

HARYANA TOURISM

GUIDELINES FOR APPROVAL AND REGISTRATION OF FARM TOURISM SCHEME IN HARYANA

CONTENTS :

- 1. INTRODUCTION AND THE CONCEPT**
- 2. GUIDELINES OF FARM TOURISM**
- 3. APPLICATION FORM FOR REGISTRATION**
- 4. CHECKLIST OF FACILITIES FOR APPROVAL**
- 5. DECLARATION BY THE FARM OWNER**
- 6. UNDERTAKING BY THE FARM OWNER**
- 7. PROFORMA FOR POLICE VERIFICATION**

HARYANA TOURISM GUIDELINES FOR APPROVAL AND REGISTRATION OF FARM TOURISM SCHEME IN HARYANA

1. INTRODUCTION AND THE CONCEPT :

The farm tourism scheme was formally launched on World Tourism Day i.e. on 27th September, 2003. The concept of farm tourism envisages involvement of private sector – the farmers / farm house owners based on public private partnership. The farm house owners act as both hosts and guides to the visiting tourist. The farm houses have clean, hygienic environment with modern facilities for comfort of visitors. Preference is given to farm which have agricultural land attached. The farm house owner is supposed to provide home cooked food, stay facilities and show the visitor the agricultural practices such as floriculture, harvesting, bee keeping, dairying etc. and introduce to him the village way of life through various participatory activities. The visitors can enjoy the natural surroundings in fresh air.

The visitor gets an exposure of local community life which means attending a panchayat meeting, exposure of local songs, food, dances, art and craft etc.

The tour of village includes visiting the local artisans like the carpenter, blacksmith etc. The visitors have experience of festival occasion such as marriage and local melas. They can also participate or witness village games such as wrestling, guldanda, kite flying and have ride on bullock cart, tractor etc. Experiences such as jumping on the hay and taking bath in the tubewell could be unique feature for the people and children from urban areas.

They can also see the important fairs and festivals being organized in these areas along with important monuments, havelies, historical sites etc. Each farm can aim at developing a unique selling point – some are specializing in organic farming, others is in floriculture, natural health management etc.

2. ROLE OF HARYANA TOURISM :

The project envisages a public and private sector partnership with the Government acting as a promoter. Haryana Tourism selects the farms according to a fixed norms. Haryana Tourism also benchmarks the farms and monitors the delivery of services rendered by the farm houses.

The packages are developed by farm owners in consultation with Haryana Tourism. The packages are different for each farm house involving both groups and individuals. Haryana Tourism markets the packages at different national and international Tourism Meets.

3. IMPLEMENTATION :

Advertisements for seeking expression of interest of the Farm House owners are released from time to time to register new physical inspection of the Farm Houses is done by the Committee of officers of Haryana Tourism. Those farm houses which fulfill the norms/conditions/requirements as per the set guidelines are then considered for registration by Haryana Tourism.

4. ECONOMIC BENEFITS :

As is well known that Tourism is always has multiplier effect and here too it was envisaged that the tourists trips and associate spending will make significant contribution to rural economy and improve quality of life of the farmers. Farm Tourism has provided the farm owners a source of additional income on their existing assets. Besides it provides them with an opportunity to interact socially with various kinds of visitors, elevating their social status and enriching their lives in general.

5. COMMUNITY PARTICIPATION :

Community participation is a very important part of this concept as the scheme envisaged visits to the village, interaction with panchayat members and attending village functions etc. As our experience has shown the tourists cannot be looked after by the farm owners alone. The spill over effect is witnessed by whole of the village community. In most of the group packages, number of activities are undertaken such as camel cart ride, bullock ride, artisans display, mehndi, folk music and dance, village safari etc. This has resulted in community participation of the villages, generation of employment and additional income for the villagers.

GUIDELINES OF FARM TOURISM

1. Where to apply :
The proposal / offers can be submitted to :
 - (a) The Director General Tourism, Haryana
SCO No.17-18-19, Sector-17B, Chandigarh
 - (b) The Incharge,
Haryana Government Tourist Bureau,
36-Janpath, Chanderlok Building, New Delhi
2. The registration of farm houses shall be done only in those cases where the farm houses are fully developed and worth visiting from the tourism point of view.
3. It is mandatory to have minimum 2 letable rooms for registration of the farm house.
4. The registration shall be done initially for **five years** from the date of signing of agreement which could be further extended depending on the recommendation of the Inspecting / Reviewing Committee of Haryana Tourism taking into consideration the quantum of business generated, number of visitors, maintenance of farm house etc.
5. It is mandatory to maintain a visitor's book and remarks obtained from the guests and the same is forwarded every month to Haryana Tourism offices at Chandigarh and Delhi.
6. The farm houses applying for registration will have to provide all the information supported by required documents as per the following formats :-
 - a) Application Form as at Annexure-I.
 - b) Checklist of facilities at Annexure-II.
 - c) Declaration at Annexure-III
 - d) Undertaking at Annexure-IV.
 - e) Police verification in Annexure-V.
7. The application fee of **Rs 5,000/-** shall be payable to the Director General Tourism Department, Haryana, Chandigarh through Demand Draft.

