

GOVERNMENT OF TRIPURA
DEPARTMENT OF TOURISM
SWETMAHAL, AGARTALA

No. F.1(104)-Tourism/Estt./2020

Dated, Agartala, the Nov.2024

NOTIFICATION

In exercise of the powers conferred by proviso to Article-309 of the constitution and in supersession of the existing recruitment rules for the post mentioned herein, the Governor hereby makes the following rules regulating the method of recruitment to the post of Assistant Tourist Officer (ATO) in the Tourism Department, Government of Tripura namely :-

1. Short title and commencement :-

- a) These rules may be called "Assistant Tourist Officer (ATO)" of Department of Tourism, Government of Tripura Recruitment Rules, 2024.
- b) They shall come into force on the date of their publication in the official Gazette.

2. The name of the posts shall be as specified in Column-1 of the Schedule enclosed.

3. Number, Classification and scale of pay :-

The number of the said posts, their classification and the scale of pay attached thereto shall be as specified in **rows 2 to 4** of the Schedule enclosed at Annexure-I.

4. Method of recruitment, age limit, qualifications, etc.:-

The method of recruitment to the said posts, age limits, qualifications and other matters relating to the said posts shall be as specified in **rows 5 to 13** of the said Schedule.

5. Disqualification:- No person

- a) Who has entered into or contracted a marriage with a person having spouse living; or
- b) Who, having a spouse living has entered into or contracted a marriage with any person shall be eligible for appointment to the said post.

Provided that the State Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this rule.

6. Power to relax:

Where the State Government is of the opinion that it is necessary or expedient so to do, it may, by order, for reasons to be recorded in the writing, and with concurrence of the GA(P&T) Department, relax any of the provisions of these rules with respect to any class or category of persons.

7. **Repeal :-** Does Not arise.

8. **Savings:-**

Nothing in these rules shall affect reservations, relaxation of age limit and other concessions required to be provided for Scheduled Castes, Scheduled Tribes, Ex-servicemen and other special categories of persons in accordance with the orders issued by the State Government from time to time in this regard.

9. This Notification is issued as per approval No.F.8(9)-GA(CAB)/2024 Dated 4th November, 2024 issued by the Government in the GA (Confidential & Cabinet) Department.

By order and in the name of the Governor

Signed by Uttam Kumar
Chakma
Date: 20-11-2024 10:25:54

(U.K Chakma)
Secretary
Tourism Department
Government of Tripura.

To
All Secretary-In-Charge/All Heads of Departments

Copy to :-

1. The Secretary to the Governor of Tripura, Agartala
2. The Secretary to the Hon'ble Chief Minister, Govt. of Tripura, Agartala.
3. The PS/PA to all Hon'ble Ministers, Govt. of Tripura, Agartala
4. The PS/PA to the Chief Secretary, Govt. of Tripura.
5. The Additional Secretary, GA(P&T) Department , Agartala.
6. The Additional Secretary, GA (Cabinet & Confidential) Department, Agartala.
7. The Director, GA(Printing & Stationary) Department for publication in the next Tripura Gazette.

No.F. 1(104)-Tourism/Estt/2020**Annexure- I**

Recruitment Rules for the post of Assistant Tourist Officer (ATO) under Directorate of Tourism, Govt. of Tripura

SCHEDULE

1	Name of Post	:	Assistant Tourist Officer
2	Number of Posts	:	2 (Two) nos.
3	Classification of Post	:	Group-B (Non- Gazetted)
4	Scale of Pay	:	Revised Level-11 (Pay Matrix, 2018) PB-3, Rs. 10,230/- - Rs.34,800/-, GP-Rs. 4400/-
5	Method of recruitment whether by direct recruitment or by promotion or transfer on deputation and percentage of the vacancies to be filled by various method.	:	<p>i) 50 % by Direct Recruitment and 50% by transfer on deputation from other Departments of the State Government failing which by direct recruitment.</p> <p>ii) Selection will be through competitive examinations to be conducted by the TPSC, as per provision of the new Recruitment policy. Selection Procedure: -</p> <p>iii) <i>The Examination for selection shall consist of 2 (two) parts viz Written Examination -170 marks and Personal Interview -30 Marks. Scheme of Examination and Syllabus is enclosed at Annexure- A</i></p> <p>iv) <i>After written Examination the number of candidates to be called for interview will be as per TPSC norms. The TPSC may at their discretion fix the minimum qualifying marks in written Examination. The candidates absent in the interview will not be considered for the final recommendation.</i></p> <p>v) <i>Final merit list will be prepared by adding the marks of written examination and interview marks.</i></p> <p>vi) <i>Recommendation will be made as per requisition and other norms followed by the Commission.</i></p> <p>vii) <i>Job profile of the post is mentioned in Annexure- B</i></p>
6	Age limit for direct recruitment	:	21 to 40 years. Upper age limit is relaxable by 5 years in case of ST/SC/person with Disabilities/ Government servant candidates.
7	Education and other qualification required for direct recruitment	:	<p>i. Bachelor degree in Travel/ Tourism Management/Tourism Administration from a recognized University.</p> <p>ii. Permanent Resident Certificate of Tripura is</p>

