



# MAR THOMA COLLEGE FOR WOMEN

Perumbavoor, Ernakulam, Kerala

Affiliated to M.G University & accredited "B+" by NAAC

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# WELFARE MEASURES

## 1. Medisep - Medical Insurance

The scheme is intended to provide comprehensive health insurance coverage to all serving employees of the State Government. This also includes newly recruited employees and their family, part time contingent employees, part time teachers, teaching, non-teaching staff of the institution and their family and pensioners and their spouses and family pensioners on compulsory basis. As the institution is government aided, all the teaching and non-teaching staff are eligible to claim this service.



## 2. Snehasandram

This is a welfare scheme conceived by the Teaching and Non- Teaching staff Forum of the institution to provide financial aid to those staff in need of assistance during an unwarranted circumstance.



### 3. Festival Bonus

A Christmas festival allowance of Rs. 1000 is given to management office staff every year.



### 4. Employee Provident Fund Loan

Employee Provident Fund or EPF is a retirement benefits scheme approved by the Indian government for salaried employees. Under this scheme, a small sum of money is contributed by employees from eligible organizations from their monthly basic pay in their PF (Provident Fund) accounts.

Employees can withdraw a sum of money from their PF accounts and make use of the withdrawn money as a personal loan. While the name may signify that it is a loan, it is not like the typical personal loan where the person needs to repay the amount to the bank. In a PF loan, the repayment procedure is not included, as it is non-refundable.



## 5. Maternity Leave

With the turn of the time's tide, offices and corporates became more open and sensitive to the female workforce and addressed their concerns by introducing maternity leave benefits. The maternity leave policy in India was also strengthened in August 2016. The Government made amendments to the Maternity Benefit Act of 1961 by extending the maternity leave duration from the former 12 weeks to 26 weeks. Considering the responsibilities shouldered by a working mother who can neither neglect work nor her newborn, extending the pregnancy leave can help her cope with the new responsibility.

The extended maternity leave will help new mothers strengthen their bond with their babies and tend to their own physical needs as well.



## 6. Dearness Allowance

Dearness Allowance (DA) is the cost-of-living adjustment allowance that the government provides to both current and retired members of the public sector. It is determined using the employee's basic salary percentage.



## 7. Sick Room

A sick room or an isolation room is demarcated for the employees in the institution where they can lie down and take rest. The room is provided with air cooler and first aid facilities



## 8. Spectacles Allowance

The State Government has also offered allowance for buying spectacles for their employees which can be availed by submission of medical certificate issued by an Ophthalmologist employed in State Government hospital



## 9. Bus Facilities

In liaison with other private institutions, the institution provides commutation facility for the faculty coming from far distances.



