



ଓଡ଼ିଶା ସରକାର
ପର୍ଯ୍ୟଟନ ବିଭାଗ

Government of Odisha
Tourism Department

No. 8353 / TSM, Bhubaneswar, Dated 03-06-26
TCT-RC-MISC-0008-2022

NOTIFICATION

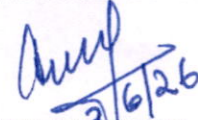
Sub: Operational Guidelines for Functioning of Investor Facilitation Cell for Tourism Products

The Government has notified the Odisha Tourism (Amendment) Policy, 2026 vide Tourism Department Resolution No. 2154-TCT-RC-MISC-0008-2022, dated. 19th January, 2026. In order to operationalise the Policy, Government has been pleased to issue the following Operational Guidelines for Functioning of Investor Facilitation Cell in view of the Odisha Tourism (Amendment) Policy, 2026.

ORDER

Ordered that the Notification be published in the Extraordinary issue of the Odisha Gazette for general information and copies thereof be forwarded to all Departments of Government / Principal A.G. (Audit) / Principal A.G. (A & E), Odisha, Bhubaneswar.

By Order of the Governor

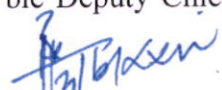

(BALWANT SINGH, IAS)

Commissioner-cum-Secretary to Government

Memo No 8354 /TSM, Bhubaneswar

Dt. 03-06-26

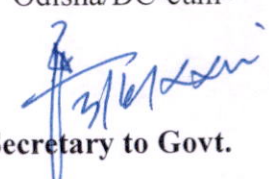
Copy forwarded to PS to Hon'ble Deputy Chief Minister, Odisha, Women & Child Development / Mission Shakti / Tourism Department for kind information of Hon'ble Deputy Chief Minister, Odisha.


Joint Secretary to Govt.

Memo No 8355 /TSM, Bhubaneswar

Dt. 03-06-26

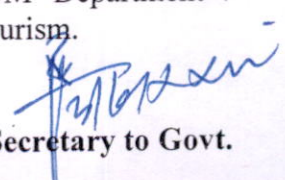
Copy forwarded to the PS to the Chief Secretary, Odisha /PS to DC-cum-ACS/PS to Principal Secretary to Govt., Finance Department for kind information of Chief Secretary, Odisha/DC-cum-ACS/Principal Secretary to Govt. Finance Deptt. respectively.


Joint Secretary to Govt.

Memo No 8356 /TSM, Bhubaneswar

Dt. 03-06-26

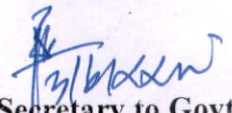
Copy forwarded to the PS to Addl. Chief Secretary, R & DM Department / PS to Commissioner-cum-Secretary, Tourism / Sr. PPS to Director, Tourism / DEOs to Additional Secretaries, Tourism for kind information of Addl. Chief Secretary, R & DM Department / Commissioner-cum-Secretary Tourism/Director Tourism / Additional Secretaries, Tourism.


Joint Secretary to Govt.

Memo No 8357 /TSM, Bhubaneswar

Dt. 03-06-26

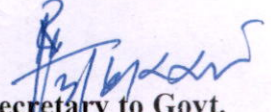
Copy forwarded to the MD, IDCO / MD, IPICOL / MD, OTDC Ltd. for kind information & necessary action.


Joint Secretary to Govt.

Memo No 8358 /TSM, Bhubaneswar

Dt. 03-06-26

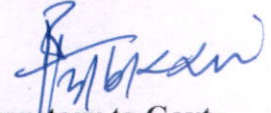
Copy forwarded to the All District Collectors / DD (T)s/ all ADTs/TDOs/ TDO (I/C)s for information & necessary action.


Joint Secretary to Govt.

Memo No 8359 /TSM, Bhubaneswar

Dt. 03-06-26

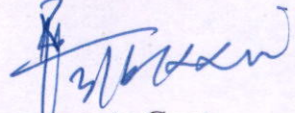
Copy forwarded to the Chairman/President, HRAO/TAAO/OTOA/IATO for information & necessary action.