			required while applying for job Desirable: Knowledge of Bengali or Kokborok.
8	Whether age and education qualification prescribed for direct recruitment will apply in the case of promotion	:	Not Applicable
9	Whether selection post or non selection post	:	Selection post
10	Period of probation, if any.	:	2 (two) Years.
11	In case of recruitment by promotion/ transfer on deputation from analogous posts under the State Govt. is to be made	:	Transfer on deputation from the analogous posts under the State Government having similar degree and desirable knowledge as mentioned in item No. 7 above. <u>Desirable :</u> a) Experience of 2 (Two) years in Tourism Sector b) Knowledge of Bengali or Kokborok
12	If a DPC exists, what is its composition	:	Not applicable
13	Circumstances in which TPSC is to be constituted in making recruitment	:	As required under the Tripura Public Service Commission (exemption from Consultation) Regulation, 1973.

Signed by Uttam Kumar
Chakma
Date: 11-11-2024 17:45:54

Secretary
Tourism Department
Govt. of Tripura.

Annexure-A**SCHEME OF EXAMINATION AND SYLLABUS FOR RECRUITMENT TO THE POST OF ASSISTANT TOURIST OFFICER (ATO) IN THE TOURISM DEPARTMENT, GOVERNMENT OF TRIPURA.**

A.Scheme of Examination: - Evaluation of Candidates will be done in two (2) stages viz. MCQ test followed by interview / personality test. Marks distribution will be as follows;

Sl. No	Name of the Subjects	Number of Questions/ Maximum Marks
1.	MCQ Part I : English, GK including Current Affairs, Aptitude & Mental Ability Test	20
2.	MCQ Part – II: Tourism	150
3.	Interview / Personality Test	30
Total		200

B.Syllabus of Examination: -

Part – I		
1.	MULTIPLE-CHOICE QUESTION (MCQ)	20 Marks
	a) English	10 Marks
	b) GK & Current Affairs	10 Marks
Part – II		
2.	MULTIPLE-CHOICE QUESTION (MCQ) - TOURISM	150 Marks
	a) Definition and Basic of Tourism – <ul style="list-style-type: none"> ➤ Tourism: concepts, definitions and historical development. ➤ Nature and forms of Travel/Tourism ➤ Impacts of tourism at the destination. b) Tourism Product with special reference to Tripura <ul style="list-style-type: none"> ➤ Tourism In North Eastern State ➤ Religious based ➤ Geography based ➤ Adventure based. c) Tourism Marketing <ul style="list-style-type: none"> ➤ Definition, Scope and Importance of tourism marketing ➤ Concept and bases of tourism market segmentation ➤ Definition and types of tourism markets 	150 Marks

	<p>d) Tourism Planning and Policy</p> <ul style="list-style-type: none"> ➤ Planning for Destination development in tourism ➤ Planning for new thrust areas in tourism like eco and sustainable tourism ➤ Factors influencing tourism policy <p>e) Legal and Ethical Issue in Tourism</p> <ul style="list-style-type: none"> ➤ Business Ethics ➤ All Travel Related Acts ➤ All Ancient Monument preservation Acts <p>f) Transport in Travel and Tourism</p> <ul style="list-style-type: none"> ➤ Air Transport ➤ Surface Transport ➤ Water Transport 	
3.	Interview / Personality Test:	30 Marks

Annexure-B**JOB PROFILE FOR THE POST OF ASSISTANT TOURIST OFFICER (ATO)**

Responsibility of the job includes:

1.	Performing different ministerial works in the office
2.	Undertaking day to day administration and management works on Tourism
3.	Writing different report and Tourism plan
4.	Undertaking marketing research including preparation of marketing plan and participation in different fairs, festival & MICE. Preparing promotional materials and displays.
5.	Liaising with different travel agent, media, hotels and stakeholders.
6.	Playing active role for effective Implementation of tourism projects, schemes and initiatives of the State Government and Ministry of Tourism.
7.	Assist in Project Management in destination development, tourism infrastructure development and implementation in India.
8.	Preparation of different bid documents and tender.
9.	Creation of a healthy competitive work environment at the State level and maximization of Productivity and Improvement of the Quality of Work.
10.	Providing assistance to different level of officials.
11.	Any other task assigned by the Head of the Department