	Interest Subsidy Amount availed by Applicant													
Year 1	INR _____													
Year 2	INR _____													
Year 3	INR _____													
Year 4	INR _____													
Year 5	INR _____													
9.	Proof of timely payment of loan instalment along with interest to the bank for current financial year	i. Opening balance at the beginning of the year: INR _____ ii. Principal amount paid during the year: INR _____ iii. Total interest amount charged during the year: INR _____ iv. Total interest amount paid during the year: INR _____												

Sl. No.	Particulars	Details
		v. Outstanding balance at the end of the year: INR _____ vi. Verification documents enclosed: _____ (to be enclosed)
10.	Eligible Interest subsidy for current year	INR _____ (amount in words and figures)
11.	Other relevant information	

*Note: All the supporting documents related to the details of particulars provided above should be enclosed.*

**Declaration by Applicant**

*(to be provided on letterhead of applicant)*

I, \_\_\_\_\_ (full name) at present \_\_\_\_\_ (designation) of M/s \_\_\_\_\_ (name of Applicant) hereby state that I/we have undertaken the [establishment of a New Tourism Project / expansion of an Expansion Tourism Project] named \_\_\_\_\_ (name of tourism project) of type \_\_\_\_\_ at \_\_\_\_\_ (location) and the Tourism Project is registered with the Department of Tourism with the registration number \_\_\_\_\_. Interest Subsidy for the Tourism Project has been sanctioned vide order number \_\_\_\_\_.

I/we do hereby solemnly affirm and declare that the particulars stated above in the application are true and correct to the best of my knowledge, information and belief. In case I / we have been found to be engaging in corrupt practices or fraudulent practices, I do hereby bind myself and my applicant entity to pay to the Government on demand the full amount received as subsidy in respect of the above-mentioned purpose along with a penal interest of 10% simple interest per annum to the Department of Tourism within 7 (seven) days of the demand made to me in writing. Further, I/we understand that the Department of Tourism may initiate legal proceedings against applicants who are found to have engaged in corrupt practices or fraudulent practices.

I have read and understood all the terms and conditions mentioned in the Karnataka Tourism Policy 2020-26 and hereby agree to abide by them. I further confirm that I shall abide by the same and such other conditions as may be laid down time to time by the Department of Tourism under Karnataka Tourism Policy 2020-26.

Signature(s)

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

(With seal of Applicant)

Place: \_\_\_\_\_

Date: \_\_\_\_\_

### 20.3. Formats for Sanction Orders

#### 20.3.1. Sanction Order for In-Principle Approval for Eligible Tourism Project

No. \_\_\_\_\_

Office of the \_\_\_\_\_

Dated: \_\_\_\_\_

#### **Sanction Order for In-Principle Approval for Eligible Tourism Project under Karnataka Tourism Policy 2020-26**

**Subject:** Issue of in-principle approval to M/s \_\_\_\_\_ for \_\_\_\_\_ project

**Reference:**

1. Government Order No. TOR 135 TDB 2020, dated 18.09.2020
2. Government Order No. TOR 135 TDB 2020 dated 28.09.2021
3. Unique Application Number \_\_\_\_\_ dated \_\_\_\_\_

\*\*\*\*\*

M/s \_\_\_\_\_ represented by Sri/ Smt. \_\_\_\_\_ is a legal entity of the type \_\_\_\_\_ (type of legal entity). The applicant has proposed to undertake the [establishment of a New Tourism Project / expansion of an Expansion Tourism Project] of category \_\_\_\_\_ (project category) at \_\_\_\_\_ (location) in \_\_\_\_\_ district for developing \_\_\_\_\_ project serving the tourism industry. The estimated project cost for this project is INR \_\_\_\_\_ and the estimated eligible project cost as defined in the operational guidelines for Karnataka Tourism Policy 2020-26 is INR \_\_\_\_\_

The project proposal is approved in principle for developing \_\_\_\_\_ project as a [New Tourism Project / Expansion Tourism Project] as per Karnataka Tourism Policy 2020-26 by [District Tourism Committee / Empowered Committee] for Tourism in its meeting held on \_\_\_\_\_. The necessary clearances, permissions, and approvals may be obtained as required by law before and after commencing the project to claim eligible [Capital Investment Subsidy / Interest Subsidy]. This approval is valid for a period of [2 years / 3 years] from the date of issue of this order and subject to the commencement of commercial operations by the project.

The particulars given by the applicant were verified with the available information and supporting documents furnished by the applicant. If found that the approval has been obtained by furnishing incomplete or false documentation or if the applicant has been found to be indulging in corrupt practices or fraudulent practices, this approval gets cancelled automatically. This approval does not guarantee the subsidy unless the project adheres to the guidelines issued by Department of Tourism, Government of Karnataka from time to time.

*(if approval by District Tourism Committee)* **Chairperson, District Tourism Committee /**  
*(if approval by Empowered Committee for Tourism)* **Director, Department of Tourism,**  
**Government of Karnataka**

To,

M/s \_\_\_\_\_

Copy to:

1. Director, Department of Tourism *(if approval by District Tourism Committee)*
2. Sub Registrar, \_\_\_\_\_ taluka and \_\_\_\_\_ district
3. \_\_\_\_\_

4. Office copy

### 20.3.2. Sanction Order for Extension of In-Principle Approval for Eligible Tourism Project

No. \_\_\_\_\_

Office of the \_\_\_\_\_

Dated: \_\_\_\_\_

#### **Sanction Order for Extension of In-Principle Approval for Eligible Tourism Project under Karnataka Tourism Policy 2020-26**

**Subject:** Issue of in-principle approval to M/s \_\_\_\_\_ for \_\_\_\_\_ project

**Reference:**

1. Government Order No. TOR 135 TDB 2020, dated 18.09.2020
2. Government Order No. TOR 135 TDB 2020 dated 28.09.2021
3. Unique Application Number \_\_\_\_\_ dated \_\_\_\_\_
4. Sanction Order for In-Principle Approval Number \_\_\_\_\_ dated \_\_\_\_\_

\*\*\*\*\*

M/s \_\_\_\_\_ represented by Sri/ Smt. \_\_\_\_\_ is a legal entity of the type \_\_\_\_\_ (type of legal entity). The applicant has proposed to undertake the [establishment of a New Tourism Project / expansion of an Expansion Tourism Project] of category \_\_\_\_\_ (project category) at \_\_\_\_\_ (location) in \_\_\_\_\_ district for developing \_\_\_\_\_ (name of project) project serving the tourism industry.

