



St. Thomas College, Bhilai
*Affiliated to Hemchand Yadav Vishwavidyalaya,
Durg, Chhattisgarh*

**Criterion - 6 : Governance, Leadership and
Management**

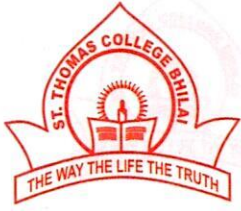
6.3 : Faculty Empowerment Strategies

***6.3.1 : The Institution has effective Welfare Measures for
Teaching and Non-Teaching Staff***

- ***Staff Welfare Policy***



Submitted to National Assessment and Accreditation Council
2016 - 2021



ST. THOMAS COLLEGE

RUABANDHA, BHILAI – 490 006, DURG (DIST.) CHHATTISGARH
(A Post Graduate College, Affiliated to Hemchand Yadav Vishwavidyalaya, Durg)

NAAC Reaccredited With B++ Grade

email ID : stthomascollege_bhilai@rediffmail.com

☎ 0788-2275970

Website : www.stthomascollegebhilai.in

Staff Welfare Policy

Staff Welfare measures refer to the intellectual or social improvement of the employees over and above the wages paid by the institution. St. Thomas College provides service, facilities and amenities to enable the staff to perform their work in healthy and peaceful surroundings and to avail of facilities which improve their health and bring high morale.

The objective of Welfare Scheme

1. To keep motivation level of staff high.
2. To improve the satisfaction towards the job.
3. Better physical and mental health to staff to promote a healthy work environment.
4. To develop rapport with the institution, employer and the employee.
5. To persuade the employees and increase proficiency and effectiveness.

Welfare Measures for Teaching and Non-teaching staff:

Statutory Welfare Measures

- a. Drinking Water- The employees avail the facility of safe hygienic filtered drinking water.
- b. First aid Facilities- First aid support for initial medication.

- c. Rest Rooms – Employees are provided the facility of rest room.
- d. Provident Fund- Employees are eligible for Provident Fund benefits as per the provision of the Employees Provident Funds Scheme framed by the Govt. of India.
- e. Pension and Gratuity - Pension and Gratuity benefits are provided to all staff. Pension benefits are given to all eligible employees
- f. ESI- Employees are eligible for medical benefits as per the provisions of the Employees State Insurance Act, 1948, and the rules are framed accordingly.

Leaves provided : The employees are sanctioned the below leaves with pay as per the policies of the Management.

- 1. Casual Leave
- 2. Maternity Leave as per the Government rule.
- 3. Parental Leave
- 4. Covid Leave
- 5. Earn Leave for Non-Teaching Staff
- 6. Compensatory Leave in lieu of working during holidays

Non Statutory Welfare Measures

- 1. The Institution felicitates the faculty who acquire Ph.D. / M. Phil. Degree.
- 2. Free uniform for the Class IV employees.
- 3. Collaboration and MOU with other college for faculty development and conducting activity.
- 4. Training of non-teaching staff in Tally software.
- 5. Condolence meeting held for the loss of any family member of the Santhomians.
- 6. Farewell to Faculties retiring from the Job.
- 7. Encourage the staff to take up the research projects
- 8. Biometric system for registering attendance.
- 9. Both teaching and non-teaching staffs have access to library services.
- 10. College Community gathering every year with Teaching and Non-Teaching Staff.
- 11. Faculty members have been given permission to act as resource persons.

12. Non - doctoral staff members are encouraged to enroll in Ph.D. programmes.
13. Special health and fitness programmes, such as yoga, are offered.
14. Security services photocopy services and sports facilities are provided for both the teaching and non- teaching staff members.
15. Sports and Cultural Meet for teaching and non-teaching staffs are organized.
16. Non-Teaching – Training program on technical and academic skills are organized.
17. Teaching - FDP organized regularly to enhance and upgrade the performance of faculties.
18. Faculties are granted on duty leave to participate in Seminar / Workshop / FDP
19. Financial support is provided to staff for participating in academic activities outside colleges.
20. Advance salary is granted to the supportive staff in need.
21. Quarters inside the campus for Support Staff.
22. EPF- Loan facility is available.
23. Fees installments scheme for wards of teaching and non-teaching staff
24. SBI ATM facility
25. Interest free loan

Grievance Management System (GMS)


Institution has a well-established Grievance Management System for its employees.

Infrastructure

The institute has established well developed infrastructure.

1. The faculty is allowed to use ICT, Infrastructure, and Library facility.
2. Separate parking space facility for staff and students.
3. Canteen Facility is available for staff to use during working and extended hours.
4. Staff members have access to Gym, Internet, and free Wi-Fi on campus.
5. Free medical checkup is provided periodically to all the staff members.




PRINCIPAL
ST. THOMAS COLLEGE, BHILAI
GUABANDHA, BHILAI (C.G.)