Joint Secretary to Govt.

Memo No 8360 /TSM, Bhubaneswar

Dt. 03-06-26

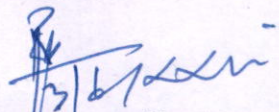
Copy forwarded to Heads of Portal Group, IT Centre, Lok Seva Bhavan / Computer Cell of Tourism Department for information & necessary action. They are requested to upload the Notification in website of Tourism Department for general information.


Joint Secretary to Govt.

Memo No 8361 /TSM, Bhubaneswar

Dt. 03-06-26

Copy forwarded to the Gazette Cell, Lok Seva Bhawan, C/o- Commerce & Transport Department (Commerce), Bhubaneswar with a request to publish this notification in the next issue of the Odisha Extraordinary Gazette and supply 100 (Hundred) copies of the same to this Department for record.


Joint Secretary to Govt.

GOVERNMENT OF ODISHA
DEPARTMENT OF TOURISM
OPERATIONAL GUIDELINES FOR FUNCTIONING OF
INVESTOR FACILITATION CELL FOR TOURISM PROJECTS

The Government of Odisha, Department of Tourism (DoT) has notified the Odisha Tourism Policy, 2022 and issued operational guidelines to facilitate its effective implementation. In order to give effect to the provisions of the Odisha Tourism (Amendment) Policy, 2026, which is coterminous with the Odisha Tourism Policy, 2022, the Government has been pleased to issue the following revised Operational Guidelines for the functioning of the Facilitation Cell for Tourism Projects.

These Operational Guidelines will be followed for projects under the provisions of Odisha Tourism Policy, 2022 and Odisha Tourism (Amendment) Policy, 2026, whichever is applicable.

1.0 Short Title

These Guidelines may be called the Operational Guidelines for functioning of Investor Facilitation Cell for tourism projects under the Odisha Tourism Policy, 2022 and Odisha Tourism (Amendment) Policy, 2026.

2.0 Extent

It shall extend to the whole of the State of Odisha.

3.0 Commencement

It shall come into force from the date of Notification of Odisha Tourism (Amendment) Policy, 2026.

4.0 Terms and expressions

Terms and expressions used in these operational guidelines, but not specifically defined herein, shall have the same meaning as in Odisha Tourism Policy, 2022 and Odisha Tourism (Amendment) Policy, 2026.

5.0 Provisions

- a) The Government of Odisha has attached top priority to enhance tourism growth and its contribution to the state GDP. One of the key reforms undertaken to improve the investment ecosystem is to facilitate and guide the investors setting up tourism projects in the state. To strengthen the investor facilitation, the Government has constituted an Investment Facilitation Cell at the State level and at Tourism Department level. The key objective of the Investment Facilitation Cell is to facilitate and guide the investors, assess the project proposals and follow up for timely approvals for establishment & operation of the tourism projects.
- b) The Investor Facilitation Section (IFS) of DoT shall do the preliminary scrutiny of the applications, prepare a scrutiny sheet and place it before the Investment Facilitation Cell (IFC). The IFC shall undertake the final scrutiny of the project proposals and provide secretarial assistance to the Special Single Window Clearance Committee / State Level Single Window Clearance Authority as applicable.
- c) Tourism projects up to Rs. 50 Cr. Project cost will be scrutinized by the IFC constituted in the Tourism Department. This IFC will scrutinize the project proposals and provide secretarial assistance to the Special Single Window Clearance Committee (SSWCC) of the Tourism Department. This cell will be located in the office of Director Tourism, Paryatan Bhawan, Lewis Road, Bhubaneswar.

- d) In case of tourism projects with estimated cost above Rs. 50 Cr., State Level Facilitation Cell (SLFC) at IPICOL will scrutinize the project proposal and place the same before the State Level Single Window Clearance Authority (SLSWCA) and High-Level Clearance Authority (HLCA) as applicable.
- e) The IFC will mentor and guide the entrepreneurs by holding meetings to provide guidance and advice on setting up tourism projects/ expansion/ approvals/ grant of incentives etc. If required, the promoters of the project may be requested to make a presentation of their proposal / status to the Investor Facilitation Cell.