The project proposal was approved in principle for developing \_\_\_\_\_ (name of project) project as a [New Tourism Project / Expansion Tourism Project] as per Karnataka Tourism Policy 2020-26. This approval was valid up to \_\_\_\_\_ subject to the commencement of commercial operations by the project. However, the applicant is unable to commence operation within the allocated time period. In this regard, the applicant has submitted a request for extension of the In-Principle Approval which is hereby granted and the In-Principle Approval sanctioned vide order number \_\_\_\_\_ dated \_\_\_\_\_ is hereby extended to \_\_\_\_\_.

The particulars given by the applicant were verified with the available information and supporting documents furnished by the applicant. If found that the approval has been obtained by furnishing incomplete or false documentation or if the applicant has been found to be indulging in corrupt practices or fraudulent practices, this approval gets cancelled automatically. This approval does not guarantee the subsidy unless the project adheres to the procedures issued by the Department of Tourism, Government of Karnataka from time to time.

(if approval by District Tourism Committee) **Chairperson, District Tourism Committee /**  
(if approval by Empowered Committee for Tourism) **Director, Department of Tourism,**  
**Government of Karnataka**

To,

M/s \_\_\_\_\_

Copy to:

1. Director, Department of Tourism (if approval by District Tourism Committee)
2. Sub Registrar, \_\_\_\_\_ taluka and \_\_\_\_\_ district
3. \_\_\_\_\_
4. Office copy

**20.3.3. Sanction Order for Amendment of In-Principle Approval due to Modification in Project Plan for Tourism Project**

No. \_\_\_\_\_

Office of the \_\_\_\_\_

Dated: \_\_\_\_\_

**Sanction Order for Amendment of In-Principle Approval under Karnataka Tourism Policy due to Modification in Project Plan for Tourism Project**

**Subject:** Issue of in-principle approval to M/s \_\_\_\_\_ for \_\_\_\_\_ project

**Reference:**

1. Government Order No. TOR 135 TDB 2020, dated 18.09.2020
2. Government Order No. TOR 135 TDB 2020 dated 28.09.2021
3. Unique Application Number \_\_\_\_\_ dated \_\_\_\_\_
4. Sanction Order for In-Principle Approval Number \_\_\_\_\_ dated \_\_\_\_\_

\*\*\*\*\*

M/s \_\_\_\_\_ represented by Sri/ Smt. \_\_\_\_\_ is a legal entity of the type \_\_\_\_\_ (type of legal entity). The applicant has proposed to undertake the [establishment of a New Tourism Project / expansion of an Expansion Tourism Project] of category \_\_\_\_\_ (project category) at \_\_\_\_\_ (location) in \_\_\_\_\_ district for developing \_\_\_\_\_ (name of project) project serving the tourism industry. The estimated eligible project cost as defined in the operational guidelines for Karnataka Tourism Policy 2020-26 is INR \_\_\_\_\_

The project proposal was approved in principle for developing \_\_\_\_\_ (name of project) project as a [New Tourism Project / Expansion Tourism Project] as per Karnataka Tourism Policy 2020-26. This approval is valid up to \_\_\_\_\_ subject to the commencement of commercial operations by the project.

The applicant has modified the project plan for the Tourism Project that was sanctioned In-Principle Approval. In this regard, the applicant has submitted a request for amendment of the In-Principle Approval in consideration of the revised project plan. The Committee has reviewed the revised project plan and the In-Principle Approval that has been sanctioned vide order number \_\_\_\_\_ dated \_\_\_\_\_ is hereby amended vide this order to be valid for the revised project plan submitted by the applicant. The revised estimated eligible project cost as defined in the operational guidelines for Karnataka Tourism Policy 2020-26 is INR \_\_\_\_\_

The particulars given by the applicant were verified with the available information and supporting documents furnished by the applicant. If found that the approval has been obtained by furnishing incomplete or false documentation or if the applicant has been found to be indulging in corrupt practices or fraudulent practices, this approval gets cancelled automatically. This approval does not guarantee the subsidy unless the project adheres to the procedures issued by the Department of Tourism, Government of Karnataka from time to time.

(if approval by District Tourism Committee) **Chairperson, District Tourism Committee /**  
(if approval by Empowered Committee for Tourism) **Director, Department of Tourism,**  
**Government of Karnataka**

To,

M/s \_\_\_\_\_

Copy to:

1. Director, Department of Tourism *(if approval by District Tourism Committee)*
2. Sub Registrar, \_\_\_\_\_ taluka and \_\_\_\_\_ district
3. \_\_\_\_\_
4. Office copy

#### 20.3.4. Sanction Order for Final Approval of Capital Investment Subsidy for Eligible Tourism Project

No. \_\_\_\_\_

Office of the \_\_\_\_\_

Dated: \_\_\_\_\_

#### **Sanction Order for Capital Investment Subsidy for Eligible Tourism Project under Karnataka Tourism Policy 2020-26**

**Subject:** Issue of sanctioning final approval for Capital Investment Subsidy for developing \_\_\_\_\_ project of category \_\_\_\_\_ as a [New Tourism Project / Expansion Tourism Project]

**Reference:**

1. Government Order No. TOR 135 TDB 2020, dated 18.09.2020
2. Government Order No. TOR 135 TDB 2020 dated 28.09.2021
3. Unique Application Number \_\_\_\_\_ dated \_\_\_\_\_
4. Sanction Order for In-Principle Approval Number \_\_\_\_\_ dated \_\_\_\_\_

\*\*\*\*\*

M/s \_\_\_\_\_ represented by Sri/ Smt. \_\_\_\_\_ is a legal entity of the type \_\_\_\_\_ (type of legal entity). The applicant has undertaken the [establishment of a New Tourism Project / expansion of an Expansion Tourism Project] named \_\_\_\_\_ (name of project) of category \_\_\_\_\_ (project category) at \_\_\_\_\_ (location) in \_\_\_\_\_ district serving the tourism industry and the project is registered with the Department of Tourism vide Registration Number \_\_\_\_\_.

The particulars given by the applicant were verified with the available voucher / records / supporting documents and information furnished by the applicant. In this tourism project, the applicant took effective steps as contemplated in the terms and conditions for sanction of Capital Investment Subsidy under the Karnataka Tourism Policy 2020-26 and its operational guidelines.

The total fixed capital investment in this project on which subsidy is admissible is INR \_\_\_\_\_. and is eligible for (15% / 25%) investment subsidy of INR \_\_\_\_\_. A sum of INR \_\_\_\_\_ has been invested on items on which subsidy is not admissible as per Karnataka Tourism Policy 2020-26. [If expansion tourism project] It is further certified that the concerned applicant has substantially expanded / envisaged substantial expansion as per Karnataka Tourism Policy 2020-26.