8. The owner of the Farm House is responsible for any casualty which may occur during the stay of the visitors and is liable to provide immediate medical and transportation assistance. Any loss sustained during the casualty will be compensated to the victim by the farm owners. The farm owner will be required to give an affidavit to this effect at the time of registration.
9. Haryana Tourism may cancel the registration, if any complaint of any nature is received against the farm owner.
10. The availability of facilities and services will be evaluated as per the enclosed checklist (checklist will have to be duly filled in and signed on all pages and submitted to Haryana Tourism).
11. An inspection committee of Haryana Tourism will inspect the farm house and recommend its registration and thereafter inspection shall be carried out at regular intervals to monitor the progress.
12. Haryana Tourism reserves the right to modify the guidelines / terms and conditions from time to time.
13. All the liabilities such as rates and taxes on electricity, water, property and entertainment etc. will be borne by the farm owner. Haryana Tourism does not assure any relaxation / exemption on the liabilities specified above.
14. No sign boards or logo or name of Haryana Tourism will be displayed in any form including printed publicity material, cash receipts, letter heads, rubber stamps etc. by the farm owners. Violation of this condition will attract cancellation of registration.
15. A registration certificate shall be issued by Haryana Tourism which can be displayed at the reception / office. Farm owners may only use the term '**Registered with Tourism Department, Haryana**' on their sign boards or their other printed materials.
16. Any change in tariff, discontinuation of activity or inclusion of new activity from the tourism point of view implemented by the farm owner should be conveyed to Haryana Tourism.
17. A police verification report is required to be submitted by the farm owner before registration of the farm house on the prescribed proforma (Annexure-V).
18. The Rules & Regulations of the concerned departments/agencies of the Government shall be strictly adhered to by the farm owners. They should ensure that no rules or norms are violated in any manner. It will be the sole responsibility of the farm owner to face the consequences if any action is initiated by these departments.

Annexure –I

**Application Form for Farm House under the Farm Tourism
Scheme of Haryana Tourism**

- 1) Name of the Farm House
- 2) Name and address of the Farm owners with background note.
- 3) Complete postal address of the Farm House.
 - a) Tel. no
 - b) Fax
 - c) E-mail
 - d) Mobile No. of the Farm owner.
- 4) Distance of the Farm House kms. from the nearest :-
 - a) Airport
 - b) Railway Station
 - c) City Centre
 - d) Main shopping centre
 - e) Bus stand /scheduled city bus stop
- 5) Details of the Farm House.
 - (a) Status of ownership of the Farm House.
 - (b) Whether clearance obtained from the Police Authorities regarding the antecedents of the owner /owners and the proposed activity, as per proforma at Annexure-V.
 - (c) Number of rooms and area for each type of room in sq.ft. (single/double/suites)
 - (d) Number of attached baths
 - (e) Details of public areas for the following facilities in sq. ft.
 - (i) Lobby/lounge
 - (ii) Dining space
 - (iii) Parking facilities
 - (f) Additional facilities available if any (not mandatory)
 - (i) Eco –friendly facilities
 - (ii) Facilities for differently abled persons
 - (g) Details of Fire Fighting equipment/hydrants etc. if any

6. Details of application of **Rs.5,000/-** i.e. Demand Draft No. and name of bank etc.
7. Check list details as per Annexure II (enclose a copy of the checklist duly certified that the facilities are available in the Farm House).
8. Consent of acceptance of the regulatory conditions (please enclose a copy of the prescribed undertaking as per Annexure IV duly signed by the owner of the Farm House).