6.0 Application Process

- a) The intending investors for tourism projects shall apply online in Go-Swift portal for all tourism projects. Only online application through Go-Swift portal will be considered for further processing. The Checklists for the Go-Swift application process are annexed (Annexure-I).
- b) While applying through Go-Swift, the investors must state clearly whether they require Government land wholly or partially at the rates as decided by the land holding authority or have their own land.
- c) The detailed land statement shall be submitted along with the application form.
- d) Proponents of Adventure Tourism Projects applying through Go-Adventure Portal shall be considered for Government land and CIS and other applicable incentives wherever required subject to approval from appropriate single window clearance mechanism. However, the application for the adventure Tourism projects will be required to be filed in the Go-Adventure Online Portal to ensure compliances to the regulatory requirements.

7.0 Procedure to be followed by the Tourism Department Facilitation Cell

Upon receipt of the application, the following procedure shall be followed:

- a) Preliminary examination of applications with project cost up to 50 Cr and all requisite documents verification is to be done by Investor Facilitation Section (IFS) of DoT.
- b) Verified Project proposal up to 50 Cr. will be placed before IFC of DoT for financial scrutiny and recommendation to Special Single Window Clearance Committee (SSWCC).
- c) In case of deficiency (if any) noticed during the scrutiny, Tourism Department may raise queries in Go-Swift portal for wanting/ additional documents/ information. Such additional information can be sought within 7 working days from the date of receipt of the Application. The applicant will furnish the additional information within 30 working days in Go Swift portal.
- d) In case, the IFS refers any particular application to any Department, the concerned Department will convey its views within fifteen (15) working days from the receipt of request from DoT. If no response is received from the Department / applicant within the timeline given above, the IFC is authorized to process the application with available information and place it before the SSWCC for its decision.
- e) Once the application is received and placed by IFS with checklist and draft scrutiny sheet, the IFC will examine the project proposal in detail after taking into consideration the credential of the promoters, their background, experience in related sector etc. before recommending the project to SSWCC. IFC may call the applicant for clarification of doubts, if any.
- f) In case, Government land is required, the IFC will examine the project components with reference to the land requirement benchmarking at Para 4 of these operational guidelines & the applicable policy provisions and place the appraisal report before SSWCC for decision.

- g) The SLFC at IPICOL will follow similar procedure in respect of Tourism projects above Rs. 50 Cr. and will submit the proposal with their recommendation to SLSWCA/ HLCA.
- h) For the six urban areas (Development Authority Areas) of Bhubaneswar, Cuttack, Puri, Sambalpur, Rourkela and Berhampur where the land auction method is applicable for allotment of Government land, the Facilitation Cell shall only consider the cases where the project proponent owns the land.
- i) The Government may prescribe additional Development Authority areas or urban areas for allotment of Government land through auction process from time to time, and the same conditions shall apply to such areas.
- j) For projects approved/ availing incentives under Odisha Tourism Policy, 2022 in the five (5) urban areas (Development Authority areas) of Bhubaneswar (BDA), Cuttack (CDA), Puri (PKDA), Sambalpur (SDA) and Rourkela (RDA), 4-star and above category hotel, resorts will be eligible. However, for Convention Centers located within Bhubaneswar Municipal limits, a minimum capacity of 3,000 pax shall be eligible for incentives.
- k) For projects approved/ availing incentives under Odisha Tourism (Amendment) Policy, 2026 in the three (3) urban areas (Development Authority areas) of Bhubaneswar (BDA), Cuttack (CDA) and Puri (PKDA), 4-star and above category hotel, resorts will only be eligible. However, for Convention Centers located within Bhubaneswar Municipal limits, a minimum capacity of 3,000 pax shall be eligible for incentives.
- l) The IFC shall ensure that the project qualifies as an eligible tourism unit under the Odisha Tourism Policy, 2022/ Odisha Tourism (Amendment) Policy, 2026. Where a project comprises other commercial units (non-eligible tourism units), the promoter shall submit an undertaking that the project report and project cost pertain only to the tourism components of the project. Further, in case of integrated projects, the promoter should also furnish segregated estimates for each Tourism products / components.

