



BISHOP BENZIGER COLLEGE

OF NURSING

Accredited by NAAC,

Member of United Nations Academic Impact Program

Approved Research Centre of Kerala University of Health Sciences



6.3.1- Policy Document on Providing Welfare Measures



BISHOP BENZIGER COLLEGE OF NURSING

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Policy Document on providing welfare measures to Teaching and Non-Teaching Staff Members

Bishop Benziger college of Nursing helps financially its staff with the provision of various benefits through different ways. Management constantly takes the welfare measures provision to the Teaching and Non-Teaching staff members.

Welfare measures for teaching staff

1. Employees' Provident Fund and Employees' State Insurance benefits are granted to eligible staff members. Medical benefits are receivable to the members of Employees' State Insurance and their family members through Employees' State Insurance. Sick leave is also granted as part of Employees' State Insurance benefits.
2. Casual leave, Annual Leave and public holidays: A staff can claim a total of 15 days in a calendar year as casual leave. An employee after first year of service is eligible to take the Annual Leave and Vacation leave. Annual Leave of 15 days and vacation leave of 15 days are granted as per leave policy. Employees working on holidays as per the direction of principal/ management shall be granted compensation leave.
3. Financial aid for professional development: Faculties who attended CNE / Workshop/seminar can claim of Rs 1000 per annum as a registration fees.
4. Maternity Leave: The teaching faculty can avail the maternity leave for 2 months with the full salary. Those who are eligible for ESI benefits are getting six months maternity leave with salary.
5. Annual Staff picnic: Annually, staff tour is arranged as part of staff welfare program.
6. Festival Gift: Festival gift worth Rs 1000 will be given for all teaching staff annually during the Christmas season.
7. Wellness clinic: As a part of wellness staff welfare measures, wellness clinic is recently started in the college campus. All staffs members have the facility to undergo basic health checkup on a rotation basis.

Welfare measures for non-teaching staffs

1. Employees' Provident Fund and Employees' State Insurance: As per the Central Government rule medical care facility is receivable to members and their families from Employees' State Insurance hospitals as an inpatient and outpatient. Sick leave is also granted as part of Employees' State Insurance benefits for employees.





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2. Salary Advance to the needy staff: The non-teaching staff can avail the salary advanced limited to Rs 10000 and it can be deducted from their monthly salary in 10 months installment.
3. COVID-19 Insurance support: As a welfare measures to non-teaching staff, COVID 19 Insurance policy premium amount of 50% is given as management contribution.
4. Festival Gift and Allowances: Festival gift worth Rs 500 will be given for all non-teaching staff members, annually during the Christmas season.
5. Ex-gratia payment: An amount of Rs 10000 is sanctioned to non-teaching staff annually as ex-gratia payment.



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