






# RAAK

## ARTS AND SCIENCE COLLEGE


### STAFF WELFARE POLICY


POLICY NO.	ISSUE/REVISION NO.	DATE OF REVISION	NEXT REVISION
RASC/IQAC/POLICY/025	02/01	13/05/2022	2025

PREPARED BY	VERIFIED BY	APPROVED BY
		
ADMINISTRATIVE OFFICER	IQAC COORDINATOR	PRINCIPAL

**PRINCIPAL**  
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## WELFARE MEASURES POLICY

### Welfare measures for teaching staff:

1. On-duty is provided for the faculty members who are attending National /International Conference / Seminars / Workshop conducted by various Institutions.
2. Offering 25% fee reduction for education to the wards of the staff members including school education in the sister institutions.
3. Free bus facility and accommodation is provided for needy faculty members.
4. Financial contribution for the family functions of the faculty members.
5. Offering Incentives based on exceptional academic activities.
6. Faculty members are encouraged with gifts and awards.
7. Health insurance to staff members and their families.
8. Financial assistance to attend conferences/workshops/seminars/FDP etc.
9. Leave to engage in extension and community work.
10. Seed money for research.
11. Scholarship to the meritorious children of Faculty.
12. Free annual medical check up
13. Maternity Benefits for women employees as per Govt norms.
14. Promotion for good performing faculty.
15. Annual staff picnics, occasional tours and common celebration of festivals.

### Welfare measures for Non-Teaching Staff:

1. One day salary is offered every month as incentives to those staff members who do not avail casual leave in the respective months.
2. Financial contribution for the members and increment and incentive are also issued.
3. Financial contribution for the family functions of the faculty members.
4. Special Incentives to drivers for additional work.
5. Two sets of uniforms to the non-teaching staff every year.
6. Educational assistance to children of economically weak.