An additional 5% investment subsidy against EPC of the Tourism Project i.e. INR \_\_\_\_\_ is rendered to the project as [the applicant belongs to a special category (Woman / SC / ST / Differently abled) entrepreneur / the project is of type Hotel Project – Premium and is being undertaken at a Focus Tourism Destination within \_\_\_\_\_ district of Kalyan Karnataka region] as mentioned in Section 14.2.1 in the Karnataka Tourism Policy 2020-26.

The project has previously obtained financial assistance to the extent of INR \_\_\_\_\_. In accordance with the Karnataka Tourism Policy 2020-26 and its operational guidelines, the total quantum of subsidies and concessions availed by a Tourism Project shall not exceed 30% of the EPC of the project. Hence, the total capital investment subsidy for the tourism project is INR \_\_\_\_\_.

The Tourism Project on receipt of the sanction order is required to execute the Agreement with Director, Department of Tourism, Government of Karnataka in the format to be provided by the [District Tourism Committee / Empowered Committee for Tourism] to be eligible for disbursement of subsidy.

The particulars given by the applicant were verified with the available information and supporting documents furnished by the applicant. If found that the subsidy has been obtained by furnishing incomplete or false documentation, or if the applicant has been found to be indulging in corrupt practices or fraudulent practices, or the tourism project fails to abide by the terms and conditions set forth in the Karnataka Tourism Policy 2020-26 and its operational guidelines, the Department of



Tourism shall initiate recovery as per the Karnataka Tourism Policy 2020-26 and its operational guidelines.

The certificate is issued as per Government notification cited at reference above

*(if approval by District Tourism Committee)* **Chairperson, District Tourism Committee /**  
*(if approval by Empowered Committee for Tourism)* **Director, Department of Tourism,**  
**Government of Karnataka**

To,

M/s \_\_\_\_\_

Copy to:

1. Director, Department of Tourism *(if approval by District Tourism Committee)*
2. Sub Registrar, \_\_\_\_\_ taluka and \_\_\_\_\_ district
3. \_\_\_\_\_
4. Office copy

### 20.3.5. Sanction Order for Final Approval of Interest Subsidy for Eligible Tourism Project

No. \_\_\_\_\_

Office of the \_\_\_\_\_

Dated: \_\_\_\_\_

#### **Sanction Order for Interest Subsidy for Eligible Tourism Project under Karnataka Tourism Policy 2020-26**

**Subject:** Issue of sanctioning final approval for Interest Subsidy for developing \_\_\_\_\_ project of category \_\_\_\_\_ as a [New Tourism Project / Expansion Tourism Project]

**Reference:**

1. Government Order No. TOR 135 TDB 2020, dated 18.09.2020
2. Government Order No. TOR 135 TDB 2020 dated 28.09.2021
3. Unique Application Number \_\_\_\_\_ dated \_\_\_\_\_
4. Sanction Order for In-Principle Approval Number \_\_\_\_\_ dated \_\_\_\_\_

\*\*\*\*\*

M/s \_\_\_\_\_ represented by Sri/ Smt. \_\_\_\_\_ is a legal entity of the type \_\_\_\_\_ (type of legal entity). The applicant has undertaken the [establishment of a New Tourism Project / expansion of an Expansion Tourism Project] named \_\_\_\_\_ (name of project) of category \_\_\_\_\_ (project category) at \_\_\_\_\_ (location) in \_\_\_\_\_ district serving the tourism industry and the project is registered with the Department of Tourism vide Registration Number \_\_\_\_\_.

The particulars given by the applicant were verified with the available voucher / records / supporting documents and information furnished by the applicant. In this tourism project, the applicant took effective steps as contemplated in the terms and conditions for sanction of Interest Subsidy under the Karnataka Tourism Policy 2020-26 and its operational guidelines.

The total fixed capital investment in this project is INR \_\_\_\_\_ of which term loan has been taken for INR \_\_\_\_\_. The project is eligible for interest subsidy at 5% per annum on the term loan taken on the fixed capital investment for the Tourism Project, subject to a maximum of INR 25 Lakh for a period of five years. A sum of INR \_\_\_\_\_ has been invested on items on which subsidy is not admissible as per Karnataka Tourism Policy 2020-26. *[If expansion tourism project]* It is further certified that the concerned applicant has substantially expanded / envisaged substantial expansion as per Karnataka Tourism Policy 2020-26.

The project has previously obtained financial assistance to the extent of INR \_\_\_\_\_. In accordance with the Karnataka Tourism Policy 2020-26 and its operational guidelines, the total quantum of subsidies and concessions availed by a Tourism Project shall not exceed 30% of the EPC of the project. Hence, the maximum permissible interest subsidy for the tourism project is INR \_\_\_\_\_.

The applicant is eligible for receiving the interest subsidy upon submission and approval of the application for disbursement of interest subsidy along with necessary documents for each of the five years applicable for the sanctioned interest subsidy. The interest subsidy shall not exceed INR 7.5 Lakh per annum for the Tourism Project, subject to a maximum of INR 25 Lakh for a period of five years, and shall be provided only for timely repayment of loan instalment along with interest.

The Tourism Project on receipt of the sanction order is required to execute the Agreement with Director, Department of Tourism, Government of Karnataka in the format to be provided by the [District Tourism Committee / Empowered Committee for Tourism] to be eligible for disbursement of subsidy

The particulars given by the applicant were verified with the available information and supporting documents furnished by the applicant. If found that the subsidy has been obtained by furnishing

incomplete or false documentation, or if the applicant has been found to be indulging in corrupt practices or fraudulent practices or the tourism project fails to abide by the terms and conditions set forth in the Karnataka Tourism Policy 2020-26 and its operational guidelines, the Department of Tourism shall initiate recovery as per the Karnataka Tourism Policy 2020-26 and its operational guidelines.

The certificate is issued as per Government notification cited at reference above

*(if approval by District Tourism Committee)* **Chairperson, District Tourism Committee /**  
*(if approval by Empowered Committee for Tourism)* **Director, Department of Tourism,**  
**Government of Karnataka**

To,

M/s \_\_\_\_\_

Copy to:

1. Director, Department of Tourism *(if approval by District Tourism Committee)*
2. Sub Registrar, \_\_\_\_\_ taluka and \_\_\_\_\_ district
3. \_\_\_\_\_
4. Office copy

## 20.4. Formats for Certificates and Undertakings

### 20.4.1. CA Certificate for New Tourism Project

#### CA Certificate for Project Cost for New Tourism Project

Certified that M/s \_\_\_\_\_ has established a Tourism Project \_\_\_\_\_ [name] at \_\_\_\_\_ [place]. This is a New Tourism Project as defined under Karnataka Tourism Policy 2020-26 and its operational guidelines.

