



MAR SLEEVA COLLEGE OF ARTS AND SCIENCE

Murickassery, Rajamudy P O

www.marsleeva.in, marsleevacollege@gmail.com

Ph. 04868263750, 9496302778

Affiliated to MG University Kottayam, U O No.4023/12/ACA VII

STAFF WELFARE POLICY

The organization delivers a positive working environment that greatly enhances employee job satisfaction. The following are the welfare schemes put forward for benefit of the employees.

1. Campus Wi-Fi is available for free. All staff members should use a domain email address.
2. Special casual leave is given to staff members during any medical emergency.
3. Institution provides separate parking area for the staff.
4. Canteen facilities are provided to the staff members.
5. Free uniform is given to all teaching and non-teaching staff.
6. Recreation room is provided to staff for their recreation.
7. Annual Tour programme is arranged for the staff members.
8. Community Lunch is arranged for the staff and their family.
9. Discussion Rooms are used for serious discussions.
10. Academic amenities like computer lab, library with online databases for academic development of staff.
11. College bus facility arranged to all staffs.
12. Training programs for staff to develop professional competency.
13. Financial support to participate in national and international FDP programs

OTHER WELFARE MEASURES

1. **PROVIDENT FUND**-The staff can invest in the PF on a monthly basis.

2. **EMPLOYEES STATE INSURANCE SCHEME**-provide protection to employees towards the events of sickness, maternity, disablement and death on account of employment injury.
3. **MATERNITY LEAVE** of six months is given to female staff.



Joshy

Dr. JOSHY VARGHESE MA, B.Ed, Ph.D
PRINCIPAL
Mar Sreeva College of Arts and Science,
Murickassery, Rajamudy P.O.