The Facilitation Cell may require the promoter to furnish project reports with segregated components and estimates.

8.0 Land Assessment of Projects requiring Government Land:

- a) DoT will recommend to the concerned land allotting authority for necessary allotment of land after approval of SSWCC / SLSWCA / HLCA.

SSWCC / SLSWCA / HLCA may approve for recommendation of quantum of land to the allotting authority as per the assessment of IFC / SLFC basing on the benchmarking or as per the request of the promoter whichever is lower.

Since the major projects in tourism sector are hotel projects and availability of land in strategic locations is scarce, a benchmark is laid down for recommending land, especially for hotel projects based on the **Hotel Development Cost Survey India** report and Government decisions. The indicative benchmark fixed is as below:

(Area in Acres)

Type of Hotel (no. of Rooms) (Base Size)	Identified Urban area other than six urban areas (Development Authority Areas) under Tourism policy	Identified Rural area under Tourism Policy
A	B	C
3 & 4 Star Hotel (50 rooms)	2.00	3.00
5 Star & Deluxe (75 rooms)	4.40	6.50
Resorts (3 star and above) with 50 rooms	4.00	6.00

- b) For other eligible tourism units specified in the Odisha Tourism (Amendment) Policy, 2026, the following indicative benchmark shall be followed.

Sl.	Name of the Eligible Tourism Product	Minimum Rooms / Units Requirement	Minimum Area
1	Tented Accommodation – Economy	Min. 15 Tents	1.00 Acre
2	Tented Accommodation – Luxury	Min. 20 Tents	1.50 Acre
3	Tourism & Hospitality Training Institute (Bhubaneswar Municipal Corporation Area)	Not Applicable	1.00 Acre
4	Tourism & Hospitality Training Institute (Other Areas)	Not Applicable	2.50 Acre
5	Motel	Min. 4 Rooms (Max. 10 Rooms)	1500 Sqm (0.37 Acre)
6	Wayside Amenities	Not Applicable	1,000 Sqm (0.25 Acre)
7	Art & Craft Theme Complex – Urban	Not Applicable	1.00 Acre
8	Art & Craft Theme Complex – Rural	Not Applicable	2.00 Acre
9	Golf Course	Min. 10 Rooms (3-Star & above)- Optional	25 Acres
10	Amusement Park	Min. 10 Rooms (3-Star &	20,000 sqm

Sl.	Name of the Eligible Tourism Product	Minimum Rooms / Units Requirement	Minimum Area
		above)- Optional	(4.94 Acres)
11	Theme Park	Min. 10 Rooms (3-Star & above)- Optional	20,000 sqm (4.94 Acres)
12	Aquarium	Not Applicable	2,000 sqm (0.49 Acre)
13	Water Park	Min. 10 Rooms (3-Star & above)- Optional	20,000 sqm (4.94 Acres)
14	Convention Centre	Min. 10 Rooms (3-Star & above)- Optional	5000 sqm (1.24 Acres)
15	Caravan Park	Min. 5 Caravan Bays	0.50 Acre
16	Wellness Resort	Min. 10 Rooms (3-Star & above)	2800 sqm (0.69 Acre)
17	Eco Resort / Eco Cottage	Min. 10 Rooms/ Cottages	2500 Sqm (0.62 Acre)
18	Museum	Not Applicable	5,000 Sqft (0.11 Acre)

- c) Land requirement may be increased / decreased in proportion to number of rooms proposed in the project as compared to number of rooms in base size hotel, mentioned in indicative benchmark above. In case of projects where accommodation component is absent or not required as a component, increase/decrease of land to be assessed on case-to-case basis subject to approval of SSWCC/ SLWCA/ HLCA
- d) In CRZ zone as there is height restriction and as there is ecological restriction, the benchmark may be increased by 1.5 times subject to availability of land.
- e) The land area for single window approved cases will be considered by the SSWCC based on the assessment and recommendation of IFC of DoT. However, the area of land allotment shall be done as per availability and suitability by the allotment authority. In exceptional cases, the Special Single Window Clearance Committee (SSWCC) / State Level Single Window Clearance Authority (SLSWCA) / High Level Clearance Authority (HLCA) may consider additional land area on case-to-case basis and recommend to Government for approval.
- f) Any other function as directed by SSWCC / SLSWCA / HLCA / Government in Tourism Department.