#### 1. Total Project Cost

The total project cost for the Tourism Project after completion of development is as under –

Sl. No.	Head of Investment	Amount (in INR in words and figures)
1.	Cost of Land	₹
2.	Cost of Building and Construction	₹
3.	Cost of Plant, Machinery, and Utilities	₹
4.	Other Fixed Assets <i>(specify details)</i>	₹
5.	Creation of Common Infrastructure (like road, power, water, sewerage, etc.) on land where ownership is with the tourism project <i>(specify details)</i>	₹
6.	Cost of Vehicle / Aircraft / Watercraft for Tourism Activities <i>(for Adventure Tourism Project, Caravan Tourism Project, Houseboat Project, and Mobile Toilet Vans for Safety and Hygiene Tourism Project only)</i>	₹
7.	Other Expenditure <i>(specify details)</i>	₹
8.	<b>Total</b>	₹

#### CERTIFICATION

Certified that the expenditure incurred and certified herein has been verified from the ledgers including subsidiary ledgers, books of accounts and bank account/s of the tourism project as well as bills, invoices, payment vouchers, etc. Separate lists of head-wise expenditure are appended with the certificate. Only the expenditure actually incurred has been taken into account and the eligible infrastructure/construction work has been completed. Certified that the expenditures certified above do not include items for which subsidy is not allowed under Karnataka Tourism Policy 2020-26 and its operational guidelines.

I/we certify that the information furnished with our application is true and correct to the best of my knowledge and belief. I/we also certify that all the aforesaid items have been duly paid for and no credit is raised against them in the books of the tourism project.

Date of Issue of Certificate:

Place:

Signature

Name: \_\_\_\_\_

Registration Number: \_\_\_\_\_

Membership Number: \_\_\_\_\_

Unique Code of Chartered Accountant: \_\_\_\_\_

Address: \_\_\_\_\_

Seal: \_\_\_\_\_

**20.4.2. CA Certificate for Existing Investment in Tourism Project****CA Certificate for Expansion Tourism Project**

Certified that M/s \_\_\_\_\_ has proposed to undertake expansion of an Expansion Tourism Project \_\_\_\_\_ [name] at \_\_\_\_\_ [place]. This is an Expansion Tourism Project as defined under Karnataka Tourism Policy 2020-26 and its operational guidelines.

**1. Total Project Cost before Expansion**

The total project cost for the Tourism Project before undertaking expansion is as under –

Sl. No.	Head of Investment	Amount (in INR in words and figures)
1.	Cost of Land	₹
2.	Cost of Building and Construction	₹
3.	Cost of Plant, Machinery, and Utilities	₹
4.	Other Fixed Assets ( <i>specify details</i> )	₹
5.	Creation of Common Infrastructure (like road, power, water, sewerage, etc.) on land where ownership is with the tourism project ( <i>specify details</i> )	₹
6.	Cost of Vehicle / Aircraft / Watercraft for Tourism Activities (for Adventure Tourism Project, Caravan Tourism Project, Houseboat Project, and Mobile Toilet Vans for Safety and Hygiene Tourism Project only)	₹
7.	Other Expenditure ( <i>specify details</i> )	₹
8.	<b>Total</b>	₹

**CERTIFICATION**

Certified that the expenditure incurred and certified herein has been verified from the ledgers including subsidiary ledgers, books of accounts and bank account/s of the tourism project as well as bills, invoices, payment vouchers, etc. Separate lists of head-wise expenditure are appended with the certificate. Only the expenditure actually incurred has been taken into account and the eligible infrastructure/construction work has been completed. Certified that the expenditures certified above do not include items for which subsidy is not allowed under Karnataka Tourism Policy 2020-26 and its operational guidelines.

I/we certify that the information furnished with our application is true and correct to the best of my knowledge and belief. We also certify that all the aforesaid items have been duly paid for and no credit is raised against them in the books of the tourism project.

Date of Issue of Certificate:

Place:

Signature

Name: \_\_\_\_\_

Registration Number: \_\_\_\_\_

Membership Number: \_\_\_\_\_

Unique Code of Chartered Accountant: \_\_\_\_\_

Address: \_\_\_\_\_

Seal: \_\_\_\_\_

**20.4.3. CA Certificate for Expansion Tourism Project****CA Certificate for Expansion Tourism Project**

Certified that M/s \_\_\_\_\_ has undertaken the expansion of Tourism Project \_\_\_\_\_ [name] at \_\_\_\_\_ [place]. This is an Expansion Tourism Project as defined under Karnataka Tourism Policy 2020-26 and its operational guidelines.

**1. Total Project Cost before Expansion**

The total project cost for the Tourism Project before undertaking expansion is as under –

Sl. No.	Head of Investment	Amount (in INR in words and figures)
1.	Cost of Land	₹
2.	Cost of Building and Construction	₹
3.	Cost of Plant, Machinery, and Utilities	₹
4.	Other Fixed Assets ( <i>specify details</i> )	₹
5.	Creation of Common Infrastructure (like road, power, water, sewerage, etc.) on land where ownership is with the tourism project ( <i>specify details</i> )	₹
6.	Cost of Vehicle / Aircraft / Watercraft for Tourism Activities ( <i>for Adventure Tourism Project, Caravan Tourism Project, Houseboat Project, and Mobile Toilet Vans for Safety and Hygiene Tourism Project only</i> )	₹
7.	Other Expenditure ( <i>specify details</i> )	₹
8.	<b>Total</b>	₹

**2. Total Project Cost after Expansion**

The total project cost for the Tourism Project after completion of expansion is as under –

Sl. No.	Head of Investment	Amount (in INR in words and figures)
1.	Cost of Land	₹
2.	Cost of Building and Construction	₹
3.	Installation of Plant, Machinery, and Utilities	₹
4.	Other Fixed Assets ( <i>specify details</i> )	₹
5.	Creation of Common Infrastructure (like road, power, water, sewerage, etc.) on land where ownership is with the tourism project ( <i>specify details</i> )	₹
6.	Cost of Vehicle / Aircraft / Watercraft for Tourism Activities ( <i>for Adventure Tourism Project, Caravan Tourism Project, Houseboat Project, and Mobile Toilet Vans for Safety and Hygiene Tourism Project only</i> )	₹
7.	Other Expenditure ( <i>specify details</i> )	₹
8.	<b>Total</b>	₹

**CERTIFICATION**

Certified that the expenditure incurred and certified herein has been verified from the ledgers including subsidiary ledgers, books of accounts and bank account/s of the tourism project as well as bills, invoices, payment vouchers, etc. Separate lists of head-wise expenditure are appended with the certificate. Only the expenditure actually incurred has been taken into account and the eligible infrastructure/construction work has been completed. Certified that the expenditures certified above

do not include items for which subsidy is not allowed under Karnataka Tourism Policy 2020-26 and its operational guidelines.

