



DEEPSHIKHA GROUP OF COLLEGES

Nurturing Talent, Empowering Futures



WELFARE POLICY

Caring for People. Supporting Well-being.
Promoting Facilities. Enhancing Quality of Life.
Building a Supportive and Inclusive Community.



EMPLOYEE
WELFARE



HEALTH &
WELL-BEING



EDUCATION
SUPPORT



FINANCIAL
ASSISTANCE



INCLUSIVE
ENVIRONMENT



SAFETY &
SECURITY

Welfare Policy

1. Faculty Development

Deepshikha College of Technical Education is dedicated to fostering the academic growth and technical expertise of its teaching staff.

- Fostering research, development, and consulting by involving faculty members at all academic levels.
- Encouraging non-doctoral faculty to enroll in Ph.D. programs and providing On-Duty (OD) leave for the same.
- Providing Ph.D. increments for teaching staff upon successful completion of their doctorate.
- Providing professional body membership fees to encourage alignment with global academic networks.
- Encouraging faculty to participate in in-house R&D with students and to obtain patents.
- Formal appreciation and recognition for achieving top ranks within the University of Rajasthan.
- Appreciation and awards for academic excellence and achieving 100% pass results in assigned subjects.
- Encouraging faculty to participate in advanced certifications via MOOCs, NPTEL, Coursera, Udemy, and other prominent online platforms.
- Providing financial support to attend Faculty Development Programs (FDPs), national/international seminars, and technical workshops.
- Sponsoring faculty to deliver guest lectures at other higher learning institutes.
- Dedicated faculty reading rooms in the college library to facilitate advanced research and technical knowledge updates.
- Allowing staff to attend industrial tours to improve practical technical expertise, share/create modern tool facilities, and boost research activities.
- Encouraging faculty to participate in sports events conducted every year.
- Organizing regular recreation activities and team-building events every semester.

2. Non-Teaching Staff Development


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The institution prioritizes upgrading the operational and technical skills of its non-teaching and support staff.

- Conducting and encouraging attendance in training programs focused on modern tools and technical upgrades.
- Providing institutional support to attend skill development programs, seminars, and practical workshops.
- Encouraging attendance in training programs designed to hone computer literacy, IT proficiency, and e-skills.
- Conducting specialized Communication Skills lectures to improve workplace interaction and professional communication.
- Supporting non-teaching staff in pursuing higher studies and providing On-Duty leave for examinations/classes.
- Providing recognition and appreciation for technical research or innovative maintenance work.

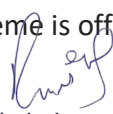
3. Promotion Policy

The primary objective of the promotion framework is to recognize and reward merit, competence and commitment.

- All promotions shall be strictly subject to the completion of the minimum qualifying period as prescribed by college and university guidelines.
- Key evaluation factors include the employee's current academic performance, research work, number of publications, and overall commitment to the development of the college.
- Promotion remains purely merit-based, honoring institutional loyalty and professional growth.

4. Staff Welfare Measures

- **Maternity Leave:** The management grants paid maternity leave to women employees for a period of 60 days.
- **Contribution:** The employees and the management contribute the statutory 12% of the pay toward the provident fund.
- **Group Insurance:** A Group Insurance Scheme is offered to all working staff members.


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Varun Path, Mansarovar

- **Financial Assistance:** Financial assistance is provided in terms of urgent medical expenses if required by the staff.

5. Health Care Benefits

- Comprehensive Group Insurance scheme for all staff members.
- Public Utility Insurance scheme tailored for campus staff safety.
- Organizing regular health check-up camps and wellness workshops on campus.
- Faculty facing major health crises are supported with full pay options during medical emergencies as per management discretion.

6. Leave Rules

- **Maternity & Paternity Leave:** Paid maternity leave for women employees (limited to the first two children) for duration of 60 days, alongside standard paternity leave provisions.
- **Special Permission & Festival Leave:** Provision of special leave for religious festivals. Additionally, staff can avail of two short-duration permissions of 1 hour each per month (restricted to either the first hour or the last hour of the working day, ensuring no disruption to core class hours).
- **Vacation:** Standard summer and winter vacations are provided in alignment with academic calendars.
- **Annual Leave Allocation:** All faculty and staff members are eligible for 12 days of Casual Leave (CL), 10 days of Medical Leave (ML), and 3 days of Earned Leave (EL)-amounting to 25 eligible days during the calendar year-in addition to standard vacations.


 APPROVED BY
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