# Welfare measures for teaching and non-teaching members:

# 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. Medi claim-Health Insurance

As for the health insurance, samstha provides cashless Medi-claim for the employee and his/her family.

# 3. Gratuity

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

#### 4. Full paid Maternity Leave

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

## 5. Fee concession to wards of economically weak staff

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

#### 6. 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 samstha.

## 7. Salary timely credited to bank account of employee.

In each month, the employee gets the salary on time through bank accounts only. The samstha credits the salary on time every month irrespective of the due scholarship are received or not.

### 8. 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.

# 9. Medical leave encashment

Facility of encashment of balance medical leave to ad-hoc faculties is available at the end of academic year

# 10. Festival advance

Non-teaching staff can avail interest free festival advance up-to Rs. 15,000 repayable in 8 months