Annexure -II

Checklist of facilities for approval & registration of Farm House

Sl. No.	Facilities	Require-ment	Certification by the farm owner regarding the facilities Yes/No	Observation of the Committee of Haryana Tourism for approval
1.	Well maintained and well equipped guest rooms with good standard furnishing/equipment, all rooms should be clean, airy, pest free without dampness and with outside window ventilation.	*M		
2.	Sufficient parking with adequate road width.	**D		
3.	Comfortable bed with good quality linen & bedding preferably of rural style.	M		
4.	Attached private bathrooms with every room alongwith toiletries.	M		
5.	WC toilet to have a seat and lid, toilet paper.	D		
6.	Arrangement of hot water.	M		
7.	Well maintained smoke free, clean, hygienic, odour free, pest free kitchen.	D		
8.	Dining area serving fresh Continental and / or traditional Indian breakfast.	D		
9.	Good quality cutlery and crockery.	M		
10.	Air-conditioning / heating depending on climatic conditions.	D		
11.	Telephone with extension facility in the room.	D		
12.	Wardrobe with at least 4 clothes hangers in the guest room.	D		
13.	Complimentary aqua guard/ RO/mineral water.	M		
14.	Good quality chairs, working table and other necessary furniture.	M		

15.	Refrigerator in the room.	D		
16.	A lounge or seating arrangement in the lobby area.	D		
17.	Message facilities for guests	D		
18.	Name, address and telephone number of doctors.	M		
19.	Security guard facilities.	M		
20.	Maintenance of register for guest check-in and check-out records including passport details in case of foreign tourists.	M		

* 'M' stands for mandatory

** 'D' stands for desirable.

It is hereby certified that the facilities mentioned above as 'Yes' are available in my farm.

Dated :

Name and Signature of the owner

DECLARATION

To

The Director General,
Tourism Department, Haryana,
SCO No.17-18-19, Sector-17B,
Chandigarh.

I have read and understood all the terms and conditions mentioned in the guidelines with respect to the approval and registration of the Farm House under the scheme of Farm Tourism and hereby agree to abide by them. The information and documents provided are correct and authentic to the best of my knowledge. I hereby agree to sign detailed undertaking on the requisite stamp paper at the time of registration of my farm as per the undertaking at Annexure-IV and an affidavit as per clause-8 of the guidelines.

Place:

Signature_____

Date:

Name _____

Address _____

Annexure-IV

UNDERTAKING

I _____, owner of the _____ located at Village _____ have understood the concept of the scheme of _____ Farm Tourism initiated by Haryana Tourism and agree to adopt the scheme on the following terms and conditions :

1. That the Haryana Tourism Corporation will act as facilitator and promoter of the concept of Farm Tourism and send/divert the guests/visitors to my _____ above mentioned farm from time to time through the Delhi Office of Haryana Tourism for which prior intimation will be given to me.

2. That the marketing and publicity of the concept of Farm Tourism and package tours will be done by the Haryana Tourism Corporation.

3. The rates of the packages (inclusive of home cooked food) have been fixed with mutual consultation and the same are mentioned as under :

A) Day Package :

B) Day and Night package :

C) Group Packages

The above mentioned rates can be revised from time to time with mutual consultation. Haryana Tourism Corporation will charge/deduct 20% of the package cost towards making marketing and publicity of the concept and organizing the package tours.

4. That I will be acting as host and guide for the guests once they arrive at my farm.
5. That I will be making appropriate arrangements for safety and security of the guests during their visit/stay under this scheme.
6. That I would ensure highest standards of hospitality, hygiene, linen and integrity which would create good impression about Haryana State.
7. That the payment of package tours from the guests will be received by the Haryana Tourism Corporation and the same will be remitted to me within a week of satisfactory conduct/visit/stay of the guests, after deducting the amount of 20% as mentioned at Sr. No.3 above.
8. That all the packages are to be booked through Haryana Tourism Corporation only.
9. That I will be duty bound to conduct the guests and provide accommodation when the booking has been done confirmed.
10. That I will render immediate assistance such as medical, transport and security to the guest in case of any causality which takes place during their stay.
11. That I will abide by the rules and regulations of the concerned departments / agencies of the Government. I shall be responsible if any violation is committed by me which attracts initiating of action against me by the concerned department.

Signature_____

Name _____

Address _____

Date of execution of agreement.