I/we certify that the information furnished with our application is true and correct to the best of my knowledge and belief. We also certify that all the aforesaid items have been duly paid for and no credit is raised against them in the books of the tourism project.

Date of Issue of Certificate:

Place:

Signature

Name: \_\_\_\_\_

Registration Number: \_\_\_\_\_

Membership Number: \_\_\_\_\_

Unique Code of Chartered Accountant: \_\_\_\_\_

Address: \_\_\_\_\_

Seal: \_\_\_\_\_

**20.4.4. CA Certificate for Purchase Vehicle / Aircraft / Watercraft for Tourism Activities****CA Certificate for Purchase Vehicle / Aircraft / Watercraft for Tourism Activities**

Certified that M/s \_\_\_\_\_ has undertaken the [establishment / expansion] of a Tourism Project \_\_\_\_\_ [name] at \_\_\_\_\_ [place]. This is a [New Tourism Project / Expansion Tourism Project] as defined under Karnataka Tourism Policy 2020-26 and its operational guidelines.

The total cost of purchase of vehicle / aircraft / watercraft for Tourism Activities for the Tourism Project is as under –

Sl. No.	Type of Vehicle / Aircraft / Watercraft	Unit Cost	Number of Units	Amount (in INR in words and figures)
1.				₹
2.				₹
3.				₹
4.				₹
5.	<b>Total</b>			₹

**CERTIFICATION**

Certified that the expenditure incurred and certified herein has been verified from the ledgers including subsidiary ledgers, books of accounts and bank account/s of the tourism project as well as bills, invoices, payment vouchers, etc. Separate lists of head-wise expenditure are appended with the certificate. Only the expenditure actually incurred has been taken into account for this certificate. Certified that the expenditures certified above do not include items for which subsidy is not allowed under Karnataka Tourism Policy 2020-26 and its operational guidelines.

I/we certify that the information furnished with our application is true and correct to the best of my knowledge and belief. We also certify that all the aforesaid items have been duly paid for and no credit is raised against them in the books of the tourism project.

Date of Issue of Certificate:

Place:

Signature

Name: \_\_\_\_\_

Registration Number: \_\_\_\_\_

Membership Number: \_\_\_\_\_

Unique Code of Chartered Accountant: \_\_\_\_\_

Address: \_\_\_\_\_

Seal: \_\_\_\_\_



**20.4.5. Chartered Engineer / Valuer Certificate for Project Cost for Tourism Project****Certificate from Chartered Engineer / Valuer for Project Cost for Tourism Project***(Note: Chartered Engineer / Valuer must have at least 3 years of experience)*

Certified that M/s \_\_\_\_\_ has undertaken [establishment of a New Tourism Project / expansion of an Expansion Tourism Project] named \_\_\_\_\_ (name) at \_\_\_\_\_ (location). The Tourism Project has commenced its commercial operation on \_\_\_\_\_.

The inspection / verification for the Tourism Project was carried out on [dd / mm / yyyy]

**A. Details of Admissible Project Components**

The details and cost incurred for Tourism Project as on the date of commencement of commercial operation is as under –

Sl. No.	Project Particulars (as applicable)	Details	Cost (in words and figures)
1.	Total Area	Area (in square feet): _____	₹
2.	Total Built-up Area	Area (in square feet): _____	₹
3.	Open Space Area	Area (in square feet): _____	₹
4.	Number of Floors		₹
5.	Number of Lettable Rooms	AC Rooms: _____ Non-AC Rooms: _____	₹
6.	Number of Beds	Single: _____ Double: _____	₹
7.	Main Hall	Area (in square feet): _____ Seating capacity: _____	₹
8.	Other Halls	Number of Units: _____  Area (in square feet): _____ Seating capacity: _____ (If more than one, details are required for each unit)	₹
9.	Meeting Rooms	Number of Units: _____  Area (in square feet): _____ Seating capacity: _____ (If more than one, details are required for each unit)	₹
10.	Kitchens	Number of Units: _____  Area (in square feet): _____ Seating capacity: _____ (If more than one, details are required for each unit)	₹
11.	Restaurants	Number of Units: _____  Area (in square feet): _____ Seating capacity: _____ (If more than one, details are required for each unit)	₹
12.	Stores	Number of Units: _____	₹

Sl. No.	Project Particulars (as applicable)	Details	Cost (in words and figures)
		Area (in square feet): _____ Seating capacity: _____ (If more than one, details are required for each unit)	
13.	Swimming Pools	Number of Units: _____  Area (in square feet): _____ Seating capacity: _____ (If more than one, details are required for each unit)	₹
14.	Vehicle Parking	Number of Units: _____  Area (in square feet): _____ Seating capacity: _____ (If more than one, details are required for each unit)	₹
15.	Vehicle / Aircraft / Watercraft for Tourism Activities (for Adventure Tourism Project, Caravan Tourism Project, Houseboat Project, and Mobile Toilet Vans for Safety and Hygiene Tourism Project only)	Number of Units: _____  Detail of Unit: _____ Utilization purpose: _____ Capacity: _____ (If more than one, details are required for each unit)	₹
16.	Other infrastructure created that is necessary to run and operate the Tourism Project (example: water purification, DG sets, air conditioning, lifts, sewage treatment plant, rainwater harvesting, solar heating, solar lighting system, borewells,)	Number of such Infrastructure Units: _____  Detail of Unit: _____ Area (in square feet): _____ Utilization purpose: _____ Capacity: _____ (If more than one, details are required for each infrastructure unit)	₹
17.	Details of Plant, Machinery & Equipment installed, which is necessary to run and operate the Tourism Project	Number of Plant, Machinery & Equipment: _____  Details of Plant, Machinery & Equipment: _____ Area (in square feet): _____ Utilization purpose: _____ Capacity: _____ (If more than one, details are required for each Plant, Machinery & Equipment)	₹
18.	Details of Common Infrastructure (road, power, water, sewerage, etc.) on land where ownership is with Tourism Project	Type of Common Infrastructure: _____ Area (in square feet): _____ Utilization purpose: _____ Capacity: _____  (If more than one, details are required for each Common Infrastructure)	₹

