

## QUALITY INDICATOR FRAMEWORK (QIF)

### 6.3.1 The institution has effective welfare measures for teaching and non-teaching staff

Institute is committed in initiating welfare measures to employees. The institution understands that innovation & creativity is an outcome depends on satisfaction and wellness of its employees. The institute has taken notable welfare measures in academic & research areas, leave, finance and certain special permission etc.

Responsibility allowance is given for taking Additional responsibility like HoDs, Deans, Placement head & leads and EMS coordinator etc. are given by the institute. Different types of leaves like Maternity leaves, Medical leaves, Earned leaves, Casual leaves, Semester End Vacation etc., are provided to staff as per prevailing rules and regulations: The children of staffs are partially supported by giving a concession in tuition fee, studying in AEF group of institution. Faculty members pursuing PhD leading to enhancement of quality are sponsored in terms of finance & leaves. A special allowance such as academic & research allowance are given to faculty with PhD. Principal Investigator of any funded project are entitled for 10 % of research grant received as research incentive according to the institution policy. Faculty members are sponsored for attending FDP, workshops, seminar, and conferences. The registration fee amount and TA/DA is provided by the institute. PF and ESI benefits provided to teaching & non-teaching staff as per provisions of the Government of India.

Below table details out through documents on welfare schemes adopted.

Sl. No.	Particulars	Document Link
1	Responsibility allowance: <i>Additional allowance for HoD, Deans, Placement leads and EMS coordinators etc. (Sample copies)</i>	<a href="#">View Document</a>
2	Leaves: i) Different leaves like CL, EL, Vacation, RH etc are sanctioned <i>for the staffs who are in need of leave. (See page 26 to 29 of service rule)</i> ii) Maternity leaves: <i>Maternity leave for three months is given to staff. (see page 30 of service rule)</i> iii) Medical leaves: <i>Sanctioned for the staffs who are in need of medical attention (see page 26 of service rule)</i>	<a href="#">View Document</a>

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3	Fee concession: <i>Children of staffs are partially supported by a concession in tuition fee, studying in AEF group of institution. (sample copy)</i>	<a href="#">View Document</a>
4	Sponsorship for higher studies: <i>Faculty members pursuing PhD leading to enhancement of quality, are sponsored in terms of finance &amp; leaves (see page 30 &amp; 31 of service rule and sample copy of documents).</i>	<a href="#">View Document</a>
5	Research Incentives: <i>A special allowance such as academic &amp; research allowance are given to faculty with PhD.</i>  <i>Principal Investigator of any funded project are entitled for 10% of research grant received as research incentive according to the institution policy (see page 48 of service rule).</i>	<a href="#">View Document</a>
6	Sponsorship for knowledge up gradation: Faculty members are sponsored for attending FDP, workshops, seminar, and conferences. The registration fee, TA& DA amount is provided by the institute. (see page 34 of service rule)	<a href="#">Institution policy</a>
		<a href="#">Sponsorship details</a>
7	PF & ESI: <i>PF for teaching &amp; non-teaching staff and ESI for non-teaching staff (see page 25 of service rule).</i>	<a href="#">View Document</a>

  
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