ANNEXURE-V

PROFORMA FOR POLICE VERIFICATION

1. Name & Address of the Farm House Owner (Contact Number)
2. Father's Name
3. Nationality
4. Age
5. Occupation
6. Address of the Farm House (Contact Number)
7. Name of Sarpanch Gram Panchayat where farm house located
8. Nearest Police Post
9. General reputation of farm owner in the area
10. Proposed activities in the farm
11. Comments / recommendations of the Police Department

Checklist of facilities for approval & registration of Farm House Golden Creepers

Sr. No.	Facilities	Requirement	Certification by the farm owner regarding the facilities Yes/No	Observation of the Committee of Haryana Tourism for approval
1.	Well maintained and well equipped guest rooms with good standard furnishing/equipment, all rooms should be clean, airy, pest free without dampness and with outside window ventilation.	*M	Yes	yes
2.	Sufficient parking with adequate road width.	**D	Yes	Yes
3.	Comfortable bed with good quality linen & bedding preferably of rural style.	M	Yes	Yes
4.	Attached private bathrooms with every room alongwith toiletries.	M	Yes	Yes
5.	WC toilet to have a seat and lid, toilet paper.	D	Yes	Yes
6.	Arrangement of hot water.	M	Yes	Yes
7.	Well maintained smoke free, clean, hygienic, odour free, pest free kitchen.	D	Yes	Yes
8.	Dining area serving fresh Continental and / or traditional Indian breakfast.	D	Yes	No
9.	Good quality cutlery and crockery.	M	Yes	Yes
10.	Air-conditioning / heating depending on climatic conditions.	D	No	No
11.	Telephone with extension facility in the room.	D	No	No
12.	Wardrobe with at least 4 clothes hangers in the guest room.	D	Yes	Yes
13.	Complimentary aqua guard/ RO/mineral water.	M	Yes	Yes
14.	Good quality chairs, working table and other necessary furniture.	M	Yes	Yes

15.	Refrigerator in the room.	D	No	No
16.	A lounge or seating arrangement in the lobby area.	D	No	No
17.	Message facilities for guests	D	Yes	Yes
18.	Name, address and telephone number of doctors.	M	-	No
19.	Security guard facilities.	M	Yes	Yes
20.	Maintenance of register for guest check-in and check-out records including passport details in case of foreign tourists.	M	Yes	Yes

Checklist of facilities for approval & registration of Laksh Farm House, Gurgaon

Sr. No.	Facilities	Requirement	Certification by the farm owner regarding the facilities Yes/No	Observation of the Committee of Haryana Tourism for approval
1.	Well maintained and well equipped guest rooms with good standard furnishing/equipment, all rooms should be clean, airy, pest free without dampness and with outside window ventilation.	*M	Yes	Yes
2.	Sufficient parking with adequate road width.	**D	Yes	Yes
3.	Comfortable bed with good quality linen & bedding preferably of rural style.	M	Yes	Yes
4.	Attached private bathrooms with every room alongwith toiletries.	M	Yes	Yes
5.	WC toilet to have a seat and lid, toilet paper.	D	Yes	Yes
6.	Arrangement of hot water.	M	Yes	Yes
7.	Well maintained smoke free, clean, hygienic, odour free, pest free kitchen.	D	Yes	Yes
8.	Dining area serving fresh Continental and / or traditional Indian breakfast.	D	Yes	Yes
9.	Good quality cutlery and crockery.	M	Yes	Yes
10.	Air-conditioning / heating depending on climatic conditions.	D	Yes	Yes
11.	Telephone with extension facility in the room.	D	No	No
12.	Wardrobe with at least 4 clothes hangers in the guest room.	D	Yes	Yes
13.	Complimentary aqua guard/ RO/mineral water.	M	Yes	Yes
14.	Good quality chairs, working table and other necessary furniture.	M	Yes	Yes

15.	Refrigerator in the room.	D	No	No
16.	A lounge or seating arrangement in the lobby area.	D	Yes	Yes
17.	Message facilities for guests	D	On Request	Yes
18.	Name, address and telephone number of doctors.	M	Yes	No
19.	Security guard facilities.	M	Yes	No
20.	Maintenance of register for guest check-in and check-out records including passport details in case of foreign tourists.	M	Yes	No

Checklist of facilities for approval & registration of Sheilma Farm House, faridabad