Sl. No.	Project Particulars (as applicable)	Details	Cost (in words and figures)
<b>Total Project Cost</b>			₹

**B. Details of Inadmissible Project Components**

As specified in the definition of Eligible Project Cost in Section 2 of the Operational Guidelines for Karnataka Tourism Policy 2020-26, certain project components are inadmissible for inclusion in the project cost and hence have not been included in the table above. The details and cost incurred for Tourism Project as on the date of commencement of commercial operation is as under –

Sl. No.	Project Particulars (as applicable)	Details	Cost (in words and figures)
1.	Inadmissible Fixed Assets	Number of such Assets: _____  Detail of Asset: _____ Area (in square feet): _____ Utilization purpose: _____ Capacity: _____ (If more than one, details are required for each asset)	₹
2.	Inadmissible Plant, Machinery & Utilities	Number of Plant, Machinery & Utilities: _____  Detail of Plant, Machinery & Utilities: _____ Area (in square feet): _____ Utilization purpose: _____ Capacity: _____ (If more than one, details are required for each Plant, Machinery & Utilities)	₹
3.	Other Inadmissible Components	Number of such units: _____  Detail of unit: _____ Area (in square feet): _____ Utilization purpose: _____ Capacity: _____ (If more than one unit, details are required for each such unit)	₹
<b>Total Inadmissible Costs</b>			₹

**C. Details of Chartered Engineer / Valuer**

Sl. No.	Particulars	Details
1.	Name of Chartered Engineer / Valuer	
2.	Details of Registration	Registration Number: _____ Date of Registration: _____ Supporting documents: _____ (to be enclosed)
3.	Details of Membership with Professional Association / Institute	Name of Association / Institute: _____ Membership Number: _____

Sl. No.	Particulars	Details
		Supporting documents: _____ (to be enclosed)
4.	Years of Experience	__ Years Supporting documents: _____ (to be enclosed)

**CERTIFICATION**

I/we certify that the information furnished above is true and correct to the best of my knowledge and belief. I/we also certify that the expenditures certified above under heading “A. *Details of Admissible Project Components*” do not include items for which subsidy is not allowed under Karnataka Tourism Policy 2020-26 and its operational guidelines.

Date of Issue of Certificate:

Place:

Signature

Name: \_\_\_\_\_

Registration Number: \_\_\_\_\_

Membership Number: \_\_\_\_\_

Unique Code of Chartered Engineer / Valuer: \_\_\_\_\_

Address: \_\_\_\_\_

Seal: \_\_\_\_\_

**20.4.6. Fixed Investment Certificate from Bank / Financial Institution****Certificate from Bank / Financial Institution for Fixed Investment for Tourism Project**

Certified that M/s \_\_\_\_\_ is undertaking the [establishment of a New Tourism Project / expansion of an Expansion Tourism Project] named \_\_\_\_\_ (name) at \_\_\_\_\_ (location) and has been sanctioned term loan under order / letter no. \_\_\_\_\_ dated \_\_\_\_\_. The loan carries an interest at \_\_\_\_\_% and is repayable in \_\_\_\_\_. The Tourism Project named \_\_\_\_\_ (name) has been disbursed the amounts of INR \_\_\_\_\_. The investment made by the tourism project is as shown below:

**A. Particulars of Term Loan:**

Sl. No.	Particulars	Date	Details
1.	Term Loan Sanctioned		
2.	Loan amount disbursed on (mention all the dates and amount of loan disbursed sanctioned as per above letters)		
3.	Total amount disbursed as on _____		

**B. Value of Investments in Fixed Assets:**

Sl. No.	Particulars	As per project appraisal	Actual investment including promoter's investment
1.	Cost of Land	₹	₹
2.	Cost of Building and Construction	₹	₹
3.	Cost of Plant, Machinery, and Utilities	₹	₹
4.	Other Fixed Assets ( <i>specify details</i> )	₹	₹
5.	Creation of Common Infrastructure (like road, power, water, sewerage, etc.) on land where ownership is with the tourism project ( <i>specify details</i> )	₹	₹
6.	Cost of Vehicle / Aircraft / Watercraft for Tourism Activities (for Adventure Tourism Project, Caravan Tourism Project, Houseboat Project, and Mobile Toilet Vans for Safety and Hygiene Tourism Project only) ( <i>specify details</i> )	₹	₹
7.	Other Expenditure ( <i>specify details</i> )	₹	₹
8.	<b>TOTAL</b>	₹	₹

**C. Statement of Fixed Assets Created by the Enterprise****Part A - Investment on Land**

Location of Land	Survey No. / Plot No.	Purchased / Allotted / Acquired by Whom	Date of Purchase / Sale Deed / Allotment	Payment Details				
				Date	Amount	Payment Mode	Payment Number	Value accepted by Bank / Financial Institution

**Part B – Investment on Building**

Sl. No.	Details	Built Up Area	Rate per sq. ft at which the project has constructed	Total value claimed by tourism project	Value accepted by Bank	Remarks
1						
2						
3						
4						
5						

**Part C – Investment of Plant, Machinery, and Utilities**

Sl. No.	Particulars of Fixed Asset / Capital Expenditure	Name and Address of Supplier	Date of Placement of Order	Date of Bill / Invoice	Amount of Bill / Invoice	Mode of Payment	Payment Number & Date	Receipt Number & Date
1								
2								
3								
4								
5								

**Part D – Investment on Other Fixed Assets**

Sl. No.	Particulars of Fixed Asset / Capital Expenditure	Name and Address of Supplier	Date of Placement of Order	Date of Bill / Invoice	Amount of Bill / Invoice	Mode of Payment	Payment Number & Date	Receipt Number & Date
1								
2								
3								
4								
5								

**Part E – Investment on Vehicle / Aircraft / Watercraft for Tourism Activities (for Adventure Tourism Project, Caravan Tourism Project, Houseboat Project, and Mobile Toilet Vans for Safety and Hygiene Tourism Project only)**

Sl. No.	Particulars of Vehicle / Aircraft / Watercraft	Name and Address of Supplier	Date of Placement of Order	Date of Bill / Invoice	Amount of Bill / Invoice	Mode of Payment	Payment Number & Date	Receipt Number & Date
1								
2								
3								
4								
5								

**CERTIFICATION**

Certified that the expenditure incurred and certified herein has been verified from the ledgers including subsidiary ledgers, books of accounts and bank account/s of the tourism project as well as bills, invoices, payment vouchers, etc. Only the expenditure actually incurred has been taken into account and the eligible infrastructure/construction work has been completed. Certified that the expenditures certified above do not include items for which subsidy is not allowed under Karnataka Tourism Policy 2020-26 and its operational guidelines.