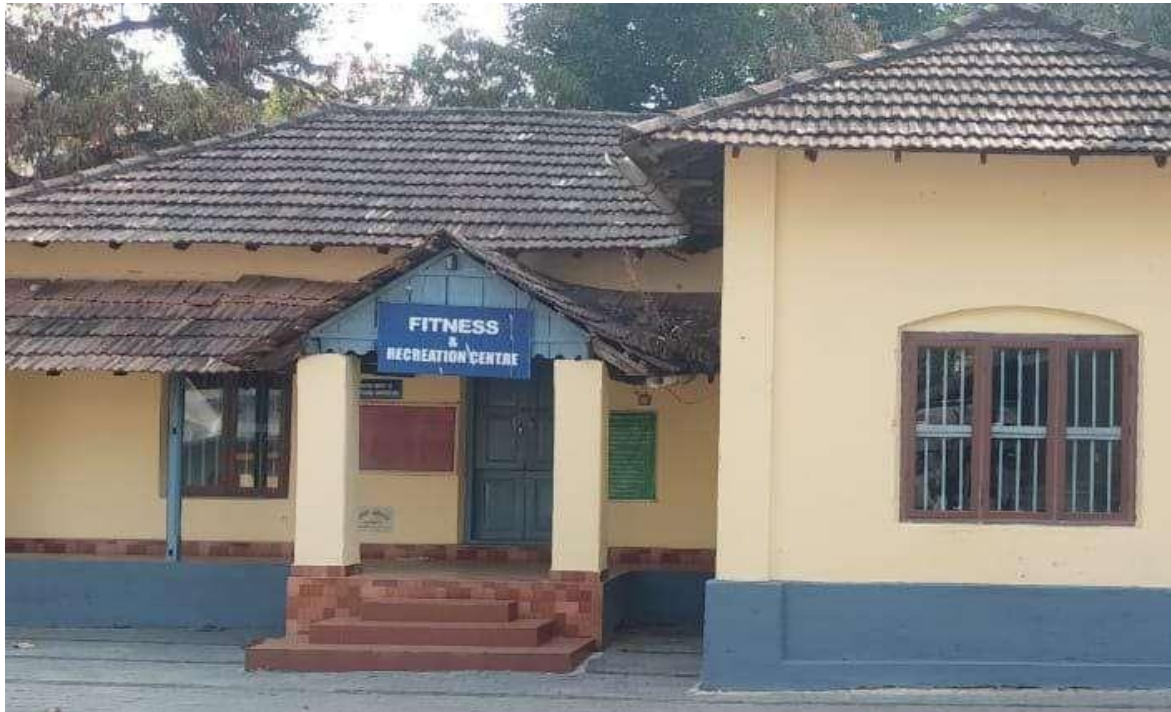
## 10. Hostel Accommodation

The hostel facility is provided to both male and female staff of the institution within the college campus. Single bedroom or double bedroom can be availed by the faculty.



## 11. Sports & Recreation Facility

Sports and recreation facilities are also postulated for the faculty after the stipulated class hours.



## 12. Other Welfare Measures

Welfare Schemes for the teaching and non-teaching staffs by UGC and State Government



Encashment of leave surrender



Duty leave and half pay/ commuted leave



Medical leave



Interest free loan facilities



Leave for Faculty Improvement Programme



15 days of casual leave in a calender year



Paternity leave for 14 days



Special casual leave for 180 days during a calender year for employees in treatment for mortal diseases.



Monthly deduction and payment of Income Tax, giving provision to vary the amount to suit convenience of the staff



Contribution to the Provident Fund, as per the choice of the payee. Statutory pension for employees enrolled before 2013 , and contributory pension for those joining service after 2013



45 days leave for hysterectomy



## Support and Welfare Measures from the Institution



Free Computer Lab Facility for the Staff



Free wi-fi for the staff



Parking Facility



Financial support to attend seminars



Free hostel accommodation facility for the staff



Celebration of important days/occasions of the teaching and non-teaching community



Demarcated Canteen space and Health Club



Noontime meal facility for staff from the college canteen



Honouring the achievements of the staff at department association functions



Staff Tour



Workshops on generally relevant topics



Free food and accommodation for watchman



Advance payment of salary for teaching and non-teaching staff in request



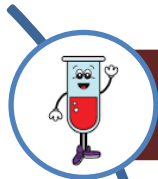
The retiring staffs are honoured at farewell meetings in the presence of the Manager and the whole staff fraternity



Leave granted to teaching and non-teaching staff to attend professional development programmes and to participate/present papers in seminars/ conferences

### 13. Health Services

The college conducts medical camps to check Blood Pressure, Hemoglobin Count, Obesity, Diabetics, etc. Following camps were conducted in last five years.



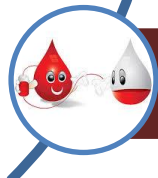
YRC, NCC and Health Club conducted Blood Donation Camp which facilitated the monitoring of Blood Pressure, Hemoglobin Count, Weight Loss and Obesity in July 2020 for staff and students.



NCC Unit in association with Blood Bank, Aluva organised Blood Donation Camp which facilitated the monitoring of Blood Pressure, Hemoglobin Count, Weight Loss and Obesity in December 2021 for staff and students.



NSS Unit no. 57 of the college organised a blood sample collection for pre-diabetic screening in March 2022 for staff and students.



NSS, YRC, NCC and the Department of Zoology conducted Blood Donation Camp which facilitated the monitoring of Blood Pressure, Hemoglobin Count, Weight Loss and Obesity in July 2022 for staff and students.