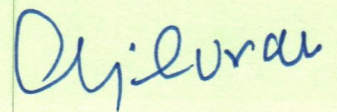


**K.M.G. COLLEGE OF ARTS & SCIENCE, GUDIYATTAM**  
**STANDARD STAFF WELFARE POLICES OF OUR COLLEGE**

1. The institute contributes a specific amount to an employee's PF account in accordance with PF guidelines, in order to ensure their future safety.
2. The Management organizes the celebration of all the festival irrespective of the religions / caste and sects to maintain the multicultural environment in the campus.
3. Faculty members are encouraged and permitted to act as resource person, when their services are required in the academic bodies.
4. On the request of the Management the Indian Overseas Bank, one of the Nationalized Bank have established an ATM Service in the campus to cater the Banking facilities and needs of our students community, Teaching and Non-Teaching staffs.
5. Every month both Teaching faculties and Non-Teaching staffs receive their Salary on time through Bank Account.
6. To encourage more participation of our Teaching facilities in various academic oriented Conferences/ Workshops/Seminars/ Symposiums the Registration Fees and TA/DA expenses which are to be incurred for their participation are totally borne by the Management.
7. Faculty development programmers (FDP) are held on a regular basis for faculty members.
8. Automation of attendance and leave using biometric system are followed.
9. The management recognizes and appreciates the works of the faculty members who improve their research work through high-quality publications over the academic year.(Providing the monetary benefits of 50%)
10. Offering free education to the wards of Teaching and Non-teaching staffs.
11. Employees, who upgrade their educational or professional qualification during service, become eligible for additional increments / qualification allowance.
12. Interest free Advances to faculty and staff to meet emergency situations are allowed
13. Our Employees are eligible for Provident Fund
14. Group Accidental Insurance Policy covered for all Teaching and Non-Teaching staffs.
15. Providing free uniforms to the Teaching, non teaching and the supporting staff.
16. The Institution allows its premises free for the use of family functions of Teaching and Non- teaching staffs.
17. Non-doctoral staff members are encouraged to enroll in Ph.D. programmers
18. Sports and Cultural Meet for teaching and non-teaching staffs are organized.
19. Both teaching and non-teaching staffs have access to library services
20. When it comes to receiving the benefits from the college, all employees are treated equally.
21. Providing free Education to our Teaching and non teaching staff member in our sister schools
22. Every year Teaching and Non-Teaching Staffs are taken for Tour to out stations.
23. Free colleges Transports buses are allowed for use to the Teaching and Non-Teaching staffs family function on request by them.



**SECRETARY**  
**K.M.G. COLLEGE OF ARTS & SCIENCE**  
**GUDIYATTAM - 635803**