9.0 Procedure to be followed in Tourism Department Special Single Window Clearance Committee (SSWCC)

- a) For project below Rs. 50 Cr., the project appraisal prepared by the IFC will be placed before the SSWCC constituted vide order No 12500/TSM, dated 19.12.2013.
- b) The SSWCC may meet monthly or as per decision of the chairperson of the committee.

- c) The SSWCC may invite the applicant to clarify any doubts / make presentation before the committee on the project if required.
- d) The SSWCC will examine the proposals on case-to-case basis, put up by IFC of Tourism Department and take a decision accordingly. It may accept, reject or send back to the IFC for further examination /assessment / scrutiny.
- e) The procedure prescribed for clearance of projects under Industrial Policy Resolution (IPR) will apply to projects above Rs. 50 Cr. to be processed by SLFC to SLSWCA/ HLCA.

10.0 Procedure to be followed for Projects requiring land

- a) For all projects except six urban areas (Development Authority areas) of Bhubaneswar (BDA), Cuttack (CDA), Puri (PKDA), Sambalpur (SDA), Rourkela (RDA) and Berhampur (BeDA) requiring Government land irrespective of the quantum of proposed investment, the following procedure will be followed:
- b) The Facilitation Cell at DoT will make recommendation regarding the quantum of land required for the concerned projects to the respective SSWCC.
- c) The specific requirement of land as assessed by the IFC at DoT/ SLFC of IPICOL will be discussed in the respective SSWCC/ SLSWCA/ HLCA along with the overall project proposal, which will make a specific recommendation as to land requirement. The concerned land holding authority such as IDCO, Revenue, GA Department and any other department/ Government organization holding the land may be called as special invitees for taking a decision on land allotment for a particular project, if required. In case the land assessment is neither done at SLFC level nor discussed in SLSWCA / HLCA meetings, it shall be assessed by IFC of DoT and discussed in the SSWCC before recommending land to IDCO.
- d) After approval of SSWCC / SLSWCA / HLCA, Tourism Department will recommend land for allotment from the land bank earmarked for tourism purpose/ any other land parcels acquired/ to be acquired by the allotting authority if suitable for tourism project. On receipt of the recommendation of Tourism Department, the concerned authority holding the land will initiate land allotment / lease as per their own rules / procedure.
- e) For the six urban areas (Development Authority Areas) of Bhubaneswar, Cuttack, Puri, Sambalpur, Rourkela and Berhampur potential land parcels shall be auctioned for establishment of hospitality units, in accordance with the policy/ rules and rates, as decided by State Government from time to time.

11.0 Provisional Registration

- a) Provisional registration certificate (PRC) as specified in clause 15.4.1 of the policy will be issued by the Tourism Department within 07 days from the date of receipt of approved proceedings of concerned SSWCC / SLSWCA /HLCA meeting in the format given in Annexure-II.
- b) The initial validity period of three (3) years will be counted from the date of issue of PRC in case of own land.
- c) However, in case of allotment of Government land, the initial validity period of three (3) years will be counted from the date of handover of possession over the land.
- d) No fresh PRC will be issued in favour of approved expansion projects, which have already obtained PRC against their existing tourism units. The validity period of three (3) years with respect to such approved expansion projects will be counted from the date of issue of approval letter in case of own land and from the date of handover of possession in case of allotment of Govt. land.

12.0 Facilitating Project Clearances

- a) After the project approval by the respective Single Window Clearance Committee/ Authority, the respective Facilitation Cell will guide the project proponent and facilitate project clearances from the concerned Departments for establishment and operations of the tourism projects.
- b) The Facilitation Cell shall endeavor to facilitate and follow up on the project approvals from the concerned Departments within the timelines prescribed in the Odisha Industrial Facilitation Act, 2005 / Odisha Right to Public Services Act, 2012.

