



## Supporting Documents for 6.3.1

### Staff Welfare Measures

**Link for leave rules for teaching staff:**

<https://www.ugc.gov.in/oldpdf/PSOrders/leaverules.pdf>

Leave Benefits		Teaching Staff	Non-Teaching Staff
1	Casual Leave	8CL	8CL
2	Half Pay leave/ Commuted Leave	20 after 1 year of completed service	10 in January onwards and 10 in July onwards
3	Duty Leave	Maximum 30 days	No
4	Maternity Leave	180 days	180 days
5	Paternity Leave	15 days	15 days
6	Study Leave	3 years	NA
7	Sabbatical Leave	2 years	Nil

8	Leave given to participate and present papers in Seminars	Yes	NA
9	Online Submission of Casual Leave	Yes	Yes
10	Leave due to COVID-19	15 days of special casual leave as per the notification issued by Department of Personnel and Training	Yes

Other Facilities		Teaching Staff	Non-Teaching Staff
1	Celebration of important festivals	Yes	Yes
3	Lunch Room	Yes	Yes
4	Computer & Psychology Lab Facilities	Yes	Yes
6	Department Rooms	Yes	NA
7	On time payment of salary / Salary Slips	Yes	Yes
8	Flexible working hours	Yes	Yes
9	Grievance Redressal Cell	Yes	Yes

10	ICC	Yes	Yes
11	Parking Facility	Yes	Yes
12	Internet	Yes	Yes
14	Farewell celebrations	Yes	Yes
15	Facilitation for completing 25 years of service	Yes	Yes
16	COVID-19 Vaccination Drive	Yes	Yes

## **Leave Application form for Teaching Staff**

### **Y.S.N.M. Medininagar , Leave Form**

Name of Employee -

Designation -

Department-

Nature of leave-

Day form ..... to .....

No. of days .....

Date.....

Signature of Employee

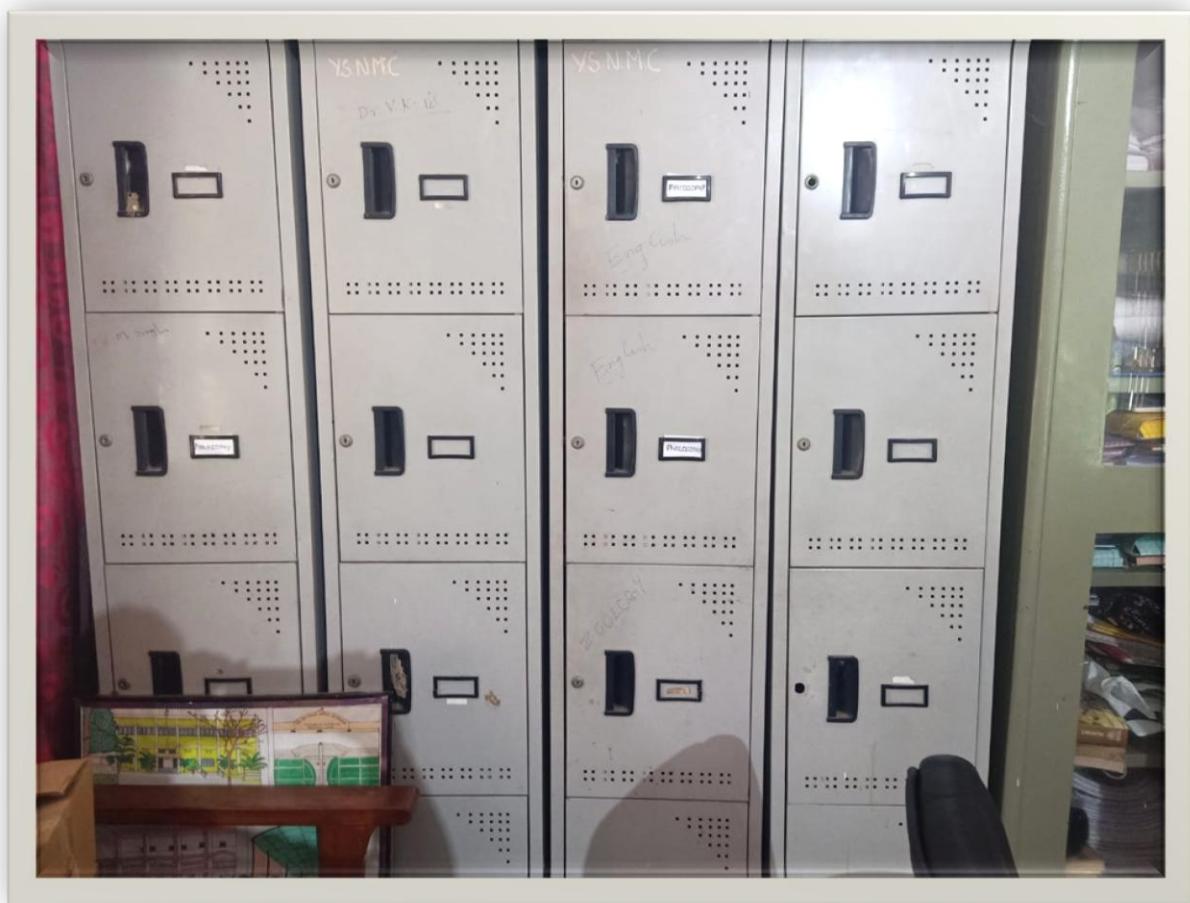
## **Parking Facility for Staff**



## Staff Room



## Locker facility



## **Computer facility for teachers**



## **COVID Vaccination Drive**

Covid-Vaccination Drive was organised by the college in collaboration with NSS on 5.12 2022. The drive witnessed good participation by faculty, non-teaching staff and student.





## Incinerator Machine

