



# D.B.M.S. College of Education

(Recognised by National Council for Teacher Education)  
Affiliated to Kolhan University, Chaibasa & J. A. C., Ranchi, Jharkhand  
Road No. 23, Farm Area, Kadma, Jamshedpur-831005 | Phone : 2309097  
E-mail : dbms.edu23@gmail.com | Website : dbmscollege.in

## 6.3.1 LIST OF WELFARE MEASURES PROVIDED BY THE COLLEGE

LIST OF WELFARE MEASURES PROVIDED BY THE COLLEGE	BENEFICIARIES
Annual Increment	All teaching staff
Annual Increment	All non-teaching staff
Annual Increment, loan facilities	Support staff
Financial support for staff to attend seminars, conferences, workshops etc.	All teaching staff
Duty leave is granted for research work, extension services, PhD, paper presentation and attending seminars etc.	All teaching staff
Maternity leave	All teaching and non-teaching staff
Flexibility in time adjustment	All teaching and non-teaching staff
EPF	All teaching staff
ESI	All non-teaching staff
Accidental Group Insurance	All teaching and non-teaching staff

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## LIST OF WELFARE MEASURES PROVIDED BY THE COLLEGE

True to the spirit of the D.B.M.S. Policy Manual, the College offers several welfare schemes for its teaching and non-teaching staff. They are:

- **Advance salary:** The college advances salary to staff members, especially when there is a function or any emergency in their family
- **Festival allowances and gifts:** Festival allowances and festival gifts are provided to non-teaching temporary staff like Teachers' Day, May Day etc
- **Study leave provisions:** Teaching staff can avail leave for completing studies, especially PhD and duty leave is sanctioned for attending training or workshops
- **Special leave provisions:** Special leave is sanctioned for female staff (2 in number) on special days of every month
- **Counselling services:** Free counselling services are made available to all staff members
- **Staff development programmes:** The college organises regular staff development programmes for academic and professional enrichment
- **Individual cabin & bookshelves:** All the faculty members are provided with adequate cabin space and bookshelves
- **Staff picnic:** Every year, the institution organises an annual picnic that brings together all the teaching and non-teaching staff.
- **Periodic staff get-together:** Several staff get-togethers with food are arranged on the campus
- **EPF:** Mandatory Social Security schemes contributions to EPF (Employees Provident Fund) is in place. Staff who are in the unaided section are members of ESI (Employees' State Insurance Corporations).

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- **Salary:** Salary is revised periodically for the staff of the self-financing section.
- **Incentives:** Incentives are given for examination duty, admission etc.
- **Parking area:** Separate Parking area is maintained for parking the vehicles.

## Other statutory Staff welfare Schemes:

- **Provident Fund-** Staff can invest in the PF on a monthly basis and avail loan.
- **Group Insurance Scheme (GIS)** is given to staff for their welfare. It provides insurance benefits to the staff appointed in accordance with the rules of recruitment of the state.
- **Maternity Leave** is given to female staff members for 180 days to safeguard the interest of the mother immediately before and after the child birth. Leave benefits are also given to female staff who has a miscarriage or tubectomy.
- **Paternity Leave** for 10 days is given to male staff members to be emotionally and physically available for both mother and child, before and after the delivery.
- **National Pension Scheme (NPS)** is a voluntary contribution pension system existing in the college. The staff can contribute regularly in their pension account during their working life.

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## CAREER DEVELOPMENT AND PROGRESSION

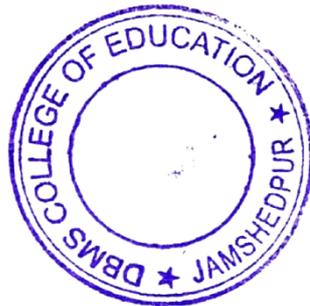
The Management ensures that the staff get their promotions as and when due.

Appraisal forms are given which, when filled and verified, are forwarded to the office of the principal and then to the management.

The Management encourages staff to pursue research, publish research papers and take up government/UGC-funded projects.

The Management provides financial assistance for staff to participate in seminars hosted by other institutions.

The IQAC organizes numerous in-service and capacity building programmes for teaching, non-teaching and support-staff which promote professionalism in the workplace.



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