

# **SANTOSH**

**Deemed to be University**



6.3.1 The Institution has effective welfare measures for teaching and non-teaching staff and other beneficiaries.

## Policy Document on Welfare Measures

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## **THE EMPLOYEES WELFARE SCHEMES**

### **PROVIDING CERTAIN AMENITIES:**

#### **(1) Residential Accommodation:**

- (a) If residential accommodation is available, it may be allotted to an employee of the University, on such terms and conditions as may be prescribed by the competent authority from time to time.
- (b) The management reserve its right in allotment of residential accommodation to any employee at its discretion.
- (c) The allottee employee shall not be considered as a tenant of the University.
- (d) The residential accommodation provided by the University to an employee shall be used only for the purpose for which it was allotted.
- (e) Besides paying electricity/water charges bills and all the routine normal maintenance of the house shall rest with the occupant employee only.
- (f) While vacating the accommodation he should hand over the keys along with the upto date payments bills made towards the electricity/water charges and all other normal fixtures and fittings provided to him. The amount, if any, due for payment shall also be remitted with the concerned authorities. The University have absolute right in recovering the outstanding payments etc. from his final settlement.
- (g) The University has the right to get the premises accommodation vacated at any time, if the University desires to do so without giving any reason or may give a notice period of One Month as per the decisions made by the University Authorities.**

**(2) Other Amenities :**

- (a) The management reserve its right to provide rent free accommodation and other amenities such as furniture, electrical appliance, fixtures, telephone, vehicle etc. to an employee depending upon the conditions of appointment.
- (b) It shall be the duty of such an employee to use these amenities in a judicious manner and not to mis-use them and to maintain them properly.
- (a) The management reserve its right to provide rent free accommodation Campus/Staff quarters. For this purpose the dependents means, spouse, minor and unmarried two children, dependent father and mother of any one of the employee or spouse. Such dependents photos and ID cards should be given to the management of the Santosh University and to get their approval. No other person are eligible to stay in the staff quarters with the employee and if found any unauthorized person(s) is/are staying with the employee and they are liable for termination without any Notice.

**MEDICAL BENEFITS :**

- (1) Every employee of the University, who has completed one year of continuous service in the University, is entitled to receive medical treatment in the hospital, **his spouse (New Inclusion for Approval)** and two dependent children below 18 years and one of the dependent parents staying with the employee. The quantum of Medical Benefits shall be as prescribed by the Management from time to time. In case both husband and wife are in employment of the University, medical benefits will be given to the parents of one of an employee only, as opted by them.
- (2) In case an employee gets hurt/injured in the course of normal discharge of his/her official duties he will be treated in the Santosh Medical College Hospital at free of cost. However, in case of any permanent disability he will be compensated as per Rules in force.

**EMPLOYEES' CONTRIBUTORY PENSION-CUM-PROVIDENT FUND SCHEME:**

Every regular employee of the University who are subscribed to the EPF scheme with the Provident Fund Commissioner of the Government of India are entitled the benefits under the Scheme.



## **Covid Welfare Measures**

- Covid Allowance
- Quarantine facilities including accommodation & food
- Treatment of self & family in L3 Family
- Extra Covid leave besides normal medical Leave
- Complete protection kit
- Medicinal Support
- Free RTPCR test after duty

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