



AMALA COLLEGE OF NURSING

(An undertaking of Amala Cancer Hospital Society)

Amala Nagar P.O., Thrissur-680 555, Kerala, India.

Website : www.amalanursingcollege.org

FIRST CYCLE NAAC ACCREDITATION 2022

CRITERION 6

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.3. Faculty Empowerment Strategies

6.3.1 Policy document on welfare measures 2020

Submitted to



THE NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

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POLICY DOCUMENT ON THE WELFARE MEASURES FOR TEACHING AND NON-TEACHING STAFF

All employees of Amala College of Nursing are entitled to the following welfare schemes.

1. Maternity leave for female employees

All teaching and non-teaching faculty are entitled to 60 days of maternity leave after completion of 2 years of continuous service in the institution. For non-teaching staff the benefits of ESI scheme shall be availed for Maternity leave benefits. Young mothers who stay nearby the campus are allowed to take care of their children during break time.

2. Subsidized canteen facility

All employees of Amala College of Nursing are entitled to a 10% reduction in charges at all canteens in the Amala Campus. The employees can also avail credit pay facility at the outpatient canteen. The employee should start an account in the outpatient canteen register and will be assigned a specific page number in the register under specific category. The employees can pay their canteen dues on a monthly basis according to the credit system. The employee shall obtain a no due certificate from all the canteens while resigning from the job.

3. Accommodation facility

Subsidized accommodation inside the campus hostel is provided at a minimal rate of Rs.400/- per month can be availed by female teaching faculty if needed.

4. In campus childcare facility (Creche)

There is a play school for kids, within the compound of Amala Institute of Medical Sciences. It is provided at a nominal rate for employees of Amala College of Nursing.

5. Paid conference leave

Paid conference leave and sponsorship to attend conference are provided to the faculty who are presenting papers or posters in these conferences.

6. Birthday celebrations

Each teaching and non-teaching staff birthday is celebrated as common get together. The employee's birthday will be intimated by Office Superintendent to the Academic Coordinator and the employee will be personally wished by the Academic Coordinator on their birthday.

7. Time offs

A register is maintained in the principal office for the faculty to record the extra hours of duty they have done for accreditation or other college related activities. The register will be personally monitored and verified by the Principal and one day duty off will be allotted after completion of 8 hours of extra duty. The faculty is entitled to take 3 hours permissions in a month after getting prior approval from the Principal.

8. Access to fitness center

Interested faculty can utilize the Gymnasium facility present in the campus after getting approval from the faculty in charge

9. Faculty tour

Every year both teaching and non teaching faculty undertakes one day picnic along with their family members, Principal, Academic Coordinator which will be partially sponsored by the Management. Religious sisters have special tour facility with management other than common faculty tour.

10. Access to Padmabushan Fr.Gabriel Memorial Central (PGMC) Library

All faculty are entitled to utilize the central library for referencing and advanced search engine like Ovid

11. Health Insurance Policy and Amala Family Care Scheme

All non ESI faculty are entitled to Covid-19 Insurance Policy with a coverage of upto Rupees one lakh and the premium is fully paid by the management.

All non-teaching staffs are covered under ESI.

Under Amala Family care scheme each employee is eligible for registering 10 (9 + 1) family members for concessional treatment (10% at Amala Institute of Medical Sciences)

12. Annual Health Checkup and immunization

All non-ESI faculty are entitled for free annual checkup at the Arch clinic and Hepatitis B Vaccine is provided by the management free of cost to all teaching faculty.

13. Employee Provident fund Scheme

All non-teaching faculty with basic salary less than 15000/- is eligible for Provident Fund

14. ESI Scheme

All teaching and non-teaching faculty with wage limit less than 21000/- is eligible for ESI benefit.

15. Gratuity Scheme

All teaching and non-teaching staff except on contract basis, on termination of employment after 5 years of continuous service due to retirement will be eligible for gratuity