Sr. No.	Facilities	Requirement	Certification by the farm owner regarding the facilities Yes/No	Observation of the Committee of Haryana Tourism for approval
1.	Well maintained and well equipped guest rooms with good standard furnishing/equipment, all rooms should be clean, airy, pest free without dampness and with outside window ventilation.	*M	Yes	No
2.	Sufficient parking with adequate road width.	**D	Yes	Yes
3.	Comfortable bed with good quality linen & bedding preferably of rural style.	M	Yes	No
4.	Attached private bathrooms with every room alongwith toiletries.	M	Yes	No
5.	WC toilet to have a seat and lid, toilet paper.	D	Yes	Yes
6.	Arrangement of hot water.	M	Yes	Yes
7.	Well maintained smoke free, clean, hygienic, odour free, pest free kitchen.	D	Yes	Yes
8.	Dining area serving fresh Continental and / or traditional Indian breakfast.	D	Yes	No
9.	Good quality cutlery and crockery.	M	Yes	No
10.	Air-conditioning / heating depending on climatic conditions.	D	Yes	Yes
11.	Telephone with extension facility in the room.	D	No	No
12.	Wardrobe with at least 4 clothes hangers in the guest room.	D	Yes	Yes
13.	Complimentary aqua guard/ RO/mineral water.	M	Yes	Yes
14.	Good quality chairs, working table and other necessary furniture.	M	Yes	Yes

15.	Refrigerator in the room.	D	No	No
16.	A lounge or seating arrangement in the lobby area.	D	Yes	No
17.	Message facilities for guests	D	No	No
18.	Name, address and telephone number of doctors.	M	Yes	No
19.	Security guard facilities.	M	Yes	No
20.	Maintenance of register for guest check-in and check-out records including passport details in case of foreign tourists.	M	Yes	Yes,E-mail

Checklist of facilities for approval & registration of Waterbank Farm House, Distt Gurgaon

Sr. No.	Facilities	Requirement	Certification by the farm owner regarding the facilities Yes/No	Observation of the Committee of Haryana Tourism for approval
1.	Well maintained and well equipped guest rooms with good standard furnishing/equipment, all rooms should be clean, airy, pest free without dampness and with outside window ventilation.	*M	Yes	Farm is defuncted
2.	Sufficient parking with adequate road width.	**D	Yes	
3.	Comfortable bed with good quality linen & bedding preferably of rural style.	M	Yes	
4.	Attached private bathrooms with every room alongwith toiletries.	M	Yes	
5.	WC toilet to have a seat and lid, toilet paper.	D	Yes	
6.	Arrangement of hot water.	M	Yes	
7.	Well maintained smoke free, clean, hygienic, odour free, pest free kitchen.	D	Yes	
8.	Dining area serving fresh Continental and / or traditional Indian breakfast.	D	Yes	
9.	Good quality cutlery and crockery.	M	Yes	
10.	Air-conditioning / heating depending on climatic conditions.	D	Yes	
11.	Telephone with extension facility in the room.	D	No	
12.	Wardrobe with at least 4 clothes hangers in the guest room.	D	Yes	
13.	Complimentary aqua guard/ RO/mineral water.	M	Yes	
14.	Good quality chairs, working table and other necessary furniture.	M	Yes	

15.	Refrigerator in the room.	D	No	
16.	A lounge or seating arrangement in the lobby area.	D	Yes	
17.	Message facilities for guests	D	Yes	
18.	Name, address and telephone number of doctors.	M	Yes	
19.	Security guard facilities.	M	Yes	
20.	Maintenance of register for guest check-in and check-out records including passport details in case of foreign tourists.	M	Yes	

Checklist of facilities for approval & registration of Farm House

Sr. No.	Facilities	Requirement	Certification by the farm owner regarding the facilities Yes/No	Observation of the Committee of Haryana Tourism for approval
1.	Well maintained and well equipped guest rooms with good standard furnishing/equipment, all rooms should be clean, airy, pest free without dampness and with outside window ventilation.	*M		
2.	Sufficient parking with adequate road width.	**D		
3.	Comfortable bed with good quality linen & bedding preferably of rural style.	M		
4.	Attached private bathrooms with every room alongwith toiletries.	M		
5.	WC toilet to have a seat and lid, toilet paper.	D		
6.	Arrangement of hot water.	M		
7.	Well maintained smoke free, clean, hygienic, odour free, pest free kitchen.	D		
8.	Dining area serving fresh Continental and / or traditional Indian breakfast.	D		
9.	Good quality cutlery and crockery.	M		
10.	Air-conditioning / heating depending on climatic conditions.	D		
11.	Telephone with extension facility in the room.	D		
12.	Wardrobe with at least 4 clothes hangers in the guest room.	D		
13.	Complimentary aqua guard/ RO/mineral water.	M		
14.	Good quality chairs, working table and other necessary furniture.	M		

15.	Refrigerator in the room.	D		
16.	A lounge or seating arrangement in the lobby area.	D		
17.	Message facilities for guests	D		
18.	Name, address and telephone number of doctors.	M		
19.	Security guard facilities.	M		
20.	Maintenance of register for guest check-in and check-out records including passport details in case of foreign tourists.	M		