



# WELFARE POLICY



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***GOVT. M. H. COLLEGE OF HOME SCIENCE  
AND SCIENCE FOR WOMEN, JABALPUR***



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शासकीय मो.ह.गृह विज्ञान एवं विज्ञान महिला, महाविद्यालय

GOVERNMENT M. H. COLLEGE OF HOME SCIENCE & SCIENCE FOR WOMEN

नैपियर टाउन, जबलपुर - 482002 मध्य प्रदेश, भारत

Napier Town, Jabalpur - 482002 Madhya Pradesh, India

## WELFARE POLICY

**Purpose** -: To promote the well-being and satisfaction of staff members, recognizing their valuable contributions to the college.

**Scope**: This policy applies to all regular, full-time, and part-time staff members of the college.

### **Benefits:**

#### 1. Medical Benefits:

- ❖ Reimbursement of medical expenses for staff and dependents

#### 2. Retirement Benefits:

- ❖ Provident Fund (PF) and Pension Scheme as per government rules
- ❖ Gratuity and Leave Encashment on retirement

#### 3. Leave and Holidays:

- ❖ Earned Leave,
- ❖ Casual Leave,
- ❖ Optional Leave
- ❖ Special Leave
- ❖ Sick Leave as per government rules,
- ❖ Maternity leave,
- ❖ Child care leave
- ❖ College holidays and festivals as per government notifications

#### 4. Employee Assistance Program (EAP):

- ❖ Support for stress management, mental health, and wellness
- ❖ Yoga
- ❖ Special Lectures
- ❖ Health Checkup Camp

#### 5. Professional Development:

- ❖ Duty Leave
- ❖ Study Leave
- ❖ Opportunities for training, workshops, and conferences
- ❖ Conducting FDP, Seminars, Conferences, Webinar
- ❖ Financial support for higher education and research
- ❖ Developing and teaching innovative courses.
- ❖ Opportunities for presiding roles within a department/committee.
- ❖ Taking on administrative roles.
- ❖ Network with other professors through online programs.

#### 6. Staff Recreation and Leisure:

- ❖ Access to college sports facilities and recreation rooms
- ❖ Organization of staff events,
- ❖ cultural programs, and celebrations
- ❖ Farewells – Samman Samaroh

#### 7. Family Benefits:

- ❖ Maternity Leave and Paternity Leave as per government rules
- ❖ Support for staff with disabilities and dependents

#### 8. Commuting and Transportation:

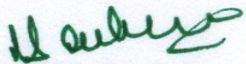
- ❖ Reimbursement of travel expenses for official purposes

#### 9. Facilities –

- ❖ The staff is free to use the ICT infrastructure.
- ❖ For the faculty members pursuing higher education library facility, computer, printer and stationery are made available.
- ❖ Healthy and hygienic work environment.
- ❖ Well maintained departments with necessary equipments.
- ❖ Annual increment and three additional increments to those who get Ph.D. awarded.
- ❖ Facilities like Ramps, lift, Gymnasium, yoga programs, congenial atmosphere, green campus etc. are made available.
- ❖ Presence of clean and hygienic college canteen with CCTV camera, availability of stationery, photocopy center and juice corner

#### 10. Other Benefits:

- ❖ Staff quarters or housing allowance (if available)
- ❖ A Staff Welfare Committee will be constituted to address staff grievances and suggestions.

  
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