

### **6.3.1 LIST OF EXISTING WELFARE MEASURES**

#### **1. Employees Provident Fund as per PF rules**

Keeping in view the future safety of employees, the institute contributes specific amount towards PF of an employee as per PF rules.

#### **2. Gratuity**

Gratuity is applicable to every staff after five year of permanent service.

#### **3. Full paid Maternity Leave**

Under humanitarian grounds, sanstha provides 180 days full paid maternity leaves to all female employees.

#### **4. Fee concession to wards of staff member**

The provision is made for financial support to economically weaker staff of sanstha in the form of fees concession to their wards.

#### **5. Encashment of Earn Leave at the end of service**

At the end of service of an employee, he/she can en-cash his/her earned leaves as per the rules of sanstha.

#### **6. Salary timely credited to bank account of employee.**

In each month, the employee gets the salary on time through bank accounts only. The sanstha credits the salary on time every month.

#### **7. Reimbursement of Membership fees for the professional bodies.**

The institute has the provision of reimbursement of membership fee of any professional body provided he/she publishes a research paper within a year in the concerned professional body.

#### **8. Medical leave encashment**

Facility of encashment of balance medical leave to faculties is available at the end of academic year.