I/we certify that the information furnished with our application is true and correct to the best of my knowledge and belief. We also certify that all the aforesaid items have been duly paid for and no credit is raised against them in the books of the tourism project.

Date of Issue of Certificate:

Place:

Signature

Name: \_\_\_\_\_

Designation: *Branch Manager / Manager*

Address: \_\_\_\_\_

Seal: \_\_\_\_\_

**20.4.7. Certificate from Bank / Financial Institution for Payment of Loan Instalment along with Interest****Certificate from Bank / Financial Institution for Payment of Loan Instalment along with Interest**

Certified that M/s \_\_\_\_\_ has undertaken the [establishment of a New Tourism Project / expansion of an Expansion Tourism Project] named \_\_\_\_\_ (name) at \_\_\_\_\_ (location) and has been sanctioned term loan under order / letter no. \_\_\_\_\_ dated \_\_\_\_\_ and has been disbursed the amounts of INR \_\_\_\_\_.

The details of the sanctioned term loan are as follows –

Sl. No.	Name of the Bank	Name and Address of Branch	Loan Account Number	Date of Sanction of Loan	Sanctioned Loan Amount	Amount of loan released in INR with dates	Rate of Interest charged by Bank
1							
2							

The repayment schedule and amount of principal and interest paid is as follows –

Sl. No.	Loan Account Number	Repayment Schedule			Amount of Principal and Interest Paid in a Year (i.e., Financial Year)			Remarks
		Principal Amount in INR	Interest in INR	Due Date	Principal Amount in INR	Interest in INR	Date of Payment	
1								
2								
3								
4								

**CERTIFICATION**

Certified that M/s \_\_\_\_\_ has paid the interest for the above period as per the scheduled dates.

I/we certify that the information furnished with our application is true and correct to the best of my knowledge and belief.

Date of Issue of Certificate:

Place:

Signature

Name: \_\_\_\_\_

Designation: *Branch Manager / Manager*

Address: \_\_\_\_\_

Seal: \_\_\_\_\_



## 21. Annexures

### Annexure 1 Verification Documents to be Submitted for various types of Applicant

Sl. No.	Type of Applicant	List of Verification Documents
1.	Sole Proprietorship	i. Registration certificate ii. Certificate / License issued by Municipal Authorities under Shop and Establishment Act iii. GST registration certificate of Proprietorship iv. PAN of the Proprietor
2.	Partnership Firm	i. Registration Certificate ii. Partnership Deed iii. PAN of the Partnership Firm iv. GST registration certificate of Partnership Firm v. Power of Attorney authorizing the individual submitting the application
3.	Limited Liability Partnership (LLP)	i. Certificate of Incorporation ii. Copy of LLP Agreement iii. PAN of LLP iv. GST registration certificate of LLP v. Power of Attorney authorizing the individual submitting the application
4.	Company (Private Limited or Public Limited)	i. Certificate of Incorporation ii. Memorandum & Articles of Association iii. PAN of Company iv. GST registration certificate of Company v. Power of Attorney / Board Resolution authorizing the individual submitting the application
5.	Trust / Association / Club / Society	i. Copy of registration certificate with competent authority in India ii. Declaration of Trust / Bye law of Trust / Association / Club / Society, as applicable iii. PAN of Trust / Association / Club / Society, as applicable iv. GST registration certificate of Trust / Association / Club / Society, as applicable v. Power of Attorney authorizing the individual submitting the application
6.	Hindu Undivided Family (HUF)	i. PAN of HUF ii. Deed of declaration of HUF iii. Identity proof of Karta / Existing authorized signatories iv. GST registration certificate of HUF

**Note:**

1. Unless specified otherwise, all of the documents must be submitted by the Applicant

## Annexure 2 Structure of Project Report

The Project Report submitted with the application for subsidy shall be structured as follows –

### 1. Table of Contents for Project Report

Chapter No.	Chapter Title	Description
1.	Project at a Glance	Brief overview of project in 1-2 pages
2.	About the Applicant <ul style="list-style-type: none"> <li>Details of Entrepreneurship experience of applicant</li> <li>Major projects undertaken and agreements / contracts entered into by applicant</li> <li>Type of Firm (Sole Proprietorship / Partnership / Company)</li> <li>Details of the Promoter / Promoters</li> </ul>	Details of the applicant
3.	Project Rationale	Reason behind undertaking the project
4.	Project Description covering Project features viz Location of the project, components and facilities proposed for the project	Description of the project
5.	Project Particulars (as per table in Sl. No. 2 below)	Details of project particulars in the format below along with other necessary details
6.	Market Viability and Business Model	Overview of market viability of the tourism project and proposed business model for revenue and expenses
7.	Financial Viability of the Project	Overview of the financial viability of the project with Projected Financials
8.	Details of architects, consultants appointed	Details of architects, consultants appointed, if any, with their scope of work and credentials
9.	Details of technical arrangements	source of technology, equipment, material, etc
10.	Proposed schedule of implementation	Quarterly schedule of implementation with the backup for the same
11.	Proposed details regarding means of finance / source of funding viz Equity, Debt	Details of proposed financial arrangement along with detailed phase wise / quarter wise requirements of funds for the project and sources of equity for the project
12.	Details of Project Location	<ul style="list-style-type: none"> <li>Site selected for the proposed project &amp; advantage of the same</li> <li>If the project would enjoy any incentives in terms of duties and taxes, relevant notifications issued by government.</li> <li>Details of connectivity of the proposed project with major points – Air, Rail, Roads etc</li> <li>Details of approach road</li> </ul>
13.	Details of Plant & Machinery	<ul style="list-style-type: none"> <li>Details of imported/indigenous requirements</li> </ul>