13.0 Completion & Commercial Operation

- a) Approved Tourism Projects must complete the project and start commercial operation within three (3) years of the initial validity period. Tourism Department will facilitate and provide necessary assistance on request of the promoter during this initial validity period. In case of allotment of Government land, the time frame of 3 years shall start from date of possession handover of land by IDCO or any other Government agency.
- b) If any project is not in a position to complete and start commercial operation during the initial validity period, it may apply for time extension as per clause 15.4.1 (ii) of Odisha Tourism Policy, 2022/ Odisha Tourism (Amendment) Policy 2026 on or before the last date of initial validity period. If application is filed after the last date of the validity period, DoT shall examine such cases on case-to-case basis and decision of DoT in this regard shall be final and binding.
- c) The Tourism Projects which are unable to go operational after the time extension will have to explain to the Government for the delay as per clause 15.4.1 (iii) of Odisha Tourism Policy, 2022/ Odisha Tourism (Amendment) Policy, 2026.
- d) The incentives/ subsidies provided under OTP-2022 relating to Interest Subsidy, Reimbursement of Land Conversion Charges, Employment Cost Subsidy and Training Cost Subsidy may not be applicable for the projects approved under the Odisha Tourism (Amendment) Policy-2026.
- e) Department of Tourism may further modify these guidelines with the approval of the Government for smooth implementation of the tourism policy as and when required.
- f) Department of Tourism is the competent authority to clarify doubts if any arises in future on any of the provisions etc. with regards to these guidelines and the clarifications given by the Tourism department in this regard will be final and binding.
- g) The financial implications in implementation of these guidelines may be met out of the existing budgetary provisions of Department of Tourism.

By Orders of Governor

(BALWANT SINGH IAS)

Commissioner cum Secretary, Tourism

Documents required for Go-Swift application (Annexure-I)

1	Detailed Project Report (DPR) / Detailed Feasibility Report, including plans and cost estimates
2	Comfort letter from the Financier for the term loan support to the project.
3	Up to date IT returns for last 3 years of the promoters.
4	Identity proof of the Promoters.
5	Audited Balance Sheet, profit & loss Account of the project signed by a Chartered accountant for last 3 years.
6	Assets facilities to be created in proposed project and no. of employment generation (Skilled & unskilled).
7	Requirement of Electricity & Water for the project and source of its supply.
8	Undertaking in the form of an affidavit to furnish all statutory clearances required for the hotel project.
9	Letter of willingness of the promoters sharing the exact amount to be invested in the project.
10	Sources of Promoter's Contribution towards project cost to be specified.
11	Latest Net worth certificate of the promoters certified by a Chartered Accountant
12	Articles & memorandum of Association, if any.
13	Details of land of the project applied for / copies of land deed, RoR, etc., if own land.
14	Any other as and when required.

Odisha Tourism
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ଓଡ଼ିଶା ସରକାର
ପର୍ଯ୍ୟଟନ ବିଭାଗ

**Government of Odisha
Tourism Department**

Annexure-II



ODISHA
THINK INDIA, THINK ODISHA

ଓଡ଼ିଶା ପର୍ଯ୍ୟଟନ
ପର୍ଯ୍ୟଟନ ଭବନ, ଲୁଇସ ରୋଡ୍,
ଭୁବନେଶ୍ୱର-୭୫୧୦୧୪

No. _____ / TSM, Bhubaneswar, Dated _____

Provisional Registration Certificate

This is to certify that the proposal of M/s _____ to set up a _____ unit at _____ in the district of _____ has been approved by the SSWCC / SLSWCA / HLCA in its _____ meeting held on _____. Provisional Registration Certificate bearing Number _____ is hereby assigned to the project for further reference.

N.B

- The initial validity period of three (3) years will be counted from the date of issue of PRC in case of own land.
- However, in case of allotment of Government land, the initial validity period of three (3) years will be counted from the date of handover of possession over the land.
- Extension of validity period will be subject to 15.4.1 of Odisha Tourism Policy, 2022 / Odisha Tourism (Amendment) Policy, 2026.

Signature with Designation