		<ul style="list-style-type: none"> <li>• Basis of selection, suppliers' reputation, delivery schedules, draft/final agreements.</li> <li>• Status of orders placed and total value of orders placed.</li> <li>• Credentials of major plant and machinery supplier/s</li> </ul>
14.	Arrangement for utilities	<ul style="list-style-type: none"> <li>• Power sourcing and distribution</li> <li>• Water sourcing and distribution</li> <li>• Solid Waste Management System</li> <li>• Sewage Treatment Plant (Capacity)</li> <li>• Water Recycling Plant (Capacity)</li> <li>• Drainage &amp; Sewerage</li> <li>• Telecommunication</li> <li>• Roads</li> </ul>
15.	Estimated Manpower requirements	Overview of manpower requirements for project and how availability shall be managed.
16.	Measures for Sustainability	Overview of measures for sustainability undertaken in this project
17.	Measures for Responsible Tourism and Community Participation	Overview of measures for responsible tourism and community participation undertaken in this project
18.	Insurance arrangements	
19.	Proposed arrangement for administration of tourism project	
20.	Details of competitors for the proposed project	
21.	Assistance sought from Department of Tourism for undertaking the Project	Details of assistance sought from Department of Tourism under Karnataka Tourism Policy 2020-26
22.	Details of benefits from Government authorities previously availed by Applicant	Details of benefits from Government authorities previously availed by Applicant
23.	Project Estimates prepared by Architect / Technical Consultant	<p>Detailed project estimates and expenditures prepared by an architect / technical consultant.</p> <p>The architect / technical consultant must –</p> <ul style="list-style-type: none"> <li>• Have at least 3 years of experience in undertaking civil construction work</li> <li>• Be a member of a national-level body such as Indian Institute of Architects or equivalent</li> </ul>
24.	Estimated Eligible Project Cost for Project	Details of estimated costs for items eligible for consideration under Eligible Project Cost as defined in Karnataka Tourism Policy 2020-26 and its operational guidelines as defined in Section 2.

2. Chapter 5 Project Particulars should provide details for the project in the following format –

Sl. No.	Project Particulars	Details
1.	Total Area	Area (in square feet): _____
2.	Total Built-up Area	Area (in square feet): _____
3.	Open Space Area	Area (in square feet): _____

Sl. No.	Project Particulars	Details
4.	Number of Floors	
5.	Number of Lettable Rooms	AC Rooms: _____ Non-AC Rooms: _____
6.	Number of Beds	Single: _____ Double: _____
7.	Main Hall	Area (in square feet): _____ Seating capacity: _____
8.	Other Halls	Number of Units: _____  Area (in square feet): _____ Seating capacity: _____ <i>(If more than one, details are required for each unit)</i>
9.	Meeting Rooms	Number of Units: _____  Area (in square feet): _____ Seating capacity: _____ <i>(If more than one, details are required for each unit)</i>
10.	Kitchens	Number of Units: _____  Area (in square feet): _____ Seating capacity: _____ <i>(If more than one, details are required for each unit)</i>
11.	Restaurants	Number of Units: _____  Area (in square feet): _____ Seating capacity: _____ <i>(If more than one, details are required for each unit)</i>
12.	Stores	Number of Units: _____  Area (in square feet): _____ Seating capacity: _____ <i>(If more than one, details are required for each unit)</i>
13.	Swimming Pools	Number of Units: _____  Area (in square feet): _____ Seating capacity: _____ <i>(If more than one, details are required for each unit)</i>
14.	Vehicle Parking	Number of Units: _____  Area (in square feet): _____ Seating capacity: _____ <i>(If more than one, details are required for each unit)</i>
15.	Vehicle / Aircraft / Watercraft for Tourism Activities <i>(for Adventure</i>	Number of Units: _____

Sl. No.	Project Particulars	Details
	<i>Tourism Project, Caravan Tourism Project, Houseboat Project, and Mobile Toilet Vans for Safety and Hygiene Tourism Project only)</i>	Detail of Unit: _____ Utilization purpose: _____ Capacity: _____ Proposed Certification and Certifying Authority: _____ <i>(If more than one, details are required for each unit)</i>
16.	Other infrastructure created that is necessary to run and operate the Tourism Project (example: water purification plant, DG sets, air condition, lifts, sewage treatment plant, rainwater harvesting, solar heating, solar lighting, borewells, electrical installations)	Number of such Infrastructure Units: _____ Detail of Unit: _____ Area (in square feet): _____ Utilization purpose: _____ Capacity: _____ <i>(If more than one, details are required for each infrastructure unit)</i>
17.	Details of Plant, Machinery & Utilities installed, which is necessary to run and operate the Tourism Project	Number of Plant, Machinery & Utilities: _____ Detail of Plant, Machinery & Utilities: _____ Area (in square feet): _____ Utilization purpose: _____ Capacity: _____ <i>(If more than one, details are required for each Plant, Machinery &amp; Utilities)</i>
18.	Details of Common Infrastructure (road, power, water, sewerage, etc.) on land where ownership is with Tourism Project	Type of Common Infrastructure: _____ Area (in square feet): _____ Utilization purpose: _____ Capacity: _____ <i>(If more than one, details are required for each Common Infrastructure)</i>

### **Annexure 3 Revised Guidelines for Classification, Re-Classification of Hotels**

*Tourism Projects and Tourism Service Providers are requested to verify the latest version of the guidelines from the website of Ministry of Tourism, Government of India (<https://tourism.gov.in/>)*



Hotel\_Guidelines\_From 19-01-2018.pdf

### **Annexure 4 Guidelines for Approval and Classification of Heritage Hotels**

*Tourism Projects and Tourism Service Providers are requested to verify the latest version of the guidelines from the website of Ministry of Tourism, Government of India (<https://tourism.gov.in/>)*



Guidelines for  
Classification of Her

### **Annexure 5 Handbook on Barrier Free and Accessibility**

*Tourism Projects and Tourism Service Providers are requested to verify the latest version of the guidelines from the website of Central Public Works Department (<https://cpwd.gov.in/>)*



CPWD Handbook  
on Barrier Free and

## **Annexure 6 Road Stretches where Wayside Amenities shall not be eligible for Capital Investment Subsidy under Karnataka Tourism Policy 2020-26**

Wayside Amenities also commonly referred to as Highway Rest Areas are passenger-oriented complexes located along National Highways and State Highways that are set up for the benefit of travellers and tourists. Wayside Amenities Projects should be undertaken on road stretches of national highways and state highways where Wayside Amenities facilities catering to tourists are currently lacking, i.e., no or very few such facilities exist.

A list of road stretches of Karnataka where development of Wayside Amenities is not eligible for capital investment subsidy under Karnataka Tourism Policy 2020-26 is as below –

<b>Sl. No.</b>	<b>Excluded Road Stretches of National Highway and State Highways</b>	<b>Applicable National Highway</b>	<b>Applicable State Highway</b>
1.	Between Bengaluru and Nandi Hills	NH 44	SH 9, SH 74
2.	Between Bengaluru and Mysuru	NH 275	-
3.	Between Udupi and Mangalore	NH 66	-
4.	Between Gokarna and Udupi	NH 66	-